



Council

Revised Agenda

Date: April 28, 2025
Time: 6:30 p.m.
Location: Council Chambers or Electronic Participation
Municipal Administrative Centre
40 Temperance Street, 2nd Floor
Bowmanville, Ontario

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The Revised Agenda will be published on Friday after 3:30 p.m. Late items added or a change to an item will appear with a * beside them.

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Council Minutes

Date: March 24, 2025
Time: 6:30 p.m.
Location: Council Chambers or Electronic Participation
Municipal Administrative Centre
40 Temperance Street, 2nd Floor
Bowmanville, Ontario

Members Present: Mayor A. Foster, Councillor G. Anderson, Councillor S. Elhajjeh,
Councillor L. Rang, Councillor W. Woo, Councillor M. Zwart

Absent: Councillor C. Traill

Staff Present: M. Dempster, D. Lyons, R. Maciver, M. Perini, T. Pinn, J. Gallagher,
M. Chambers

Other Staff Present: M. Westover

1. Call to Order

Mayor Foster called the meeting to order at 6:30 p.m.

2. Moment of Reflection

Councillor Elhajjeh led the meeting in a moment of reflection.

3. Land Acknowledgement Statement

Councillor Elhajjeh recited the Land Acknowledgement Statement.

4. Declaration of Interest

There were no disclosures of interest stated at this meeting.

5. Announcements

Members of Council announced upcoming community events and matters of community interest.

6. Presentations / Delegations

Alter the Agenda

Resolution # C-049-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the Agenda be altered to hear Item 6.1, the delegation by Bonnie Wrightman, Executive Director, Clarington Board of Trade, at this time.

Carried

6.2 **Delegation by Bonnie Wrightman, Executive Director, Clarington Board of Trade regarding an update on initiatives supporting businesses directly impacted by the fire in downtown Bowmanville**

Bonnie Wrightman, Executive Director, Clarington Board of Trade, was present regarding an update on initiatives supporting businesses directly impacted by the fire in downtown Bowmanville. Using an electronic presentation, Bonnie provided an overview of the following:

- Businesses Directly Impacted
- Immediate Response: Outreach and Call for Resources
- Resources & Key Contacts Shared
- Collection and Sharing Complimentary or Discounted Services & Resources Offered by Businesses
- Collecting Gift Cards From Business Community for Residents

Resolution # C-050-25

Moved by Councillor Zwart

Seconded by Councillor Woo

That the delegation of Bonnie Wrightman, be extended for an additional 3 minutes.

Carried

Bonne continued by providing details regarding the creation of the Bowmanville Business Fire Relief Support Website, www.cbot.ca/donate

B. Wrightman thanked the community and the Members of Council and answered questions.

Resolution # C-051-25

Moved by Councillor Anderson

Seconded by Councillor Zwart

That the delegation by Bonnie Wrightman, Executive Director, Clarington Board of Trade regarding an update on initiatives supporting businesses directly impacted by the fire in downtown Bowmanville, be received with thanks.

Carried

6.1 Presentation by Mary-Anne Dempster, Chief Administrative Officer, Municipality of Clarington regarding 2024 Year in Review

Mary-Anne Dempster, Chief Administrative Officer, Municipality of Clarington was present regarding a Clarington's first-ever Year in Review, reflecting on an eventful 2024. Using an electronic presentation, Mary-Anne highlighted the following:

- Overview of the 2024-27 Strategic Plan
- Background on Clarington's first-ever Year in Review
- Lead: Exceptional municipal services and governance:
 - Our people are our most valuable resource, and their dedication drives our progress
 - Embracing new ideas with an internal culture of innovation and collaboration
 - Unlocking external funding opportunities
- Connect: Safe, diverse, inclusive and vibrant community:
 - Stepping up beyond the scope of municipal government to help improve cell service issues
 - Closing the gap and creating an inclusive, equitable and safe community
 - Clarington's first-ever outdoor refrigerated skating rink
- Grow Responsibly: Resilient, sustainable and complete community:
 - Engaged 23,000+ people about eight significant community projects on Clarington Connected
 - Ensuring that growth is proactively addressed
 - Taking steps towards our net-zero goals

The CAO noted that the 2024 Year in Review will be shared across our digital platforms and in our facilities. The full Year in Review can be found here:

www.clarington.net/YearinReview

M. Dempster answered questions from the Members of Council.

Resolution # C-052-25

Moved by Councillor Woo

Seconded by Councillor Zwart

That the presentation by Mary-Anne Dempster, Chief Administrative Officer, Municipality of Clarington regarding 2024 Year in Review, be received with thanks and gratitude.

Carried

Recess

Resolution # C-053-25

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That the Council recess for 10 minutes.

Carried

The meeting reconvened at 8:02 p.m. with Mayor Foster in the Chair.

7. Consent Agenda

Resolution # C-054-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That all items listed in Section 7, be approved, in accordance with the Agenda, with the exception of Item 8.1 of the General Government Committee minutes.

Carried

7.1 Minutes from the Regular Council meeting dated February 24, 2025

Resolution # C-055-25

That the minutes from the regular meeting of Council dated February 24, 2025, be adopted.

7.2 Minutes from the General Government Committee meeting dated March 3, 2025

Resolution # C-056-25

That the minutes from the General Government Committee meeting dated March 3, 2025, be approved with the exception of Item 8.1.

7.3 Minutes from the Planning and Development Committee meeting dated March 17, 2025

Resolution # C-057-25

That the minutes from the Planning and Development Committee meeting dated March 17, 2025, be approved.

7.4 Minutes from the Newcastle Village Community Hall Board meetings dated December 20, 2024, February 26 and March 18, 2025

Resolution # C-058-25

That the minutes from the Newcastle Village Community Hall Board meetings dated December 20, 2024, February 26 and March 18, 2025, be received for information.

7.5 Minutes from the Tyrone Community Hall Board meetings dated January 15 and February 19, 2025

Resolution # C-059-25

That the minutes from the Tyrone Community Hall Board meetings dated January 15 and February 19, 2025, be received for information.

7.6 Minutes from the Samuel Wilmot Nature Area Management Advisory Committee meeting dated February 18, 2025

Resolution # C-060-25

That the minutes from the Samuel Wilmot Nature Area Management Advisory Committee meeting dated February 18, 2025, be received for information.

7.7 Minutes from the Clarington Heritage Committee meeting dated February 18, 2025

Resolution # C-061-25

That the minutes from the Clarington Heritage Committee meeting dated February 18, 2025, be received for information.

7.8 Minutes from the Clarington Agricultural Advisory Committee meeting dated February 13, 2025

Resolution # C-062-25

That the minutes from the Clarington Agricultural Advisory Committee meeting dated February 13, 2025, be received for information.

7.9 Minutes from the Newcastle Arena Board meetings dated February 18 and March 11, 2025

Resolution # C-063-25

That the minutes from the Newcastle Arena Board meetings dated February 18 and March 11, 2025, be received for information.

7.10 By-law 2025-009 - Being a by-law to adopt the estimates of all sums required during the year, to strike rates and levy taxes for municipal purposes for the year 2025 and to provide for the collection thereof

Resolution # C-064-25

That By-law Number 2025-009, be approved.

7.11 By-law 2025-010 - Being a By-law to amend By-law 84-63, the Comprehensive Zoning By-law for the Corporation of the Municipality of Clarington

Resolution # C-065-25

That By-law Number 2025-010, be approved.

7.2.1 Item 8.1 -PDS-002-25 - North Bowmanville Dog Park Site Selection

Resolution # C-066-25

Moved by Councillor Zwart

Seconded by Councillor Elhajjeh

Whereas Staff were directed to locate and develop an off-leash dog park in north Bowmanville as part of the 2021 capital budget;

And whereas Staff Report PDS-002-25 presented at the February 3, 2025, General Governance Committee provided a proposed location for a dog park and analysis illustrating that there were no municipally owned lands in north Bowmanville that meet the siting criteria contained in the Parks, Recreation and Culture Master Plan;

And whereas Resolution #GG-031-25 directed:

“That Report PDS-002-25 – North Bowmanville Dog Park Site Selection, be referred to the March 3, 2025, General Government Committee meeting; and

That Staff consult with Valleys 2000 regarding the preferred location.”;

And whereas Valleys 2000, in a letter dated February 25, 2025, objects to the proposed location.

Now therefore, be it resolved:

1. That that Report PDS-002-25, and any related delegations or communication items, be received for information;
2. That Staff be directed to report back to a future Planning and Development Committee with recommendations for a new dog park when municipal lands, that meet the criteria outlined in the Parks Recreation and Culture Master Plan, become available in north Bowmanville; and
3. That Staff be directed to bring forward a budget request through the appropriate annual budgeting process for the new dog park location, when available, and in the meantime return the remaining budget of \$195,533.89 to the Parks and Recreation Development Charge Reserve Fund.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Rang, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Traill

Carried on a recorded vote (6 to 0)

8. Items for Separate Discussion

8.1 Minutes from the Clarington Diversity Committee meeting dated March 13, 2025

Resolution # C-067-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the minutes from the Clarington Diversity Committee meeting dated March 13, 2025, be received for information.

Carried

8.1.1 Motion - Ban Nazi Symbols and Iconography

Resolution # C-068-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

Whereas in recent years, the Nazi swastika, known as the hakenkreuze, and iconography has surfaced with alarming frequency in the public sphere, used by an increasing number of groups and individuals to promote hate and instill fear within Canadian society; and

Whereas the swastika word originates from the Sanskrit word "svastika" and the symbol (卐 - oriented horizontally, with its arms pointing in four cardinal directions) has been used for thousands of years in various cultures, including Hinduism, Buddhism and Jainism, to represent good fortune, well-being and auspiciousness; and

Whereas the Nazi appropriation of the swastika word and symbol (卐 - rotated 45 degrees, giving it a slanted appearance) drastically changed its perception in the Western world, associating it with hate, terror and atrocities during World War II; and

Whereas, despite the growing presence of the swastika word and symbol in our country becoming synonymous with systematic violence and terror, the swastika continues to be used very extensively in Hindu, Buddhist and Jain prayer, worship, and other auspicious ceremonies, symbolizing positive attributes like prosperity and well-being; and

Whereas eighteen countries have already taken action to ban Nazi symbols of hate, it is imperative that Canada follow suit;

Therefore, be it resolved:

That Council of the Municipality of Clarington calls on the Government of Canada to pass legislation banning the public display of Nazi symbols and iconography of hate, including the Nazi hakenkreuze, while permitting the use of the sacred swastika word and symbol by communities such as the Hindu, Buddhist, and Jain; and

That the Clarington Diversity Advisory Committee be advised of actions taken.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Rang, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Traill

Carried on a recorded vote (6 to 0)

9. Business Arising from Procedural Notice of Motion

10. Unfinished Business

11. Confidential Items

Alter the Agenda

Resolution # C-069-25

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That the Agenda be altered to hear Item 11.3, presentation of Anthony Haines, Chair of Elexicon Corporation, first within Closed Session.

Carried

Closed Session

Resolution # C-070-25

Moved by Councillor Zwart

Seconded by Councillor Woo

That, in accordance with Section 239 (2) of the *Municipal Act, 2001*, as amended, the meeting be closed for the purpose of discussing matters that deal with the following:

- a proposed or pending acquisition or disposition of land by the municipality or local board;
- a matter that deals with litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; and
- a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried

Rise and Report

The meeting resumed in open session at 9:43 p.m.

Mayor Foster advised that three items were discussed in “closed” session in accordance with Section 239(2) of the *Municipal Act, 2001* and two resolutions were passed to provide direction to staff.

11.3 Presentation by Anthony Haines, Chair of Elexicon Corporation, Elexicon Corporation Update

Resolution # C-071-25

Moved by Councillor Anderson

Seconded by Councillor Woo

That the closed session presentation by Anthony Haines, Chair of Elexicon Corporation, Elexicon Corporation Update, be received with thanks.

Carried

11.1 Report LGS-009-25 - Ontario Land Tribunal Appeal

This matter was considered in closed session.

11.2 Report LGS-010-25- Potential Property Disposition

This matter was considered in closed session.

12. Confirming By-Law

Resolution # C-072-25

Moved by Councillor Zwart

Seconded by Councillor Anderson

That By-law 2025-011 being a by-law to confirm the proceedings of the Council of the Municipality of Clarington at a regular meeting held on March 24, 2025, be approved.

Carried

13. Adjournment

Resolution # C-073-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the meeting adjourn at 9:45 p.m.

Carried

Planning and Development Committee

Minutes

Date: April 14, 2025
Time: 5:00 p.m.
Location: Council Chambers or Electronic Participation
Municipal Administrative Centre
40 Temperance Street, 2nd Floor
Bowmanville, Ontario

Members Present: Mayor A. Foster, Councillor G. Anderson, Councillor L. Rang, Councillor C. Traill, Councillor W. Woo, Councillor M. Zwart

Regrets: Councillor S. Elhajjeh

Staff Present: D. Lyons, J. Newman, L. Turcotte, L. Backus, A. Tapp, K. Richardson, R. Maciver

Other Staff Present: J. Circo

1. Call to Order

Councillor Anderson called the meeting to order at 5:00 p.m.

Councillor Rang joined later in the meeting at 5:04 p.m.

2. Land Acknowledgment Statement

Councillor Zwart led the meeting in the Land Acknowledgement Statement.

3. Declaration of Interest

There were no disclosures of interest stated at this meeting.

4. Announcements

Councillor Rang joined the meeting at this time.

Members of Committee announced upcoming community events and matters of community interest.

5. Presentations/Delegations

6. Consent Agenda

6.1 PDS-018-25 - Intent to Pursue Heritage Designation for the Property at 2774 Concession Road 6, Darlington

Resolution # PD-022-25

Moved by Mayor Foster
Seconded by Councillor Traill

That Report PDS-018-25 and any related communication items, be received;

That the Clerk issue a Notice of Intention to Designate 2774 Concession Road 6, Darlington, as a cultural heritage resource under Part IV, Section 29 of the *Ontario Heritage Act*;

That the Clerk prepare the necessary by-law if no objection(s) are received within 30 days after the date of publication of the Notice of Intention or report back to Council regarding objection(s); and

That all interested parties listed in Report PDS-018-25, and any delegations be advised of Council's decision.

Carried

7. Items for Separate Discussion

8. Unfinished Business

9. New Business

Alter the Agenda

Resolution # PD-023-25

Moved by Councillor Zwart
Seconded by Mayor Foster

That the Agenda be altered to consider Item 11.1, Confidential Report LGS-013-25 - OLT Appeal - Eiram Development Ltd., at this time.

Carried

11. Confidential Items

11.1 LGS-013-25 - OLT Appeal – Eiram Development Ltd.

Resolution # PD-024-25

Moved by Councillor Zwart
Seconded by Mayor Foster

That the recommendations contained in Report LGS-013-25 - OLT Appeal - Eiram Development Ltd., be approved.

Carried

Recess

Resolution # PD-025-25

Moved by Councillor Zwart
Seconded by Councillor Rang

That the Committee recess until 6:30 p.m.

Carried

The meeting reconvened at 6:30 p.m. with Councillor Anderson in the Chair.

Councillor Traill joined later in the meeting at 6:42 p.m.

Councillor Rang joined later in the meeting at 6:51 p.m.

10. Public Meetings (6:30 p.m.)

10.1 Public Meeting for a Proposed Zoning By-law Amendment

Rick McEachern was present and questioned if the house was being demolished. Rick explained the history of the house and that it is a non-designated heritage house with historical value. R. McEachern noted that the proposal does not fit with the current neighbourhood.

Suspend the Rules

Resolution # PD-026-25

Moved by Councillor Woo
Seconded by Councillor Zwart

That the Rules of Procedure be suspended to extend the delegation for an additional 1 minute.

Carried

Rick expressed concerns regarding traffic congestion and answered questions from Members of Committee.

Councillor Traill joined the meeting at this time.

Joseph Dalrymple was present on behalf of Randy Alldread, who is in opposition to the application. Joseph expressed concerns regarding the proposal not keeping with the character of the neighbourhood, intrusion of privacy, property value, parking, and traffic congestion. J. Dalrymple answered questions from Members of Committee.

Peggy Clark was present in opposition to the application. Peggy expressed concerns regarding the destruction of the trees, driveway access, safety, and snowbanks. P. Clark questioned the status of the development at 54 Liberty Street and answered questions from Members of Committee.

Councillor Rang joined the meeting at this time.

James Bountvogiannis was present regarding the application. James expressed concerns regarding density, traffic, and parking. J. Bountvogiannis questioned if there is a mechanism to protect existing parking so that it is not consumed by future developments.

Erin Bird was present in opposition to the application. Erin expressed concerns regarding the historical nature of the home, its look, and historical integrity. E. Bird added that the road already abuts her front porch, and the proposed area will abut against her backyard and pool. Erin explained that several applications for this property have been previously denied as the lot is too small. E. Bird expressed concerns regarding the fabric of the neighbourhood, existing residents who will be forced to leave, cell service and community density. Erin explained that garbage pick-up, traffic, noise, and snow removal will increase and get worse. E. Bird questioned if there is a plan to triple the infrastructure to support the tripling of the density and answered questions from Members of Committee.

Lisa Klets, D. G. Biddle, and Associates was present regarding the application. Using an electronic presentation, Lisa provided an overview of the property's location, existing lots, and surrounding uses. L. Klets outlined the proposed severance, site plan, and site access. Lisa explained the land use designations and the proposed zoning by-law amendment and answered questions from Members of Committee.

10.1.1 PDS-015-25 - Zoning By-law Amendment Application to Facilitate a 7-Unit, 3-Storey Apartment Building in Bowmanville

Resolution # PD-027-25

Moved by Councillor Zwart
Seconded by Mayor Foster

That Report PDS-015-25 and any related communication items, be received for information only;

That Staff receive and consider comments from the public, review agencies, and Council with respect to the Zoning By-law Amendment applications submitted and continue processing the applications including the preparation of a subsequent recommendation report; and

That all interested parties listed in Report PDS-015-25 and any delegations be advised of Council's decision.

Carried

10.2 Public Meeting for a Proposed Zoning By-law Amendment

Frank Canonaco was present regarding the application. Using an electronic presentation, Frank expressed concerns regarding Block 40 and provided an overview of the surrounding part lots. F. Canonaco added that the surrounding part lots are already serviced.

Suspend the Rules

Resolution # PD-028-25

Moved by Councillor Woo
Seconded by Councillor Zwart

That the Rules of Procedure be suspended to extend the delegation for an additional 2 minutes.

Carried

Frank requested that Block 40 be considered in the application. F. Canonaco expressed concerns regarding a fragmented streetscape, proper planning, and that the application does not align with planning legislation. Frank requested that Block 40 be rezoned to conform with the lands at 221 Liberty Street North. F. Canonaco explained that the Report does not address the cost share obligation of the applicant, noting that a Holding Symbol must be applied until an arrangement is made. F. Canonaco answered questions from Members of Committee.

Peggy Clark questioned if taxpayers would be paying for the development.

Lisa Klets, D. G. Biddle, and Associates was present regarding the application. Using an electronic presentation, Lisa provided an overview of the property's location, existing lots, and surrounding uses. L. Klets outlined the proposed severance, site plan, and site access. Lisa explained the land use designations and the proposed zoning by-law amendment and answered questions from Members of Committee.

10.2.1 PDS-016-25 - Zoning By-law Amendment Application to Facilitate Five Residential Lots in Bowmanville

Resolution # PD-029-25

Moved by Councillor Zwart
Seconded by Councillor Woo

That Report PDS-016-25 and any related communication items, be received;

That the Zoning By-law amendment application submitted by D.G. Biddle and Associates be approved and that the Zoning By-law Amendment in Attachment 1 to report PDS-016-25 be approved;

That the Region of Durham Community Growth and Economic Development Department and Municipal Property Assessment Corporation be forwarded a copy of Report PDS-016-25 and Council's decision; and

That all interested parties listed in Report PDS-016-25 and any delegations be advised of Council's decision.

Carried

10.3 Public Meeting for a Proposed Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision

Bryan Noble was present regarding the application. Bryan stated that they purchased their home with the understanding the land would be developed to fit with the existing neighbourhood. B. Noble expressed concerns regarding the intensification and MTSA guidelines. Bryan questioned why the proposal's intensification is outside the MTSA guidelines and what the municipality is going to do with the traffic at the east and west arteries. Bryan expressed concerns regarding shade and the shadow study completed and answered questions from Members of Committee.

Roben Ivens was present to express concerns with high-density housing and smart cities and answered questions from Members of Committee.

Terry Rekar was present in opposition to the application. Terry expressed concerns regarding high-density housing in the community, increased crime, and different home sizing. T. Rekar stated that they believe the decisions are being driven by the United Nations.

Clint Cole was present to seek clarity on the Provincial Policy Statement. Clint noted that they advocate for the previous concerns mentioned and suggested that an alternative location for increased density would be better suited. C. Cole questioned why the area was chosen as opposed to another area south of Highway 2.

Krystal Alder was present in opposition to the application. Krystal expressed concerns regarding high density, safety, no plan for a park, and the fabric of the neighbourhood. K. Alder questioned the impact on the local schools, including high-traffic areas. Krystal also expressed concerns regarding shade, noise, traffic, children's safety, and construction.

James Clarke was present to express concerns regarding high-density housing, garbage, and rats. James questioned what unintended consequences can be inferred from the proposals presented, how much taxpayers' money will be used to implement each proposal, and if the municipality is acting on its own and for the benefit of its community or if they are working with other organizations to implement the agendas of others and answered questions from Members of Committee.

Ryan Guetter, Weston Consulting, was present regarding the application. Using an electronic presentation, Ryan provided an overview of the subject lands and the project background. Ryan explained the planning context for the Durham Region Official Plan, Clarington Official Plan, Bowmanville West Town Centre Secondary Plan, and the Clarington Zoning By-law. R. Guetter outlined the required applications, site plan, and proposed development statistics. Ryan displayed the proposed renderings and explained the supporting technical studies and reports. R. Guetter addressed concerns noted by the residents and answered questions from Members of Committee.

The Public Meetings concluded at 9:25 p.m.

**10.3.1 PDS-017-25 - Proposed Official Plan Amendment and Zoning By-law
Amendment Applications for Four Apartment Buildings Ranging from 9 to
12 Storeys in Height and 74 Townhouses in Bowmanville**

Resolution # PD-030-25

Moved by Councillor Zwart
Seconded by Mayor Foster

That Report PDS-017-25 and any related communication items, be received for information only;

That Staff receive and consider comments from the public, review agencies, and Council with respect to the Official Plan and Zoning By-law Amendment applications submitted and continue processing the applications including the preparation of a subsequent recommendation report; and

That all interested parties listed in Report PDS-017-25 and any delegations be advised of Council's decision.

No (6): Mayor Foster, Councillor Anderson, Councillor Rang, Councillor Traill, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Elhajjeh

Motion Lost (0 to 6)

Councillor Traill left the meeting at 9:25 p.m.

Resolution # PD-031-25

Moved by Mayor Foster
Seconded by Councillor Rang

That Report PDS-017-25 and any related communication items, be received for information only;

That the application for an Official Plan (COPA 2025-002) and Zoning By-law Amendment (ZBA 2024-004) by Modo Bowmanville Urban Towns Ltd. and Modo Bowmanville Towns Ltd., be denied;

That all interested parties listed in Report PDS-017-25 and any delegations be advised of Council's decision.

Carried

12. Adjournment

Resolution # PD-032-25

Moved by Mayor Foster

Seconded by Councillor Zwart

That the meeting adjourn at 9:26 p.m.

