



**THE CORPORATION OF THE
TOWN OF GEORGINA
Council Agenda**

Wednesday, April 16, 2025
9:00 AM

Pages

1. CALL TO ORDER- MOMENT OF MEDITATION

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

2. ROLL CALL

3. COMMUNITY ANNOUNCEMENTS

4. INTRODUCTION OF ADDENDUM ITEM(S)

5. APPROVAL OF AGENDA

6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

7. ADOPTION OF MINUTES

- | | | |
|----|-------------------------------------|----|
| 1. | Council Minutes of February 5, 2025 | 8 |
| 2. | Council Minutes of March 5, 2025 | 20 |
| 3. | Council Minutes of March 26, 2025 | 31 |

8. SPEAKERS AND DELEGATIONS

1. PRESENTATION: Southlake Health and Northern York South Simcoe Ontario Health Team providing an update on the Healthcare Memorandum of Understanding (MOU)
2. PRESENTATION: Glenn Grenier of McMillan LLP, presenting the site alteration application of 2686570 Ontario Inc. o/a IPCF Baldwin Airport at 5714 Smith Boulevard, Baldwin, Ontario

9. PETITIONS

10. PUBLIC MEETINGS None

1. Statutory Meeting(s) Under The Planning Act Or Meetings Pertaining To The Continuation Of Planning Matters
2. Statutory Meeting(s) Under Other Legislation
3. Other Public Meetings

11. REPORTS

1. Adoption Of Reports Not Requiring Separate Discussion

a. Proposed Advisory Committee Meeting Format

40

Report No. LS-2025-0001

Recommendation(s);

1. That Council receive Report No. LS-2025-0001 prepared by the Clerk's Division, Legislative Services Department, dated April 2, 2025, respecting the Proposed Advisory Committee Meeting Format;

2. That Council express its appreciation to all of the volunteers who continue to dedicate their time participating as Members of the Town's Advisory Committees;

3. That Council provide direction regarding the preferred format for conducting Advisory Committee meetings, with the following options presented for consideration.

Option 1 - Virtual Meetings;

Option 2 - Structured Hybrid Meetings; or

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term.

b. 2024 Update – Economic Development and Tourism Strategy

45

Report No. SI-2025-0003

Recommendation(s):

1. That Council receive Report No. SI-2025-0003 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department, dated April 16, 2025, respecting the "2024 Update – Economic Development and Tourism Strategy".

- c. Investments – Annual Report 69
Report No. DCAO-2025-0004
Recommendation(s):
1. That Council receive Report No. DCAO-2025-0004 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 respecting the Investments – Annual Report.
- d. Appointments to the Board of Management and Approval of the 2025 Annual Budget for the Sutton Business Improvement Area (SBIA) 74
Report No. SI-2025-0004
Recommendation(s):
1. That Council receive Report No. SI-2025-0004 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department dated April 16, 2025, respecting the appointments to the Board of Management and approval of the 2025 budget for the Sutton Business Improvement Area (SBIA).
 2. That the following individuals be appointed to the vacancies on the Board of Management for the Sutton Business Improvement Area (SBIA) for the remainder of the 2022-2026 Term of Council and that Council pass a bylaw to give effect to these appointments:
Elaine Coates
Brandy Savage
Nick Lekatis
Dishon Shan
Samantha Bodger
 3. That Council approve the 2025 annual budget for the Sutton Business Improvement Area (SBIA) as set out in Attachment 1.
 4. That the bylaw to charge and provide for the collection of a supplemental tax levy for the Sutton Business Improvement Area (SBIA) be adopted by Council.
- e. Building Faster Fund Investment Plan Update 79
Report No. SI-2025-0006
Recommendation(s):
1. That Council receive Report No. SI-2025-0006 prepared by the Corporate Strategy and

Transformation Division in the Strategic Initiatives Department dated April 16, 2025, respecting the Building Faster Fund Investment Plan Update;

2. That Council redirect \$1,522,520 (plus accumulated interest) from the Building Faster Fund towards the Pavement Management Program;
3. That Council direct the Town Treasurer to transfer \$1,522,520 (plus accumulated interest) from the Roads Repair and Replacement discretionary reserve to Tax Rate Stabilization discretionary reserve;
4. That Council approve the change of funding source for the Affordable Housing Program for \$1,522,520 (plus accumulated interest) to the Tax Rate Stabilization reserve; and
5. That Council provide delegated authority for the Deputy CAO/Treasurer to approve and submit an Investment Plan to the Ministry of Municipal Affairs and Housing towards pavement management and road reconstruction as described in the report.

- f. Statements of Development Charges and Special Accounts collected for the 2024 Fiscal Year

84

Report No. DCAO-2025-0003

Recommendation(s):

1. That Council receive Report No. DCAO-2025-0003 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 regarding the Statement of Development Charges and Special Accounts Collected for the 2024 Fiscal Year pursuant to the *Development Charges Act, 1997* (“DCA”) and *the Planning Act, 2015* for information purposes.

- g. Funding Plan for the Queensway North Urbanization

94

Report No. DCAO-2025-0006

Recommendation(s):

1. That Council receive Report No. DCAO-2025-0006 prepared by the Financial Strategy and Planning Division of the Office of the Deputy CAO dated April 16, 2025, regarding a Funding Plan for The Queensway North Urbanization project;
2. That Council approves an additional budget of \$378,900 for the growth-related component for the south portion of The Queensway North project, to be funded by Development Charges reserves;

3. That Council provide delegated authority to the Town Solicitor to enter into a construction agreement with Ballymore Development (Georgina) Corp. for the south portion of The Queensway North project;
4. That Council approves a budget of \$8,432,800 for the north portion of The Queensway North project to be funded by:
 - a) \$5,219,100 in the form of DC Credits to Ballymore;
 - b) \$2,757,700 funded by CCBF;
 - c) \$456,000 to be recovered from future developments;
5. That Council approves a budget of \$1,538,400 for the local service connections for The Queensway North project conditional on interest from the community;
6. That Council authorizes the Town Treasurer to commence the process to implement a local improvement charge and establish a payment plan with residents who will be benefiting from the new service connections on The Queensway North in accordance with Local Improvement Act, R.S.O. 1990, c. L.26, provided there is interest from the community; and,
7. That Council provide delegated authority to the Town Solicitor to enter into a construction and DC credit agreement with Ballymore Development (Georgina) Corp. for the north portion of The Queensway North project.

h. Development Charges Study 2025 – Draft Rates

103

Report No. DCAO-2025-0005

Recommendation(s):

1. That Council receive Report No. DCAO-2025-0005 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 respecting the Development Charges Study 2025 – Draft Rates; and,
2. That Council receive the presentation of Hemson Consulting Ltd. regarding the Draft Rates for the Development Charge Background Study and bylaw.

(Advisement: Presentation to be provided by Andrew Mirabella of Hemson Consulting Ltd)

i. Delegation of Authority Policy and Bylaw Review

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Report No. LS-2025-0004

Recommendation(s):

1. That Council receive Report No. LS-2025-0004 dated

April 16, 2025, prepared by the Clerk's Division,
Legislative Services regarding the Delegation of
Authority Bylaw and Policy.

2. That Council pass the Delegation of Authority Bylaw.
3. That Council adopt the Delegation of Authority Policy dated April 16, 2025.

(Advisement: Presentation to be provided by Consultant)

2. Reports Requiring Separate Discussion

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS

1. Dispositions/Proclamations None
2. General Information Items
 - a. Information Items 145
 - b. Briefing Notes
 - a. Georgina Village Museum New Name and Logo Announcement 146

13. MOTIONS/ NOTICES OF MOTION

14. REGIONAL BUSINESS

15. OTHER BUSINESS

16. BYLAWS

1. Bylaw Number 2025-0025 (TA-1) to levy a special charge upon business properties located in the Sutton Business Improvement Area and to provide for its collection 150
2. Bylaw Number 2025-0026 (COU-1) appointing five (5) new Board members for the Sutton Business Improvement Area for the remainder of the 2022-2026 term 154
3. Bylaw Number 2025-0027 (COU-1) amending Bylaw 2024-0034 (COU-1), appointing members to the Georgina Equity and Diversity Advisory Committee for the 2022-2026 Term of Office 155
4. Bylaw Number 2025-0028 (LI-3) further amending Bylaw. 2019-0061 (LI-3), being a bylaw to license, regulate and govern Short-Term Rental Accommodations 156
5. Bylaw Number 2025-0029 (AD-1) appointing a Deputy Fire Chief and alternate Community Emergency Management Co-ordinator for the Town of Georgina; Doug Bolton 159
6. Bylaw Number 2025-0030 (PL-1) to deem certain registered plans of 160

subdivision or parts thereof not to be registered plans of subdivision; Lot 25, Plan 124, Part of Lots 28 and 29, Conc. 3 (NG), 999 Lake Drive North

7. Bylaw Number 2025-0031 (AD-3) to delegate various powers and duties

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17. CLOSED SESSION

1. Motion to move into Closed Session of Council
 - a. Adoption of Closed Session Minutes;
 - June 19, 2024
 - August 14, 2024
 - September 11, 2024
 - October 9, 2024
 - October 30, 2024
 - November 6, 2024
 - November 20, 2024
 - December 11, 2024
 - January 22, 2025
 - b. PERSONAL MATTERS ABOUT AN IDENTIFIABLE INDIVIDUAL, INCLUDING MUNICIPAL OR LOCAL BOARD EMPLOYEES, Section 239(2)(b), MA; Volunteer Award of Merit Recipients finalization
2. Motion to reconvene into Open Session of Council and report on matters discussed in Closed Session

18. CONFIRMING BYLAW

1. Bylaw Number 2025-0032 (COU-2) confirming the proceedings of Council on April 16, 2025

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19. MOTION TO ADJOURN



**THE CORPORATION OF THE
TOWN OF GEORGINA
Council Minutes**

Date: Wednesday, February 5, 2025
Time: 9:00 AM

Members of Council

Present: Mayor Margaret Quirk
Regional Councillor Davison
Councillor Biggerstaff
Councillor Fellini
Councillor Neeson
Councillor Genge
Councillor Dale

Staff Present:

Ryan Cronsberry, CAO
Denis Beaulieu, Director of Development Services
Steve Lee-Young, Director of Community Services
Michael Bigioni, Director of Legislative Services, Town Solicitor
Ron Jenkins, Director of Emergency Services/Fire Chief
Rob Wheeler, Deputy CAO/Treasurer
Shawn Nastke, Director, Strategic Initiatives
Michael Vos, Director of Operations and Infrastructure
Mamata Baykar, Deputy Clerk
Carolyn Lance, Council Services Coordinator
Alex Demoe, EA to Mayor and Council Members
Anne Winstanley, Supervisor, Communications
Cristina Liu, Economic Development Officer - Tourism Development
Karyn Stone, Manager, Economic Development & Tourism
Olga Lawton, Corporate Strategy and Transformation
Simone Weinstein, Program Manager, Strategic Initiatives
Stirling Munro, Manager of Procurement
Tanya Thompson, Communications Manager

1. CALL TO ORDER- MOMENT OF MEDITATION

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close

neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

2. ROLL CALL

As noted above

3. COMMUNITY ANNOUNCEMENTS

1. Pet Of The Month - Animal Shelter staff introducing pets available for adoption from the Georgina Animal Shelter

Jennifer Yapa, Animal Control Supervisor, introduced Jacks, 1 year-old Sheppard-Lab mix, who is looking for a forever home.

Ms. Yapa advised that the shelter was made aware of an abandoned young Cane Corso dog mix in the West Park Dog Park. When considering rehoming your pet, choose an option available to you including nearby animal shelters, local rescues, veterinary clinics, pet trainers, social services, food banks or the Farley Foundation which can assist with veterinary costs.

- Homeless Shelter at Georgina Community Church on Metro Road, Jackson's Point, run by In From The Cold, as of February 14th, open 10:00pm to 8:30am daily including weekends and holidays, for those aged 16 and older experiencing homelessness and seeking shelter.
- Drop-In Program at The Link expanded hours of operation, 8:30am to 10:00pm
- Town of Georgina awarded \$5.8 Million in Federal funding through Housing Accelerator Fund to advance construction of an additional 200 homes in the next 3 years including 50 affordable housing units; updates to be posted
- Monday, February 17th, Family Day, Family Fun Snow Day held annually by Pefferlaw Lions at Pefferlaw Park, free of charge
- Saturday, February 22nd, Comedy for Children's Hunger Day, Pefferlaw Lions Hall, proceeds to support Breakfast Program at Morning Glory Public School
- Friday, February 14th, Valentine's Swim at the MURC and Sutton Pool, 6:45pm to 8:15pm
- Friday, February 7th, Georgina Girls Hockey Association hosting Ontario Women's Hockey Association Tournament, puck-drop at 2pm, over 40 teams participating from out of town

4. INTRODUCTION OF ADDENDUM ITEM(S)

- Item No. 17.1.b, Closed Session in relation to Canadian Life Science and Technology Park, Section 239(2)(i) of the Municipal Act
- Item No. 13, a motion to waive the Rules of Procedures will be tabled to allow consideration of a motion with no previous notice, rather than a Notice of Motion

5. APPROVAL OF AGENDA**RESOLUTION NO. C-2025-0024**

Moved By Councillor Fellini

Seconded By Councillor Neeson

That the February 5, 2025 Council agenda, with the following addendum items, be adopted;

- Item No. 17.1.b, Closed Session in relation to Canadian Life Science and Technology Park, Section 239(2)(i) of the Municipal Act
- Item No. 13, a motion to waive the Rules of Procedures will be tabled to allow consideration of a motion with no previous notice, rather than a Notice of Motion

Carried

6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Regional Councillor Davison declared a minor potential conflict with Closed Session Item 17.1.b, the nature of which is being withheld at this time; at such time the item becomes public, Regional Councillor Davison will disclose said potential conflict.

7. ADOPTION OF MINUTES**RESOLUTION NO. C-2025-0025**

Moved By Councillor Dale

Seconded By Councillor Biggerstaff

That the following minutes be adopted as presented:

1. Special Council Minutes held on December 11, 2024

Carried

8. SPEAKERS AND DELEGATIONS

1. DELEGATION; Representatives of Canadian National Institute for the Blind (CNIB) providing an update on the Georgina Puppy Development Centre and fundraising campaign

Diane Bergeron shared updates on project and organizational changes within CNIB and expressed appreciation to the Town of Georgina for its

support, noting that the work that will be conducted in Georgina will enhance quality of life, freedom and independence for those living with low vision, blindness or deaf-blindness.

Patrick Milne advised that they are working with local consultants where possible and that CNIB is in the midst of assessments and permit approvals and are planning for construction to commence by this fall.

Robert Gaunt advised that this will be the first ever Puppy Development Centre for CNIB Guide Dogs, with every element being carefully considered to provide optimal conditions. Georgina was chosen due to its strong sense of community. The Development Centre will be a home for a life-changing program that will positively impact Canadians across the country.

RESOLUTION NO. C-2025-0026

Moved By Regional Councillor Davison

Seconded By Councillor Dale

That Council receive the delegation provided by Diane Bergeron, Patrick Milne and Robert Gaunt, representatives of the Canadian National Institute for the Blind (CNIB) providing an update on the Georgina Puppy Development Centre and fundraising campaign.

Carried

2. PRESENTATION; Melanie Osmond, Southlake Health Foundation, announcing its annual 'Nature's Emporium Run for Southlake' fundraising event

Melanie Osmond, Southlake Health Foundation, announced its annual Run for Southlake fundraising event taking place on Sunday, April 27th along Davis Drive in Newmarket, inviting Council to participate to support leading edge care close to home, as well as the Mayor's Team Challenge and Community Spirit Award Challenge.

RESOLUTION NO. C-2025-0027

Moved By Councillor Biggerstaff

Seconded By Councillor Neeson

That Council receive the presentation provided by Melanie Osmond on behalf of the Southlake Health Foundation announcing its annual 'Nature's Emporium Run for Southlake' hospital fundraising event with a goal of \$500,000 to be held Sunday, April 27th, as well as the Mayor's Team Challenge and the Community Spirit Award Challenge.

Carried

9. **PETITIONS** None
10. **PUBLIC MEETINGS** None

11. REPORTS**1. Adoption Of Reports Not Requiring Separate Discussion**

Moved By Councillor Biggerstaff

Seconded By Councillor Neeson

That Council adopt the following report recommendations;

b. Fitness Centre Partnership Program

Report No. CSD-2025-0004

RESOLUTION NO. C-2025-0028

1. That Council receive Report No. CSD-2025-0004 prepared by the Community Services Department dated February 5, 2025, respecting Fitness Centre partnership program.
2. That Council approve the establishment of a fitness centre partnership program focusing on resistance/strength training and cardio equipment as part of the Rec Pass membership and authorize the Director of Community Services to oversee its implementation.
3. That Council authorize the Director of Community Services, in coordination with the Town Solicitor, to enter into partnership agreements with local businesses participating in the fitness centre partnership program.

c. Subdivision Agreement - Orchidtrail Phase 1

Draft Plan of Subdivision 19T-20G01

Part of Lot 14 and Part of the east Part of Lot 15, Concession 3(NG)

Report No. DS-2025-0008

RESOLUTION NO. C-2025-0029

1. That Council receive Report No. DS-2025-0008 prepared by the Development Engineering Division, Development Services Department dated February 5, 2025, and authorize the Mayor and Clerk to execute a Subdivision Agreement between Orchidtrail Building (BT) Corp, as Owner, and the Corporation of the Town of Georgina, related to Draft Plan of Subdivision 19T-20G01 commonly referred to as the Orchid Trail Phase 1 Subdivision;
2. That Council authorize the Town Solicitor to execute all easements, land transfers, road dedication of 0.3 metre (1')

reserves, and other documents to be registered in connection with Draft Plan of Subdivision 19T-20G01;

3. That Council authorize staff to make minor revisions to the draft Subdivision Agreement, included as Attachment 3 to Report No. DS-2025-0008; and
4. That Council amend Traffic Bylaw 2002-0046 (TR-1), as amended, to regulate traffic and control the parking of vehicles in the Orchid Trail Phase 1 Subdivision, included as Attachment 5.

Carried

2. Reports Requiring Separate Discussion

- a. 2024 Beach Vendor Pilot Program Update and 2025 Program Extension

Report No. SI-2025-0001

Cristina Liu and **Karyn Stone** provided information to Council concerning the number, type and location of food vendors within the parks and mentioned the pop-up merchandise vendors.

Moved By Councillor Genge

1. That Council receive Report No. SI-2025-0001 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department dated February 5, 2025, respecting the 2024 Beach Vendor Pilot Program Update and 2025 Program extension.
2. That Council approve the continuation of the Vendor Pilot Program for the 2025 Season, as outlined in Section 4 of Report SI-2025-0001.
3. That Council direct Staff to issue an Expression of Interest for the 2025 Beach Vendor Program and allow up to two food vendor spaces at De La Salle Park and two food vendor spaces at Willow Beach Park.

Lost, No Second

RESOLUTION NO. C-2025-0030

Moved By Regional Councillor Davison

Seconded By Councillor Neeson

1. That Council receive Report No. SI-2025-0001 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department dated February 5, 2025, respecting

the 2024 Beach Vendor Pilot Program Update and 2025 Program extension.

2. That Council approve the continuation of the Vendor Pilot Program for the 2025 Season, as outlined in Section 4 of Report SI-2025-0001.
3. That Council direct Staff to issue an Expression of Interest for the 2025 Beach Vendor Program and allow up to four vendor spaces at De La Salle Park and two vendor spaces at Willow Beach Park, with priority given to food vendors.

	<u>YEA</u>	<u>NAY</u>
Councillor Genge		x
Councillor Dale	x	
Regional Councillor Davison	x	
Councillor Neeson	x	
Councillor Fellini	x	
Mayor Quirk	x	
Councillor Biggerstaff	x	
Results	6	1

Carried (6 - 1)

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS

1. Dispositions/Proclamations

- a. Epilepsy York Region requesting Council proclaim the month of March as 'Epilepsy Awareness Month', March 26th as 'Purple Day', raise the purple flag from March 20th - 27th and light up the Civic Centre on March 26th

RESOLUTION NO. C-2025-0031

Moved By Councillor Fellini

Seconded By Councillor Biggerstaff

That Council proclaim the month of March as 'Epilepsy Awareness Month' and Wednesday, March 26th as 'Purple Day' throughout the Town of Georgina, endorse the raising of the purple flag at the Georgina Civic Centre from March 20-27, and the lighting of the Georgina Civic Centre in purple on March 26th, and forward the lighting portion of the request to the appropriate staff for disposition.

Carried

2. General Information Items None

13. MOTIONS/ NOTICES OF MOTION

Moved by Councillor Dale

Seconded by Councillor Neeson

That the Council meeting recess at 10:05am

Carried

The Council Meeting reconvened at 10:20am

Mayor Quirk left the Chair at this time, Deputy Mayor Davison took the Chair

Moved by Mayor Quirk

Seconded by Councillor Biggerstaff

That the Rules of Procedure be waived in order to introduce a motion without previous notice

Carried

Mayor Quirk introduced a motion entitled 'Buy Canadian - Shop Local'

Councillor Genge suggested Council direct staff to propose a Buy Canadian procurement policy rather than review the merits of such a policy.

The CAO suggested staff be directed to review the impacts of a Buy Canadian procurement policy.

RESOLUTION NO. C-2025-0032

Moved By Mayor Quirk

Seconded By Councillor Neeson

WHEREAS the Country of Canada is a proud, strong and sovereign nation;

AND WHEREAS Donald Trump, the President of the United States, and his administration have made Canada the target of an economic attack through the proposed use of unjust tariffs that were to initially take effect Feb. 4, 2025;

AND WHEREAS President Trump has now delayed for at least 30 days the imposition of tariffs on Canada to allow for further negotiations between the two countries;

AND WHEREAS President Trump has referenced using "economic force" to make our resource, mineral and freshwater rich sovereign nation a 51st state;

AND WHEREAS the threat of proposed tariffs is contrary to the historic bond and partnership between our countries;

AND WHEREAS these unjust tariffs would drive Canada into a recession, potentially causing hundreds of thousands of Canadians to lose their jobs;

AND WHEREAS the federal government, provinces, territories, municipalities, communities, businesses and organizations across Canada, along with our 40-million plus proud and resilient citizens, are coming together to support and protect Canada's economic and independent sovereignty;

AND WHEREAS the Town of Georgina is a strong and vibrant municipality of more than 52,000 proud residents and over 1,100 businesses;

AND WHEREAS the Town of Georgina's Mayor and Council are resolute in their intention to take impactful actions to support and stand up for local businesses, residents and families across Georgina and Canada;

NOW THEREFORE BE IT RESOLVED:

1. That Town of Georgina staff be directed to review the impacts of a "Buy Canadian" procurement policy; and,
2. That Town of Georgina staff be directed to identify and expand promotions of current campaigns including 'Shop Local,' 'Grown in Georgina' and 'Georgina Made,' as a reminder to buy Canadian and shop local first; and,
3. That Town of Georgina staff be directed to report back as necessary and/or as the tariff discussions unfold.

	YEA	NAY
Mayor Quirk	x	
Councillor Fellini	x	
Regional Councillor Davison	x	
Councillor Biggerstaff	x	
Councillor Genge	x	
Councillor Neeson	x	
Councillor Dale	x	
Results	7	0

Carried (7 - 0)

Direction to forward this motion to York Region municipalities, Premier of Ontario, Prime Minister of Canada, AMO, FCM, Scot Davidson, MP, Caroline Mulroney, MPP, Georgina Chamber of Commerce, Ontario Chamber of Commerce, Canadian Chamber of Commerce.

Mayor Quirk resumed the Chair at this time.

14. REGIONAL BUSINESS

- York Region Food Network released updated York Region Food Charter that will be included on a future Georgina Council agenda

15. OTHER BUSINESS None

16. BYLAWS

Moved By Regional Councillor Davison
Seconded By Councillor Biggerstaff

That the following bylaws be adopted;

1. Bylaw Number 2025-0009 (PL-4) to remove certain lands from part lot control; Lot 5, Plan 65M-4811, File #04.80
2. Bylaw Number 2025-0010 (TR-1) amending Schedules II (no parking), XXV (stop signs) and XXVIII (speed limits) of Bylaw 2002-0046 (TR-1) to regulate traffic and control the parking of vehicles, Orchidtrail Phase 1

Carried

17. CLOSED SESSION

Moved By Councillor Dale
Seconded By Councillor Fellini

That Council convene into Closed Session at 10:55am to discuss the following matters:

- a. EDUCATION OR TRAINING SESSION, Section 239(3.1), MA; Education Session regarding Private Roads
- b. 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, Section 239(2)(i), MA; Canadian Life Science and Technology Park

Carried

Moved By Councillor Biggerstaff
Seconded By Councillor Dale

That Council reconvene into Open Session at 12:35pm and report on matters discussed in closed session.

Carried

RESOLUTION NO. C-2025-0033

Moved By Councillor Fellini

Seconded By Councillor Biggerstaff

In regard to Closed session Item No. 17.1.a under Section 239(3.1) of the Municipal Act being education or training session regarding private roads;

1. That Council receive the education training regarding private roads.

Carried

Regional Councillor Davison declared a minor potential conflict with Item 17.1.b, the nature of which is being withheld at this time and at such time the item becomes public, the potential conflict will be disclosed; Regional Councillor Davison left the Council Chambers during discussion and did not participate in the discussion or vote on the matter.

RESOLUTION NO. C-2025-0034

Moved By Councillor Neeson

Seconded By Councillor Biggerstaff

In regard to Closed Session Item No. 17.1.b under Section 239(2)(i) of the Municipal Act being 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, regarding the Canadian Life Science and Technology Park;

1. That staff be directed to proceed accordingly.

Carried**18. CONFIRMING BYLAW**

Moved By Regional Councillor Davison

Seconded By Councillor Fellini

That the following bylaw be adopted;

1. Bylaw Number 2025-0011 (COU-2) confirming the proceedings of Council on February 5, 2025

Carried

19. MOTION TO ADJOURN

Moved By Councillor Dale

Seconded By Councillor Genge

That the meeting adjourn at 12:36pm

Carried

Margaret Quirk, Mayor

Mamata Baykar, Deputy Clerk



**THE CORPORATION OF THE
TOWN OF GEORGINA
Council Minutes**

Date: Wednesday, March 5, 2025
Time: 9:00 AM

Members of Council Present: Mayor Margaret Quirk

Regional Councillor Davison
Councillor Biggerstaff
Councillor Fellini
Councillor Neeson
Councillor Genge
Councillor Dale

Staff Present:

Ryan Cronsberry, CAO
Denis Beaulieu, Director of Development Services
Steve Lee-Young, Director of Community Services
Michael Bigioni, Director of Legislative Services, Town Solicitor
Rob Wheeler, Deputy CAO/Treasurer
Shawn Nastke, Director, Strategic Initiatives
Michael Vos, Director of Operations and Infrastructure
Rachel Dillabough, Town Clerk
Carolyn Lance, Council Services Coordinator
Anne Winstanley, Supervisor, Communications
Jodi Pridham, Manager, Client & Cultural Services
Samantha Naumoski, Committee Services Coordinator
Stefan Hordatt, Manager, Capital Projects - Strategic Initiatives
Stirling Munro, Manager of Procurement
Susan Lazzer, Project Manager, Strategic Initiatives
Tanya Thompson, Communications Manager

Others Present: Winter Mitchell, Recreation Services Supervisor
Patti White, Manager of Recreation Services

1. CALL TO ORDER- MOMENT OF MEDITATION

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close

neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

2. ROLL CALL

As noted above

3. COMMUNITY ANNOUNCEMENTS

1. Pet Of The Month - Animal Shelter staff introducing pets available for adoption from the Georgina Animal Shelter

Jennifer Yapa, Animal Shelter, introduced 5 six-week old Malamute puppies; Blossom, Dandy, Lotus, Cosmo, Fern, 2 male, 3 female. Mother was a pregnant stray found in Georgina. Available for adoption next week.

Steve Lee-Young announced receipt of the prestigious 2025 Municipality of the Year award from Festivals and Events Ontario by the Community Services Department.

Michael Bigioni provided a brief update on municipal response to President Trump's tariffs now in place.

Mayor Quirk read the following statement; "On Monday, March 3, 2025 some Council members, including myself, received a letter from a Town resident that proposed the renaming of Balfour Beach to “Gaza Beach.” Since that letter was sent, this proposal was spread on social media and a number of local residents have expressed their concerns to me about this proposed name change. I want to make it clear to the residents of Georgina that I do not support this proposal, there is no intention to consider this proposal, and I know that my Council colleagues, including local Councillor Neeson feel the same way. We remain committed to creating a vibrant, healthy and safe community for all.” Margaret Quirk, Mayor of Georgina"

4. INTRODUCTION OF ADDENDUM ITEM(S)

- Item No. 16.6, Bylaw No. 2025-0029, updated version to replace item 16.4 on the main agenda
- Item No. 16.4, Bylaw No. 2025-0029, withdrawn from the agenda

5. APPROVAL OF AGENDA

RESOLUTION NO. C-2025-0059

Moved By Councillor Fellini

Seconded By Regional Councillor Davison

That the March 5, 2025 Council agenda, with the following addendum items, be adopted;

- Item No. 16.6, Bylaw No. 2025-0029, updated version to replace item 16.4 on the main agenda
- Item No. 16.4, Bylaw No. 2025-0029, withdrawn from the agenda

Carried

6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF None

7. ADOPTION OF MINUTES None

8. SPEAKERS AND DELEGATIONS

1. DELEGATION; Jenna Potash and Philip Strunc requesting Council consider either a reduction or forgiveness of their high water bill

Jenna Potash and **Philip Strunc**, 203 Spring Road, Keswick, indicated that they received notification of an excessively high water bill caused by malfunctioning equipment in their crawlspace they knew nothing about and which was immediately rectified by a local plumber. Ms. Potash and Mr. Strunc requested Council to consider reducing or forgiving the excessive water bill as they would find it very difficult to afford.

Geoff Harrison indicated that staff will be able to reduce the bill by 50% with the delegated authority to do so and staff will work with the residents to determine a suitable payment plan for the balance owing.

Rob Wheeler advised that the payment plan will be interest-free and the substantial interest incurred over the last 8 months will be waived.

RESOLUTION NO. C-2025-0060

Moved By Councillor Fellini

Seconded By Regional Councillor Davison

That Town Council receive the delegation provided by Jenna Potash and Philip Strunc appealing to Council for assistance regarding their unusually high water bill, provide the Treasurer delegated authority to amend the High Water Consumption Policy by removing the \$2,000 maximum write-off to allow the Treasurer to write-off 50% of this water bill, and to provide delegated authority to staff to allow the Treasurer to work with residents in future to arrange reasonable payment plans on an interest-free basis in extraordinary circumstances such as this.

Carried Unanimously

2. PRESENTATION; Cesar Caneo, Georgina Community Food Pantry, providing 2024 service statistics

Cesar Caneo, Georgina Community Food Pantry, provided an update on 2023 and 2024 statistics regarding food insecurity in Georgina, indicating increases in household visits and people served representing an 8%-11% increase annually, advised that food banks are not government funded and acknowledged the different sources of donations and contributions to the Food bank, with 85% of costs donated.

RESOLUTION NO. C-2025-0061

Moved By Councillor Neeson

Seconded By Councillor Genge

That Town Council receive the presentation provided by Cesar Caneo, Georgina Community Food Pantry, regarding food insecurity in Georgina and providing 2024 service statistics.

Carried

Mayor Quirk moved forward and dealt with Item No. 12.2.b(a) at this time.

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS

2. General Information Items

- b. Briefing Notes

- a. Housing Needs Assessment - Project Update

RESOLUTION NO. C-2025-0062

Moved By Councillor Dale

Seconded By Councillor Neeson

That Town Council receive the briefing note on the status of the procurement process to engage a consultant to prepare the Town's Housing Needs Assessment (HNA), being a federal requirement for municipalities to access funding through the Canada Community-Building Fund (CCBF) and the Housing Accelerator Fund (HAF).

Carried

11. REPORTS

1. Adoption Of Reports Not Requiring Separate Discussion

Moved By Councillor Fellini

Seconded By Councillor Dale

That the following report recommendations be adopted;

- b. 2024 Annual Drinking Water Summary Report
Report No. OID-2025-0005

RESOLUTION NO. C-2025-0063

1. That Council receive Report No. OID-2025-0005 prepared by the Water/Wastewater/Waste Division, Operations and Infrastructure Department regarding the 2024 Annual Drinking Water Summary Report dated March 5, 2025, including the following attached reports:
 - a. Annual Water Quality Summary Report for the Keswick-Sutton Water Distribution System as required by Section 11 of Regulation 170/03, under the Safe Drinking Water Act – February 4, 2025 (attachment 1);
 - b. Annual Summary Report for Municipal Officials as required by Schedule 22 of Regulation 170/03, under the Safe Drinking Water Act – March 5, 2025 (attachment 2).
 - c. QMS Management Review Report – February 6, 2025 (attachment 3)

- c. Audit Plan for the 2024 Fiscal Year
Report No. DCAO-2025-0001

RESOLUTION NO. C-2025-0064

1. That Council receive Report No. DCAO-2025-0001 prepared by the Financial Controllershship and Reporting Division, Office of the Deputy CAO dated March 5, 2025 respecting the Audit Plan for the 2024 Fiscal Year.
2. That Council approve the Audit Plan for the 2024 Fiscal Year as prepared by KPMG LLP in consultation with Town staff, and described in the attached correspondence from KPMG LLP dated November 2024.

- e. Remuneration and Expenses for Members of Council and Council Appointees to Local Boards for 2024
Report No. DCAO-2025-0002

RESOLUTION NO. C-2025-0065

1. That Council receive Report No. DCAO-2025-0002 prepared by the Financial Controllershship and Reporting Division of the Office of the Deputy CAO dated March 5, 2025 regarding

Remuneration and Expenses of Members of Council and
Council Appointees to Local Boards and Committees for
2024.

Carried

f. Lake Drive Improvements – Phase 1 - Update

Report No. OID-2025-0006

Councillor Genge requested a recorded vote on approving the recommendations of Item 11.1.f by consent motion.

RESOLUTION NO. C-2025-0066

Moved By Councillor Neeson

Seconded By Councillor Fellini

1. That Council receive Report No. OID-2025-0006 prepared by the Capital Delivery Division, Operations & Infrastructure Department, providing an update on the Lake Drive Improvements Project – Phase 1, summarizing the detailed design, outlining public education, and next steps in the project;
2. That Council amend Traffic Bylaw 2023-0087 (TR-1), as amended, to regulate the multi-use pathway, pedestrian crossings, stop signs, and emergency access only locations;
3. That Council direct staff to implement Lake Drive Improvements – phase 1 as soon as practicable, but not before May 26, 2025 and not after June 26, 2025, and to return Lake Drive to its two-lane configuration no later than October 3, 2025; and,
4. That Council direct staff to return with an update following the implementation with the feedback and data to determine the future annual implementation and removal dates.

YEA NAY

Councillor Genge	x
Mayor Quirk	x
Councillor Fellini	x
Councillor Dale	x
Councillor Neeson	x
Regional Councillor Davison	x
Councillor Biggerstaff	x

Carried (6 to 1)

Moved By Councillor Neeson
Seconded By Councillor Dale

That the Council Meeting recess at 10:20am.

Carried

The Council meeting reconvened at 10:40am.

- a. Verbal update by staff regarding Georgina Civic Centre construction

Stefan Hordatt provided a brief verbal update regarding the progress of construction for the replacement Civic Centre, advising that it is within budget and on schedule for substantial completion in the latter half of this year with the transition to the new building within the month of January of 2026. Demolition of the current building will occur as soon as it is vacant.

