



Council Meeting Agenda

**Tuesday, November 22, 2016
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora Council Meeting Agenda

Tuesday, November 22, 2016
7 p.m.
Council Chambers

- 1. Declaration of Pecuniary Interest and General Nature Thereof**
- 2. Approval of the Agenda**

Recommended:

That the agenda as circulated by Legislative Services be approved.

- 3. Adoption of the Minutes**

Council Meeting Minutes of November 8, 2016

Special Council Closed Session Meeting Minutes of November 8, 2016

(Closed Session meeting minutes provided as confidential attachment)

Recommended:

That the minutes of the Council meeting of November 8, 2016, and the Special Council Closed Session meeting of November 8, 2016, be adopted as printed and circulated.

- 4. Presentations**

**(a) Nicole Conboy, Coordinator, Special Events & Sponsorship, and Mayor
Geoffrey Dawe**

Re: Town of Aurora Platinum Sponsorship Recognition

- 5. Public Service Announcements**

6. Determination of Items Requiring Separate Discussion

7. Adoption of Items Not Requiring Separate Discussion

8. Delegations

(a) Sandra Manherz, Resident

**Re: Item 2 – Extract from Council Meeting of October 25, 2016, Re:
Motion (a) Councillor Abel; Re: Construction of Planned Secondary
School in Official Plan**

9. Consideration of Items Requiring Separate Discussion

10. Notices of Motion/Motions for Which Notice Has Been Given

(i) Notices of Motion

(ii) Motions For Which Notice Has Been Given

(a) Councillor Mrakas

Re: Buy and Sell Designated Areas

(b) Councillor Mrakas and Councillor Humfryes

Re: Cycling Master Plan

(c) Councillor Gaertner

Re: Proposed Community Safety Zone in Town Park Area

11. Regional Report

12. New Business/General Information

13. Reading of By-laws

Recommended:

That the following by-laws be given first, second, and third readings and enacted:

- 5914-16** Being a By-law to establish lands on Plan 65M-4075 and Plan 65M-4082 as highways (St. John's Road Development Corp. – Phases 2 and 3).
(Report No. IES16-087 – GC Item 11 – Nov. 15/16)
- 5920-16** Being a By-law to govern the proceedings of Council and Committee meetings of the Town of Aurora.
(Report No. CS16-010 – GC Item 2 – Nov. 15/16)
- 5922-16** Being a By-law to establish a tariff of fees for the processing of applications made in respect of planning matters.
(Report No. PBS16-093 – GC Item 7 – Nov. 1/16)
- 5923-16** Being a By-law to appoint a Chief Building Official and an Acting Chief Building Official for The Corporation of the Town of Aurora.
- 5924-16** Being a By-law to assume highways on Plan 65M-4292 for public use (2164437 Ontario Inc.).
(Report No. IES16-081 – GC Item 6 – Nov. 15/16)
- 5926-16** Being a By-law to amend Parking and Traffic Control By-law Number 4574-04.T, as amended, with respect to Restricted Parking Maximum Periods on various highways in the Town of Aurora.
(Report No. CS16-011 – Council Item 4 – Nov. 8/16)

Recommended:

That the following confirming by-law be given first, second, and third readings and enacted:

- 5925-16** Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on November 22, 2016.

14. Closed Session

15. Adjournment

Agenda Items

1. General Committee Meeting Report of November 15, 2016

Recommended:

1. That the General Committee meeting report of November 15, 2016, be received and the recommendations carried by the Committee approved.

2. Extract from Council Meeting of October 25, 2016

Re: Motion (a) Councillor Abel; Re: Construction of Planned Secondary School in Official Plan (clauses 2 and 3 below were deferred to a future Council meeting within 30 days)

Recommended:

1. That the Extract from Council Meeting of October 25, 2016 regarding Motion (a) Councillor Abel; Re: Construction of Planned Secondary School in Official Plan, be received; and
2. That Council supports the Official Plan and the construction of the planned York Region District School Board (YRDSB) Secondary School, on the property purchased by the YRDSB, to serve the needs of the catchment area; and
3. That a copy of the Council resolution be forwarded to the Ministry of Education, MPP Chris Ballard, and York Region.



**Town of Aurora
Council Meeting Minutes**

Council Chambers
Aurora Town Hall
Tuesday, November 8, 2016

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel, Gaertner, Humfryes, Kim, Mrakas, Pirri, Thom, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Ilmar Simanovskis, Director of Infrastructure and Environmental Services, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Lisa Lyons, Town Clerk, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 7 p.m.

Council resolved into Closed Session at 10:19 p.m. and reconvened into open session at 10:38 p.m.

1. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. Approval of the Agenda

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**Moved by Councillor Kim
Seconded by Councillor Pirri**

That the agenda as circulated by Legislative Services, with the following changes, be approved:

- Item 8 – PBS16-098 – Additional Information: Comprehensive Zoning By-law Review, File No. ZBA-2012-ZBR
- Withdrawn: By-law No. 5914-16, Being a By-law to establish lands on Plan 65M-4075 and Plan 65M-4082 as highways (St. John's Road Development Corp. – Phases 2 and 3).

Carried

3. Adoption of the Minutes

**Special Council Meeting Minutes of October 6, 2016
Council Meeting Minutes of October 25, 2016
Special Council Meeting Minutes of October 26, 2016
Special Council – Public Planning Meeting Minutes of October 26, 2016**

**Moved by Councillor Pirri
Seconded by Councillor Thom**

That the minutes of the Council meeting of October 25, 2016, the Special Council meetings of October 6 and October 26, 2016 and the Special Council – Public Planning meeting of October 26, 2016, be adopted as printed and circulated.

Carried

4. Presentations

**(a) Dan Elliott, Director of Financial Services
Re: Item 6 – FS16-036 – 2017 Operating Budget**

On a motion of Councillor Thompson seconded by Councillor Humfries, Council consented to waive the requirements of subsection 3.8(j) of the Procedural By-law to allow the presentation more than ten minutes.

Mr. Elliott presented an overview of the 2017 Draft Operating Budget and Business Plan process. The 2017 Draft Operating Budget binder material was distributed to Council and staff.

**Moved by Councillor Thompson
Seconded by Councillor Gaertner**

That the comments of the presentation be received for information.

Carried

(b) Ron Weese, Activate Aurora

Re: Request to eliminate all sugary drinks from vending machines

Mr. Weese presented an overview of the collaboration between Activate Aurora and Healthy Kids Community Challenge toward encouraging the healthy consumption of water and the removal of high-sugar-content drinks from vending machines. He requested that the Town: promote and encourage the use of water filling stations, fountains and refillable containers in all Town facilities; remove vending machines that promote unhealthy choices and environmentally unfriendly food and beverage containers; and create policy that promotes healthy choices in all Town-owned facilities.

**Moved by Councillor Thom
Seconded by Councillor Humfryes**

That the comments of the presentation be received and referred to staff for further investigation.

Carried

5. Public Service Announcements

Councillor Mrakas noted his attendance at the Lake Simcoe Region Conservation Authority (LSRCA) Conservation Awards ceremony on November 3, 2016, where Aurora's Environmental Advisory Committee won the Education Award for its first Earth Week Fair on April 20, 2016. He extended congratulations to the Committee and recognized the members and staff.

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Councillor Gaertner expressed appreciation to the Environmental Advisory Committee for their efforts.

Councillor Thompson noted his attendance at the recent Central York Fire Services (CYFS) Recognition Awards ceremony, where the late active Firefighter Gregg Tremblay was recognized for more than 30 years of service, and Fire Chief Ian Laing was recognized for 40 years of service.

Councillor Thompson advised that the grand re-opening of the Aurora Sports Hall of Fame at the Stronach Aurora Recreation Complex was held on November 5, 2016, and he encouraged everyone to explore the new location.

Councillor Thompson extended a reminder about the Remembrance Day ceremony on Friday, November 11, 2016.

Councillor Abel noted that the Aurora Sports Hall of Fame held its 2016 Induction Celebration at St. Andrew's College on November 2, 2016. He extended appreciation to the College and congratulations to the Inductees and organizers.

Councillor Abel expressed appreciation to the organizers of the annual Hillary House Ball, which was held on October 29, 2016.

Councillor Humfryes extended a reminder about the Aurora Farmer's Market and Artisan Fair on Saturday, November 12 from 9 a.m. to 1 p.m., which is held indoors every second Saturday at the Aurora Armoury until December 10, 2016.

Councillor Humfryes extended congratulations to the Town's Environmental Advisory Committee.

Councillor Humfryes acknowledged the efforts of volunteers and staff in the relocation of the Aurora Sports Hall of Fame to the Stronach Aurora Recreation Complex.

Councillor Humfryes acknowledged the loss of CYFS active Firefighter Gregg Tremblay and noted that a memorial service will be held at the Aurora Legion at 4 p.m. on Wednesday, November 9, 2016. She extended her condolences to the family and friends of Mr. Tremblay.

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Councillor Thom extended appreciation to the Aurora Legion for their Remembrance Supper held on November 5, and encouraged everyone to attend the Remembrance Day ceremony at the Cenotaph on November 11, 2016.

Councillor Kim extended a reminder about the Town's 2016-2017 Winter Overnight Parking Pilot Program and encouraged residents to stay informed through the Town's website.

Mayor Dawe noted that he hosted the 2016 LSRCA Conservation Awards held on November 3, 2016, and the Town was recognized for its participation in a Stormwater Management Policy Working Group that received the Conservation Award of Merit. He extended congratulations to the Green Team of Holy Spirit Catholic Elementary School and Aurora Montessori School for receiving the Soil Conservation Award.

Mayor Dawe announced that the Town will be pruning its municipal trees and further information is available on the Town website.

Mayor Dawe advised that an Aurora Sports Hall of Fame exhibit, celebrating the 2016 Inductees, will be on display in the Skylight Gallery of Town Hall through the month of November 2016.

Mayor Dawe announced that the Parks, Recreation and Culture 2017 Winter Program Guide has been published, will be delivered in The Banner newspaper on November 10, 2016, and extra copies will be available at Town facilities.

Mayor Dawe advised that York Regional Police Community Services will be holding a seminar on keeping our seniors safe on Wednesday, November 16, 2016, at 2 p.m. in Town Hall.

Mayor Dawe announced that the Pine Tree Potters' Guild Fall Pottery Show and Sale will be held at the Aurora Cultural Centre from November 17 to 20, 2016, and proceeds from the sale of donated works are contributed to the Empty Bowls charities.

Mayor Dawe advised that Metrolinx is holding community open houses regarding the Barrie corridor expansion, and information is listed on the Town and York Region websites. He noted that an open house will be held at Cardinal Carter High School at 6:30 p.m. on November 23, 2016.

Mayor Dawe announced that a memorial service for Danny Wheeler, former Regional Councillor from Georgina, will be held at the York Region administration building on Yonge Street at 1 p.m. on Saturday, November 12, 2016.

6. Determination of Items Requiring Separate Discussion

Items 1(2), 1(3), 1(8), 4, 6, 7, and 8 were identified for discussion. These items were discussed in the following order: 4, 1(3), 8, 1(2), 1(8), 6, and 7.

7. Adoption of Items Not Requiring Separate Discussion

Items 1 (with the exception of sub-items 2, 3, and 8), 2, 3, and 5 were identified as items not requiring separate discussion.

Moved by Councillor Pirri

Seconded by Councillor Kim

That the following recommendations with respect to the matters listed as “Items Not Requiring Separate Discussion” be adopted as submitted to Council and staff be authorized to take all necessary action required to give effect to same:

1. General Committee Meeting Report of November 1, 2016

That the General Committee meeting report of November 1, 2016, be received and the following recommendations carried by the Committee be approved:

(1) CAO16-005 – Corporate Communications Review 2017

1. That Report No. CAO16-005 be received for information.

(4) FS16-029 – Annual Cancellation, Reduction or Refund of Property Taxes under Sections 357 and 358 of the *Municipal Act*

1. That Report No. FS16-029 be received; and
2. That a meeting be held in accordance with Sections 357 and 358 of the *Municipal Act, 2001*, S.O 2001, c.25 as amended (the “Act”) in respect of the applications filed with the Treasurer by owners of

property listed in this report at which applicants may make representation; and

3. That property taxes in the amount of \$124,394.92 be adjusted pursuant to Section 357 of the Act; and
4. That property taxes in the amount of (\$4,328.16) be adjusted pursuant to Section 358 of the Act; and
5. That any associated interest charged applicable to these adjustments be cancelled in proportion to the property taxes adjusted; and
6. That the Director of Financial Services, Treasurer be directed to remove said property taxes from the Collector's Roll reflecting these property tax adjustments.

(5) PBS16-087 – Application for Exemption from Part Lot Control, Brookfield Homes (Ontario) Limited, 330-396 William Graham Drive, Block 27, Plan 65M-4467, File Number: PLC-2016-12

1. That Report No. PBS16-087 be received; and
2. That the Application for Exemption from Part Lot Control submitted by Brookfield Homes (Ontario) Ltd. to divide Block 27 on Plan 65M-4467 into ten (10) townhouse lots be approved; and
3. That the implementing Part Lot Control Exemption By-law be presented at a future Council meeting; and
4. That the Town Solicitor be authorized to execute the Transfer and any other documents for the gratuitous conveyance of Part of Block 27, Plan 65M-4467, being Part 23 on Plan 65R-36654 to the Town.

(6) PBS16-089 – Request for Street Name Approval, Brookfield Homes (Ontario) Limited, 155 Vandorf Sideroad (Former Timberlane Athletic Club property), Related File Numbers: OPA-2014-01, ZBA-2014-03, File Number: CDM-2016-01

1. That Report No. PBS16-089 be received; and
2. That the following street names be approved for the proposed roads within the approved Plan of Condominium, File SP-2015-08:

Street "A"	Timberlane Boulevard
Street "B"	Ken Sinclair Crescent
Street "C"	Match Point Court

(7) PBS16-093 – 2017 Planning Applications Fees

1. That Report No. PBS16-093 be received; and
2. That the Planning Application Fees By-law including Schedule A, which increases the fees for processing of Planning Applications generally by 2.1% (rounded) to reflect the Consumer Price Index, be approved; and
3. That the amending Planning Application Fees By-law be brought forward to a future Council meeting for enactment; and
4. That staff be directed to amend the Planning Fee Schedule A on an annual basis, based on the Consumer Price Index, as an administrative matter.

(9) Joint Council Committee Meeting Draft Minutes of October 4, 2016

1. That the Joint Council Committee Meeting Draft Minutes of October 4, 2016, be received; and

1. Joint Central York Fire Services and Corporate Services Report – Finance 2016-41 dated September 22, 2016 regarding the Draft 2017 Operating and Capital Budgets – Update

1. That Joint Central York Fires Services and Corporate Services Report – Finance 2016-41 dated September 22, 2016 regarding the Draft 2017 Operating and Capital Budgets – Update be received and the following recommendations be adopted:

- (a) That the Joint Council Committee (JCC) recommend approval of the draft budgets; and
- (b) That, in accordance with the consolidated Fire Services Agreement, Council provide comment on the draft budget prior to consideration and approval by Newmarket Council.

3. Burning By-laws Discussion

1. That the Central York Fire Services – Joint Council Committee recommend that the Councils of Aurora and Newmarket direct staff (specifically, By-law and Fire Services) to review the current burning by-laws.

(10) Presentation by Stephanie Mackenzie-Smith, Manager of Corporate Communications

Re: Item 1 – CAO16-005 – Corporate Communications Review 2017

1. That the presentation regarding Item 1 – CAO16-005 – Corporate Communications Review 2017 be received for information.