Carried

SCALISI BARRISTERS

8800 Dufferin St
Suite 103
Concord, Ontario
L4K 0C5

Telephone: (905) 760-5588

Fax: (905) 738-4901

E-mail: vito@scalisilaw.ca

April 25, 2025

SENT BY EMAIL

Mayor Foster and Members of Council
Municipality of Clarington
40 Temperance Street
Bowmanville, ON
L1C 3A6

RE: Clarington Municipal Council Meeting (April 28, 2025)
Item No. 17.2 – Zoning By-law Amendment Application for 221
Liberty Street N.
Municipal File No. ZBA2024-0029
Letter of Opposition
Our File: EH1003

We are the lawyers for Eastrose Homes, being the developer of the lands municipally known as Napa Valley Plan 40M -2462 constructed in 2008 and the registered owner of three-part lots that are located along Redfern Crescent (Blocks 40, 39 and 37) in Bowmanville within the Municipality of Clarington (collectively, the “**Napa Lands**”).

The Napa Lands are generally located to the north and east of 221 Liberty Street North (the “**Subject Site**”). At the time that the Napa Lands were redeveloped, our client front-ended the costs associated with constructing Redfern Crescent and the water, sewer, and stormwater infrastructure that currently exists adjacent to the Eastrose Lands and the Subject Site, on the basis that those costs would be shared proportionately by any future developers benefiting from those services.

On behalf of our client, we are writing to state our objection to the above-noted application for a Zoning By-law Amendment. The reasons for objection are several and are set out in detail below.

Insufficient Technical Analysis

We have reviewed the application materials that have been filed on behalf of 100801308 Ontario Inc. (the “**Applicant**”) in support of the proposed redevelopment of the Subject Site with five additional single detached dwelling lots (the “**Proposed Redevelopment**”). Despite the scale and intensity of the Proposed Redevelopment, no Functional Servicing Report, no Stormwater Management Report or Traffic Impact Study have been prepared in support of the application.

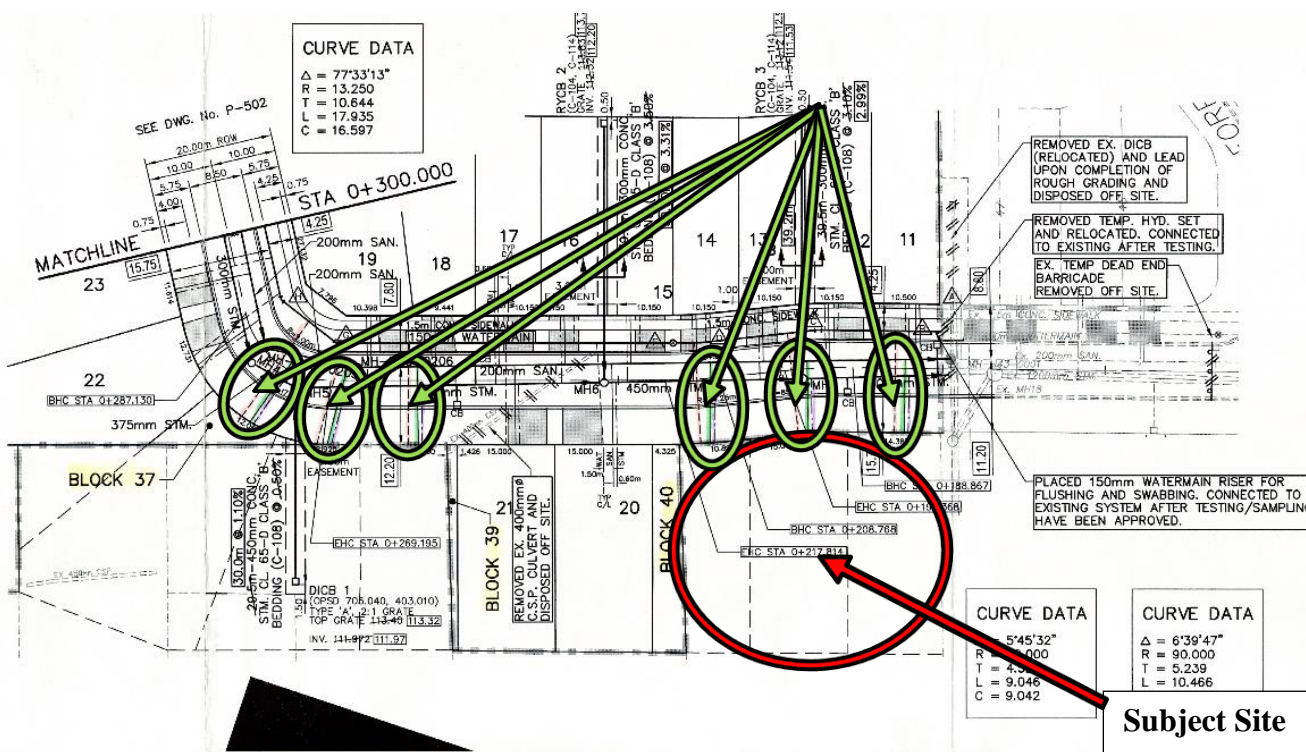
The Planning Justification Report prepared for the Applicant (the “**PJR**”) acknowledges this shortcoming and demonstrates the perils of leaving these important planning-related questions unanswered. As it relates to site servicing, grading, and stormwater management, the PJR suggests that: “should the existing services be determined to be deficient, such services will need to be expanded, or other appropriate arrangements made to accommodate the proposal” (page 15 of PJR). This provides no assurance that the proposed lots can be actually serviced. As it relates to transportation servicing, there is no commentary whatsoever in the PJR regarding site access and circulation, transportation constraints in the neighbourhood, or the appropriateness of creating an additional driveway off Liberty Street North which is identified as a Type “B” Arterial Road on Map 3b of the Region of Durham Official Plan (the “**Durham OP**”). The PJR contains an opinion that “Part 2 is of an appropriate size to allow for one further severance” which suggests that the Applicant may be looking to create even more lots and driveways along Liberty Street North in the future. This raises a traffic impact concern which, as noted above, has not been addressed through the preparation of a Traffic Impact Study.

Given the number of lots being proposed, the requested road widening along Liberty Street North, and the additional traffic and servicing capacity required to facilitate this form of development, Council should require the Applicant to deliver these important technical studies up-front in order to assess potential impacts on the existing and future community. These studies should not be deferred to a later stage where there is no opportunity for public process and/or engagement.

Cost Sharing Requirements

It is important to note that the Proposed Redevelopment is dependent upon the traffic and servicing infrastructure that was funded unilaterally by our client during the redevelopment of the Eastrose Lands (as illustrated in the below excerpt of our client’s servicing drawings):

<p>Location of storm, sanitary, and water services provided by Eastrose Homes</p>
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As a matter of good planning, and in the interest of ensuring the equitable distribution of infrastructure costs between benefiting landowners, the Applicant should be responsible for its proportionate share of the infrastructure works that are needed to facilitate the Proposed Redevelopment.

Cost sharing in land development is a fundamental principle that ensures that when new developments are constructed that rely on pre-existing, and in this case pre-funded, infrastructure – including roads, water, sewer, hydro, and stormwater systems – benefitting landowners shall contribute proportionately. This principle ensures orderly growth, the reduction of disputes between private landowners, and fairness in the planning process.

We submit that the Applicant should be required to contribute its proportionate share towards the infrastructure that is required to service the Proposed Redevelopment. As noted above, the Applicant has chosen not to submit any technical reports in support of the Application which leaves the public with insufficient information to assess whether the proposal can even be serviced using existing infrastructure or whether infrastructure upgrades are required. In the absence of this information, we submit that the following Holding (H) provisions should be included in the proposed Zoning By-law Amendment:

1. The owner has prepared a Functional Servicing Report and Stormwater Management Report in support of the proposed redevelopment which is in a form satisfactory to the Municipality of Clarington and the Region of Durham.
2. The owner has prepared a Transportation Impact Study in support of the proposed redevelopment which is in a form satisfactory to the Municipality of Clarington and the Region of Durham; and
3. The owner has contributed its share of the cost of infrastructure works associated with the pre-existing road, water, sewer, and stormwater system infrastructure that is available in the area and entered into a Cost Sharing Agreement with the adjacent landowner which is in a form satisfactory to the Municipality of Clarington, the Region of Durham, and the adjacent landowner.

The proposed Holding (H) provisions identified above would strike the appropriate balance between allowing the Application to proceed while imposing reasonable safeguards that ensure that critical matters are addressed in advance of final zoning being granted for the Subject Site. The use of Holding (H) provisions for this purpose is directly supported by the policies of the Durham OP and the Municipality of Clarington Official Plan (the “**Clarington OP**”) including through the following policies:

Policy 5.4.13 of the Durham OP: “It is the policy of Council to require where deemed appropriate by the Region and area municipalities, cost-sharing agreements, front-ending agreements or other measures as appropriate to ensure the timely delivery of infrastructure and the equitable distribution of development and infrastructure costs.” [emphasis added]

Policy 23.4.3 of the Clarington OP: “Holding provisions may be used to ensure that prior to development or redevelopment, the following matters have been addressed and approved to the satisfaction of the Municipality: (a) Services and municipal works including roads; (b) Measures to protect natural areas; (c) Measures to mitigate the impact of development; (d) Submission of technical studies; (e) In a Waste Disposal Assessment Area, the matters referred to in Sections 3.7.12 to 3.7.15; and (f) Execution of appropriate agreements; and/or g) Any other requirements as may be deemed necessary by the Municipality including the implementation of the policies of this Plan.” [emphasis added]

We note that the PJR fails to consider either of these applicable policies.

Matters of Comprehensive Planning

Comprehensive planning requires that development applications are not viewed or advanced in isolation. It ensures that the redevelopment of communities occurs in an

orderly and coordinated manner that is consistent with the long-term vision, land use goals, infrastructure capacities, and environmental sustainability objectives of the community.

The need for comprehensive planning is specifically acknowledged in the policies of the Provincial Planning Statement, 2024 (the “**PPS 2024**”). Policy 6.2.1 of the PPS 2024 directs that a “coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities” including as it relates to planning for infrastructure and public service facilities.

Based on our review of the application materials, it is our submission that the Application does not represent comprehensive planning. The Application effectively sterilizes the use of Block 40 which is immediately adjacent to the Subject Site and has no regard for how the sterilization of this remnant piece of land will be perceived from the public realm (including along Redfern Crescent). This does not conform with the Durham OP which requires, where appropriate, the coordination development applications through measures such as Master Development Agreements to ensure an orderly, coordinated and phased approach to the provision of infrastructure that are provided prior to or coincident with development (Policy 5.4.1.2 of the Durham OP). There is no evidence that the Applicant has undertaken such coordination measures, nor has it met the bare minimum requirement of identifying the servicing capacity that would be needed for its development.

Concluding Statements

As noted in the concluding section of the Staff Report, the Planning Department has recommended that this application be referred back to staff in the event that significant concerns are raised (see below excerpt from page 8):

“Should there be no significant concerns from the public, Staff recommend that the application by D.G. Biddle and Associates to amend Zoning By-law 84-63 to support the creation of five provisionally approved lots be approved and the Zoning By-law as shown on Attachment 1 be passed. In the event that significant concerns are raised, it is recommended that this matter be referred back to staff. {emphasis added}

Based on the concerns raised in this letter, it is our respectful submission that the proposal raises significant concerns that have not been adequately addressed through the application materials provided, and that the application should be either be refused by Council or referred to staff for further discussion with Eastrose Homes and municipal staff.

We thank you for the opportunity to provide comments and request notice of any meetings and decisions related to this matter. Our contact information is provided herein.

Yours very truly,

A handwritten signature in blue ink, appearing to read "Vito Scalisi". The signature is fluid and cursive, with the first name "Vito" and last name "Scalisi" clearly distinguishable.

Vito S. Scalisi



Clarington Accessibility Advisory Committee Minutes

Tuesday January 28, 2025, 6:30 p.m.

Online via Microsoft Teams

If this information is required in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext 2131

Present: Lesley Scherer (Chair)
Beatrice Kraayenhof
Barbara Henn
Sheikh Hossain
Hawa Mire
Keith Brettell

Also Present: Jeannette Whynot – Accessibility Coordinator
Hesam Taghati - CLMA

Regrets: Sanja Wirsch
Councillor Corinna Traill

The meeting called to order at 6:31 p.m.

1. Land Acknowledgement Statement

Lesley Scherer shared the Land Acknowledgement Statement.

2. Declarations of Interest

No declarations

3. Approval of November 26, 2024 Meeting Minutes

Moved by Keith Brettell, seconded by Barb Henn

That the November 26, 2024 meeting minutes be approved as presented.

Carried

4. Committee Event: Special Interest Fair

Lesley and Jeannette provided an update on the Special Interest Fair event that was proposed during the November 2024 meeting. After discussing the many ideas shared at the previous meeting, Jeannette recommended that the event be kept small for its first year to ensure its success and then explore building it into a bigger event next year. A group discussion occurred, and the following motion was put forward.

Moved by Keith Brettell, seconded by Beatrice Kraayenhof,

That the Accessibility Advisory Committee, in partnership with the Municipality and Clarington Library Museums and Archives (CLMA) organize a special interest fair in support of National AccessAbility Week (NAAW).

That the special interest fair offer people with disabilities an opportunity to showcase their art, talent, collection, hobby or other special interest with the community.

Carried.

Jeannette will work with CLMA to confirm the event details, which are tentatively set for Saturday May 31st, 2025, from 12pm-3pm at the Courtice Library Branch. Additional event planning, including determining the final event name, will take place outside of regular AAC meetings.

5. National AccessAbility Week (NAAW) 2025

Disability Tax Credit Workshop/Presentation

Jeannette provided an update on the Disability Tax Credit (DTC) workshop previously requested by the committee. Due to budget constraints the DTC outreach team is unable to offer workshops/presentations after 6pm or during the weekend. Community feedback has indicated a strong preference for adult workshops taking place on evenings or weekends. DTC outreach staff advised that their new budget begins April 1st, so they may be able to offer an evening workshop in the future. Jeannette advised that she continue to connect with DTC outreach staff and will continue to try and make this presentation a reality.

Children's Author Visit

Given the success of last year's children's author visit in support of NAAW, Jeannette advised that she is looking to book another author this year. Committee members mutually agreed they support this event and would like CLMA to book another local children's author who can speak to disability, accessibility and/or inclusion.

Other

Committee members suggested the Municipality share social media videos or video links that highlight accessibility. Members also suggested posts that focus on inclusive language and how small changes can make a significant difference. For example, why using "tone deaf" isn't a phrase to use. Committee members were asked to share ideas with Jeannette, including links to videos they like.

6. 2024 Annual Accessibility Update

Jeannette reviewed the draft 2024 Annual Accessibility Update, which is a requirement for Municipalities in Ontario.

Moved by Barb Henn, seconded by Sheikh Hossain,

That the 2024 Annual Accessibility Update be endorsed by the Accessibility Advisory Committee.

Carried.

7. World Autism Day and Neurodiversity Awareness Month

Jeannette brought forward, for discussion, how to publicly acknowledge World Autism Day on April 2nd and Neurodiversity Awareness Month, which is the Month of April. Several flag options were shown and discussed by the Committee.

Moved by Keith Brettell, seconded by Beatrice Kraayenhof,

That the Accessibility Coordinator submit a flag raising and proclamation request on behalf of the committee in support of April being Neurodiversity awareness month and World Autism Day on April 2.

That the Accessibility Coordinator purchase a custom flag featuring the words “Autism Acceptance” along with the neurodiversity infinity symbol.

Carried.

8. Town Hall Accessibility Entrance

As a follow-up to a previous meeting, Jeannette showed the committee several designs for the accessible entrance sign for the Municipal Administrative Centre (MAC).

After discussion, the committee requested that the sign be amended, and the words “Municipal Administrative Centre” be added to sign design #3. The committee also shared feedback that the building lacks signage identifying it as the MAC, especially from Church St, where most municipal parking lots are located. Jeannette advised that this feedback will be shared with staff for investigation.

9. Clarington Special Event Permits

Deferred to next meeting.

10. Other Business

Jeannette shared that the Municipality is looking to make changes to the vehicle for hire bylaw, which is also known as the taxi bylaw, to improve access to accessible on-demand taxi service in Clarington. Due to licensing boundaries, only vehicles licensed in Clarington can pick up rides in Clarington. With only two accessible taxis licensed in Clarington and the accessible vehicles being more expensive to own, operate and repair, being able to access an accessible taxi in the Municipality is challenging.

Committee members briefly discussed how the bylaw change would affect people with disabilities in Clarington, and mutually agreed they supported changing the vehicle for hire bylaw. Jeannette will report back to the Committee on the status of this project at a future meeting.

11. Next AAC Meeting.

Tuesday April 6th, 6:30pm. Hybrid format.

12. Adjournment

Moved by Hawa Mire, seconded by Keith Brettell,

That the meeting be adjourned.

Carried.

Meeting adjourned at 8:11pm.



Agricultural Advisory Committee of Clarington Meeting Minutes

Date: Thursday, March 13th, 2025
Time: 7:30 p.m.
Location: Microsoft Teams
or Meeting Room 1C, Municipal Administrative Centre
40 Temperance St., Bowmanville, Ontario
Members Present: Henry Zekveld (Chair), John Cartwright, Mitch Morawetz (DRFA),
Councillor Zwart, Eric Bowman, Lloyd Vandergaast, Brad Found,
Craig Rickard, Richard Rekker
Regrets: Tom Barrie, Jennifer Knox, Chris Ennis
Staff Present: Sylvia Jennings, Alicia da Silva – Planning and Infrastructure
Services
Guests: Allison De Vos – Invest Durham

1. Welcome and Introductions

H. Zekveld welcomed everyone to the meeting. Committee members, staff, and attendees made self-introductions.

2. Land Acknowledgement Statement

H. Zekveld recited the Land Acknowledgement Statement.

3. Declarations of Interest

None.

4. Approval of Minutes of February 13, 2025

025-008 Moved by E. Bowman, Seconded by B. Found.

That the Minutes of the February 13, 2025 meeting be approved.

Carried

5. Presentations / Delegations

5a. Committee Procedures – S. Jennings

S. Jennings presented to the Committee on Agricultural Advisory Committee procedures. She described the Municipality's policies regarding agriculture, including the strategic plan, and the Official Plan Countryside policies. She described Clarington advisory committees in general and noted that they are governed by the Municipality's Procedural By-law. She reviewed the Agricultural Advisory Committee's history and purpose. The Committee's Terms of Reference describes the Committee's procedures and responsibilities. The Committee's scope

of activities include making recommendations to council, raising awareness of agricultural issues, educating the public on agricultural issues, and staying informed about any changes in the industry. General procedures were reviewed.

S. Jennings answered questions from the Committee. She noted that the Municipality does not keep specific metrics regarding its agricultural objectives but that that could be reviewed during the Official Plan Review. The Committee will be consulted in this work.

6. Business Arising from the Minutes

6a. AACC Council Updates

Councillor Zwart suggested that Henry could share the Committee's ideas for supporting the AACC at his upcoming delegation to Council. Committee members discussed how they can summarize their ideas, bringing forward constructive feedback to help maximize the effectiveness of the AACC.

6b. Farm Tour Planning

Committee members discussed the idea of a farm tour, as raised at the previous meeting, to increase awareness of the unique issues and importance of supporting farms. They suggested senior staff, specific departments, and Council could attend, with a maximum of 50 attendees. They discussed which type of agricultural operation should be used and the format of the tour. They suggested tours could be held regularly to showcase different operations and provide more opportunities for attendance. A working group was formed to continue planning.

7. Correspondence, Council Items and Referrals

7a. Trees for Rural Roads now accepting applications

Trees for Rural Roads program is now accepting applications, with trees to be handed out in April. There are various tree species available which work in wet and dry soil.

7b. Hydro One Notice of Preferred Route for Durham Kawartha Power Line Project

The *Durham Kawartha Power Line Project Notice of Preferred Route and Community* project is hosting two open houses on the selected route that's been chosen for the project.

8. Liaison Reports

8a. Durham Agricultural Advisory Committee – T. Barrie

No report.

8b. Durham Region Federation of Agriculture – M. Morawetz

M. Morawetz provided the update. The Durham Region Federation of Agriculture is hosting a joint meeting next week with the Kawartha and Peterborough Federations to discuss shared issues. There are ongoing discussions regarding farm worker housing at the Ontario Federation of Agriculture. They have limited expertise on the matter but will continue to discuss it.

M. Morawetz attended an Economic Forum in Oshawa where representatives from various organizations were invited to provide feedback to Durham MP Jamil Jivani on opportunities to strengthen the Durham economy.

8c. Durham Agricultural Economic Development Update – A. De Vos

A. De Vos provided the update. The Agricultural Leadership Training is continuing, with two more modules. The *North Durham Agriculture-related and On-farm Diversified Uses Study* has released a survey to gather feedback on its draft recommendations before a revised version is presented to the North Durham Councils. Tours of agricultural equipment operations are being held for high school students in auto, tech, and transportation programs to promote future employment in the field.

9. New Business

9a. Stormwater Management Fee Presentation

Committee members suggested presentations be given related to stormwater management fees and drainage. Councillor Zwart noted that there is no intention to implement the fee in rural areas. Staff will confirm this approach. Committee members noted that they would like to be kept informed on the issue, either through a presentation from the Municipality's consultant, or from the Ontario Federation of Agriculture.

C. Rickard suggested a presentation from Bryan Fairfield to discuss tile drainage systems and recent restrictions on their use. Committee members also suggested a discussion with local conservation authorities would be helpful to understand how environmental features are determined.

9b. Workplan

Committee members discussed topics to be added to the 2025-2026 workplan. Existing items on the workplan from last year which committee members expressed interest in carrying forward are participating in the review of the Clarington Official Plan and the Clarington Waterfront Strategy. The Countryside Objectives of the Official Plan will be reviewed on an ongoing basis. Farm tour planning, stormwater management, and rural capital infrastructure were added. A need to provide ongoing recommendations on land use issues was discussed with a potential opportunity for Conservation Authorities to provide a presentation.

Staying on top of agricultural issues was added as a workplan item, being achieved through ongoing co-operation with other agricultural organisations including the Durham Agricultural Advisory Committee (DAAC) and the Ontario Federation of Agriculture (OFA).

Promotion of agriculture through T.H.E.E. Farmer's Parade of Lights, self-pick farms, and other markets was added, with an opportunity to work with Clarington Economic Development. Expanding on-farm diversified uses tied into this discussion, helping to bridge the gap between development and agriculture.

10. Date of Next Meeting

April 10th, 2025

11. Adjournment

025-009 Moved by J. Cartwright, Seconded by R. Rekker

That the meeting adjourn at 9:34 p.m.

Carried



Agricultural Advisory Committee of Clarington Meeting Minutes

Date: Thursday, April 10, 2025
Time: 7:30 p.m.
Location: Microsoft Teams
or Meeting Room 1C, Municipal Administrative Centre
40 Temperance St., Bowmanville, Ontario
Members Present: Henry Zekveld (Chair), John Cartwright, Mitch Morawetz (DRFA),
Councillor Zwart, Eric Bowman, Lloyd Vandergaast, Brad Found,
Craig Rickard, Tom Barrie
Regrets: Richard Rekker, Jennifer Knox, Chris Ennis
Staff Present: Sylvia Jennings, Alicia da Silva, Ajay Kumar Algarsamy, Colin
Davidson, Ed Lisinski – Planning and Infrastructure Services; Ken
Mercer, Steve Burns – Community Services
Guests: Allison De Vos – Invest Durham, Bryan Fairfield – MF Farm
Drainage, James Blair

1. Welcome and Introductions

H. Zekveld welcomed everyone to the meeting. Committee members, staff, and attendees made self-introductions.

2. Land Acknowledgement Statement

H. Zekveld recited the Land Acknowledgement Statement.

3. Declarations of Interest

None.

4. Approval of Minutes of March 13, 2025

025-008 Moved by Eric Bowman, Seconded by Lloyd Vandergaast.

That the Minutes of the March 13, 2025 meeting be approved.