RESOLUTION NO. C-2025-0067

Moved By Councillor Neeson
Seconded By Councillor Fellini

That Town Council receive the verbal update on the progress of construction of the new Georgina Civic Centre.

Carried

2. Reports Requiring Separate Discussion

- d. Application for Telecommunications Tower Siting

Rogers Communications Inc,

Part of Lot 22, Concession 5 (G), 264 Pepperlaw Road

Report No. DS-2025-0011

Iain McKay and **Jeff McKay**, contractors for Rogers Communications, advised that a new tower, or wireless telecommunication facility is proposed at 264 Pepperlaw Road and is essential to mobile connectivity, provides broad coverage in remote areas, requires minimum ground disturbance compared to fibre and can be strategically located to minimize environmental impact and supports critical services. All towers are engineered to comply with the Health and Safety thresholds.

RESOLUTION NO. C-2025-0068

Moved By Councillor Dale

Seconded By Councillor Neeson

1. That Council receive Report No. DS-2025-0011 prepared by the Development Planning Division, Development Services Department, dated March 5, 2025, respecting a Request for Concurrence: Proposed Telecommunication Tower, submitted by Simpson-McKay Inc. on behalf of Rogers Communications Inc. for the property municipally addressed as 264 Pfefferlaw Road;
2. That Council acknowledges the proposed telecommunication tower application submitted by Simpson-McKay Inc. on behalf of Rogers Communications Inc. for the property municipally addressed as 264 Pfefferlaw Road has followed the requirements of the Town of Georgina Antenna System Siting Protocol;
3. That Council recommends a different location be considered for the proposed telecommunication tower;
4. That Council authorize the Mayor and Clerk to execute and send a Letter of Non-Concurrence to Rogers Communications Inc. and the Department of Innovation, Science and Economic Development (ISED) along with Council's resolution thereon; and,
5. That in the event the proposed telecommunication tower at 264 Pfefferlaw Road is approved by the Department of Innovation, Science and Economic Development (ISED), Council recommends the following conditions of approval:
 - i. Registration of an access easement from Pfefferlaw Road;
 - ii. Construction of the proposed telecommunication tower and fenced compound shall be in general conformity with the proposed site plan and elevation plan included in Attachment 3 to Report No. DS-2025-0011, and no trees shall be removed or injured; and,
 - iii. Pursuant to the Town of Georgina Antenna System Siting Protocol, the approval for the proposed telecommunication tower at 264 Pfefferlaw Road shall lapse on March 5, 2028; construction must be completed in advance of this date.

Carried Unanimously

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS**1. Dispositions/Proclamations**

- a. Georgina Accessibility Advisory Committee requesting a review of the elevator usage at the Georgina Ice Palace for potential upgrades to be placed on the 10-year capital budget

Receipt of the request was suggested due to Council discussions and resulting resolution at the February 26th Council meeting concerning future AODA compliance issues at the Ice Palace for 2026 budget purposes, including consideration of the merits of a third party audit of the entire building for AODA compliance.

RESOLUTION NO. C-2025-0069

Moved By Councillor Dale

Seconded By Councillor Biggerstaff

That Town Council receive the Georgina Accessibility Advisory Committee's request for a review of the elevator usage at the Georgina Ice Palace for potential upgrades to be placed on the 10-year capital budget.

Carried

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS**2. General Information Items**

- a. Information Items None

13. MOTIONS/ NOTICES OF MOTION None**14. REGIONAL BUSINESS**

- 2024 York Health and Well-being Review
- Comprehensive review of key population and socio-demographic trends
- Emergency Management Program, annual compliance review
- Regional staff overview of potential economic impacts of tariffs

15. OTHER BUSINESS None**16. BYLAWS**

Moved By Regional Councillor Davison

Seconded By Councillor Neeson

That the following bylaws be adopted as presented;

1. Bylaw Number 2025-0016 (PL-4), being a bylaw to remove certain lands from Part Lot Control, Ballymore, Blocks 100 and 101, Registered Plan 65M-4700, Dovedale Drive/Dorothy Caine Blvd, File 04.79

2. Bylaw Number 2025-0017 (PL-1) to deem certain Registered Plans of Subdivision not to be Registered Plans of Subdivision; Lot 35 and Part Lot 36, Registered Plan M-271, 377 Lake Drive N, File# 06.268
3. Bylaw Number 2025-0018 (PL-1) to deem certain Registered Plans of Subdivision not to be Registered Plans of Subdivision, Lot 77 and Part Lot 78, Registered Plan 124 and Part Lot 28, Concession 3 (NG), 909 Lake Drive N, File# DEEM-2025-0001
5. Bylaw Number 2025-0020 (COU-1) to appoint members to the Georgina Accessibility Advisory Committee for the remainder of the 2022-2026 Term of Office; Robin Konstantopoulos

Carried

6. Bylaw Number 2025-0019 (TR-1) amending Bylaw No. 2023-0087 (TR-1) to regulate traffic and govern and control the parking of vehicles, Lake Drive Improvements, Phase 1

(Advisement: This updated version replaces Bylaw No. 2025-0019 (TR-1), Item 16.4 on the main agenda, which was removed)

Moved by Regional Councillor Davison

Seconded by Councillor Neeson

That the following bylaw be adopted as presented;

- 6 Bylaw Number 2025-0019 (TR-1) amending Bylaw No. 2023-0087 (TR-1) to regulate traffic and govern and control the parking of vehicles, Lake Drive Improvements, Phase 1

	<u>YEA</u>	<u>NAY</u>
Councillor Genge		x
Councillor Fellini	x	
Councillor Dale	x	
Mayor Quirk	x	
Councillor Biggerstaff	x	
Regional Councillor Davison	x	
Councillor Neeson	x	

Carried (6 to 1)

17. CLOSED SESSION None

18. CONFIRMING BYLAW

Moved By Regional Councillor Davison
Seconded By Councillor Biggerstaff

That the following bylaw be adopted as presented;

1. Bylaw Number 2025-0021 (COU-2) confirming the proceedings of Council on March 5, 2025

Carried

19. MOTION TO ADJOURN

Moved By Councillor Dale
Seconded By Councillor Fellini

That the Council meeting adjourn at 11:18am.

Carried

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk



**THE CORPORATION OF THE
TOWN OF GEORGINA
Council Minutes**

Date: Wednesday, March 26, 2025
Time: 7:00 PM

Members of Council
Present:

Mayor Margaret Quirk
Regional Councillor Davison
Councillor Biggerstaff
Councillor Fellini
Councillor Neeson
Councillor Genge
Councillor Dale

Staff Present:

Ryan Cronsberry, CAO
Rob Wheeler, Deputy CAO/Treasurer
Michael Vos, Director of Operations and Infrastructure
Mamata Baykar, Deputy Clerk
Carolyn Lance, Council Services Coordinator
Janet Porter, Manager of Development Planning
Samantha Naumoski, Committee Services Coordinator

Others Present:

Monika Sadler, Planner I

1. CALL TO ORDER- MOMENT OF MEDITATION

“The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands and we join them in these responsibilities.”

Mayor and Council recognized the passing of the following residents;

- Nolan Ion, a 15-year-old resident who passed March 18th, service to be held at the Ice Palace on Monday, March 31st
- John Holtrop passed last week at the age of 55, service held last week
- Gordon Brady, father of Paul Brady in Jackson's Point, third generation in the Sutton area, passed at the age of 90 years

2. ROLL CALL As noted above

3. COMMUNITY ANNOUNCEMENTS

- Saturday, March 29, Debbie and Elaine's Spaghetti Dinner, 6pm, \$30 tickets from Sweet Pea and Black River Coffee, proceeds to Georgina Food Bank
- Sunday, March 30, Georgina Cultural Art Centre hosting Ontario Society of Artists Exhibition, 12-3pm
- Saturday, March 29, Seeding Saturday, Pefferlaw Lions Hall, 9-2pm

4. INTRODUCTION OF ADDENDUM ITEM(S) None

5. APPROVAL OF AGENDA

RESOLUTION NO. C-2025-0070

Moved By Councillor Dale

Seconded By Councillor Fellini

That the March 26, 2025 Council agenda be adopted as presented.

Carried

6. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF None

7. ADOPTION OF MINUTES

RESOLUTION NO. C-2025-0071

Moved By Councillor Biggerstaff

Seconded By Councillor Neeson

That the following minutes be adopted as presented:

1. Special Council Budget Minutes held on December 3, 2024
2. Council Minutes held on February 26, 2025

Carried

8. SPEAKERS AND DELEGATIONS

9. PETITIONS None

10. PUBLIC MEETINGS**1. Statutory Meeting(s) Under The Planning Act Or Meetings Pertaining To The Continuation Of Planning Matters****a. Application to Amend Zoning Bylaw No. 500 (7:10pm)**

Proposed Temporary Use Bylaw

Part of Lots 3 and 4, Concession 3 (NG), Part 3, Plan 65R-30885,
591 The Queensway South, Keswick, File# 03.1190

AGENT: Michael Smith Planning Consultants on behalf of Gerald
Draper

Report No. DS-2025-0017

Mayor Quirk explained the procedure for a public meeting.

Michael Smith of Michael Smith Planning Consultants, Agent for
the applicant;

- temporary zoning bylaw amendment to facilitate the parking of 23 school buses at the rear of the subject property for three years to generate additional revenue until further redevelopment can be completed on the property
- use would meet Keswick Secondary Plan definition of a parking facility, conforms to the Official Plan and all relevant policies

Monika Sadler, Planner I;

- no grading changes required, to utilize existing parking at the rear, parking for existing restaurant/grocery store will not be affected
- noted objections received in opposition to the proposal

Janet Porter; a substantial separation buffering exists between the parking area and abutting residential properties, temporary use permits can be requested numerous times for a maximum of three years per request

- suggestion made for the applicant's agent to work with abutting property owners to alleviate any concerns

RESOLUTION NO. C-2025-0072

Moved By Councillor Biggerstaff

Seconded By Councillor Fellini

1. That Council receive Report No. DS-2025-0017 prepared by the Development Planning Division, Development Services Department, dated March 26, 2025, respecting an application to amend Zoning Bylaw No. 500 submitted by Michael Smith Planning Consultants; Development

Coordinators Ltd. on behalf of Gerald Draper for lands municipally addressed as 591 The Queensway South; and,

2. That Council approve the Zoning Bylaw Amendment application and request for a temporary use bylaw submitted by Michael Smith Planning Consultants; Development Coordinators Ltd. on behalf of Gerald Draper for lands municipally addressed as 591 The Queensway South for the purpose of allowing for the temporary use of school bus storage and parking on the property for remuneration for a period of up to three (3) years from the date the bylaw is in force and effect;
3. That pursuant to Section 34(17) of the Planning Act, in the event minor revisions are necessary respecting the proposed amending zoning bylaw, including language regarding a temporary use agreement, further notice shall not be required;
4. That the amending zoning bylaw be finalized and passed at a future Council meeting; and,
5. That Council authorize the Mayor and Clerk to execute an agreement between the Town and the applicant to address matters related to the temporary use, if required.

Carried

11. REPORTS

1. Adoption Of Reports Not Requiring Separate Discussion

Moved By Councillor Neeson

Seconded By Regional Councillor Davison

That Council adopt the following report recommendations;

- a. Subdivision Agreement - Ballymore (Queensway North)
Draft Plan of Subdivision 19T-19G01
Part Lot 15, Concession 3 (NG), Parts 1 and 2, Plan 65R-39418,
e/s The Queensway North, Keswick

Report No. DS-2025-0018

RESOLUTION NO. C-2025-0073

1. That Council receive Report No. DS-2025-0018 prepared by the Development Engineering Division, Development Services Department dated March 26, 2025, and authorize the Mayor and Clerk to execute a Subdivision Agreement between Ballymore Development (Georgina) Corp., as Owner, and the Corporation of the Town of Georgina,

related to Draft Plan of Subdivision 19T-19G01 commonly referred to as the Ballymore (Queensway North) Subdivision;

2. That Council authorize the Town Solicitor to execute all easements, land transfers, road dedication, and other documents to be registered in connection with Draft Plan of Subdivision 19T-19G01;
3. That Council authorize staff to finalize and execute the draft Subdivision Agreement, included as Attachment 3 to Report No. DS-2025-0018;
4. That Council authorize a temporary full road closure of The Queensway North from the Intersection of Old Homestead Road to the intersection of Church Street for the purpose of sanitary sewer, watermain, storm sewer and road improvement works; and
5. That a bylaw to amend Traffic Bylaw 2023-0087 (TR-1), as amended, be brought forward and passed at a future Council meeting to regulate traffic and control the parking of vehicles in the Ballymore (Queensway North) Subdivision.

- b. Pre-Servicing Agreements - Greystone/Middleburg
Draft Plan of Subdivision 19T-14G01, Part Lot 15, Concession 3 (NG) and Part of road allowance between Concessions 2 and 3, being Part 1, 65R-30415
s/s Old Homestead Road, west of The Queensway North, Keswick
Report No. DS-2025-0021

RESOLUTION NO. C-2025-0074

1. That Council receive Report No. DS-2025-0021 prepared by the Development Engineering Division, Development Services Department dated March 26, 2025, respecting the execution of proposed Pre-Servicing Agreements for the Greystone/Middleburg Subdivision;
2. That Council authorize the Mayor and Clerk to execute Pre-Servicing Agreements between Greystone (Homestead) Limited and Middleburg Developments Inc., as Owners, and the Corporation of the Town of Georgina, relating to Draft Plan of Subdivision 19T-14G01 referred to as the Greystone/Middleburg Subdivision Phase 1 and Phase 2; and,

3. That Council authorize staff to finalize and make minor revisions to the draft Pre-Servicing Agreements, included as Attachments 5 and 6 to Report No. DS-2025-0021.

Carried

12. DISPOSITIONS, PROCLAMATIONS, AND GENERAL INFORMATION ITEMS

1. Dispositions/Proclamations

- a. Chippewas of Georgina Island First Nation requesting support of the formal process of converting lands to reserve status, 26319 Kennedy Road, Sutton

RESOLUTION NO. C-2025-0075

Moved By Councillor Neeson

Seconded By Regional Councillor Davison

That Council support an application made by the Chippewas of Georgina Island First Nation to Indigenous and Northern Affairs Canada for a landholding within the Town of Georgina for an Addition to Reserve, specifically 26319 Kennedy Road, being the formal process of converting lands to reserve status for addition to Reserve #33.

Carried

- b. City of Toronto requesting endorsement of its 'Buy Local, Buy Canadian' campaign

(Advisement: Town Council adopted Resolution No. C-2025-0032, 'Buy Canadian- Shop Local', on February 5, 2025)

RESOLUTION NO. C-2025-0076

Moved By Councillor Dale

Seconded By Councillor Fellini

That Town Council receive correspondence from the City of Toronto advising of its 'Buy Local, Buy Canadian' campaign.

Carried

2. General Information Items None

- a. Information Items
- b. Briefing Notes

13. MOTIONS/ NOTICES OF MOTION

Councillor Neeson read the following Notice of Motion regarding salt management into the record; this motion will be considered during the April 2nd Council meeting;

WHEREAS road salt is a known toxic substance designated under the Canadian Environmental Protection Act because of tangible threats of serious and irreversible environmental and public health concerns associated with road salt; and

WHEREAS salt levels in Ontario's groundwater aquifers, creeks, rivers, and lakes have increasingly worsened since the 1970s, seriously affecting municipal drinking water sources and aquatic life; and

WHEREAS Lake Simcoe is our closest freshwater lake and is the 4th largest inland lake within Ontario, host to a number of functions including a biodiverse habitat for over 56 species of fish, the source water for municipal drinking water for hundreds of thousands of residents within the watershed, including 41,000 here in the Town of Georgina, and the many other recreational and commercial functions it serves; and

WHEREAS Lake Simcoe's salinity concentrations have increased over 500% since monitoring began over the past 50 years, with the primary contributor being runoff from the use of salt for winter maintenance; and

WHEREAS the Ontario and Canadian governments have taken many actions over the past 25 years including setting water quality guidelines, developing voluntary codes of practice, signing the Canada-Ontario Great Lakes Agreement, and holding workshops, yet still the salt problem continues to grow; and

WHEREAS numerous situation analyses have recommended salt solutions involving liability protection, contractor certification, government-approved Best Management Practices (BMPs) and salt management plans; and

WHEREAS increased numbers of slip and fall claims, and other injury/collision claims related to snow and ice, are resulting in salt applicators overusing salt beyond levels considered best practices; and

WHEREAS unlimited contractor liability is making it difficult or expensive for snow and ice management contractors to obtain insurance coverage, resulting in contractors leaving the business, thereby making it difficult for municipalities and private owners to find contractors; and

WHEREAS the Snow and Ice Management Sector (SMS) of Landscape Ontario is working with the Ontario government to institute a limited liability regime for

snow and ice management, including enforceable contractor training/certification and government-approved BMPs for salt application; and

WHEREAS many Ontario municipalities have Salt Management Plans, but these often require updating in light of improved science and better salt management practices now available; and

WHEREAS The Town of Georgina shares fifty-two (52) kilometers of beautiful Lake Simcoe shoreline and all 288 square kilometers of the Town of Georgina are encompassed by sub-watersheds that drain into Lake Simcoe; and

WHEREAS road authorities that use salt, such as the Town of Georgina, must abide by, and benefit from, established provincial regulations around snow clearing and maintenance, whereas private contractors only have voluntary programs for salt use for private and commercial property management; and

WHEREAS the Town of Georgina has demonstrated great initiative in salt mitigation efforts including committing to the use of rock salt alternatives, installation of electronic spreader controllers on all material spreading units, reduced application rates when appropriate, use of pre-wet and brine when appropriate, and an updated salt management plan that outlines salt best management practices specific to the Corporation of the Town of Georgina's winter maintenance operations;

NOW THEREFORE BE IT RESOLVED THAT:

1. That the Town of Georgina urges the province of Ontario to work urgently with key stakeholders to develop limited liability legislation, including enforceable contractor training and a single set of provincially endorsed standard BMPs for snow and ice management; and
2. That the Town of Georgina urges the province of Ontario to create and fund an expert stakeholder advisory committee to advise the province and municipalities on the best courses of action to protect freshwater ecosystems and drinking water from the impacts of salt pollution; and
3. That the Town of Georgina continues to commit to the reduction of the use of road salt as much as possible while meeting local service levels and maintaining safety on roads and sidewalks; and
4. That a copy of this resolution be sent to all municipalities in York Region, all Lake Simcoe watershed municipalities; The Chippewas of Georgina Island First Nation and The Lake Simcoe Region Conservation Authority requesting their endorsement; The Association of Municipalities of Ontario (AMO); all Lake Simcoe watershed MPPs; Conservation Ontario; The Ontario Salt Pollution Coalition; The Rescue Lake Simcoe Coalition; Minister Todd McCarthy (MECP); Attorney General Doug Downey, and Premier Doug Ford.

DIRECTION to staff to forward this motion to the Georgina Environmental Advisory Committee and to the Lake Simcoe Region Conservation Authority for consideration.

14. REGIONAL BUSINESS

- Impact of U.S. tariffs and adjustment to procurement bylaw

15. OTHER BUSINESS None

16. BYLAWS

Moved By Councillor Biggerstaff

Seconded By Councillor Dale

That the following bylaw be adopted;

1. Bylaw Number 500-2025-0001 (PL-5) amending Bylaw Number 500, Scott Woods Transport, Part Lot 3, Concession 4 (NG), 23049 Woodbine Avenue, File# 03.1172

Carried

17. CLOSED SESSION None

18. CONFIRMING BYLAW

Moved By Councillor Genge

Seconded By Councillor Dale

That the following bylaw be adopted;

1. Bylaw Number 2025-0022 (COU-1) confirming the proceedings of Council on March 26, 2025

Carried

19. MOTION TO ADJOURN

Moved By Regional Councillor Davison

Seconded By Councillor Biggerstaff

That the Council meeting adjourn at 7:55pm.

Carried

Margaret Quirk, Mayor

Mamata Baykar, Deputy Clerk

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. LS-2025-0001

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: PROPOSED ADVISORY COMMITTEE MEETING FORMAT

1. RECOMMENDATION:

1. That Council receive Report No. LS-2025-0001 prepared by the Clerk's Division, Legislative Services Department, dated April 2, 2025, respecting the Proposed Advisory Committee Meeting Format;
2. That Council express its appreciation to all of the volunteers who continue to dedicate their time participating as Members of the Town's Advisory Committees;
3. That Council provide direction regarding the preferred format for conducting Advisory Committee meetings, with the following options presented for consideration.

Option 1 - Virtual Meetings;

Option 2 - Structured Hybrid Meetings; or

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term.

2. PURPOSE:

Staff are seeking direction from Council to establish the preferred meeting format for Advisory Committees.

3. BACKGROUND:

Advisory Committee Meetings went to a fully virtual format at the onset of the COVID-19 pandemic in March 2020.

At the August 14, 2024 Council Meeting, Council considered a resolution from the Georgina Agricultural Advisory Committee requesting that it consider a hybrid meeting format for Committees of Council. Accordingly, Council directed staff to investigate and consider the meeting format for Committees of Council and for the Georgina Public Library Board.

As directed by Council, staff have reviewed and considered relevant options for a preferred meeting format for the following Council Appointed Committees:

- Georgina Agricultural Advisory Committee
- Georgina Accessibility Advisory Committee
- Georgina Appeals Committee
- Georgina Economic Development Advisory Committee
- Georgina Equity and Diversity Advisory Committee
- Georgina Environmental Advisory Committee
- Georgina Heritage Advisory Committee
- Georgina Safe and Active Transportation Advisory Committee
- Committee of Adjustment

Currently, the Georgina Public Library Board mirrors the format of the advisory committees for its meetings; however, under the *Public Libraries Act*, the Board is authorized to determine the mode of calling and conducting its meetings. Historically, the Georgina Public Library Board has always employed the same meeting format as the other advisory committees.

4. ANALYSIS:

4.1 Meeting Formats

Currently, the Town of Georgina has two meeting formats in place for its meetings.

Virtual Meetings

The Virtual meeting format consists of a meeting held from a remote location by electronic means. This method allows the meeting to be conducted through digital platforms or communication tools, where Committee members, staff, and members of the public, engage remotely via video conferencing. This format allows individuals to interact, share information, and collaborate in real-time, regardless of their physical location, using internet-based technologies to facilitate meetings.

Structured Hybrid Meetings

The Structured Hybrid meeting format refers to a meeting that combines both in-person and virtual participation. In this format, Committee members and staff attend the Council Chambers in-person for each meeting, while allowing the public to join the meeting either remotely or in-person. Committee members have the opportunity to participate virtually in exceptional circumstances. Council meetings are currently held using the structured hybrid format.

4.2 Options For Conducting Advisory Committee Meetings

Option 1 - Virtual Meetings

Through Virtual meetings, Committee members gain the ability to access meetings from remote locations, allowing them to volunteer their time to support Georgina's Advisory Committees through flexible means. The continuation of virtual meetings is seamless, as all Advisory Committees have been conducting them since the beginning of the term and are operating efficiently. One (1) staff member is required to successfully operate all necessary applications and effectively manage meetings. IT staff and Staff Liaisons are also available for assistance through virtual participation at remote locations. Virtual meetings are easily accessible and have increased citizen engagement, while also providing environmental benefits such as reduced emissions, as staff, Committee members, and the public no longer need to use transportation to meet at the Civic Centre to participate in-person. The Clerk's Division has also received positive feedback from Committee members, a majority preferring to continue virtual meetings, as they provide added flexibility. Additionally, attending virtually has increased the number of prospective candidates interested in joining the Committees.

Option 2 - Structured Hybrid Meetings

The Structured Hybrid meeting format requires both Committee members and staff to attend in-person at the Council Chambers for each meeting. Committee members may participate virtually under exceptional circumstances. This format aligns with the format of Council meetings, ensuring that if the public attends in-person, the Committee will also be present in the Council Chambers. Implementing Structured Hybrid meetings will necessitate additional staffing to manage both in-person and virtual participation, as well as to oversee the technological setup. IT staff and Staff Liaisons will be required to attend meetings in-person at the Council Chambers to support the execution of these meetings. Given that Advisory Committee meetings occur multiple evenings per week, IT staff will be required to be available on-site during these times and days, as will the various staff members required to ensure the efficient operation of the Structured Hybrid meetings.

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall remain with this format for the duration of the term.

This option provides the most flexibility, as each Advisory Committee has the opportunity to determine its preferred meeting format during the first scheduled meeting of each Council term. At their first meeting, members of each Advisory Committee will vote on their preferred meeting format: Virtual or Structured Hybrid. Once a majority vote has been reached, the chosen meeting format shall remain in effect for the duration of the term. The first scheduled meeting of the Council term will be conducted using the meeting format that was in place during the previous Council term for each respective Advisory Committee.

With regard to the current 2022-2026 Term of Council, Committee members would decide on their preferred meeting format at their next scheduled meeting.

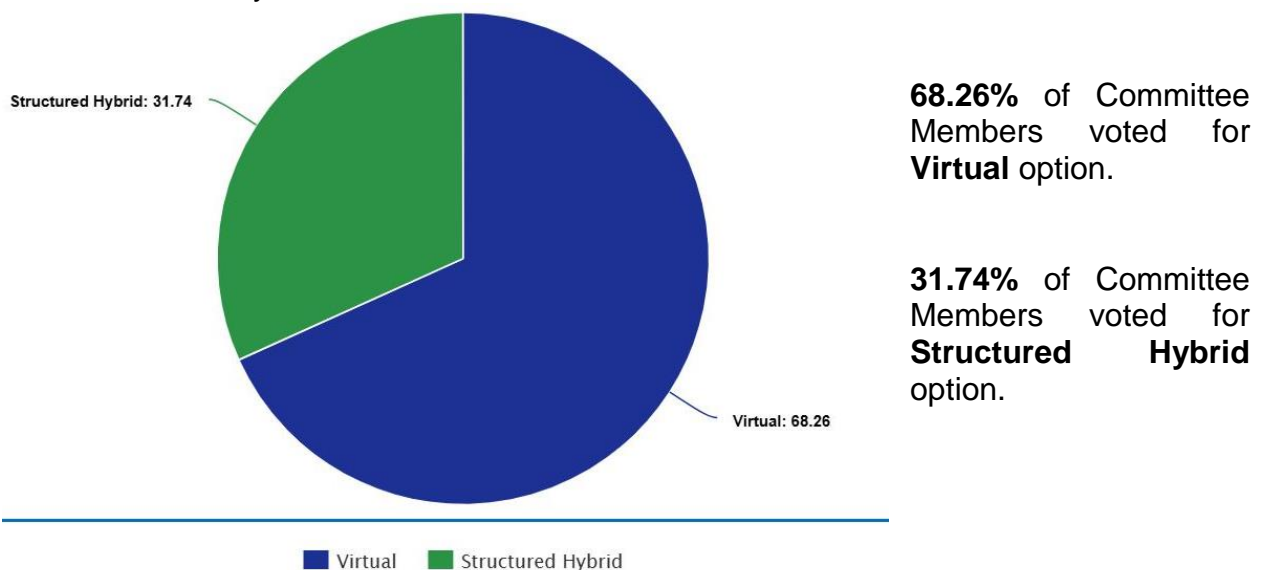
4.3 Survey

On February 7, 2025, a survey was emailed to each Advisory Committee seeking input from members on their preferred meeting format for the remainder of the 2022-2026 Term of Council. The options presented included Virtual Meetings and Structured Hybrid Meetings. Committee members were provided with the opportunity to select the meeting format they would prefer to participate in. The following descriptions were provided within the survey:

Virtual: Committee Members and Staff would participate in a Meeting from a remote location by electronic means, continuing with the current Committee meeting structure.

Structured Hybrid: Committee Members and Staff would be required to attend the Council Chambers in-person for each meeting, while allowing the public to participate virtually or in-person. Members will have the opportunity to participate virtually in exceptional circumstances. Structured Hybrid Meetings align with the structure of Council Meetings.

Overall Survey Results:



5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

Creating a vibrant, healthy, and safe community for all

6. FINANCIAL AND BUDGETARY IMPACT:

Budgetary impacts will be dependent on the option chosen by Council. The budgetary impact has been calculated as a range, as the number of staff involved in each type of committee meeting may vary. The approximate per-meeting cost for a virtual committee meeting ranges from \$286.43 to \$492.79. The approximate per-meeting cost for a hybrid meeting ranges from \$583.23 to \$1,649.28.

The total annual budgetary impact will be dependent on the number of meetings scheduled for each committee, which could range from 8 to 20 meetings per year. We have a total of 9 committees (excluding Georgina Public Library Board). The annual budgetary impact for virtual meetings for individual committee ranges from \$2,291.44 to \$9,855.8 and for Hybrid meetings ranges from \$4,665.84 to \$39,582.72. Hybrid meeting costs are higher due to the increased number of staff involved in administering the meeting, as well as the additional time required for technology setup and testing.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There are no notice requirements or public consultation necessary in this determination.

8. CONCLUSION:

In conclusion, staff are seeking Council's direction on the preferred format for conducting Advisory Committee meetings through consideration of the following options:

Option 1 - Virtual Meetings

Option 2 - Structured Hybrid Meetings

Option 3 - Each Advisory Committee shall determine its preferred meeting format, either Virtual or Structured Hybrid, at the first scheduled meeting of each Council term, and shall continue with this format for the duration of the term.

APPROVALS

Prepared By:	Samantha Naumoski, Committee Services Coordinator
Reviewed By:	Mamata Baykar, Deputy Clerk
Reviewed By:	Rachel Dillabough, Town Clerk
Recommended By:	Michael Bigioni, Director of Legislative Services
Approved By:	Ryan Cronsberry, CAO

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. SI-2025-0003

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: 2024 Update – Economic Development and Tourism Strategy

1. RECOMMENDATION:

1. That Council receive Report No. SI-2025-0003 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department, dated April 16, 2025, respecting the “2024 Update – Economic Development and Tourism Strategy”.

2. PURPOSE:

The purpose of this report is to provide Council with a summary of the progress made and actions undertaken by staff in 2024, as they relate to the 2024-2028 Economic Development and Tourism Strategy. The reporting period for this update is January 1 – December 31, 2024.

3. BACKGROUND:

On Feb 28, 2024, Council approved the Town’s 2024-2028 Economic Development and Tourism Strategy. The development of this strategy was a key deliverable within the Town’s 2023-2027 Corporate Strategic Plan.

Each of the plan’s four goals within the Economic Development and Tourism Strategy as noted below, are aligned with the Corporate Strategic Plan’s goal to “Diversify Our Local Economy”.

- **Grow the economy through investment attraction**
- **Grow the economy through the retention and expansion of the existing business community**
- **Grow the economy through tourism, arts and culture with a focus on leveraging these assets to create economic impact**
- **Create lively downtowns and public gathering spaces**

The Economic Development and Tourism Division is pleased to advise that with the support and efforts of all Town Departments, 35 of the 42 action items included in the Strategy are complete or in progress. As a result of these collaborative efforts, there have been significant accomplishments on each of the identified areas of focus in the first year of the strategy as detailed in the “Progress Update” (Attachment 1). A summary of the accomplishments and highlights from 2024 are provided in the “2024

Year in Review” (Attachment 2) and will be available as a print document and utilized as a marketing tool.

4. **ANALYSIS:**

In 2024, considerable progress was made toward achieving the goals of the 2024-2028 Economic Development and Tourism Strategy. It is important to note that due to the challenging and evolving economic climate, staff will need to continually review the Strategy and modify activities and/or implement new initiatives to address and respond to the specific needs of the business community and the direction of investment attraction efforts.

Strategy Progress:

1. Grow the economy through investment attraction
 - 14 of 18 actions completed or in progress
2. Grow the economy through the retention and expansion of the existing business community
 - 6 of 6 actions completed or in progress
3. Grow tourism, arts and culture with a focus on leveraging these assets to create an economic impact
 - 10 of 13 actions completed or in progress
4. Create lively downtowns and public gathering spaces
 - 5 of 5 actions completed or in progress

Measurement:

Progress on these activities is measured in a manner that is aligned with the key performance indicators (KPIs) utilized in the 2023-2027 Corporate Strategic Plan and relate to the goal: “Diversify Our Local Economy”.

Key Performance Indicators:

Support investment attraction, job creation, business retention and expansion:

- **Number of new businesses:** increase of 93 since 2023 (1,094 to 1,187 establishments with employees & min. 30K revenue). Source: Statistics Canada - Business Register.
- **Increase in ICI floor area:** 157,471 sq. ft. of ICI floor space in 2024.
- **Employment growth rate:** Data requires further review and updates. Source: York Region Employment Survey 2024.
- **Number of partnerships with private sector tourism stakeholders:** 103 direct partners/stakeholders (participation in grants, events, programs, in-kind collaborations etc.).

Continue to support Georgina's tourism sector as an economic driver:

- **Number and size of events that attract visitors from outside of Georgina:** 30 events (includes town-led tourism events).
- **Number of improvements to infrastructure that enhance the visitor experience:** 15 improvements made (seven marquee signs, two minor wayfinding signs, Dalton Road banner arms updated to ensure size of future banners is consistent with downtown infrastructure, annual maintenance completed on signs where necessary, commenced with Jackson's Point parkette enhancements).

Key 2024 Accomplishment Highlights

The items below are just a few of the highlights from 2024. Additional highlights and details of the activities undertaken to date are available in the attached 2024 Progress Report (Attachment 1) and 2024 Year in Review publication (Attachment 2).

1. To expedite development applications that significantly impact job creation and support the non-residential tax base, bi-weekly meetings were established with developers and Town staff. These efforts supported three tenants moving into the first building in the Keswick Business Park, resulting in more than half of the 370,000 sq. ft. building being occupied and will bring more than 80 jobs to Georgina.
2. Town staff expedited the zoning approval for the Canadian Life Science and Technology Park. Discussions are ongoing with York Region, respecting their commitment to bring the Woodbine Avenue forcemain online by late 2026/early 2027 in order to provide servicing to future development in the business park.
3. With the assistance of \$15K in funding provided by York Region, Staff were able to enhance investment attraction efforts, including attending industry trade shows, developing a pitch deck, publishing a new community profile, launching targeted campaigns and outreach, and updating the choosegeorgina.ca website, which garnered 21,586 views (34 per cent from outside Canada).
4. Launched a lead generation pilot project that conducted cold-call outreach with 150 companies to introduce Georgina and create an awareness of its opportunities. Staff note that 30 of these companies remain in a pipeline for further follow up by Town Staff.
5. Launched a formalized Business Visitation Program, which included more than 70 formal visits to businesses from a variety of industry sectors and from across Georgina. Access to talent and space for expansion emerged as common themes.
6. Created a new 'Welcome to Georgina' package handed out to new businesses with the Town's community profile, a letter from the Mayor and information on business support available to Georgina businesses through various organizations, including York University YSpace and the Chamber of Commerce.

7. Continued and enhanced entrepreneurship programming through York University's YSpace Georgina, supporting more than 150 Georgina business ventures.
8. Strengthened collaboration with the tourism community, forming more than 100 direct partnerships with local stakeholders.
9. Supported a grant application and received funding for streetscape enhancements for the High Street Construction project.
10. Commenced work on a dedicated tourism brand and website to be launched in 2025.
11. Supported the development of a mini-documentary to promote local agriculture.

5. RELATIONSHIP TO STRATEGIC PLAN:

Diversify Our Local Economy

- Supporting investment attraction, job creation, business retention and expansion, including within our agricultural sector.
- Continue to support Georgina's tourism sector as an economic driver.