(11) Economic Development Advisory Committee Meeting Minutes of October 13, 2016

1. That the Economic Development Advisory Committee meeting minutes of October 13, 2016, be received for information.

(12) Heritage Advisory Committee Meeting Minutes of October 17, 2016

1. That the Heritage Advisory Committee meeting minutes of October 17, 2016, be received; and

1. HAC16-011 – Cultural Heritage Landscapes in the Town of Aurora

- (a) That a preliminary study to identify potential Cultural Heritage Landscapes in the Town of Aurora be approved; and

- (b) That an external heritage consultant to assist with the implementation of the preliminary study be approved; and
- (c) That a working group be established to identify potential Cultural Heritage Landscapes in the Town of Aurora.

**2. HAC16-013 – Heritage Permit Application, 82 Centre Street,
File Number: NE-HCD-HPA-16-08**

- (a) That the following components of Heritage Permit Application NE-HCD-HPA-16-08 be approved:
 - i. The modified roofline on the rear elevation;
 - ii. Removal of the chimney; and
 - iii. Installation of two new Patio Doors on the rear elevation; and
- (b) That the following components of Heritage Permit Application NE-HCD-HPA-16-08 be denied:
 - i. Alteration of the front veranda, including enclosed porch with stucco finish and columns;
 - ii. Installation of new Front door;
 - iii. Installation of new Patio Door on the front elevation;
 - iv. Installation of new sliding vinyl windows on the west elevation; and
 - v. Covered window openings on the east elevation; and
- (c) That Legal Services explore the possibility of laying a charge against the owner and/or the previous owner for the removal of the original enclosed front wall, removal of windows on the west and east elevations, removal of window openings on the east elevation, removal of the first floor window on the front elevation, removal of the front door, alterations to the front veranda, installation of new front door, installation of new patio door on the front elevation and installation of new windows on the west elevation which were altered in contravention of Section 42(1) of the *Ontario Heritage Act*.

3. HAC16-014 – Request to Demolish a Property on the Aurora Register of Properties of Cultural Heritage Value or Interest, 14574 Leslie Street

- (a) That the property located at 14574 Leslie Street be considered for a Notice of Intent to Designate under Part IV of the *Ontario Heritage Act*, and
- (b) That the Owner of 14574 Leslie Street be required to submit a Heritage Impact Assessment for the property, prepared by a qualified Heritage Consultant, to the satisfaction of Planning and Building Services; and
- (c) That upon submission of a Heritage Impact Assessment, the property be evaluated by the Heritage Evaluation Working Group; and
- (d) That the property returns to a future Heritage Advisory Committee meeting for review.

New Business Motion No. 1

- (a) That the Final Cultural Precinct Plan incorporate and reflect the heritage characteristics of the neighbourhood, including but not limited to the following:
 - Density, scale, setback, massing, height, angular plane, complementary heritage urban design of the current neighbourhood, materials and finishes; and
- (b) That notwithstanding the potential repurposing of the Armoury, Town Park remain unchanged; and
- (c) That the Armoury, Victoria Hall, and the Petch House be protected and preserved.

(13) Presentation by Jeff Healey, Planner

**Re: Item 3 – PBS16-067 – Comprehensive Zoning By-law Review,
File Number: ZBA-2012-ZBR**

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1. That the presentation regarding Item 3 – PBS16-067 – Comprehensive Zoning By-law Review, File Number: ZBA-2012-ZBR be received for information.
- 2. Public Report of General Committee Closed Session Meeting of November 1, 2016**
 1. That the Public Report of General Committee Closed Session meeting of November 1, 2016, be received and the recommendations carried by the Committee approved.
- 3. Special General Committee – 2017 Capital Budget Review Meeting Minutes of October 15, 2016**
 1. That the Special General Committee – 2017 Capital Budget Review meeting minutes of October 15, 2016, be received for information.
- 5. FS16-035 – 2017 Final Capital Budget Report**
 1. That Report No. FS16-035 be received; and
 2. That the updated 2016 Asset Management Plan be received; and
 3. That the updated 2016 Ten Year Capital Investment Plan be received; and
 4. That the 2017 Capital Budget for Repair and Replacement Capital Projects of existing infrastructure totaling \$11,568,472 as listed in Attachment 3, be approved; and
 5. That the 2017 Capital Budget for Growth and New Capital Projects totaling \$6,505,990 as listed in Attachment 4, be approved; and
 6. That the 2017 Capital Budget for Studies and Other Capital Projects totaling \$125,000 as listed in Attachment 5, be approved; and
 7. That the funding sources for each capital project included in this report be approved as those reviewed and recommended by General Committee on October 15, 2016.

Carried

8. Delegations

(a) Derek Murray, Resident

Re: Item 4 – CS16-011 – Parking Restrictions in Heritage Area Motion – Legal Implications

Mr. Murray spoke on behalf of several practitioners and businesses located in the Aurora Medical Centre at 15017 Yonge Street and provided background to the parking concerns. He requested that Council consider removing the three-hour parking restrictions from Kennedy Street East and Gurnett Street.

Moved by Councillor Abel

Seconded by Councillor Mrakas

That the comments of the delegation be received and referred to Item 4.

Carried

(b) Michael Khalil, Resident

Re: Item 4 – CS16-011 – Parking Restrictions in Heritage Area Motion – Legal Implications

Mr. Khalil, pharmacist and owner of the Aurora Compounding Pharmacy at 15017 Yonge Street, provided further background to the parking issues and requested that the three-hour parking restrictions be removed from two small sections of Kennedy Street East and Gurnett Street, which surround the Aurora Medical Centre.

Moved by Councillor Humfryes

Seconded by Councillor Thom

That the comments of the delegation be received and referred to Item 4.

Carried

(c) Greg Smith, representing Music Aurora/Aurora Winter Blues Festival

Re: Item 1(2) – PRCS16-047 – Youth Music Festival: Application for Third Party Event in an Outdoor Town Facility

Mr. Smith provided background regarding Music Aurora and a brief overview of the plans for a two-day music festival, presented by Music Aurora and the Aurora Winter Blues Festival, with a focus on showcasing area youth

musicians. He noted that adult professional bands would also be included, admission would be free, and revenue from alcohol sales would help offset the costs of the Festival.

**Moved by Councillor Thompson
Seconded by Councillor Humfryes**

That the comments of the delegation be received and referred to Item 1(2).

Carried

9. Consideration of Items Requiring Separate Discussion

1. General Committee Meeting Report of November 1, 2016

(2) PRCS16-047 – Youth Music Festival: Application for Third Party Event in an Outdoor Town Facility

**Moved by Councillor Abel
Seconded by Councillor Humfryes**

1. That Report No. PRCS16-047 be received; and
2. That the application received from Music Aurora/Aurora Winter Blues Festival for a Youth Music Festival be approved, in accordance with the Third Party Events in Outdoor Town Facilities Policy; and
3. That the Youth Music Festival be declared as an “event of Town significance”, in accordance with the Municipal Alcohol Policy.

On a recorded vote the motion

Carried

Yeas: 9 Nays: 0
Voting Yeas: Councillors Abel, Gaertner, Humfryes,
Kim, Mrakas, Pirri, Thom, Thompson,
and Mayor Dawe
Voting Nays: None

1. General Committee Meeting Report of November 1, 2016

(3) PBS16-067 – Comprehensive Zoning By-law Review; File Number: ZBA-2012-ZBR

and

**8. PBS16-098 – Additional Information: Comprehensive Zoning By-law
Review, File Number: ZBA-2012-ZBR**

On a motion of Councillor Thompson seconded by Councillor Humfryes, Council consented to consider Items 1(3) and 8 together following consideration of Item 4.

Main motion

Moved by Councillor Thompson

Seconded by Councillor Pirri

1. That Report No. PBS16-067 and Report No. PBS16-098 be received; and
2. That staff's Review of the Comprehensive Zoning By-law be approved, with the exception of the matters relating to the Institutional height provisions and the proposed zoning change for the properties on Metcalfe Street (103-111) and Edward Street (101-115); and
3. That the implementing Comprehensive Zoning By-law be presented at a future Council meeting for enactment.

Amendment

Moved by Councillor Thompson

Seconded by Councillor Pirri

That the main motion be amended by adding the following clause:

That staff be directed to review the former policy that provides for indoor amenity space and report back to Council.

Carried

Main motion as amended

Moved by Councillor Thompson

Seconded by Councillor Pirri

1. That Report No. PBS16-067 and Report No. PBS16-098 be received; and
2. That staff's Review of the Comprehensive Zoning By-law be approved, with the exception of the matters relating to the Institutional height provisions and the proposed zoning change for the properties on Metcalfe Street (103-111) and Edward Street (101-115); and

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3. **That staff be directed to review the former policy that provides for indoor amenity space and report back to Council; and**
4. That the implementing Comprehensive Zoning By-law be presented at a future Council meeting for enactment.

Carried as amended

1. **General Committee Meeting Report of November 1, 2016**
- (8) **2017 Draft Studies & Other Capital Project 74014 – Facility Advertising and Sponsorship Programs**

Moved by Councillor Abel

Seconded by Councillor Pirri

1. That 2017 Draft Studies & Other Capital Project 74014 – Facility Advertising and Sponsorship Programs be received; and
2. That 2017 Draft Studies & Other Capital Project 74014 – Facility Advertising and Sponsorship Programs be approved as presented.

Defeated

4. **CS16-011 – Parking Restrictions in Heritage Area Motion – Legal Implications**

On a motion of Councillor Pirri seconded by Councillor Kim, Council consented to consider Item 4 prior to consideration of Items 1(3) and 8.

Main motion

Moved by Councillor Pirri

Seconded by Councillor Mrakas

1. That Report No. CS16-011 be received for information.

On a motion of Councillor Abel seconded by Councillor Humfryes, Councillor Abel's Motion (c) Parking Restrictions in Heritage Area, which was referred to staff from the Council meeting of October 11, 2016, was withdrawn.

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Motion to reconsider

Moved by Councillor Abel

Seconded by Councillor Humfryes

1. That the matter respecting parking restrictions in the Town Park heritage area be reconsidered.

**On a two-thirds vote the motion to reconsider
Carried**

Amendment

Moved by Councillor Abel

Seconded by Councillor Humfryes

That the main motion be amended by adding the following clauses:

That the removal of day-time parking restrictions on Kennedy Street East (from Yonge Street to Gurnett Street) and on Gurnett Street (from Connaught Avenue to Cousins Drive) be approved; and

That the amending parking by-law be brought to a future Council meeting.

Carried

Main motion as amended

Moved by Councillor Pirri

Seconded by Councillor Mrakas

1. That Report No. CS16-011 be received; **and**
2. **That the removal of day-time parking restrictions on Kennedy Street East (from Yonge Street to Gurnett Street) and on Gurnett Street (from Connaught Avenue to Cousins Drive) be approved; and**
3. **That the amending parking by-law be brought to a future Council meeting.**

Carried as amended

6. FS16-036 – 2017 Operating Budget

**Moved by Councillor Thompson
Seconded by Councillor Pirri**

1. That Report No. FS16-036 be received; and
2. That the 2017 draft Operating Budget be referred to General Committee – Budget for review at its scheduled meetings commencing November 14, 2016; and
3. That, following the completion of the General Committee review, the Treasurer bring forward a final budget approval report reflecting all adjustments recommended by the Committee.

Carried

**7. Memorandum from Mayor Dawe
Re: Strategic Plan Steering Committee**

**Moved by Councillor Pirri
Seconded by Councillor Mrakas**

1. That the memorandum regarding Strategic Plan Steering Committee be received; and
2. That Councillors Sandra Humfryes and Michael Thompson be appointed to the Strategic Plan Steering Committee; and
3. That the Strategic Plan Steering Committee be supported by staff in the Legislative Services Division and the Long Range and Strategic Planning Division.

Carried

10. Notices of Motion/Motions for Which Notice Has Been Given

(i) Notices of Motion

None

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(ii) Motions for Which Notice Has Been Given

None

11. Regional Report

York Regional Council Highlights – October 20, 2016

Moved by Councillor Mrakas

Seconded by Councillor Humfryes

That the Regional Report of October 20, 2016, be received for information.

Carried

12. New Business/General Information

Councillor Mrakas inquired about the status of discussions with the York Region District School Board respecting Councillor Abel's motion regarding "Construction of a Planned Secondary School in Official Plan", which was considered by Council on October 25, 2016. Staff agreed that, although a meeting with the School Board has been arranged for November 25, 2016, the item will be brought back to Council on the agenda of November 22, 2016.

Councillor Gaertner inquired about the new snack bar at the Aurora Family Leisure Complex. Staff advised that the snack bar, which should be open within the next couple of weeks, will be operated by the Town's existing vendor, whose contract expires on May 31, 2018.

Councillor Gaertner extended appreciation to staff for the accessible automatic door opener in the downstairs washroom of the Aurora Family Leisure Complex.

Councillor Thompson inquired about the status of funds donated during a 2004-2005 campaign toward signage at the Stronach Aurora Recreation Complex. Staff provided an update and indicated that options are being investigated for the re-allocation of these funds.

Councillor Kim inquired about the consecutive page numbering of Council and Committee agendas. Staff advised that the new agenda management system will accommodate the return of agenda consecutive page numbering by January 2017.

13. Reading of By-laws

Moved by Councillor Pirri

Seconded by Councillor Thompson

That the following by-laws be given first, second, and third readings and enacted:

5910-16 Being a By-law to define the procurement policies and procedures for The Corporation of the Town of Aurora.

5918-16 Being a By-law to designate a property to be of cultural heritage value or interest (The Edward Coltham Farm House – 15 William Graham Drive).

5919-16 Being a By-law to exempt Block 27 on Plan 65M-4467 from Part-Lot Control (Brookfield Homes (Ontario) Limited).

Carried

The confirming by-law was considered following Closed Session.

Moved by Councillor Thom

Seconded by Councillor Pirri

That the following confirming by-law be given first, second, and third readings and enacted:

5921-16 Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on November 8, 2016.

Carried

14. Closed Session

Moved by Councillor Thompson

Seconded by Councillor Mrakas

That Council resolve into a Closed Session to consider the following matter:

Council Meeting Minutes
Tuesday, November 8, 2016

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1. Personal matters about an identifiable individual, including a Town or Local Board employee (section 239(2)(b) of the *Municipal Act, 2001*); Re: Closed Session Report No. CS16-009, Re: Canada 150 Community Leaders

Carried

**Moved by Councillor Thom
Seconded by Councillor Pirri**

That Council reconvene into open session and rise and report from Closed Session.

Carried

1. **Personal matters about an identifiable individual, including a Town or Local Board employee (section 239(2)(b) of the *Municipal Act, 2001*); Re: Closed Session Report No. CS16-009, Re: Canada 150 Community Leaders**

**Moved by Councillor Pirri
Seconded by Councillor Kim**

That the confidential direction to staff, in respect to Canada 150 Community Leaders, be approved.

Carried

15. Adjournment

**Moved by Councillor Abel
Seconded by Councillor Thompson**

That the meeting be adjourned at 10:39 p.m.

Carried

Geoffrey Dawe, Mayor

Lisa Lyons, Town Clerk

The minutes of the Council meeting of November 8, 2016, are subject to final approval by Council on November 22, 2016.