Carried

5. Presentations / Delegations

5a. Tile Drainage Systems – Bryan Fairfield

Bryan Fairfield from MF Farm Drainage presented to the Committee on the uses and benefits of tile drainage systems on agricultural lands. Due to continued loss of agricultural land, the importance of increasing productivity per acre now that there is less land was emphasized. Tile drainage is a strategy that can help increase crop

yield and agricultural efficiency by controlling the water in a field. According to B. Fairfield approximately 30% of agricultural land in Durham Region is tile drained.

B. Fairfield noted that Tile drainage is essentially a water management system for farm fields. Gravity is used to move excess water away from the field and into nearby waterways, creating a healthy “root zone”, boosting yield, preventing runoff and soil erosion, and extending growing season. Land that is most affected by a high water table or has a disadvantaged soil profile may require tile drainage to be agriculturally productive. Permits and permissions from municipalities and conservation authorities are required to install tile drainage.

B. Fairfield provided an example of the success managing tile drainage permissions is the City of Kawartha Lakes, where most of the land was previously unable to be farmed. A Drainage Superintendent is responsible for coordinating and overseeing permits and permissions.

B. Fairfield discussed challenges to implementing tile drainage systems, including meeting new conservation authority standards. Conservation authorities have delineated wetlands based on aerial surveys. Landowners are required to get permits before doing any alteration where there may be a wetland. To determine if a wetland exists on agricultural land, typically an ecologist and consulting company must be hired. According to B. Fairfield this creates a barrier for farmers seeking to install a tile drainage system. Committee members discussed competing interests between development, agriculture, and the environment. Concerns with a lack of opportunity to maintain or improve productivity were discussed.

6. Business Arising from the Minutes

6a. Farm Tour Planning

A working group has been formed to plan an upcoming farm tour. B. Found discussed ideas for an initial farm tour that would be for 2-4 hours on July 17, 2025 at his farm. Invitees could include council, MPs, MPPs, and Municipal staff. Committee members suggested potential topics to be discussed could include conservation and drainage of farmland, the ongoing planning of future developments, emergency service management in rural areas, and migrant housing regulations. A question of potential budget arose for light refreshments at the event. Budget from the Region of Durham or Economic Development may be available. After the initial event, farm tours could be a recurring program. Committee members suggested a well-received first is important to encourage future tours.

Staff will coordinate to determine how to advertise the event and coordinate the guest list. The current aim is for approximately 50 attendees. Farm tour planning will be kept on the agenda for the next AACC meeting.

7. Communications

7a. In the Know Workshop – Free Mental Health Training

Free mental health training will be provided on April 24th from 9am-3pm at the Goodwood Community Centre by the Canadian Centre for Agricultural Wellbeing. The training is meant to provide those in the agriculture industry training in identifying signs in peers about mental health.

7b. Updates from Council or Planning and Development Committee Meetings

H. Zekveld and M. Zwart described various updates from the Planning and Development Committee meeting and subsequent Council meeting.

- Councillor Woo has a point of contact at CN Rail if committee members have concerns.
- Mayor Foster passed along thanks for the valuable advice that is given to Council from the AACC.
- Councillor Elhajjeh inquired about Committee knowledge on beekeeping practices. This matter appears to have been resolved.
- Concerns with the building department were raised at the Planning and Development Committee. A staff member from Building Services to future Committee meeting to build dialogue.

A reminder was given to Committee members of Procedural By-Law Section 9 to ensure rules of debate and conduct are being followed.

An opportunity to invite Mayor Foster to a future Committee meeting was discussed. Committee members are encouraged to bring potential questions or topics for discussion with the Mayor to next month's meeting.

8. Liaison Reports

8a. Durham Agricultural Advisory Committee – T. Barrie

The Region of Durham is providing funding for Toronto and Region Conservation Authority (TRCA) projects including soil conservation. The Region's consultant, WSP, will provide a final North Durham On-Farm Diversified Use Study report to the Committee soon.

8b. Durham Region Federation of Agriculture – M. Morawetz

No update.

8c. Durham Agricultural Economic Development Update – A. De Vos

The North Durham On-Farm Diversified Use Study is being presented to local councils in the next month. On April 28, high school culinary students will tour butcher and meat packing facilities to encourage careers in the field. A. De Vos offered support for farm tour planning. Committee members who would like her assistance are encouraged to contact her by email.

9. New Business

9a. Clarington Business Department Questions

In response to questions from Committee members about building permits, the Deputy Chief Building Official will attend a future meeting for an open dialogue. The Committee suggested topics or questions. Committee members suggested additional training in agricultural areas could be beneficial.

10. Date of Next Meeting

Thursday, May 8, 2025

11. Adjournment

025-009 Moved by E. Bowman, Seconded by T. Barrie

That the meeting adjourn at 9:24pm.

Carried

Samuel Wilmot Nature Area Management Advisory Committee Minutes

March 18th, 2025, 7:00pm

Location – Room 1c Municipal Administrative Center

Present:

Y/N	Person	Y/N	Person
Y	Brian Reid (Past Chair)	Y	Leanne Fernandez
Y	Carmen Aeillo	N	Leo Blindenbach
N	Councillor Margaret Zwart (Council Liaison)	N	Patrick Bothwell
Y	Kate Potter (Chair)	Y	Tom Hossie (Vice Chair)
Y	Ken Mercer (Staff)	N	Rod McArthur
N	Leah Bourgeois	Y	Meg Vandenbrink
		N	Kayla Stephens

Also Present: Jeff Delorey, Municipality of Clarington; Gus Saurer, GRCA

1. Call To Order

Chairperson Kate Potter called the meeting to order at 7:05 p.m.

2. Land Acknowledgement Statement

will be read in future by the chair or designate

3. Additions to the Agenda / Adoption Of The Agenda

Moved by Brian Reid, seconded by Carmen Aeillo

That the Agenda be accepted, with the following additions: none

Carried

4. Declaration of Pecuniary Interest

There were no disclosures of interest stated at this meeting.

5. Adoption Of Minutes

Moved by Leah Bourgeois, seconded by Brian Reid

That the minutes of the meeting of February 18th, 2025, be approved.

Carried

6. Committee Administration

- a. Item 1 - Guests Jeff Delorey, arborist for the Municipality of Clarington, and Gus Saurer representing GRCA were welcomed to the meeting. Both had been invited by the committee to discuss involvement in a tree identification event at the Nature Area. Vice-Chair Tom Hossie provided some background and context on what we hoped to accomplish: a public walk about during which participants would learn about the various tree species within the SWNA. At the same time, this would assist the committee in completing an inventory of species present within the nature area and identify specific trees for signage. Both guests agreed to participate on a weekend date in June to be determined in conjunction with Vice-Chair Tom. Mr. Saurer noted that he could provide some basic information on forest ecology during the walk. Discussion also took place concerning the potential number of participants. Depending on those numbers, attendees might need to be split into two or more groups. Hosting two events, one in the spring and one in the fall, is another option. Kate thanked our guests for their contribution to our meeting.
- b. Item 2- Resignation: Kate reminded members of the letter of resignation received from long-time member Leo Blindenbach which had been circulated previously. Kate has drafted and circulated a letter of appreciation to the committee and asked for comments by Saturday March 22nd. Photos have been gathered showing Leo's participation in various SWNA events. Brian advised that Councilor Zwart had secured a certificate from the Mayor to recognize Leo's contribution but that the wording was not really appropriate given the circumstances. Brian will ask Councilor Zwart to request that the certificate be changed to use the wording we had submitted originally. Member Meg offered to deliver the certificate, letter etc. to Leo. It was also pointed out that we will require appointment of another member to replace Leo. Ken will investigate with the Clerk's office.
- c. Item 3 - Minutes Template - the Municipality has provided the committee with a standardized template to be used to prepare agenda and minutes
- d. Item 4 – By-Law Enforcement meeting - at our last meeting, a follow-up meeting with a by-law enforcement representative was to be scheduled to discuss specific concerns. After some discussion, it was agreed that a formal meeting was not required. Tom will contact the representative directly and discuss those concerns, noting the "seasonality of some of them (eg harvesting of fiddleheads, parking violations during angling season etc) Other concerns relate to off-leash dogs and fires on the beach. It was noted that fishing violations are the purview of MNRF, not the municipality

7. SWNA Workplan:

Q1

- a. Item - Bird Box Cleanout - on track for the first week in April. Brian and Carmen will coordinate. Brian requested additional T-bars from Ken. Leah has additional birdboxes made by students at Courtice Secondary School that will be made available to us to replace some older ones.

Q2

- a. Item 1 - Spring Cleanup - date confirmed as April 26th. Kate advised that she is unavailable that day. Brian offered to coordinate. Posters will be available soon through Meg and her contacts. Discussion also took place concerning involving/inviting local scout groups to assist/participate. Brian and Leah have some contacts. Brian will contact them about this and other upcoming events.
- b. Item 2 - Pollinator Planting - date confirmed for May 24th. Kate advised that the original plan was for the municipality to submit a proposal to OPG for funding of a number of projects, including this one but that she had been advised by the municipality that this would not be done and that we were to apply on our own. Brian will attend to this and will also contact our previous supplier to determine if plants can be available by the time of our event. Kate will prepare a poster to advertise the event.

This raised the question of how best to advertise our events and activities. Use of the Municipality's Community Events page and of advertising in the Orono Times were discussed. A representative from the Communications Department has been invited to a committee meeting to discuss how the municipality can assist us in this regard.

Q3

- a. Item 1- Moth Week - July 19-27 - on track
- b. Item 2- Monarch Tagging - September 13/20th - on track - tags have been ordered

Q4

- a. Item 1 - Photo Contest - nil report in Kayla's absence
- b. Item 2 - Fall cleanup, bird box cleanout, Christmas Bird Count - to be discussed at later meeting

8. External Projects:

- a. Item 1- Management Plan - delete from future agenda
- b. Item 2 - Waterfront Strategy - ongoing - no updates at present
- c. Item 3- Stormwater Plant Work - directional signage has been installed to reroute pedestrians during upcoming work

- d. Item 4-Newcastle WPCP Upgrades - Ken advised that hydro seeding will be done in early spring and that this will not interfere with our plans to plant in the same area
- e. Item 5- New Signage - Ken has them in storage for installation as soon as the weather permits, presumably in time for our Spring Cleanup event in April. Silk and “snow” fencing will be removed within the project is completed.

9. Other Business

- a. Item 1- by law infractions - it was noted that the parking lots at both entrances have been full of late which has led to some parking in restricted areas. This will be brought to the attention of enforcement staff when Tom speaks to them as per above item
- b. Item 2- Round Table - Tom is looking forward to the arrival of spring ephemerals. He reported some owl sightings in the Port, including a long-eared owl. Meg had observed a muskrat in the SWNA. Brian reported that things looked to be in generally good condition during a recent walkabout through the Nature Area
- c. Item 3-Kate advised that she will be stepping down as chair in the next month or so due to work and family commitments but will remain on the committee. This matter will be discussed at a future meeting.

10. Date of Next Meeting

The next meeting of the Committee is scheduled to be held on April 15th, 2025, commencing at 7:00 p.m. Location to be confirmed. In Kate’s absence, Vice-Chair Tom will chair.

11. Adjournment

Moved by Leah Bourgeois ,, seconded by Tom Hossie that the meeting adjourn at 8:13 p.m.

CARRIED

If this information is required in an alternate format, please contact the Accessibility.
Co-ordinator at 905-623-3379 ext. 2131

Minutes of the **Clarington Heritage Committee Meeting** was held as a hybrid meeting in person at 40 Temperance Street, Bowmanville, and via Microsoft Teams on March 18, 2025, at 7:00 PM.

Members Present: Ron Hooper, Joseph Dalrymple, Laura Thiel-Convery (Museum), Sitara Welch, Victor Suppan, Jason Moore (ACO), Steve Conway, Sami Elhajjeh, Laura Thiel Convery (Museum), Ron Sproule, Brian Jose (NVDHS).

Regrets: Heather Graham, Noel Gamble, Peter Vogel

Staff Present: Sarah Allin, Jane Wang, Alicia da Silva - Planning and Infrastructure Services

Guests: Alex Snyder (re:19 ½-23 King Street West), Alannah Devnich and Zach Stefani (re: 5085 Main Street, Orono).

1 Declaration of Interest

None.

2 Land Acknowledgement Statement

C. Conway read aloud Clarington's Land Acknowledgement Statement.

3 Adoption of Agenda

25.16 Moved by R. Hooper, seconded by R. Sproule

That the Agenda be adopted.

"Carried"

4 Adoption of Minutes of Previous Meeting

Committee members suggested that the details of the comments and the location description of the property at 282 Liberty North, Bowmanville, should be revised for accuracy.

25.17 Moved by J. Dalrymple, seconded by R. Sproule

That the minutes of the February 18, 2025, Clarington Heritage Committee meeting be adopted with revisions.

"Carried"

5 Delegations/Presentations:

Alex Snyder, the property owner of 19 ½-23 King Street West, attended the meeting. A. Snyder gave a brief overview of the history of the property and the current status of the historical building. He indicated that there was a fire inside, and no historical value on the inside. A. Snyder agreed that the building façade has heritage value and seemed supportive of designation of the property for its exterior façade.

Committee members provided information on the designation process, evaluation, current practice, and the Heritage Incentive Grant, helping property owners to maintain the designated properties.

6 Business Arising

6.1 Heritage permit application 2025-001 5085 Main Street, Orono

The property owners explained the proposal for window replacement and answered the Committee members' questions. The windows they are planning to replace are the base windows, with custom-made double hung windows for the size of the window frames. Storm windows will be kept with efforts to put them on top. the existing frames will be retrofitted to the new windows. New windows will be the exact same pattern. Colour will be similar. Nothing should look too different from the outside.

25.18 Moved by J. Dalrymple, seconded by J. Moore

The Committee supports the proposed window replacement for 5085 Main Street, as a minor alteration that is subject to the Deputy CAO, Planning and Infrastructure Services' approval, subject to the following conditions: (i) Storm windows are maintained with the best efforts, (ii) the windows are painted in the colour matches the original.

"Carried"

7 Project Reports

7.1 Subcommittee reports

- Municipal Inventory/Register:

The subcommittee brought forward the heritage evaluation report for the property at 1550 Baseline Road (Trull Family Burying Plot), based on new criteria requirements in accordance with Bill 23. The report concluded that the property meets four criteria and merits designation. The Committee recommended the designation of this property in 2021. Due to limited resources, staff will process the designation of the property at 1550 Baseline, based on the updated heritage evaluation report, when resources are available.

25.19 Moved by V. Suppan, seconded by R. Hooper

The updated evaluation report for the property at 1550 Baseline Road, submitted by the subcommittee, is to be added to the file.

7.2 Public Outreach/Education –No updates

- Cultural Heritage Information Station Initiative
- Heritage Barn Project

8 Correspondence and Council Referrals:

8.1 Invitation from Clarington Library: Golden Tales history project wrap-up celebration

The library extended the invitation for the Golden Tales history project celebration on Saturday, March 22, 1:30-3:30, 62 Temperance St.

8.2 Invite to join the Heritage Speaker Series Collective

The library invite the Committee members to join the Heritage Speaker Series Collective to plan and execute the upcoming Heritage Speaker Series project.

8.3 Committee member bio and photo

Municipality invites members to provide a short bio and photo to put on our website, if they wish. Bio no more than 250 words. Professional-looking photo. If you wish to submit, send to Jane by March 31st.

9 New Business:

9.1 71, 73, 75 King Street West (69 to 95 King Street West) affected by fire

The tragedy happened in downtown Bowmanville. 69-95 King Street West was impacted by the fire. 71, 73, 75 King Street West, which was heavily impacted, has already been demolished. The building next door is being evaluated to see if they can renovate or need to demolish. The property is not designated, therefore the heritage permit process does not apply. However, because it is identified as a Primary property on Clarington's Cultural Heritage Resources List, staff will use appropriate planning tools to help make sure redevelopment and restoration are undertaken in a way that conserves and is compatible with, and sympathetic to the character of the buildings and historic downtown Bowmanville..

Staff will explore the possibility of developing a heritage district in the downtown area of Bowmanville, including property affected by fire. The property would have to be maintained in the downtown neighbourhood fabric. Committee members mentioned that the issue came up at the BIA board meeting. The Committee members provided historical information and pictures for future redevelopment on the property.

It is suggested that it be added to the standing item of the agenda.

9.2 Listed property evaluation:

Staff provided updates on how the Consultant considers, reviews, and addresses comments from the Committee, and revises the reports. The evaluation process and standards were explained. The Committee can have its own opinion on the recommendations. Staff updated the process of the evaluation report circulation and communication with property owners.

9.2.1 3 Ontario Street, Bowmanville

3 Ontario Street, also referred to as the Orr House, is located on the east side of Ontario Street, in Bowmanville, Ontario. The property consists of a two-storey, red brick Italianate residence likely built between 1882 and 1890. The draft evaluation report indicates the property meets the designation criteria and recommends the property be designated. The report was circulated to the Committee and the property owner. The property owner reached out and did not express any objections. They asked details about grants and impacts to the property owner. The Committee provided comments on the report and information for revision. More comments will be provided by email. the Committee would like to see the report updated with the correct information and consideration of the Committee's comments.

25.20 Moved by B. Jose. seconded by V. Suppan

That the consideration of the designation of 3 Ontario Street, Bowmanville, be deferred.

“Carried”

9.2.2 98 Church Street, Bowmanville

98 Church Street, is located on the north side of Church Street, in Bowmanville, Ontario. The subject property consists of a two-storey building constructed in the Italianate architectural style. The original portion of the building, which fronts towards Church Street, was constructed in 1877, and a large addition fronting towards George Street was added in 1888. The draft evaluation report indicates the property meets the designation criteria and recommends the property be designated. The report was circulated to the Committee and the property owner. The property owner reached out and expressed objection. The Committee provided comments on the report and information for revision. More comments will be provided by email. the Committee would like to see the report updated with the correct information and consideration of the Committee's comments.

25.21 Moved by V. Suppan, seconded by R. Sproule

That the consideration of the designation of 98 Church Street, Bowmanville, be deferred.

“Carried”

9.2.3 33 King Street West, Bowmanville

33 King Street West is part of a commercial street wall on the south side of King Street West and is located in the commercial core of the historic Village of Bowmanville. It consists of a two-storey commercial Italianate building constructed in 1883. The draft evaluation report indicates the property meets the designation criteria and recommends the property be designated. The report was circulated to the Committee and the property owner. The property owner did not reach out to staff.

25.22 Moved by J. Moore, seconded by R. Sproule

That the Clarington Heritage Committee recommends to Council the designation of 33 King Street West, Bowmanville, under Part IV of the *Ontario Heritage Act*.

“Carried”

9.2.4 19 ½ - 23 King Street West, Bowmanville

19 1/2 - 23 King Street West is part of a commercial street wall on the south side of King Street West and located in the commercial core of the historic village of Bowmanville. It consists of an elegant three-storey Italianate commercial building constructed circa 1868. The draft evaluation report indicates the property meets the designation criteria and recommends the property be designated. The report was circulated to the Committee and the property owner. The property owner does not object to designating the façade.

25.23 Moved by J. Moore, seconded by R. Sproule.

That the Clarington Heritage Committee recommends to Council the designation of 19 ½-23 King Street West, Bowmanville, under Part IV of the Ontario Heritage Act

“Carried”

10 Other Committee Updates:

10.1 Bowmanville, Orono and Newcastle CIP: No updates

10.2 ACO: The general meeting is scheduled for the next day.

10.3 NVDHS: Year-end fundraising is ongoing. NVDHS can hire summer students to help with Digitization. This should become a useful resource in the future. The annual meeting will be held on April 12th.

10.4 Museum:

- Upcoming Thursday Night programs: Discover your local heritage with guided assistance from experienced researchers. The topic on April 3rd is Property Records, and May 1st is Genealogy. Free, Drop-in, 6:30-7:30 pm at SJWHC.
- Join us on May 28th to explore Orono's downtown and hear the histories and stories of notable buildings and places on a walking tour. \$10, registered. 6:30-7:30 pm, meet at Orono library branch.

10.5 Heritage Conservation District: No updates. The Committee member mentioned that Windows at 38 Beech were changed. Staff will reach out to the property owner to follow up.

10.6 Wilmot Creek Heritage Park: No updates

10.7 Jury Lands Foundation

The monthly meeting is scheduled for tomorrow. The Foundation is still in conversation with respect to the Federal Legacy Grant. An event is planned for Saturday, June 7th.

11 Standing items:

11.1 81 Scugog Street: No updates

11.2 Fletcher Tree: No updates

11.3 Parkland around Belmont House: No updates

Adjournment: 9:05pm

Next Meeting: April 15, 7:00 PM

Tyrone Community Centre Monthly Meeting Minutes

Date: Wednesday March 19, 2025

Time: 7:00-9:00

- 1) Welcome – Introductions for all new visitors
- 2) Land Acknowledgement - Danielle
- 3) Approval of the Agenda
 - i Motion to approve the agenda by Kyle then seconded by Larry,
Carried
- 4) Approval of Minutes from January
 - i. Motion to approve the minutes from February by Greg then
seconded by Jacquie, Carried
- 5) Reports
 - a. Chair and Co-Chair
 - i. The cell phone tower has been canceled for the
Tyrone Community Centre as Shared Tower deemed
the location inaccessible.
 - b. Maintenance
 - i. Ice Rink is done, and the liner has been cut to ensure
the communities safety.
 - ii. We will reach out to the other local arenas to see if
they are getting rid of any hockey nets. Or we can
look into purchasing some good ones.
 - iii. Fire suppression system has been updated
 - iv. The health department completed their annual
inspection, and we have passed.
 - v. We are working on the removal of a few squirrels
who have found their way into the ceiling.
 - vi. Question asked about the use of bleach in the well.
During movie night there was a VERY strong odor
coming from the water. Request to the Municipality
that if they do shock the system to give us the heads
up. That will allow us to run the water for a bit prior
to a rental.

- vii. We would like to thank the Municipality for the grading around the building we have to this date noticed NO water in either basement.
- viii. The curb out front has been removed. We will assume that the municipality removed it.
- ix. The freshly laid sod has been dug up from the plows. Next year we will purchase some marker to mark the edge of the driveway to ensure that it does not continue to happen.
- x. The front light outside under the overhang keeps tripping (it seems to be after a large rainfall)
- xi. We will need to paint the sign and touch it up a bit if paint is needed Jackie motion to purchase the paint to fix up the sign, seconded by Greg, Carried
- xii. We would like to request some picnic tables for the hall to be delivered to allow for families to sit.

c. Rentals

- i. We have many booking in March and in April. wedding and Jack and Jill season.

d. Treasurer

- i. Absent
- ii. Numbers are from last meeting Savings \$2,312.00
- iii. Numbers are from last meeting Chequing \$60,745.19

e. Secretary

f. Events

- i. We had to cancel the last fire ice as Greg sat alone for two hours and then ended up cancelling it.
- ii. We would like to hold a Ladies night in September or October – we will discuss at the next meeting
- iii. The St. Patrick's Day dance brought in a profit of \$4,772.03. We will run this event next year.
- iv. We will be holding an Earth Day clean up on April 13th 1:00 – 4:00. Anyone who is available please come by and help.

- v. We will not be hosting an Easter Egg Hunt this year but it will be on the list for 2026.
- vi. We will be posting the upcoming event in the washrooms and outside on the board at the front door.
- vii. Youth Events – Movie nights are going well and in June we will hold a dance party instead of a movie.
- viii. Dianne will reach out to find out if there is a farmers market in September that we could offer a community yard sale / open house
- ix. We would like to offer a comedy night – Crystal will investigate this as she has been approached by someone, and we will discuss at the next meeting.
- x. We are looking into weekly opportunities for the hall to offer exercise classes. More updates to come.

6) Old Business

- i. Memorial flags are still in the works and Paul will update us as he hears.

7) New Business

- i. Dianne would like to get some plaques made for under the pictures in the hall to recognize who they are. She will get some quotes and present at the next meeting.