6. FINANCIAL AND BUDGETARY IMPACT:

Costs associated with the delivery of the 2024 activities were funded through the 2024 Council approved budget. Grant funding from York Region, Central Counties Tourism and The Ontario Ministry of Food and Rural Affairs was secured and utilized to support specific initiatives.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There are no public consultations or notice requirements associated with this report. After Council approval, staff will post the 2024 Economic Development and Tourism Strategy Annual Report on the Town's website and distribute the document through standard communication channels.

8. CONCLUSION:

Report SI-2025-003 marks the first update in the 2024-2028 Economic Development and Tourism Strategy reporting cycle. Significant progress was made in year one, with 35 of 42 actions completed or in progress, demonstrating the Town's commitment to economic growth, business retention, tourism development and downtown

revitalization. Key performance indicators show positive trends in business growth, job creation, and tourism impact, reinforcing the Town's strategic direction. This progress reflects the Town's dedication to achieving its goals while remaining adaptable to evolving economic climate and community needs.

Prepared By: Katrina Ellis
Marketing and Special Projects Supervisor, Economic
Development and Tourism

Reviewed By: Karyn Stone
Manager, Economic Development and Tourism

Recommended By: Shawn Nastke
Director, Strategic Initiatives

Approved By: Ryan Cronsberry
Chief Administrative Officer

Attachments:

Attachment 1 – 2024 Economic Development and Tourism Strategy Progress Report
Attachment 2 – 2024 Year in Review

2024 Economic Development and Tourism Strategy Update



GEORGINA

Economic Development and Tourism Strategic Plan (2024-2028)

Goal 1: Grow the economy through investment attraction

Action	Status	Key Performance Indicators and progress details
Host targeted specific workshops and round tables to identify opportunities and challenges for business growth and investment.	<div></div>	<ul style="list-style-type: none">Timing to be determined. In light of tariffs, workshops/engagement may occur sooner in partnership with York Region.
Create a pitch deck for investors referencing the Town’s community profile and up-to-date statistics.	<div></div>	<ul style="list-style-type: none">Pitch deck created to showcase Georgina’s value proposition to be used at trade shows and provided to more than 40 potential investors. Pitch deck can be modified to address a variety of audiences.*
Initiate an exercise to develop key messaging around Georgina’s brand and develop a communications strategy to solidify recognition of the Town as a whole and create an identity of how Georgina wants to be recognized in consultation with the Communications Division.	<div></div>	<ul style="list-style-type: none">Initial meetings with Communications Division to begin in 2025. Scope of project to be determined and is dependant on resources.
Formalize a site-selection process and identify significant investment opportunities.	<div></div>	<ul style="list-style-type: none">Creating a standardized process for dealing with investment inquiries to begin in 2025.
Working with the Planning Division, maintain an up-to-date list of major projects and assets currently underway and in various stages of the development approvals process.	<div></div>	<ul style="list-style-type: none">Bi-weekly meetings have been implemented with major developers and relevant Town departments to support expedited approvals.To date, these efforts have focused on employment generating land uses and those developments that create non-residential tax base.186,000 sq feet of new ICI space leased.
Build on the existing “Choose Georgina” campaign by sharing success stories of new and expanding businesses and of residents describing their positive experiences with the Town.	<div></div>	<ul style="list-style-type: none">More than 15 business spotlights published.Talent attraction video created and campaign launched which garnered 87K views.Investment attraction ad campaigns received more than 233K impressions.
Continue to enhance and update choosegeorgina.ca with current and applicable information relevant to investors’ requirements.	<div></div>	<ul style="list-style-type: none">21,586 views, averaging 1,798/month (increase of 35 per cent over 2023).34 per cent coming from outside of Canada (US, Poland and Mexico top three foreign countries).Top pages: Business Park, Small Business Support and Live Here.Website enhancements: lifestyle data module added, new attraction video embedded and 10 blogs published.

*Deliverable was part of York Region’s FDI Partnership Fund that supported investment attraction initiatives in the amount of \$15,000.

Status legend
In Progress: the initiative is underway, in the course of being done or ongoing **Completed:** the initiative is fully complete with no outstanding projects/tasks **Scheduled:** the initiative has yet to begin; with a start date in 2024 or beyond.

Economic Development and Tourism Strategic Plan

Goal 1: Grow the economy through investment attraction

Action	Status	Key Performance Indicators and progress details
Maintain and annually update the Town’s community profile that provides a comprehensive outline of Georgina.	<div></div>	<ul style="list-style-type: none">Community profile created and published digitally and in print.*
Work with Development Services to help streamline the non-residential development process and create and provide education on the development approval process and timelines.	<div></div>	<ul style="list-style-type: none">Enhanced Business Concierge Program by implementing bi-weekly meetings with major developers and Town staff to support expedited approvals.Strategic Initiatives in collaboration with Development Services is currently working on the development of a tracking system.
Collaborate with York Region and/or partner with a company that provides investment-attraction services to provide qualified investment leads.	<div></div>	<ul style="list-style-type: none">Worked with a lead generation company to receive education on best practices and acquire a list of 150 companies to conduct outreach. Staff note that 30 of these companies remain in a pipeline for further follow up by Town Staff.*Partnered with York Region to attend three trade shows and build connections with Toronto Global (regional investment-attraction agency).
Undertake a detailed labour force and sector analysis to better understand the need to target certain sectors once additional lands are readily serviced and available for development.	<div></div>	<ul style="list-style-type: none">Subject to budget and staffing capacity. Timing to be determined.
Identify opportunities for regular touchpoints with ICI realtors and developers.	<div></div>	<ul style="list-style-type: none">Met with three local ICI realtors and major investment brokers to discuss business park infrastructure, development, and ICI trends.Ran an investment campaign with the Society of Industrial and Office Realtors, which received 51,505 impressions and an above-average industry average click-through rate.*Attended an industry event with business park developers to build connections.
Continue to work with developers to market their properties and attract tenants.	<div></div>	<ul style="list-style-type: none">Worked with Keswick Business Park and Life Sciences developers to promote opportunities at trade shows and industry events (MedTech, SIOR Industry Event, Collision, Site Selectors Guild).Continued to run targeted investment attraction campaigns through Google and SIOR.

*Deliverable was part of York Region’s FDI Partnership Fund that supported investment attraction initiatives in the amount of \$15,000.

Status legend
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Economic Development and Tourism Strategic Plan

Goal 1: Grow the economy through investment attraction

Action	Status	Key Performance Indicators and progress details
Continue to update and promote available properties: industrial commercial land and building inventory; available serviced, shovel-ready lands.	●	<ul style="list-style-type: none">Properties updated weekly on choosegeorgina.ca and promoted through various communication channels.Site selection page visited 1,116 times. Business park page visited 2,997 times.Business park investment opportunities added to InvestON (provincial investment-attraction agency) portal.
Continue to work with York Region to increase water/wastewater infrastructure and capacity to support business development in Georgina.	●	<ul style="list-style-type: none">Discussions are ongoing with York Region, respecting their commitment to bring the Woodbine Avenue forcemain online by late 2026/early 2027.
Continue to work with York Region (York Net) and local service providers to ensure 100 per cent internet and cell coverage throughout Georgina.	●	<ul style="list-style-type: none">Broadband expansion in progress in collaboration with YorkNet and Internet Service Providers.YorkNet and Bell presented updates to Council in October 2024.To date, Bell has completed fibre installation to approximately 16,000 homes. Bell is planning to construct next generation fibre network connection option to roughly 18,000 homes and businesses in Georgina.In spring of 2025, Bell will be constructing fibre to service Fox and Snake Islands.To date, York Net constructed 220+ km of fibre conduit across Georgina, 70+ km of fibre to be built in 2025, 65+ homes connected to YorkNet fibre through a partnership with Galaxy Fibre (by March 21, 2025).
Continue to work with the Province of Ontario, in collaboration with York Region, to extend the 404 into and through the business park lands.	●	<ul style="list-style-type: none">Advocacy ongoing with Region and Province.
Research opportunities with upper tiers of government for funding for business park developments regarding opportunities that are of a regional and provincial significance.	●	<ul style="list-style-type: none">Regular scans of opportunities to share with developers.Connection made between Life Science and Technology Park and InvestON and Toronto Global.



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Economic Development and Tourism Strategic Plan

Goal 2: Grow the economy through the retention and expansion of the existing business community

Action	Status	Key Performance Indicators and progress details
Formalize a business visitation program consisting of candid frontline meetings with employers to gain a better understanding of the trends and issues for individual businesses and facilitate the connection to resources for retention and expansion.	In Progress	<ul style="list-style-type: none">70 visits were documented, providing valuable insights into the needs and perspectives of businesses across various sizes and sectors.Challenges identified include the need for a strategy to enhance downtown infrastructure, the availability of ICI space (small-scale) for expansion, and access to talent.
Continue to support the YSpace Entrepreneurship Hub by developing an information package that provides entrepreneurs with all of the local and regional business support available to them and who to contact, as well as resources available to help grow and promote their businesses.	Completed	<ul style="list-style-type: none">New business welcome package created with letter from Mayor, information on YSpace programming, a list of local and regional business support, community profile, tourism guide and grant information. Packages were handed out at new business grand opening celebrations.
Continue to work with York University to assess the possibility of expanding their presence in Georgina within and beyond YSpace (for example, accredited post-secondary and skills training programs offered locally) and to develop a longer-term sustainability/business plan.	In Progress	<ul style="list-style-type: none">Partnership commitment and grant extended until March 2026. Work on sustainability plan started, which included surveying current and past participants and meeting with current and potential partners.The partnership assisted 872 participants through skills-training programs and networking events and provided 262 hours of mentorship, which directly supported 151 Georgina business ventures.



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Economic Development and Tourism Strategic Plan

Goal 2: Grow the economy through the retention and expansion of the existing business community

Action	Status	Key Performance Indicators and progress details
Collaborate with community organizations that provide workforce training and small business support to increase awareness and streamline and avoid duplication of services.	●	<ul style="list-style-type: none">Involved in Economic Stability Working Group meetings through the Community Action Table.Monthly meetings with GTTI and Georgina Chamber (boards).Continued partnership with Georgina Chamber to support activities that have an impact on the community. A total budget of \$67,460 was provided to deliver services on behalf of the Town.Continued collaboration with local and regional organizations on Small Business Week events.Established a new partnership with South Lake Community Futures to provide mentorship to entrepreneurs and included the Georgina Library and Skills Training Centre in YSpace events/initiatives.
Continue to leverage York Link’s economic development programs and staff resources to ensure access to program opportunities, including funding and relevant activities that can impact Georgina.	●	<ul style="list-style-type: none">Facilitated one-on-one meetings between York Small Business Enterprise Centre (YSBEC) and YSpace participants and other entrepreneurs.Toured VentureLab and began planning for a collaborative event.Worked with York Link team to participate in three tradeshow.
Support the work of the Health Care Task Force to expand healthcare services with a focus on the economic impact these services have on a community.	●	<ul style="list-style-type: none">A Memorandum of Understanding was signed between the Town, Southlake Health (Southlake) and Northern York South Simcoe Ontario Health Team (NYSS OHT) to advance healthcare in Georgina, including opportunities for a new brick-and-mortar facility.



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Economic Development and Tourism Strategic Plan

Goal 3: Grow the economy tourism, arts and culture with a focus on leveraging these assets to create economic impact

Action	Status	Key Performance Indicators and progress details
Create a dedicated digital presence that is easily accessible through digital platform(s) to promote tourism, arts and culture.	<div></div>	<ul style="list-style-type: none">Work started on the creation of a dedicated tourism website. Implementation plan and project timeline confirmed.Business case prepared to launch tourism social channels and dedicated URL simutaniously.
Review and update the inventory of location assets on Ontario Creates and other marketing channels and liaise with York Region and other local municipalities to determine the best permitting approach in order to launch a formalized filming in Georgina program.	<div></div>	<ul style="list-style-type: none">Account created with Ontario Creates.Initial research compiled, which included meetings with Community Services, other municipalities and stakeholders.Development of a formal program to be determined as it will require dedicated resources.
Enhance partnerships with private and public sector tourism stakeholders on marketing initiatives that extend visitor stays/overnight stays (ex: packages)	<div></div>	<ul style="list-style-type: none">Attended three-day Outdoor Adventure Show with tourism stakeholders.Nurtured relationships with Georgina’s two major resorts. Provided lunch and learns with frontline staff and linked them with potential collaborators (ex. Georgina Marathon).Grand reopening of Jackson’s Point Resort and Conference Centre and opening of Shore Vista Lodge.More than 100 direct partnerships were established this year with tourism stakeholders. These partnerships include cross-promtion, inkind and financial support.Published two seasonal guides and distributed to 20+ local locations and to tourism kiosks throughout the province through the Georgina Chamber of Commerce.
Enhance collaborations with tourism agencies and destination marketing organizations to promote Georgina as a destination, targeting audiences from the Greater Toronto Area (GTA) and beyond. (External publicity).	<div></div>	<ul style="list-style-type: none">Promoted overnight stays through event postings, blogs, newspaper and social media influencers with Central Counties Tourism (CCT), Festival Events Ontario (FEO) and Destination Ontario.Attended FEO Conference and CCT Symposium to represent Georgina and build connections.Co-hosted a Tourism Networking event with CCT.
Collaborate with Community Services to create and promote public art initiatives that support place-making, including those that celebrate Indigenous culture.	<div></div>	<ul style="list-style-type: none">Established quarterly meetings with Community Services to explore partnership opportunities.Enhanced park spaces through the installation of marquees and beautification amenities.

Status legend
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Economic Development and Tourism Strategic Plan

Goal 3: Grow the economy tourism, arts and culture with a focus on leveraging these assets to create economic impact

Action	Status	Key Performance Indicators and progress details
Continue to work with the agriculture sector to build on agri-tourism opportunities and investigate the current agri-related and on-farm diversified use policies to ensure they support these opportunities. (Regional ag rep).	<div></div>	<ul style="list-style-type: none">Engaged with York Region agriculture groups and stakeholders to support sector growth.Secured funding for agri-tourism initiatives, including art and live music partnerships at the Field to Table event.Successfully hosted the 7th Field to Table event, attracting up to 500 visitors per location and generating more than \$17,000+ in revenue.Collaborated with OMAFRA and York Region Ag Stakeholders to provide input on the new York Region agricultural strategy.Supported environmental initiatives, including planting 100 trees and enhancing ClearWater Farm with signage, parking, and tree planting.Supported the development of a mini-documentary to promote local agriculture and educate the community. It was featured at the Toronto Short Film Festival.
Support the implementation of the Waterfront Parks Master Plan and leverage recommendations that increase an economic impact for the local businesses and community as a whole.	<div></div>	<ul style="list-style-type: none">Worked with Community Services to launch a Vendors at the Beach Pilot Program.Supported the implementation of the one-way Lake Drive project.
Continue to implement wayfinding signage to enhance the overall tourism experience, encourage visitation to the business areas and tourism assets, and increase repeat tourism (ex: routes from beaches and provincial park to shopping areas).	<div></div>	<ul style="list-style-type: none">New Tourism Wayfinding Strategy approved by Council.Seven marquee signs and two minor wayfinding signs installed.
Review Georgina’s tourism and cultural assets to best understand the motivations for attracting visitors and opportunities to enhance these assets and attract investment to the sector (ex: accommodation sector).	<div></div>	<ul style="list-style-type: none">Purchased Environics data on visitor information that will be used to highlight the impact tourism has on the economy.Pitch deck to be customized for accommodation sector attraction. Outreach opportunities to accommodation sector to be reviewed.
Collaborate with tourism stakeholders to establish an annual tourism event, consisting of private and public business and organizations that deliver tourism products, to foster collaboration and the creation of future tourism products and experiences.	<div></div>	<ul style="list-style-type: none">Established an annual tourism networking event with East Gwillimbury and Central Counties Tourism.

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Economic Development and Tourism Strategic Plan

Goal 3: Grow the economy tourism, arts and culture with a focus on leveraging these assets to create economic impact

Action	Status	Key Performance Indicators and progress details
Continue to administer, support and promote the Economic, Culture and Community Betterment Program and its recipients. Review the application and review process and update accordingly to ensure that events and programs being funded provide the highest economic impact possible. (Event and culture grant).	In Progress	<ul style="list-style-type: none">23 recipients were supported in the amount of \$45,000, collectively. An example of the impact these events have is the Georgina Marathon, which drew more than 1,000 visitors, 66 per cent of whom were from outside Georgina. Out-of-town attendees stayed overnight in local accommodations, further driving economic activity.Grant process updated to require an initial meeting with Town staff prior to submission.
Explore opportunities to attract established festival and event organizers from outside of the community that create a significant economic impact. (Event acquisition outreach).	Scheduled	<ul style="list-style-type: none">Economic, Culture and Community Betterment grant promotion through various communication channels.Formal process to attract new opportunities TBD.
Continue to create and enhance the official Town of Georgina tourism publication and marketing collateral, and coordinate distribution to educate visitors about the Town's tourism assets and increase economic spending.	In Progress	<ul style="list-style-type: none">11,000 tourism guides distributed locally and to tourism kiosks throughout Ontario via the Georgina Chamber of Commerce.New marquee signs added in tourism locations which house the guides and new tourism signage and provide listing of current events.



Status legend
In Progress: the initiative is underway, in the course of being done or ongoing **Completed:** the initiative is fully complete with no outstanding projects/tasks **Scheduled:** the initiative has yet to begin; with a start date in 2024 or beyond.

Economic Development and Tourism Strategic Plan

Goal 4: Create lively downtowns and public gathering spaces

Action	Status	Key Performance Indicators and progress details
Continue to promote to the BIAs the opportunities related to the Town’s Community Improvement Plan (CIP) grants.	●	<ul style="list-style-type: none">Streamlined CIP applications and increased participation over last year.Conducted more than 30 meetings with BIA businesses to gather insights to make revisions to CIP and other strategic decisions regarding downtown revitalization.
Continue to source grants that fund infrastructure improvements within the downtowns.	●	<ul style="list-style-type: none">Confirmation of Rural Economic Development Grant (RED) grant recieved to help support the High Street Construction project through to 2026.
Encourage BIA boards to enhance their annual budget in order to enhance marketing initiatives, events and other programs that have the greatest economic impact on their business communities.	●	<ul style="list-style-type: none">Sutton BIA increased budget by \$5,000.
Leverage Town and Regional infrastructure projects to support streetscape enhancements.	●	<ul style="list-style-type: none">New banners and arms were installed throughout Town.Assisted with grant to support High Street Reconstruction Project.Gathered research and provided input and support to the High Street Reconstruction Project Team as it relates to stakeholder engagement, marketing supports for businesses during construction and streetscape enhancements.
Continue to provide a liaison role between the BIA and Town departments and create a work plan for the responsibilities of the role.	●	<ul style="list-style-type: none">Initial steps taken to establish an MOU between the Town and BIA boards.Supported the execution of a series of musical performances.Supported the Keswick BIA through its dormancy by organizing Music in the Parkette on their behalf.Supported Pfefferlaw and Sutton with road closures for three events.



Status legend
In Progress: the initiative is underway, in the course of being done or ongoing **Completed:** the initiative is fully complete with no outstanding projects/tasks **Scheduled:** the initiative has yet to begin; with a start date in 2024 or beyond.



Year in Review
Economic Development
and Tourism

2024





Business and economic indicators

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Georgina's new Economic Development and Tourism Strategy

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Investment attraction

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Supporting business expansion and retention

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Leveraging tourism to create an economic impact

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Enhancing downtown vibrancy

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Land Acknowledgment

The Town of Georgina recognizes and acknowledges that we are on lands originally used and occupied by the First Peoples of the Williams Treaties First Nations and other Indigenous Peoples, and on behalf of the Mayor and Council, we would like to thank them for sharing this land. We would also like to acknowledge the Chippewas of Georgina Island First Nation as our close neighbour and friend, one with which we strive to build a cooperative and respectful relationship.

We also recognize the unique relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands, and we join them in these responsibilities.

Introduction

The Town of Georgina celebrated a year of significant milestones and achievements in 2024, marking steady progress toward its long-term growth targets. With an estimated population of 51,904 at the end of the year, Georgina remains committed to meeting its forecast growth of 70,500 residents and 20,700 jobs by 2051¹.

Key advancements were made in the development of Georgina's employment lands, further diversifying the Town's economic base, enhancing job opportunities and increasing the non-residential tax base. Notably, with the Town's support, three new tenants were secured for the Kewick Business Park in the first building, and the Canadian Life Science and Technology Park announced plans for a significant investment, which received zoning approval, setting the stage for future economic momentum.

The Town also experienced an increase in business activity, with 93 new establishments recorded in 2024, bringing the total to 1,187². Recognizing that small businesses are the backbone of Georgina's economy, the Economic Development team worked with partners to support more than 150³ ventures through targeted skills training. Additionally, more than 70 business visits were conducted as part of a formalized outreach program, fostering relationships, identifying expansion opportunities and helping to

further initiatives that support the local business community.

In February, a new five-year Economic Development and Tourism Strategy, aligned with Georgina's Corporate Strategic Plan, was endorsed, focusing on investment attraction, business retention and expansion, enhancing the economic impact from tourism and creating vibrant downtowns. With 35 of 42 actions in progress or completed, the Economic Development Division is already making significant strides, ensuring the majority of these initiatives remain on track to help meet the Town's goals.

Collaboration was a major focus in 2024, with partnerships and engagement with investors and stakeholders playing a pivotal role in driving growth. These efforts, supported through \$103,318 in grant funding, underscore Georgina's commitment to building strong relationships with new and existing businesses, as well as community partners, laying the foundation for a prosperous and diversified economy in the years to come.

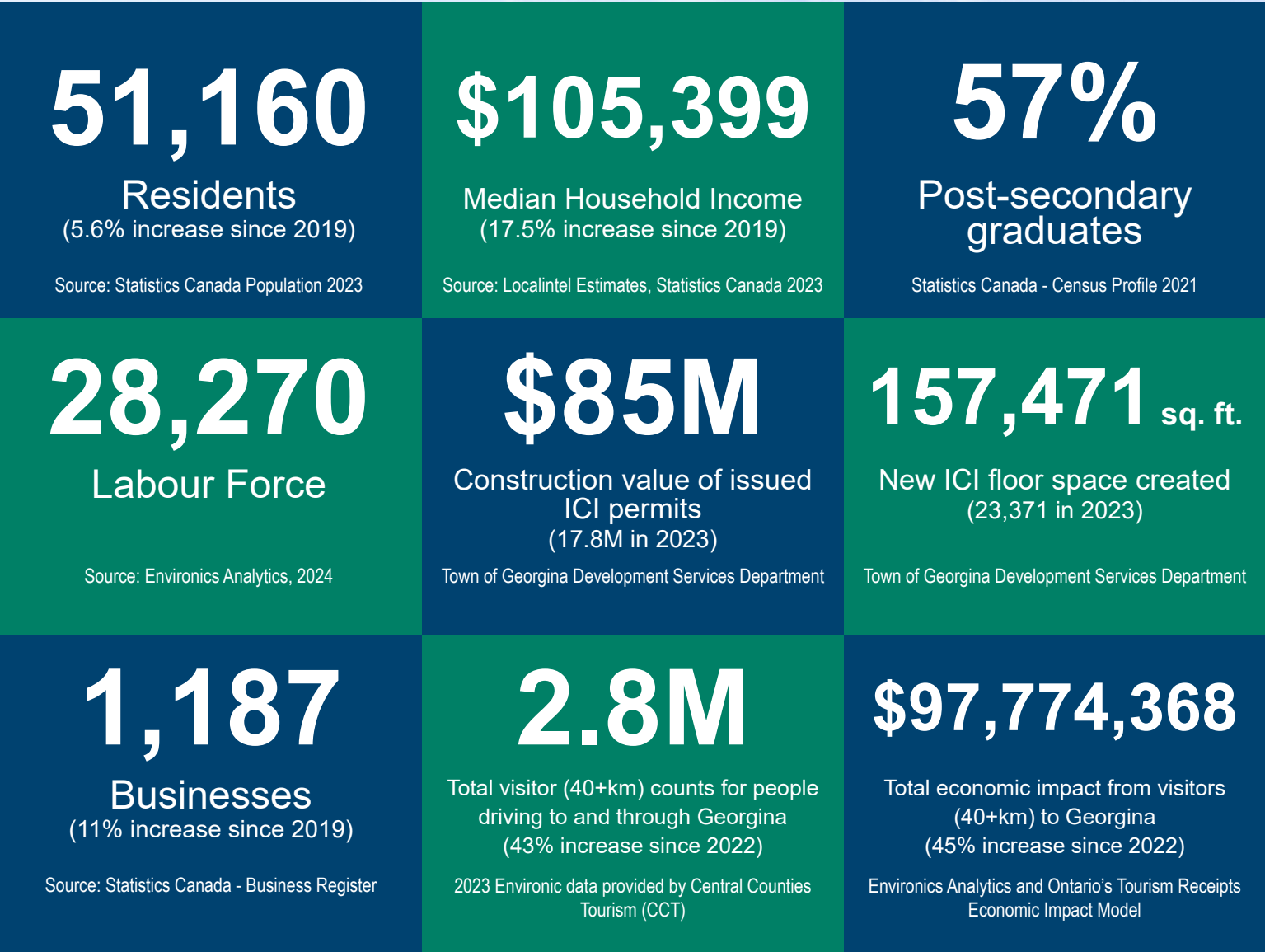
As we reflect on 2024, the Town of Georgina celebrates a year of progress and looks ahead with optimism, continuing to build on the successes that will shape our shared future.

¹ York Region, 2023

² Statistics Canada - Business Register, 2024

³ YSpace, 2024

Business and economic indicators



790,561

Non-resident visits (40+km) to the following areas in 2023 from 96,640 unique visitors:

Jackson's Point and downtown
Sutton downtown
Willow Beach and Wharf
De La Salle Park Beach

As part of the Vendor Pilot Program launched in 2024, this 2023 Environics visitor data from Central Counties Tourism was pulled to lend statistical data for analysis and will be compared with 2024 data once available.



Economic Development and Tourism Strategy

The creation and implementation of a five-year Economic Development and Tourism Strategy was identified as a key action to deliver on the Town's overarching goal of diversifying our local economy and was endorsed in February 2024.

Through the development of the strategy, the Town engaged with 344 businesses, stakeholders and residents to provide their input. This feedback culminated in a final strategic plan that was created by the community for the community.

More than 40 action items were recommended to deliver on the goals and were prioritized based on an achievable five-year timeline. Several initiatives began in 2024, including investment attraction efforts to support the Business Park landowners, a formalized Business Visitation Program, new skills training programs and tourism development projects intended to increase the economic impact of visitors. To learn more about the Economic Development Strategic Plan, visit georgina.ca/EconomicStrategy.





Since the groundbreaking of 500 acres of designated employment lands in late 2022, the Economic Development Division has escalated its investment attraction efforts by boosting its Business Concierge Program and marketing efforts to enhance awareness of the investment opportunities in Georgina.

Supporting major investment

To expedite major development applications that significantly impact job creation and support the non-residential tax base, bi-weekly meetings were established with these major developers and Town staff. These efforts helped support three tenants within the first building in the Keswick Business Park, which resulted in more than half of the 370,000 sq. ft. building being occupied.

Two other major developments, Scott Woods Transport, which has relocated from Vaughan and the Canadian Life Science and Technology Park, a new 50+ acre health and science eco-system, progressed through the development process. These companies are making significant strides in fulfilling the business park’s vision of being a premier hub for innovation, logistics and sustainable practices in Ontario’s industrial landscape. As these businesses continue to thrive in their new spaces, the park’s expansion is poised to bring additional opportunities for job creation, innovation, and economic growth to the region.

Health care investment

The Town has also made gains in its efforts to enhance health care for residents, nurturing relationships with partners. In 2024, a Memorandum of Understanding was signed between the Town, Southlake Health (Southlake) and Northern York South Simcoe Ontario Health Team (NYSS OHT) to advance healthcare in Georgina, including opportunities for a new brick-and-mortar advanced care facility. This not only fulfills the goal of improving the health and well-being of the Town’s residents, but signifies a substantial investment that will create lucrative jobs.

Advancing servicing and infrastructure to support development

With the continued development of the Town’s designated employment lands and the growth of its population and existing businesses, ensuring servicing and infrastructure are in place is pivotal to progress. Staff continue to meet and advocate for servicing that meets the needs of investors now and in the future. This includes ongoing discussions with York Region and developers regarding water/wastewater infrastructure expansion and transportation needs throughout the region and province.

First three tenants in the Keswick Business Park



Turf Care Canada

Based in Newmarket, Turf Care Canada, a recipient of Deloitte’s Best Managed Companies award program, was the first tenant with an impressive 52,000 square feet of space. Known for its industry-leading turf maintenance products and services, it is an independent and privately held Canadian company that provides quality products and services to the golf course community, municipalities, parks departments, professional contractors and authorized Toro and Kawasaki dealers. It services more than 1,200 golf courses in Ontario and Quebec, highlighting its significant impact on the golf industry. The new space will be dedicated to service, allowing the company to expand its parts warehousing capacity at its Newmarket location.

Pulp Moulded Products Inc.

Pulp Moulded Products Inc., a leading provider of sustainable protective packaging solutions, is expanding into a 74,000-square-foot facility at the business park. The company, founded in 2008, is renowned for producing zero-waste packaging that partners with major North American retailers. With permits already issued, the company expects to be operational in 2025. The move from its current 32,000-square-foot facility in Newmarket, where they employ up to 75 staff, will provide much-needed space for the company’s continued growth. By the end of summer 2025, Pulp Moulded Products plans to hire 30 additional staff members to support its expansion.

Imperial Dade

A leader in packaging, facilities maintenance supplies, equipment, print products, services, and solutions, Imperial Dade will occupy 60,000 square feet in the Keswick Business Park. With more than 1,500 employees across Canada, the company is known for its personalized supply chain solutions. Its new location, expected to be operational by spring 2025, will add 50 positions to its workforce in Georgina. Imperial Dade’s presence strengthens the local economy with its extensive network of 27 distribution centres across Canada, servicing a wide range of B2B industries.



Mayor Margaret Quirk, Regional Councillor Naomi Davison, Ward 2 Councillor Dan Fellini and Town staff at Turf Care’s new facility.



Canadian Life Science and Technology Park announces investment



A new 56-acre life sciences and technology park is coming to Georgina. In the initial phase, the Canadian Life Science and Technology Park, located at the south end of the Business Park lands, aims to serve a wide array of sectors, attracting tenants and clients from pharmaceutical, biotechnology, medical device, bioprocessing, Contract Research Organizations (CROs), Contract Development and Manufacturing Organizations (CDMOs), healthcare, academia, digital and technology sectors, and other related fields. It will include 21 lots with varying acreages to meet the needs of the market, with the potential for 826,000 sq. ft. of buildable space and the creation of more than 1,700 jobs once fully developed. The development has progressed and its zoning bylaw approval was received in late 2024.

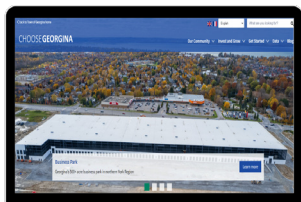
Promoting investment opportunities

Through strategic communication channels, partnerships, trade show participation, campaigns and outreach efforts, the Economic Development and Tourism Division has made significant progress over the past few years in positioning Georgina as a prime destination to live, work, play, and invest.

Key achievements:

Enhanced online presence

In late 2023, we launched a new economic development website, which continues to evolve. This year, updates to the site have included a



new quality-of-life dashboard, sharing success stories via blog posts and running targeted campaigns that drive traffic and awareness,

resulting in more than 21K visits, 34 per cent from foreign countries. Social media efforts have also been robust, reaching more than 7,000 followers and significantly boosting the visibility of success and opportunities in Georgina.

Investment-attraction partnerships

Collaborating with York Region has been pivotal. For the second consecutive year, York Region provided \$15,000 in financial support for division-led activities. Together, we attended high-profile events such as the Site Selector's Guild, Collision, and Med Tech conferences, showcasing our value proposition and connecting with potential investors. These efforts have strengthened relationships with key developers and advanced opportunities for growth.



Canadian Life Science and Technology Park, Toronto Global and CBRE representatives speaking during a life science and technology panel on the demand for commercial or graduating space with an industry-led business park development at Med Tech Conference.

Targeted campaign success

Talent attraction was a major focus this year, highlighted by a new addition to the Town's

Choose Georgina video series. This campaign garnered more than 87,000 views, contributing to a cumulative total of more than 450,000 views for the video series. These efforts effectively promote Georgina as a desirable location to live, work, play and invest.

Strategic outreach and lead generation

Partnering with a lead generation company, we intensified our outreach efforts. This included gaining insights into best practices, creating a compelling pitch deck that underscores Georgina's value proposition and developing a targeted list of companies for proactive engagement.



Town staff and developers from Panattoni Development Company Canada and the Canadian Life Science and Technology Park at the Society of Industrial and Office Realtors (SIOR) broker event in Toronto.

Impact on success:

Increased awareness: Website updates, online targeted campaigns and video content have substantially increased awareness of Georgina's opportunities among residents, businesses and investors.

Stronger partnerships: Collaborations with York Region and participation in global conferences have bolstered Georgina's reputation and visibility within key investment ecosystems.

Improved investment readiness: The new pitch deck and targeted outreach initiatives have refined Georgina's ability to attract and secure investment opportunities.

Community growth: Talent attraction campaigns are helping to address workforce needs and supporting sustainable economic and community development.

Collectively, these efforts demonstrate our commitment to fostering economic growth and positioning Georgina as a thriving hub for investment and innovation.



300+ of 500 acres of designated employment lands progressing through development process

186,000 sq. ft. secured by three tenants within the Keswick Business Park

\$85M in construction value of issued ICI permits

More than **100** touchpoints with major investment developers



Supporting business expansion and retention

In 2024, the Town of Georgina demonstrated its unwavering commitment to fostering a thriving business community. Through strategic partnerships, innovative programming, and consistent engagement, the Town has made significant strides in supporting local businesses.

Georgina remains committed to driving business expansion and retention through continued collaboration, innovative programming and responsive support. By listening to and addressing the needs of the business community, Georgina is building a robust economic future that will support residents and businesses.

Empowering entrepreneurs



Peer-to-peer networking event at the Entrepreneurship Hub

The YSpace Entrepreneurship Partnership has been a key driver in nurturing entrepreneurial growth in Georgina over the past three years.

In early 2024, the partnership between York University YSpace, the Town of Georgina and the Town of East Gwillimbury was renewed through to 2026. This extension, fueled by the success of the initial partnership, is supported by funding from all three partners and a \$150,000 grant from the Province’s Rural Economic Development program.

Success continued in 2024, assisting 872 participants through skills-training programs and networking events and providing 262 hours of mentorship, which directly supported 151 Georgina business ventures.

Evolving to meet business needs

Based on a review of the previous year’s trends and a participant feedback survey, the YSpace partnership evolved its programming to address the current needs of local entrepreneurs. Key updates included:

- Focused training on foundational business knowledge and digital skills.
- Mentorship opportunities with experts tailored to specific business needs.
- Extended hours of operation.
- New partnerships with organizations such as South Lake Community Futures and the Georgina Public Library further strengthen the support network. Other notable partners include the York Small Business Enterprise Centre, VentureLab, and the Skills Training Centre. These collaborations have been instrumental in raising awareness and delivering customized support to businesses looking to expand.



YSpace participant Joseph Goode sharing his business journey during a promotional video shoot

“It’s really given me a foundation to fall back on because without them, my business wouldn’t be where it is today.”~ Joseph.

Building collaborative networks

Collaboration extended beyond YSpace mentorship to include regular participation in the Community Action Table, ensuring we stayed informed about initiatives supporting income stability and employment while also sharing relevant updates with the business community. Additional partnerships included working with Job Skills to host an information session at a job fair and explore opportunities for cross-promotion. We also collaborated with the Georgina Chamber of Commerce, YSBEC, and South Lake Community Futures to organize events for Small Business Week.