Legislative Services
905-727-3123
CSecretariat@aurora.ca
Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

PRESENTATION REQUEST

This Presentation form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to the Clerk's office by the following deadline:

4:30 P.M. ON THE BUSINESS DAY PRIOR TO THE REQUESTED MEETING DATE

COUNCIL/COMMITTEE/ADVISORY COMMITTEE DATE:

SUBJECT: Town of Aurora Platinum Sponsorship Recognition

NAME OF SPOKESPERSON: Nicole Conboy and Mayor Geoff Dawe

NAME OF GROUP OR PERSON(S) BEING REPRESENTED (if applicable): Platinum Event Sponsors

BRIEF SUMMARY OF ISSUE OR PURPOSE OF PRESENTATION:

To recognize the contribution of the Platinum Level event Sponsors with Council

PLEASE COMPLETE THE FOLLOWING:

Have you been in contact with a Town staff or Council member regarding your matter of interest?

Yes **No** **IF YES, WITH WHOM?** **DATE**

I acknowledge that the Procedural By-law permits ten (10) minutes for Presentations.



Legislative Services
905-727-3123
councilsecretariatstaff@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

DELEGATION REQUEST

This Delegation Request form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to the Clerk's office by the following deadline:

4:30 P.M. ON THE BUSINESS DAY PRIOR TO THE REQUESTED MEETING DATE

COUNCIL/COMMITTEE/ADVISORY COMMITTEE DATE: Tuesday November 22nd, 2016

SUBJECT: On the Motion of the new High School

NAME OF SPOKESPERSON: Sandra Manherz

NAME OF GROUP OR PERSON(S) BEING REPRESENTED (if applicable):

Aurora East Residents

BRIEF SUMMARY OF ISSUE OR PURPOSE OF DELEGATION:

Clarifying issues surrounding the impact of the New High School

PLEASE COMPLETE THE FOLLOWING:

Have you been in contact with a Town staff or Council member regarding your matter of interest?

YES **NO**

IF YES, WITH WHOM? John Abel

DATE: Monday Sept 26/16

I acknowledge that the Procedural By-law permits five (5) minutes for Delegations.





Town of Aurora General Committee Meeting Report

Council Chambers
Aurora Town Hall
Tuesday, November 15, 2016

Attendance

Council Members Councillor Humfryes in the Chair; Councillors Abel, Kim, Mrakas, Pirri, Thom, Thompson, and Mayor Dawe

Members Absent Councillor Gaertner

Other Attendees Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Ilmar Simanovskis, Director of Infrastructure and Environmental Services, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Lisa Lyons, Town Clerk, and Samantha Yew, Council/Committee Secretary

The Chair called the meeting to order at 7:00 p.m.

1. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. Approval of the Agenda

General Committee approved the agenda as circulated by Legislative Services, with the following additions:

- Item 14 – Correspondence from Association of Municipalities of Ontario
Re: What's Next Ontario? Resolution

General Committee Meeting Report
Tuesday, November 15, 2016

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- Notice of Motion (a) Councillor Mrakas
Re: Buy and Sell Designated Areas
- Notice of Motion (b) Councillor Mrakas and Councillor Humfryes
Re: Cycling Master Plan
- Notice of Motion (c) Councillor Gaertner
Re: Proposed Community Safety Zone in Town Park Area

3. Determination of Items Requiring Separate Discussion

Items 1, 2, 3, 4, 5, 6, 7, 9, 13, and 14 were identified for discussion.

4. Adoption of Items Not Requiring Separate Discussion

Items 8, 10, 11, and 12 were identified as items not requiring separate discussion.

General Committee recommends:

That the following recommendations respecting the matters listed as “Items Not Requiring Separate Discussion” be adopted as submitted to the General Committee:

8. IES16-084 – Municipal Council Blanket Support Resolution

1. That Report No. IES16-084 be received; and
2. That approval of the following Municipal Blanket Support Resolution, previously approved by Council in 2012, 2013 and 2015, be confirmed for a further 12-month period:

Whereas the Province's FIT Program encourages the construction and operation of rooftop solar PV projects (the "Projects"); and

Whereas one or more Projects may be constructed and operated in the Town of Aurora; and

Whereas, pursuant to the FIT Rules, Version 5.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in the Applicant being offered a FIT Contract prior to other persons applying for FIT Contract;

Now Therefore Be It Hereby Resolved That Council of the Town of Aurora supports without reservation the construction and operation of the Projects anywhere in the Town of Aurora; and

Be It Further Resolved That this resolution shall expire twelve (12) months after its adoption by Council.

3. That the Mayor and Town Clerk be authorized to execute the new FIT form attached to this Report.

10. IES16-086 – Award of Contract for Consulting Services to Prepare a Town-wide Stream Management Master Plan for the Town of Aurora

1. That Report No. IES16-086 be received; and
2. That the Contract for the provision of consulting services to prepare a Town Wide Stream Management Master Plan for the Town of Aurora be awarded to Aquafor Beech Limited for \$105,230, excluding taxes; and
3. That additional funding for Capital Project No. 42057 in the amount of \$17,790 be approved from the Storm Sewer reserve fund; and
4. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

11. IES16-087 – By-law to Establish 0.3m Reserve as Public Highway

1. That Report No. IES16-087 be received; and
2. That a by-law to establish 0.3m reserves on Plans 65M-4075 and 65M-4082 as public highways be enacted.

12. PBS16-092 – Draft Plan of Condominium Application, BG Properties (Aurora) Inc., 14222, 14314, 14358 and 14378 Yonge Street Part Lot 17, Plan 132, Part Lots 74 and 75, Con. 1, Part 1,

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**65R-35902, File Number: CDM-2016-03, Related File
Number: SUB-2012-03, ZBA-2012-16**

1. That Report No. PBS16-092 be received; and
2. That the Draft Plan of Condominium File No. CDM-2016-03 (BG Properties (Aurora) Inc. to permit the development of the subject lands for 42 single detached dwelling units on the subject lands be approved; and
3. That the Mayor and Town Clerk be authorized to execute any Agreement(s) referenced in the Conditions of Approval, including any and all documents and ancillary agreements required to give effect to same.

Carried

5. Delegations

None

6. Presentations by the Advisory Committee Chair

None

7. Consideration of Items Requiring Separate Discussion

General Committee consented to consider the items in the following order: 6, 1, 2, 3, 4, 5, 7, 9, 13, and 14.

1. **Presentation by Lisa Lyons, Town Clerk
Re: Item 2 – CS16-010 – Draft Procedure By-law and 2017 Meeting
Schedule**

General Committee recommends:

1. That the presentation regarding Item 2 – CS16-010 – Draft Procedure By-law and 2017 Meeting Schedule be received for information.

Carried

2. CS16-010 – Draft Procedure By-law and 2017 Meeting Schedule

General Committee recommends:

1. That Report No. CS16-010 be received; and
2. **That the start time of Council Closed Session meetings, as outlined in Section 19 e) iii) of the Draft Procedure By-law, be changed to 5:45 p.m.; and**
3. That the final draft Procedure By-law, incorporating Council feedback, be presented at the Council meeting of November 22, 2016, for enactment effective on January 1, 2017; and
4. That the 2017 Meeting Schedule (Attachment 4) be approved; and
5. **That the two (2) full-day capital and operating budget meetings alternate between Monday and Saturday, beginning in 2018.**

Carried as amended

3. CAO16-006 – Economic Development Model Review and Comparison

General Committee recommends:

1. That Report No. CAO16-006 be received; and
2. That the Hybrid Model for Economic Development be endorsed; and
3. That staff be directed to bring forward an implementation plan for 2017.

Carried

4. IES16-083 – Pilot Project for Left Turn Restrictions at Yonge Street and Wellington Street Intersection Follow-up

General Committee recommends:

1. That Report No. IES16-083 be received; and

2. That staff report back to Council following the completion of the pilot project for left turn restrictions at the intersection of Yonge Street and Wellington Street.

Carried

5. CS16-012 – Proclamation Policy

General Committee recommends:

1. That Report No. CS16-012 be received; and
2. That the “Proclamation Policy” attached to Report No. CS16-012 be approved; and
3. That authority for approving or denying requests for proclamation be delegated to the Town Clerk.

Carried

6. IES16-081 – Acceptance of Municipal Services – Chateaus on Bayview – Registered Plan 65M-4292

General Committee recommends:

1. That Report No. IES16-081 be received; and
2. That ownership, operation and maintenance of the works within the roads, right-of-ways and other lands dedicated to the Town as contained within Registered Plan 65M-4292, being Chateaus on Bayview Residential Subdivision, be assumed; and
3. That the necessary by-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4292 and to establish as public highway any applicable reserves.

Carried

7. IES16-082 – Water Meter Replacement Program Contract Renewal

General Committee recommends:

General Committee Meeting Report
Tuesday, November 15, 2016

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1. That Report No. IES16-082 be deferred to a future General Committee meeting, pending further information from staff regarding the Water Meter Replacement Program.

Carried

9. IES16-081 – Acceptance of Municipal Services – Chateaus on Bayview – Registered Plan 65M-4292

General Committee recommends:

1. That Report No. IES16-081 be received; and
2. That ownership, operation and maintenance of the works within the roads, right-of-ways and other lands dedicated to the Town as contained within Registered Plan 65M-4292, being Chateaus on Bayview Residential Subdivision, be assumed; and
3. That the necessary by-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4292 and to establish as public highway any applicable reserves.

Carried

13. PBS16-095 – Public Notification of Site Plan Applications

General Committee recommends:

1. That Report No. PBS16-095 be received; and
2. That the requirement for Public Notification Signage for Site Plan Applications submitted under Section 41 of the *Planning Act* as outlined in the staff report be approved.

Carried

**14. Correspondence from Association of Municipalities of Ontario
Re: What's Next Ontario? Resolution**

General Committee recommends:

1. That the Correspondence from Association of Municipalities of Ontario regarding What's Next Ontario? Resolution be received; and
2. That the following What's Next Ontario? Resolution as put forward by the Association of Municipalities of Ontario be endorsed, as amended:

Whereas recent polling, conducted on behalf of the Association of Municipalities of Ontario indicates 76% of Ontarians are concerned or somewhat concerned property taxes will not cover the cost of infrastructure while maintaining municipal services, and 90% agree maintaining safe infrastructure is an important priority for their communities; and

Whereas infrastructure and transit are identified by Ontarians as the biggest problems facing their municipal government; and

Whereas a ten-year projection (2016-2025) of municipal expenditures against inflationary property tax and user fee increases, shows there to be an unfunded average annual need of \$3.6 billion to fix local infrastructure and provide for municipal operating needs; and

Whereas the \$3.6 billion average annual need would equate to annual increases of 4.6% (including inflation) to province-wide property tax revenue for the next ten years; and

Whereas this gap calculation also presumes all existing and multi-year planned federal and provincial transfers to municipal governments are fulfilled; and

Whereas if future federal and provincial transfers are unfulfilled beyond 2015 levels, it would require annual province-wide property tax revenue increases of up to 8.35% for ten years; and

Whereas Ontarians already pay the highest property taxes in the country; and

Whereas each municipal government in Ontario faces unique issues, the fiscal health and needs are a challenge which unites all municipal governments, regardless of size;

Now Therefore It Be Resolved that the Town of Aurora Council supports the Association of Municipalities of Ontario in its work to close the fiscal gap; so that all municipalities can benefit from predictable and sustainable revenue, to finance the pressing infrastructure and municipal service needs faced by all municipal governments.

Be It Further Resolved That a copy of this Motion be sent to The Honourable Kathleen Wynne, Premier of Ontario, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Ms. Andrea Horwath, Leader of the New Democratic Party, and all Members of Provincial Parliament (MPPs) in the Province of Ontario.

Carried as amended

8. Notices of Motion

(a) Councillor Mrakas

Re: Buy and Sell Designated Areas

Whereas many residents in the Town of Aurora and York Region utilize online classified ads to purchase and sell products; and

Whereas there is always a risk when meeting a stranger in person; and

Whereas designated exchange areas near or in police stations, such as a couple of parking spots, would help residents safely conduct these transactions;

Now Therefore Be It Hereby Resolved That The Town of Aurora request the York Regional Police Services Board review the possibility of designating areas at police stations or Headquarters for residents to meet buyers and sellers of online classified ads.

(b) Councillor Mrakas and Councillor Humfries

Re: Cycling Master Plan

Whereas the bicycle is a viable and affordable mode of transportation that is not only environmentally sound but supportive of active healthy lifestyles; and

Whereas a Cycling Master Plan will create and improve opportunities throughout the Town of Aurora for active recreation and active transportation for all residents and visitors; and

Whereas the development of active transportation infrastructure, policies and promotion strategies are also supported at the federal, provincial, regional and municipal levels of government; and

Whereas the purpose of a Cycling Master Plan is to guide the development of a long-term, comprehensive, Town-wide, on- and off-road commuter and recreational bicycling network; and

Whereas the creation of a Cycling Master Plan would help support the Town of Aurora's pursuit in becoming Canada's most active municipality;

Now Therefore Be It Hereby Resolved That staff work with the Trails and Active Transportation Committee in developing a strategy to create a Cycling Master Plan that will ultimately be incorporated into the Town's Official Plan.

(c) Councillor Gaertner

Re: Buy and Sell Designated Areas

Whereas the area around the Town Park is home to many families with small children;

Whereas Town Park is used by these children, as well as those from the larger Aurora community;

Whereas concern has been repeatedly expressed about excessive speeding of traffic during the GO Train hours of operation;

Whereas it is appropriate that Council address this concern as soon as possible;

Therefore Be It Resolved That the Town declare this a Community Safety Zone; and

Be It Further Resolved That Council ask York Regional Police for their help with measures to control speeding near the Town Park area; and

General Committee Meeting Report
Tuesday, November 15, 2016

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Be It Further Resolved That when the provincial government gives municipalities the authority to set up photo radar cameras, staff be directed to them in the Town Park area.

9. New Business/General Information

Councillor Pirri inquired about the Cultural Master Plan action items and whether they could be considered by Council at a future meeting.

Councillor Thom requested more information regarding the colour of the brick of the of the condominium development at Yonge Street and Centre Street, and noted that concern was raised at the Heritage Advisory Committee as the colour is inconsistent with the renderings provided as part of the Site Plan process.

Councillor Abel requested a list of the Parks and Recreation special events held by the Town in 2016, along with the cost and resources used by each event. Staff agreed to provide information.

Councillor Mrakas requested an update regarding the soccer field at the Stronach Aurora Recreation Complex. Staff provided an update.

10. Adjournment

The meeting was adjourned at 9:10 p.m.

Sandra Humfryes, Councillor

Lisa Lyons, Town Clerk

The report of the General Committee meeting of November 15, 2016, is subject to final approval by Council on November 22, 2016.