8) Adjourn

- ii. Motion to Adjourn – First by Greg and then Second – Jackie, Carried

Next Meeting: Wednesday, April 23rd, 2025

Newcastle Memorial Arena Management Board

Minutes – April 8, 2025 - 7:00 p.m.

Newcastle Memorial Arena

Present: Todd Taylor - Chair /Treasurer Jim Vinson - Vice Chair
Shea-Lea Latchford - Secretary Councillor Margaret Zwart
Sue White Jennifer Stycuk - MOC

Regrets – Josh Turner - Manager

1. **Declarations of Pecuniary Interest** – There were no declarations of pecuniary interest.
2. **Land Acknowledgment Statement**
3. **Adoption of Agenda - Motion #25-011**- Moved by Jim Vinson, seconded by Councillor Zwart
THAT: The agenda be accepted as presented.
CARRIED
4. **Adoption of Minutes – Motion #25-012** – Moved by Shea-Lea Latchford, seconded by Jim Vinson **THAT:** The minutes of February 18,2025 be accepted as presented.
CARRIED
5. **Adoption of Minutes – Motion #25-013** - Moved by Shea-Lea Latchford, seconded by Jim Vinson **THAT:** The minutes of March 11, 2025, be accepted as presented.
CARRIED
6. **Manager’s Report** (copy attached) Josh was not able to join due to illness, however the Chair reviewed the report with the Board., with the following modifications:
 - a) Damage to curb during snow removal- A work order with pictures must be submitted to Jen Stycuk
 - b) The Chair inquired about the security alarms systems and whether they should be a Newcastle Memorial Arena contract or a Municipality contract. Jen reported that Oshawa Security had the contract with MOC, and she believed we were under their umbrella. Jen indicated that she would confirm with the Newcastle Memorial Arena for clarity.

7. **Financial Report** – Todd provided an update for the month of March and reported, we were 4k under budget. He also presented a QTR1 financial report for review and questions. Top end compressor overhaul quotes are forthcoming. The CIBC Smart banking is working very well as we are now able to make all source deductions payments on-line. Josh now has a template available for customers wanting to pay by EFT. The corporate visa has been approved, and CIBC will advise when the card will be issued.
8. **Risk Management** – Jim reported he was able to do a walk-through of the arena with Josh and familiarize himself with the equipment and reports required monthly. Jim is interested in taking a few courses on refrigeration. Jennifer informed the Board about ORFRA advice on small arenas and the focus on safety procedures, completion of logs and guidance on Lone Workers.
9. **Business arising from previous minutes**
 - a) Logo Update – Todd showed the Board an updated version of the logo and inquired if there were any additional changes. After a short discussion, consensus was reached, and Todd will forward the proposed logo for updating.
 - b) Farmers' Market - **Motion #25-014** Moved by Todd Taylor, seconded by Councillor Zwart **THAT:** The Board approved the Farmers Market permit and return to the Newcastle Memorial Arena for 2025. The Board also agrees to a Q1 2026 lessons learned meeting for ongoing negotiations to the 2026 & 2027 permitting process.

CARRIED

10. **New Business**- Sue presented the history of the arena including key people and dates going back to initial construction. She will speak with James Publishing on suggestions how we can best display this material. **Motion #25-015** Moved by Todd Taylor, seconded by Councillor Zwart **THAT:** Sue White proceed with a budget of 4K to work on this project.
11. Round Table Discussion: - The Chair provided the Board with a proposal update on the Newcastle Memorial Arena's operating procedures. He also noted discussion items to be documented for the Staff Liaison to feedback on including an Ice Resurfacer condition assessment.
12. **Motion #25-016** - Moved by Todd Taylor, seconded by Jim Vinson **THAT: The Board approve and accept the proposal from CRJM Group and proceed as per the schedule provided.**

CARRIED

13. In Camera Session. Not Required this month.
14. Todd Taylor (Chair) adjourned the meeting at 8:52 pm

Next Board Meeting, Tuesday, May 13, 2025

7:00 pm – Newcastle Arena

Newcastle Memorial Arena Managers Report

Date: April 8th , 2025

Safety / Training	<p>On ice incidents Off ice incidents Employee Safety/Concerns Safety Training Emergency Preparedness</p>	<p>- No on ice incidents - No off ice incidents</p> <p><u>Safety Training:</u> - Will review all safety procedures to make sure everything is compliant with maintaining a safe environment for staff and customers. Will update all procedures if necessary. Will go over procedures with summer staff. - March 20th - Performance Review Meeting with Todd & Jim - New safety incident report template/protocol made - will go over this new template with staff - Will start Legal Awareness 2 after ice take out - looking into other ORFA Training courses and seeing what will be after legal awareness 2</p>
Risk Management	<p>Concerns Items Completed</p>	<p>- April 1st - walk around with Jim - showed important areas of the building - just went over my daily practices/routines - talked about some basic risk assessment</p> <p><u>ITEMS COMPLETED:</u> - Completed the March Fire equipment monthly - reported in red book - AED weekly and monthly reports completed - monthly walk around checklist completed - CIMCO reports sent out - Summer maintenance plan sent out - March 18th - MOC Defib Testing</p> <p><u>CONCERNS:</u> - SW rink emergency exit door closer - *FIXED*</p>
Rentals/Revenue	<p>New Rentals Loss of Rentals Later Payments Signs/Advertising Vending</p>	<p>- New rentals every week - Lacrosse will be on Mondays and Wednesdays throughout the summer - Catchcorner - emailed about the percentage and contract - have meeting April 2nd with them - talk about contract + no transaction cost - All March invoices were sent out for ice activities - invoiced summer camp - emailed PMC about contract and list of services they provide us - Barry stopped by the arena - gave me a detailed <i>walkthrough of what the system does and what we are paying for</i> - will send contract to me - Phoned Elexicon - they do not do reviews - Reached out to No Frills about advertising</p>
Repairs Maintenance Renovations	<p>What has to be repaired What needs to be repaired Snow/Ice Maintenance Preventive Maintenance Efforts to Maintain Appearance Renovations Improvements</p>	<p><u>What got fixed:</u> - SW rink door closer fixed - March 19th - Brents plumbing fixed toilet in mens washroom with new parts - March 20th - Brents plumbing fixed clogged toilet in dressing room 3</p> <p><u>What needs to be fixed:</u> - Garbage fence enclosure - will get fixed in the summer - <i>lighting fixture in olympia room</i> - moore electric contacted - haven't heard back from them</p> <p><u>Snow/Ice Maintenance:</u> - salted all entrances and walkways before, during and after ice storm</p> <p><u>Improvements:</u> - New flushing mechanisms in the mens and ladies washrooms - i have received a quote from Brents Plumbing - Shower Heads - will contact Dalray or Gerr for</p>

Staff		<ul style="list-style-type: none"> - monthly staff meeting was held - told staff that most of them will be laid off for the spring/summer - talked about ice take out and after ice take out - Summer maintenance plan sent out - will need staff for some of the bigger jobs on the list - will post about hirings mid summer - mostly just for operators
Inspections Municipal Operations	TSSA / other Regulatory Inspections must be reviewed with Arena Board	<ul style="list-style-type: none"> - No inspections in March
Complaints	Neighbours Customers	<ul style="list-style-type: none"> - No Neighbour complaints - No customer complaints
ORFA Updates	New Guidelines etc appropriate for our facility / operations	<ul style="list-style-type: none"> - Will start Legal Awareness 2 training after ice take out <p><u>ORFA GUIDELINES:</u></p> <ul style="list-style-type: none"> - No new ORFA guidelines
OTHER		<ul style="list-style-type: none"> - Summer Camp - rental agreement signed - Invoiced - David from Olympia will stop by the arena to check out our Olympia and give me some more information on new olympias - haven't heard from him yet - email sent to Jen about curb - email sent out to CIMCO for quote on Top End Overhauls and when it would happen - Phoned Oshawa Security - left a voicemail - may follow up with MOC about this - I created a layout/spacing plan to go along with the Farmers Market Permit
Risk Management Follow Up	Previous Risk Management Items	<ul style="list-style-type: none"> - daily checklists done - filling out all books for daily jobs being done and anything that got fixed
Risk Management Open Items		
HELP/FOLLOW UP	Things I need help with or Looking for answers	<ul style="list-style-type: none"> - Elexicon - will follow up with the person that Jen recommended. - VISA - i have sent all my information to CIBC - waiting for a follow up from them - David - Olympia - haven't heard back from him yet - Any questions or concerns about the summer maintenance plan?

Clarington Diversity Advisory Committee Meeting Minutes

April 10th, 2025, 7:00pm to 8:35 p.m.

Online via MS Teams

CDAC Members:

Tenzin Shomar
Rochelle Thomas (until 8:02pm)
Koren Kassirer
Bev Neblett
Starr Lee DeGrace
Councillor Anderson (until 7:30pm)
Lauren Reyes-Grange
Ron Hooper

Regrets:

Vincent Wong
Pranay Gunti

Also Present - Jeannette Whynot, Melissa Westover, Donnalee Smith (CLMA)

Meeting called to order at 7:02pm

1. Land Acknowledgement:

S. DeGrace shared a personalized land acknowledgment, highlighting her background to the land and its original caretakers. S. DeGrace emphasized the importance of courage and collective impact on the journey towards meaningful reconciliation.

2. Declaration of interest

No declaration of interest by members.

3. Review and Approval of agenda

Motion to approve the agenda with amendments.

Moved by L. Reyes-Grange; seconded by B. Neblett

That the agenda for April 10, 2025, be amended to move Council updates to follow agenda item #4 and add Municipal Symposium Action Planning Meeting Update under Other Business.

Carried

4. Review of March 13, 2025, meeting minutes

Moved by L. Reyes-Grange; seconded by B. Neblett

That the minutes from March 13, 2025, for the CDAC meeting, be approved.

Carried

5. Council Update

C. Anderson thanked S. DeGrace for the impactful land acknowledgement she shared and invited her to attend a Council meeting to share a land acknowledgement. S. DeGrace accepted the invitation.

C. Anderson spoke on the creation of a hate crime unit within the Durham Region Police Service (DRPS). He will provide the committee with updates once the unit is up and running.

C. Anderson encouraged everyone to vote in the upcoming federal election. He thanked the community for the outpouring of support for the local businesses and residents affected by the recent fire in downtown Bowmanville.

6. Staffing Update

M. Westover, Manager of Communications, spoke on the recent changes to the IDEA portfolio and updated the committee on the decision not to hire an additional IDEA staff member at this time. After reviewing the portfolio carefully, the decision was made to move the Indigenous part of the portfolio to the Strategic Initiatives Division. Additionally, efficiencies in some aspects of the portfolio were found, further increasing capacity to manage the work.

Until the IDEA Officer position is filled, Jeannette Whynot, Accessibility Coordinator, will be the staff liaison for the committee.

7. Personalizing Land Acknowledgements

Committee members discussed the importance of rotating the responsibility of delivering the land acknowledgement statement amongst committee members. T. Shomar will reach out to individual members prior to each meeting to let them know they'll be responsible for the land acknowledgement.

S. DeGrace offered support and guidance to committee members who choose to participate in sharing a personalized land acknowledgement.

8. Symbols of Hate

Committee members continued their discussion on symbols of hate. Members discussed their desire to review the history of symbols of hate from the previous DAC to see where things were left and determine the best path forward to address this issue.

L. Reyes-Grange, T. Shomar and K. Kassirer expressed interest in doing additional research on banning symbols of hate. T. Shomar advised he would determine the best

way for members to share their research outside of regular committee meetings and would report back. T. Shomar will contact committee members via email to confirm who is interested in forming a working group, similar to the bursary working group.

9. Inviting candidates for Federal Election to Meeting

L. Reyes-Grange shared that she would like to invite the federal election candidates to meet with the DAC and share their vision for fostering an inclusive community.

T. Shomar advised that there are some challenges with inviting election candidates to speak with the committee. While a good idea, there are some questions that need to be addressed and with the short election, it's not feasible for this election. T. Shomar recommended that the committee should look into what this could look like going forward and develop a plan for future elections.

10. CDAC 2025 Work Plan

Student Bursary Update

T. Shomar shared that the bursary is on track to be launched May 1st and will be open until May 31st. Minor changes to the application process were shared with the committee. Additionally, the working group recommended offering two grants of \$1250 each, instead of one grant like last year.

Motion to approve two student bursaries of \$1250 each for the 2025-2026 school year

Moved by Koren Kassier; seconded by Ron Hooper

Carried

T. Shomar also brought forward the working group's idea to include a mentorship opportunity to this year's recipients, ideally a mentorship with the Mayor or a member of Council. M. Westover noted that the ask to Council requires more information about the scope of commitment. Additionally, M. Westover asked the Committee to consider if they would expand the potential mentorship pool to include members of the DAC and senior leaders within the Municipality because this would allow a greater chance for a quality match.

L. Reyes-Grange shared that the company she works for has a very successful grant that includes a mentorship opportunity. Recipients have shared that the mentorship is more valuable to them than the money. Based on her employer's mentorship program, she suggested that mentors should be limited to the Mayor and Council or a significant community builder in our community, that they undergo mentorship training and commit to meeting their mentee 1 hour each month for 12 months.

Staff will bring this request forward and will share the feedback received with the

bursary working group.

Community Events

D. Smith from CLMA shared an overview of recent community events for Eid and Passover and how well-attended they were. CLMA will continue to offer community events that celebrate the growing diversity of Clarington.

Civic Youth Engagement

Model City Hall is currently on hold with plans to offer it in 2026.

Community Education

The committee discussed picking up other community education activities after the bursary was finished for this year. This includes how to engage with election candidates in the future, civic youth engagement, etc.

11. IDEA Update

Recruitment for new youth and organizational members

M. Westover shared that the Municipality has received youth and organization applications for the committee. They will be brought forward to the May 5th, 2025, GGC meeting. New members will attend the June meeting.

Additional rainbow crosswalks

M. Westover shared that a new rainbow crosswalk would be approximately \$30,000. Given the cost, it's currently not feasible to install more rainbow crosswalks at this time, but if the Committee is passionate about it, they could request Council consider it in future budgets.

Together, we are Clarington Campaign

The campaign will be launched in June. The Committee will be shown the video at the next meeting.

12. Other Business

Municipality Symposium Action Planning Meeting Update

B. Neblett shared some of the community connection events being planned, key messaging and hate incident protocols going forward.

Moved by L. Reyes-Grange; seconded by S. DeGrace

That the DAC meeting be adjourned at 8:35 pm

Carried

Next meeting May 8, 2025, at 7:00 p.m.

If this information is required in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

The Corporation of the Municipality of Clarington

By-law 2025-013

Being a By-law to amend the Vehicle-for-Hire By-law 2019-069.

Whereas, arising out of Report LGS-012-25, the Council of the Municipality of Clarington has deemed it desirable to amend the Vehicle-for-Hire By-law No. 2019-069

Now, therefore, the Council of the Municipality of Clarington enacts as follows:

1. That the following words/section be added as subsection 35.1 of By-law 2019-069:

Exemptions

- 35.1 No provision in this By-law shall restrict, limit, or prevent a Broker or Driver of a licenced accessible taxicab from any lower-tier Municipality within the Regional Municipality of Durham from engaging in conveyances when the purpose of the conveyance is to transport persons with a disability as defined in the Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11.
2. That this by-law shall come into force and effect on the date of passing.

Passed in Open Council this 28th day of April, 2025.

Adrian Foster, Mayor

June Gallagher, Municipal Clerk

By signing this by-law on April 28, 2025, Mayor Adrian Foster will not exercise the power to veto this by-law.

Municipality of Clarington

Procedural By-law 2025-014

As of April 28, 2025

The Corporation of the Municipality of Clarington

Procedural By-law 2025-014

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Being a by-law to govern the proceedings of the Council of the Municipality of Clarington, its General Government Committee, its Planning and Development Committee, and Advisory Committees and Boards, and to repeal By-law 2023-033.

Whereas Section 238 of the *Municipal Act, 2001*, as amended, requires Council to adopt a procedure by-law for governing the calling, place, proceedings of meetings and for public notice of meetings;

The Corporation of the Municipality of Clarington hereby enacts as follows:

Section 1 – Definitions and Interpretation

- 1.1 SHORT TITLE: This By-law may be cited as the “Procedural By-law”.
- 1.2 Unless the context otherwise requires, in this Procedural By-law the words used in the singular includes the plural, and vice versa.
- 1.3 For the purposes of this By-law, unless stated otherwise or the context requires a different meaning:

Agenda Deadline means 12:00 noon on the Wednesday preceding the meeting until August, 2025. Starting with the September 2025 meetings, means 12:00 noon on the second Thursday prior to the GG and PD Committee meetings, and 12:00 noon on the Wednesday preceding the Council meeting, unless determined differently by the Municipal Clerk for the purposes of a Special meeting, etc.

Agenda Update Deadline means one hour prior to the close of business on the business day prior to the meeting until August, 2025. Starting with the September 2025 meetings, means 12:00 noon on the Wednesday preceding the GG and PD Committee meetings, and one hour prior to the close of business on the business day prior to the meeting for Council meetings, unless determined differently by the Municipal Clerk for the purposes of a Special meeting, etc.

Campaign means any activity by, or on behalf of a Candidate, political party, constituency association, Registered Third Party, or question on a ballot that has the purpose of supporting, promoting, or opposing.

Candidate shall have the same meaning as in the Canada Elections Act, S.C. 2000, the Election Act, R.S.O. 1990, or the Municipal Elections Act, 1996, as applicable, and shall be deemed to include a person or an agent for a registered person seeking to influence another person to vote for or against any candidate, question, or by-law submitted to the electors.

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Chair:

Council Chair means the Mayor, Deputy Mayor, or the Member of Council appointed to act as Chair during the absence of the Mayor and Deputy Mayor for a Meeting or a portion of a Meeting. While acting as Chair the Member shall exercise all the powers and responsibilities of the Mayor under this Procedural By-law, except for any Strong Mayor powers.

In the case of the GG Committee, Chair means the Council member appointed as the Chair for that timeframe, as provided for in this Procedural By-law.

In the case of the PD Committee, Chair means the member appointed as the Chair of the PD Committee, as provided for in this Procedural By-law.

Committee means a Committee of Council and includes Standing Committees, or sub-committees of the Standing Committees.

Consent Agenda means the portion of the agenda where items are approved in a single motion without debate, subject to the agreement of all Members.

Consent Resolution means two or more items that are approved in a single motion without debate.

Council means the Council of the Municipality of Clarington.

Councillor means a person elected, or appointed, as a Member of Clarington Council but does not include the Mayor.

Debate means the discussion between two or more persons, on the merits of the Motion under consideration.

Delegation means a person, excluding a Member of Council, desiring to verbally present information on matters of fact, or to make a request to Council or Committee, as the case may be.

Deputy Mayor means the Member of Council who is appointed to this position and, in the absence of the Mayor, shall exercise all of the powers and responsibilities of the Mayor as provided for in this By-law or any other by-law or statute.

Electronic Council Communications Information Package (ECCIP) means an electronic package containing correspondence received by Staff for Council's information and consideration.

Electronic Participation means that a Member may participate in the Council or Committee meeting, remotely by electronic means. The electronic means must enable the Member to hear and to be heard by the other meeting participants. Acceptable formats may include teleconference, videoconference or webinar, or other interactive communications.

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Emergency means any period during which an Emergency has been declared to exist in all or part of a municipality by the Head of Council or the Province of Ontario under sections 4 or 7.0.1 of the Emergency Management and Civil Protection Act, as amended.

Emergency Special Meeting means a meeting called by the Mayor, without advance notice being given, to consider and deal with urgent and extraordinary matters, including issues that may urgently affect the health or safety of residents.

GG means the General Government Committee of Council.

Group means more than one person speaking on the same topic registered as a single delegation.

Holiday means a holiday as defined by the Legislation Act, S.O. 2006, Chapter 21, Schedule F.

Joint Meeting means a meeting that deals with matters that would normally be dealt with at a GG meeting and PD meeting.

Mayor means the Head of Council.

Meeting has the same meaning as Section 238 of the Municipal Act, and means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where (a) a quorum of members is present, and (b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

Member means a Member of Council or Committee.

Motion means a proposal moved by a Member and seconded by another Member, for the consideration of Council or Committee.

Municipal Act, 2001 means the Municipal Act, 2001, S.O. 2001, c.25, as amended or replaced from time to time.

Municipal Clerk or Clerk means the Clerk of the Municipality of Clarington and includes the Deputy Clerk and any official of the Municipality appointed by Council to exercise the power(s) of the Municipal Clerk in the absence of the Municipal Clerk and Deputy Clerk or their designate.

Municipal Conflict of Interest Act means the Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50, as amended or replaced from time to time.

Municipal Elections Act, 1996 means the Municipal Elections Act, 1996, S.O. 1996, c.32, as amended or replaced from time to time.

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Municipal Freedom of Information and Protection of Privacy Act means the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56, as amended or replaced from time to time.

Municipal Service Board means a board established by Council under section 196 of the Municipal Act, 2001.

Municipality means the Municipality of Clarington.

PD means the Planning and Development Committee of Council.

Pecuniary Interest has the same meaning as the term has in the Municipal Conflict of Interest Act, R.S.O. 1990, c.M.50, as amended or replaced from time to time.

Petition means a legibly written / typed document requesting Committee's / Council's consideration of a matter that contains more than ten signatures.

Planning Act means the Planning Act, R.S.O. 1990, c.P.13, as amended or replaced from time to time.

Point of Order means a statement made by a Member during a Meeting drawing to the attention of the Chair a breach of the Rules of Procedure.

Point of Privilege means the raising of a question that concerns a Member, or all of the Members, when a Member believes that their rights, immunities or integrity or the rights, immunities or integrity of Council or Committee as a whole have been challenged. A breach of privilege is a willful disregard by a Member or any other person of the dignity and lawful authority of Council.

Political Party means a political party registered with Elections Ontario or Elections Canada if it succeeds in endorsing one, or more confirmed candidates, in a general election or a by-election after it has become eligible for registration.

Present means that a Member is in attendance at a meeting either in person or by electronic participation.

Procedural Motion means any motion concerning the manner or time of consideration of any matter before the Council as opposed to the substance thereof and includes, without limitation, the following:

- a) To extend the time of the Meeting;
- b) To refer;
- c) To amend;
- d) To recess;
- e) To table indefinitely;

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- f) To defer;
- g) To lift from the table;
- h) To adjourn;
- i) To divide;
- j) To Call the Vote; or
- k) To suspend the Rules of Procedure.

Procedural Notice of Motion means a written notice, including the names of the mover and seconder, advising Council that the motion described therein to amend something previously adopted by Council, to rescind a previous decision of Council, to lift a matter from the table, or to reconsider a previous decision of Council, will be brought forward.

Public Meeting means a public meeting in accordance with the Planning Act, R.S.O. 1990 c. P.13 or any other Act, for which notice has been given and during which any person in attendance shall be provided an opportunity to make representation in respect of the matter for which the Public Meeting is held.

Reconsideration means a motion that has the effect of allowing a motion to proceed as though it had never been previously voted on.

Recorded Vote means the written record of the name and vote of every Member present when the vote is called on any matter or question.

Rescind means a motion that undoes the action taken by the motion, provided it has not been acted upon.

Rules of Procedure means the rules and requirements of this Procedural By-law.

Special Meeting means a meeting of Council that was not a part of the regular meeting schedule. A special meeting may be called for Council, GG or PD.

Standing Committee means either the General Government (GG) Committee or the Planning and Development (PD) Committee of Council.