Formalizing business engagement

To better understand and support local businesses, the Town launched a Business Visitation Program in 2024. Staff visited more than 70 businesses and gathered valuable insights into the needs and perspectives of businesses across various sizes and sectors. Key findings included:

- More than 70 per cent of businesses rated Georgina as a good or excellent place to do business.
- Georgina’s top advantages were identified as its location, lifestyle and tourism draw.
- Feedback from 28 downtown businesses highlighted infrastructure needs, guiding future strategic improvements.
- Challenges such as access to talent and space for expansion emerged as common themes.

During these visits, staff shared information on available resources, programs and partnership opportunities and gathered content to share successes on our website, choosegeorgina.ca.

Celebrating success



Dave and Anita, owners of Home Hardware in Sutton, receiving their Mayor and Council’s Milestone Awards

The Town celebrated local business achievements through 20 ribbon-cutting events and the annual Business Excellence and Mayor and Council’s Milestone Awards. Organized by the Georgina Chamber of Commerce and supported by the Town through a funding agreement, these events provided opportunities to connect with business owners and establish relationships for continued support and bring awareness to all of the businesses that continue to thrive in Georgina.

Site visit *spotlight*

Brouwer Kescmac: A local legacy with a global impact on the Town of Georgina



Over the past 50+ years, Brouwer Kescmac has transformed from a small sod farm into a global leader in turf equipment manufacturing right here in the Town of Georgina.

From pioneering the first tractor-mounted sod harvester in the 1970s to revolutionizing turf harvesting technology today, its commitment to innovation has shaped the industry. With 19 unique products and operations spanning the globe, Brouwer Kescmac continues to put Georgina on the map!

The company’s impact goes beyond machinery. As one of the area’s largest employers, it has created countless jobs, injecting vitality into our local economy.

Economic Development staff and members of Council had the privilege of touring the Brouwer Kescmac manufacturing facility in August to learn more about the company’s operations.

Learn about Brouwer Kescmac and other businesses that have made an impact at choosegeorgina.ca/blog.



Leveraging tourism to create an economic impact

With its close proximity to Toronto and 52 kilometres of stunning Lake Simcoe shoreline, the Town of Georgina is well-positioned as a tourism destination. Tourism plays a pivotal role in Georgina’s economy, with data revealing that one out of every ten jobs in the community is tied to the tourism sector. Central Counties Tourism (CCT) reports that Georgina is receiving more visitors every year, with the latest stats indicating a 38 per cent increase in total visitors (40km radius) through Georgina’s gateways from 2022 to 2023. Recognizing this significant impact, Georgina has taken proactive measures to foster tourism development and amplify its economic benefits.

Enhancing tourism infrastructure

In alignment with a new Wayfinding Strategy approved by Council in early 2024, the Town installed new marquee signs at key visitor locations, including the ROC, Uptown Keswick Parkette, North Gwillimbury Park, and Holmes Point Park. These signs complement existing installations at De La Salle Park, Jackson’s Point Parkette, Jackson’s Point Harbour, and High Street in Sutton, ensuring visitors are well-informed about local attractions and activities.



Building partnerships

In 2024, the Town strengthened its collaboration with the tourism community, forming more than 100 direct partnerships with local stakeholders. These collaborations encompassed cross-promotion, financial support through grants, and program delivery, all aimed at boosting Georgina’s profile as a vibrant destination.

More than 30 events, attracting visitors from outside the Town, received marketing support, 23 of which were supported in the amount of \$45,000 collectively through the

Economic, Culture and Community Betterment Program. An example of the impact these events have is the Georgina Marathon, which drew more than 1,000 visitors, 66 per cent of whom were from outside Georgina. Many out-of-town attendees stayed overnight in local accommodations, further driving economic activity.

Recognizing the significant amount of visitors that come to Georgina to enjoy the beaches during the summer months, the Town launched a Vendor Pilot Program. This initiative established partnerships between local tourism vendors and will continue in 2025 to enhance visitor experience and support local entrepreneurs. The Georgina Chamber of Commerce Kiosk, also located at De La Salle, directs visitors to the many great places to eat and shop in Georgina, stimulating more impact from tourism.

Promoting Georgina through strategic branding and outreach

To further promote the Town externally, significant strides were made in developing a tourism brand and an online presence dedicated to showcasing local opportunities, as well as attending regional tourism trade shows and advertising initiatives. Work will continue in 2025 to develop a tourism brand that will result in new communication channels that will expand awareness efforts and help cement Georgina’s identity as a year-round destination.

In partnership with the Georgina Chamber of Commerce, the Town printed and distributed 11,000 tourism guides that were strategically placed at ambassador locations within Georgina and at tourism kiosks across Ontario.

Spotlight on agri-tourism and culinary experiences

Georgina’s thriving agriculture sector remains a top priority, aligning directly with York Region’s goal of growing and sustaining the sector — which stands as the fourth-largest food and beverage processing

hub in Canada. The Town continued to highlight and promote sustainable agriculture through its annual Field to Table event, which attracted more than 500 visitors to each farm tour location.

Meanwhile, the Grown in Georgina campaign provided residents and visitors with the opportunity to learn where their food comes from while encouraging support for local farmers. This objective was further advanced through a collaboration with a local videographer who produced a short documentary, Beyond the Fields, that featured five local agri-businesses.

In addition, the Taste of Georgina event, now in its fifth year, successfully drew hundreds of patrons to local restaurants to enjoy prix fixe menus during what is typically a slower season for the hospitality industry.

These division-led initiatives were supported by \$8,000 in funding from the York Region Tourism Fund and the Central Counties Tourism Partnership, further reinforcing the Region’s commitment to fostering a strong and sustainable agri-food and tourism sector.

Georgina’s commitment to tourism development has fostered economic growth and strengthened community connections. As the Town continues to innovate and invest in this vital sector, its reputation as an all-season destination will only grow, ensuring a prosperous future for residents and businesses alike.



Enhancing downtown vibrancy in Georgina

Downtown areas are pivotal to both the economy and the sense of place within a community. With more than 150 retail stores, restaurants and offices, these areas generate significant tax revenue and employment opportunities. They also attract tourists due to their historical significance, cultural attractions and entertainment options. The Town of Georgina's three Business Improvement Areas (BIAs) and Pefferlaw's main street serve as the heart of their communities, reflecting local history and culture and providing a sense of identity and pride for residents.

Town staff collaborate closely with BIA boards and business members to implement initiatives and programs, facilitate and market events, and submit grant applications to support revitalization efforts. Key highlights from 2024 include:

- Staff conducted more than 30 visits with BIA businesses to gather insights, determine trends and inform strategic decisions regarding downtown revitalization.
- A CRM system was established for the Sutton BIA to improve communication with its members.
- Beautification projects included holiday decorations in public spaces and on poles, as well as summer and veteran banners.
- Supported 26 events and meetings.
- Efforts to streamline and promote the Town's Community Improvement Plan were undertaken. Two businesses enhanced their facades through \$10,000 in grants.



Before and after photos of CIP facade improvement in Jackson's Point



Over the past two years, numerous infrastructure and art installations have been completed, adding to each downtown's identity. The Uptown Keswick Parkette was revitalized and the Jackson's Point Parkette saw continued improvements. Art installations included indigenous sculptures in Sutton and Keswick and a mural in the Jackson's Point Parkette.

With new infrastructure and cultural additions, events were a key focus in 2024. Staff supported BIA boards by organizing performances in each downtown area with local talent. Staff also supported signature events through grants, marketing and road closures. Whoville on High Street welcomed an astounding 5,000 residents and visitors in its second year, bringing new patrons into stores and restaurants.



Historic Downtown Sutton

Georgina prepares for redevelopment of Historic Downtown High Street in Sutton

The High Street redevelopment project in Sutton aims to transform the historic downtown area into a key economic and community hub by upgrading essential infrastructure and enhancing streetscaping. This includes new watermains, a stormwater system and improved streetscaping beautification, all designed to modernize the area to current standards and ensure long-term service. The project began in 2024, ending the year in the engineering pre-design phase. To prepare for this transformative project, Economic Development and Engineering staff visited Port Hope to learn from their experience with a similar project. For more information on the High Street redevelopment project, visit georgina.ca/HighStreet.



Town staff visiting Port Hope to learn from their recent revitalization



Economic Development and Tourism Office

26557 Civic Centre Rd., Keswick, ON, L4P 3G1

905-476-4301 | choosegeorgina.ca



THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DCAO-2025-0004

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: INVESTMENTS – ANNUAL REPORT

1. RECOMMENDATION:

1. That Council receive Report No. DCAO-2025-0004 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 respecting the Investments – Annual Report.

2. PURPOSE:

The purpose of this report is to provide an overview of the performance of the Town's investment portfolio for fiscal 2024 in accordance with the approved Investment Policy.

3. BACKGROUND:

The purpose of the Town's Investment Policy is to ensure that the Town of Georgina invests all available funds in a manner that will provide the highest rate of return while minimizing the degree of risk and maintaining an adequate level of solvency and liquidity, in conformity with the Municipal Act, S.O. 2001 and the Town's Investment Policy. Other primary objectives of the policy are the adherence to statutory requirements, the preservation of capital, maintaining liquidity, and earning a competitive rate of return.

The Town holds the majority of its investments with the One Investment Program. The One Investment Program is a co-mingled investment program designed specifically for the municipal and broader Ontario public sector that provides competitive rates of return over both the short and longer term.

4. ANALYSIS:

As of December 31, 2024, the Town has cash and investments of \$96,189,310 (Market Value \$98,704,842). The Town holds 85.5% of its available cash with the Local Authority Services ("LAS") One Fund as at December 31, 2024, which is in accordance with the Town's approved Investment Policy.

Below is a description of each type of investment, as well as a breakdown of investments by type and the percentage of the overall portfolio that they represent.

Cash – TD Bank

A sufficient balance is maintained in the operating account to ensure the Town can meet its day-to-day cash flow activities in an effective and efficient manner.

Term Deposit – TD Bank – Duration of 12 months

This Term Deposit offers a competitive interest rate with guaranteed return and no fees. Flexibility exists to cash this Term Deposit in full or in part.

High Interest Savings Account (“HISA”) – LAS One Fund – Duration 1+ Months

Offered through CIBC, Scotiabank and National Bank, the HISA preserves capital and maintains liquidity while maximizing short-term income via secure deposits with a Schedule One Canadian Bank under a master LAS/CHUMS savings account.

Bonds – LAS One Fund – Duration of 18 to 36 Months

The One Bond Portfolio is intended to provide a higher return over longer investment horizons than the HISA option. These higher returns are garnered primarily through investment in a diversified selection of federal, provincial and municipal bonds maturing within five years, as well as high quality bank paper. The portfolio manager is MFS Investment Management Canada.

Universe Corporate Bonds (“UCB”) – LAS One Fund – Duration of 4+ Years

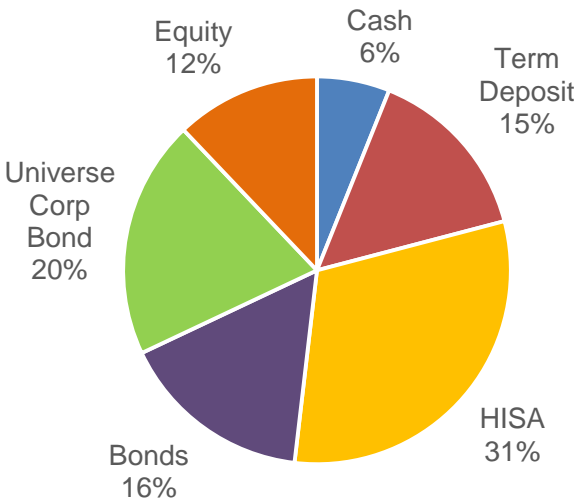
Launched in 2008, the One UCB Portfolio allows municipalities to invest in highly rated corporate bonds, maturing in the five to ten year range, which historically have produced greater investment returns with only incremental additional risk. The portfolio manager is MFS Investment Management Canada.

Canadian Equity Portfolio – LAS One Fund – Duration of 5+ Years

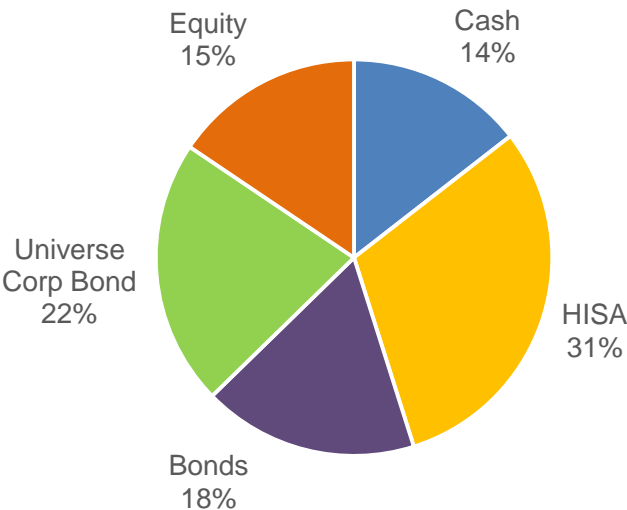
Launched in 2007, the One Equity Portfolio is an opportunity for Ontario municipalities to invest their long-term investment dollars in the equity market. The Portfolio Manager is Guardian Capital LP.

Investment by Type

January 1, 2024

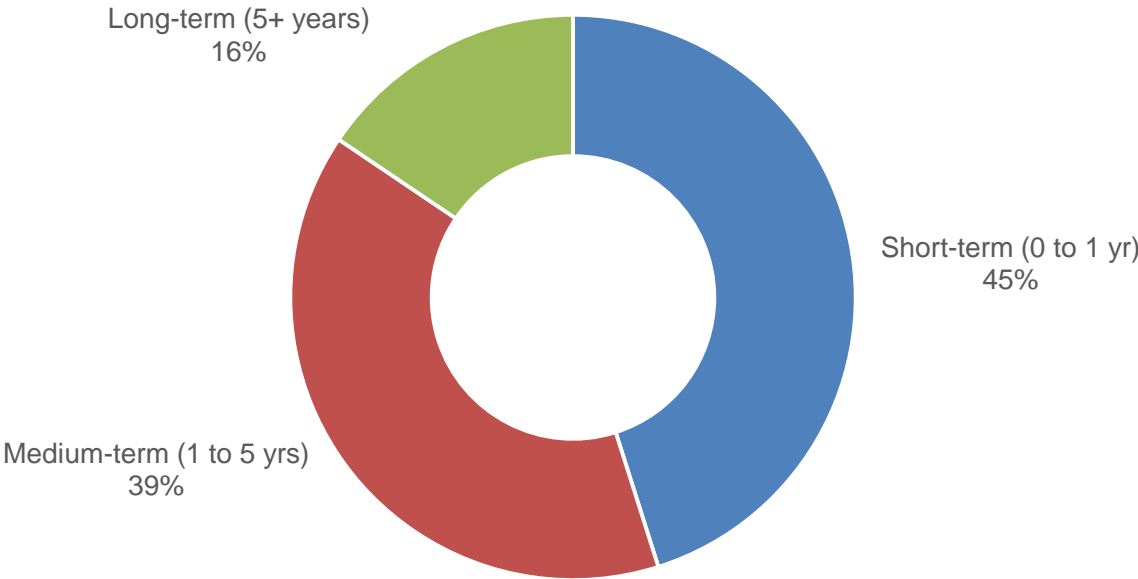


December 31, 2024



In 2024, the Town continued to diversify its investments between short, medium, and long-term. The Town continues to maintain the majority of its investments in short-term and medium-term options due to the cash flow needs identified in the 10-year capital plan over the next few years.

Term of Investments



The Chart below highlights the opening balances, transactions, investment income earned, realized and unrealized gains (losses), and various benchmark comparators.

	Cash - TD	GIC - TD	High Interest Savings Account - LAS One Fund	Bond Fund - LAS One Fund	Universe Corporate Bond Fund - LAS One Fund	Equity - LAS One Fund	Total
Book Value as at January 1, 2024	6,215,570	15,181,463	31,657,272	16,501,332	20,379,573	12,377,345	102,312,555
Market Value as at January 1, 2024	6,215,570	15,181,463	31,657,272	15,592,708	18,860,232	15,919,201	103,426,446
Deposits (Withdrawals):							
- June 27, 2024 - Principal Transfer	20,000,000		(20,000,000)				-
- October 16, 2024 - Principal Transfer	15,000,000	(15,000,000)					-
- October 16, 2024 - Interest Paid		871,500					871,500
- October 16, 2024 - Interest Transfer	871,500	(871,500)					-
- December 19, 2024 - Principal Transfer	(16,600,000)		16,600,000				-
- Investment Income Reinvested	1,221,449		1,261,779	400,994	518,022	398,932	3,801,176
- Capital Gains Reinvested						2,177,791	2,177,791
- Book Value - Cost Basis Adjustment				(1)	(1)	(34)	(36)
- Market Value - Unrealized Gains				355,718	348,835	697,088	1,401,640
- Interest Earned and Accrued			53,092				53,092
- Reversal of Previous Year's Accrual		(181,463)	(126,669)				(308,132)
Other transactions	(12,718,636)						(12,718,636)
Book Value as at December 31, 2024	13,989,884	-	29,445,474	16,902,325	20,897,594	14,954,033	96,189,310
Market Value as at December 31, 2024	13,989,884	-	29,445,474	16,349,419	19,727,088	19,192,977	98,704,842
Investment Income Earned	1,221,449	690,037	1,188,202	400,994	518,022	2,576,723	6,595,427
- Allocated to Discretionary Reserves and Operating Fund	243,216	380,846	655,794	365,060	471,601	2,576,723	4,693,240
- Allocated to Obligatory Reserves and OCIF	648,796	309,191	532,408	179,677	232,114	-	1,902,187

	Cash - TD	GIC - TD	High Interest Savings Account - LAS One Fund	Bond Fund - LAS One Fund	Universe Corporate Bond Fund - LAS One Fund	Equity - LAS One Fund
Return on Investment	4.9%	5.8%	5.1%	4.9%	4.6%	20.6%
Including Unrealized Gains						
Benchmarks for Comparison:		4.1%				
- One year Government of Canada Treasury Bills						
- Three month Government of Canada Treasury Bills	4.4%		4.4%			
- Bank of Canada Money Market Rates	4.6%		4.6%			
- Scotia McLeod's All Government Short Term Bond Index				3.2%	3.2%	3.2%
- One Fund's Bond Fund					4.9%	4.9%
- S&P/TSX Composite Index						18.0%

In order to reduce the risk of losses, the Town has only invested funds that it does not require for 5+ years in the equity portfolio. These funds generally represent the long-term repair and replacement reserves.

5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

Ensure continued financial sustainability and accountability.

6. FINANCIAL AND BUDGETARY IMPACT:

The recommendations contained in this report have no direct financial impact and are for information purposes only. Annually, investment income earned is allocated to the operating budget, Ontario Community Infrastructure Fund, and discretionary and obligatory reserves.

As per the Public Sector Accounting Board (PSAB) standards, the Town does not recognize unrealized gains or losses until the sale of the investment. To date, no investments have been sold that would result in a realized gain or loss.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

The information presented in this report is administrative in nature; consequently, no specific public consultation or notice has been undertaken.

8. CONCLUSION:

This report has been prepared for information purposes as required by the Town's approved Investment Policy. As the Treasurer, I confirm, that in my opinion, all investments were made in accordance with the investment policies and goals adopted by the Town.

APPROVALS

Prepared By:	Becky Ridding, CPA, CA Senior Financial Analyst
Reviewed By:	Dina Havkin, CPA, CMA Manager of Financial Strategy and Planning / Deputy Treasurer
Recommended By:	Rob Wheeler, CPA, CA Deputy Chief Administrative Officer / Treasurer
Approved By:	Ryan Cronsberry Chief Administrative Officer

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. SI-2025-0004

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

**SUBJECT: APPOINTMENTS TO THE BOARD OF MANAGEMENT AND APPROVAL
OF THE 2025 ANNUAL BUDGET FOR THE SUTTON BUSINESS IMPROVEMENT
AREA (SBIA)**

1. RECOMMENDATION:

1. That Council receive Report No. SI-2025-0004 prepared by the Economic Development and Tourism Division, Strategic Initiatives Department dated April 16, 2025, respecting the appointments to the Board of Management and approval of the 2025 budget for the Sutton Business Improvement Area (SBIA).
2. That the following individuals be appointed to the vacancies on the Board of Management for the Sutton Business Improvement Area (SBIA) for the remainder of the 2022-2026 Term of Council and that Council pass a bylaw to give effect to these appointments:

Elaine Coates
Brandy Savage
Nick Lekatis
Dishon Shan
Samantha Bodger

3. That Council approve the 2025 annual budget for the Sutton Business Improvement Area (SBIA) as set out in Attachment 1.
4. That the bylaw to charge and provide for the collection of a supplemental tax levy for the Sutton Business Improvement Area (SBIA) be adopted by Council.

2. PURPOSE:

The purpose of this report is to request Council's approval of appointments to the Board of Management for the SBIA for the remainder of the 2022-2026 term of Council. And, to request Council's approval of the 2025 budget and the levying of a charge on members of the SBIA to support this budget.

3. BACKGROUND:

In accordance with Section 204 (3) of the Ontario Municipal Act, individuals elected to a Board of Management for a Business Improvement Area must be formally appointed by Town bylaw.

The appointments as proposed are in accordance with the Town's approved bylaw that mandates the composition of this Board. The term of office for the Board is consistent with that of Municipal Council.

In accordance with Section 204 (3):

A board of management shall be composed of.

- (a) One or more directors appointed directly by the municipality; and*
- (b) The remaining directors selected by a vote of the membership of the improvement area and appointed by the municipality. 2001,c.25,s. 204(3)*

As noted above, the municipality may appoint non-members to the Board of Management. In addition, members may appoint non-members to represent their interests and these non-members may also be appointed to the Board of Management.

Each year the BIA Board of Management prepares a proposed annual budget, reflecting the priorities and needs of the BIA as determined by the Board and membership. The Board holds one or more meetings of its members for discussion of their proposed budgets.

Upon receiving budget approval from their membership, the BIA Board, in accordance with Section 205 (2) of the Ontario Municipal Act, must submit their budgets to Municipal Council for final approval.

In accordance with Section 205 (2):

A board of management shall submit the budget to Council by the date and in the form required by the municipality and the municipality may approve it in whole or in part but may not add expenditures to it.

The tax levy to support the budget is calculated as a percentage of the commercial value assessment for each individual property based on the values received from the Municipal Property Assessment Corporation. However, in order to create an equitable contribution amount, a bylaw to establish a minimum levy of \$200.00 and a maximum levy of \$750.00 for the SBIA has been approved by the membership and Council.

4. ANALYSIS:

The SBIA Annual General Meeting (AGM) took place on Thursday, March 27, 2025, at the High Street Bistro. At the meeting, the following individuals were nominated and voted by the membership to sit as members of the Board of Management:

Elaine Coates
Brandy Savage
Nick Lekatis
Dishon Shan
Samantha Bodger

Each year the BIA Board of Management prepares a proposed annual budget for approval by the membership and identifies projects which they believe can reasonably be accomplished during the balance of the year. The 2025 budget reflects a total levy of \$15,000.

The SBIA budget (Attachment 1) was approved by the membership at their AGM on Thursday, March 27, 2025.

Calculating the Levy

The tax levy required to support the BIA budget is calculated based on a percentage of the commercial value assessment for each individual property. Given that the total budget amount approved by the membership for the BIA remains the same as in 2024, the levy applied to each property in 2025 will remain approximately the same.

Levy Collection

The implementation and the collection of the levy has been discussed with the Manager of Taxation and Revenue and will be collected through the tax billing process. Commercially assessed property owners within the boundaries of the BIA will receive a supplemental tax bill and the BIA levy will be identified on the bill as a special charge.

5. RELATIONSHIP TO STRATEGIC PLAN:

Ensuring balanced growth

Diversifying our local economy

6. FINANCIAL AND BUDGETARY IMPACT:

There is no direct impact on the Town's annual budget given that the BIA budget is supported by a levy imposed on the general membership of the BIA.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There is no requirement for public notification of this report. However, notification to all the commercial property owners and their tenants in the defined SBIA informing them of the date of the Annual General Meeting wherein the budgets were approved and Board of Management elected was provided by mail. Existing Board members were also made aware of the Annual General Meeting.

8. CONCLUSION:

This report seeks Council's appointments of individuals to the Board of Management for the SBIA for the remainder of the 2022-2026 term of Council. The report also recommends that Council approve the 2025 proposed budget for the SBIA and the collection of the special tax levy.

Prepared By:	Julie Cain Economic Development Officer
Reviewed By:	Karyn Stone Manager of Economic Development
Recommended By:	Shawn Nastke Director of Strategic Initiatives
Approved By:	Ryan Cronsberry Chief Administrative Officer

Attachments:

Attachment 1: Sutton BIA 2025 Budget

SUTTON BIA

2025 PROPOSED BUDGET

Revenue

Additional Grants *Unknown/TBD	\$ -
Sponsorship Dollars/Donations	\$ -
Tax Levy	\$ 15,000.00

Total Revenue	<hr/>	\$ 15,000.00
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Expenses

Special Events	\$ 8,000.00
Membership Fees (OBIAA)	\$ 300.00
Web Management and Design	\$ 1,200.00
Insurance and Bank Fees	\$ 500.00
Marketing & Adverstising	\$ 1,500.00
Event Coordinator	\$ 2,000.00
Streetscaping/Beautification	\$ 1,500.00

Proposed Events

High Street Festival	
Whoville on High street	<hr/>

Total Expenses		\$ 15,000.00
		<hr/> <hr/>

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. SI-2025-0006

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: BUILDING FASTER FUND INVESTMENT PLAN UPDATE

1. RECOMMENDATION:

- 1. That Council receive Report No. SI-2025-0006 prepared by the Corporate Strategy and Transformation Division in the Strategic Initiatives Department dated April 16, 2025, respecting the Building Faster Fund Investment Plan Update;**
- 2. That Council redirect \$1,522,520 (plus accumulated interest) from the Building Faster Fund towards the Pavement Management Program;**
- 3. That Council direct the Town Treasurer to transfer \$1,522,520 (plus accumulated interest) from the Roads Repair and Replacement discretionary reserve to Tax Rate Stabilization discretionary reserve;**
- 4. That Council approve the change of funding source for the Affordable Housing Program for \$1,522,520 (plus accumulated interest) to the Tax Rate Stabilization reserve; and**
- 5. That Council provide delegated authority for the Deputy CAO/Treasurer to approve and submit an Investment Plan to the Ministry of Municipal Affairs and Housing towards pavement management and road reconstruction as described in the report.**

2. PURPOSE:

The purpose of this report is to revise the use of the \$1,522,520 (plus accumulated interest) in funding allocated through the 2024 Building Faster Fund (BFF) from the Affordable Housing Program towards the Pavement Management Program, and to use an alternate source of funding for the Affordable Housing Program. This adjustment will allow the two sources of incentives for the Affordable Housing Program (the other being the recently approved Housing Accelerator Fund) to be easily stacked with a common deadline to spend the funds.

3. BACKGROUND:

Announced in August 2023, the BFF is a three-year, \$1.2 billion fund that will provide up to \$400 million per year to municipalities that have committed in writing to achieve their overall 2031 housing target and meet all other program eligibility criteria. It is designed to reward municipalities that build homes based on performance towards provincially assigned housing targets.

As detailed in the letter from the Ministry of Municipal Affairs and Housing to the Town of Georgina on February 14, 2024, the Town exceeded the 80% housing supply growth threshold for 2023 and was awarded \$1,522,520 through the 2024 BFF program year based on this performance, to be fully spent by March 31, 2026.

The Town was required to create an Investment Plan detailing the use of funds during the Summer 2024. On September 11, 2024, Council approved the submission of an Investment Plan for the Building Faster Fund towards a partnership to construct, acquire, and/or renovate affordable housing in Georgina (refer to [report No.SI-2024-0015](#) for more details). Since then, an affordable housing consultant has been hired, and an Expression of Interest has been developed.

In December 2024, the Town's Housing Accelerator Fund (HAF) application was approved, which allocated \$1.5 million in incentives towards the Affordable Housing Program. The deadline to spend the HAF funds is December 2028.

The Ministry of Municipal Affairs and Housing has notified Town staff that they can update the proposed use of the Building Faster Fund allocation for the 2025 program year.

4. ANALYSIS:

To release an Expression of Interest for the Affordable Housing Program that easily stacks the two sources of incentives with one deadline for expenditures, staff believe that it is strategic to change the funding source from the Building Faster Fund to the Tax Rate Stabilization reserve. This would give affordable housing provider(s) until December 2028 to spend the funds in alignment with the longer Housing Accelerator Fund timeline and would therefore lead to better program outcomes.

Accordingly, staff recommend that the \$1,522,520 (plus accumulated interest) from the Building Faster Fund be put towards the Pavement Management Program. The Building Faster Fund program permits capital expenditures on housing-enabling core infrastructure and site servicing (e.g., roads, bridges, water and wastewater, including sanitary and stormwater facilities) to accommodate future residential development or preserve existing housing supply. The guidelines state that eligible capital expenditures can include soft costs (including planning, studies and permits), land costs, and hard costs (including costs of construction, labour and materials). Road reconstruction projects serve to manage risk, prolong service life, and thereby

preserve housing supply in Georgina, and are an eligible expenditure in the Building Faster Fund program.

In the 2025 Budget, Council approved a total of \$4,500,000 through business case #25-CI-OI-03 Pavement Management - 2025 Road Repairs and Reconstruction. The projects include road repairs which are required for preservation of existing housing supply such as:

- Route and seal crack repairs
- Two-layer microsurfacing
- Partial depth pavement removal and resurfacing
- Full-depth pavement removal, reclamation and resurfacing and
- Adjustments to chambers, curbs/gutters and reinstatement of pavement marking

The specific locations and quantities for application of the above treatments in 2025 will be determined following completion of Road Matrix™ software modelling. Council already approved award of the three-year road repairs contract OID2023-052 Road Repair Program, and a contractor has been engaged with the Town since 2023. Since this program aligns with the BFF requirements and will be delivered by March 31, 2026, staff recommends shifting the funding of BFF towards this program.

The locations for the 2025 road repair treatments will be reported to Council in May 2025 by the Operations and Infrastructure Department.

Staff would fund \$1,522,520 (plus accumulated interest) for the Affordable Housing Program from the Tax Rate Stabilization reserve to keep both budgets whole. This would provide the same level of incentives for affordable housing providers, but without the restrictive timelines from the Building Faster Fund. The Expression of Interest for affordable housing partners would be released following Council endorsement of this report.

5. RELATIONSHIP TO STRATEGIC PLAN:

Pillar	Delivering Service Excellence
Goal	Proactively manage infrastructure and assets to ensure service continuity
Pillar	Ensuring Balanced Growth
Goal	Support a diversity of housing types in Georgina
Action	Advocate for and support building new residential units with a range of affordability and explore opportunities for partnerships and collaboration with York Region

6. FINANCIAL AND BUDGETARY IMPACT:

The original funding source for business case #25-CI-OI-03 2025 Road Repairs and Reconstruction was \$2.2M Canada Community-Building Fund (CCBF) and \$2.3M Ontario Community Infrastructure Fund (OCIF). Upon approval of this report, staff will change the funding source as follows:

- \$1.5M Building Faster Fund (BFF)
- \$0.7M Canada Community-Building Fund (CCBF)
- \$2.3M Ontario Community Infrastructure Fund (OCIF)

The unused CCBF funding will be placed in an obligatory reserve and will be used in future budget approved projects.

In Ontario, funding for housing projects is primarily the responsibility of the provincial and federal governments. Local municipalities, such as the Town of Georgina, depend heavily on financial support from these higher levels of government to implement housing initiatives, as housing falls outside municipal jurisdiction. Given that the Town lacks both the legislative authority and financial capacity to fund housing projects independently, it does not currently maintain any dedicated reserves for housing.

Due to the reallocation of Building Fund Financing (BFF) to a roads-related project, the Affordable Housing Program will now require alternative funding sources. In the absence of a housing-specific reserve, staff recommend transferring funds from the Roads Reserve into the Tax Rate Stabilization Reserve, which is more appropriate for covering this type of expenditure.

Affordable Housing Program incentives in the amount of \$1,522,520 (plus any accumulated interest) will be paid from a Tax Rate Stabilization reserve. The actual interest amount will be realized in 2025.

The only financial impact will be on the sources of funding for each program, while the level of funding for each program will remain unchanged.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

There is no statutory requirement to provide notice of this report.

8. CONCLUSION:

The Town has been allocated \$1,522,520 (plus accumulated interest) in funding through the 2024 Building Faster Fund (BFF) program to be spent by March 31, 2026.

The original Investment Plan was to spend the funds on a partnership to build, acquire and/or renovate affordable housing in Georgina. In December 2024, the Town's Housing Action Plan was approved, and due to the need to easily stack the two sources of funding and have a common deadline to spend the funds, staff are recommending reallocating the BFF funding to road reconstruction projects and using the Tax Rate Stabilization reserve for the affordable housing incentives.

In this regard, staff recommend that Council approve the change of funding sources for the two programs while transferring the funds between reserves and provide delegated authority to the Deputy CAO/Treasurer to submit an updated Investment Plan to the Ministry of Municipal Affairs and Housing.

APPROVALS

Prepared By:	Simone Weinstein Program Manager
Reviewed By:	Olga Lawton Manager, Corporate Strategy and Transformation
Reviewed By:	Dina Havkin Manager, Financial Strategy and Planning/Deputy Treasurer
Reviewed By:	Michael Vos Director, Operations and Infrastructure
Recommended By:	Shawn Nastke Director, Strategic Initiatives
Approved By:	Rob Wheeler, CPA, CA Deputy CAO/Treasurer
Approved By:	Ryan Cronsberry Chief Administrative Officer

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DCAO-2025-0003

FOR THE CONSIDERATION OF COUNCIL

April 16, 2025

**SUBJECT: STATEMENTS OF DEVELOPMENT CHARGES AND SPECIAL
ACCOUNTS COLLECTED FOR THE 2024 FISCAL YEAR**

1. RECOMMENDATION:

1. That Council receive Report No. DCAO-2025-0003 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 regarding the Statement of Development Charges and Special Accounts Collected for the 2024 Fiscal Year pursuant to the *Development Charges Act, 1997* ("DCA") and *the Planning Act, 2015* for information purposes.

2. PURPOSE:

The purpose of this report is to provide a Statement of Development Charges and Special Accounts collected during the 2024 fiscal year as required under the *Development Charges Act, 1997* and *the Planning Act, 2015*.

3. BACKGROUND:

Pursuant to Section 43 of the *Development Charge Act, 1997*, S.O. 1997, c. 27, the Treasurer shall present a financial statement to Town Council regarding the development charges reserve funds. The Treasurer's statement must include, for the preceding year,

- (a) statements of the opening and closing balances of the reserve funds and of the transactions relating to the funds;
- (b) statements identifying,
 - i. all assets whose capital costs were funded under a development charge by-law during the year.
 - ii. for each asset mentioned in subclause (i), the manner in which any capital cost not funded under the by-law was or will be funded;
- (c) a statement as to the compliance with subsection 59.1 (1)

The Town is in compliance with the DCA. Schedules A, B and C of this memo reflect the required reporting under the DCA, as amended by Bill 73. Schedule D and E present the amortization schedules to repay the debentures issued for the construction of the Multi-Use Recreation Complex ("MURC") and Julia Munro Park using Development Charges.