**Extract from
Council Meeting of
Tuesday, October 25, 2016**

10. Notices of Motion/Motions for Which Notice Has Been Given

(i) Motions for Which Notice Has Been Given

(a) Councillor Abel

Re: Construction of Planned Secondary School in Official Plan

Main motion as amended

Moved by Councillor Abel

Seconded by Councillor Gaertner

Whereas The Town of Aurora has an Official Plan, approved by York Region and in conformity with the Province of Ontario; and

Whereas the Official Plan for the Town of Aurora complies with sound planning principles, to guide development of major new neighbourhoods, known in Aurora as the Bayview - Wellington Centre Planning Area, and the 2B and 2C Planning Area; and

Whereas these neighbourhoods on either side of Bayview Avenue are complete and home to 13,000 residents; and

Whereas the 2C community is nearing completion and will be home to another 9,000 residents for a total of 22,000 residents; and

Whereas there is a York Region District School Board (YRDSB) Secondary School indicated in the Town's Official Plan, on Bayview Avenue at Borealis Avenue, to serve these residents, and the land is still undeveloped and vacant for the past 15 years; and

Whereas the residents of this catchment area have been told that they will have their Secondary School enrollment needs met at Dr. G. W. Williams Secondary School; and

Whereas this does not meet the needs of the residents, nor does it comply with our Official Plan, nor does this type of commute conform with the orderly function of the Town, that the students must commute an average of 6 km to school, through the already congested GO Transit Station area; and

Whereas the residents of this catchment area are approaching 60% of the student body at Dr. G. W. Williams Secondary School, and it will only increase as this area grows and ages; and

Whereas there are further enrollment issues that reduce specialized programs, extracurricular activities, and the number of specialized teachers and staff; and

Whereas 20% of a resident's annual Property Tax, which is collected and then paid by the Municipality to the treasury of the YRDSB; and

Whereas, if the YRDSB property was sold to development, this would further add to the catchment area population and increase the YRDSB Treasury with little to show for the residents' needs; and

Whereas the residents could simply walk to the Secondary School as planned; and

Whereas, if the YRDSB has funding challenges, they could collaborate with the Municipality, York Region, the Ministry of Education, and the Province, to engage with expediency to arrive at a solution;

1. Now Therefore Let It Be Hereby Resolved That Council supports the Official Plan and the construction of the planned YRDSB Secondary School, on the property purchased by the YRDSB, to serve the needs of the catchment area; and
2. Be It Further Resolved That a copy of the Council resolution be forwarded to the Ministry of Education, MPP Chris Ballard, and York Region; and
3. Be It Further Resolved That dialogue/collaboration take place beginning in the last quarter of 2016, between the Town of Aurora and the YRDSB, and that invitations be extended to MPP Chris Ballard, York Region, and other interested partners to arrive at a solution; and
4. **Be it Further Resolved That a representative or the Aurora-King Trustee from the York Region District School Board be invited to attend a future Council meeting and present further information regarding the proposed secondary school.**

Motion to Defer

Moved by Councillor Thompson

Seconded by Councillor Pirri

That the first and second operative clauses of the main motion as amended be deferred to a future Council meeting within 30 days, pending the presentation of further information from the York Region District School Board.

**On a recorded vote the motion to defer the first and second operative clauses of the main motion as amended
Carried**

Yeas: 8	Nays: 1
Voting Yeas:	Councillors Gaertner, Humfryes, Kim, Mrakas, Pirri, Thom, and Thompson and Mayor Dawe
Voting Nays:	Councillor Abel

**On a recorded vote, the third and fourth operative clauses of the main motion as amended
Carried**

Yeas: 8	Nays: 1
Voting Yeas:	Councillors Abel, Gaertner, Humfryes, Kim, Mrakas, Thom, and Thompson and Mayor Dawe
Voting Nays:	Councillor Pirri



**Motion for Which Notice Has
Been Given** (November 15, 2016)

Councillor Tom Mrakas

Date: November 22, 2016
To: Mayor and Members of Council
From: Councillor Mrakas
Re: Buy and Sell Designated Areas

Whereas many residents in the Town of Aurora and York Region utilize online classified ads to purchase and sell products; and

Whereas there is always a risk when meeting a stranger in person; and

Whereas designated exchange areas in police stations, such as a couple of parking spots, would help residents safely conduct these transactions;

1. Now Therefore Be It Hereby Resolved That The Town of Aurora request that the York Regional Police Services Board review the possibility of designating areas in police stations or Headquarters for residents to meet buyers and sellers of online classified ads.



**Motion for Which Notice Has
Been Given** (November 15, 2016)

Councillor Tom Mrakas and
Councillor Sandra Humfryes

Date: November 22, 2016

To: Mayor and Members of Council

From: Councillor Mrakas and Councillor Humfryes

Re: Cycling Master Plan

Whereas the bicycle is a viable and affordable mode of transportation that is not only environmentally sound but supportive of active healthy lifestyles; and

Whereas a Cycling Master Plan would create and improve opportunities throughout the Town of Aurora for active recreation and active transportation for all residents and visitors; and

Whereas the development of active transportation infrastructure, policies and promotion strategies are also supported at the federal, provincial, county and local municipal levels of government; and

Whereas the purpose of a Cycling Master Plan is to guide the development of a long-term, comprehensive, Town-wide, on- and off-road commuter and recreational bicycling network; and

Whereas the creation of a Cycling Master Plan would help support the Town of Aurora's pursuit in becoming Canada's most active municipality;

1. Now Therefore Be It Hereby Resolved That staff work with the Trails and Active Transportation Committee in developing a strategy to create a Cycling Master Plan that will ultimately be incorporated into the Town's Official Plan.



**Motion for Which Notice Has
Been Given** (November 15, 2016)

Councillor Wendy Gaertner

Date: November 22, 2016

To: Mayor and Members of Council

From: Councillor Gaertner

Re: Proposed Community Safety Zone in Town Park Area

Whereas the area around the Town Park is home to many families with small children;
and

Whereas Town Park is used by these children, as well as those from the larger Aurora
community; and

Whereas concern has been repeatedly expressed about excessive speeding of traffic
during the GO Transit hours of operation; and

Whereas it is appropriate that Council address this concern as soon as possible;

1. Now Therefore Be It Hereby Resolved That the Town declare the area around Town
Park as a Community Safety Zone; and
2. Be It Further Resolved That Council ask York Regional Police for their help with
measures to control speeding near the Town Park area; and
3. Be It Further Resolved That, when the provincial government gives municipalities
the authority to set up photo radar cameras, staff be directed to install them in the
Town Park area.

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5914-16

***BEING A BY-LAW to establish lands on
Plan 65M-4075 and Plan 65M-4082 as
highways (St. John's Road Development
Corp. – Phases 2 and 3).***

WHEREAS subsection 31(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, requires a municipality to enact a by-law in order to establish land as a highway unless: a) it is a highway transferred to a municipality under the *Public Transportation and Highway Improvement Act*; b) it is a road allowance made by a Crown surveyor located in a municipality; or c) it is a road allowance, highway, street, or lane shown on a registered plan of subdivision;

AND WHEREAS The Corporation of the Town of Aurora (the "Town") entered into a subdivision agreement with St. John's Road Development Corp., dated April 22, 2008, with respect to the development of a residential plan of subdivision, being Plans 65M-4075, 65M-4079 and 65M-4082 (the "Development");

AND WHEREAS the Town acquired certain lands in the Development for reserve purposes adjoining certain highway(s) that are assumed (or to be assumed) and maintained for public use by the Town (the "Reserves");


AND WHEREAS the Town deems it necessary and expedient to establish such Reserves as forming part of those highway(s);

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

1. THAT the following lands in the Town of Aurora, Regional Municipality of York, be and are hereby established as a highway by the Town:
 - a) Block 136, Plan 65M-4075, forming part of Cosford Street;
 - b) Block 137, Plan 65M-4075, forming part of Hartwell Way;
 - c) Block 138, Plan 65M-4075, forming part of Hartwell Way; and
 - d) Block 146, Plan 65M-4082, forming part of Pointon Street.
2. THAT a copy of this By-law be registered in the appropriate Land Registry office on title to lands and highways set out herein.
3. THAT this By-law shall come into full force and effect upon final passage hereof.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF NOVEMBER, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF NOVEMBER, 2016.

*Approved as to Form
By Legal Services*
Signature: 
Date: Nov 17 / 16

GEOFFREY DAWE, MAYOR

LISA LYONS, TOWN CLERK

The Corporation of the Town of Aurora

By-law Number 5920-16

**Being a By-law to govern the proceedings of
Council and Committee meetings of the Town
of Aurora.**

Whereas subsection 238 (2) of the *Municipal Act, 2001* requires every Council and local board to adopt a Procedure by-law for governing the calling, place and proceedings of Meetings;

Whereas subsection 11 (2) of the *Municipal Act, 2001* provides that upper and lower tier municipalities may pass by-laws respecting accountability and transparency of the municipality and its operations and of its local boards and their operations; and,

Whereas it is Council's desire to follow a process of municipal governance that reflects an open, transparent government;

Whereas Council, in the interest of good governance, recognizes a Procedure By-law as a hallmark of accountability and transparency; and,

Whereas Council considers it necessary to enact a by-law in this regard and to repeal Procedural By-law Number 5330-11, as amended;

Therefore Council hereby enacts as follows:

1. Definitions

In this Procedure By-law:

- a) **"CAO"** means the Chief Administrative Officer of the Town or his/her designate;
- b) **"Chair"** means the presiding officer at a meeting of Council or a Committee;
- c) **"Clerk"** means the Clerk of the Town or his/her designate;
- d) **"Closed Session"** means a Meeting, or part of a Meeting of Council or a Committee, which is closed to the public as permitted by the *Municipal Act, 2001*;
- e) **"Code of Ethics"** means the "Code of Ethics", a declaration of the principles of good conduct and ethics.
- f) **"Committee"** means any Standing Committee of Council or an advisory or special Committee established by Council from time to time;
- g) **"Confirming By-law"** means a by-law passed for the purpose of giving effect to a previous decision or proceeding of Council;
- h) **"Council"** means the Members of Council of the Town of Aurora;
- i) **"Delegation"** means an address to Council or a Committee at the request of a person wishing to speak;

- j) **“Deputy Mayor”** means the Councillor who received the highest number of votes in the last regular election;
- k) **“Director”** means a Director of the Town or his/her designate;
- l) **“Friendly Amendment”** means the Motion under debate is amended with the consent of the mover and seconder, and without the requirement for an amending Motion to be made;
- m) **“Frivolous”** means a submission or comment that is without merit or substance or is trivial;
- n) **“Inaugural Meeting”** means the first Meeting of Council after a regular election;
- o) **“Local Board”** means a local board defined by the *Municipal Act, 2001*;
- p) **“Mayor”** means the Mayor of the Town;
- q) **“Meeting”** means any regular, special or other Meeting of Council or a Committee and includes a Workshop;
- r) **“Member”** means any individual elected to Council or a person appointed by Council to a Committee;
- s) **“Motion”** means a proposal moved by a Member, and seconded by another Member, to adopt, amend, or otherwise deal with a matter before Council or a Committee;
- t) **“Municipal Act, 2001”** means the *Municipal Act, 2001*, S.O. 2001, c.25, as amended;
- u) **“Municipality”** means The Corporation of the Town of Aurora;
- v) **“Notice”** means written notice, except where legislation, by-law or Corporate Policy provides for another form and manner of notice;
- w) **“Offending Member”** means a Member who has been found by the Chair or by Council or by a Committee to have disobeyed a rule in this Procedure By-law or a Chair’s ruling;
- x) **“Point of Order”** means a Motion raised by a Member drawing attention to an infraction of this Procedure By-law;
- y) **“Point of Personal Privilege”** means a Motion raised by a Member which concerns the health, safety, rights, or integrity of the Member, the Council, a Committee or anyone present at a Meeting;
- z) **“Procedural Matter”** means a matter or Motion of a procedural nature;
- aa) **“Public Planning Meeting”** means a Meeting held pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, *as amended*, or other statute;
- bb) **“Quorum”** means the number of Members required for the legal conduct of the business of Council or a Committee.
- cc) **“Resolution”** shall mean the decision of Council on any Motion;
- dd) **“Robert’s Rules of Order”** means the most current edition of Robert’s Rules of Order, Newly Revised;

- ee) **“Rules of Procedure”** means the rules and regulations contained in this Procedure By-law and that govern the proceedings of Council and its Committees;
- ff) **“Staff”** means employee(s) of the Town;
- gg) **“Standing Committee”** means a Committee established by Council and consisting solely of all Members of Council;
- hh) **“Town”** means the Corporation of The Town of Aurora;
- ii) **“Town Hall”** means the municipal offices located at 100 John West Way, Aurora, Ontario;
- jj) **“Vexatious”** means a submission or comment that is without merit and pursued in a manner that is malicious or intended to embarrass or harass the recipient or others;
- kk) **“Workshop”** means a Meeting of Council or Committee for the purpose of discussing issues in an informal venue.

2. Purpose and Application

- a) This By-law (referred to as the “Procedure By-law”) establishes the rules of procedure for Council and Committee Meetings.

3. Principles of the Procedure By-law

- a) The principles of openness, transparency and accountability to the public guide the Town’s decision-making process. In the context of Council and Committee proceedings, this is accomplished by:
 - i) Ensuring the decision-making process is understood by the public and other stakeholders;
 - ii) Providing access to information and opportunities for input by the public and other stakeholders consistent with the requirements of this Procedure By-law and other statutory requirements;
 - iii) Exercising and respecting individual and collective roles and responsibilities provided for in this Procedure By-law and other statutory requirements.
- b) The protection of basic rights by recognizing the right of the majority to decide, the minority to be heard and individuals to have the opportunity to participate.
- c) The principles of parliamentary law governing Council and Committee Meetings include:
 - i) Every Member has the right to one vote, unless prevented by law;
 - ii) Each Member has the right to be heard on a matter, unless prevented by law;
 - iii) Each Member has the right to information to help make decisions, unless prevented by law;
 - iv) Each Member has the right to an efficient meeting;

- v) Each Member has the right to be treated with respect and courtesy;
- vi) Each Member represents the public and will first and foremost consider the well-being and interests of the municipality.

4. Interpreting the Procedure By-law

- a) In the event of conflict between this Procedure By-law and legislation, the provisions of the legislation prevail.
- b) If there is a conflict between two or more rules in this Procedure By-law, or if there is no specific rule on a matter, the Chair will rule. In making a ruling, the Chair may consult the Clerk, rely on previous rulings and practices, or refer to Robert's Rules of Order.

5. Suspension of Rules

- a) Rules of procedure provided for in this Procedure By-law may be waived by a two-thirds majority vote of Council or a Committee, with the exception of the following circumstances:
 - i) Where required by law;
 - ii) Contractual agreements binding the Town;
 - iii) Quorum requirements.
- b) A Motion to suspend the rules of procedure required by this By-law shall not be debatable or amendable.

6. Standing Committees

- a) General Committee
 - i) The General Committee shall be comprised of all Members of Council.
 - ii) The General Committee may consider delegations, presentations, correspondence, staff reports and matters which may require more elaboration and discussion than would be appropriate in a formal Council Meeting and such other matters as Council may determine. Recommendations from General Committee will be considered by Council.
- b) Audit Committee
 - i) The Audit Committee shall be comprised of all Members of Council.
 - ii) The Audit Committee shall:
 - (a) Review audited financial statements;
 - (b) Review significant management letter comments and related recommendations;
 - (c) Review the appointment of auditors; and
 - (d) Make recommendations regarding the above to Council.
 - iii) The Committee's mandate shall include operational reviews.

iv) Meetings will be held at the call of the Chair. Agendas will be distributed to Members of Council at least forty-eight (48) hours prior to the Meeting.

c) Budget Committee

i) The Budget Committee will be comprised of all Members of Council.

ii) The Budget Committee shall make recommendations to Council on approval of the Town's annual operating and capital budgets.

iii) The Budget Committee has delegated authority to:

(a) Approve the Meeting minutes of the Budget Committee;

(b) Direct staff to bring forward information to the Budget Committee as needed, and defer matters to a future General Committee or Budget Committee meeting; and

(c) Direct staff to prepare and bring forth for Council's consideration a report summarizing Committee recommendations on the annual capital and operating budgets.

iv) Budget Committee Meetings will be held as outlined in the Meeting Schedule, as approved by Council.

7. Committees

a) When not provided for in the Terms of Reference or the Policy for Ad Hoc/Advisory Committees and Local Boards, the rules of procedure set out in this By-law shall govern all proceedings of all Committees, including any Ad Hoc, Advisory Committees, or Local Boards.