Simple Majority means 50% + 1 of the Members present and voting:

- a) For 7 Members: 4
- b) For 6 Members: 4
- c) For 5 Members: 3
- d) For 4 Members: 3

Three-Quarters Majority (3/4) of the Members present and voting means:

- a) 3/4 of 7 Members: 6

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- b) 3/4 of 6 Members: 5
- c) 3/4 of 5 Members: 4
- d) 3/4 of 4 Members: 3

Two-Thirds Majority (2/3) of the Members present and voting means:

- a) 2/3 of 7 Members: 5
- b) 2/3 of 6 Members: 4
- c) 2/3 of 5 Members: 4
- d) 2/3 of 4 Members: 3

Website means the Municipality's website address at www.clarington.net.

Section 2 – General Provisions

2.1 Applicability

- 2.1.1 Without derogating from the other provisions of this Procedural By-law, the rules and requirements contained in it shall be observed in all proceedings of Council or Standing Committees and shall be the rules and requirements which govern the order of their business, unless specifically overridden by sections of the Municipal Act (i.e. Strong Mayor powers).
- 2.1.2 The rules governing the procedures and conduct of Members shall be observed in Advisory Committee and Local Board meetings with necessary modifications, except as otherwise provided in the Advisory Committee's or Local Board's Terms of Reference or by-laws.
- 2.1.3 Nothing in this by-law affects any delegation of authority to staff.

2.2 Suspension of Rules and Policies

- 2.2.1 Despite Sub-section 2.1.1, the rules and requirements contained in this Procedural By-law may be suspended by a vote of three-quarters (3/4) of the Members present and voting, with the exception of any rule which is required to be followed by law.
- 2.2.2 Suspension of Council policies or by-laws requires a vote of three-quarters (3/4) of the Members present and voting, with the exception of any rule which is required to be followed by law.

2.3 Issue not Addressed

- 2.3.1 If an issue is raised that is not expressly addressed in this By-law, the issue shall be decided by the Chair, subject to an appeal to the Council or Committee, in session. A vote of the majority of the Members will decide the matter.

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2.4 General Principles

2.4.1 The following general principles shall be observed by all Members participating in a meeting, and may be used by a meeting Chair for guidance in determining the appropriate course of action for any matter not addressed in these rules of procedure:

- a) The majority of Members have the right to decide unless specifically noted elsewhere in this Procedural By-law, or by Statute. All Members have the right to be heard;
- b) All Members have the right to information to help make decisions;
- c) All Members have a right to an efficient meeting;
- d) All Members have the right to be treated with respect and courtesy; and
- e) All Members have equal rights, privileges, and obligations.

2.5 Electronic Participation

2.5.1 A Member of Council, of a local board or of a committee of either of them is permitted to participate electronically in a meeting and may be counted in determining whether, or not, a quorum of members is present at any point in time.

2.5.2 For clarity, a Member of Council, of a local board, or of a committee of either of them, can participate electronically in a meeting that is closed to the public.

2.5.3 The protocol for participating electronically shall be set out by the Municipal Clerk and may be amended from time to time.

2.5.4 The Member shall have the same rights and responsibilities as if they were in physical attendance, including the right to vote, unless otherwise prohibited by law or in other subsections of this by-law.

2.5.5 Electronic participation is permitted for all Staff.

2.5.6 Delegates may participate electronically on request if the Clerk is of the opinion that the delegation can be facilitated electronically. All regular rules for delegations shall apply to delegates participating electronically.

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2.6 Agenda Restrictions

2.6.1 The Municipal Clerk shall refuse to place on the agenda, and in an ECCIP, unless the CAO determines it is necessary, an item where the subject matter:

- a) Involves current or pending litigation;
- b) Involves insurance claims;
- c) Involves personnel matters;
- d) Involves labour relations;
- e) Involves administrative complaints;
- f) Is beyond the jurisdiction of Council;
- g) Is contrary to the provisions of the Municipal Freedom of Information and Protection of Privacy Act or other relevant legislation;
- h) Involves solicitation of business;
- i) Involves candidates, political parties, or nominees for a political party;
- j) Is solely for the purpose of generating publicity for an event;
- k) Involves an active by-law investigation or prosecution;
- l) Involves other administrative, or operational matters, including but not limited to contract awards and billing discrepancies/issues; or
- m) Is otherwise not suitable for discussion.

2.6.2 Delegations and communication items may also be restricted. See the delegation and communication sections within this Procedural By-law.

Section 3 – Duties of the Mayor and Council

3.1 Duties of the Mayor

3.1.1 It shall be the duty of the Mayor to carry out the responsibilities set forth in the Municipal Act, 2001, Section 225.

3.1.2 To authenticate, by signature, all by-laws.

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- 3.1.3 The Mayor shall, by virtue of their office, be a member of all Committees with the same rights and privileges as all other members, including the right to vote and participate in debate, but shall not be eligible to be the Chair or Vice-Chair. The Mayor's absence from the meeting shall not be counted when determining quorum but the Mayor's presence at a meeting shall be counted towards quorum.

3.2 Duties of the Chair

- a) To open the Meeting of Council or Committee by taking the Chair and calling the Members to order;
- b) To announce the business before Council in the order in which it is to be acted upon;
- c) To receive and submit, in the manner prescribed by this Procedural By-law, all motions presented by the Members of Council;
- d) To recognize any Member who wishes to speak and to determine the order of the speakers;
- e) To put to a vote all questions, which are regularly moved and seconded, or necessarily arise during the proceedings and to announce the results;
- f) To vote on all motions, which are moved and seconded, or necessarily arise during the proceedings;
- g) To decline to put to vote, motions which contravene the provisions of this Procedural By-law;
- h) To enforce the provisions of this Procedural By-law;
- i) To enforce on all occasions, the observance of order and decorum among the Members;
- j) To call by name, any Member refusing to comply with this Procedural By-law and to order the Member to vacate the meeting room or electronic meeting, as the case may be. In the event that the Member does not vacate:
 - If the Member is present in person, the Chair may:
 - stop recognizing them to speak,
 - turn off their microphone,
 - ask for a recess,
 - call Security to remove the Member; or

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- direct the Municipal Clerk to seek the appropriate assistance from the Durham Regional Police;
- If the Member is present electronically, the Chair may
 - stop recognizing them to speak,
 - turn off their microphone,
 - ask for a recess, or
 - cause them to be removed from the electronic meeting.
- k) To cause to be expelled and excluded any member of the public who creates any disturbance or acts improperly during a Meeting and, if necessary, to direct the Municipal Clerk to seek the appropriate assistance from the Durham Regional Police;
- l) To rule on any Points of Order and Points of Privilege raised by Members of Council;
- m) To recess the Meeting, without a motion, for a specified time 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;
- n) To adjourn the Meeting when the business is concluded, or if considered necessary because of grave disorder, to adjourn the sitting without putting to the vote any question or suspend the sitting for a time to be named; and
- o) The Chair shall preside in person, unless all Members of Council are participating electronically. If the Member is not in person, another Member who is in person shall Chair that meeting.

3.3 Appointment of Deputy Mayor

- 3.3.1 Council shall appoint a Member to act as a Deputy Mayor in the absence of the Mayor. During any such absence of the Mayor, the Deputy Mayor shall exercise all of the powers and responsibilities of the Mayor under this By-law or any other by-law or statute, except the Strong Mayors powers as defined in Part VI.1 of the Municipal Act.

3.4 Participation of Chair in Debate

- 3.4.1 The Chair may state relevant facts and the Chair's position on any matter before the Council, or a Committee without leaving the chair, which may take place immediately prior to the vote, but it shall not be permissible for the Chair to move a motion or debate a question without first leaving the chair.

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3.4.2 If the Chair desires to leave the chair, to leave the meeting, to move a motion, or to take part in the debate, the Mayor shall preside until the Chair resumes the chair. If the Mayor is chairing the Committee meeting, the Deputy Mayor shall preside until the Mayor resumes the Chair. If the designated person is not present, the Chair may call upon any other Member to chair the meeting.

3.4.3 Notwithstanding any requirement for the Mayor to leave the Chair to introduce a motion, this does not apply when the Mayor is exercising any Strong Mayor powers within Part VI.1 of the Municipal Act.

3.5 Duties of a Member of Council

3.5.1 A Member of Council shall have the following duties:

- a) to deliberate on the business submitted to Council or Committees of Council, as the case may be;
- b) to vote when a motion is put to a vote;
- c) to Chair the GG Committee or PD Committee Meeting in accordance with this Procedural By-law; and
- d) to apply and respect the Rules of Procedure.

Section 4 – Meetings

4.1 Place of Regular Meetings

4.1.1 Unless otherwise directed by Council, the regular Meetings of Council, GG Committee and PD Committee shall be held in the Council Chambers, Municipal Administrative Centre, 40 Temperance Street, Bowmanville, ON or electronically, as determined by the Municipal Clerk, and at the dates and times determined by Council resolution.

4.2 Regular Meetings Schedule

4.2.1 The meeting schedule shall generally be based on a three-week rotation per month, as determined by the Municipal Clerk.

4.2.2 Regular meetings shall not be scheduled during the week that the Monday is a public holiday. No regular meetings shall be held during the month of July, the month of August, or during any Spring Break scheduled for the public elementary and secondary schools in Clarington, or during the annual Association of Municipal Clerks and Treasurers of Ontario (AMCTO) conference or between Christmas and New Year's.

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- 4.2.3 Council meetings shall be held at 6:30 p.m., PD Committee meetings shall be held at 5 p.m. and GG Committee meetings shall be held at 9:30 a.m.
- 4.2.4 No regular meetings of Council or Standing Committees shall be scheduled in the months of September, October, or November of the year of a regular municipal election.

4.3 Notice of Regular Meetings

- 4.3.1 Pursuant to Section 238 of the Municipal Act, 2001 public notice of each regularly scheduled Meeting shall be deemed to be given by making the agenda available in the Municipal Clerk's Office and on the Clarington website by end of the business day of the Friday preceding the regularly scheduled Meeting.
- 4.3.2 Notice of amendment to the Schedule of regular Meetings shall be posted on the website at least one week prior to the amended Meeting date where practical to do so.
- 4.3.3 Notice which is substantively given but is irregular or not otherwise in strict compliance with these procedures shall not invalidate the holding of a meeting or any of the proceedings at a meeting.

4.4 Special Meetings

- 4.4.1 The Mayor may, at any time, call a special Meeting of Council, GG Committee or PD Committee or Joint Meeting, by writing to the Municipal Clerk stating the date, time, location, and purpose of the special meeting.
- 4.4.2 The Municipal Clerk shall call a special Meeting of Council, GG Committee or PD Committee or Joint Meeting when requested to do so in writing by a majority of the Members, at the date, time, location, and purpose mentioned in the request.
- 4.4.3 No business other than that indicated in the written notice shall be considered at the special meeting except with the unanimous consent of all Members present and voting at such meeting.

4.5 Notice of Special Meetings

- 4.5.1 Notice of special Meetings shall be posted on the website not less than 24 hours before the time appointed for the special Meeting.
- 4.5.2 The written notice referred to in this Procedural By-law shall indicate the nature of the business to be considered at the special Meeting of Council or Committee, whether delegations will be heard, and the date, time, and place of the Meeting.

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4.6 Joint Meeting

- 4.6.1 Joint Meetings may be called at the dates and times determined by Council resolution.

4.7 Emergency Special Meeting

- 4.7.1 Notwithstanding Sub-section 4.2.1, on urgent and extraordinary occasions, an emergency special Meeting of the Council may be called by the Mayor, without advance notice being given by the Municipal Clerk pursuant to this by-law, to consider and deal with such urgent and extraordinary matters, including issues that may urgently affect the health or safety of residents.
- 4.7.2 In the case of an emergency, Council may hold meetings at any convenient location within or outside the municipality, as determined by the Clerk in consultation with the Mayor and Chief Administrative Officer.
- 4.7.3 No business other than the business dealing directly or indirectly with the emergency shall be transacted at the meeting.

Notice of Emergency Special Meetings

- 4.7.4 Where an Emergency special Meeting of Council is held in accordance with this Procedural By-law, notice of the Emergency special Meeting shall be posted on the website as soon as practical following the Emergency special Meeting and shall, subject to this Procedural By-law, indicate the nature of the business considered at the Emergency special Meeting.

4.8 First/Inaugural Meeting of Council

- 4.8.1 The first Meeting of Council shall be held within 31 days of taking office, pursuant to the Municipal Elections Act, 1996, at the time and location determined by the Clerk and Mayor.

4.9 Seating in Council Chambers

- 4.9.1 Seating at the Council table shall be in alphabetical order of the Members' surname, beginning in the most north/east position and proceeding clockwise.
- 4.9.2 Only Members of Council and the Municipal Staff shall be permitted to enter the Council floor during the sitting of Council or Committee without the permission of the Mayor or Committee Chair.
- 4.9.3 No person, other than a Member of Council or the Municipal Staff, shall, before or during a Meeting, place on the desks of Members or otherwise distribute any material whatsoever unless such person is so acting with the approval of the Mayor or Committee Chair.

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4.9.4 Members of Council leaving their places prior to the adjournment shall endeavour to do so in a manner so as not to disrupt the proceedings of Council or Committee.

4.10 Quorum

4.10.1 A quorum of Council or Committee shall be four (4) Members, except as otherwise stated. A concurring vote of a majority of Members present and voting is necessary to carry a resolution.

4.10.2 If a quorum is not present within thirty (30) minutes after the time appointed for a Meeting, the Municipal Clerk, shall record the names of the Members present and the Meeting shall stand adjourned until the date of the next regular Meeting or other Meeting called in accordance with this Procedural By-law.

4.10.3 If during a meeting, a quorum is lost, the Chair shall declare that the meeting shall stand recessed temporarily or be adjourned until the date of the next regular meeting or other meeting called in accordance with the provisions of this Procedural By-law. Any unfinished business will be placed on the agenda of the next regular meeting or other meeting called for that purpose.

4.11 Meetings Open to the Public

4.11.1 Subject to Sub-section 4.12, Meetings shall be open to the public and no person shall be excluded, except for improper conduct or required by statute.

4.12 Closed Meetings

4.12.1 Notwithstanding the previous section regarding “Meetings Open to the Public”, Council or Committee may, by resolution, close a Meeting or part of a Meeting to members of the public if the subject matter deals with any of the matters in Sub-section 239 (2) or 239 (3) of the Municipal Act, 2001.

4.12.2 Council or Committee may hold a Meeting closed to the public where the Meeting is held for the purpose of educating or training the Members and at the Meeting no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or Committee.

4.12.3 A motion to close a Meeting or part of a Meeting to the public shall state:

- a) the fact of the holding of the closed Meeting; and
- b) the general nature of the matter to be considered at the closed Meeting.

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- 4.12.4 Where a Meeting, or part of a Meeting, is closed to the public, Council or Committee shall only permit access to the meeting room or electronic meeting to those persons specifically invited to attend the closed Meeting. All other persons will be required to vacate the meeting.
- 4.12.5 A Meeting shall not be closed to the public during a vote except where the meeting is a closed Meeting permitted or required by statute, and where the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the Municipality or persons retained under contract with the Municipality.
- 4.12.6 Notwithstanding Sub-section 4.12.5, the vote on a resolution approving a contract for the acquisition or disposal of land, including the sale of road allowances, shall be conducted in open session.
- 4.12.7 At the conclusion of a closed meeting, a motion to rise from the closed meeting and proceed into an open meeting shall be adopted.
- 4.13 Length of Meetings and Scheduled Break**
- 4.13.1 Meetings scheduled to commence at or before 9:30 a.m., and which are in session at 4:31 p.m., will be adjourned unless the rules are suspended to continue the meeting.
- 4.13.2 Meetings which are scheduled to commence at or after 5:00 p.m., and which are in session at 10:31 p.m., will be adjourned unless the rules are suspended to continue the meeting.
- 4.13.3 Where a meeting is scheduled to commence at or before 9:30 a.m., there shall be a scheduled 1-hour break at 12:00 noon unless otherwise determined by a vote of 2/3 of the Members present.
- 4.13.4 If a meeting is adjourned in accordance with section 4.13.1 or 4.13.2, prior to all agenda items being considered, all remaining items, except procedural items, shall be placed on the next regular committee meeting that the item would otherwise have been added to.
- 4.14 Portable Electronic Devices**
- 4.14.1 The use of portable electronic devices by Members of Council and Committee during Council and Committee meetings shall be permitted provided the Member is not using the portable electronic device to phone; email, or text each other or members of the public while the meeting is in session.

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4.14.2 Despite Subsection 4.14.1, the use of any portable electronic device may be prohibited by the Chair, if, in the Chair's opinion, the device is interfering with any video or audio broadcast of the meeting or is otherwise causing a disturbance.

4.14.3 The use of portable electronic devices may be used as an interface to participate electronically in the meeting.

4.15 Video Recording of Council and Committee Meetings

4.15.1 Meetings may be audio or video recorded, broadcast and / or livestreamed publicly by the municipality, except for Closed Meetings.

4.15.2 Meeting attendees may record all, or portions of, open meetings, provided that doing so is not disruptive to the meeting or other attendees.

4.16 Cancellation or Changes to Meetings

4.16.1 A meeting may be cancelled or the date, time, or location changed by the Clerk in any of the following circumstances:

- a) If the Clerk determines in advance that quorum will not be achieved;
- b) By Council or Committee resolution;
- c) Due to a lack of forecasted agenda items, in consultation with the Mayor and CAO; or
- d) In the event of exceptional circumstances, including inclement weather, at the discretion of the Chair or Clerk.

4.16.2 The Clerk shall ensure that notice of the cancellation or change is provided to all Members of Council as soon as possible after the cancellation or change.

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Section 5 – Committees

5.1 General

5.1.1 There shall be two Standing Committees of Council, namely the General Government (GG) Committee of Council and the Planning and Development (PD) Committee of Council, which shall be organized as follows:

- a) GG and PD Committees shall be comprised of all Members of Council.
- b) Unless the Strong Mayors Powers are invoked where the Mayor may appoint the Chair and Vice-Chair of Committees wholly consisting of Members of Council, each Member shall Chair the GG Committee meetings in accordance with the following schedule:
 - Ward 1 Councillor – January and February
 - Ward 2 Councillor – March and April
 - Ward 3 Councillor – May and June
 - Ward 4 Councillor – September and October
 - Regional Councillor (who is not appointed as the Chair of the PD Committee meetings) – November and December
- c) A Regional Councillor shall be appointed to Chair the PD Committee meetings by Council.
- d) In the absence of the Chair or during July and August, the Mayor shall Chair the meeting, and in the absence of the Mayor the Deputy Mayor.
- e) Joint meetings shall be chaired by the Mayor unless:
 - unavailable, in which case, the Deputy Mayor shall chair; or
 - the Mayor has designated another Member of Council.

5.2 Exceptions

5.2.1 Notwithstanding the Committee mandate outlined in this Procedural By-law, Council may consider any matter without referring it to GG Committee or PD Committee and may withdraw a matter from the GG Committee or the PD Committee at any time.

5.2.2 Notwithstanding the mandates of the Standing Committees, the Municipal Clerk may place a matter on either Standing Committee, where it is deemed more appropriate by the CAO.

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5.3 GG Committee Mandate

- 5.3.1 The GG Committee shall make recommendations to Council on all matters not mandated by the PD Committee, including, without limitation, levels of service and operational policy and budgetary matters.

5.4 GG Committee Reporting to Council

- 5.4.1 The GG Committee shall forward recommendations to Council via the committees minutes, for consideration at Council.

5.5 PD Committee Mandate

- 5.5.1 The PD Committee shall be mandated with holding public meetings, and any other planning and development matter or matter deemed to require public consultation and such other matters as may be referred to the PD Committee by Council.

5.6 PD Committee Reporting to Council

- 5.6.1 The PD Committee shall forward recommendations to Council via the committee minutes, for consideration at Council.

Section 6 – Agendas and Minutes

6.1 General

- 6.1.1 When preparing an Agenda, the Clerk may exclude any headings that have no items after the Agenda Update Deadline.
- 6.1.2 The Municipal Clerk may schedule an item for a specified time during the meeting. When exercising this option, the Municipal Clerk shall include the scheduled time on the meeting Agenda.
- 6.1.3 Where the Municipal Clerk, has scheduled an item for a specified time, when that specified time arrives during the meeting, the Council/Committee shall set aside the matter currently before it, to allow the item to be heard as scheduled. The scheduled item becomes the next order of business.
- 6.1.4 The Agenda shall be provided to each Member by noon on the day following the Agenda Deadline.
- 6.1.5 The Agenda items shall be considered in the order they appear on the agenda unless otherwise decided by a majority vote of the Members present and voting.
- 6.1.6 Notwithstanding sub-sections 6.2.1, 6.3.1, and 6.4.1, the Municipal Clerk may group items regarding the same matter together on the agenda, in the order that the Municipal Clerk deems appropriate.

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6.2 Council Agenda

- 6.2.1 The Municipal Clerk shall cause to be prepared an agenda under the following headings for the use of the Members at the regular Meetings of Council:

Call to Order
Land Acknowledgement Statement
Canadian National Anthem
Moment of Reflection
Disclosure of Pecuniary Interest
Announcements
Presentations / Delegations
Consent Agenda
Items for Separate Discussion
Business Arising from Procedural Notice of Motion (to be included on agenda only if there is business to be considered under this Section)
Confidential Items
Confirming By-law
Adjournment

6.3 General Government Committee Agenda

- 6.3.1 The Municipal Clerk shall cause to be prepared an agenda under the following headings for the use of the Members at the regular meetings of the GG Committee:

Call to Order
Land Acknowledgement Statement
Disclosure of Pecuniary Interest
Announcements
Presentations / Delegations
Consent Agenda
Items for Separate Discussion
New Business
Confidential Items
Adjournment

6.4 Planning and Development Committee

- 6.4.1 The Municipal Clerk shall cause to be prepared an agenda under the following headings for the use of the Members at the regular meetings of PD Committee:

Call to Order
Land Acknowledgement Statement
Disclosure of Pecuniary Interest

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Announcements
Presentations / Delegations
Consent Agenda
New Business
Public Meetings (6:30 p.m.)
Confidential Items
Adjournment

6.5 Special Meeting Agendas

6.5.1 The Municipal Clerk shall cause to be prepared a printed agenda under the following headings for the use of the Members at Special Meetings:

Call to Order
Land Acknowledgement Statement
Disclosure of Pecuniary Interest
Matters of Business
Adjournment

6.5.2 When preparing an agenda for a special meeting, the Clerk may include or exclude any headings appropriate for the special meeting.

6.5.3 The business of Special Meetings shall be considered in the order as it appears on the agenda for its Meeting, unless otherwise decided by a majority vote of the Members present and voting.

6.6 Addendum

6.6.1 The Clerk may amend the agenda for a scheduled Council or Standing Committee meeting by way of an addendum.

6.6.2 The addendum shall only include additional items related to matters already on the agenda, or new items that in the opinion of the Clerk, in consultation with the Chief Administrative Officer, are time-sensitive.

6.6.3 Items to be included on the Addendum shall be received by the Agenda Update Deadline and will be published after that deadline.

6.6.4 Notice shall be deemed to have been given for all matters added to an agenda via an addendum.

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6.7 Meeting Minutes

- 6.7.1 The Municipal Clerk, shall cause minutes to be taken of each Meeting of Council or Committee, whether it is closed to the public or not. These minutes shall include:
- a) the place, date and time of Meeting;
 - b) the names of the Chair or Chairs and a record of the attendance of the Members; should a Member enter after the commencement of a Meeting or leave prior to adjournment, the time shall be noted;
 - c) if requested, correction of the minutes of prior Meetings;
 - d) declarations of pecuniary interest; and
 - e) all resolutions, decisions and all other proceedings of Council or Committee, without note or comment.