Pursuant to Section 42 of the *Planning Act*, 2015, the Treasurer shall present a statement relating to the special accounts. The Treasurer's statement must include, for the preceding year,

- (a) statements of the opening and closing balances of the special account and of the transactions relating to the account
- (b) statements identifying,
 - (i) any land or machinery acquired during the year with funds from the special account,
 - (ii) any building erected, improved or repaired during the year with funds from the special account,
 - (iii) details of the amounts spent, and
 - (iv) for each asset mentioned in subclauses (i) and (ii), the manner in which any capital cost not funded from the special account was or will be funded and
- (c) any other information that is prescribed.

A statement of Cash in Lieu Parkland and Judge's Plan balances and transactions is listed as Schedule F.

Development Charge Reserve Funds increased \$3,193,875 net of expenditure, in 2024:

Beginning Balance, 2024	\$20,999,040
Development Charge Revenue in 2024	5,617,692
Interest Earned	1,124,023
Transfers to Capital	(3,547,840)
Net 2024 Increase	3,193,875
Closing Balance, 2024	\$24,192,915

Schedules A, B, C, D, E provide details on revenue collected, projects funding, Development Charges credits and future commitments.

The Special Accounts reserve funds include Cash in Lieu of Parkland and Judge's Plan. These accounts increased by \$2,019,600 in 2024:

Beginning Balance, 2024	\$5,461,160
Special Accounts Fees Collected in 2024	1,703,070
Interest Earned	316,530
Net 2024 Increase	2,019,600
Closing Balance, 2024	\$7,480,760

Schedule F provides details on revenues collected and future commitments for these accounts.

4. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

Ensure continued financial sustainability and accountability.

5. FINANCIAL AND BUDGETARY IMPACT:

This report is for information purposes only and there are no associated financial or budgetary impacts.

6. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

The information presented in this report is administrative in nature so no specific public consultation or notice has been undertaken.

7. CONCLUSION:

This report provides information to Council regarding its Development Charge Reserve Funds and related activities for the 2024 fiscal year.

APPROVALS

Prepared By:	Becky Ridding, CPA, CA, Senior Financial Analyst
Reviewed By:	Dina Havkin, CPA, CMA, Manager of Financial Strategy and Planning/Deputy Treasurer
Recommended By:	Rob Wheeler, CPA, CA, Deputy Chief Administrative Officer /Treasurer
Approved By:	Ryan Cronsberry, Chief Administrative Officer

Attachments:

Schedule A	Statement of Development Charges Reserve Funds
Schedule B	Statement of Development Charges Project Funding
Schedule C	Statement of Development Charge Credits
Schedule D	Statement of Development Charges Amortizing Debenture Schedule – Multi-Use Recreation Complex Construction
Schedule E	Statement of Development Charges Amortizing Debenture Schedule – Julia Munro Park Construction
Schedule F	Statement of Special Accounts: Cash in Lieu of Parkland and Judge's Plan

	TOTAL	ROAD OPERATIONS	DEVELOPMENT- RELATED STUDIES	FIRE AND RESCUE SERVICES	PARKS AND RECREATION	LIBRARY	TOWN WIDE STORMWATER	KESWICK SERVICE AREA	QUEENSWAY	SUTTON SERVICE AREA	SUTTON HIGH STREET SEWER SERVICE AREA
Opening Balance - January 1, 2024	20,999,040	233,840	185,730	2,494,850	13,608,000	2,223,080	44,740	541,740	(3,950)	599,820	1,071,190
Revenues											
Development Charges Collected	5,617,692	233,800	138,320	486,100	4,015,030	375,130	8,570	197,657	-	133,233	29,851
Interest Income	1,124,023	15,184	11,051	138,970	713,360	121,555	2,477	31,911	(207)	33,726	55,997
Total Revenues	6,741,715	248,984	149,371	625,070	4,728,390	496,685	11,047	229,568	(207)	166,959	85,848
Expenses											
Transfers to Capital *											
- Roads Snowplowing	50,145	50,145									
- Waterfront Parks Master Plan Phase 2 and 3	8,840		8,840								
- Garrett Styles Servicing	30,030			6,010	21,620	2,400					
- MURC Line of Credit Interest Payment	416,440				375,410	41,030					
- MURC Debenture Payment **	2,619,380				2,361,290	258,090					
- Julia Munro Park Debenture 2024 Payment and Accrued Interest ***	254,250				254,250						
- DC Sensitivity Testing	1,190		1,190								
- Engineering Design Criteria	123,270		123,270								
- Egypt Yard Expansion	44,295	44,295									
Total Expenses	3,547,840	94,440	133,300	6,010	3,012,570	301,520	-	-	-	-	-
Closing Balance - Dec 31, 2024	24,192,915	388,384	201,801	3,113,910	15,323,820	2,418,245	55,787	771,308	(4,157)	766,779	1,157,038

* This table includes actual draws for 2024. For committed amounts, please see Schedule B.

** The construction of the Multi-Use Recreation Complex (MURC) has been primarily funded by a debenture, which will be repaid annually by Development Charges till 2049. Please see Schedule D for amortization schedule.

*** The construction of the Julia Munro Park has been funded by a debenture, which will be repaid annually by Development Charges till 2032. Please see Schedule E for amortization schedule.

Note: As of the end of 2025, all projects planned in the development charge background study are expected to proceed as planned.

Project Description	Funding			Commitment		
	DC Reserve	Discretionary Reserve/ Other	Total	DC Reserve	Discretionary Reserve/ Other	Total
Snowplow - Contract	50,145	-	50,145	-	-	-
Morton Street Watermain	-	-	-	111,010	999,090	1,110,100
Waterfront Parks Master Plan Phase 2 and 3	8,840	44,520	53,360	-	-	-
Garrett Styles Servicing	30,030	-	30,030	500,000	-	500,000
MURC Line of Credit Interest Payment	416,440	-	416,440	-	-	-
DC Sensitivity Testing	1,190	-	1,190	-	-	-
Egypt Yard Expansion	44,295	-	44,295	-	-	-
Ainslie Hill Park and Trail Development	-	-	-	776,000	664,000	1,440,000
Engineering Design Criteria	123,270	-	123,270	126,730	-	126,730
Long Range Financial Plan	-	-	-	70,000	-	70,000
Dovedale Drive	-	-	-	717,360	-	717,360
Development Tracking Solution	-	-	-	500,000	-	500,000
2024 DC Study	-	-	-	70,000	-	70,000
Active Transportation Master Plan	-	-	-	200,000	-	200,000
Growth Related Fleet and Equipment	-	-	-	612,000	-	612,000
Rescue Pumper – New South Keswick Fire Station	-	-	-	1,500,000	-	1,500,000
Fire and Rescue Training Facility	-	-	-	1,099,560	550,440	1,650,000
Zoning Bylaw Update – Phase II Settlement Areas	-	-	-	75,000	75,000	150,000
Development Tracking Solution (DTS) Backfill Support	-	-	-	165,000	-	165,000
	674,210	44,520	718,730	6,522,660	2,288,530	8,811,190

Credit Holders*	January 1, 2024 Balance	DC Credits Earned by Developer	DC Credits Provided by Town	December 31, 2024 DC Credits Balance Available
Ballymore Development (Keswick) Corp.	717,360	-	-	717,360
Connell BPS Trustee Inc. **	2,496,005	-	-	2,496,005
	3,213,365	-	-	3,213,365
*Excludes credits for permits that will not be issued				

** The Owners for the Connell BPS Trustee Inc. include the following Credit Holders:

- Middleburg Developments Inc.
- Greystone (Homestead) Limited
- Starlish Home (BT) Corp.



GEORGINA

SCHEDULE D: DEVELOPMENT CHARGES AMORTIZING DEBENTURE SCHEDULE

Multi-Use Recreation Complex Construction					
Name: The Regional Municipality of York (Georgina, The Corporation of the Town of)					
Principal: \$49,960,000.00					
Rate: 4.57%					
Term: 25 years					
Start: 2/1/2024					
Matures: 2/1/2049					
By-Law: 2021-0064(BA-1)					
Pay #	Date	Amount Due \$	Principal Due \$	Interest Due \$	Remaining Principal \$
1	08/01/2024	1,686,612.91	545,026.91	1,141,586.00	49,414,973.09
2	02/01/2025	1,686,612.91	557,480.77	1,129,132.14	48,857,492.32
3	08/01/2025	1,686,612.91	570,219.21	1,116,393.70	48,287,273.11
4	02/01/2026	1,686,612.91	583,248.72	1,103,364.19	47,704,024.39
5	08/01/2026	1,686,612.91	596,575.95	1,090,036.96	47,107,448.44
6	02/01/2027	1,686,612.91	610,207.71	1,076,405.20	46,497,240.73
7	08/01/2027	1,686,612.91	624,150.96	1,062,461.95	45,873,089.77
8	02/01/2028	1,686,612.91	638,412.81	1,048,200.10	45,234,676.96
9	08/01/2028	1,686,612.91	653,000.54	1,033,612.37	44,581,676.42
10	02/01/2029	1,686,612.91	667,921.60	1,018,691.31	43,913,754.82
11	08/01/2029	1,686,612.91	683,183.61	1,003,429.30	43,230,571.21
12	02/01/2030	1,686,612.91	698,794.36	987,818.55	42,531,776.85
13	08/01/2030	1,686,612.91	714,761.81	971,851.10	41,817,015.04
14	02/01/2031	1,686,612.91	731,094.12	955,518.79	41,085,920.92
15	08/01/2031	1,686,612.91	747,799.62	938,813.29	40,338,121.30
16	02/01/2032	1,686,612.91	764,886.84	921,726.07	39,573,234.46
17	08/01/2032	1,686,612.91	782,364.50	904,248.41	38,790,869.96
18	02/01/2033	1,686,612.91	800,241.53	886,371.38	37,990,628.43
19	08/01/2033	1,686,612.91	818,527.05	868,085.86	37,172,101.38
20	02/01/2034	1,686,612.91	837,230.39	849,382.52	36,334,870.99
21	08/01/2034	1,686,612.91	856,361.11	830,251.80	35,478,509.88
22	02/01/2035	1,686,612.91	875,928.96	810,683.95	34,602,580.92
23	08/01/2035	1,686,612.91	895,943.94	790,668.97	33,706,636.98
24	02/01/2036	1,686,612.91	916,416.26	770,196.65	32,790,220.72
25	08/01/2036	1,686,612.91	937,356.37	749,256.54	31,852,864.35
26	02/01/2037	1,686,612.91	958,774.96	727,837.95	30,894,089.39
27	08/01/2037	1,686,612.91	980,682.97	705,929.94	29,913,406.42
28	02/01/2038	1,686,612.91	1,003,091.57	683,521.34	28,910,314.85



GEORGINA

SCHEDULE D: DEVELOPMENT CHARGES AMORTIZING DEBENTURE SCHEDULE

Multi-Use Recreation Complex Construction					
Name: The Regional Municipality of York (Georgina, The Corporation of the Town of)					
Principal: \$49,960,000.00					
Rate: 4.57%					
Term: 25 years					
Start: 2/1/2024					
Matures: 2/1/2049					
By-Law: 2021-0064(BA-1)					
Pay #	Date	Amount Due \$	Principal Due \$	Interest Due \$	Remaining Principal \$
29	08/01/2038	1,686,612.91	1,026,012.22	660,600.69	27,884,302.63
30	02/01/2039	1,686,612.91	1,049,456.59	637,156.32	26,834,846.04
31	08/01/2039	1,686,612.91	1,073,436.68	613,176.23	25,761,409.36
32	02/01/2040	1,686,612.91	1,097,964.71	588,648.20	24,663,444.65
33	08/01/2040	1,686,612.91	1,123,053.20	563,559.71	23,540,391.45
34	02/01/2041	1,686,612.91	1,148,714.97	537,897.94	22,391,676.48
35	08/01/2041	1,686,612.91	1,174,963.10	511,649.81	21,216,713.38
36	02/01/2042	1,686,612.91	1,201,811.01	484,801.90	20,014,902.37
37	08/01/2042	1,686,612.91	1,229,272.39	457,340.52	18,785,629.98
38	02/01/2043	1,686,612.91	1,257,361.26	429,251.65	17,528,268.72
39	08/01/2043	1,686,612.91	1,286,091.97	400,520.94	16,242,176.75
40	02/01/2044	1,686,612.91	1,315,479.17	371,133.74	14,926,697.58
41	08/01/2044	1,686,612.91	1,345,537.87	341,075.04	13,581,159.71
42	02/01/2045	1,686,612.91	1,376,283.41	310,329.50	12,204,876.30
43	08/01/2045	1,686,612.91	1,407,731.49	278,881.42	10,797,144.81
44	02/01/2046	1,686,612.91	1,439,898.15	246,714.76	9,357,246.66
45	08/01/2046	1,686,612.91	1,472,799.82	213,813.09	7,884,446.84
46	02/01/2047	1,686,612.91	1,506,453.30	180,159.61	6,377,993.54
47	08/01/2047	1,686,612.91	1,540,875.76	145,737.15	4,837,117.78
48	02/01/2048	1,686,612.91	1,576,084.77	110,528.14	3,261,033.01
49	08/01/2048	1,686,612.91	1,612,098.31	74,514.60	1,648,934.70
50	02/01/2049	1,686,612.86	1,648,934.70	37,678.16	0.00
		84,330,645.45	49,960,000.00	34,370,645.45	

SCHEDULE E: DEVELOPMENT CHARGES AMORTIZING DEBENTURE SCHEDULE

Julia Munro Park Construction					
Name: The Regional Municipality of York (Georgina, The Corporation of the Town of)					
Principal: \$2,080,000.00					
Rate: 4.27%					
Term: 10 years					
Start: 7/15/2022					
Matures: 7/15/2032					
By-Law: 2022-0033(DE-2)					
Pay #	Date	Amount Due \$	Principal Due \$	Interest Due \$	Remaining Principal \$
1	01/15/2023	128,869.22	84,461.22	44,408.00	1,995,538.78
2	07/15/2023	128,869.22	86,264.47	42,604.75	1,909,274.31
3	01/15/2024	128,869.22	88,106.21	40,763.01	1,821,168.10
4	07/15/2024	128,869.22	89,987.28	38,881.94	1,731,180.82
5	01/15/2025	128,869.22	91,908.51	36,960.71	1,639,272.31
6	07/15/2025	128,869.22	93,870.76	34,998.46	1,545,401.55
7	01/15/2026	128,869.22	95,874.90	32,994.00	1,449,526.65
8	07/15/2026	128,869.22	97,921.83	30,947.39	1,351,604.82
9	01/15/2027	128,869.22	100,012.46	28,856.76	1,251,592.36
10	07/15/2027	128,869.22	102,147.72	26,721.50	1,149,444.64
11	01/15/2028	128,869.22	104,328.58	24,540.64	1,045,116.06
12	07/15/2028	128,869.22	106,555.99	22,313.23	938,560.07
13	01/15/2029	128,869.22	108,830.96	20,038.26	829,729.11
14	07/15/2029	128,869.22	111,154.50	17,714.72	718,574.61
15	01/15/2030	128,869.22	113,527.65	15,341.57	605,046.96
16	07/15/2030	128,869.22	115,951.47	12,917.75	489,095.49
17	01/15/2031	128,869.22	118,427.03	10,442.19	370,668.46
18	07/15/2031	128,869.22	120,955.45	7,913.77	249,713.01
19	01/15/2032	128,869.22	123,537.85	5,331.37	126,175.16
20	07/15/2032	128,869.00	126,175.16	2,693.84	0.00
		2,577,384.18	2,080,000.00	497,383.86	



SCHEDULE F: SPECIAL ACCOUNTS - CASH IN LIEU PARKLAND AND JUDGES'S PLAN

	Cash in Lieu of Parkland	Judge's Plan	Total
Opening Balance - January 1, 2024	5,453,760	7,400	5,461,160
			-
Revenues			-
Fees Collected	1,703,070	-	1,703,070
Transfers	7,400	(7,400)	-
Interest Income	316,530	-	316,530
			-
Total Revenues	2,027,000	(7,400)	2,019,600
			-
Closing Balance - December 31, 2024	7,480,760	-	7,480,760
			-
Commitments			-
Maskinonge Bridge project	250,000	-	250,000
Ainslie Hill Park and Trail Development	664,000	-	664,000
			-
Closing Balance Net of Commitments - December 31, 2024	7,230,760	-	7,230,760

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DCAO-2025-0006

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: FUNDING PLAN FOR THE QUEENSWAY NORTH URBANIZATION

1. RECOMMENDATIONS:

- 1. That Council receive Report No. DCAO-2025-0006 prepared by the Financial Strategy and Planning Division of the Office of the Deputy CAO dated April 16, 2025, regarding a Funding Plan for The Queensway North Urbanization project;**
- 2. That Council approves an additional budget of \$378,900 for the growth-related component for the south portion of The Queensway North project, to be funded by Development Charges reserves;**
- 3. That Council provide delegated authority to the Town Solicitor to enter into a construction agreement with Ballymore Development (Georgina) Corp. for the south portion of The Queensway North project;**
- 4. That Council approves a budget of \$8,432,800 for the north portion of The Queensway North project to be funded by:**
 - a) \$5,219,100 in the form of DC Credits to Ballymore;**
 - b) \$2,757,700 funded by CCBF;**
 - c) \$456,000 to be recovered from future developments;**
- 5. That Council approves a budget of \$1,538,400 for the local service connections for The Queensway North project conditional on interest from the community;**
- 6. That Council authorizes the Town Treasurer to commence the process to implement a local improvement charge and establish a payment plan with residents who will be benefiting from the new service connections on The Queensway North in accordance with Local Improvement Act, R.S.O. 1990, c. L.26, provided there is interest from the community; and,**
- 7. That Council provide delegated authority to the Town Solicitor to enter into a construction and DC credit agreement with Ballymore Development (Georgina) Corp. for the north portion of The Queensway North project.**

2. PURPOSE:

The purpose of this report is to request Council's authorization to enter into agreements with Ballymore Development (Georgina) Corp. for the implementation of The Queensway North project, spanning from Church Street to Old Homestead Road in Keswick. This report also seeks Council direction to engage with local residents on options to connect existing properties to municipal services. Additionally, this report seeks Council's approval of the necessary budget and funding plan to successfully carry out the project.

3. BACKGROUND:

As part of the Town's long-term pavement management strategy, road conditions and repair needs are regularly assessed using the RoadMatrix™ Pavement Management software and pavement condition evaluations. The RoadMatrix™ software serves as a key tool in identifying, prioritizing, and planning necessary interventions or reconstructions to maintain the Town's target service levels.

Based on these assessments, The Queensway North was identified as a priority for engineered design and full reconstruction. Due to the identified need and coordination with development-related upgrades, the section of The Queensway North from Church Street to Old Homestead Road is now recommended to be reconstructed in 2025.

As part of the 2025 budget process, Council approved capital business case 25-CI-OI-03, allocating \$1.4 million for the Town's share of project costs not driven by development. The business case indicated that the majority of the project will be funded by developers through local services and development charges (DC). Staff also indicated that a separate report would be presented to Council with additional details and a comprehensive funding plan.

Below is a summary of growth-related, DC projects that form part of this project that were included in the Council approved 2021 DC study:

2021 DC Study: Keswick Service Area – Roads

- Queensway North Urbanization (Church to Old Homestead) fully urbanized

2021 DC Study: Keswick Service Area – Water

- New trunk watermain on The Queensway North to Old Homestead Road
- New watermain on Old Homestead Road

The local service requirements were outlined in the conditions of approval for Draft Plan of Subdivision 19T-19G01 and will be included in the final Subdivision Agreement between Ballymore Development (Georgina) Corp. and the Town of Georgina.

On March 26, 2025, staff presented Report No. DS-2025-0018 which authorized staff to finalize and execute a Subdivision Agreement with Ballymore Development (Georgina) Corp. for the Ballymore (Queensway North) Subdivision. The agreement will facilitate the construction of 91 single-detached homes along with essential infrastructure such as a stormwater management facility and roads, in addition to the protection of environmental protection areas. Council also authorized a temporary full road closure along The Queensway North from Church Street to Old Homestead Road to allow for the safe and efficient installation of critical municipal services, including sanitary sewers, watermains, and stormwater management systems. Additionally, a partial road closure is planned for Old Homestead Road to facilitate the construction of a new watermain.

The Town's pavement management strategy identifies roads conditions and suggests when it is most cost effective to intervene or reconstruct a specific road. The Queensway North was identified as a road in need of reconstruction. This reconstruction included full-depth road reconstruction, the installation of new curbs and gutters, and the addition of a 3.0-metre-wide multi-use pathway. These improvements were intended to enhance road functionality, support the growing community, and integrate seamlessly with development-related infrastructure upgrades. The project was also to be coordinated with ongoing municipal road improvement efforts to minimize disruptions while ensuring long-term sustainability.

The construction schedule anticipates the work to commence in the summer of 2025, with most of the infrastructure work (roads, watermain and sewer) to be completed by fall of 2025. As detailed in Report No. DS-2025-0018, the road closures will likely impact local residents, however a designated detour route is planned and advance notifications will be provided to those who may be impacted. Emergency access will also be maintained throughout the project.

Below is a summary of work required to urbanize The Queensway North as extracted from the conditions of approval for Draft Plan of Subdivision 19T-19G01:

- Ballymore (the "Owner") shall carry out all design and construction of The Queensway North urbanization from the existing sanitary maintenance hole / 300mm watermain stub south of the watercourse to Old Homestead Road including the following, and to the satisfaction of the Director of Development Services:
 - The road cross-section shall be fully urbanized with 9.75 m wide asphalt pavement, curb and gutters, and a 3-metre multi-use path (MUP) from the existing MUP south of the culvert to the intersection with The Queensway North and Old Homestead Road;
 - Municipal water distribution, sanitary sewage, and stormwater collection systems, including relocation of all utilities as required.
 - Existing and proposed intersections in accordance with the Traffic Impact Study to the satisfaction of the Director of Development Services; and,

- Intersection of The Queensway North and Old Homestead Road to the satisfaction of the Director of Development Services and York Region.
- The Owner shall complete the 300mm water main loop between the north limit of development on The Queensway North to the east limit of the Greystone Middleburg Subdivision 19T-14G01 on Old Homestead Road.
- The Owner shall construct water and sanitary sewer lateral service connections for all applicable participating private property owners located on The Queensway North (between Old Homestead Road and the southern culvert) as part of the road improvements, in accordance with the Town's design criteria, conditional on resident interest and a local improvement moving forward.

In addition to the above works that were included in conditions of approval for Draft Plan of Subdivision 19T-19G01, Ballymore also agreed to continue the work south of the culvert. These will be covered in agreement #2 with Ballymore and include work such as: site preparation and earthwork, road paving, curb and MUP installation, and road reconstruction.

4. ANALYSIS:

On March 26, 2025, through Report No. DS-2025-0018, Council authorized staff to finalize and execute a Subdivision Agreement for a development located adjacent to The Queensway North between Church Street and Old Homestead Road. The subdivision, to be constructed by Ballymore Development (Georgina) Corp., requires local services to be constructed and planned road closures on The Queensway North are necessary to accommodate the construction.

To minimize disruptions to traffic and local residents, Town staff engaged with Ballymore and they have agreed to undertake additional urbanization work on behalf of the Town and future developers. In addition to the infrastructure needed to service their own subdivision, Ballymore will also complete urbanization work requested by the Town to support future growth and enhance services for local residents.

The information below outlines the cost-sharing structure for infrastructure projects driven by growth involving both developers and the Town. It categorizes project costs into three main portions:

- *Developer Portion* – Costs that are directly related to a plan of subdivision or its surrounding area. These costs are considered local services, meaning they are essential for the development and must be installed or paid for by the developer as a condition of approval under Section 51 of the Planning Act.
- *Town Portion (Non-DC Eligible)* – Costs related to the repair or upgrade of existing infrastructure that benefits the broader community. These costs are not

development-driven and are typically covered by the Town's reserves or other funding sources.

- *Town Portion (DC Eligible)* – Costs that arise due to new developments, such as infrastructure expansions necessary to maintain service levels. These costs are eligible for Development Charges (DCs), which are fees collected from developers to help fund growth-related infrastructure.

Draft Plan of Subdivision 19T-19G01 outlines the work to be carried out by Ballymore north of the culvert to Old Homestead Road. The work related to local service connections will be provisional subject to demonstrated interest of existing property owners. Work to be completed south of the culvert, will be covered under a separate agreement with Ballymore. Through this report, if approved, Council will authorize the Town Solicitor to enter into two agreements with Ballymore to carry out the necessary work to the street.

5. RELATIONSHIP TO STRATEGIC PLAN:

Ensuring Balanced Growth - Execution of these proposed works will promote and ensure responsible growth and support the delivery of housing.

Delivering service excellence - Ensure continued financial sustainability and accountability.

6. FINANCIAL AND BUDGETARY IMPACT:

The Queensway North Project has been divided into two sections, each will be covered by a separate agreement with Ballymore:

- **Agreement #1:** Covers the work required for the section of The Queensway North from Old Homestead Road to a culvert located midway to Church Street. This agreement will include a provision for work to connect existing properties to municipal services. Work will proceed subject to interest expressed by local residents.
- **Agreement #2:** Covers the work for the section of The Queensway North from the culvert south to Church Street.

A summary of work and costs of each agreement is summarized in tables #1 and #2 below.

Table 1: Project costs and funding plan to be included in Agreement #1 for The Queensway North urbanization (north of the Culvert)

	Additional project costs	Local services for future	Non-DC Eligible costs	DC Eligible costs
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Queensway North urbanization (north of the Culvert)	carried out by Ballymore	developments carried out by Ballymore		
Queensway North Urbanization (Culvert to Old Homestead) road and MUP	\$6,826,200		\$1,679,000	\$5,147,200
New trunk watermain on The Queensway North to Old Homestead Road	\$523,200	\$175,900	\$347,300	
New watermain on Old Homestead Road	\$639,600		\$63,900	\$575,700
Queensway Sanitary Sewer	\$1,982,200	\$280,100	\$1,702,100	
Total (including contingency and non-refundable tax)	\$9,971,200	\$456,000	\$3,792,300	\$5,722,900
<i>Funding Sources</i>		<i>to be paid by the Town and recovered from future developers</i>	<i>CCBF and recoveries from local residents for service connections</i>	<i>DC Credits subject to sunset clause of five years (otherwise DC reserve)</i>

Table 2: Project costs and funding plan to be included in Agreement #2 for The Queensway North urbanization (South of the Culvert)

Queensway urbanization south of the Culvert	Additional Project costs carried out by Ballymore	Non-DC Eligible costs*	DC Eligible costs
Queensway North Urbanization (South of the Culvert) road and MUP	\$1,735,000	\$1,356,100	\$378,900
Total (including contingency and non-refundable tax)	\$1,735,000	\$1,356,100	\$378,900
<i>Funding Sources</i>		<i>CCBF</i>	<i>DC Reserve</i>

* budget was previously approved through capital business case 25-CI-OI-03

Council previously approved Business Case 25-CI-OI-03, allocating \$1.4 million from the Canada Community-Building Fund (CCBF) to cover the non-eligible DC costs for the southern portion of The Queensway North project (south of the culvert). Staff identified the need to urbanize The Queensway North in 2025 to align with development timelines and reduce disruptions in the area of construction. During the budget process and listed in the capital summary of the 2025 Budget, staff indicated that a report would be brought forward to council in 2025 to provide further details and allocate the necessary funding for the project.

Table 3 below outlines the total project costs by funding source for the two proposed agreements with Ballymore.

Table 3: Project costs by agreement and funding source

	Total	Agreement #1 Queensway North (north of the culvert)	Agreement #1 Queensway North (north of the culvert) Provisional	Agreement #2 Queensway North (south of the culvert)
DC Eligible Costs to be issued as DC credits	\$5,219,100	\$5,219,100		
DC Eligible Costs to be paid from DC reserve	\$378,900			\$378,900
DC ineligible Costs to be funded by CCBF	\$4,113,800	\$2,757,700		\$1,356,100
Service Connections to be recovered from residents	\$1,538,400		\$1,538,400	
Local Services to be recovered from future developments	\$456,000	\$456,000		
Project cost including contingencies and tax	\$ 11,706,200	\$8,432,800	\$1,538,400	\$1,735,000

The portion of the DC eligible expenses that will be included in the agreements between Ballymore Development (Georgina) Corp. and the Town of Georgina will be reflected in the updated 2025 DC study and incorporated in the new future DC rates. The costs related directly to service the local developments will be recovered from future developments through draft plan conditions.

The agreement for the urbanization of The Queensway North will include a provision for infrastructure needed to benefit existing residents, who will have the option to connect to municipal services. A local improvement charge will need to be established to recover for the costs of infrastructure in accordance with the Local Improvement Act, R.S.O. 1990, c. L.26.

This report is asking Council to authorize the Town Treasurer or delegate to engage with residents. Communication with residents will need to start as soon as possible to prevent project delays.

The construction of any infrastructure brings ongoing maintenance responsibilities. For this project, maintenance needs are expected to be incorporated into the pavement management strategy and considered in future budget planning.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

In accordance with the Local Improvement Act, R.S.O. 1990, c. L.26, public consultation will be required for any proposed local improvements. The Town will host a Public Information Centre to engage with the community and assess interest in potential infrastructure upgrades to service the existing homes. The

implementation of local improvements on The Queensway North will depend on the level of public support.

If there is interest from residents at the Public Information Centre, they will be required to subsequently obtain a petition in favour of undertaking the local improvement and it shall be signed by at least two-thirds of the owners representing at least one-half of the value of the lots liable to be specially charged for the work.

Written notice will be delivered to all residents impacted by the road closure in advance in accordance with the approved Construction Management and Developer Communication Plan (refer to Report No. DS-2025-0018). The full notice will also be provided to all agencies impacted by the closure and posted on the Town website.

8. CONCLUSION:

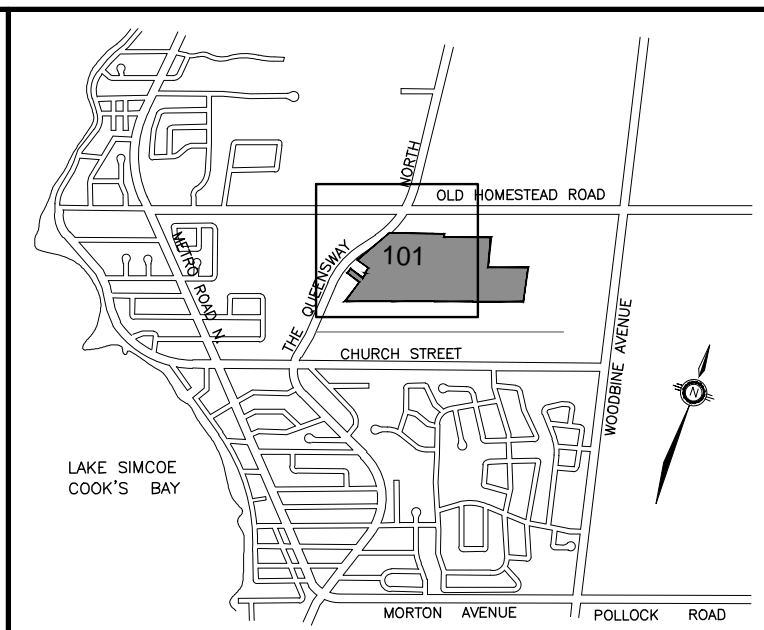
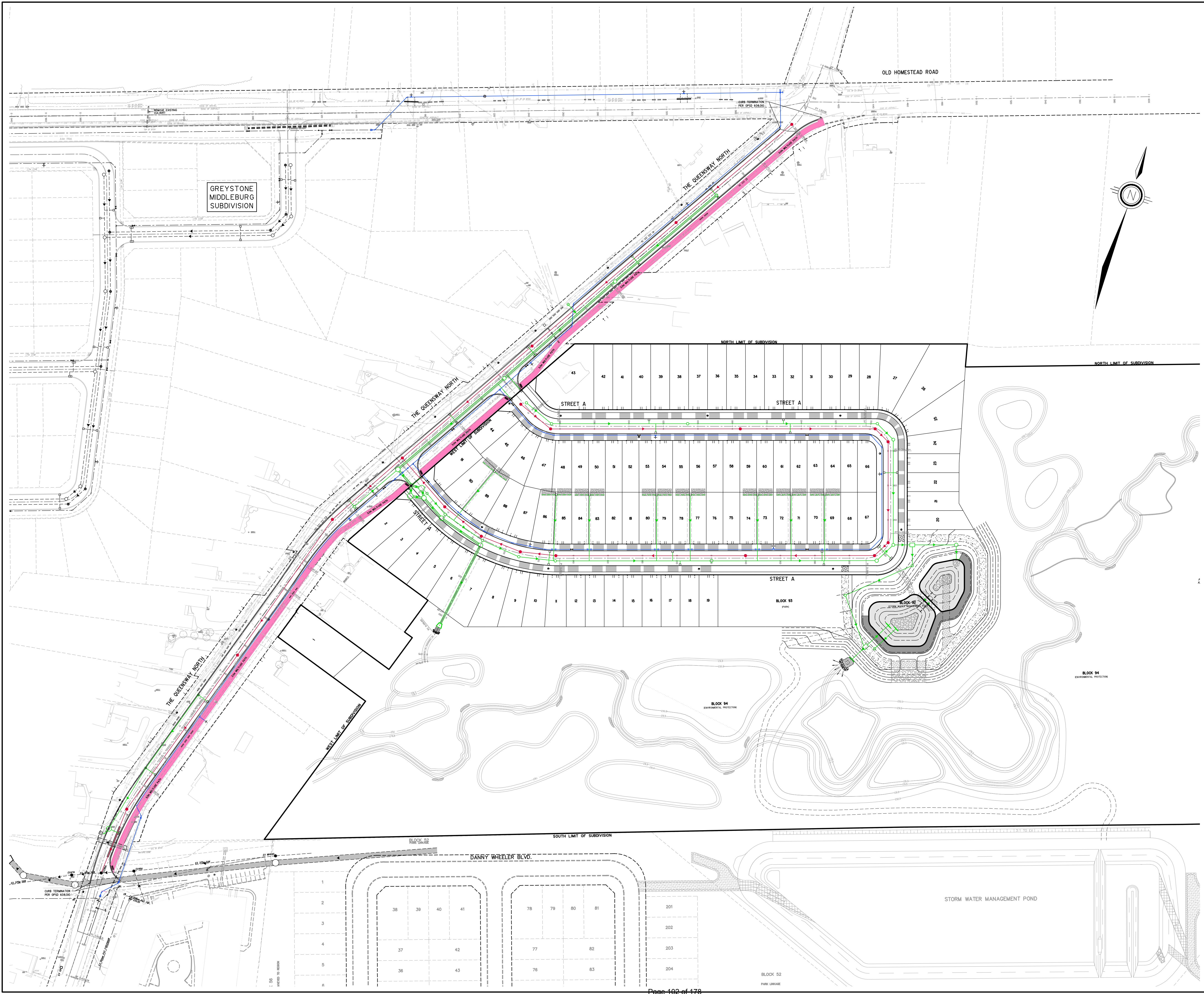
Staff are seeking Council approval of the recommendations outlined in this report which will enable The Town to move forward with The Queensway North Urbanization Project, ensuring the necessary funding, agreements, and delegated authorities are in place. By entering into an agreement with Ballymore Development (Georgina) Corp. and securing the required budget, the Town can facilitate the successful reconstruction of The Queensway North from Church Street to Old Homestead Road, supporting infrastructure improvements that align with long-term growth and development objectives.