8. Chair of Meeting

a) The Chair is the presiding officer at a Meeting of Council or a Committee.

b) The Chair of a Meeting of Council, Audit Committee, Budget Committee, a Closed Session or a Workshop Meeting is the Mayor. In the absence of the Mayor, the Deputy Mayor is Chair.

c) The Chair of a Meeting of General Committee shall be rotated among the Members of Council, excluding the Mayor, every two (2) consecutive meetings, in descending order of votes received by the Members in the last regular election.

d) In the absence of the person appointed as Chair, the Members shall appoint one of their Members as Chair for the purpose of that Meeting.

e) The Chair and any Vice Chairs of other Committees are appointed in accordance with the Policy for Ad Hoc/Advisory Committees and Local Boards, or their Terms of Reference.

9. Duties of the Chair

a) The Chair is responsible for, where applicable:

- i) Chairing the Meeting in an objective manner in accordance with this Procedure By-law;
- ii) Enforcing the rules of order in this Procedure By-law;
- iii) Enforcing order and good behaviour of all Members at all times;
- iv) Announcing the business before Council or a Committee and the order in which it is to be considered;
- v) Receiving, stating and framing all Motions presented to clarify their intent as moved;
- vi) Ruling on whether a Motion is in order;
- vii) Protecting Council or a Committee from a Motion that is obviously Frivolous or tending to cause delay by refusing to acknowledge the Motion;
- viii) Providing information to Members on any matter related to the business of Council or a Committee;
- ix) Deciding all questions of order at the Meeting, subject to an appeal by any Member to the Council or a Committee on any question of order in respect to business before the Council or a Committee;
- x) Deciding to acknowledge, and ruling on, whether a Point of Order or Point of Personal Privilege is in order;
- xi) If a Point of Order or Point of Personal Privilege is in order, ruling on the Point of Order or Point of Personal Privilege and giving the facts, circumstances and reasons for the ruling.
- xii) If there is an appeal to the ruling of the Chair, announcing the results of the vote;
- xiii) If necessary, recessing a Meeting for a brief, specified time to consult the Clerk, the CAO or other staff person;
- xiv) If there is a threat or imminent threat to the health or safety of any person, or if there is a possibility of public disorder, recessing the Meeting for a specified time;
- xv) Ensure that Members take a health break by announcing a minimum ten (10) minute recess after two (2) hours have passed since the last break;
- xvi) Ensuring that all Members who wish to speak on a Motion have spoken;
- xvii) Ensuring clarity, where required, by reading, or requesting the Clerk, recording secretary or other appropriate person to read Motions before voting;
- xviii) Putting all Motions to a vote and announcing results;
- xix) Voting on all matters unless the *Municipal Conflict of Interest Act* prohibits it;

- xx) Declining to put to a vote any Motion which contravenes this Procedure By-law;
- xxi) Calling Members to order;
- xxii) Ordering a Member, or any other person from the Meeting, in accordance with this Procedure By-law;
- xxiii) Adjourning the Meeting when the business of the Meeting has concluded; and,
- xxiv) Signing all by-laws, resolutions, and minutes when required.

- b) If a Member disagrees with the ruling of the Chair, he or she may appeal the ruling of the Chair immediately. The Chair, in response, shall call a vote on the question of sustaining the ruling of the Chair. The Chair may provide further explanation of the ruling prior to calling the vote.

10. Members of Council and Committees

- a) Members are responsible for, where applicable:
 - i) Attending scheduled Meetings;
 - ii) Carefully considering and making decisions about Meeting business, including seeking information and advice from staff prior to and during a Meeting;
 - iii) Voting on Motions put to a vote;
 - iv) Respecting the rules of order in this Procedure By-law;
 - v) Listening attentively, participating in a Meeting and not interrupting, unless to raise a Point of Order or Point of Personal Privilege;
 - vi) Remaining silent in their seats while Council or a Committee votes and until the Chair announces the result of the vote;
 - vii) Refraining from using indecent, offensive or insulting language or speak disrespectfully of any individual.
 - viii) Refraining from engaging in private conversation while in the Council Meeting or using communication devices in any manner that disrupts the Member speaking or interrupts the business of Council;
 - ix) Respecting and following the decisions of Council or a Committee;
 - x) Not disclosing any of the content of a Meeting that was closed to the public or provide confidential documents or materials to unauthorized individuals.
 - xi) Complying with the Chair's rulings and Council's decisions; and
 - xii) Complying with the Council Code of Ethics.

- b) If a Member disobeys a rule in this Procedure By-law or a Chair's ruling:
 - i) After the first occurrence, the Chair calls the Member to order.
 - ii) After the second occurrence, if the Member continues to disobey this Procedure By-law or the Chair's ruling, the Chair will immediately order the Member to leave his/her seat and observe the Meeting from the audience for the remainder of the Meeting.
 - iii) Any Member other than the Offending Member may appeal the Chair's ruling in ii), and Council or a Committee may overturn or uphold the Chair's ruling. Should the Chair's ruling be overturned, the Offending Member may return to his/her seat.
 - iv) If the Offending Member informs the CAO or a Director that he/she wishes to apologize, the Clerk will inform the Chair of the Member's request.
 - v) At the next available opportunity in the Meeting, the Chair will allow the Offending Member to return to his/her seat to apologize to Council or a Committee. The apology will not include additional comments or debate by the Offending Member or by Council or a Committee.
 - vi) After an apology is made by the Offending Member, Council or a Committee may consent to allow the Offending Member to return to the Meeting.
 - vii) Should, at any point, the Offending Member create a disturbance while seated in the audience in accordance with subsection 10(b)ii), the Chair will order the Offending Member to leave the Council chamber or meeting room.
 - viii) Council cannot appeal and the Offending Member cannot seek an apology from Council for the Chair's ruling in accordance with subsection 10(b)vii).
 - ix) If the Offending Member refuses to leave his/her seat or leave the Council chamber or meeting room as required in subsection 10(b)vii), the Chair may request the CAO to contact security or the police for assistance.

11. Right of Public Input and Notice

- a) The public has the right to have input and receive Notice on Council's decision-making process. The methods for doing so include: writing to Council through the Clerk; submitting a petition; speaking at an Open Forum; or speaking as a Delegation. The public will receive Notice in accordance with the requirements of legislation and this Procedure By-law.
- b) Should an individual wish to be provided with further Notice related to a matter of business before Council or Committee, he/she is required to indicate this wish to the Clerk on the prescribed form, which is available on the Town's website or at the Town Hall.

12. Members of the Public

- a) The Chair may expel or exclude any person who disrupts a Meeting, and request security and/or police assistance in doing so.
- b) No persons, other than Members and Town staff, are permitted to approach the area where Members and staff are seated.
- c) Attendees will submit all materials for Council or Committee through the Clerk or his or her designate.
- d) Attendees are responsible for:
 - i) Maintaining order and not heckling, or engaging in conversations, displaying placards or props or any behavior that may be considered disruptive;
 - ii) Speaking respectfully at all times;
 - iii) Using recording, broadcasting or streaming devices respectfully, and should the Chair direct it, moving or ceasing to use recording, broadcasting or streaming devices.
- e) All communication devices shall be turned off or set to silent mode during any meeting, with the exception of assistive devices for people with disabilities.

13. Preparation of Agendas

- a) The CAO and his/her staff are charged with providing guidance and recommendations to Council or Committee related to municipal business, and to implement the decisions of Council.
- b) The CAO chairs a regularly scheduled internal meeting to review draft agenda items in order to support the business of Council.
- c) The Clerk provides an administrative process to support the approval, preparation, Notice, publication and distribution/public access to agendas and agenda items, following approval by the CAO and/or Director.

14. Availability of Agendas

- a) Council Meeting agendas are generally available to Members of Council and the public on each Friday preceding a Meeting.
- b) General Committee Meeting agendas are generally available to Members on the Thursday that is ten (10) days preceding a General Committee Meeting and are generally available to the public on the following Friday.
- c) Closed Session agendas will be provided to Council in accordance with the publishing timeframes set out in Section 14 a) where required.
- d) Council Public Planning Meeting agendas are generally available to Members of Council and the public seven (7) days prior to the Meeting date.
- e) Special General Committee and Council, Workshop and emergency Meeting agendas will be provided to Council in accordance with the

publishing timeframes set out Notice of Meetings Section of this By-law, where required.

- f) Agendas for Committees, including Audit Committee and Budget Committee, are generally available seven (7) days prior to the meeting date.

15. Additional Items and Corrections

- a) An additional item is any item that is to be added to a Council or Committee agenda following publication of the original agenda.
- b) Any corrections to the agendas of Council or Committee may be listed on the additional items to be distributed, for information only.
- c) Committee are required to consent to the introduction of additional items by approving the agenda, as amended.
- d) Requests for items to be added to the agenda as an additional item shall have met at least one of the following conditions:
 - i) Government/agency deadlines;
 - ii) Legal implications;
 - iii) Contractual implications;
 - iv) Financial implications; or
 - v) Council or General Committee direction.
- e) Additional items to the Council or Committee Meeting agenda are available up to and including the Meeting day of Council, and are not subject to the notice requirements as set out in the Notice of Meetings Section of this By-law.
- f) Additional items to the General Committee meeting agenda are available on each Friday preceding the Meeting, and further additional items may be provided up to and including the Meeting day.

16. Reports of Council and General Committee

- a) In accordance with established administrative protocols, reports prepared by staff are submitted in writing to the Clerk and distributed with the agenda for the applicable Meeting of Council or General Committee.
- b) Reports prepared by staff members contain information and recommendations prepared in the context of their professional, technical and administrative expertise independent of any particular political, constituent or stakeholder interest.

17. Committee Report

- a) Recommendations from Committees other than General Committee requiring Council approval will be submitted to the next regular General Committee Meeting in a Summary of Committee Recommendations report.

18. Information Reports

- a) An information report is prepared for the information of Council and generally relates to a matter considered at Council or General Committee, or is a matter of Town business.
- b) An information report does not contain recommendations.
- c) The request for an information report will be approved by a Motion.
- d) Information reports are circulated directly to Council Members and made available to the public on the Town's website. Information reports are not published on a General Committee or Council agenda unless a Council Member makes such a request to the Clerk. Where required due to urgency or timing, information reports may be considered directly at Council as an item.
- e) Confidential information reports are not made available to the public on the Town's website and may only be placed on a General Committee or Council agenda if the nature of the confidential information satisfies the Closed Session requirements of this By-law.

19. Meetings

- a) Meetings Open to the Public
 - i) All Meetings shall be open to the public except as provided for in the Closed Session Section of this Procedure By-law.
- b) Inaugural Meeting
 - i) The first Meeting of a newly elected Council after a regular municipal election shall be held on the first Tuesday in December or such other date and at the time determined by the Clerk.
- c) Approval of the Meeting Schedule
 - i) Council approves a Meeting schedule of Council and Standing Committees for each calendar year, which may be amended. The Meeting Schedule is made available to the public on the Town's website.
 - ii) The Meeting schedule of Committees is determined by its Members, in accordance with each Committee's terms of reference and/or prescribed mandate.
- d) Location of Meetings
 - i) Meetings shall take place at Town Hall, or at another location within the municipality or adjacent to the municipality, as authorized by the Mayor or by Council, or as provided for in the *Municipal Act, 2001* when Notice is given.
- e) Schedule of Meetings
 - i) Meetings shall take place in accordance with the "Meeting Schedule" as prepared by the Clerk and approved by Council.

- ii) All Council Meetings will generally be held on the second and fourth Tuesday of each month at 7 p.m. and General Committee Meetings will generally be held on the first and third Tuesday of each month at 7 p.m. Where a Council Meeting day is a public or civic holiday, Council will meet at the same hour on the Wednesday immediately following the holiday.
- iii) Unless otherwise determined by the Clerk, Council Closed Session will be scheduled at 5:45 p.m. immediately prior to a Council or General Committee Meeting, and will recess or adjourn at least twenty (20) minutes prior to the scheduled time of the meeting.
- iv) Only one (1) General Committee Meeting and one (1) Council Meeting will be held in each of July and August.
- v) Only one (1) General Committee Meeting, one (1) Council Meeting and one (1) Public Planning Meeting will be held in each of December and January.
- f) Public Planning Meetings
 - i) Council will meet on the fourth Wednesday of each month at 7 p.m. for a Council meeting to consider development-related applications and other matters that have been submitted under the *Planning Act*, R.S.O. 1990, c. P.13, as amended.

20. Notice of Meetings

- a) General Provisions
 - i) The Clerk gives Notice of a Meeting by:
 - (a) Updating the annual schedule of Meetings; or
 - (b) Using the Town's social media accounts; or
 - (c) Publishing Notice on the Town's regular advertising page in the local newspaper; or
 - (d) Providing the agenda to Members and the public; or
 - (e) All of the above.
 - ii) Every Notice of a Meeting shall indicate the date, time and place of the Meeting, and the contact information for the Clerk's office.
 - iii) Nothing in this Procedure By-law shall prevent the Clerk from using more extensive methods of Notice.
 - iv) Nothing in this Procedure By-law shall prevent the Clerk from using longer timeframes for providing Notice.
- b) Special Meetings of Council or General Committee
 - i) A special Meeting of Council or General Committee may be called by the Mayor at any time. A special Meeting of Council or General Committee is limited to business matters included in the Notice of Meeting.

- ii) Upon receipt of a written petition from a majority of the Members of Council, the Clerk will summon a special Meeting of Council or General Committee for the specific purpose and time identified in the petition.
 - iii) In addition to the general Notice provisions in this Procedure By-law, the Clerk shall give Notice of a special Meeting of Council or General Committee by providing an agenda at least twenty-four (24) hours prior to the Meeting.
- c) Workshop Meetings**
- i) The Mayor and/or CAO may hold a workshop Meeting for Members of Council to discuss issues in an informal venue. With the exception of Procedural Matters, no Motions are passed.
 - ii) A record describing, in general terms, the proceedings and the subject matter discussed is made at all Workshop Meetings and placed on a future Council agenda to be received only for the purposes of information.
 - iii) In addition to the general Notice provisions in this section of the Procedure By-law, the Clerk shall give Notice of a Workshop Meeting by providing an agenda at least twenty-four (24) hours prior to the Meeting.
 - iv) Delegations shall not be permitted at Workshop Meetings.
- d) Emergency Meetings of Council or General Committee**
- i) Notwithstanding any other provision in this Procedure By-law, the Mayor may, at any time, call or provide Notice of an emergency Meeting of Council or General Committee. An emergency Meeting of Council or General Committee is limited to business matters included in the Notice of Meeting.
 - ii) The Clerk gives Notice of emergency Meetings of Council or General Committee by:
 - (a) Providing Notice to Members in person, by telephone, by electronic mail, or in the form of an agenda that indicates the date and time of the Meeting and general nature of the matters to be discussed.
- e) Cancellation or Postponement of Meetings**
- i) A Meeting may be cancelled or postponed where Quorum cannot be achieved, by Council resolution, in the event of an emergency, or where the Meeting is no longer required, as deemed by the Mayor and/or CAO.
 - ii) The Clerk gives Notice of Cancellations or Postponements by:
 - (a) Providing Notice to each Member no less than forty-eight (48) hours prior to the time set for the Meeting;

- iii) Providing Notice to the public of all Meetings of Council or General Committee regarding cancellations, and postponements by:
 - (a) Posting a Notice on the Town website as soon as possible;
 - (b) Sending a Notice via the Town's social media accounts;
 - (c) Posting a Notice on the Town's regular advertising page in the local newspaper, if time permits; and
 - (d) Where (c) cannot be achieved, posting a Notice at the main entrance to Town Hall.
- iv) Meetings of Committees may be cancelled or postponed by the Clerk, recording secretary, Chair or other assigned person where Quorum cannot be achieved, by Committee resolution, or in the event of an emergency.
- f) Invalidation of Notice of Meeting
 - i) If a Meeting Notice is substantially given, but varies from the form and manner provided in this Procedure By-law, the ability to hold the Meeting and the actions taken at the Meeting are not invalidated.
- g) Quorum
 - i) A majority of members shall constitute a Quorum.
 - ii) As soon as there is a Quorum after the time appointed for commencement of a Meeting, the Mayor or Chair will call the Meeting to order. If a Quorum is not present 30 minutes after the time appointed for commencement of a Meeting, the Clerk shall record the names of the Members present and the Meeting shall not commence or proceed.
- h) Late Arrival
 - i) If a Member arrives late at a Meeting, any prior discussion is not reviewed without the consent of the Members present.