Section 7 – Agenda Item Description

7.1 Call to Order

- 7.1.1 As soon as a quorum is present after the hour set for the Meeting, the Chair shall call the Members present to order.
- 7.1.2 If the Chair does not attend within fifteen minutes after the time set for the Meeting and a quorum is present, the Mayor shall preside over the Meeting until the Chair is present at the Meeting and is able to perform the responsibilities of the chair.
- 7.1.3 If the Mayor is also not present within fifteen minutes after the time set for the Meeting and a quorum is present, the Deputy Mayor shall preside over the Meeting until the Chair or Mayor is present at the Meeting and is able to perform the responsibilities of the chair.
- 7.1.4 If the Deputy Mayor is also not present within fifteen minutes after the time set for the Meeting and a quorum is present, the Municipal Clerk shall call the meeting to order, and the Members present shall appoint a Member who shall act as Chair of the Meeting until the arrival of the Mayor or Deputy Mayor, whoever is the first to arrive and is able to assume the chair.
- 7.1.5 A moment of reflection is called at the beginning of a Council meeting to allow Members to consider past and future actions that may be taken.

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- 7.1.6 In recognition of a necessary first step towards honouring the original occupants of a place, and as a way to recognize the traditional First Nations, Metis and / or Inuit territories of a place, and to commemorate Indigenous peoples' principal kinship to the land, a Land Acknowledgement Statement shall be read in accordance with the Land Acknowledgement Guidelines.

7.2 Disclosure of Pecuniary Interest

- 7.2.1 All Members shall govern themselves at any Meeting in accordance with the current legislation respecting any disclosure of pecuniary interest and participation in the Meeting.
- 7.2.2 Where the meeting is not open to the public, in addition to declaring the conflict, the Member shall leave the meeting, or the part of the meeting, during which the matter is under consideration.
- 7.2.3 Where a Member is absent from a meeting which includes a matter on which they have a pecuniary interest, the Member shall disclose the interest at the next meeting attended by the Member.
- 7.2.4 The Clerk shall record any declarations of interest made by a Member in the meeting minutes, noting the matter and the general nature of the declaration.
- 7.2.5 Notwithstanding Sub-section 7.2.1, if the matter under consideration at a meeting, or a part of a meeting, is to consider whether to suspend the remuneration paid to the member under subsection 223.4 (5) or (6) of the Municipal Act, 2001, the member may take part in the discussion of the matter, including making submissions to council or the local board, as the case may be, and may attempt to influence the voting on any question in respect of the matter, whether before, during or after the meeting. However, the member is not permitted to move, second, or vote on any motion in respect of the matter. Additionally, in the case of a meeting that is not open to the public, the member may attend the meeting, or part of the meeting, during which the matter is under consideration.
- 7.2.6 Notwithstanding Sub-section 7.2.1, when a Member declares on a matter(s) at a Council meeting, later in the meeting when the confirming by-law is on the floor, the Member's declaration is understood, and the Member may remain in the room in which the meeting is taking place and participate in the vote on the confirming by-law. Further, if the Member declares on a matter at a meeting and at a subsequent meeting the minutes of the entire meeting are on the floor for adoption, the Member's declaration is understood and the Member may participate in the vote on adopting the minutes and is not required to submit another declaration of interest form, provided that the matter the Member declared on is not further discussed or amended in any way.

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7.2.7 At a meeting at which a member declares an interest, or as soon as possible afterwards, the member shall file a written statement of the interest and its general nature with the Municipal Clerk, in the form determined by the Municipal Clerk.

7.2.8 The Municipal Clerk shall establish and maintain a Registry of Declarations of Interest containing,

- a) A copy of each statement filed; and
- b) A copy of each declaration recorded in the minutes.

7.2.9 The Municipal Clerk shall provide access to the Registry of Declarations of Interest through the Municipal website or through an alternative means, as requested from time to time.

7.3 Announcements

7.3.1 During this portion of the Meeting, when recognized by the Chair, Members shall be afforded a maximum of five minutes during which time they may announce or comment on community events and activities.

7.4 Presentations

7.4.1 Provided that the request has been submitted to the Municipal Clerk prior to the Agenda Deadline, in the form determined by the Municipal Clerk, a person, organization, corporation, or appointed officer may be permitted to be listed under the "Presentation Section":

7.4.2 Presentations shall include only the following:

- a) Awards or recognitions;
- b) Presentations from senior levels of government;
- c) Presentations from a member of Staff, in their professional capacity;
- d) Presentations requested by a Member of Council, or Staff; and
- e) Presentations as required by legislation.

7.4.3 Municipal audio-visual equipment may be used to assist in presentations, provided that permission has been obtained for use of such equipment from the Municipal Clerk, at the time the presenter(s) contact the Municipal Clerk's Division to register for the Meeting. Presentations must be provided to the Municipal Clerk's Division no later than 2:00 p.m. on the business day preceding the commencement of the Meeting. Presentations will not be installed once the meeting has begun.

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Presentations to Committee

7.4.4 Presentations scheduled to be made to Committee will be assigned to the appropriate Committee based on the presentation topic and the Committee mandate.

7.4.5 The time limit for Staff and Consultant presentations at Public Meetings shall be 20 minutes.

7.5 Delegations

7.5.1 All requests for delegations shall be accompanied by a written summary, to be included in the Agenda, outlining their subject, their name and address, their reason for delegating, their desired action requested of Council, and any supporting documentation. Delegations will not be allowed if the Municipal Clerk, in consultation with the CAO, deems that the written summary is not sufficient to convey the topic and position of the delegation.

7.5.2 All Delegations shall be directed to, and heard by, the Committee except as otherwise provided for in this Procedural By-law.

7.5.3 Notwithstanding Sub-section 7.5.2, unless otherwise determined by the Municipal Clerk, Delegations shall not be added to the agenda or permitted to:

- a) Speak to PD Committee regarding a matter that is the subject of a Public Meeting which is included on the PD Committee agenda.
- b) Speak to PD Committee regarding a matter which is within the mandate of the GG Committee meeting.
- c) Speak to GG Committee regarding a matter which is within the mandate of the PD Committee meeting.
- d) Speak to a previous decision of Council, that is within the same term of Council that the decision was made, unless a motion to reconsider or re-introduce the matter is presented to Council by a Member, or a report on the matter is included on the agenda.
- e) Speak to an Integrity Commissioner's report regarding a Member of Council.

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- f) Speak to matters which have been referred to Staff for a report which is not yet on a published agenda or matters which are within the responsibility of Staff. For these inquiries, the Clerk shall notify the proposed delegate that the delegation shall not be listed on the agenda and shall direct the proposed delegate to the appropriate Department. The delegation shall not be listed on an agenda until Staff has had the opportunity to address the matter.

- 7.5.4 Delegations shall be limited to a maximum of 15 per meeting.
- 7.5.5 Without leave of Council, members shall have one opportunity to ask questions of Delegations for the purpose of seeking clarification or additional information, and not to expand the scope of the delegation's remarks or for adding the Member's own statement through the delegation. Questions such as "are you aware" and "did you know" will be considered out of order, subject to the discretion of the Chair.
- 7.5.6 Members shall not enter into debate with the delegate.
- 7.5.7 Where a Delegation wishes to provide Members with written communication supporting the Delegation's comments, the communication shall be provided to the Municipal Clerk prior to the meeting. The written communication may be distributed to the Members at the discretion of the Municipal Clerk or designate.
- 7.5.8 Municipal audio-visual equipment may be used to assist in delegations, if permission has been obtained for use of such equipment from the Municipal Clerk, at the time the delegates(s) contacted the Municipal Clerk's Division to register for the Meeting. The delegate's electronic presentation must be provided to the Municipal Clerk's Division no later than 2:00 p.m. the business day preceding the commencement of the Meeting. Electronic presentations will not be installed once the meeting has begun.
- 7.5.9 No delegation may speak to matters described in section 2.6. The delegation request will not be added, or noted, in the Agenda.
- 7.5.10 No delegation may speak to the same matter twice within the same meeting.
- 7.5.11 Where a delegation request is received after the Agenda Deadline and the matter is included on an agenda for a meeting, the request will be added to the addendum for the applicable meeting if written notice to the Clerk is received, by the Agenda Update Deadline.

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- 7.5.12 A delegation, not listed on the agenda, shall not be heard without the consent of at least 2/3 majority of the Members present and shall be pertaining to an item listed on the Agenda. If the delegation is not pertaining to an item listed on the Agenda a suspension of the rules (3/4 vote) is required for the delegation to be heard. The delegation request will not be added, or noted, in the Agenda.
- 7.5.13 Each Delegation in respect of a particular matter shall be limited to seven minutes in addition to the time taken by Council to ask questions of the delegate and to receive answers to such questions.
- 7.5.14 Should there be more than one individual who registers to speak as a group on the same matter, the group shall be allotted up to ten minutes to delegate.
- 7.5.15 A single extension, of up to three minutes, may be provided to a delegation by passing a motion with a simple majority vote. All other extensions require the suspension of the rules of procedure.

7.6 Delegations - To Council

- 7.6.1 Delegations shall be restricted to speaking to matters included on the Council agenda for the Meeting in question.
- 7.6.2 Notwithstanding Sub-section 7.6.1, Delegations shall not be permitted to speak to a matter that was considered at a Standing Committee, where the Delegation spoke to the item at a Standing Committee or Council meeting, including a Public Meeting, which is being reported to Council.
- 7.6.3 Notwithstanding Sub-section 7.6.1, where the Municipal Clerk determines that the matter is of an urgent nature and there is insufficient time for a Delegation to be heard by a Standing Committee, subject to this Procedural By-law, the Delegation may be permitted to speak to Council on the matter.

7.7 Disposition of Items

- 7.7.1 When a delegate is addressing a matter that is not otherwise included on the agenda, a motion to deal with the delegation shall be in order immediately following the conclusion of the delegation.

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- 7.7.2 When considering the disposition of items related to:
- a) Provincial legislation, Council's position shall be forwarded to the Association of Municipalities of Ontario (AMO) for review and consideration.
 - b) Federal legislation, Council's position shall be forwarded to the Federation of Canadian Municipalities (FCM) for review and consideration.
 - c) Forwarding Council's decision to all Ontario Municipalities, Staff shall forward to the Association of Municipalities of Ontario (AMO) for review and consideration and not to all municipalities.
- 7.7.3 When Council only receives a correspondence item for information, no correspondence shall be sent to the submitter.
- 7.7.4 A person wishing to make representation at a Planning Public Meeting, is not required to give written notice unless it is required as part of electronic meeting participation procedures as set out by the Municipal Clerk and is not required to be listed on the PD Committee agenda for the Meeting in question.
- 7.8 Special Meetings**
- 7.8.1 No Delegation will be heard at a Special Meeting of Council or Committee meeting unless otherwise directed in the call of the special meeting.
- 7.9 Conduct of Delegations and Presenters**
- 7.9.1 Delegations and presenters shall not:
- a) speak disrespectfully of any person, or make detrimental comments, or speak ill of, or malign the integrity of staff, the public or Council and Committee;
 - b) use offensive words;
 - c) speak on any subject other than the subject for which they have given notice to address Council/Committee;
 - d) disobey the decision of the Chair;
 - e) enter into debate with Members;
 - f) appropriate any unused time allocated to another Delegation or Presenter;
 - g) deviate from answering directly when answering a question; or

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- h) display placards or props.
- i) use a meeting as a forum to speak on, or address, any matter relating to a campaign.

7.10 Public Meetings

- 7.10.1 Shall follow the format developed by the Municipal Clerk and Deputy CAO, Planning and Infrastructure.
- 7.10.2 Public meetings, under the Planning Act, shall be limited to three per Planning and Development Committee meeting unless otherwise determined by the Deputy CAO, Planning and Infrastructure.
- 7.10.3 Members of the Public speaking at a Public Meeting shall be limited to five minutes, in addition to the time taken by Council to ask questions of the person and to receive answers to such questions.

7.11 Consent Agenda

- 7.11.1 Items that do not require discussion, which may include minutes, communications, Staff Reports/Memos, and by-laws, may be added under this section, however, any single Member may, at the beginning of this section, request that an item be removed from the consent agenda to change the recommended motion and to vote on separately.
- 7.11.2 Should a Member have a pecuniary interest in an item on a consent resolution, the item shall be removed from the consent resolution and voted on separately.
- 7.11.3 Should a Member wish to simply discuss an item on a consent agenda, but not change the recommended motion, the Member may do so without “removing” the item from the consent resolution.

7.12 Items for Separate Discussion

- 7.12.1 Items that require, or may need discussion, may be listed here and not within the consent agenda. This may include items pulled from the ECCIP.

7.13 Consideration of Minutes

- 7.13.1 Minutes of Standing Committees, Advisory Committees, Boards, and municipal service boards shall be listed under this Section of the Council agenda and may be disposed of through a single resolution.
- 7.13.2 Minutes from previous Standing Committees and Council meeting(s) shall be adopted and all other minutes shall be received for information.

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- 7.13.3 Any Member may request that one, or more, recommendations contained in the Standing Committees minutes be extracted and voted on separately only for the purposes of changing the motion or holding a recorded vote. If the motion was lost at Standing Committee, a motion to consider the lost motion shall require a 2/3 majority vote, before discussion on the lost motion begins.
- 7.13.4 To approve a recommendation from a board or advisory committee, a Member of Council shall remove it from the consent agenda and put forward a motion to approve the recommendation within the minutes of the board or advisory committee.
- 7.13.5 Minutes of previous meetings may be adopted without having been read at the meeting at which their adoption is considered.
- 7.13.6 Minutes of Standing Committees approved at Council are not required to be added to the agenda or approved by a future Standing Committee meeting.

7.14 Communications

- 7.14.1 Where an item of correspondence is received and the subject matter pertains to an item on an agenda for a Council or Committee meeting, the correspondence shall be added to the agenda if received by the Clerk by the Agenda Update Deadline.
- 7.14.2 Communications which relate to a matter which has been referred to Staff for a report which is not yet on a published agenda or matters which are within the responsibility of Staff, shall not be placed on an agenda or the ECCIP and will be forwarded to the appropriate staff member for response to the author.
- 7.14.3 Where the Clerk received multiple copies of correspondence containing the same or similar information (such as a form letter), and the matter is on the agenda the Clerk may include one copy of the correspondence in the agenda and provide a summary of the remainder received.
- 7.14.4 The Municipal Clerk shall prepare an Electronic Council Communication Information Package (ECCIP) containing correspondence received by Staff for Council's information. This includes minutes of the Business Improvement Areas (BIAs).
- 7.14.5 The deadline for information to be included in the ECCIP is end of day Thursday, unless Friday is a holiday, then this deadline will move back a day.
- 7.14.6 The ECCIP shall be delivered electronically every Friday unless Friday is a holiday, then this deadline will move back a day.

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- 7.14.7 A Member of Council may request, in writing to the Clerk, including the Member's motion for the disposition of the item, that an item from the ECCIP be included on the next agenda of the appropriate Standing Committee, as determined by the Clerk. A seconder shall be required.
- 7.14.8 A member of the public can speak to an ECCIP item if they follow the delegation process, then the ECCIP item will be linked in the agenda.
- 7.14.9 The pulled item will be included on the agenda of the appropriate Standing Committee if submitted to the Clerk prior to the Agenda deadline. For clarity, this will not be the meeting three calendar days from when the ECCIP was published, but rather a future meeting.
- 7.14.10 If a Member submits a request to pull an ECCIP item to the Municipal Clerk after the Committee Agenda Deadline and prior to the Committee Agenda Update Deadline, it will be included in the Committee Agenda Update under the "Items for Separate Discussion" of the agenda, and it will require a 2/3 vote of the Members present, and voting at the meeting, to be added to the agenda for discussion. A note for the "required 2/3 vote to be discussed" will be added to the agenda.
- 7.14.11 If a Member submits an ECCIP item, that is not included in the agenda (i.e. after the Agenda Update Deadline), it shall not be considered until the next appropriate Regular Committee meeting.
- 7.14.12 If the mover is not present at the meeting, and no other Member wishes to move the item, the item shall not be considered and will need to follow the notice provisions for the next applicable meeting.
- 7.14.13 Communications which, in the opinion of the Clerk require action by Council shall be included on a Council or Committee agenda under Communications and shall include a recommendation for disposal.
- 7.14.14 Every communication to be presented to Council or Committee, shall be legibly written or printed, shall not contain any impertinent or improper matter or language, shall identify the author(s) including their name and address, and shall be filed with the Municipal Clerk.
- 7.14.15 Communications to be posted to the website may be abridged as determined by the Municipal Clerk to facilitate posting.
- 7.14.16 Communications related to a previous decision of Council shall not be considered by Council or a Committee within the same term of Council following the decision, unless a motion to reconsider or re-introduce the matter is presented to Council by a Member or a report on the matter is included on the agenda.

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7.15 Staff Reports and Staff Memos

- 7.15.1 The Staff Reports and Staff Memos Section of the Council agenda may include Removal of a Holding Symbol report upon urgent circumstances as determined by the Deputy CAO, Planning and Infrastructure and any Staff report that, due to timing, urgency, the important nature of the report and/or expediency, the Chief Administrative Officer determines should be considered by Council without first being presented to Committee for consideration.
- 7.15.2 The Staff Reports and Staff Memos sections of the Standing Committees agendas, shall be pertaining to the Committee mandate, or other such matter as may be referred to the Committee by Council.

7.16 New Business

- 7.16.1 New Business items shall not be added to the Council agenda. New Business items may be added to a Standing Committee agenda and shall be regarding the mandate of the appropriate Standing Committee.
- 7.16.1.1 Notwithstanding subsection 7.16.1, Members of Council are permitted to add an agenda item to the “Items for Separate Discussion” section of the Council agenda (not a Standing Committee) to override a Strong Mayors’ Mayoral veto by providing notice to the Clerk prior to the meeting, in accordance with the Council override provisions of the Strong Mayor powers within Part VI.1 of the Municipal Act.
- 7.16.1.2 Despite any provision in this Procedural By-law and subject to any prescribed requirements, if the Mayor is of the opinion that a particular matter could potentially advance a prescribed provincial priority, the Mayor may require the Council to consider the matter at either a Standing Committee or Council meeting, without notice, in accordance with the Strong Mayor powers within Part VI.1 of the Municipal Act.
- 7.16.2 Members may only introduce a motion on New Business provided that the matter was introduced in accordance with the notice provisions.
- 7.16.3 Notice of New Business items will be satisfied if a Member submits a New Business item, in writing, to the Municipal Clerk prior to the Committee Agenda deadline.
- 7.16.4 Any changes in wording to a New Business item after publication of the Agenda, shall require an amendment of the motion at the meeting.

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- 7.16.5 If a Member submits a New Business item to the Municipal Clerk after the Committee Agenda Deadline and prior to the Committee Agenda Update Deadline, it will be included in the Committee Agenda Update under the appropriate section of the agenda, and it will require a 2/3 vote of the Members present, and voting at the meeting, to be added to the agenda for discussion. A note for the “required 2/3 vote to be discussed” will be added to the agenda.
- 7.16.6 If a Member submits a New Business Item, that is not included in the agenda, it shall be in writing, and shall not be considered until the next appropriate Regular Committee meeting.
- 7.16.7 A seconder shall be required at the time of providing notice of the New Business item.
- 7.16.8 If a New Business Item is on the agenda, but the mover is not present at the meeting, and no other Member wishes to move the item, the item shall not be considered and will need to follow the notice provisions for the next applicable meeting.
- 7.17 Business Arising from Procedural Notices of Motion**
- 7.17.1 A Procedural Notice of Motion introducing a motion to amend something previously adopted by Council, to lift a matter from the table, to rescind a previous decision of Council, or to reconsider a previous decision of Council, shall only be considered at a Council meeting and shall be given to the Municipal Clerk including the date when it will be considered in writing, from the mover and seconder, prior to the Agenda Deadline. Procedural Notices of Motion received after the Agenda Deadline shall be placed on the next regular Council agenda.
- 7.17.2 Where a Procedural Notice of Motion has been given under subsection 7.17.1, for a “motion to amend something previously adopted by Council” or a “reconsideration”, the details of the amendment and proposed new resolution for a reconsideration respectively shall be included in the Procedural Notice of Motion.
- 7.17.3 Where a Procedural Notice of Motion has been given under Sub-section 7.17.1, the Procedural Notice of Motion shall be printed in full in the Agenda for that meeting of Council and each succeeding meeting until the motion is considered or otherwise disposed of.
- 7.17.4 When a Member’s Procedural Notice of Motion has been called by the Chair at two successive meetings and not proceeded with, it shall be removed from the agenda for all subsequent Meetings, unless Council otherwise decided.

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- 7.17.5 The Member who moved, or seconded, the procedural notice of motion is not required to be present when the related procedural notice of motion is considered. However, a new mover or seconder will be required for the notice of motion to be in order.

7.18 Confidential Items

- 7.18.1 The Confidential Items Section of the Agenda shall include any confidential items that, due to the nature of the item should be considered in a closed meeting in accordance with this Procedural By-law.

7.19 By-laws

- 7.19.1 No by-law, except:

- a by-law to confirm the proceedings of Council;
- a by-law granting authority to borrow under the authority of the *Municipal Act, 2001*;
- any by-law arising as the result of an order or decision of any judicial or quasi-judicial body; or
- a part lot control by-law;
- removal of holding symbol;

shall be presented to Council unless the subject matter thereof has been considered and approved by Council or by Committee.

- 7.19.1.1 Despite any provision in this Procedural By-law and subject to any prescribed requirements, if the Mayor is of the opinion that a by-law could potentially advance a prescribed provincial priority, the Mayor may propose the by-law to the Council and require the Council to consider and vote on the proposed by-law at either a Standing Committee or a Council meeting, without notice, other than notice prescribed in Statutes, in accordance with the Strong Mayor powers within Part VI.1 of the Municipal Act.
- 7.19.2 All by-laws shall be passed in a single motion unless a Member wishes to discuss the contents of the by-law, at which time the subject by-law shall be divided from the motion and dealt with separately.
- 7.19.3 Every by-law, when introduced, shall be in typewritten form, and shall contain no blanks except such as may be required to conform to accepted procedure or to comply with the provision of any Statute, and shall be complete with the exception of the number and date of the by-law.

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- 7.19.4 Every by-law shall be numbered and dated, signed by the Mayor and the Municipal Clerk, sealed with the seal of the Municipality, and retained under the control of the Municipal Clerk.

Section 8 – Petitions

- 8.1 An organizer of a public petition may submit the petition for inclusion on the appropriate Committee agenda. The organizer shall provide their name, address, email, and telephone number with the petition. No petition shall be considered valid and accepted by the Municipal Clerk without the name and contact information of the organizer.
- 8.2 Any communication with respect to the petition will be with the organizer of the petition only.
- 8.3 Petitions shall contain the printed name, signature, and municipal address of the individuals signing it. Signatures without contact information, or who are not Clarington residents, shall be redacted by the individual or group submitting the Petition or it will not be accepted by the Municipal Clerk nor placed on an agenda.
- 8.4 The Municipal Clerk shall refuse to place a petition on the agenda where the subject matter does not meet the Communications criteria as outlined elsewhere in this By-law;
- 8.5 Signatories to a petition are deemed to have waived any expectation of privacy as a result of the record being created for review by the general public.
- 8.6 Petitions may be placed on agendas at the discretion of the Municipal Clerk, or the petition may be summarized with a total number of signatories included.

Section 9 – Rules of Debate and Conduct

9.1 Conduct of Members of Council or Members of Committees

- 9.1.1 No Member shall:
- a) speak disrespectfully of any elected assembly;
 - b) use offensive words or unparliamentary language or speak disrespectfully against the Council, against any Member, or against any officer or employee of the Municipality, past or present;
 - c) speak on any subject other than the subject in debate;

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- d) disobey the Rules of Procedure or a decision of the Chair, on questions of Points of Order or procedure or upon the interpretation of the Rules of Procedure except where the ruling of the Chair is reversed by Council. If a Member persists in any such disobedience after having been called to order by the Chair, the Member shall abide by the ruling to vacate the meeting room or electronic meeting but if the Member apologizes they may, by majority vote of the Members, be permitted to retake their seat; or
- e) where a matter has been discussed in a closed Meeting, and where the matter remains confidential, disclose the content of the matter or the substance of the deliberations of the closed Meeting to any person.
- f) use a meeting as a forum to speak on, or address, any matter relating to a campaign.