APPROVALS

Prepared By:	Dina Havkin, CPA, CMA, Manager of Financial Strategy and Planning/Deputy Treasurer
Recommended By:	Rob Wheeler, CPA, CA, Deputy Chief Administrative Officer and Treasurer
Approved By:	Ryan Cronsberry, Chief Administrative Officer

Attachments:

Attachment 1 - General Plan of Services



- LEGEND:**
- PROPOSED STORM SEWER
 - PROPOSED SANITARY SEWER
 - PROPOSED WATERMAIN
 - PROPOSED M.U.P.

REVIEWED BY: TOWN OF GEORGINA
DATE: _____
ENGINEERING MANAGER: _____

BENCHMARK:
ELEVATIONS SHOWN ARE RELATED TO GEODETIC DATUM AND ARE DERIVED FROM BENCHMARK No. 00193104975 HAVING A PUBLISHED ELEVATION OF 241.800 METRES.

NOTE:
ALL DIMENSIONS AND ELEVATIONS IN METRES UNLESS NOTED OTHERWISE. ALL PIPE SIZES IN MILLIMETRES.

No.	REVISIONS TO DRAWING	BY	DATE	APPR.

ALL PREVIOUS ISSUES OF THIS DRAWING ARE SUPERSEDED

CLIENT: **BALLYMORE DEVELOPMENT (GEORGINA) CORP**

MUNICIPALITY: **TOWN OF GEORGINA
REGION OF YORK**

PROJECT TITLE: **HOMESTEAD MEADOWS**

SHEET TITLE: **GENERAL PLAN OF SERVICES**



DESIGNED	BLAS	DRAWN	JST	CHECKED	ARZ
SCALE	1:1000	DATE	MARCH 2025	PROJECT NUMBER	DWG. NUMBER
21:436				101	

HE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. DCAO-2025-0005

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: DEVELOPMENT CHARGES STUDY 2025 – DRAFT RATES

1. RECOMMENDATION:

- 1. That Council receive Report No. DCAO-2025-0005 prepared by the Financial Strategy and Planning Division, Office of the Deputy CAO dated April 16, 2025 respecting the Development Charges Study 2025 – Draft Rates; and,**
- 2. That Council receive the presentation of Hemson Consulting Ltd. regarding the Draft Rates for the Development Charge Background Study and bylaw.**

2. PURPOSE:

The purpose of this report is to provide an update and present to Council the draft rates for the Development Charge Study 2025.

3. BACKGROUND:

Development Charges are the primary way for Ontario municipalities to raise funds for required services and infrastructure improvements resulting from development. The charges are intended to help pay for the cost of capital infrastructure required to provide municipal services to new development, such as roads, water and sewer, parks, community facilities and fire facilities.

The legislative authority for municipalities to levy development charges is contained in the Development Charges Act, 1997. The Development Charges Act mandates that municipalities review their Development Charges Background Study every 10 years. The Development Charges bylaw (2021-0041) currently is in effect for Town-wide services, engineering services in Keswick and Sutton service areas, and Queensway East and West service areas. The bylaw was adopted by the Town of Georgina on May 19, 2021.

Development in the Town of Georgina is subject to development charges imposed by the Town of Georgina, as well as the Region of York and the school boards.

The development charge rates currently in effect for the Town (for all bylaws) are detailed by Service Category in Tables 1 and 2 below. The development charges were calculated based on a Town-wide rate for those capital costs that are common across

the whole of the Town's geography (Table 1). Recognizing that the growth-related capital costs for the two main urban areas of Keswick and Sutton are unique to those areas, those unique costs are separated as Area Specific Development Charges applicable to new development in those community plans only (Table 2).

Note: The amounts included in Tables 1 and 2 below do not include development charges for the Region of York and the school boards.

Table 1 – Town-Wide Rates Effective July 1, 2024					
Service:	Residential Dwellings				Non-Residential Charge per Square Metre of GFA
	Single & Semi-Detached	Rows & Other Multiples	Apartments		
			≥650 sq ft	<650 sq ft	
	\$	\$	\$	\$	\$
Library Board	1,783	1,429	1,240	856	0.00
Fire Services	1,939	1,553	1,348	930	9.08
Parks and Recreation	19,352	15,504	13,455	9,291	0.00
Operations	752	602	522	361	6.66
General Government	566	455	394	271	1.01
Total General Service Charges	24,392	19,543	16,959	11,709	16.75
Town-wide Roads and Related	158	127	110	76	0.40
Town-wide Stormwater Mgmt.	34	28	25	17	0.20
Total (including Roads and Related)	24,584	19,698	17,094	11,802	17.35

Table 2 – Area-Specific Rates Effective July 1, 2024					
Service:	Residential Dwellings				Non-Residential Charge per Square Metre of GFA
	Single & Semi-Detached	Rows & Other Multiples	Apartments		
			≥650 sq ft	<650 sq ft	
	\$	\$	\$	\$	\$
Keswick Service Area	2,128	1,704	1,480	1,021	9.66
Sutton Service Area	978	785	681	470	4.42
Sutton High Street Sewer	3,881	3,107	2,697	1,863	0.00
Keswick Queensway East & West	5,165	4,140	3,592	2,479	42.76

4. **ANALYSIS:**

Prior to determining and updating the development charge rates, the Town must first do a background study. Since entering into the agreement with Hemson Consulting Ltd., staff have worked closely with the consulting team to prepare background information and conduct the analysis in order to calculate draft development charge rates. The analysis included the formulation of growth forecasts related to population, housing and employment, and the associated forecast of the capital infrastructure costs needed to service the proposed growth while maintaining the Town's historical service levels to its residents and businesses. The premise of development charges is to ensure that growth pays for growth, therefore any new developments in the Town should be responsible for growth-related infrastructure and services necessary to support the increase in both population and employment.

The calculated development charge rates for the Town are detailed by Service Category in Tables 3 and 4 below. Similarly to the current Town rates, the calculated rates are differentiated based on a Town-wide and Area Specific approach.

Table 3 - Draft Calculated Town-Wide DC Rates (Draft Development Charge Study):

Service	Residential Charge By Unit Type				Non-Residential
	Single & Semi-Detached	Rows & Other Multiples	Apartments		Charge (\$/sq.m)
			≥ 650 sq.ft.	< 650 sq.ft.	
Library Services	\$1,484	\$1,420	\$1,039	\$717	\$0.00
Fire And Rescue Services	\$3,498	\$3,348	\$2,449	\$1,691	\$19.44
Parks And Recreation	\$28,471	\$27,247	\$19,930	\$13,761	\$0.00
Services Related To A Highway: Public Works	\$1,369	\$1,310	\$958	\$661	\$7.59
Development-Related Studies	\$475	\$455	\$333	\$230	\$2.63
Total General Services	\$35,297	\$33,780	\$24,709	\$17,060	\$29.67
Services Related To A Highway: Town-Wide Roads And Related	\$344	\$329	\$241	\$166	\$1.86
Town-Wide Stormwater Management	\$120	\$115	\$84	\$58	\$0.65
TOTAL TOWN-WIDE CHARGE BY UNIT TYPE	\$35,761	\$34,224	\$25,034	\$17,284	\$32.18

Table 4 - Draft Calculated Area-Specific Rates (Draft Development Charge Study):

Service	Residential Charge by Unit Type				Non-Residential Charge (\$/ sq.m)
	Single & Semi-Detached	Rows & Other Multiples	Apartments		
			≥ 650 sq.ft.	< 650 sq.ft.	
Keswick Service Area	\$4,078	\$3,902	\$2,854	\$1,971	\$21.87
Sutton Service Area	\$2,105	\$2,015	\$1,474	\$1,017	\$11.26
Sutton High Street Sewer	\$239	\$229	\$168	\$116	N/ A
Queenway East and West	\$3,764	\$3,602	\$2,635	\$1,819	\$31.37

The increase in the development charge rates can be attributed to the capital program which incorporated projects from the Town's Waterfront Parks Master Plan, new park and trail development, the construction of future fire stations, and road urbanization in the Keswick Service Area.

Refer to Table 5 below for an overview of town-wide key capital projects and the proportion of costs which are eligible for development charges.

Table 5 - Overview of Key Capital Projects (Town-Wide):

Key Projects Overview	DC Eligible Costs ¹
Costs to 2034:	
Recovery of Debt – MURC (Library & Indoor Recreation)	\$25.0 million
Park and Trail Development (non-waterfront) (Simcoe Landing, Terry Fox, Greystone, etc.)	\$20.5 million
Waterfront Park Development ²	\$24.5 million
New Fire Station (South Keswick) Design & Construction	\$10.9 million
Public Works Additional Space (Aggregate Dome and provision for maintenance garage)	\$2.0 million
New Fire Vehicles/Equipment (Rescue Pumper, Equipment for Pumper, & Support Vehicles)	\$1.9 million
Public Works Fleet (Highway Plows, Light Duties, Service Truck, Excavator, Skid Steer, etc.)	\$1.9 million
Development-Related Studies	\$1.4 million
Costs to 2051:	
Roads & Related Projects (ATMP, Road works projects, TMP)	\$4.1 million
Stormwater Projects (Sewer Flusher/VAC Truck, Stormwater Masterplan)	\$1.2 million

Note¹: Represents the in-period DC Eligible Costs: excludes Post-Period costs and non-DC Eligible expenses.

Note²: Waterfront parks include Willow Beach Park, Young's Harbour Park, Jackson's Point Harbour, Bonnie Park, Malone Wharf, Adeline Park, De La Salle Park, North Gwillimbury and Holmes Point Park.

Refer to Table 6 below for area-specific key capital projects and the proportion of costs which are eligible for development charges.

Table 6 - Overview of Key Capital Projects (Area-Specific to 2051):

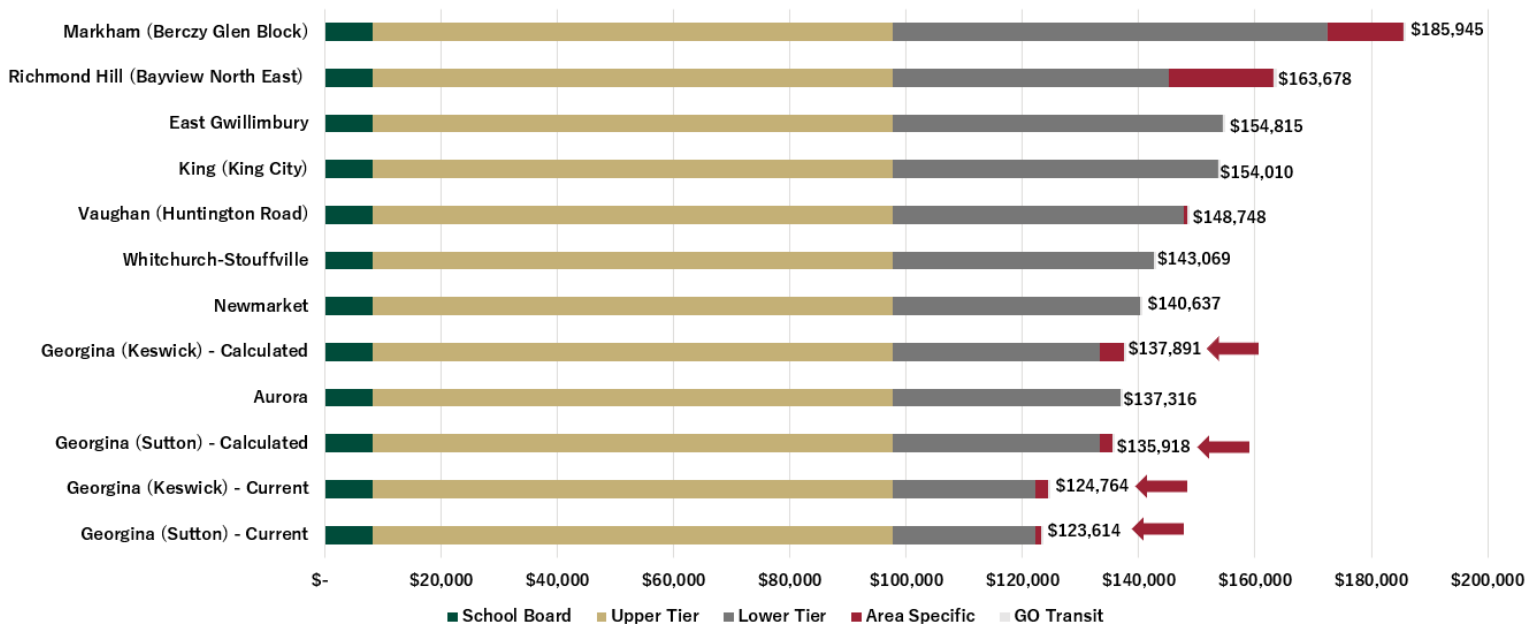
Key Projects Overview	DC Eligible Costs ¹
Keswick Service Area	
New watermains	\$7.2 million
Queensway North Urbanization	\$5.9 million
Hadden Road (Widening and Intersection)	\$4.4 million
Streetlights on the East & West side of Woodbine from Ravenshoe to Woodbine	\$3.5 million
Queensway South Sewer	\$650,000
Sutton Service Area	
Black River Sidewalk/MUP	\$2.0 million
High Street Redevelopment	\$1.0 million
Dalton Road Sewer	\$500,000
North Street Sewer	\$540,000

Note¹: Represents the in-period DC Eligible Costs; excludes Post-Period costs and non-DC Eligible expenses.

As illustrated in Table 7 below, when comparing the calculated draft rates for a residential unit (single family detached unit) with other York Region municipalities, Georgina is still considered to be one of the lowest in the Region:

Table 7 - Development Charge Residential (SFD) Rate Comparison:

Residential Rate Comparison (per Single Detached Unit)



Note: The Vaughan DC Rate (City-Wide) illustrated reflects the reduced rate as recently approved by Council.

5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

Ensure continued financial sustainability and accountability.

6. FINANCIAL AND BUDGETARY IMPACT:

There are no direct financial or budgetary impacts associated with the recommendations contained in this report.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

No public consultation is required at this time.

The timeline for the Development Charges Background Study and bylaw is outlined below:

- Release of the Development Charges Study
On or before June 4, 2025
- Council Meeting: Statutory Public Meeting
Wednesday, June 18, 2025
- Council Meeting: Proposed Passage of the Development Charges bylaw
Wednesday, August 13, 2025

The Town is required to hold a Statutory Public Meeting and to provide sufficient notice of the meeting as mandated in the *Development Charges Act*.

In addition to these meetings, Town staff have organized and met with members of the development community on February 25, 2025, to introduce the study process, study approach and timelines. It is the Town of Georgina's intention to continue to engage with the development community through the remainder of this process via consultation.

8. CONCLUSION:

This report provides information regarding the draft rates for the Development Charge Study 2025 and seeks direction from Council regarding any specific concerns.

The direction received from this report will feed into the preparation of the DC Background Study which will be made public in early May 2025 and will be used to support a new DC bylaw that will be presented to Council for passage on August 13, 2025.

APPROVALS

Prepared By: Becky Ridding, CPA, CA, Senior Financial Analyst

Reviewed By: Dina Havkin, CPA, CMA, Manager of Financial Strategy and Planning/Deputy Treasurer

Recommended By: Rob Wheeler, CPA, CA, Deputy Chief Administrative Officer & Treasurer

Approved By: Ryan Cronsberry, Chief Administrative Officer

THE CORPORATION OF THE TOWN OF GEORGINA

REPORT NO. LS-2025-0004

**FOR THE CONSIDERATION OF
COUNCIL**

April 16, 2025

SUBJECT: DELEGATION OF AUTHORITY POLICY AND BYLAW REVIEW

1. RECOMMENDATIONS:

- 1. That Council receive Report No. LS-2025-0004 dated April 16, 2025, prepared by the Clerk's Division, Legislative Services regarding the Delegation of Authority Bylaw and Policy.**
- 2. That Council pass the Delegation of Authority Bylaw.**
- 3. That Council adopt the Delegation of Authority Policy dated April 16th, 2025.**

2. PURPOSE:

The Delegation of Authority Bylaw is a critical tool for the efficient management of the Town's daily operations. By enabling staff to exercise judgment based on their expertise and professional training, the bylaw ensures operations are carried out in accordance with Council-approved policies, budgets, and directives.

This report outlines the rationale and framework for the bylaw and seeks Council's approval for its enactment, ensuring operational efficiency and adherence to approved policies.

Rationale for the Delegation of Authority Bylaw

Key reasons for implementing the Delegation of Authority Bylaw (Attachment No. 1) include:

- 1. Clarity and Order:** The bylaw establishes clear lines of authority and ensures that staff can act confidently within their legal boundaries; an example of this would be execution of the annual accessibility audit.
- 2. Flexibility with Legislative Changes:** Delegating authority allows the Town to respond quickly to changes in legislation or standards. For example, changes to the Town's Engineering and Design Standards, such as updates to fire hydrant color requirements, can be implemented swiftly without waiting for Council approval.

3. **Streamlined Decision-Making:** Delegating authority for routine or minor planning processes helps expedite approvals, reduces delays, and allows Council to focus on more significant matters. An example of this would be delegating authority to execute a subdivision agreement that is in accordance with the Council approved application and the conditions prescribed by Council.

3. BACKGROUND:

The Town of Georgina first implemented a Delegation of Authority Bylaw in December 2007, followed by additional bylaws to delegate specific powers such as signing a Notice of Trespass and temporarily closing a highway. A comprehensive review has largely consolidated these delegations into a single framework to meet current operational needs.

The *Municipal Act, 2001* allows municipalities to delegate administrative and operational powers, subject to Council's conditions and limits. Historically, Councils handled many minor matters, leading to inefficiencies. As municipalities grew, it became impractical for Councils to oversee all details, prompting legislative changes granting more control over local administration.

Sections 23.1 - 23.5 of the *Municipal Act, 2001*, introduced in 2006, further expanded delegation options, allowing Councils to decide which matters need their direct attention or minimal involvement. Staff have reviewed existing delegations and consulted senior management to identify areas for increased efficiency without compromising accountability and transparency.

4. ANALYSIS:

Scope and Application

The updated Delegation of Authority Policy, Attachment No. 2 provides guidance on:

- The application and operation of the Delegation of Authority Bylaw.
- The scope of powers and duties that may be delegated by Council.
- The principles that govern delegation, including accountability and transparency.

For ease of reference, Staff have separated the list of delegated powers and duties contained in Schedule 'A' to the Delegation of Authority Bylaw into Attachment Nos. 3 and 4 to this report. Attachment No. 3 sets out the existing delegated authorities, indicating whether they have been pre-approved by Council in accordance with specific bylaws or resolutions, or represent continuations of current practice. Attachment No. 4 specifies the proposed new delegations of authority.

Comprehensive Review

A comprehensive review was conducted, which included:

- Stakeholder consultation through meetings with directors, managers, and identified staff.
- A scan of delegation bylaws from municipalities within York Region and elsewhere in Ontario.
- A review of the past year's Council agendas to ensure alignment with current operational needs.

Evaluation criteria for delegations included the nature of the authority (routine, administrative, or operational), the public interest, and whether an authority could be delegated under current legislation. Additionally, to ensure transparency and accountability, limitations and conditions have been applied to most of the authorities delegated.

Key Limitations and Conditions

Delegated authorities are subject to the following conditions:

- Compliance with all Town policies and applicable legislation (e.g. the Procurement Bylaw).
- The authority must consider the public interest and be exercised in good faith.
- Any expenditure of funds or potential financial obligations must be included in an approved budget.
- Delegated authority cannot be sub-delegated beyond what is specified in the bylaw.

5. RELATIONSHIP TO STRATEGIC PLAN:

Delivering service excellence

The development and implementation of the Delegation of Authority Bylaw enhances service delivery and fosters agile responses to emerging issues.

6. FINANCIAL AND BUDGETARY IMPACT:

The implementation of the Delegation of Authority Bylaw is not expected to have a direct financial impact. However, the expected benefits include operational efficiencies and cost savings over time, as decision-making processes become more streamlined.

7. PUBLIC CONSULTATION AND NOTICE REQUIREMENTS:

Although formal public notice is not required, extensive internal consultations, including meetings with departmental leaders and a review by the senior leadership team, have been conducted to ensure alignment with operational needs.

8. CONCLUSION:

The Delegation of Authority Bylaw is an essential tool for improving the efficiency and effectiveness of municipal operations. It will empower staff to make informed decisions within their areas of expertise, while maintaining appropriate oversight and accountability.

The proposed bylaw aligns with the Town's strategic objectives and is recommended for Council's approval to ensure efficient and effective municipal operations.

APPROVALS

Prepared By:	Rachel Dillabough, Town Clerk
Recommended By:	Michael Bigioni, Director of Legislative Services
Approved By:	Ryan Cronsberry, Chief Administrative Officer

Attachments:

Attachment No. 1 – Draft Delegation of Authority Bylaw
Attachment No. 2 – Draft Delegation of Authority Policy
Attachment No. 3 – Existing Delegated Powers and Duties
Attachment No. 4 – Proposed Delegated Powers and Duties

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025- ()

BEING A BYLAW TO DELEGATE VARIOUS POWERS AND
DUTIES

WHEREAS Section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (hereinafter referred to as "*the Act*"), authorizes a municipal Council to delegate its powers and duties under *the Act* or any other Act to a person or body, subject to the rules and restrictions set out in Part II of *the Act*;

AND WHEREAS Section 275 of *the Act* restricts the action that may be taken by a Council after nomination day until the new Council takes office;

AND WHEREAS the Council of The Corporation of the Town of Georgina deems that certain routine administrative and legislative powers are of a minor nature, and the delegation of these powers will contribute to the efficient management of the Town while still adhering to the principles of accountability and transparency;

AND WHEREAS Council wishes to consolidate previous delegations of authority to its officers and employees that have been made, through various bylaws and resolutions, and to further delegate powers and duties as set out in this Bylaw;

AND WHEREAS delegations under certain policies and other bylaws are not intended to be addressed in this Bylaw, but shall remain in full force and effect;

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

1. SHORT TITLE

1.1 The short title of this Bylaw is the "Delegation of Authority Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

“Acquisition” means the acquiring by the **Town** of **property** by means of negotiation or gratuitous conveyance, but excluding expropriation;

“Agreement” means any contract, memorandum of understanding, settlement, minutes of settlement, letter of intent, offer to purchase, agreement of purchase and sale, or other similar **document**;

The term **“Approve”** includes the terms “agree to”, “accept”, “authorize”, “impose”, “determine”, “develop”, “implement”, “have authority to mediate”, “negotiate”, “resolve” and “settle”;

“Building Code Act” means the *Building Code Act, 1992*, S.O. 1992, c. 23;

“CAO” means the individual occupying the office of Chief Administrative Officer for the **Town**;

“Condominium Act” means the *Condominium Act, 1998*, S.O. 1998, c. 19;

“Declare Surplus” means to formally assert, in accordance with **Town** Bylaw or by a delegated authority, that a **property** is not required by the **Town** for present or future needs;

“Deputy CAO/Treasurer” means the individual occupying the office of Deputy Chief Administrative Officer/Treasurer for the **Town**;

“Director” means an individual occupying the office of a Director for the **Town**;

“Disposal” means the disposition by the **Town** of **property**, by means of negotiation or gratuitous conveyance;

“Document” means any written instrument whether on paper or in electronic form including, without limiting the foregoing, any deed, memorandum, consent, application, permit, release, form, retainer, report, waiver or acknowledgement;

“Execute” means to sign on behalf of the **Town** and to complete all formalities necessary to make an **agreement** or **document** effective;

“Fair Market Value” means the highest price, expressed in terms of money, that a **property** would bring, in an open and unrestricted market, between a willing buyer and a willing seller who are both knowledgeable, informed and prudent, and who are acting independently of each other;

“Government Organization” means another municipality, local board or public utility as those terms are defined in the *Municipal Affairs Act*, R.S.O. 1990, c. M. 46, a conservation authority, or an organization or entity forming a part of the provincial or federal government, including its ministries and agencies;

“Head of Human Resources” means the **Town’s** Head of Human Resources and includes a Human Resources Consultant acting on behalf of the **Town**;

“Land Titles Act” means the *Land Titles Act*, R.S.O. 1990, c. L. 5;

“Legal Proceeding” means any court or **tribunal** proceedings commenced by or against the **Town**, and includes carrying out any step or action required as part of a legal proceeding, including providing instructions to legal counsel and any attendance and/or representation on behalf of the **Town**;

“Manager” means an individual occupying the office of a Manager for the **Town**;

“Municipal Act” means the *Municipal Act, 2001*, S.O. 2001, c. 25;

“Planning Act” means the *Planning Act*, R.S.O. 1990, c. P.13;

“Property” means any interest or rights in real property, which includes all land, buildings and structures firmly attached and integrated equipment on the land, and anything growing on the land, but excludes chattels, inventory and other personal property;

“Restricted Act Period” means the first day during the election for a new Council on which it can be determined that one of the following applies to the new Council that will take office following the election:

- (a) if the new Council will have the same number of members as the outgoing Council, the new Council will include less than three-quarters of the members of the outgoing Council;

- (b) if the new Council will have more members than the outgoing Council, the new Council will include less than three-quarters of the members of the outgoing Council or, if the new Council will include at least three-quarters of the members of the outgoing Council, three-quarters of the members of the outgoing Council will not constitute, at a minimum, a majority of the members of the new Council;
- (c) if the new Council will have fewer members than the outgoing Council, less than three-quarters of the members of the new Council will have been members of the outgoing Council or, if at least three-quarters of the members of the new Council will have been members of the outgoing Council, three-quarters of the members of the new Council will not constitute, at a minimum, a majority of the members of the outgoing Council;

“Town” means The Corporation of the Town of Georgina;

“Town Clerk” means the Clerk or the Deputy Clerk of the **Town** appointed by Council;

“Town Solicitor” means the Town Solicitor and includes Legal Counsel acting on behalf of the **Town**;

“Treasurer” means the Treasurer or the Deputy Treasurer of the **Town** appointed by Council;

“Tribunal” means any tribunal that hears and adjudicates matters, and includes, without limiting the foregoing, the Ontario Land Tribunal; and,

“Usual Operations” means the activities and administrative decision making required as part of the day-to-day operations of a Department of the **Town** in the ordinary course of business, including a project, program or service which is not legislative or quasi-judicial in nature.

3. DELEGATION OF POWERS AND DUTIES – NATURE AND SCOPE

- 3.1 That Council hereby delegates the powers and duties set out in Columns A and B of Schedule “A” to this Bylaw to those officers and employees listed in Columns D and E subject to any limitations and conditions in Column F.

- 3.2 A person exercising a power or duty delegated pursuant to this Bylaw shall exercise the power or duty:
- (a) in compliance with the limitations and conditions set out in this Bylaw;
 - (b) in compliance with applicable **Town** policies (e.g. the **Town's** Procurement Policy) and applicable legislation; and,
 - (c) while considering the public interest, and acting in good faith.
- 3.3 Where the exercise of a delegated power or duty requires the expenditure of money or subjects the **Town** to a potential financial loss or obligation, funding for the potential financial loss or obligation must be included in an approved budget as a condition to the exercise of the delegated authority, unless during a **Restricted Act Period**.
- 3.4 Where required as a condition of the delegated authority, reports shall be submitted to Council advising of the exercise of the delegated power or duty.
- 3.5 Any delegated authority provided in this Bylaw includes the authority to:
- (a) execute any **documents** ancillary thereto required to give effect to the matter;
 - (b) terminate an **agreement** in accordance with the provisions contained in the **agreement**; and,
 - (c) extend or renew an **agreement** in accordance with the renewal or extension provisions contained in the **agreement**, provided that the remaining provisions of the **agreement** remain unchanged or are equal to or provide a greater benefit to the **Town** than the initial **agreement**.
- 3.6 This Bylaw does not apply to the settlement of any claim or **legal proceeding** that includes an allegation against a Member of Council, the powers and duties regarding which shall be exercised by Council unless otherwise delegated.
- 3.7 Notwithstanding Section 3.1, Council retains the authority to make or reconsider, at any time and without notice, the revocation or restriction of any power that has been delegated pursuant to this

Bylaw, provided that such revocation or restriction complies with applicable law.

4. DELEGATION OF POWERS AND DUTIES – ADMINISTRATION

- 4.1 The **CAO's** signature and the signatures of any other **Town** employees with delegated signing power may be written, engraved, printed, lithographed, or otherwise mechanically or electronically reproduced in accordance with **Town** policies and procedures.
- 4.2 Any delegation of a power or duty to a **Director** or the **Deputy CAO/Treasurer** shall be deemed to include the **CAO**.
- 4.3 Any delegation of a power or duty to a **Manager** shall be deemed to include the **Director**.
- 4.4 Any delegation of a power or duty to the **CAO** shall be deemed to include the **Deputy CAO/Treasurer** in the absence of the **CAO**.
- 4.5 Any delegation of a power or duty includes a delegation of the power or duty to a member of staff who is appointed or selected from time to time by the delegate to act in the capacity of the delegate in the delegate's absence.
- 4.6 Where a title or a position identified in this Bylaw no longer exists or is modified, the powers and duties may be exercised by a person deemed by the **CAO** to have the responsibilities of the original position until such time as an amending bylaw is adopted by Council.
- 4.7 A member of staff that has been delegated a power or duty shall not:
 - (a) delegate a power or duty to another member of staff other than as expressly permitted by this Bylaw; or,
 - (b) exceed the scope of the delegated authority.
- 4.8 In the event of inconsistency between this Bylaw or any other **Town** Bylaw or resolution, the more restrictive provision shall prevail to the extent of the inconsistency.
- 4.9 It is the opinion of Council that any of the legislative powers delegated pursuant to this Bylaw are of a minor nature.

4.10 Any reference to legislation, regulations, bylaws or policies in this Bylaw shall be interpreted to include all amendments and any successor legislation, regulation, bylaw or policy thereof.

4.11 Throughout this Bylaw:

(a) the term “including” or the phrases “e.g.” or “for example” shall be interpreted to mean “including, without limitation”; and,

(b) the singular includes the plural and vice-versa.

4.12 With respect to monitoring and compliance, the **Town’s** Delegation of Authority Policy shall be followed.

4.13 Notwithstanding the powers and duties delegated by this Bylaw, any matter may be referred to Council for consideration at the discretion of the **CAO**, or a **Director**, in consultation with the **CAO**.

5. SEVERABILITY

5.1 If a court of competent jurisdiction declares any section or part of this Bylaw invalid, it is the intention of Council that the remainder of this Bylaw shall continue in force unless the court makes an order to the contrary.

6. REPEAL

6.1 That Bylaws 92-32, 97-0125, 2002-0041, 2004-0078, 2005-0014, 2007-0148, 2007-0149, 2008-0001, 2020-0018, 2022-0056 and 2023-0034 are hereby repealed.

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

	"A" MATTER	"B" AUTHORITY DELEGATED	"C" CATEGORY	"D" DELEGATE	"E" DELEGATE	"F" LIMITATIONS/CONDITIONS
1	Reporting and supervisory structures - Non-Departmental	Approve	Administration	CAO		
2	Filing of applications under the Planing Act or other statute with respect to Town land	Approve	Administration	CAO		
3	Letters of Support - Community Organizations and Not-For-Profits	Issue	Administration	Director, Strategic Initiatives	Manager, Economic Development and Tourism or Manager, Communications or Manager, Corporate Strategy and Transformation or Manager, Service Excellence	Requires no commitment of Town funds or resources.
4	Committee of Adjustment Decision - Condition requires entering into an agreement	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Agreement in a form to the satisfaction of the Director.
5	Condominium	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
6	Pre-Servicing	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
7	Site Plan	Discharge and Release	Agreement - Development	Director, Development Services	Manager of Development Engineering	Where work has not taken place.
8	Subdivision	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
9	Site Alteration	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Where more than 250m ³ and less than 2000m ³ of fill is being dumped or placed in accordance with the Town's By-law. Agreement in a form to the satisfaction of the Director.
10	Limiting distance	Approve and Execute	Agreement - Development	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors	In accordance with the Building Code Act, 1992, S.O. 1992, c. 23.
11	Emergency Social Services - Government Organization	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	
12	Use of Emergency Services Training Facilities	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	Agreement provides for the recovery of costs.
13	Collective Agreement arising out of arbitration of matters	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Provided the financial impact is within the mandate approved by Council. Written authorization from the CAO prior to execution.
14	Human Rights Tribunal of Ontario matters for the purpose of resolving applications or claims made related to employment, civil litigation, Labour Relations Act, 1995. S.O. 1995, c. 1, Sched. A	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Settlement amount does not exceed the limit of Small Claims jurisdiction exclusive of interest and costs, and in consultation with the Director of Legislative Services/Town Solicitor and the CAO.
15	Community Organizations and Not-For-Profits - Compensation, funding, financial incentive, grants or subsidy	Approve and Execute	Agreement - Grants	Director, Strategic Initiatives	Program Manager, Strategic Initiatives	For an approved grant.
16	Data-Sharing and Services - Government Organization or Third-Party contracted by the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Information Technology		

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

17	Products, Construction or Services for the delivery of the usual operations of the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Procurement Services	For all products and services procured in accordance with the Town's Procurement Policy.
18	Products, Construction or Services for the delivery of the usual operations of the department that are not subject to the Town's Procurement Policy	Approve and Execute	Agreement - Products, Construction or Services	Staff, Supervisor, Manager, Director, Head of Human Resources, Deputy CAO/Treasurer, CAO	In accordance with the "Purchasing Authorities" established by the Town's Procurement Policy. Contracts shall as required contain appropriate insurance, termination, workplace safety and indemnification provisions.
19	Licence - Telecommunications Equipment Site Licence	Approve	Agreement - Real Estate	CAO	In accordance with Town's Wireless Telecommunications Installations on Municipal Property Policy. The agreement to be in the form of the Town's Telecommunications Equipment Site Licence Template.
20	Acquisition or Disposal of Real Property	Approve and Execute	Agreement - Real Estate	CAO	During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
21	Encroachment - Abutting Landowners	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	For less than fair market value consideration: (a) where the encroachment is on a highway and does not physically enclose any Town owned property; (b) is as a result of a condition of development approval that requires the gratuitous transfer of the property to the Town and agreement from the Town permits the encroachment to be constructed on the property; or (c) is a result of the Town's acquisition of the property Agreement to be in a form approved by the Director, Operations and Infrastructure. Nature of the agreement is minor as determined by affected departments and agencies. Such other reasonable conditions as are necessary in the opinion of the Director, Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
22	Municipal Access Highways	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	With utility companies only. To be in a form satisfactory to the Director of Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
23	Municipal Consent Highways - Government Organization	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	To be in a form satisfactory to the Director of Operations and Infrastructure Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
24	Purchase and sale for fee simple title in connection with Town's acquisition of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO	In accordance with Council approved terms and conditions.
25	Purchase and sale for fee simple title in connection with Town's disposal of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO	In accordance with Council approved terms and conditions.