21. Closed Session

- a) Matters of Closed Session
 - i) Council or a Committee may, by Resolution, close a Meeting or part of a Meeting to the public in accordance with section 239 of the *Municipal Act, 2001* if the subject matter being considered is:
 - (a) The security of the property of the Town or local board;
 - (b) Personal matters about an identifiable individual, including Town or local board employees;
 - (c) A proposed or pending acquisition or disposition of land by the Town or local board;
 - (d) Labour relations or employee negotiations;

- (e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
 - (f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (g) A matter in respect of which a Council, Board, Committee or other body may hold a closed meeting under another Act;
 - (h) The Meeting is held for the purpose of educating or training the Members and no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of Council, Local Board or Committee.
- ii) Council or a Committee shall also resolve into a Closed Session to the public for the following purposes:
 - (a) A request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the Council, board, commission or other body is the head of an institution for the purposes of that Act.
 - (b) An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in subsection 223.13 (1) of the *Municipal Act, 2001*, or the investigator referred to in subsection 239.2 (1) of the *Municipal Act, 2001*.
- b) Notice of Closed Session**
 - i) Where a matter may be considered by Council or General Committee for discussion in Closed Session, wherever possible, written Notice will include:
 - (a) The fact that the Meeting will be closed to the public as provided for in the *Municipal Act, 2001*;
 - (b) The general nature of the matter to be considered at the Closed Session.
- c) A Motion to close a Meeting or part of a Meeting to the public shall state the:**
 - i) Intention to close the Meeting to the public; and
 - ii) General nature of the matter to be considered at the Closed Session, and the grounds for closing the Meeting as set out in the *Municipal Act, 2001*.
- d) Voting during Closed Session**
 - i) Only votes relating to procedural matters or direction to staff may be taken during a Closed Session, unless otherwise authorized.

- e) Upon completion of the Confidential Meeting:
 - i) The Members shall immediately reconvene in open session;
 - ii) The Mayor shall report any outcomes on the Closed Session as necessary; and,
 - iii) If applicable, the Members shall vote on any Resolutions originating from the Closed Session.
- f) Scheduling of Closed Session
 - i) Closed Session shall be scheduled as indicated in the Schedule of Meetings Section of this Procedure By-law.
- g) Reporting Out and Confidentiality of Closed Session Discussions
 - i) A summary of any discussion held in Closed Session and any required vote will occur following the Closed Session discussion of a Council or Committee Meeting.
 - ii) Public General Committee and Council Closed Session agendas, minutes and reports shall provide sufficient detail without detrimentally affecting the confidentiality of the matter(s) discussed in closed session and the position of the Municipality.
 - iii) Minutes of a Closed Session meeting shall be presented for adoption at the next Regular Meeting of Council that does not occur on the same day.
 - iv) No Member shall disclose or discuss, through written, electronic or verbal communication, to any individual or corporate third party, any information that has been or will be discussed at a closed session meeting of Council or a Committee until such time that Council or a Committee has determined or has been advised by staff that the matter, or any part of the matter, can be made public subject to review by the head or designate under the *Municipal Freedom of Information and Protection of Privacy Act* or if directed to do so by a court.
- h) Openness and Transparency
 - i) The Clerk shall maintain an annual log of all reports and resolutions considered in Closed Session, conduct an annual review with the CAO and staff to determine which items are no longer sensitive and/or confidential. The Clerk shall prepare an Annual Report of all Closed Session items approved for public release, and shall post the report on the Town website. Items identified for release shall qualify for 'routine disclosure' in accordance with the Town's freedom of information practices.
- i) Closed Meeting Investigation
 - i) A person may request that an investigation be undertaken to determine whether Council or Committee complied with the requirements of the *Municipal Act, 2001* and this Procedure By-law in respect of a Meeting or part of a Meeting closed to the

public. A person may initiate such a request by submitting a written request to the Town Clerk.

22. Speaking Order and Limit

- a) The Chair maintains a list of Members who have requested to speak or ask questions. The Chair designates Members to speak or ask questions in the order in which they appear on the list.
- b) At Committee Meetings, Members be permitted to speak two (2) times on a subject, the first time being for a maximum of ten (10) minutes, and the second time being for a maximum of five (5) minutes; and
- c) At Council Meetings, Members be permitted to speak two (2) times on a subject for a maximum of five (5) minutes each time.

23. Rules of Debate

- a) Members' comments are relevant to the matter of business before Council or a Committee. Members should avoid comments intended to be statements or assertions.
- b) Any Member may require a Motion or question under discussion to be read at any time during the debate but not so as to interrupt the Member speaking.
- c) Members shall express themselves succinctly without repetition.
- d) Questions may be asked only of:
 - i) The Chair;
 - ii) Staff;
 - iii) A previous speaker; and,
 - iv) A delegation.

24. Order of Business – General Committee

- a) The order of business of General Committee is set out in the agenda, as follows, where provided for:
 - i) Approval of the Agenda
 - ii) Declarations of Pecuniary Interest and General Nature Thereof
 - iii) Presentations
 - iv) Delegations
 - v) Consent Agenda
 - vi) Consideration of Items Requiring Discussion (Regular Agenda)
 - vii) Notices of Motion
 - viii) New Business
 - ix) Closed Session

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- x) Adjournment

25. Order of Business – Council

- a) The order of business for the Council is set out in the agenda as follows, where provided for:
 - i) Approval of the Agenda
 - ii) Declarations of Pecuniary Interest and General Nature Thereof
 - iii) Presentations
 - iv) Delegations
 - v) Consent Agenda
 - vi) Consideration of Items Requiring Discussion (Regular Agenda)
 - vii) Notices of Motion
 - viii) Motions
 - ix) Regional Report
 - x) New Business
 - xi) Public Service Announcements
 - xii) By-laws
 - xiii) Closed Session
 - xiv) Confirming By-law
 - xv) Adjournment

26. Record of Proceedings

- a) The Clerk records the minutes of Meetings of General Committee and Council without note or comment. The minutes record:
 - i) The date, time and location of the Meeting;
 - ii) The name of the Chair and a record of the attendance at the Meeting;
 - iii) The name and nature of presenters and Delegations;
 - iv) All Resolutions, decisions and other proceedings of the Meeting; and,
 - v) Administrative references, including by-law, report, Motion and policy indexes.

27. Minutes

- a) Minutes of each Meeting of Council are presented to the subsequent regular Meeting of Council for approval. The approved minutes form the official record of the meeting.

- b) A report of the General Committee is submitted to the next regular Council meeting, for consideration of the recommendations. The report from General Committee that is presented to Council shall not contain the mover or seconder on each item but rather shall only show recommendations endorsed by the General Committee.
- c) Approved minutes of Council and report of the General Committee will be posted on the Town's website as they become available.
- d) Minutes of Committees, as designated by Council, are submitted to General Committee for Council receipt.
- e) After the Council minutes have been approved by Council, they shall be signed by the Mayor and Clerk.
- f) The receipt of minutes from Committees by Council does not constitute endorsement by the Town of any recommendations or actions contained in the minutes.
- g) The Clerk shall ensure that the minutes of each Meeting are made available to Members within a reasonable amount of time after the holding of such Meeting.

28. Changes in Order of Agenda

- a) The business of General Committee and Council is dealt with in the order stated on the published agenda, unless Council consents to changing the order.

29. Open Forum

- a) In the Open Forum that occurs fifteen (15) minutes prior to the formal portion of a General Committee Meeting, any individual may address General Committee to make informal inquiries or to comment on matters of municipal business. Persons speaking at the Open Forum are shall be required to sign the Open Forum Register held by the Clerk or recording secretary prior to being permitted to address Council, and shall be limited to a maximum of five (5) minutes each.
- b) Open Forum will not be included in the Meeting minutes, and will not be part of the live streaming of the Meeting.
- c) Generally, no Motions are passed related to matters raised during Open Forum.

30. Declarations of Pecuniary Interest

- a) Members are required to make Declarations of Pecuniary Interest in accordance with the requirements of the *Municipal Conflict of Interest Act* and/or other relevant legislation.
- b) Where a Meeting is not open to the public, in addition to complying with the requirements set out in the Closed Session Section of this Procedure By-law, the Member shall leave the Meeting or the part of the Meeting during which the matter is under consideration.
- c) Where the interest of a Member has not been disclosed by reason of the Member's absence from a particular Meeting, the Member shall disclose the Member's interest and otherwise comply at the first

Meeting of Council or Committee, as the case may be, attended by the Member after the particular Meeting.

- d) The Clerk shall record the particulars of any disclosure of pecuniary interest and general nature thereof made by a Member, and this record shall appear in the minutes of that Meeting.

31. Presentations

a) Staff Presentations

- i) Staff presentations, if related to a report on the agenda shall occur at the time the report is discussed. Presentations by staff at Meetings shall be a maximum of ten (10) minutes.

b) Other Presentations

- i) Presentations may be made by third-parties invited by staff or other government agency presentations to Council or General Committee on matters of interest to the Town, as well as awards, certificates, grants and other recognitions presented to/by the Town. Such presentations are received or presented by the Chair.
- ii) Where a third-party presentation involves an item on an agenda, the item shall be heard at the appropriate time in the agenda with the report brought forward for consideration immediately after the presentation has been made.
- iii) Presentation material shall be submitted to the Clerk in an electronic format prior to the 4:30 p.m. on the Friday prior to the meeting date.
- iv) Presentations may be up to ten (10) minutes. The consent of Council or General Committee is required to extend a presentation beyond ten (10) minutes.

32. Delegations at Meetings of Council and General Committee

a) General Provisions

- i) Delegates shall be encouraged to appear at the appropriate Committee first rather than Council.
- ii) Anyone wishing to appear before General Committee or Council shall register as a delegate by submitting the prescribed form to the Clerk no later than 4:30 p.m. two (2) days prior to the scheduled Meeting date.
- iii) Delegates shall advise the Clerk that the audio visual equipment will be required and shall submit supporting material to the Clerk in an electronic format no later than 4:30 p.m. on the Friday prior to the Meeting date.
- iv) Delegates requesting specific financial assistance or services in-kind from General Committee or Council must submit a detailed written request to the Clerk prior to the Meeting, which will be forwarded to the appropriate department for review. A decision will not be made at the Meeting where the Delegation is heard.

- v) The Clerk shall give due consideration to the length of the agenda and the number of delegations and shall advise to the requester the earliest possible date when their delegation may be accommodated. A limit of three (3) delegations will be considered at a Meeting of Council.
 - vi) Delegations at General Committee and Council meetings shall be on a subject that is within the jurisdiction or influence of local government. Delegations at a Meeting of Council shall be related to an item of business on the agenda.
 - vii) Delegates shall refrain from making statements or comments that are, in the opinion of the Chair, frivolous or vexatious in nature.
 - viii) Delegates shall be restricted to a speaking limit of five (5) minutes, regardless of whether they are representing an organization, association or other group.
 - ix) The consent of Council or General Committee is required to grant a delegation one (1) extension of up to five (5) minutes at a Council or General Committee meeting, and to consider more than three (3) delegations at a Council meeting.
 - x) A Delegation not on the agenda shall not be heard without the consent of at least a two-thirds majority of the Members present.
 - xi) Members of General Committee and Council are permitted to ask the individual making a Delegation questions only for clarification and to obtain additional relevant information
 - xii) Delegates who appear before General Committee are not permitted to make a Delegation in relation to the same item at the following Council meeting, but may submit written material to Members of Council through the Clerk's Office.
- b) Delegations at General Committee Meetings**
- i) Individuals who request to make a Delegation may be encouraged by a Member or staff to consider resolving an issue or concern with staff in lieu of, or prior to, submitting a Delegation request.
 - ii) Where there are numerous delegates taking the same position on a matter, they are encouraged to select a spokesperson to present their views. Delegates are encouraged not to repeat information presented by an earlier Delegation.
- c) Delegations at Council Meetings**
- i) Anyone wishing to speak on an item that is not on the Council agenda shall be directed to appear at the Open Forum session that precedes the Council Meetings. Alternatively, the delegation may be placed on a Committee agenda to address an issue that is not on the Council agenda.

- d) Delegations at Public Planning Meetings
 - i) Any person may speak on a matter at a Public Planning Meeting provided that the spokesperson is speaking on an item that is contained in the agenda. The delegate shall not speak for more than five (5) minutes, but may have an opportunity to speak more than once on the agenda item.

33. Consent Agenda

- a) Consent Agenda will include the following items that do not have presentations or delegations:
 - i) Receipt of the Minutes (i.e. Special Council, Workshop, Closed Session) (Council Meeting agenda only);
 - ii) Advisory Committee Minutes;
 - iii) Staff Reports that require no action other than receiving for information;
 - iv) Procurement items that are within the approved budget;
 - v) Communications addressed to Council; and
- b) Simple questions may be asked by Members about any Consent item during the adoption of the Consent Agenda without requiring a separate vote.
- c) Members shall identify any items contained on the Consent Agenda which they wish to speak to and the matter shall be extracted from the Consent agenda to be dealt with separately under Consideration of Items Requiring Discussion.
- d) In the event that a Member declares a Pecuniary Interest on an item that is included on the Consent Agenda, that item shall be considered under Consideration of Items Requiring Discussion.
- e) The balance of the items on the Consent Agenda shall be adopted in one Motion.
- f) All recommendations from the General Committee will be placed on the Consent Agenda of the next regular Council Meeting, unless a request is made at the General Committee Meeting to consider a recommendation under Consideration of Items Requiring Discussion.

34. Notice of Motion

- a) A Member desiring to introduce a subject for discussion by Council will provide the proposed Motion to the Clerk in writing for inclusion in a regular agenda of General Committee or Council by 12 p.m. on the Wednesday prior to the meeting.
- b) The Motions for Which Notice Has Been Given will be included on the next Council agenda for consideration and disposition.
- c) The CAO or staff may be requested to comment on the Motion raised in this Section, but no staff report will be prepared unless the Motion is referred to staff for a further report.

- d) It is the duty of the Member to:
 - i) Prepare the proposed Motion in writing.
 - ii) Submit the proposed Motion to the Clerk by 12 p.m. on the Wednesday prior to the meeting.
 - iii) Ensure the content of the proposed Motion allows for it to be published on a public agenda.

35. Regional Report

- a) The representative of the Town on Regional Council will provide a report at regular Meetings of Council on matters of interest to the Town, when available.

36. Public Service Announcements

- a) Members may speak for no more than three (3) minutes on public service announcements and community events, unless the consent of Council is granted.