9.2 Address the Chair

- 9.2.1 Any Member desiring to speak shall signify their desire to speak in such a manner as the Chair may direct, and upon being recognized by them, shall address the Chair.

9.3 Order of Speaking

- 9.3.1 When two, or more, Members signify a desire to speak, the Chair shall recognize the Member who, in the opinion of the Chair, so signified first and next recognize in order the other Members.
- 9.3.2 Members may ask questions of Staff, with the Chair's permission, during any portion of a Council or Committee meeting if it pertains to a matter on the Agenda.

9.4 Point of Privilege

- 9.4.1 Where a Member considers that their rights or integrity or the rights or integrity of the Council or Committee as a whole have been challenged, as a matter of Privilege, the Member may rise on a Point of Privilege at any time, with the consent of the Chair, for the purpose of drawing the attention of Council or Committee to the matter.

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9.4.2 A Member who desires to address Council or Committee, as the case may be, on a matter which concerns the rights or privileges of the Council collectively, or as an individual Member, will be permitted to raise such Point of Privilege. A Point of Privilege will take precedence over other matters. When a Member raises a Point of Privilege, the Chair may use the words "Councillor...state your Point of Privilege". While the Chair is ruling on the Point of Privilege, no one will be considered to be in possession of the floor, but thereafter the Member in possession of the floor when the Point of Privilege was raised, has the right to the floor when debate resumes.

9.4.3 Points of Privilege will only be recorded in the minutes if there is an appeal of the ruling of the Chair.

9.5 Point of Order

9.5.1 The Chair shall preserve order and decide on Points of Order.

9.5.2 A Member who desires to call attention to a violation of the Rules of Procedure will ask leave of the Chair to raise a Point of Order. When leave is granted, the Chair may use the words "Councillor...state your Point of Order." The Member will state the Point of Order with a concise explanation and will comply with the decision of the Chair. The Member in possession of the floor when the Point of Order was raised has the right to the floor when debate resumes.

9.5.3 Points of Order will only be recorded in the minutes if there is an appeal of the ruling of the Chair.

9.6 Appeal of Ruling of Chair

9.6.1 With respect to a ruling on either a Point of Privilege or Point of Order, if the Member does not appeal immediately thereafter to Council or Committee, as the case may be, the decision of the Chair shall be final.

9.6.2 If the decision is appealed, the Chair will give concise reasons for their ruling and will call a vote by Council or Committee, as the case may be, without debate on the following question: "Will the ruling be sustained?", and the decision of Council or Committee is final. The Chair may vote on this question. In the event of a tie vote, the ruling of the Chair shall be deemed to be sustained.

9.6.3 A Member may request a recorded vote for an appeal of the ruling of the Chair.

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9.7 Members Speaking

- 9.7.1 When a Member is speaking, no other Member shall pass between the Member and the Chair or interrupt the Member except to raise a Point of Order or Privilege.

9.8 Motion Read

- 9.8.1 Any Member may request the motion under discussion to be read at any time during the debate but not so as to interrupt a Member while they are speaking.

9.9 Speak Once - Reply

- 9.9.1 No Member shall speak more than once to the same motion without leave of Council or Committee, by a simple majority vote, except that a reply shall be allowed to be made by a Member if they are asked a question.
- 9.9.2 Notwithstanding section 9.9.1, Members may ask questions of each Member of the Public speaking at a Planning Public Meeting.

9.10 Time Limit

- 9.10.1 No Member, without leave of Council or Committee, as the case may be, shall speak to the same motion or in reply for longer than five (5) minutes.

9.11 Questions

- 9.11.1 A Member may ask a question for the purpose of obtaining information relating only to the matter under discussion and such questions must be stated concisely and asked only through the Chair.
- 9.11.2 Notwithstanding Sub-section 9.11.1, when a Member has been recognized as the next speaker, such Member may ask a question through the Chair to any Member, the Chief Administrative Officer, or Deputy CAO, or designate, but only for the purpose of obtaining information on matters contained on the Agenda, following which the Member may speak.

9.12 Motions

Reading

- 9.12.1 When a motion is presented in a Meeting, it shall be read by the Member, or, if it is a motion which may be presented orally as provided in this Procedural By-law it shall be stated by the Chair before debate.

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- 9.12.2 Notwithstanding Sub-section 9.12.1, a motion, the wording of which is printed in the agenda as either a separate item or as part of a report, need not be read in its entirety unless requested to do so by a Member, but shall be deemed to have been read for the purposes of introducing the motion.

Withdrawn

- 9.12.3 After a motion is properly moved and seconded, it shall be deemed to be in possession of Council or Committee but may be withdrawn by the mover or seconder at any time before the motion is put to a vote. If a mover or seconder wishes to withdraw the motion, the Chair may ask if another Member wishes to move or second the motion before it is considered withdrawn.

Seconding

- 9.12.4(a) No Member shall speak to any motion until it is properly moved and seconded, and the mover is entitled to speak first if the Member so elects. If debated, the motion may be read before being put.
- 9.12.4(b) Notwithstanding subsection 9.12.4(a), if the Mayor is invoking Strong Mayor powers within Part VI.1 of the Municipal Act for Council to consider and vote on a particular by-law, the Mayor shall be the mover and no seconder shall be required.
- 9.12.4(c) Notwithstanding subsection 9.12.4(a), if the Mayor is invoking Strong Mayor powers within Part VI.1 of the Municipal Act for Council to consider a matter, the matter may be dealt with as the Committee or Council sees fit through the normal course of a mover, seconder, and voting on a motion.
- 9.12.5 If no Member seconds the motion, the motion shall not be on the floor for consideration and therefore it shall not be recorded in the minutes unless it was in the agenda.

Motion Ruled Out of Order

- 9.12.6 Whenever the Chair is of the opinion that a motion is contrary to these Rules of Procedure, the Chair shall rule the motion out of order.

Not within jurisdiction of Council

- 9.12.7 A motion in respect of a matter which, in the opinion of the Municipal Solicitor, requires the exercise of a legislative power by Council which is not within its jurisdiction, shall not be in order at a Meeting of Council or Committee unless it is for purposes of requesting a higher level of government to make changes to policy or legislation.

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Motions Without Notice and Without Leave

9.12.8 The following motions may be introduced orally by a Member without notice and without leave, except as otherwise provided by this Procedural By-law, and may be debated:

- a) To adopt the Minutes;
- b) To approve/receive the Standing Committee or Advisory Committee Minutes;
- c) To pass By-laws; and
- d) To dispense with Consent Agendas.

Motion in Writing

9.12.9 Except as provided in this Procedural By-law, all motions introduced at a Meeting shall be in writing.

Priority of Disposition

9.12.10 A motion properly before Council or Committee for decision must be disposed of before any other motion can be received except a motion that may be introduced orally in accordance with this Procedural By-law.

Motion to Receive for Information or With Thanks

9.12.11 A motion to receive a matter for information or with thanks:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be submitted orally;
- d) May be debated;
- e) May be amended;
- f) May include additional instructions, and such instructions shall be submitted in writing;
- g) Shall require a majority vote to be adopted;
- h) If adopted, shall require that debate on the matter cease and the meeting proceed to the next item of business.

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- 9.12.12 Where Council or Committee has adopted a resolution to receive a matter for information, further motions pertaining to that matter may be introduced at a later time without requiring a motion to reconsider.

Motions from Members Before Agenda Update Deadline

- 9.12.13 If the Clerk receives, prior to the Agenda Update Deadline, a motion from a Member of Council regarding an item on the agenda, the Clerk shall place the submitted motion on the Agenda under the section, "Items for Separate Discussion".
- 9.12.14 A seconder shall be required at the time of submission to the Clerk.
- 9.12.15 If the Member who submitted the motion is not present at the meeting, and no other Member moves the submitted motion, the submitted motion shall not be considered.
- 9.12.16 If multiple motions are received regarding the same item:
- a) Duplicates of a recommended or existing motion will not be accepted or added to the agenda.
 - b) Motions will be placed on the Agenda in the order received and considered at the Meeting in that order.

Motion to Alter the Agenda

- 9.12.17 A motion to alter the agenda:
- a) May be moved or seconded by any Member;
 - b) Shall not require notice to be introduced;
 - c) May be introduced orally;
 - d) Shall not be debated;
 - e) May be amended, and such amendments shall not be debated;
 - f) Shall not include additional instructions;
 - g) Shall require a Majority Vote to be adopted; and
 - h) If adopted, shall require that the Chair of the meeting address matters on the agenda in accordance with the amended order of business.

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Motion to Refer

- 9.12.18 A Motion to Refer a matter:
- a) May be moved or seconded by any Member;
 - b) Shall not require notice to be introduced;
 - c) May be submitted orally;
 - d) May be debated (time/place/instructions only);
 - e) May be amended;
 - f) May include additional instructions, and such instructions shall include, to whom the matter is to be referred, which may be Council, Committee, a Department or a person, and the terms for referring the matter and the time period, if any, on or within which the matter is to be returned;
 - g) Shall be considered before all amendments to the main motion are considered;
 - h) Shall require a Majority Vote to be adopted; and
 - i) If resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business.
- 9.12.19 A motion to refer a matter where an amendment is currently under consideration, shall be considered a motion to refer the original matter and any amendments.
- 9.12.20 If communication items, or delegations, are referred to another Agenda item which is subsequently referred to a future meeting, there is no need to include the communication items, or delegations, in the Agenda of the subsequent meeting.
- 9.12.21 To allow for transparency for the public, if a Standing Committee refers an item to a future meeting, Council shall not consider the item without a $\frac{3}{4}$ majority vote prior to the future meeting to which it was referred.

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Motion to Defer

9.12.22 A motion to Defer a matter:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be submitted orally;
- d) May be debated (time/place only);
- e) May be amended;
- f) Shall include the time and place to which the matter is proposed to be deferred;
- g) Shall not include additional instructions;
- h) Shall require a Majority Vote to be adopted; and
- i) If resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business, and the matter shall be added to the agenda of the future meeting to which it was deferred.

9.12.23 To allow for transparency for the public, if a Standing Committee defers an item to a future meeting, Council shall not consider the item without a $\frac{3}{4}$ majority vote prior to the future meeting to which it was deferred.

Motion to Amend

9.12.24 A motion to amend another motion at a meeting:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) Shall be presented in writing if requested by the Chair;
- d) Shall relate to the subject matter of the main motion;
- e) Shall not be received proposing a direct negative to the motion it seeks to amend;
- f) May be debated;
- g) May itself be amended, however only one amendment to an amendment may be considered at a time;

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- h) Shall require a majority vote to be adopted;
- i) Shall be put to a vote in reverse order to the order in which the amendments are made; and
- j) If resolved in the affirmative, shall require that consideration of the motion continue as amended.

Motion to Amend Something Previously Adopted

9.12.25 A motion to amend something previously adopted:

- a) May be moved or seconded by any Member;
- b) Shall require notice to be given in accordance with this Procedural By-law;
- c) Shall be submitted in writing;
- d) May be debated, however debate shall be confined to reasons for or against the subject of the amendment;
- e) May be amended;
- f) May seek to amend all or only a portion of a motion;
- g) Shall only be considered by Council;
- h) Shall require a 2/3 Majority Vote to be adopted if the motion was adopted in the current term of Council or a simple majority vote if the motion was adopted by a previous term of Council; and
- i) If decided in the affirmative, shall require that amendment of the matter become the next item of business unless the motion calls for a future date, and debate on the amended motion may proceed as though it previously had never been voted on.

9.12.26 No “motion to amend something previously adopted” shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to amend, is to be debated.

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Motion to Call the Vote

9.12.27 A motion that a vote on the matter be now taken:

- a) May be moved or seconded by any Member who has not already spoken on the matter;
- b) May be made only by a Member who is recognized by the Chair and is on the Chair's list of Members wishing to speak to the motion;
- c) Shall not require notice to be introduced;
- d) May be submitted orally;
- e) Shall not be debated;
- f) Shall not be amended;
- g) Shall not include additional instructions;
- h) May be proposed with respect to any motion currently under consideration;
- i) Shall require a 2/3 Majority Vote to be adopted; and
- j) If resolved in the affirmative, shall require that the motion be put to a vote immediately without further debate.

Motion to Table

9.12.28 A motion to Table a matter:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be submitted orally;
- d) Shall not be debated;
- e) Shall not be amended;
- f) Shall not include additional instructions;
- g) Shall require a Majority Vote to be adopted; and
- h) If resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business.

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- 9.12.286 The matter tabled shall not be considered again by the Council or Committee until a motion has been made to lift from the table the tabled matter at the same or a subsequent Meeting.
- 9.12.30 A matter tabled at a Meeting of Committee may be lifted from the table by Council.
- 9.12.31 A matter tabled at Council may not be lifted from the table at a Meeting of Committee.
- 9.12.32 A motion to table shall only be used to table a matter indefinitely. For clarity, if Council/Committee wishes to consider a matter at a future meeting, a motion to refer or defer would be in order.
- 9.12.33 A motion that has been tabled at a previous Meeting cannot be lifted from the table unless notice thereof is given in accordance with Sub-section 7.14.

Motion to Divide

- 9.12.34 A motion to divide a motion:
- a) May be moved or seconded by any Member;
 - b) Shall not require notice to be introduced;
 - c) May be submitted orally;
 - d) Shall not be debated;
 - e) Shall not be amended;
 - f) Shall not include additional instructions;
 - g) May propose that one or more clauses in a motion be voted upon separately if they are distinct proposals;
 - h) Shall require a Majority Vote to be adopted; and
 - i) If resolved in the affirmative, shall allow for debate and voting on each clause of the motion separately, starting with the balance of the motion, then the clauses that have been divided.
- 9.12.35 The divided clauses shall have the same mover and seconder as the original motion.

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Motion to Rescind

- 9.12.36 A motion to rescind a previous resolution of Council:
- a) May be moved or seconded by any Member;
 - b) Shall require notice to be given in accordance with this Procedural By-law;
 - c) Shall be submitted in writing;
 - d) May be debated;
 - e) May be amended;
 - f) Shall not include additional instructions;
 - g) May seek to rescind all, or only a portion, of a motion;
 - h) Shall only be considered by Council;
 - i) Shall require a 2/3 Majority Vote to be adopted if the resolution to be rescinded was adopted within the current term of Council or a simple majority vote if the motion was adopted by a previous term of Council; and
 - j) If decided in the affirmative, requires that the rescinded resolution previously adopted by Council is immediately of no further force or effect.
- 9.12.374 A motion to rescind is not in order when action has been taken on the order of Council which it is impossible to reverse. The part of an order of Council which has not been acted upon, however, may be rescinded.

Motion to Reconsider

- 9.12.38 A Motion to reconsider a previous resolution of Council:
- a) May be moved or seconded by any Member;
 - b) Shall require notice to be given in accordance with this Procedural By-law;
 - c) Shall be submitted in writing;
 - d) May be debated, however debate shall be confined to reasons for or against the subject of the reconsideration;
 - e) May be amended;

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- f) May seek to reconsider all or only a portion of a motion;
- g) Shall only be considered by Council;
- h) Shall require a 2/3 Majority Vote to be adopted if the motion was adopted in the current term of Council or a simple majority vote if the motion was adopted by a previous term of Council; and
- i) If decided in the affirmative, shall require that reconsideration of the matter become the next item of business, unless the motion calls for a future date, and debate on the reconsidered motion may proceed as though it previously had never been voted on.

9.12.39 No discussion of the main motion shall be allowed until the motion to reconsider is adopted.

9.12.40 If a motion to reconsider is decided in the affirmative at a Meeting, the previously adopted resolution of Council remains in force unless and until Council adopts a new resolution.

9.12.41 A vote to reconsider a particular matter, or decision, will not be considered more than once during the term of Council.

9.12.42 Where a written decision of the Ontario Land Tribunal (OLT) identifies findings with regard to an appeal and delivers those findings to Council to make a new decision, the matter shall be placed as soon as practicable on the PD Committee meeting agenda by way of a staff report, following receipt of the written decision from OLT. The matter shall be deemed not to be a "reconsideration" under this By-law.

9.12.43 No motion to reconsider a decided matter of Council shall be in order when the original motion has been implemented resulting in a legally binding commitment that is in place on the date that a motion to reconsider is to be debated.

Motion to Suspend the Rules of Procedure

9.12.44 A motion to suspend the rules of procedure:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be introduced orally;
- d) Shall not be debated;
- e) Shall not be amended;

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- f) Shall not include additional instructions;
- g) Shall require a Three-Quarters Vote to be adopted; and
- h) If adopted, shall require the Chair of the meeting to observe and enforce the rules of procedure as altered by the resolution.

Motion to Recess

9.12.45 A motion to recess a meeting:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be introduced orally;
- d) Shall not be debated;
- e) May be amended, and such amendments shall not be debated;
- f) Shall specify the amount of time the meeting shall stand recessed;
- g) Shall not include additional instructions;
- h) Shall require a Majority Vote to be adopted; and
- i) If resolved in the affirmative, requires that the Chair declare a recess and state the time that the meeting is scheduled to resume, which shall neither end the Meeting nor destroy its continuity and after which, proceedings shall immediately resume at the point where they were interrupted.

Motion to Adjourn

9.12.46 A motion to adjourn a meeting:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) May be introduced orally;
- d) Shall not be debated;
- e) Shall not be amended;
- f) Shall not include additional instructions;

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- g) Shall be in order except:
 - i. When a Member is speaking or during the taking of a vote;
 - ii. immediately following the affirmative resolution of a motion that a vote on the matter be now taken; and
 - iii. When a Member has already indicated to the Chair that they wish to speak on the matter.
- h) Shall require a Majority Vote to be adopted;
- i) If resolved in the negative, shall not be made again until Council has conducted further proceedings; and
- j) If resolved in the affirmative, shall require that the meeting be adjourned immediately.

9.12.47 A motion to proceed beyond the scheduled adjournment time:

- a) May be moved or seconded by any Member;
- b) Shall not require notice to be introduced;
- c) may be introduced orally;
- d) Shall not be debated;
- e) Shall not be amended;
- f) Shall not include additional instructions;
- g) Shall be in order except when a Member is speaking or the Members are voting;
- h) Shall require a 3/4 Vote to be adopted;
- i) If resolved in the negative, the meeting shall be adjourned unless an alternative extension is proposed by a Member; and
- j) If resolved in the affirmative, shall require the Chair to continue the meeting until all matters are dealt with or until the new scheduled adjournment time.

The Corporation of the Municipality of Clarington

Procedural By-law 2025-014

9.13 Voting on Motions

- 9.13.1 Immediately preceding the taking of the vote on a motion, the Chair may state the question in the form introduced and shall do so if required by a Member.
- 9.13.2 After a question is finally put by the Chair no Member shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.
- 9.13.3 If, during the call of the vote, there is ambiguity by a Member on what is being voted on, the Member may be afforded the clarity, the call for vote may start again, and a Member is entitled to change their vote.
- 9.13.4 Every Member present at a Meeting, when a question is put, shall vote thereon unless disqualified under the Municipal Conflict of Interest *Act* to vote on the question.
- 9.13.5 Except where the Member is disqualified under the Municipal Conflict of Interest Act from voting, if a Member does not vote when a question is put, the member shall be deemed to have voted in the negative.
- 9.13.6 A Member not in their seat when the question is called by the Chair is not entitled to vote on that question.
- 9.13.7 Each Member has only one vote.
- 9.13.8 The vote required to pass a motion shall be a simple majority except as otherwise provided by this Procedural By-law or by Statute.
- 9.13.9 Where a vote is taken and a tie results, the motion shall be deemed to have been decided in the negative.
- 9.13.10 Except for a Recorded Vote, the Chair shall announce the result of every vote.

Unrecorded Vote

- 9.13.11 The manner of determining the decision of the Council or Committee on a motion shall be at the discretion of the Chair and may be by voice, show of hands, or otherwise.

The Corporation of the Municipality of Clarington

Procedural By-law 2025-014

Recorded Vote

- 9.13.12 A Recorded Vote shall be in order at Council, Committee and Local Board meetings, and may be requested immediately before or after the taking of the vote.
- 9.13.13 When a Recorded Vote is requested by a Member during a Meeting, or is otherwise required, the Municipal Clerk shall record the name and vote of every Member.
- 9.13.14 The order in which Members vote on recorded votes shall be in alphabetical order of the Members present and voting, commencing with the Member who made the request and continuing through the alphabet and then back to the beginning of the alphabet, if necessary, until all Members have voted. The Chair shall vote last.
- 9.13.15 If a request for a recorded vote is made by the Chair, the order in which Member's vote shall be in alphabetical order of the Members present and voting. The Chair shall vote first.
- 9.13.16 The Municipal Clerk, shall announce the results of the Recorded Vote.

9.14 Conduct of the Audience

- 9.14.1 Members of the public who constitute the audience in the Council Chamber or adjacent to the Meeting room, or in an electronic meeting, or other such place where the Meeting is held, during a Meeting, shall maintain order and quiet and may not:
- a) Address Council or Committee without permission;
 - b) Interrupt any speaker or action of the Members or any other person addressing Council or Committee;
 - c) Speak out and shall refrain from public outbursts, heckling, shouting, making comments, or behaviour intended to disrupt the debate, discussion and/or general proceedings;
 - d) Clap, except following award presentations;
 - e) Behave in a disorderly manner or be disrespectful of Council, Staff, delegations, or any member of the audience;
 - f) Engage in conversations or make any other noise, or sound, that proves disruptive to the conduct of the meeting; or
 - g) Display placards or props.

The Corporation of the Municipality of Clarington

Procedural By-law 2025-014

Section 10 - Implementation

- 10.1 Any omissions, or failure to strictly comply, with this By-law or any other municipal legislation (including any notice which is substantively given but is irregular) will not invalidate the holding of a meeting or any proceeding or decision taken at the meeting.
- 10.2 If a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law shall be considered to be severed from the balance of the By-law, which shall continue to operate in full force and effect.
- 10.3 By-law 2023-033, and all amendments thereto, are hereby repealed.
- 10.4 This Procedural By-law shall come into full force and effect on the date of passing.

Passed in Open Council this 28th day of April, 2025.

Adrian Foster, Mayor

June Gallagher, Municipal Clerk

By signing this by-law on April 28, 2025, Mayor Adrian Foster will not exercise the power to veto this by-law.

If this information is required in an alternate format, please contact the Accessibility Coordinator at 905-623-3379 ext. 2131.

The Corporation of the Municipality of Clarington

By-law 2025-015

Being a By-law to amend By-law 84-63, the Comprehensive Zoning By-law for the Corporation of the Municipality of Clarington.

Whereas the Council of the Corporation of the Municipality of Clarington deems it advisable to amend By-law 84-63, as amended, of the Corporation of the Municipality of Clarington for ZBA2024-0029;

Now therefore be It resolved that the Council of the Corporation of the Municipality of Clarington enacts as follows:

1. Schedule '3' (Bowmanville) to By-law 84-63, as amended, is hereby further amended by changing the zone from:
"Urban Residential Type One (R1) Zone" to "Urban Residential Exception (R2-26) Zone"
"Agricultural (A) Zone" to "Urban Residential Exception (R2-26) Zone"

as illustrated on the attached Schedule 'A' hereto.
2. Schedule 'A' attached hereto shall form a part of this By-law.
3. This By-law shall come into effect on the date of the passing hereof, subject to the provisions of Section 34 of the *Planning Act*.

Passed in Open Council this 28th day of April, 2025.

Adrian Foster, Mayor

June Gallagher, Municipal Clerk

By signing this by-law on April 28, 2025, Mayor Adrian Foster will not exercise the power to veto this by-law.

This is Schedule "A" to By-law 2025- -015, passed this 28th day of April, 2025 A.D.