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

	Licence - Temporary - Short Term - permitting the Town, their contractors or agents to enter upon land or to permit others, their contractors or agents to enter upon				For access or construction purposes.
26	Town lands	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	
27	Compliance Audit Committee (Elections)	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
28	Fence Viewers	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
29	Livestock Valuer	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
30	Minutes of settlement arising out of tax appeals and assessment appeals at the Assessment Review Board	Approve and Execute	Assessment and Taxation	Manager of Taxation, Revenue	
31	Exercise the functions of Council pursuant to Sections 357, 358 and 359 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding tax adjustments	Conduct, Approve or Deny	Assessment and Taxation	Manager of Taxation, Revenue	Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25
32	Tax Certificates	Execute	Assessment and Taxation	Manager of Taxation, Revenue	
33	Exercise the functions of Council pursuant to Section 356 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding Town-owned land which is assessed in one block into two or more parcels or apportion unpaid taxes on land among parcels	Conduct, Divide and Apportion	Assessment and Taxation	Manager of Taxation, Revenue	Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25.
34	Annual Interim Stormwater Rate and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim stormwater rate equal to 50% of the previous year's annualized rates in advance of the approval of rates for the coming year in accordance with Resolutions C-2024-0134 to C-2024-0137. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Bill.
35	Annual Interim Tax Levy and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim tax bills equal to 50% of the previous year's annualized taxes in advance of the approval of rates for the coming year and in accordance with the Municipal Act, 2001, S.O. 2001, c. 25. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Tax Bill.
36	Plan of Condominium including Condominium descriptions under Section 9 of the Condominium Act, 1998, S.O. 1998, c. 19, and minor amendments, changes, additions or deletions to the draft plan and conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Engineering In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.
37	Plan of Subdivision under Section 51 of the Planning Act, R.S.O. 1990, c. P. 13, including minor amendments, changes, additions or deletions to the draft plan or conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Planning In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

38	Application - Deeming By-law - Pass or Repeal	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.
39	Application - Part-Lot Control	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.
40	Certificates of Cancellation under Section 54 of the Planning Act, R.S.O. 1990, c. P.13	Approve and Execute	Development	Director, Development Services	Manager of Development Planning	
41	Draft Approved Plans	Extend	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to a decision being made. A member of Council may contact staff to obtain further information or clarification on the matter.
42	Parkland Dedication/Cash-in-Lieu	Collection	Development	Director, Development Services	Manager of Development Planning	In accordance with By-law 2001-0020 and Parkland Dedication Policy LS-PKS01 as determined through conditions of development approval.
43	Sanitary Sewer and Water Servicing Allocation	Commit	Development	Director, Development Services		Where servicing allocation has been "Reserved" by Council and upon clearance of draft plan or provisional consent conditions.
44	Submissions to the Alcohol and Gaming Commission of Ontario with regard to proposed retail store authorization applications for cannabis stores	File	Development	Senior Policy Planner	Manager of Planning Policy	In accordance with the Public Interest Statement approved by Council Resolution C-2021-0200 on June 23, 2021, as amended.
45	Assumption or Final Acceptance of Subdivision or Condominium	Approve	Development	Director, Development Services	Manager of Development Engineering	In accordance with Agreement and approval from applicable departments. No report to Council required. Staff to bring the By-law directly to Council.
46	Town Engineering and Design Standards Amendments	Approve	Development	Director, Development Services	Manager of Development Engineering	Upon consultation with the Director, Operations and Infrastructure make amendments related to the Design Criteria that are based on updates to NFPA standards, provincial legislation and regulations and best practices in the industry.
47	Property Acquisition	Acquire	Emergency/Pandemic	CAO		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
48	Property Disposal	Declare Surplus and Disposal	Emergency/Pandemic	CAO		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
49	Any matter to ensure business continuity and essential services of the Town	Approve and Execute	Emergency/Pandemic	CAO and Mayor		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
50	Emergency Plan	Update	Emergency/Pandemic	Director, Emergency Services/Fire Chief	Deputy Fire Chief	To make administrative changes such as contact information, procedures, and other pertinent information required to the keep the Plan up-to-date and accurate. The updated Plan is to be submitted to the Town Clerk and circulated to all departments, agencies, government bodies and affected persons.

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

51	An event as an event of municipal significance for the purposes of prescribing it as a special event occasion including where an application has been made pursuant to subsection 19(1) of the Liquor Licence Act, R.S.O. 1990, c. L. 19	Designate	Events	Director, Community Services	For the purpose of obtaining a Special Occasion permit, highway closure or as may be required by a government organization. Council is to be advised of the event.
52	Notice of Trespass	Approve and Execute	Facilities/Fields/Parks/Property	Director, Community Services	CAO
53	Parks and Facilities - Closure and Hours of operation	Approve and Adjust	Facilities/Fields/Parks/Property	Director, Community Services	Council is to be advised of the closure or adjustment in hours of operation.
54	Posting of Signs regarding permitted activities, prohibitions, restrictions, regulations and warnings regarding use of a park	Approve	Facilities/Fields/Parks/Property	Director, Community Services	In accordance with the Town's Parks By-law.
55	In advance of the approval of the annual budget	Spend	Finance	Deputy CAO/Treasurer	Spending authority is equivalent to six (6) months of previous year's approved budget. No new expenditures, no enhancements or new spending is permitted prior to approval of the new budget.
56	Loan or mortgage registered on property	Discharge and Release	Finance	Deputy CAO/Treasurer	Upon payment and terms and conditions being satisfied.
57	To add any part of a fine that is in default to the tax rolls at the request of a Government Organization	Collection	Finance	Manager of Taxation, Revenue	In accordance with section 441.1 of the Municipal Act, 2001, S.O. 2001, c. 25
58	Community Organizations and Not-For-Profits (request for grants of less than \$10,000)	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications for requests of less than \$10,000, and approve up to a maximum disbursement of \$50,000 annually, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
59	Community Organizations and Not-For-Profits (request for grants \$10,000 and above)	Evaluate	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications for requests of \$10,000 and above unless otherwise adjusted by Council, and provide recommendations to Council for approval.</p>

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DELEGATION OF POWERS AND DUTIES**

60	Economic, Culture and Community Betterment Grant Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient is \$5,000, or 50% of eligible expenses whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
61	Development Application Fees Rebate Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>A Rebate for industrial/commercial/institutional development that creates full-time employment and increases the non-residential tax base.</p> <p>A Rebate of 50% to a maximum of \$15,000 for a single development application and 75% up to a maximum of \$50,000 for multiple applications on the same property, unless otherwise adjusted by Council.</p> <p>Rebate is to be provided upon confirmation that the final occupancy for the building has been issued by the Town's Building Division.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

62	Community Improvement Plan - Façade Improvement Grant, Heritage Building Improvement Grant, Accessibility Improvement Grant and Landscape Improvement Grant Programs	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient under the Façade Improvement Grant and Heritage Building Improvement Grant Programs are \$5,000, or 50% of the cost of the renovation, whichever is less, unless otherwise adjusted by Council.</p> <p>The maximum amount to be disbursed to a recipient under the Accessibility Improvement Grant and Landscape Improvement Grant Programs are \$2,000, or 50% of the cost of the improvement, whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
	Highway Closure - Temporary	Approve	Highways	Director, Operations and Infrastructure		<p>Applicant to provide a certificate of insurance in a form satisfactory to the Director, Operations and Infrastructure.</p> <p>Applicant responsible for clean up and restoration of the highway at the close of the event.</p> <p>Such other reasonable restrictions as in the opinion of the Director, Operations and Infrastructure.</p> <p>All affected department and agencies shall be notified of the road closure.</p>
63	Construction Zones on Highway under Section 128 of the Highway Traffic Act, R.S.O. 1990, c. H. 8	Designate	Highways	Director, Operations and Infrastructure		In accordance with Ontario Traffic Manual Book 7 and applicable regulations.
64	Service of any legal document on behalf of the Town	Accept	Legal - Administration	Town Clerk		
65	Claims - Insured - by or against the Town at or above the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO		Upon recommendation of the Town's insurance provider or its lawyer.
66	Claims - Insured - by or against the Town below the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO		
67	Claims - proof of loss, both interim and final to the Town's insurer.	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor		
68	Claims - release for claims against other parties and/or their insurers	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor		
69	Settlement of uninsured and other legal proceedings	Take All Necessary Steps	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor		Settlement amount does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.
70	Legal Proceeding - commenced by or against the Town, including but not limited to a motion, an application for leave to appeal, appeal, claim, counterclaim, cross claim or third party claim	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor		<p>Director of Legislative Services/Town Solicitor shall report to Council as soon as practicable, except where the:</p> <p>(a) claim is defended by the Town's insurer; or</p> <p>(b) claim does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.</p>
71	Legal Proceeding - to ensure that no limitation period or other time restriction expires before instructions of Council can be obtained	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor		Instructions of Council are sought as soon as practicable where the claim exceeds the limit of Small Claims Court jurisdiction exclusive of interest and costs.
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**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

73	Legal Proceeding - Superior Court of Justice or such other Tribunals as may be necessary to enforce or to restrain a contravention of a				Director, Legislative Services/Town Solicitor	
	Town By-law or statute enforced by the Town	Take All Necessary Steps	Legal - Litigation			
74	Legal Proceeding - Intervenor status or non-party standing in order to participate in any legal proceeding in which the Town is not already a party	Obtain	Legal - Litigation	Director, Legislative Services/Town Solicitor		Instructions of Council are sought as soon as practicable.
	Legal Proceeding - Tribunal - Committee of Adjustment Decision	Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning	At the discretion of the Director, Development Services and where the Committee of Adjustment Decision and the associated recommendations made by Town staff are consistent.
75						
	Legal Proceeding - Tribunal - Committee of Adjustment Decision	Appeal	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning	The Director, Development Services is of the opinion the Committee of Adjustment decision is contrary to the best interests of the Town and where a time restriction would expire before instructions of Council could be obtained. The Director, Development Services shall obtain instructions from Council as soon as practicable.
76	Legal Proceeding - Tribunal - Decision of Council regarding Official Plan Amendments, Zoning By-law Amendments, Plan of Subdivision or Condominium	Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning	The Director, Development Services shall advise Council if a new issue arises at the Tribunal that may change the Town's position. This delegated authority does not apply to an appeal of a Council non-decision.
	Legal Proceeding - Tribunal - Decision of the Director, Development Services regarding the approval or refusal of a Site Plan	Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Engineering	
77	Releases and discharges of lands from covenants and conditions	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Legal fees or other costs to be paid by the applicant as determined by the Director, Legislative Services/Town Solicitor from time to time.
	Applications for first registration or absolute title under the Land Titles Act	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
78	Applications on behalf of the Town for entry or removal of a notice or caution of any kind, an inhibiting order, reference plan or registration of any kind in the Land Registry Office	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
	Consents and waivers of notice of applications under the Land Titles Act, R.S.O. 1990, c. L. 5	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
79	Correcting or Quit Claim Deeds	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
	Registration of documents affecting title to lands, including but not limited to transfers, agreements, liens, and restrictions on title, and including Acknowledgements & Directions in respect of all documents to be registered	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
80	Restrictions under section 118 of the Land Titles Act, R.S.O. 1990, c. L. 5, to prevent transfer or mortgage of land	Consent and Removal	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		
	Recreation Facility Use, Fields and Parks	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Community Services		

**SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES**

87	Highway Occupancy	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with Ontario Traffic Manual Book 7. Applicant shall as required and to the satisfaction of the Director: (a) pay the prescribed Road Occupancy Permit fees in accordance with the Town's Fees and Charges By-law; (b) provide a certificate of insurance in a form satisfactory to the Director; (c) provide damage deposit in the amount determined by the Director; (d) clean up and restore the highway; (e) provide Traffic Plan; (f) provide Communications Plan; (g) provide nine (9) month warranty on works completed; (h) comply with any other terms and conditions imposed by the Director.
88	Sewer connections and disconnections to municipal sewage works	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with the Town's Sewer Use By-law. Applicant shall comply with any terms and conditions imposed by the Director.
89	Lottery Licence	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Licensing Coordinator	In accordance with Order in Council 1413/08 also the Lottery Licensing Policy Manual issued by the AGCO.
90	Pool Enclosure Permits	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors In accordance with By-law 2008-079.
91	Liquor Licence Act Application Objection	File	Licences/Permits	Town Clerk	Where Town staff have identified concerns. Objection to be confirmed by Council at the next available Council meeting.
92	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) an Easement to a Government Organization for the installation/maintenance of services; (b) an Easement that is being abandoned;
93	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) a closed highway, if sold to an owner of land abutting the closed highway; (b) a road widening and reserves to the entity having jurisdiction over the abutting highway; (c) property that is not sufficient in size to accommodate a new main use; For items (b) and (c) compensation for property is made to the Town based on Price of Land calculation and all other fees regarding the transfer as determined by the Director.
94	Annual Accessibility Audit	Execute	Regulatory	Director	
95	Parking Restrictions - Special Events, Construction or Maintenance Work	Suspend	Regulatory	Director, Operations and Infrastructure	
96	Documents in accordance with the Funeral, Cremation and Cemetery Services Act, 2002, S.O. 2002, c. 33	File	Regulatory	Town Clerk	
97	Interment Rights Certificates	Execute	Regulatory	Town Clerk	
98	Expenditure or Incur other liability	Approve	Restricted Act Period	CAO	Has a value exceeding \$50,000, which has not received prior budget approval. During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.

SCHEDULE "A" TO BY-LAW 2025-XXX
DELEGATION OF POWERS AND DUTIES

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Property - Real or Personal

Declare Surplus and Disposal

Restricted Act Period

CAO

Has a value exceeding \$50,000 at the time of disposal.
During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.

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TOWN OF GEORGINA – LEGISLATIVE SERVICES
POLICY No. LS-2025- XXXX

Subject: Delegation of Authority Policy	Authority, Ref. & Sec. The Municipal Act, 2001		
Policy Classification: Legislative Services	Pages: 5	Year	Month Day
		2025	04 16
Recommended/Approved by: Council	Contact Position for Inf. Town Clerk		

1. Policy Statement

- 1.1 Council is directly accountable for all municipal powers and duties as outlined in the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended (hereinafter referred to as “*the Act*”), and any other applicable legislation.
- 1.2 Recognizing the significance of efficient operations in a growing municipality, Council has identified the development and implementation of a Delegation of Authority Bylaw as a key initiative in its 2023-2027 Strategic Plan to achieve its Strategic Goal of Delivering Service Excellence. The Town’s 2024-2027 Customer Service Strategy emphasizes empowering staff to deliver exceptional customer service through effective tools and resources.
- 1.3 In delegating its powers and duties, Council will adhere to legislative requirements and uphold the principles of accountability and transparency.

2. Purpose

- 2.1 *The Act* mandates that all municipalities establish and maintain a policy regarding the delegation of municipal powers and duties.
- 2.2 The Town’s Delegation of Authority Bylaw is designed to delegate powers and duties to staff. This policy provides guidance on the following:
 - (a) the application and operation of the Delegation of Authority Bylaw;
 - (b) the scope of the powers and duties that may be delegated by Council; and,
 - (c) the principles that govern such delegation.

Subject:	
Delegation of Authority Policy	

3. Definitions

3.1 In this Policy:

- (a) “Administrative powers” means powers and duties related to the management of the Town that do not involve legislative or quasi-judicial authority or discretionary decision-making;
- (b) “Legislative powers” means powers and duties exercised by Council in a legislative capacity, including enacting Bylaws, setting policies, and making decisions; and,
- (c) “Quasi-judicial powers” means powers and duties relating to the hearing and adjudicating of matters in proceedings similar to those conducted by courts or Tribunals, including matters that involve a statutory power of decision as that term is defined in the *Statutory Powers Procedure Act*, R.S.O. 1990, c. S. 22.

4. Scope

4.1 This policy applies to all operations and staff of the Town.

4.2 Council may delegate administrative powers (excluding legislative or quasi-judicial powers) to:

- (a) individuals (including Town staff);
- (b) committees of Council;
- (c) Local Boards and Municipal Service Boards; or,
- (d) Municipal Service Corporations.

4.3 Council may delegate legislative and quasi-judicial powers to:

- (a) one or more Council members or a Council committee;
- (b) a body comprising at least two members, with a minimum of fifty percent being:
 - i) Council members,
 - ii) individuals appointed by Council,
 - iii) a combination of both; or,

Subject:	
Delegation of Authority Policy	

- (c) an officer, employee, or agent of the municipality for legislative powers considered “minor” in nature.

4.4 Under subsection 23.3(1) of *the Act*, Council may not delegate the following powers and duties:

- (a) the power to appoint or remove any Town officer required by *the Act*;
- (b) the power to pass specific Bylaws under section 400.1 and Parts VIII, IX, IX.1 and X of *the Act*;
- (c) the power to incorporate municipal corporations;
- (d) the power to adopt or amend the Official Plan;
- (e) the power to pass zoning Bylaws, except as permitted under Section 39.2 of the *Planning Act*, R.S.O. 1990, c., P. 13;
- (f) the power to enact Bylaws regarding small business counselling under subsections 108(1) and (2) of *the Act*, or regarding municipal capital facilities under subsections 110(3), (6) and (7) of *the Act*;
- (g) the power to adopt a community improvement plan under Section 28 of the *Planning Act*, R.S.O. 1990, c. P. 13, if it includes certain provisions identified in subsection 23.3(1)7 of *the Act*;
- (h) the power to adopt or amend the Town budget; or,
- (i) any other power or duty that may be prescribed.

4.5 Council may revoke a delegation at any time or stipulate that a delegation remains in effect for the duration of its term.

5. Policy Requirements

5.1 All powers and duties of Council shall remain with Council unless explicitly delegated.

5.2 Except where deemed minor in nature, or as identified in this policy, delegations of municipal powers and duties shall be authorized by Bylaw or resolution. All delegated authority shall be in accordance with the provisions and restrictions established under *the Act*.

Subject:	
Delegation of Authority Policy	

- 5.3 A delegation of a municipal power or duty shall define the scope of that power as required by *the Act*.
- 5.4 Individuals or bodies to whom powers or duties have been delegated may not further delegate those powers or duties unless permitted under the Delegation of Authority Bylaw or the resolution that delegated those powers or duties.
- 5.5 Delegated authority is tied to the position named, not the individual holding that position.
- 5.6 In delegating its powers and duties, Council shall consider whether an appeal process applies, and if so, Council shall designate the appropriate authority to handle appeals.
- 5.7 When delegating a power or duty consideration will be given to establishing requirements:
- (a) to ensure transparency of the delegate's actions and decisions to the public; and,
 - (b) for the delegate to report to Council.

6. Roles and Responsibilities

- 6.1 Council's role, in accordance with *the Act*, includes:
- (a) ensuring the implementation of administrative policies, practices and procedures to carry out Council decisions; and,
 - (b) maintaining accountability and transparency in Town operations.
- 6.2 Staff are responsible for implementing Council's decisions and establishing the necessary administrative practices and procedures to do so.
- 6.3 Town staff shall adhere to this Policy and ensure appropriate application of delegated authority.

**SCHEDULE "A" TO BYLAW 2025-XXX
DELEGATION OF POWERS AND DUTIES - EXISTING**

	"A" MATTER	"B" AUTHORITY DELEGATED	"C" CATEGORY	"D" DELEGATE	"E" DELEGATE	"F" LIMITATIONS/CONDITIONS	"G" LEGISLATIVE REFERENCE
1	Reporting and supervisory structures - Non-Departmental	Approve	Administration	CAO			Practice
2	Committee of Adjustment Decision - Condition requires entering into an agreement	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Agreement in a form to the satisfaction of the Director.	Practice
3	Collective Agreement arising out of arbitration of matters	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Provided the financial impact is within the mandate approved by Council. Written authorization from the CAO prior to execution.	Practice
4	Human Rights Tribunal of Ontario matters for the purpose of resolving applications or claims made related to employment, civil litigation, Labour Relations Act, 1995. S.O. 1995, c. 1, Sched. A	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Settlement amount does not exceed the limit of Small Claims jurisdiction exclusive of interest and costs, and in consultation with the Director of Legislative Services/Town Solicitor and the CAO.	Practice
5	Data-Sharing and Services - Government Organization or Third-Party contracted by the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Information Technology Services			Practice
6	Products, Construction or Services for the delivery of the usual operations of the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Procurement Services		For all products and services procured in accordance with the Town's Procurement Policy.	Practice
7	Products, Construction or Services for the delivery of the usual operations of the department that are not subject to the Town's Procurement Policy	Approve and Execute	Agreement - Products, Construction or Services	Staff, Supervisor, Manager, Director, Head of Human Resources, Deputy CAO/Treasurer, CAO		In accordance with the "Purchasing Authorities" established by the Town's Procurement Policy. Contracts shall as required contain appropriate insurance, termination, workplace safety and indemnification provisions.	Practice
8	Licence - Telecommunications Equipment Site Licence	Approve and Execute	Agreement - Real Estate	CAO		In accordance with Town's Wireless Telecommunications Installations on Municipal Property Policy. The agreement to be in the form of the Town's Telecommunications Equipment Site Licence Template.	Report CAO-2021-008 and Resolution C-2021-0140
9	Acquisition or Disposal of Real Property	Approve and Execute	Agreement - Real Estate	CAO		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.	By-law 2020-0018 - Item 1 (c)
10	Encroachment - Abutting Landowners	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure		For less than fair market value consideration: (a) where the encroachment is on a highway and does not physically enclose any Town owned property; (b) is as a result of a condition of development approval that requires the gratuitous transfer of the property to the Town and agreement from the Town permits the encroachment to be constructed on the property; or (c) is a result of the Town's acquisition of the property Agreement to be in a form approved by the Director, Operations and Infrastructure. Nature of the agreement is minor as determined by affected departments and agencies. Such other reasonable conditions as are necessary in the opinion of the Director, Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.	Section 6.5 of Policy DAS-CL-029 Procedures governing the sale and disposition of land, including giving of notice to the public but modified to included (b) and (c)

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11	Municipal Access Highways	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure		With utility companies only. To be in a form satisfactory to the Director of Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.	Practice
12	Municipal Consent Highways - Government Organization	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure		To be in a form satisfactory to the Director of Operations and Infrastructure Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.	Practice
13	Minutes of settlement arising out of tax appeals and assessment appeals at the Assessment Review Board	Approve and Execute	Assessment and Taxation	Manager of Taxation, Revenue			Practice
14	Exercise the functions of Council pursuant to Sections 357, 358 and 359 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding tax adjustments	Conduct, Approve or Deny	Assessment and Taxation	Manager of Taxation, Revenue		Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25	Practice
15	Tax Certificates	Execute	Assessment and Taxation	Manager of Taxation, Revenue			Practice
16	Exercise the functions of Council pursuant to Section 356 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding Town-owned land which is assessed in one block into two or more parcels or apportion unpaid taxes on land among parcels	Conduct, Divide and Apportion	Assessment and Taxation	Manager of Taxation, Revenue		Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25.	Practice
17	Plan of Condominium including Condominium descriptions under Section 9 of the Condominium Act, 1998, S.O. 1998, c. 19, and minor amendments, changes, additions or deletions to the draft plan and conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Engineering	In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.	By-law 1997-0125, By-law 2002-0041 & By-law 2022-0056
18	Plan of Subdivision under Section 51 of the Planning Act, R.S.O. 1990, c. P. 13, including minor amendments, changes, additions or deletions to the draft plan or conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Planning	In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.	By-law 1997-0125, By-law 2002-0041 & By-law 2022-0056
19	Application - Deeming By-law - Pass or Repeal	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.	Report DS-2023-0088 and Resolution C-2023-0352
20	Application - Part-Lot Control	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.	Report DS-2023-0088 and Resolution C-2023-0352
21	Certificates of Cancellation under Section 54 of the Planning Act, R.S.O. 1990, c. P. 13	Approve and Execute	Development	Director, Development Services	Manager of Development Planning		Report DS-2023-0088 and Resolution C-2023-0352
22	Draft Approved Plans	Extend	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to a decision being made. A member of Council may contact staff to obtain further information or clarification on the matter.	Report DS-2023-0088 and Resolution C-2023-0352
23	Parkland Dedication/Cash-in-Lieu	Collection	Development	Director, Development Services	Manager of Development Planning	In accordance with By-law 2001-0020 and Parkland Dedication Policy LS-PKS01 as determined through conditions of development approval.	Practice

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24	Sanitary Sewer and Water Servicing Allocation	Commit	Development	Director, Development Services	Where servicing allocation has been "Reserved" by Council and upon clearance of draft plan or provisional consent conditions.	Resolution C-2024-0377 - Report DS-2024-0015
25	Submissions to the Alcohol and Gaming Commission of Ontario with regard to proposed retail store authorization applications for cannabis stores	File	Development	Senior Policy Planner	Manager of Planning Policy	In accordance with the Public Interest Statement approved by Council Resolution C-2021-0200 on June 23, 2021, as amended. Resolution C-2021-0200
26	Property Acquisition	Acquire	Emergency/Pandemic	CAO	During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.	By-law 2020-0018 Item 1 (c)
27	Property Disposal	Declare Surplus and Disposal	Emergency/Pandemic	CAO	During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.	By-law 2020-0018 Item 1 (c)
28	Any matter to ensure business continuity and essential services of the Town	Approve and Execute	Emergency/Pandemic	CAO and Mayor	During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.	By-law 2020-0018 - Item 1 (e)
29	An event as an event of municipal significance for the purposes of prescribing it as a special event occasion including where an application has been made pursuant to subsection 19(1) of the Liquor Licence Act, R.S.O. 1990, c. L. 19	Designate	Events	Director, Community Services	For the purpose of obtaining a Special Occasion permit, highway closure or as may be required by a government organization. Council is to be advised of the event.	By-law 2023-0034 but expanded to include where required for a highway closure or by a government organization
30	Notice of Trespass	Approve and Execute	Facilities/Fields/Parks/Property	Director, Community Services	CAO	By-law 2008-001 but delegate changed from CAO or Clerk
31	Parks and Facilities - Closure and Hours of operation	Approve and Adjust	Facilities/Fields/Parks/Property	Director, Community Services	Council is to be advised of the closure or adjustment in hours of operation.	Practice
32	Posting of Signs regarding permitted activities, prohibitions, restrictions, regulations and warnings regarding use of a park	Approve	Facilities/Fields/Parks/Property	Director, Community Services	In accordance with the Town's Parks By-law.	Practice
33	Community Organizations and Not-For-Profits (request for grants of less than \$10,000)	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Corporate Strategy and Transformation	The internal review team established by the Strategic Initiatives Department with the following representation: - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; shall review and evaluate all applications for requests of less than \$10,000, and approve up to a maximum disbursement of \$50,000 annually, unless otherwise adjusted by Council. Staff shall update Council on grant recipients through the submission of a "Briefing Note". Resolution C-2023-0281 - Report SI-2023-0014 but with internal review team modified

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34	Community Organizations and Not-For-Profits (request for grants \$10,000 and above)	Evaluate	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications for requests of \$10,000 and above unless otherwise adjusted by Council, and provide recommendations to Council for approval.</p>	Resolution C-2023-0281 - Report SI-2023-0014 but with internal review team modified
35	Economic, Culture and Community Betterment Grant Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient is \$5,000, or 50% of eligible expenses whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>	Resolution C-2023-0404 - Report SI-2023-0017 but with internal review team modified
36	Development Application Fees Rebate Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>A Rebate for industrial/commercial/institutional development that creates full-time employment and increases the non-residential tax base.</p> <p>A Rebate of 50% to a maximum of \$15,000 for a single development application and 75% up to a maximum of \$50,000 for multiple applications on the same property, unless otherwise adjusted by Council.</p> <p>Rebate is to be provided upon confirmation that the final occupancy for the building has been issued by the Town's Building Division.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>	Resolutions C-2023-0281 and C-2023-0404 - Reports SI-2023-0014 and SI-2023-0017 but with internal review team modified

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						<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none">- Financial Strategy and Planning Division;- Economic Development and Tourism Division;- Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient under the Facade Improvement Grant and Heritage Building Improvement Grant Programs are \$5,000, or 50% of the cost of the renovation, whichever is less, unless otherwise adjusted by Council.</p> <p>The maximum amount to be disbursed to a recipient under the Accessibility Improvement Grant and Landscape Improvement Grant Programs are \$2,000, or 50% of the cost of the improvement, whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>	Resolutions C-2023-0281 and C-2023-0404 - Reports SI-2023-0014 and SI-2023-0017 but with internal review team modified
37	Community Improvement Plan - Façade Improvement Grant, Heritage Building Improvement Grant, Accessibility Improvement Grant and Landscape Improvement Grant Programs	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism		
38	Highway Closure - Temporary	Approve	Highways	Director, Operations and Infrastructure		Applicant to provide a certificate of insurance in a form satisfactory to the Director, Operations and Infrastructure. Applicant responsible for clean up and restoration of the highway at the close of the event. Such other reasonable restrictions as in the opinion of the Director, Operations and Infrastructure. All affected department and agencies shall be notified of the road closure.	By-law 2005-0014
39	Construction Zones on Highway under Section 128 of the Highway Traffic Act, R.S.O. 1990, c. H. 8	Designate	Highways	Director, Operations and Infrastructure		In accordance with Ontario Traffic Manual Book 7 and applicable regulations.	Practice
40	Service of any legal document on behalf of the Town	Accept	Legal - Administration	Town Clerk			Practice
41	Claims - Insured - by or against the Town at or above the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO		Upon recommendation of the Town's insurance provider or its lawyer.	Practice
42	Claims - Insured - by or against the Town below the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO			Practice
43	Claims - proof of loss, both interim and final to the Town's insurer.	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor			Practice
44	Claims - release for claims against other parties and/or their insurers	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor			Practice
45	Settlement of uninsured and other legal proceedings	Take All Necessary Steps	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor		Settlement amount does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.	Practice
46	Legal Proceeding - commenced by or against the Town, including but not limited to a motion, an application for leave to appeal, appeal, claim, counterclaim, cross claim or third party claim	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor		Director of Legislative Services/Town Solicitor shall report to Council as soon as practicable, except where the: (a) claim is defended by the Town's insurer; or (b) claim does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.	Practice
47	Releases and discharges of lands from covenants and conditions	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Legal fees or other costs to be paid by the applicant as determined by the Director, Legislative Services/Town Solicitor from time to time.	Practice
48	Applications for first registration or absolute title under the Land Titles Act	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor			Practice
49	Applications on behalf of the Town for entry or removal of a notice or caution of any kind, an inhibiting order, reference plan or registration of any kind in the Land Registry Office	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor			Practice

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50	Consents and waivers of notice of applications under the Land Titles Act, R.S.O. 1990, c. L. 5	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Practice
51	Correcting or Quit Claim Deeds	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Practice
52	Registration of documents affecting title to lands, including but not limited to transfers, agreements, liens, and restrictions on title, and including Acknowledgements & Directions in respect of all documents to be registered	Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Practice
53	Restrictions under section 118 of the Land Titles Act, R.S.O. 1990, c. L. 5, to prevent transfer or mortgage of land	Consent and Removal	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor		Practice
54	Recreation Facility Use, Fields and Parks	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Community Services		Practice
55	Highway Occupancy	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with Ontario Traffic Manual Book 7. Applicant shall as required and to the satisfaction of the Director: (a) pay the prescribed Road Occupancy Permit fees in accordance with the Town's Fees and Charges By-law; (b) provide a certificate of insurance in a form satisfactory to the Director; (c) provide damage deposit in the amount determined by the Director; (d) clean up and restore the highway; (e) provide Traffic Plan; (f) provide Communications Plan; (g) provide nine (9) month warranty on works completed; (h) comply with any other terms and conditions imposed by the Director.	Practice
56	Sewer connections and disconnections to municipal sewage works	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with the Town's Sewer Use By-law. Applicant shall comply with any terms and conditions imposed by the Director.	Practice
57	Lottery Licence	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Licensing Coordinator	In accordance with Order in Council 1413/08 also the Lottery Licensing Policy Manual issued by the AGCO.	Practice
58	Pool Enclosure Permits	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors	In accordance with By-law 2008-079. Practice
59	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) an Easement to a Government Organization for the installation/maintenance of services; (b) an Easement that is being abandoned;	Section 6.4 of Policy DAS-CL-029 Procedures governing the sale and disposition of land, including giving of notice to the public
60	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) a closed highway, if sold to an owner of land abutting the closed highway; (b) a road widening and reserves to the entity having jurisdiction over the abutting highway; (c) property that is not sufficient in size to accommodate a new main use; For items (b) and (c) compensation for property is made to the Town based on Price of Land calculation and all other fees regarding the transfer as determined by the Director.	Section 6.5 of Policy DAS-CL-029 Procedures governing the sale and disposition of land, including giving of notice to the public
61	Annual Accessibility Audit	Execute	Regulatory	Director		Practice
62	Parking Restrictions - Special Events, Construction or Maintenance Work	Suspend	Regulatory	Director, Operations and Infrastructure		Practice
63	Documents in accordance with the Funeral, Cremation and Cemetery Services Act, 2002, S.O. 2002, c. 33	File	Regulatory	Town Clerk		Practice
64	Interment Rights Certificates	Execute	Regulatory	Town Clerk		Practice

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65	Expenditure or Incur other liability	Approve	Restricted Act Period	CAO	Has a value exceeding \$50,000, which has not received prior budget approval. During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.	By-law 2022-0045 Section 1 (d) delegated this authority but was specific to the 2022 Election period
66	Property - Real or Personal	Declare Surplus and Disposal	Restricted Act Period	CAO	Has a value exceeding \$50,000 at the time of disposal. During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.	By-law 2022-0045 Section 1 (c) delegated this authority but was specific to the 2022 Election period

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DELEGATION OF POWERS AND DUTIES - PROPOSED**

"A" MATTER	"B" AUTHORITY DELEGATED	"C" CATEGORY	"D" DELEGATE	"E" DELEGATE	"F" LIMITATIONS/CONDITIONS
1 Filing of applications under the Planning Act or other statute with respect to Town land	Approve	Administration	CAO		
2 Letters of Support - Community Organizations and Not-For-Profits	Issue	Administration	Director, Strategic Initiatives	Manager, Economic Development and Tourism or Manager, Communications or Manager, Corporate Strategy and Transformation or Manager, Service Excellence	Requires no commitment of Town funds or resources.
3 Condominium	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
4 Pre-Servicing	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
5 Site Plan	Discharge and Release	Agreement - Development	Director, Development Services	Manager of Development Engineering	Where work has not taken place.
6 Subdivision	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
7 Site Alteration	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Where more than 250m ³ and less than 2000m ³ of fill is being dumped or placed in accordance with the Town's By-law. Agreement in a form to the satisfaction of the Director.
8 Limiting distance	Approve and Execute	Agreement - Development	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors	In accordance with the Building Code Act, 1992, S.O. 1992, c. 23.
9 Emergency Social Services - Government Organization	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	
10 Use of Emergency Services Training Facilities	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	Agreement provides for the recovery of costs.
11 Community Organizations and Not-For-Profits - Compensation, funding, financial incentive, grants or subsidy	Approve and Execute	Agreement - Grants	Director, Strategic Initiatives	Program Manager, Strategic Initiatives	For an approved grant.
12 Purchase and sale for fee simple title in connection with Town's acquisition of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO		In accordance with Council approved terms and conditions.
13 Purchase and sale for fee simple title in connection with Town's disposal of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO		In accordance with Council approved terms and conditions.
14 Licence - Temporary - Short Term - permitting the Town, their contractors or agents to enter upon land or to permit others, their contractors or agents to enter upon Town lands	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure		For access or construction purposes.
15 Compliance Audit Committee (Elections)	Approve and Terminate	Appointment	Town Clerk		A report to Council is not required and staff shall bring the by-law directly to Council.
16 Fence Viewers	Approve and Terminate	Appointment	Town Clerk		A report to Council is not required and staff shall bring the by-law directly to Council.
17 Livestock Valuer	Approve and Terminate	Appointment	Town Clerk		A report to Council is not required and staff shall bring the by-law directly to Council.