37. New Business

- a) Any Member of Council or a Committee, at any Meeting, may present and introduce any matter of New Business during the New Business portion of the Meeting, and shall have regard to the following guidelines:
 - i) Members are encouraged to raise operational matters prior to the Meeting through the CAO, Director or appropriate staff member;
 - ii) Members are discouraged from raising substantive policy matters, in particular consideration of corporate policies or by-laws; and,
 - iii) Members of Council are encouraged to raise announcements and community events under the Public Service Announcements portion of the Council agenda.

38. By-laws

- a) By-laws are considered by Council and approved by Motion.
- b) Every by-law adopted by Council is done so under the seal of the Town and signed by the Clerk and the Mayor.
- c) All by-laws shall be given first, second and third readings in a single Motion, unless a Member wishes to discuss the contents of a by-law, at which time the subject by-law shall be removed from the Motion and dealt with separately
- d) The following types of by-laws may be presented directly to Council:
 - i) Those directed to be presented directly to Council by General Committee or Council;
 - ii) The appointment of staff for by-law inspection, municipal law enforcement and provincial offences administration;

- iii) Consolidation of by-laws or housekeeping amendments;
 - iv) General by-laws where the purpose and intent of the by-law has been clearly authorized by a previous resolution;
 - v) A by-law to levy interim property taxes;
 - vi) A by-law to set tax rates in accordance with the approved budget;
 - vii) Part-lot control by-laws;
 - viii) Assumption by-laws;
 - ix) A by-law to establish a public highway;
 - x) Minor amendments resulting from changes to provincial enabling legislation; and,
 - xi) Other administrative by-laws deemed appropriate by the CAO.
- e) A Confirming By-law is enacted at each Meeting of Council.
 - f) The proceedings at every Council Meeting shall be confirmed by by-law so that every decision of Council at that Council Meeting and every Resolution of the Meeting shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
 - g) All amendments to any by-law approved by Council shall be deemed to be incorporated into the by-law and if the by-law proposing the amendment is enacted by Council, the amendments shall be inserted by the Clerk.

39. Adjournment

- a) No item of business shall be considered at a Meeting of Council or General Committee after 10:30 p.m. unless a majority of the Members present enact a resolution to extend the hour.
- b) If Council or General Committee is still in session at 11 p.m., it shall be adjourned unless all Members present concur in the extension of the Meeting.

40. Correspondence

- a) Correspondence addressed to the Mayor and Council shall be acknowledged by the Clerk and sent directly to the appropriate Committee or Director for response or action.
- b) Copies of such correspondence shall also be distributed to Members of Council and the CAO.
- c) Where correspondence is not requested to be included in a Council or General Committee agenda, it is circulated by the Clerk to Members of Council, the CAO, Directors and applicable staff for their information, and forms a part of the Clerk's records.

- d) Where correspondence has been requested to be included on a Council or General Committee Meeting agenda or on the request of a Member of Council to the Clerk, correspondence is placed on the General Committee meeting agenda for consideration. Where required due to urgency or timing, correspondence may be considered directly by Council as an Additional Item.
- e) Staff may prepare recommendations related to the matter for Council's consideration.
- f) Council and staff will direct to the Clerk correspondence clearly intended to be considered as part of an agenda of Council or General Committee.
- g) The Clerk is required to verify whether it is the intent of an individual to include his/her correspondence on a public agenda. For reasons of privacy, irrelevant personal information will be severed from correspondence. General correspondence between Councillors or staff, and constituents or stakeholders, will not be included unless the Clerk is satisfied it was clearly the individual's intent to include his/her correspondence on a public agenda.
- h) Correspondence related to items already decided on by Council will form a part of the Clerk's records and be circulated to Members of Council, but not placed on an agenda.
- i) Correspondence must be legible and not contain any defamatory statements. Anonymous correspondence will not be acknowledged, circulated, or placed on an agenda.
- j) The Council's receipt of correspondence does not constitute endorsement of the correspondence by the Town of any recommendations it may contain or actions it may advocate.

41. Petitions

- a) Petitions may be submitted to the Clerk and will include a minimum of two (2) persons and their respective addresses, and a clear statement of purpose for the petition.
- b) The request conveyed in the petition will be considered by General Committee for disposition. Where required due to urgency or timing, petitions may be considered directly by Council.
- c) For reasons of privacy, the names and addresses included with the petition will be provided to Members, but not published in an agenda of the General Committee or Council.
- d) Staff may prepare recommendations related to the matter for Council's consideration.
- e) The Town is not accountable for the accuracy or reliability of petitions that are submitted.

42. Motions from Other Municipalities

- a) All requests for endorsement of resolutions from other municipalities will be electronically circulated to Council and acknowledged by the Clerk,

with the advice that the Town does not take action on resolutions received from other municipalities, but rather makes its position known through the appropriate municipal association, or alternatively, directly to the relevant Minister or government leader.

- b) A Member of Council may request that a resolution from another municipality be added to a General Committee agenda for consideration.
- c) The Council's receipt of resolutions from other municipalities does not constitute endorsement by the Town of any recommendations or actions they may contain.

43. Motions – Impact on Corporate Resources

- a) The CAO will advise on the appropriate means of disposition for matters that make an impact on administration.
- b) Council is not required to pass a Motion that makes an impact on corporate resources where a matter:
 - i) Has already been approved by Council;
 - ii) Is considered by the CAO to be minor in nature; and/or,
 - iii) Falls within existing service levels.

44. Procedures Concerning Motions

- a) General Rules
 - i) Every Motion in any Meeting of Council or Committee requires a mover and a seconder.
 - ii) When duly moved and seconded, every Motion, other than a Motion to adjourn, recess, table or suspend the rules of this Procedure By-law, is open for discussion.
 - iii) No debate is permitted on any Motion or amending Motion until it has been properly seconded.
 - iv) A Member may move a Motion in order to initiate discussion and debate, but vote in opposition to the Motion. A seconder of the Motion may vote against the Motion.
 - v) A Motion or amending Motion may not be withdrawn without the consent of the mover and seconder.
 - vi) The Chair of a Meeting of Council or a Committee will not move or second a Motion.
 - vii) All Members of Council or a Committee will vote on all Motions except in the instance where the Member refrains from voting on an issue due to the Declaration of a Pecuniary Interest in the matter by the Member. If any Member does not vote, he/she will be deemed as voting in the negative (except where prohibited from voting by statute).

- b) Motion under Debate**
 - i) When a Motion is under debate, no other Motion may be considered except for the following Motions, to be considered in the listed order of priority:
 - (a) To adjourn;
 - (b) To recess;
 - (c) To table an item;
 - (d) To call the question;
 - (e) To defer;
 - (f) To refer;
 - (g) To amend;
- c) Motion to Adjourn**
 - i) A Motion to adjourn means to end a Meeting.
 - ii) A Motion to adjourn is not debatable and shall always be in order except when:
 - (a) Another Member is in possession of the floor;
 - (b) A vote has been called; or
 - (c) Members are voting.
 - iii) A Motion to adjourn is not amendable, except when moved to set future time for adjourning.
 - iv) A Motion to adjourn shall take precedence over any other Motion and shall be put immediately without debate.
- d) Motion to Recess**
 - i) A Motion to recess means to suspend a meeting for a specific length of time.
 - ii) A Motion to recess when other business is before the Meeting:
 - (a) Specifies the length of time of the recess;
 - (b) Is debatable as to the length or timing of the recess; and
 - (c) Can only be amended with respect to the length of the recess.
- e) Motion to Table**
 - i) A Motion to table means to postpone a matter without setting a definite date for future discussion for a matter. A tabled Motion that has not been decided on by Council during the term of Council in which the Motion was introduced is deemed to have been withdrawn.
 - ii) A Motion to table:
 - (a) Is not to be amended or debated; and
 - (b) Applies to the Motion and any amendments thereto under debate at the time when the Motion to table was made.
 - iii) If the Motion to table carries, in the absence of any direction from Council, the matter may not be discussed until the CAO, or a

Member through a Notice of Motion, brings it forward to a subsequent Meeting.

- f) Motion “To Put the Question to a Vote” or “To call the Vote”
 - i) A Motion “To Put the Question to a Vote” or “To call the Vote” means to stop debate and immediately proceed to vote on the Motion.
 - ii) Any Member may request the Chair “To Put the Question to a Vote” or “To call the Vote” by presenting a Motion that the question “now be put to a vote.” A Motion to put the question to a vote must:
 - (a) Be seconded;
 - (b) Is not open to debate;
 - (c) Immediately put to a vote without debate;
 - (d) Requires a 2/3 majority vote to close debate.
- g) Motion to Refer
 - i) A Motion to refer means to direct a matter under discussion by Council or a Committee to staff or another Committee for further examination or review.
 - ii) A Motion to refer a matter under consideration to a Committee or to staff:
 - (a) Shall be debatable as to the rationale of Referring, but cannot go into the merits of the Motion or subject being Referred; and
 - (b) Can be amended as to the Committee or group to whom it is being referred, as to the time the Committee or staff reports back, and as to directions given to the Committee or staff; and
 - (c) Includes the terms on which the Motion is being referred and the time at which the matter is to be returned; and
 - (d) Includes the reasons for the referral.
 - iii) This Motion may be delayed by the Chair in order to permit Members on the speaking list to speak.
- h) Motion to Defer
 - i) A Motion to defer means to postpone all discussion on a matter until a future date or time, one which is established as part of the Motion.
 - ii) A Motion to defer to a certain time or date:
 - (a) Is open to debate as to advisability of postponement and cannot go into the merits of the Motion or subject being postponed; and
 - (b) May be amended as to the time or date to which the matter is to be deferred.
 - iii) This Motion may be delayed by the Chair in order to permit Members on the speaking list to speak.

- i) Motion to Amend
 - i) The purpose of this Motion is to modify a Motion. It cannot be used to directly contradict or negate the effect of another Motion.
 - ii) A Motion to amend:
 - (a) Is to be open to debate; and,
 - (b) Is to be relevant to the main Motion; and
 - (c) Can be applied to a Motion at one time, but that amendment may be amended [by a secondary amendment], which cannot be amended.
 - iii) If it is not considered a “Friendly Amendment,” then the Motion to amend:
 - (a) If more than one, will be put to a vote in the reverse order to that in which they were moved;
 - (b) Will be decided upon or withdrawn before the main Motion is put to the vote;
 - (c) Will not be amended more than once, provided that further amendments may be made to the main Motion; and,
 - (d) Will not be directly contrary to the main Motion.
- j) Motion Containing Two or More Matters
 - i) When the Motion under consideration concerns two (2) or more matters, the Chair, upon the request of any Member, will direct that the vote upon each matter be taken separately. Such request may also be made by the Chair.
 - ii) A vote on the main Motion, as amended, may be split for the purpose of complying with the *Municipal Conflict of Interest Act*, or at the discretion of the Chair.
- k) Withdrawal of Motion
 - i) A request to withdraw a Motion:
 - (a) May only be made by the mover of the Motion;
 - (b) Requires consent of the seconder of the Motion; and,
 - (c) Is in order any time during the debate.
- l) Adoption in a Single Motion
 - i) One or more items on an agenda may be adopted in a single Motion.

45. Voting

- a) General Rules
 - i) After a Motion is finally put to a vote by the Chair, no Member speaks to it nor will any other Motion be made until after the vote is taken and the result has been declared.
 - ii) All Members of Council or a Committee will vote on all Motions. Failure by any Member to announce his/her vote openly and

individually, including an “abstention,” is deemed to be a vote in the negative.

- iii) Each Member present and voting announces or indicates his/her vote upon the Motion openly and individually, and no vote is taken by ballot, or any other method of secret voting.

b) Majority Vote

- i) A majority means more than half of the Members present, or:

- (a) If 9 Members present: 5
- (b) If 8 Members present: 5
- (c) If 7 Members present: 4
- (d) If 6 Members present: 4
- (e) If 5 Members present: 3

- ii) Unless this Procedure By-law states otherwise, a matter passes when a majority of Members present vote in the affirmative.

- iii) When applicable, a two-thirds majority means $\frac{2}{3}$ of the Members present, or:

- (a) $\frac{2}{3}$ of 9: 6
- (b) $\frac{2}{3}$ of 8: 6
- (c) $\frac{2}{3}$ of 7: 5
- (d) $\frac{2}{3}$ of 6: 4
- (e) $\frac{2}{3}$ of 5: 4

c) Tie Vote

- i) Any Motion on which there is a tie vote is deemed to be lost.

d) Recorded Vote

- i) A recorded vote is only permitted at Council Meetings and will be taken at the request of a Member prior to the commencement of the vote being taken or immediately thereafter. When electronic voting devices are available, all votes at Council Meetings will be recorded votes.

- ii) A Member of Council’s failure to participate in a recorded vote when he/she has not declared a conflict of interest is deemed to be a negative vote.

- iii) A recorded vote at Council Meetings will be taken as set out in a) or b) below:

- (a) Each Member announces his/her vote openly, and the Clerk records his/her vote in the minutes. Votes are called in random order as determined by the Clerk.
- (b) Each Member first indicates his/her vote by using an electronic device. Each Member’s vote is then electronically displayed on a screen, and the Clerk announces the outcome of the vote and records each Member’s vote in the minutes.

- iv) Notwithstanding recorded votes, a record or notation of a Member's opposition to an issue is not recorded in any Meeting minutes.

46. Reconsideration of a Matter

- a) Council cannot reconsider a matter until six (6) months have passed from the date of the matter's original disposition by Council, except upon a vote in the affirmative of two-thirds majority of the Members present.
- b) Decisions which contractually bind the Town shall not be reconsidered.
- c) A Motion to reconsider shall be introduced by way of a Notice of Motion and considered either at the next Council Meeting or at a special Meeting called to reconsider the Motion unless the Council, without debate, dispenses with the requirement for a Notice of Motion on a two-thirds vote.
- d) A Motion to reconsider is debatable, which debate will be restricted to the rationale for reconsidering the matter, and no debate of the main question shall be allowed until the Motion for reconsideration is carried.
- e) Once the reconsideration Motion has carried, it is reopened in its entirety unless the reconsideration Motion specifies otherwise.
- f) If the matter is re-opened, all previous decisions of the Council remain in force until the Council decides otherwise.
- g) No Motion to reconsider may, itself, be the subject of a Motion to reconsider.
- h) Notwithstanding, if a Council matter was determined in the negative as a result of a tie vote due to an absent Member, the matter may be reconsidered at the next Council meeting via a Motion to reconsider carried by a majority of the Members present

47. Point of Order

- a) A Member may interrupt the person who has the floor to raise a Point of Order when such Member feels that there has been:
 - i) A deviation or departure from this Procedure By-law; or
 - ii) A deviation from the matter under consideration and the current discussion is not within the scope of the proposed Motion.
- b) Upon hearing such Point of Order, the Chair decides and states his/her ruling on the matter.
- c) Upon hearing the Point of Order ruling, a Member only addresses the Chair for the purpose of appealing the Chair's decision to the Council or a Committee.
- d) If no Member appeals, the decision of the Chair is final.
- e) If a Member appeals the Chair's ruling to the Council or a Committee, the Member has the right to state his/her case, the Chair has the right to reply and the Council or Committee decides the question "That the

decision of the Chair be sustained” without further debate. The decision of the majority of the Members who are present at the Meeting is final.