General Government Committee

Minutes

Date: April 7, 2025
Time: 9:30 a.m.
Location: Council Chambers or Electronic Participation
Municipal Administrative Centre
40 Temperance Street, 2nd Floor
Bowmanville, Ontario

Members Present: Mayor A. Foster, Councillor G. Anderson, Councillor S. Elhajjeh, Councillor C. Traill, Councillor W. Woo, Councillor M. Zwart

Regrets: Councillor L. Rang

Staff Present: M. Dempster, J. Newman, L. Turcotte, D. Lyons, R. Maciver, T. Pinn, L. Reck, J. Gallagher

Other Staff Present: M. Machacek, J. MacLean, A. Micu, M. Westover

1. **Call to Order**

Mayor Foster called the meeting to order at 9:30 a.m.

Councillor Anderson joined later in the meeting at 11:03 a.m.

2. **Land Acknowledgement Statement**

Councillor Woo led the meeting in the Land Acknowledgement Statement.

3. **Declaration of Interest**

There were no disclosures of interest stated at this meeting.

4. **Announcements**

Members of Committee announced upcoming community events and matters of community interest.

5. **Presentations/Delegations**

5.1 Winter Warming and Homelessness

5.1.1 Presentation by Sahar Foroutani, Manager, Homeless System Management, Region of Durham, Regarding Report CAO-008-25 Winter Warming and Homelessness

Sahar Foroutani, Manager, Homeless System Management, Region of Durham, was present regarding Report CAO-008-25 - Winter Warming and Homelessness. Using an electronic presentation, Sahar provided an overview of the winter warming initiative and integrated community outreach network in Clarington. S. Foroutani outlined the engagement and contributions received, site operations, and community responses. Sahar provided an overview of the Durham Region and Clarington homelessness numbers. S. Foroutani provided an update on the Newtonville parking lot signage, noted that the Region recommends continuing street outreach to deliver postcards, and answered questions from Members of Committee.

5.1.2 Certificate Presentation to Integrated Community Outreach Network in Clarington (ICONIC)

Mayor Foster thanked the Integrated Community Outreach Network in Clarington (ICONIC) and presented a certificate for their efforts to provide coordinated support, meals, and community connection to those experiencing homelessness in Clarington.

5.1.3 CAO-008-25 - Winter Warming and Homelessness

Resolution # GG-058-25

Moved by Councillor Elhajjeh

Seconded by Councillor Zwart

That Report CAO-008-25, and any related delegations or communication items, be received;

That the Deputy CAO/Solicitor be granted authority to sign a lease of the former Tourism Office located at 181 Liberty Street South to The Regional Municipality of Durham, for the purposes of continuing its use as a Winter Warming Centre from November to April for the 2025-26 season, for a nominal rent;

That Staff review the lease at the end of the 2025-2026 season and report back to Council with any changes or plans for long-term use of the space;

That Council recognize the work of ICONIC (Integrated Community Outreach Network in Clarington) for their efforts to provide coordinated support, meals, and community connection to those experiencing homelessness in Clarington; and

That all interested parties listed in Report CAO-008-25, and any delegations be advised of Council's decision.

Carried

5.2 Public Meeting - Municipal Wide Development Charge and Community Benefits Charge By-law

5.2.1 Presentation by Jackie Hall, Associate, Hemson Consulting, Regarding Municipal Wide Development Charge and Community Benefits Charge By-law

Jackie Hall, Associate, Hemson Consulting, was present regarding the 2025 Development Charges (DC) Study and Community Benefits Charges (CBC) Strategy. Using an electronic presentation, Jackie provided an overview of the public meeting and framework for growth-related capital. J. Hall outlined the DCA statutory exemptions and other requirements, DC study process, development forecast to 2034, municipal-wide capital program, and the calculated residential DC Rates. Jackie compared the current versus draft calculated municipal-wide residential rates per single-detached and non-residential rates. J. Hall provided an update since their delegation at the February 3, 2025, General Government Committee meeting. Jackie outlined the residential rate comparison for single/semi-detached, industrial, and non-industrial. J. Hall provided an overview of the draft 2025 DC by-law policy changes, CBC legislative basics, and the CBC capital program. Jackie stated that the proposed CBC rate is a maximum permissible 4 per cent of land value. Jackie outlined the revenue forecast versus capital costs for 2025-2034, the comparison to other municipalities for their land value percentage, and the timeline and next steps. J. Hall answered questions from Members of Committee.

5.2.2 Public Meeting Delegates

There was no one present in support of or in opposition to the by-law.

The Public Meeting concluded at 10:40 a.m.

5.3 Delegation by Tom Barrie, Durham Agricultural Advisory Committee (DAAC), Regarding a 2024 DAAC Update

Tom Barrie, Durham Agricultural Advisory Committee (DAAC), was present regarding a 2024 DAAC Update. Using an electronic presentation, Tom provided an overview of the DAAC, including their accomplishments. T. Barrie outlined the local farm sales, the number of farms, acres of farmland, average farm size, and the 2024 activities.

Resolution # GG-059-25

Moved by Councillor Woo

Seconded by Councillor Zwart

That the delegation be extended for an additional 3 minutes.

Carried

Tom provided an overview of the major issues facing agriculture in the Region and answered questions from Members of Committee.

Resolution # GG-060-25

Moved by Councillor Zwart

Seconded by Councillor Elhajjeh

That the Delegation of Tom Barrie, Durham Agricultural Advisory Committee (DAAC), Regarding a 2024 DAAC Update, be received with thanks.

Carried

5.4 Delegation by Elaine Popp, Durham College, Regarding Item 6.1 Correspondence from the Town of Ajax, Regarding Impacts of the International Student Program Changes to Local Post Secondary Programs

Councillor Anderson joined the meeting at 11:03 a.m.

Elaine Popp, Durham College, was present regarding Item 6.1, Correspondence from the Town of Ajax, Regarding Impacts of the International Student Program Changes to Local Post Secondary Programs. Elaine explained the role Durham College plays in Clarington and the Region and the support from private and public sector organizations. E. Popp provided an overview of the hardships post-secondary organizations are facing due to the lack of provincial funding and policy shifts, including grant funding and tuition rates. Elaine noted that the Ontario tuition rates have been frozen for another two years, despite inflation. E. Popp provided an overview of the Immigration, Refugees and Citizenship Canada (IRCC) changes to limiting international students. Elaine stated that there is a cap placed on international students, which is also placed on college programs and work permits. E. Popp explained that resulting from the IRCC changes, they are having funding shortfalls and challenges.

Resolution # GG-061-25

Moved by Councillor Zwart

Seconded by Councillor Woo

That the delegation be extended for an additional 3 minutes.

Carried

Elaine stated that they eliminated over 100 employees from the college and have successfully balanced this year's budget. E. Popp requested that Council endorse the resolution by the Town of Ajax and answered questions from Members of Committee.

Alter the Agenda

Resolution # GG-062-25

Moved by Councillor Zwart
Seconded by Councillor Anderson

That the Agenda be altered to consider 6.1, Correspondence from the Town of Ajax, Regarding Impacts of the International Student Program Changes to Local Post Secondary Programs, at this time.

Carried

6. Consent Agenda

6.1 Correspondence from the Town of Ajax, Regarding Impacts of the International Student Program Changes to Local Post Secondary Programs (Mayor Foster)

Moved by Councillor Zwart
Seconded by Councillor Anderson

That the Delegation of Elaine Popp, Durham College, Regarding Item 6.1, Correspondence from the Town of Ajax, regarding Impacts of the International Student Program Changes to Local Post Secondary Programs, be received with thanks;

That the following resolution from the Town of Ajax, regarding Impacts of the International Student Program Changes to Local Post Secondary Programs, be endorsed by the Municipality of Clarington:

Whereas the Town of Ajax recognizes the significant contributions of Durham College (DC) to our local economy and community through its diverse range of programs and skilled graduates;

And whereas the recent changes to the International Student Program (ISP) by Immigration, Refugees and Citizenship Canada (IRCC) have negatively impacted post-secondary institutions in Ontario, including Durham College, by reducing international student study permits and limiting eligibility for Post-Graduation Work Permits (PGWP) to programs in fields of study identified as having national labour market shortages, irrespective of local labour market needs;

And whereas the Blue-Ribbon Panel report commissioned by the provincial government highlighted the need for long-term, sustainable funding for the post-secondary sector, noting that Ontario's colleges are funded at 44% of the national average, with tuition revenue first cut by 10% in 2019 and then frozen for the past six years;

And whereas the financial sustainability challenges faced by Ontario's post-secondary institutions have been exacerbated by significant wage and cost inflation, as well as the growing reliance on international enrolment;

And whereas DC has compiled a short list 34 programs not currently PGWP eligible to the IRCC list of fields of study (ATTACHMENT #1) which provide skilled graduates who are vital to growing our local economy, and in some cases, the College relies on international student enrolment in these programs to create financially viable cohorts for domestic students;

Now therefore be it resolved that Ajax Council calls on the federal government to add the 34 programs listed in ATTACHMENT #1 and offered at DC to the IRCC list of fields of study;

Ajax Council calls on the provincial government to enact the recommendation in the Blue-Ribbon Panel report to provide long-term, sustainable funding for the post-secondary sector; and

A copy of this resolution be sent to Immigration, Refugees and Citizenship Canada Minister Marc Miller, the Ontario Ministry of Colleges and Universities, Regional Municipality of Durham Chair John Henry, and all lower-tier Durham Region municipal Councils.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Traill, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Rang

Carried on a recorded vote (6 to 0)

Recess

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That the Committee recess for 10 minutes.

Carried

The meeting reconvened at 11:38 a.m. with Mayor Foster in the Chair.

5. Presentations/Delegations

5.5 Delegation by Hawa Mire, Regarding Report CAO-009-25 - IDEA and Accessibility Program Update

Hawa Mire was present regarding Report CAO-009-25 - IDEA and Accessibility Program Update. Hawa questioned why the funds are going into a reserve when there is a current need and what is happening to the front-line IDEA work. H. Mire also questioned why the position and funds are no longer required and what has changed in the community to suggest the work is no longer required.

Hawa explained that Clarington is getting more diverse and suggested investing to prevent and respond to the different forms of hate in the community. Hawa requested that Committee deny options A and B and keep the funds in the IDEA portfolio to support prevention, safety, community, and Clarington representation. H. Mire answered questions from Members of Committee.

Alter the Agenda

Resolution # GG-062-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the Agenda be altered to consider Item 7.3, Report CAO-009-25 - IDEA and Accessibility Program Update, at this time.

Carried

7. Items for Separate Discussion

7.3 CAO-009-25 - IDEA and Accessibility Program Update

Resolution # GG-063-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That Report CAO-009-25, and any related delegations or communication items, be received;

That Council reallocate the funds of the identified \$100,800 salary redundancy to the Future Staffing Reserve Fund to help offset future impacts to the tax levy; and

That all interested parties listed in Report CAO-009-25, and any delegations be advised of Council's decision.

Carried

Resolution # GG-064-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the Rules of Procedure be suspended to delay the scheduled break at noon by 30 minutes, until 12:30 p.m.

Carried

Alter the Agenda

Resolution # GG-065-25

Moved by Councillor Traill

Seconded by Councillor Anderson

That the Agenda be altered to consider Items 6.9 Veteran's Crosswalk, 7.1 LGS-006-25 Procedural By-law, and 9.1 Council Attendance and Training, at this time.

Carried

6. Consent Agenda

6.9 CAO-007-25 - Veterans' Crosswalk

Resolution # GG-066-25

Moved by Councillor Traill

Seconded by Councillor Elhajjeh

That Report CAO-007-25 and any related delegations or communication items be received;

That the Veterans' crosswalk design be approved as shown;

That staff be directed to install the Veterans' crosswalk on the north side of the King Street and Temperance Street intersection, crossing east/west;

That funding of up to \$30,000 from the Tax Rate Stabilization Reserve Fund be approved for the installation of the crosswalk design;

That Staff be directed to hold an opening ceremony on October 31 to coincide with the raising of the Poppy Flag;

That Staff report back on a potential second site in Courtice; and

That all interested parties listed in Report CAO-007-25 and any delegations be advised of Council's decision.

Motion Withdrawn

Later in the meeting, see following motion.

Resolution # GG-067-25

Moved by Councillor Zwart

Seconded by Councillor Woo

That the foregoing Resolution #GG-066-25 be amended by adding the following at the end:

That Staff report back on potential additional sites for a Veteran's crosswalk in communities where there are cenotaphs.

Motion Withdrawn

Resolution # GG-068-25

Moved by Councillor Anderson

Seconded by Councillor Elhajjeh

That the Rules of Procedure be suspended to delay the scheduled break an additional 30 minutes, until 1:00 p.m.

Carried

The foregoing Resolution #GG-066-25 was then withdrawn.

Resolution # GG-069-25

Moved by Councillor Traill

Seconded by Councillor Elhajjeh

That Report CAO-007-25 and any related delegations or communication items be received;

That the Veterans' crosswalk design be approved as shown;

That Staff be directed to install the Veterans' crosswalk on the north side of the King Street and Temperance Street intersection, crossing east/west;

That funding of up to \$30,000 from the Tax Rate Stabilization Reserve Fund be approved for the installation of the crosswalk design;

That Staff be directed to hold an opening ceremony on October 31 to coincide with the raising of the Poppy Flag; and

That all interested parties listed in Report CAO-007-25 and any delegations be advised of Council's decision.

Amendment

Resolution # GG-070-25

Moved by Councillor Woo

Seconded by Councillor Zwart

That the foregoing Resolution #GG-069-25 be amended by adding the following:

That Staff report back at the May 5, 2025, General Government Committee meeting on additional Veteran's crosswalks at a minimum of one per ward.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Traill, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Rang

Carried on a recorded vote (6 to 0)

Main Motion as Amended

Resolution # GG-071-25

Moved by Councillor Traill

Seconded by Councillor Elhajjeh

That Report CAO-007-25 and any related delegations or communication items be received;

That the Veterans' crosswalk design be approved as shown;

That staff be directed to install the Veterans' crosswalk on the north side of the King Street and Temperance Street intersection, crossing east/west;

That funding of up to \$30,000 from the Tax Rate Stabilization Reserve Fund be approved for the installation of the crosswalk design;

That Staff be directed to hold an opening ceremony on October 31 to coincide with the raising of the Poppy Flag;

That Staff report back at the May 5, 2025 General Government Committee meeting on additional Veteran's crosswalks at a minimum of one per ward.

That all interested parties listed in Report CAO-007-25 and any delegations be advised of Council's decision.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Traill, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Rang

Carried on a recorded vote (6 to 0)

7. Items for Separate Discussion

7.1 LGS-006-25 - Procedural By-law

Resolution # GG-072-25

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That Report LGS-006-25, and any related delegations or communication items, be received;

That the By-law attached to Report LGS-006-25, as Attachment 1, to repeal and replace Clarington's Procedural By-law 2023-033, be approved; and

That all interested parties listed in Report LGS-006-25, and any delegations, be advised of Council's decision.

Amendment

Resolution # GG-073-25

Moved by Councillor Zwart
Seconded by Councillor Anderson

That the foregoing Resolution #GG-072-25 be amended by adding the following after the second paragraph:

Whereas the Municipality of Clarington is proudly Canadian;

And whereas the Municipality of Clarington recognizes the importance of national pride and unity;

And whereas Clarington wants to make it clear that we support Canadian values, sovereignty, residents, business, goods, and services;

And whereas the playing of the Canadian National Anthem, "O Canada," at the beginning of Council meetings will foster a greater sense of community and patriotism;

Now therefore be it resolved that the Procedural By-law be amended to add the Canadian National Anthem to regular meetings of Council agenda's order of business following the Land Acknowledgement and before the Moment of Silence;

That Staff be directed to ensure that a version of "O Canada" is available and played at each regular Council meeting, where technically feasible; and

That this resolution be implemented as soon as possible.

Yes (6): Mayor Foster, Councillor Anderson, Councillor Elhajjeh, Councillor Traill, Councillor Woo, and Councillor Zwart

Absent (1): Councillor Rang

Carried on a recorded vote (6 to 0)

Amendment

Resolution # GG-074-25

Moved by Councillor Zwart
Seconded by Councillor Woo

That the foregoing Resolution #GG-072-25 be amended by adding the following to the second paragraph:

That the Procedural By-law be amended to add a section 2.5.7 as follows:

"Members of Council participating in a meeting electronically shall have their cameras always turned on during the meeting."

That Staff be directed to update the definition of Electronic Participation to reflect the above change.

Yes (3): Mayor Foster, Councillor Woo, and Councillor Zwart

No (3): Councillor Anderson, Councillor Elhajjeh, and Councillor Traill

Absent (1): Councillor Rang

Motion Lost on a recorded vote (3 to 3)

Main Motion as Amended

Resolution # GG-075-25

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That Report LGS-006-25, and any related delegations or communication items, be received;

That the By-law attached to Report LGS-006-25, as Attachment 1, to repeal and replace Clarington's Procedural By-law 2023-033, be approved with the following amendments:

That the Procedural By-law be amended to add the Canadian National Anthem to regular meetings of Council agenda's order of business following the Land Acknowledgement and before the Moment of Silence;

That Staff be directed to ensure that a version of "O Canada" is available and played at each regular Council meeting, where technically feasible;

That this resolution be implemented as soon as possible;

That all interested parties listed in Report LGS-006-25, and any delegations, be advised of Council's decision.

Carried

7.1.1 National Anthem at Council Meetings

Item 7.1.1 was considered during Item 7.1.

7.1.2 Members Participating Electronically

Item 7.1.2 was considered during Item 7.1.

Suspend the Rules

Resolution # GG-076-25

Moved by Councillor Traill

Seconded by Councillor Elhajjeh

That the Rules of Procedure be suspended to extend the meeting for an additional 10 minutes.

Motion Lost

Councillor Traill left the meeting.

The Committee recessed for their one-hour scheduled break in accordance with the Procedural By- law.

The meeting reconvened at 1:55 p.m. with Mayor Foster in the Chair.

9. New Business

9.1 Council Attendance and Training (Mayor Foster)

Resolution # GG-077-25

Moved by Councillor Zwart

Seconded by Councillor Woo

Whereas the Procedural by-law states that a Member of Council has a duty “to deliberate on the business submitted to Council or Committees of Council, as the case may be”;

And whereas it is the role of a Member of Council to be a representative, a policy-maker, and a steward;

And whereas attendance at meetings facilitates Members’ roles;

And whereas Council has made a policy commitment to attend certain training (Policy CP-006, Inclusion, Diversity, Equity, Anti-Racism and Accessibility Training Plan for Council Policy) and should endeavour to attend other municipally-organized training offered to Members of Council;

And whereas other municipalities such as Brantford, Collingwood, and Guelph have attendance reporting;

And whereas Clarington does not have a reporting mechanism to hold Members of Council accountable for meeting attendance and training;

Now therefore be it resolved that Staff be directed to provide Council with an annual report on the attendance record of each member of Council for the previous calendar year that documents:

- 1) Attendance at regular and special Council and Standing Committee meetings to indicate whether the member was:
 - a. In attendance In-Person
 - b. In attendance online
 - c. Absent with regrets
 - d. Absent without regrets
- 2) Attendance at training or education sessions deemed by any Council policy or resolution to be a requirement.

Carried

Resolution # GG-078-25

Moved by Councillor Elhajjeh

Seconded by Councillor Anderson

That the foregoing Resolution #GG-077-25 be deferred to the May 5, 2025, General Government Committee meeting.

Motion Lost

The foregoing Resolution #GG-077-25 was then put to a vote and carried.

6. Consent Agenda

Resolution # GG-079-25

Moved by Councillor Woo

Seconded by Councillor Anderson

That the remaining Items listed in Section 6, with the exception of Item 6.6, be approved.

Carried

6.2 Memo-002-25 - Civic Recognition and Dedication Policy

Resolution # GG-080-25

That Memo-002-25 Civic Recognition and Dedication Policy, be received; and

That Council repeal Policy F9, Proclamations Policy, in addition to the items repealed through PUB-016-24.

6.3 LGS-012-25 - Vehicle for Hire By-Law Amendment

Resolution # GG-081-25

That Report LGS-012-25, and any related delegations or communication items, be received;

That the By-law amendment attached to Report LGS-012-25, as Attachment 1, be approved; and

That all interested parties listed in Report LGS-012-25, and any delegations be advised of Council's decision.

6.4 LGS-014-25 - Garbage Receptacles in the Municipality of Clarington

Resolution # GG-082-25

That Report LGS-014-25, and any related delegations or communication items, be received; and

That the Deputy CAO/Solicitor is authorized to finalize the form and content of a Lease Agreement with Creative Outdoor Advertising for the provision of garbage receptacles, and to execute the Lease Agreement for up to 10 years on behalf of the Municipality.

6.5 FSD-011-25 - 2024 Annual Statement of Development Charges, Cash-in-Lieu - Parkland and Building Permit Reserve Funds

Resolution # GG-083-25

That Report FSD-011-25, and any related delegations or communication items, be received for information.

6.7 PUB-004-25 - Elevator Modernization

Resolution # GG-084-25

That Report PUB-004-25, and any related delegations or communication items, be received;

That Council approve additional funding of up to \$300,000 to complete the required modernization of the Municipal Administrative Centre (MAC) and Sarah Jane Williams Heritage Centre (SJWHC) elevators; and

That all interested parties listed in Report PUB-004-25, be advised of Council's decision.

6.8 CAO-002-25 - 2024 Annual Accessibility Update

Resolution # GG-085-25

That Report CAO-002-25, and any related delegations or communication items, be received;

That the Report CAO-002-25, be placed on the Municipal website to meet the *Accessibility for Ontarians with Disabilities Act* (AODA) requirements; and

That all interested parties listed in Report CAO-002-25 be advised of Council's decision.

6.6 FSD-012-25 - Rose Parkette Construction

Resolution # GG-086-25

Moved by Councillor Woo

Seconded by Councillor Zwart

That Report FSD-012-25, and any related delegations or communication items, be received;

That the proposal received from Royalcrest Paving and Contracting Ltd. with a bid amount of \$282,151.73 (Net HST Rebate) being the lowest bidder meeting all terms, conditions and specifications of CL2025-5 be awarded the contract for the completion of Rose Parkette;

That the provisional items 4.03 – Concrete Paving (Playpod) – Colour, 4.05 – Concrete Paving (Park Entrances) – Colour and 4.10 – Amourstone, be included in the award;

That additional funding as required for this project be approved and would be funded from the Parks & Recreation Development Charges Reserve Fund;

That Public Services staff be directed to work with Deputy CAO/Treasurer of Finance to address operational financial implications associated with increased operational costs in future budgets; and

That all interested parties listed in Report FSD-012-25, and any delegations be advised of Council's decision.

Carried

7. Items for Separate Discussion

7.2 LGS-011-25 - Appointment to the Clarington Heritage Committee

Resolution # GG-087-25

Moved by Councillor Zwart

Seconded by Councillor Anderson

That Report LGS-011-25, and any related delegations or communication items, be received;

That the resignation of Colin Maitland be received with thanks;

That the Committee consider the applications for appointments to the Clarington Heritage Committee, and that the vote be conducted to appoint the citizen representatives, in accordance with the Board/Committee Management Policy; and

That all interested parties listed in Report LGS-011-25 and any delegations be advised of Council's decision.

Carried

Clarington Heritage Committee

That Olivia Mar be appointed to the Clarington Heritage Committee for a term ending December 31, 2026, or until a successor is appointed.

8. Unfinished Business

10. Confidential Items

11. Adjournment

Resolution # GG-088-25

Moved by Councillor Zwart

Seconded by Councillor Elhajjeh

That the meeting adjourn at 2:43 p.m.

Carried

Municipality of Clarington
Council Meeting

Resolution #

Date: April 28, 2025

Moved By: Councillor Zwart

Seconded By:

That the foregoing resolution be amended by adding the following as 1(e):

“Absent while on municipal business”