48. Point of Personal Privilege

- a) A Member may rise at any time on a Point of Personal Privilege where such Member feels that the health, safety, rights, or integrity of his/her own person, the Council, a Committee or anyone present at the Meeting has been called into question by another Member or by anyone present at the Meeting.
- b) Upon hearing such Point of Personal Privilege, the Chair decides and states his/her ruling on the matter.
- c) Where the Chair rules that a breach of privilege has taken place, he/she demands that the offending Member or individual apologize and, failing such apology, requires said Member or individual to vacate the Meeting room for the duration of the Meeting.
- d) With the exception of providing an apology, the Member addresses the Chair for the purpose of appealing the Chair’s ruling of a breach of privilege to the Council or a Committee.
- e) If no Member appeals, the decision of the Chair is final.
- f) If a Member appeals the Chair’s ruling to the Council or a Committee, the Member has the right to state his/her case, the Chair has the right to reply and the Council or Committee decides the question “That the decision of the Chair be sustained” without further debate. The decision of a majority of the Members who are present at the Meeting is final.

49. Public Record

- a) All communications that the Clerk receives about a matter on the agenda of a public or open Meeting will form part of the public record. Personal information and opinions in communications are part of the public record unless the author of the communication requests the removal of his/her personal information when submitting it, or where confirmed by the Clerk.

50. Administrative Authority of Clerk

- a) The Clerk is authorized to amend by-laws, minutes and other Council and Committee documentation for technical, typographical or other administrative errors and omissions for the purpose of ensuring an accurate and complete record of proceedings.
- b) The Clerk is authorized to create and amend an annotated version of the Procedure By-law from time to time, to assist Members in complying with the rules as enforced and interpreted.

51. Recording, Broadcasting and/or Live Streaming Meetings

- a) All Meetings with a quorum of Council Members shall be audio and/or visually recorded, broadcast and/or live streamed publically by the Town, with the exception of proceedings closed to the public provided for in the Closed Session Section of this Procedure By-law.

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- b) All Meetings of Committee of Adjustments, Property Standards Committee, and other quasi-judicial bodies or Committees shall be audio and/or visually recorded, broadcast and/or live streamed publically by the Town, with the exception of proceedings closed to the public provided for in the Closed Session Section of this Procedure By-law.
- c) Attendees using their own recording, broadcasting and/or streaming devices are encouraged to inform the Clerk or recording secretary to ensure attendees at the Meeting are notified through the Chair.
- d) The approved minutes of a Meeting will form the official record of the Meeting. Any audio, video, or other record of the Meeting shall not be considered an official record.

52. Review of Procedure By-law

- a) Council shall review this By-law within the first six (6) months of the second year of each term of Council.
- b) The Clerk shall bring forward housekeeping amendments, as required or as directed by Council.

53. Review of Council Code of Ethics

- a) Council shall review the Council Code of Ethics within the first six (6) months of the first year of each term of Council.

54. Severability

- a) Each and every one of the provisions of this Procedure By-law is severable and if any provisions of this Procedure By-law should, for any reason, be declared invalid by any Court, it is the intention and desire of Council that each and every one of the then remaining provisions of this Procedure By-law shall remain in full force and effect.

55. Enactment

- a) By-law Numbers 5330-11, 5488-13 and 5556-13 be and are hereby repealed.
- b) This By-law shall come into full force and effect on January 1, 2017.

Read a first and second time this 22nd day of November, 2016.

Read a third time and finally passed this 22nd day of November, 2016.

Geoffrey Dawe, Mayor

Lisa Lyons, Town Clerk

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5922-16

***BEING A BY-LAW to establish a tariff
of fees for the processing of
applications made in respect of
planning matters.***

WHEREAS subsection 69(1) of the *Planning Act*, R.S.O. 1990, c.P.13, as amended, states the council of a municipality, by by-law, and a planning board, by resolution, may establish a tariff of fees for the processing of applications made in respect of planning matters, which tariff shall be designed to meet only the anticipated cost to the municipality or to a committee of adjustment or land division committee constituted by the council of the municipality or to the planning board in respect of the processing of each type of application provided for in the tariff;

AND WHEREAS on November 26, 2013, the Council of The Corporation of the Town of Aurora enacted By-law Number 5566-13 to establish a tariff of fees for the processing of applications made in respect of planning matters;

AND WHEREAS the Council of the Town deems it necessary and expedient to enact a by-law to establish a tariff of fees for the processing of applications made in respect of planning matters;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

1. THAT By-law Number 5566-13 be and is hereby repealed.
2. THAT the tariff of fees for applications made in respect of planning matters is set out on Schedule "A" to this By-law attached hereto and forming part of this By-law.
3. THAT the tariff of fees for applications made in respect of planning applications shall be adjusted annually, using the twelve (12) month Consumer Price Index – Toronto published by Statistics Canada, and as computed by the Town's Treasurer.
4. THAT each subsequent year, the Town Clerk be directed to attach the annually adjusted tariff of fees which Schedules shall form part of this By-law.
5. THAT this By-law shall come into full force and effect on January 1, 2017.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF NOVEMBER, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF NOVEMBER, 2016.

*Approved as to Form
By Legal Services*
Signature: PSG
Date: Nov 17/16

GEOFFREY DAWE, MAYOR

LISA LYONS, TOWN CLERK

SCHEDULE "A" TO BY-LAW 5922-16

Planning Application Type	2017 Base Fee	2017 Processing Fees/Surcharge	2017 Additional Fees
OFFICIAL PLAN AMENDMENTS			
MAJOR (see Note 1) MINOR (see Note 2)	\$18,730 \$10,355	PLUS: \$5,115 prior to adoption of OPA	\$2,205 Revision Fee (Major) \$1,690 Revision Fee (Minor)
BLOCK PLANS	\$10,355	PLUS: \$552 per hectare or part thereof	
ZONING BY-LAW AMENDMENTS			
MAJOR (see Note 3) MINOR (see Note 4)	\$11,170 \$ 6,075	PLUS: \$5,115 prior to enactment of ZBA	
REMOVAL OF HOLD	\$ 4,150		
TEMPORARY USE	\$ 6,075	\$ 6,075 per extension	
DRAFT PLAN OF SUBDIVISION	\$13,885	PLUS: \$615/unit; and, \$8,090 per hectare or part thereof for all other lands (see Note 5)	\$2,205 Extension of Draft Approval \$1,755 Revision Fee (where applicant makes revisions to plans requiring recirculation) \$4,210 Registration Fee for each Phase beyond the First Phase \$3,450 Revisions to a Draft Approved Plan of Subdivision, or conditions of Draft Approval
PART LOT CONTROL	\$ 2,375		
DRAFT PLAN OF CONDOMINIUM (ALL TYPES)	\$18,055		\$2,205 Extension of Draft Approval \$3450 Revisions to Approved Draft Plan of Condominium \$4,210 Registration of Each Phase
SITE PLAN APPROVAL	\$ 6,135	PLUS: \$615/unit for Residential \$315/unit for Multi-Res.(apts.) ICI buildings for first 2,000m ² : \$3.22/m ² of g.f.a. ICI buildings portion of g.f.a. between 2,001m ² - 10,000m ² : \$2.10/m ² of g.f.a. ICI buildings portion of g.f.a. beyond 10,000m ² : \$1.05/m ² of g.f.a	\$1,175 Recirculation/Revisions Fee (where the applicant fails to revise drawings as requested by the Town beyond the third submission or the Applicant changes the plans/proposal).
MINOR AND AMENDING SITE PLANS (see Note 6) (per m2 fee applicable only if there is an increase in g.f.a.)	\$ 3,295	PLUS: ICI buildings for first 2,000m ² : \$3.22/m ² of g.f.a. ICI buildings portion of g.f.a. between 2,001m ² - 10,000m ² : \$2.10/m ² of g.f.a. ICI buildings portion of g.f.a. beyond 10,000m ² : \$1.05/m ² of g.f.a	
REQUEST FOR SITE PLAN EXEMPTION	\$ 590		\$250 for Requests for Site Plan Exemption beyond the 2 nd Submission

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RADIO COMMUNICATION TOWER/ANTENNA FACILITIES FEE	\$ 7,980		
GENERAL FEES			
OWNER'S REQUEST TO CANCEL PUBLIC PLANNING MEETING	\$ 3,330		
ONTARIO MUNICIPAL BOARD REFERRAL FEE (for all Development Applications)	\$ 580		
FILE MAINTENANCE FEE	\$470/year		
COMMITTEE OF ADJUSTMENT			
CONSENT		PLUS:	\$1,670 per new lot created
CHANGE OF CONDITIONS (ONLY BEFORE A FINAL CONSENT IS GRANTED)	\$ 3,325		
	\$ 880		
RECIRCULATION FEE (see Note 7)	\$ 2,500		
MINOR VARIANCE OR PERMISSION			
OAK RIDGES MORaine RESIDENTIAL	\$ 1,595		
GROUND-RELATED RESIDENTIAL ZONED LANDS	\$ 1,870	\$1,000 per lot/unit	
MORE THAN ONE VARIANCE RELATED TO A DRAFT APPROVED PLAN OF SUBDIVISION	\$ 1,870		
ALL OTHER USES, INCLUDING ICI	\$ 2,340		
RECIRCULATION FEE (see Note 7)	\$ 1,325		
ONTARIO MUNICIPAL BOARD REFERRAL FEE (FOR BOTH CONSENT AND VARIANCE APPLICATIONS)	\$ 300		
MUNICIPAL STREET NAME CHANGE	\$ 1,575		
MUNICIPAL ADDRESSING CHANGE	\$ 1,025		

Notes:

1. Major Official Plan Amendment: An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include those relating to multiple properties; site specific proposals that represent large scale development/significant change in use; and, applications involving significant changes to the text/policies of the Official Plan.
2. Minor Official Plan Amendment: An application that is a small scale amendment to the Official Plan policies and designations, having limited impact or policy implications beyond the subject lands.
3. Major Zoning By-law Amendment: An application that is significant in scale and scope which may have an impact beyond the subject lands. Such Applications may include:
 - an application relating to more than one property;

By-Law Number 5922-16

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- a site specific application, if considered to represent large scale redevelopment;
 - significant change in use and/or zone category; or,
 - an application involving significant changes to the development standards or general provisions of the by-law.
4. Minor Zoning By-law Amendment: An application for minor and small scale zoning amendment having no significant impact on adjoining lands. Minor application must be site specific and include:
- a request for additional permitted use, within an existing building or with no significant impact on existing development standards; and,
 - changes in development standards to accommodate a minor development or severance.
5. All other lands within the draft plan excluding roads, road widenings and environmental protection lands.
6. Minor and Amending Site Plans shall include amendments to existing site plan agreements for those properties with development agreements executed and registered after 2000. Staff shall determine, in consultation with other departments, if a site plan application is considered minor, an amendment, or if a new site plan application is required.
7. Required due to an Owner's or Applicant's revisions or deferrals.

Payment of Fees

All fees set out herein shall be payable to the Town of Aurora upon the submission of the related application to the Town, unless otherwise provided herein. The fee amount shall be completed by the Applicant on the Fee Calculation Worksheet included with each Application Form.

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5923-16

BEING A BY-LAW to appoint a Chief Building Official and an Acting Chief Building Official for The Corporation of the Town of Aurora.

WHEREAS subsection 3(2) of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended (the "Act") states that the council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act in the areas in which the municipality has jurisdiction;

AND WHEREAS the Council of The Corporation of the Town of Aurora (the "Town") deems it necessary and expedient to appoint a Chief Building Official and an Acting Chief Building Official for the purpose of the enforcement of the Act and the Regulations thereunder;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

1. THAT Paul Evans be and is hereby appointed as Chief Building Official for the Town.
2. THAT Afshin Bazar be and is hereby appointed as Acting Chief Building Official for the Town to act when the Chief Building Official requires assistance or is unable to perform her duties for any of the following occasions or circumstances:
 - (a) annual leave or vacation,
 - (b) illness, disability or death,
 - (c) attendance at training courses, seminars, conferences, meetings or corporate business,
 - (d) bereavement leave,
 - (e) attendance at court or legal proceedings,
 - (f) a conflict of interest and,
 - (g) when the office of the Chief Building Official is vacant.
3. THAT the Chief Building Official and the Acting Chief Building Official shall be responsible for the enforcement of the Act and the Regulations thereunder.
4. THAT By-law Numbers 4725-05.H and 5834-16 be and are hereby repealed.
5. THAT this By-law shall come into full force and effect on December 1, 2016.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF NOVEMBER, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF NOVEMBER, 2016.

*Approved as to Form
By Legal Services*
Signature: [Signature]
Date: Nov 17/16

GEOFFREY DAWE, MAYOR

LISA LYONS, TOWN CLERK

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5924-16

**BEING A BY-LAW to assume
highways on Plan 65M-4292 for
public use (2164437 Ontario Inc.).**

WHEREAS subsection 31(4) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, (the "Act"), requires a municipality to enact a by-law in order to assume highways for public use, and that subsection 44 of the Act respecting maintenance of highways does not apply to the highways until such time as the municipality has passed such a by-law;

AND WHEREAS The Corporation of the Town of Aurora (the "Town") and 2164437 Ontario Inc. entered into a subdivision agreement dated June 7, 2011 with respect to the lands contained within Plan 65M-4292 (the "Plan");

AND WHEREAS the Town deems it necessary and expedient to assume certain highways within the Plan for public use and be responsible to maintain those highways;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

1. THAT the following highways in the Town of Aurora, Regional Municipality of York, be and are hereby assumed for public use and maintained by the Town:
 - a) Rickard Street, Plan 65M-4292; and
 - b) Vines Place, Plan 65M-4292.
2. THAT a copy of this By-law be registered in the appropriate Land Registry office on title to lands and highways set out herein.
3. THAT this By-law shall come into full force and effect upon final passage hereof.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF NOVEMBER, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF NOVEMBER, 2016.

*Approved as to Form
By Legal Services*
Signature: FDL
Date: Nov 17/16

GEOFFREY DAWE, MAYOR

LISA LYONS, TOWN CLERK

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5926-16

BEING A BY-LAW to amend Parking and Traffic Control By-law Number 4574-04.T, as amended, with respect to Restricted Parking Maximum Periods on various highways in the Town of Aurora.

WHEREAS paragraph 1 of subsection 11(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may pass by-laws respecting highways, including parking and traffic on highways;

AND WHEREAS the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 4574-04.T, as amended, being the Parking and Traffic Control By-law, on September 28, 2004;

AND WHEREAS the Council of the Town deems it necessary and expedient to further amend By-law Number 4574-04.T, as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

1. THAT Schedule III to By-law Number 4574-04.T, as amended, respecting Restricted Parking Maximum Periods, be and is hereby amended by deleting the following:

HIGHWAY	SIDE	FROM: TO:	PROHIBITED TIMES OR DAYS	MAX. PERIOD PERMITTED
Kennedy Street East	South	From: Yonge Street intersection To: Gurnett Street intersection	9:00 a.m. to 5:00 p.m. Monday to Friday	3 hours
Gurnett Street	East	From: Harrison Avenue intersection To: Cousins Drive intersection	9:00 a.m. to 5:00 p.m. Monday to Friday	3 hours

2. THAT this By-law shall come into full force and effect on the date of final passage hereof.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF NOVEMBER, 2016.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF NOVEMBER, 2016.

*Approved as to Form
By Legal Services*
Signature: FDR
Date: Nov 17/16

GEOFFREY DAWE, MAYOR

LISA LYONS, TOWN CLERK

The Corporation of The Town of Aurora

By-law Number 5925-16

**Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting
on November 22, 2016.**

The Council of the Corporation of The Town of Aurora hereby enacts as follows:

1. That the actions by Council at its Council meeting held on November 22, 2016, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is, except where prior approval of the Ontario Municipal Board is required, hereby adopted ratified and confirmed.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the corporate seal to all such documents.

Read a first and second time this 22nd day of November, 2016.

Read a third time and finally passed this 22nd day of November, 2016.

Geoffrey Dawe, Mayor

Lisa Lyons, Town Clerk