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18	Annual Interim Stormwater Rate and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim stormwater rate equal to 50% of the previous year's annualized rates in advance of the approval of rates for the coming year in accordance with Resolutions C-2024-0134 to C-2024-0137. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Bill.
19	Annual Interim Tax Levy and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim tax bills equal to 50% of the previous year's annualized taxes in advance of the approval of rates for the coming year and in accordance with the Municipal Act, 2001, S.O. 2001, c. 25. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Tax Bill.
20	Assumption or Final Acceptance of Subdivision or Condominium	Approve	Development	Director, Development Services	Manager of Development Engineering In accordance with Agreement and approval from applicable departments. No report to Council required. Staff to bring the By-law directly to Council.
21	Town Engineering and Design Standards Amendments	Approve	Development	Director, Development Services	Manager of Development Engineering Upon consultation with the Director, Operations and Infrastructure make amendments related to the Design Criteria that are based on updates to NFPA standards, provincial legislation and regulations and best practices in the industry.
22	Emergency Plan	Update	Emergency/Pandemic	Director, Emergency Services/Fire Chief	Deputy Fire Chief To make administrative changes such as contact information, procedures, and other pertinent information required to the keep the Plan up-to-date and accurate. The updated Plan is to be submitted to the Town Clerk and circulated to all departments, agencies, government bodies and affected persons.
23	In advance of the approval of the annual budget	Spend	Finance	Deputy CAO/Treasurer	Spending authority is equivalent to six (6) months of previous year's approved budget. No new expenditures, no enhancements or new spending is permitted prior to approval of the new budget.
24	Loan or mortgage registered on property	Discharge and Release	Finance	Deputy CAO/Treasurer	Upon payment and terms and conditions being satisfied.
25	To add any part of a fine that is in default to the tax rolls at the request of a Government Organization	Collection	Finance	Manager of Taxation, Revenue	In accordance with section 441.1 of the Municipal Act, 2001, S.O. 2001, c. 25
26	Legal Proceeding - to ensure that no limitation period or other time restriction expires before instructions of Council can be obtained	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor	Instructions of Council are sought as soon as practicable where the claim exceeds the limit of Small Claims Court jurisdiction exclusive of interest and costs.
27	Legal Proceeding - Superior Court of Justice or such other Tribunals as may be necessary to enforce or to restrain a contravention of a Town By-law or statute enforced by the Town	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor	
28	Legal Proceeding - Intervenor status or non-party standing in order to participate in any legal proceeding in which the Town is not already a party	Obtain	Legal - Litigation	Director, Legislative Services/Town Solicitor	Instructions of Council are sought as soon as practicable.
29	Legal Proceeding - Tribunal - Committee of Adjustment Decision	Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning At the discretion of the Director, Development Services and where the Committee of Adjustment Decision and the associated recommendations made by Town staff are consistent.
30	Legal Proceeding - Tribunal - Committee of Adjustment Decision	Appeal	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning The Director, Development Services is of the opinion the Committee of Adjustment decision is contrary to the best interests of the Town and where a time restriction would expire before instructions of Council could be obtained. The Director, Development Services shall obtain instructions from Council as soon as practicable.

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Legal Proceeding - Tribunal - Decision of Council regarding Official Plan Amendments, Zoning By-law Amendments, Plan of Subdivision or					The Director, Development Services shall advise Council if a new issue arises at the Tribunal that may change the Town's position. This delegated authority does not apply to an appeal of a Council non-decision.
31	Condominium	Defend	Legal - Litigation - Development	Director, Development Services	
Legal Proceeding - Tribunal - Decision of the Director, Development Services regarding the approval or refusal of a Site Plan					Manager of Development Engineering
32		Defend	Legal - Litigation - Development	Director, Development Services	
33	Liquor Licence Act Application Objection	File	Licences/Permits	Town Clerk	Where Town staff have identified concerns. Objection to be confirmed by Council at the next available Council meeting.

MEMORANDUM

TO: Mayor Quirk
Members of Council

FROM: Rachel Dillabough, Town Clerk

SUBJECT: General Information Items

DATE: April 16, 2025

Please notify the Clerk's office if you wish to have any of these items placed on the agenda for discussion:

- i) Monthly Building Report for the month of February, 2025
- ii) Brudenell, Lyndoch and Raglan requesting advising of its position supporting the City of Toronto's motion declaring Toronto a paid-plasma-free zone, supporting only voluntary blood and plasma collection, where donors do not receive payment for their blood or plasma
- iii) Region of York providing the February 28, 2025 Population and Household Estimate for York Region and the nine local area municipalities; York Region has reached an estimated population of 1,282,587

:rd



GEORGINA

Subject: Georgina Village Museum New Name and Logo Announcement

To: Mayor and Members of Council

From: Jodi Pridham, Manager, Client and Cultural Services
Carlie McCormick, Sponsorship and Special Events Supervisor
Steve Lee-Young, Director of Community Services

CC: Rob Wheeler, Deputy CAO/ Treasurer
Ryan Cronsberry, CAO

Date: April 16, 2025

Briefing: We are thrilled to announce a significant milestone for the Georgina Pioneer Village and Archives as it celebrates its 50th anniversary this year. As part of this commemoration and to better align with our vision for the future, the Village is being renamed the **Georgina Village Museum**, complete with refreshed logos and branding.

Background: Since its official opening on September 14, 1975, the Georgina Pioneer Village has been a cherished destination for residents and visitors alike. The village buildings and structures have been relocated to this property to form a collective representation of aspects of the built heritage of the Town of Georgina. The Archives house an extensive collection of historical records and personal family documents, fostering a deep connection to the community's past.

The Village has also been an active hub for community engagement, offering heritage camps, guided tours, workshops, special events and educational programming. As we celebrate its 50th anniversary, we aim to position the site as a modern, vibrant, and inclusive historical resource through its new identity as the Georgina Village Museum.

The village is working towards a more inclusive view to storytelling to ensure the full rich heritage of our community shines through. The term "pioneer," while historically associated with early settlers, now carries complex connotations that may not fully reflect the diverse histories and perspectives of our community. This initiative aligns with the direction of other Ontario museums such as The Village of Black Creek (formerly Black Creek Pioneer Village) and opens the doors for more cultural partnerships, exhibits and programming. By transitioning to the Georgina Village Museum, we reaffirm our commitment to fostering an inclusive, engaging, and forward-thinking environment while continuing to celebrate and preserve Georgina's rich heritage.

In addition to the name change, the logo needed an update as it presented challenges such as legibility, resolution and scaling. During the process of creating a new logo, the Georgina Historical Society was consulted and together with the Community Services team and the Communications team, a new logo was created featuring a silhouette of the Nobel House, one of the most recognizable and historically significant structures on the site. Georgina Historical Society letter of support attached.

Key Milestones:

- April 16, 2025
 - All marketing materials, signage, and digital platforms will be updated to reflect the new name and logo ahead of the unveiling. (Internal only)
 - **Public Communications:** A targeted communications strategy, including social media posts, press releases, and newsletters, will announce the name change and highlight its significance.
 - Opening Day Event announcement
- May 31, 2025: Official unveiling of the Georgina Village Museum name and logo during the 50th Anniversary Celebration and the official opening of the 2025 season.

Financial Impact: The costs associated with name/logo change are minimal and will fall under the village operating budget.

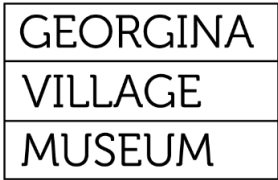
Logos + Branding:



Primary logo



Secondary horizontal logo



Wordmark



Colour palette: reflects both historical warmth and a connection to nature, as Georgina is a place with deep community roots and natural beauty.



Georgina Historical Society
PO Box 282, 80 North Street
Sutton West, ON L0E 1R0
(905) 853-8005

Town of Georgina
26557 Civic Centre Road
Keswick, ON L4P 3G1

March 27, 2025

Dear Ms. Pridham,

On behalf of the board of directors of the Georgina Historical Society, please accept our thanks for the collaborative process of review for the new logo and new name for the Georgina Pioneer Village. We're pleased to provide our approval – the new logo looks great!

Regards,

Paul Brady, President
Georgina Historical Society
georginahistoricalsociety@outlook.com

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0025 (TA-1)

BEING A BYLAW TO LEVY A SPECIAL CHARGE UPON
BUSINESS PROPERTIES LOCATED IN THE SUTTON
BUSINESS IMPROVEMENT AREA AND TO PROVIDE FOR ITS
COLLECTION

WHEREAS, pursuant to Section 204 of The Municipal Act S.O. 2001 an improvement area (hereinafter called “area”), was designated by bylaw 83-18 (PL-3) passed on January 27, 1983;

AND WHEREAS there has been provided for the purposes a duly constituted Board of Management for that area pursuant to the said Act for the Year 2025;

AND WHEREAS pursuant to Section 208 of the Municipal Act, S.O. 2001, it is necessary to levy a special charge upon rateable property in the area that is in a prescribed business property class (Commercial and Industrial) for the year 2025;

AND WHEREAS the amount of money to be provided by the Town of Georgina for the Sutton Business Improvement Area through the collection of a special levy shall be based on the 2025 approved budget as set out in “Attachment 1” attached to this bylaw.

NOW THEREFORE the Council of the Town of Georgina enacts as follows;

1. There shall be levied and collected for the purposes of the Board of Management for the Sutton Business Improvement Area, a special charge upon rateable properties in the area that is in a prescribed business property class (Commercial and Industrial).
2. The total levy shall be based on a percentage of the assessment as set out in “Attachment 2” attached to this bylaw. And further, that a minimum levy of \$200.00 and a maximum levy of \$750.00 shall be imposed.
3. That the amount levied as a special charge, be shown as a special charge specifying the amount payable in respect of such property. This levy will be identified as a special charge on a supplemental tax bill and payable in two instalments.

4. There shall be imposed a penalty and/or interest charge for non-payment of the special charge on the due date or any instalment thereof in accordance to the annual bylaw to set tax rates for the year.
5. The Treasurer or designate is hereby authorized to mail, or cause to be mailed, the notice of taxes due to the address of residence or place of business of the person to whom notice is required to be given.
6. The Treasurer or designate is hereby empowered to accept part payment from time to time on account of any taxes due.

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

SUTTON BIA

2025 PROPOSED BUDGET

Revenue

Additional Grants *Unknown/TBD	\$ -
Sponsorship Dollars/Donations	\$ -
Tax Levy	\$ 15,000.00

Total Revenue	<hr/>	\$ 15,000.00
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Expenses

Special Events	\$ 8,000.00
Membership Fees (OBIAA)	\$ 300.00
Web Management and Design	\$ 1,200.00
Insurance and Bank Fees	\$ 500.00
Marketing & Adverstising	\$ 1,500.00
Event Coordinator	\$ 2,000.00
Streetscaping/Beautification	\$ 1,500.00

Proposed Events

High Street Festival	
Whoville on High street	<hr/>

Total Expenses		\$ 15,000.00
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Min \$200 Max
\$750

Roll	Address	2025
197000008001000	160 High Street	750.00
197000007077900	106 High Street	750.00
197000008005800	153 High Street	750.00
197000008048400	20815 Dalton Rd	750.00
197000008000500	152 High Street	720.57
197000008006600	163 High Street	677.29
197000008049500	20833 Dalton Road	617.66
197000007077300	114 High Street	467.15
197000007090700	129 High Street	467.01
197000007076000	132 High Street	446.35
197000007076300	128 High Street	437.62
197000008005300	141 High Street	425.27
197000008048700	20819 Dalton Road	414.62
197000007077700	110 High Street	357.11
197000007090800	123 High Street	312.39
197000007091200	121 High Street	306.00
197000007092500	107 High Street	290.59
197000008006300	157 High Street	289.67
197000007093400	99 High Street	278.81
197000007077500	112 High Street	253.82
197000007092900	103 High Street	247.08
197000007092300	111 High Street	241.09
197000007093000	101 High St	230.55
197000007094100	89 High Street	230.55
197000007076500	126 High Street	230.55
197000007091800	115 High Street	230.55
197000007094300	87 High Street	230.55
197000007091600	119 High Street	230.55
197000007076900	118 High Street	230.55
197000007078600	100 High Street	230.55
197000007076800	120 High Street	230.55
197000007078200	102 High Street	230.55
197000007076600	124 High Street	230.55
197000007091700	115A High Street	230.55
197000007151300	2 Market Street	230.55
197000007093500	97 High Street	230.55
197000007077100	116 High Street	230.55
197000007091100	125 High Street	230.55
197000007092200	111A High Street	230.55
197000007076100	130A High Street	230.55
197000007076200	130 High Street	200.00
197000007076700	122 High Street	200.00
197000008078900	20826 Dalton Rd	200.00

\$ 15,000.00

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0026 (COU-1)

BEING A BYLAW TO APPOINT FIVE (5) NEW BOARD
MEMBERS FOR THE SUTTON BUSINESS IMPROVEMENT
AREA FOR THE REMAINDER OF THE 2022-2026 TERM.

WHEREAS, in accordance with Section 204 (3) of the Ontario Municipal Act, the Town of Georgina desires to appoint individuals to the Board of Management for the Sutton Business Improvement Area for the remaining 2022-2026 Term of Office.

NOW THEREFORE, the Council of the Town of Georgina hereby appoints the following people to the Board of Management of the Sutton Business Improvement Area:

Elaine Coates
Brandy Savage
Nick Lekatis
Dishon Shan
Samantha Bodger

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0027 (COU-1)

BEING A BYLAW TO AMEND BYLAW 2024-0034 (COU-1),
APPOINTING MEMBERS TO THE GEORGINA EQUITY AND
DIVERSITY ADVISORY COMMITTEE FOR THE 2022-2026 TERM OF
OFFICE

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, as amended, provides the authority for Council to establish Committees and Boards for The Corporation of the Town of Georgina;

AND WHEREAS on September 13, 2023, Town Council enacted Bylaw No. 2023-0066 (COU-1), being a Bylaw to appoint members to various Advisory Committees for the 2022-2026 Term of Office;

AND WHEREAS on May 8, 2024, Town Council enacted Bylaw No. 2024-0034 (COU-1), being a Bylaw to appoint members to the Georgina Equity and Diversity Advisory Committee for the 2022-2026 Term of Office;

AND WHEREAS on August 14, 2024, Town Council enacted Bylaw No. 2024-0058 (COU-1), being a Bylaw to amend Bylaw 2024-0034 (COU-1), appointing members to the Georgina Equity and Diversity Advisory Committee for the 2022-2026 Term of Office.

BE IT THEREFORE ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWN OF GEORGINA:

1. THAT Bylaw No. 2024-0034 (COU-1) be further amended by removing from the list set out in Section 1 thereof the name "Chenoa Mason-Zdriluk" and replacing it with the name "Arati Nijsure".

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0028 (LI-3)

BEING A BYLAW TO FURTHER AMEND BYLAW NO. 2019-0061 (LI-3), BEING A BYLAW TO LICENSE, REGULATE AND GOVERN SHORT-TERM RENTAL ACCOMMODATIONS

WHEREAS the Council of The Corporation of the Town of Georgina may, pursuant to the *Municipal Act, 2001*, S.O. 2001, c.25. as amended, enact by-laws for the licensing, regulating and governing of businesses and occupations in the Town of Georgina;

AND WHEREAS Council deems it desirable to amend Appendix 'C' to Bylaw No. 2019-0061 (LI-3) to allow for Demerit Points to be accumulated upon the issuance of an Administrative Monetary Penalty;

BE IT THEREFORE ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWN OF GEORGINA:

- 1.0 That subsections (1)(a)(iv) and 1(a)(v) of Appendix 'C' to Bylaw No. 2019-0061 (LI-3) are hereby amended to read as follows:
 - (iv) an Order not complied with resulting in Town remediation;
 - (v) an observation by an Officer; or
- 2.0 That Appendix 'C' to Bylaw No. 2019-0061 (LI-3) is hereby further amended by inserting the following subsubsection 1(a)(vi) immediately after subsubsection (1)(a)(v):
 - (vi) the expiry of the period to dispute an Administrative Penalty (AMP) issued pursuant to Town of Georgina Administrative Monetary Penalty Bylaw No. 2024-0061 (REG-1) or any successor thereof.
- 3.0 That Appendix 'C' to Bylaw No. 2019-0061 (LI-3) is hereby further amended by replacing Table 1 in the said Appendix 'C' with the following table:

Table 1			
Infraction	Reference	Type	Demerit Points
Fire Protection and Prevention Act/Fire Code	FPPA/FC	Order not Complied With	3
		----- Part I or Part III	7
Open Air Burning Violation	Town Open Air Burning By-law	Cost Incurred for Illegal Fire	2
		----- Part I or Part III	4
Operating without a Licence	STRA By-law	Order not Complied With	3
		----- Part I, Part III or AMP	5
Building Code Act (Order to Comply)	BCA	Order not Complied With	3
		----- Part I or Part III	7
Noise By-law Infraction	Town Noise By-law	Observed by Officer	1
		----- Part I, Part III or AMP	4
Waste Collection By-law Infraction	Town Waste By-law	Order not Complied With	2
		----- Part I, Part III or AMP	4
Property Standards	Town Property Standards By-law	Order not Complied With	2
		----- Part I, Part III or AMP	4
Discharge of Fireworks	Town Fireworks By-law	Observed by an Officer	1
		----- Part I, Part III or AMPS	4
Host does not respond within 1 hour of request by Town	STRA By-law	Observed by an Officer	1
		----- Order not Complied With	2
		----- Part I, Part III or AMP	4
Violation of any Provision of this By-law	STRA By-law	Observed by an Officer	1
		----- Order not Complied With	2
		----- Part I, Part III or AMP	4
Violation of Renter's Code of Conduct	STRA By-law	Observed by an Officer	1
		----- Order not Complied With	2
		----- Part I, Part III or AMP	4
Obstruction of Officer	STRA By-law	Observed by an Officer	7
		----- Part I, Part III or AMP	15

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0029 (AD-1)

BEING A BYLAW TO APPOINT A DEPUTY FIRE CHIEF AND
ALTERNATE COMMUNITY EMERGENCY MANAGEMENT CO-
ORDINATOR FOR THE CORPORATION OF THE TOWN OF
GEORGINA

WHEREAS the Council of Town of Georgina enacted Bylaw 2024-0038 (FI-1) being a bylaw to establish and regulate a fire department;

AND WHEREAS the Council of the Town of Georgina deems it appropriate to establish the position of Deputy Fire Chief of the Department through bylaw;

BE IT THEREFORE ENACTED BY THE COUNCIL OF THE TOWN OF GEORGINA:

1. That Council appoints Doug Bolton as Deputy Fire Chief for the Corporation of the Town of Georgina effective April 14, 2025; and
2. That Council appoints Doug Bolton as an Alternate Community Emergency Management Co-ordinator effective April 14, 2025.

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0030 (PL-1)

BEING A BYLAW TO DEEM CERTAIN REGISTERED PLANS OF SUBDIVISION OR PARTS THEREOF NOT TO BE REGISTERED PLANS OF SUBDIVISION FOR THE PURPOSES OF SECTION 50(3) OF THE PLANNING ACT, R.S.O. 1990, c.P.13, AS AMENDED.

WHEREAS the registered owners of lands described as Lot 25, Plan 124 and Part of Lots 28 and 29, Concession 3 (NG) desire to merge the lands together to allow for a larger building envelope for an accessory structure to be constructed on the said lands;

AND WHEREAS this deeming bylaw will legally cause Lot 25, Plan 124 to merge in title with the adjacent lands in Lots 28 and 29, Concession 3 (NG), thereby creating a single landholding;

NOW THEREFORE, pursuant to Section 50(4) of the *Planning Act*, R.S.O. 1990, as amended, the Council of The Corporation of the Town of Georgina ENACTS AS FOLLOWS:

1. **THAT** Lot 25, Registered Plan 124, in the Town of Georgina in the Regional Municipality of York, is hereby deemed not to be a lot within a registered plan of subdivision for the purposes of Section 50(3) of the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

READ and enacted this 16th day of April 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

THE CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BYLAW NUMBER 2025-0031 (AD-3)

BEING A BYLAW TO DELEGATE VARIOUS POWERS AND
DUTIES

WHEREAS Section 23.1 of the *Municipal Act, 2001*, S.O. 2001, c. 25, (hereinafter referred to as "*the Act*"), authorizes a municipal Council to delegate its powers and duties under *the Act* or any other Act to a person or body, subject to the rules and restrictions set out in Part II of *the Act*;

AND WHEREAS Section 275 of *the Act* restricts the action that may be taken by a Council after nomination day until the new Council takes office;

AND WHEREAS the Council of The Corporation of the Town of Georgina deems that certain routine administrative and legislative powers are of a minor nature, and the delegation of these powers will contribute to the efficient management of the Town while still adhering to the principles of accountability and transparency;

AND WHEREAS Council wishes to consolidate previous delegations of authority to its officers and employees that have been made, through various bylaws and resolutions, and to further delegate powers and duties as set out in this Bylaw;

AND WHEREAS delegations under certain policies and other bylaws are not intended to be addressed in this Bylaw, but shall remain in full force and effect;

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

1. SHORT TITLE

1.1 The short title of this Bylaw is the "Delegation of Authority Bylaw".

2. DEFINITIONS

2.1 In this Bylaw:

“Acquisition” means the acquiring by the **Town** of **property** by means of negotiation or gratuitous conveyance, but excluding expropriation;

“Agreement” means any contract, memorandum of understanding, settlement, minutes of settlement, letter of intent, offer to purchase, agreement of purchase and sale, or other similar **document**;

The term **“Approve”** includes the terms “agree to”, “accept”, “authorize”, “impose”, “determine”, “develop”, “implement”, “have authority to mediate”, “negotiate”, “resolve” and “settle”;

“Building Code Act” means the *Building Code Act, 1992*, S.O. 1992, c. 23;

“CAO” means the individual occupying the office of Chief Administrative Officer for the **Town**;

“Condominium Act” means the *Condominium Act, 1998*, S.O. 1998, c. 19;

“Declare Surplus” means to formally assert, in accordance with **Town** Bylaw or by a delegated authority, that a **property** is not required by the **Town** for present or future needs;

“Deputy CAO/Treasurer” means the individual occupying the office of Deputy Chief Administrative Officer/Treasurer for the **Town**;

“Director” means an individual occupying the office of a Director for the **Town**;

“Disposal” means the disposition by the **Town** of **property**, by means of negotiation or gratuitous conveyance;

“Document” means any written instrument whether on paper or in electronic form including, without limiting the foregoing, any deed, memorandum, consent, application, permit, release, form, retainer, report, waiver or acknowledgement;

“Execute” means to sign on behalf of the **Town** and to complete all formalities necessary to make an **agreement** or **document** effective;

“Fair Market Value” means the highest price, expressed in terms of money, that a **property** would bring, in an open and unrestricted market, between a willing buyer and a willing seller who are both knowledgeable, informed and prudent, and who are acting independently of each other;

“Government Organization” means another municipality, local board or public utility as those terms are defined in the *Municipal Affairs Act*, R.S.O. 1990, c. M. 46, a conservation authority, or an organization or entity forming a part of the provincial or federal government, including its ministries and agencies;

“Head of Human Resources” means the **Town’s** Head of Human Resources and includes a Human Resources Consultant acting on behalf of the **Town**;

“Land Titles Act” means the *Land Titles Act*, R.S.O. 1990, c. L. 5;

“Legal Proceeding” means any court or **tribunal** proceedings commenced by or against the **Town**, and includes carrying out any step or action required as part of a legal proceeding, including providing instructions to legal counsel and any attendance and/or representation on behalf of the **Town**;

“Manager” means an individual occupying the office of a Manager for the **Town**;

“Municipal Act” means the *Municipal Act, 2001*, S.O. 2001, c. 25;

“Planning Act” means the *Planning Act*, R.S.O. 1990, c. P.13;

“Property” means any interest or rights in real property, which includes all land, buildings and structures firmly attached and integrated equipment on the land, and anything growing on the land, but excludes chattels, inventory and other personal property;

“Restricted Act Period” means the first day during the election for a new Council on which it can be determined that one of the following applies to the new Council that will take office following the election:

- (a) if the new Council will have the same number of members as the outgoing Council, the new Council will include less than three-quarters of the members of the outgoing Council;

- (b) if the new Council will have more members than the outgoing Council, the new Council will include less than three-quarters of the members of the outgoing Council or, if the new Council will include at least three-quarters of the members of the outgoing Council, three-quarters of the members of the outgoing Council will not constitute, at a minimum, a majority of the members of the new Council;
- (c) if the new Council will have fewer members than the outgoing Council, less than three-quarters of the members of the new Council will have been members of the outgoing Council or, if at least three-quarters of the members of the new Council will have been members of the outgoing Council, three-quarters of the members of the new Council will not constitute, at a minimum, a majority of the members of the outgoing Council;

“Town” means The Corporation of the Town of Georgina;

“Town Clerk” means the Clerk or the Deputy Clerk of the **Town** appointed by Council;

“Town Solicitor” means the Town Solicitor and includes Legal Counsel acting on behalf of the **Town**;

“Treasurer” means the Treasurer or the Deputy Treasurer of the **Town** appointed by Council;

“Tribunal” means any tribunal that hears and adjudicates matters, and includes, without limiting the foregoing, the Ontario Land Tribunal; and,

“Usual Operations” means the activities and administrative decision making required as part of the day-to-day operations of a Department of the **Town** in the ordinary course of business, including a project, program or service which is not legislative or quasi-judicial in nature.

3. DELEGATION OF POWERS AND DUTIES – NATURE AND SCOPE

- 3.1 That Council hereby delegates the powers and duties set out in Columns A and B of Schedule “A” to this Bylaw to those officers and employees listed in Columns D and E subject to any limitations and conditions in Column F.

- 3.2 A person exercising a power or duty delegated pursuant to this Bylaw shall exercise the power or duty:
- (a) in compliance with the limitations and conditions set out in this Bylaw;
 - (b) in compliance with applicable **Town** policies (e.g. the **Town's** Procurement Policy) and applicable legislation; and,
 - (c) while considering the public interest, and acting in good faith.
- 3.3 Where the exercise of a delegated power or duty requires the expenditure of money or subjects the **Town** to a potential financial loss or obligation, funding for the potential financial loss or obligation must be included in an approved budget as a condition to the exercise of the delegated authority, unless during a **Restricted Act Period**.
- 3.4 Where required as a condition of the delegated authority, reports shall be submitted to Council advising of the exercise of the delegated power or duty.
- 3.5 Any delegated authority provided in this Bylaw includes the authority to:
- (a) execute any **documents** ancillary thereto required to give effect to the matter;
 - (b) terminate an **agreement** in accordance with the provisions contained in the **agreement**; and,
 - (c) extend or renew an **agreement** in accordance with the renewal or extension provisions contained in the **agreement**, provided that the remaining provisions of the **agreement** remain unchanged or are equal to or provide a greater benefit to the **Town** than the initial **agreement**.
- 3.6 This Bylaw does not apply to the settlement of any claim or **legal proceeding** that includes an allegation against a Member of Council, the powers and duties regarding which shall be exercised by Council unless otherwise delegated.
- 3.7 Notwithstanding Section 3.1, Council retains the authority to make or reconsider, at any time and without notice, the revocation or restriction of any power that has been delegated pursuant to this

Bylaw, provided that such revocation or restriction complies with applicable law.

4. DELEGATION OF POWERS AND DUTIES – ADMINISTRATION

- 4.1 The **CAO's** signature and the signatures of any other **Town** employees with delegated signing power may be written, engraved, printed, lithographed, or otherwise mechanically or electronically reproduced in accordance with **Town** policies and procedures.
- 4.2 Any delegation of a power or duty to a **Director** or the **Deputy CAO/Treasurer** shall be deemed to include the **CAO**.
- 4.3 Any delegation of a power or duty to a **Manager** shall be deemed to include the **Director**.
- 4.4 Any delegation of a power or duty to the **CAO** shall be deemed to include the **Deputy CAO/Treasurer** in the absence of the **CAO**.
- 4.5 Any delegation of a power or duty includes a delegation of the power or duty to a member of staff who is appointed or selected from time to time by the delegate to act in the capacity of the delegate in the delegate's absence.
- 4.6 Where a title or a position identified in this Bylaw no longer exists or is modified, the powers and duties may be exercised by a person deemed by the **CAO** to have the responsibilities of the original position until such time as an amending bylaw is adopted by Council.
- 4.7 A member of staff that has been delegated a power or duty shall not:
 - (a) delegate a power or duty to another member of staff other than as expressly permitted by this Bylaw; or,
 - (b) exceed the scope of the delegated authority.
- 4.8 In the event of inconsistency between this Bylaw or any other **Town** Bylaw or resolution, the more restrictive provision shall prevail to the extent of the inconsistency.
- 4.9 It is the opinion of Council that any of the legislative powers delegated pursuant to this Bylaw are of a minor nature.

4.10 Any reference to legislation, regulations, bylaws or policies in this Bylaw shall be interpreted to include all amendments and any successor legislation, regulation, bylaw or policy thereof.

4.11 Throughout this Bylaw:

(a) the term “including” or the phrases “e.g.” or “for example” shall be interpreted to mean “including, without limitation”; and,

(b) the singular includes the plural and vice-versa.

4.12 With respect to monitoring and compliance, the **Town’s** Delegation of Authority Policy shall be followed.

4.13 Notwithstanding the powers and duties delegated by this Bylaw, any matter may be referred to Council for consideration at the discretion of the **CAO**, or a **Director**, in consultation with the **CAO**.

5. SEVERABILITY

5.1 If a court of competent jurisdiction declares any section or part of this Bylaw invalid, it is the intention of Council that the remainder of this Bylaw shall continue in force unless the court makes an order to the contrary.

6. REPEAL

6.1 That Bylaws 92-32, 97-0125, 2002-0041, 2004-0078, 2005-0014, 2007-0148, 2007-0149, 2008-0001, 2020-0018, 2022-0056 and 2023-0034 are hereby repealed.

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

	"A" MATTER	"B" AUTHORITY DELEGATED	"C" CATEGORY	"D" DELEGATE	"E" DELEGATE	"F" LIMITATIONS/CONDITIONS
1	Reporting and supervisory structures - Non-Departmental	Approve	Administration	CAO		
2	Filing of applications under the Planing Act or other statute with respect to Town land	Approve	Administration	CAO		
3	Letters of Support - Community Organizations and Not-For-Profits	Issue	Administration	Director, Strategic Initiatives	Manager, Economic Development and Tourism or Manager, Communications or Manager, Corporate Strategy and Transformation or Manager, Service Excellence	Requires no commitment of Town funds or resources.
4	Committee of Adjustment Decision - Condition requires entering into an agreement	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Agreement in a form to the satisfaction of the Director.
5	Condominium	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
6	Pre-Servicing	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
7	Site Plan	Discharge and Release	Agreement - Development	Director, Development Services	Manager of Development Engineering	Where work has not taken place.
8	Subdivision	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	In accordance with Council approved application and the conditions prescribed by Council. Agreement in a form to the satisfaction of the Director.
9	Site Alteration	Approve and Execute	Agreement - Development	Director, Development Services	Manager of Development Engineering or Manager of Development Planning	Where more than 250m ³ and less than 2000m ³ of fill is being dumped or placed in accordance with the Town's By-law. Agreement in a form to the satisfaction of the Director.
10	Limiting distance	Approve and Execute	Agreement - Development	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors	In accordance with the Building Code Act, 1992, S.O. 1992, c. 23.
11	Emergency Social Services - Government Organization	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	
12	Use of Emergency Services Training Facilities	Approve and Execute	Agreement - Emergency Services	Director, Emergency Services/Fire Chief	Deputy Fire Chief	Agreement provides for the recovery of costs.
13	Collective Agreement arising out of arbitration of matters	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Provided the financial impact is within the mandate approved by Council. Written authorization from the CAO prior to execution.
14	Human Rights Tribunal of Ontario matters for the purpose of resolving applications or claims made related to employment, civil litigation, Labour Relations Act, 1995. S.O. 1995, c. 1, Sched. A	Approve and Execute	Agreement - Employee Matters and Labour Relations	Head of Human Resources		Settlement amount does not exceed the limit of Small Claims jurisdiction exclusive of interest and costs, and in consultation with the Director of Legislative Services/Town Solicitor and the CAO.
15	Community Organizations and Not-For-Profits - Compensation, funding, financial incentive, grants or subsidy	Approve and Execute	Agreement - Grants	Director, Strategic Initiatives	Program Manager, Strategic Initiatives	For an approved grant.
16	Data-Sharing and Services - Government Organization or Third-Party contracted by the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Information Technology		

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

17	Products, Construction or Services for the delivery of the usual operations of the Town	Approve and Execute	Agreement - Products, Construction or Services	Manager of Procurement Services	For all products and services procured in accordance with the Town's Procurement Policy.
18	Products, Construction or Services for the delivery of the usual operations of the department that are not subject to the Town's Procurement Policy	Approve and Execute	Agreement - Products, Construction or Services	Staff, Supervisor, Manager, Director, Head of Human Resources, Deputy CAO/Treasurer, CAO	In accordance with the "Purchasing Authorities" established by the Town's Procurement Policy. Contracts shall as required contain appropriate insurance, termination, workplace safety and indemnification provisions.
19	Licence - Telecommunications Equipment Site Licence	Approve	Agreement - Real Estate	CAO	In accordance with Town's Wireless Telecommunications Installations on Municipal Property Policy. The agreement to be in the form of the Town's Telecommunications Equipment Site Licence Template.
20	Acquisition or Disposal of Real Property	Approve and Execute	Agreement - Real Estate	CAO	During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
21	Encroachment - Abutting Landowners	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	For less than fair market value consideration: (a) where the encroachment is on a highway and does not physically enclose any Town owned property; (b) is as a result of a condition of development approval that requires the gratuitous transfer of the property to the Town and agreement from the Town permits the encroachment to be constructed on the property; or (c) is a result of the Town's acquisition of the property Agreement to be in a form approved by the Director, Operations and Infrastructure. Nature of the agreement is minor as determined by affected departments and agencies. Such other reasonable conditions as are necessary in the opinion of the Director, Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
22	Municipal Access Highways	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	With utility companies only. To be in a form satisfactory to the Director of Operations and Infrastructure. Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
23	Municipal Consent Highways - Government Organization	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	To be in a form satisfactory to the Director of Operations and Infrastructure Any permit, legal fees or other costs as determined by the Town from time to time shall be paid.
24	Purchase and sale for fee simple title in connection with Town's acquisition of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO	In accordance with Council approved terms and conditions.
25	Purchase and sale for fee simple title in connection with Town's disposal of property for Town projects	Approve and Execute	Agreement - Real Estate	CAO	In accordance with Council approved terms and conditions.

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

	Licence - Temporary - Short Term - permitting the Town, their contractors or agents to enter upon land or to permit others, their contractors or agents to enter upon				For access or construction purposes.
26	Town lands	Approve and Execute	Agreement - Real Estate	Director, Operations and Infrastructure	
27	Compliance Audit Committee (Elections)	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
28	Fence Viewers	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
29	Livestock Valuer	Approve and Terminate	Appointment	Town Clerk	A report to Council is not required and staff shall bring the by-law directly to Council.
30	Minutes of settlement arising out of tax appeals and assessment appeals at the Assessment Review Board	Approve and Execute	Assessment and Taxation	Manager of Taxation, Revenue	
31	Exercise the functions of Council pursuant to Sections 357, 358 and 359 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding tax adjustments	Conduct, Approve or Deny	Assessment and Taxation	Manager of Taxation, Revenue	Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25
32	Tax Certificates	Execute	Assessment and Taxation	Manager of Taxation, Revenue	
33	Exercise the functions of Council pursuant to Section 356 of the Municipal Act, 2001, S.O. 2001, c. 25, regarding Town-owned land which is assessed in one block into two or more parcels or apportion unpaid taxes on land among parcels	Conduct, Divide and Apportion	Assessment and Taxation	Manager of Taxation, Revenue	Powers and duties to be exercised in accordance with the Municipal Act, 2001, S.O. 2001, c. 25.
34	Annual Interim Stormwater Rate and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim stormwater rate equal to 50% of the previous year's annualized rates in advance of the approval of rates for the coming year in accordance with Resolutions C-2024-0134 to C-2024-0137. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Bill.
35	Annual Interim Tax Levy and Installment Dates	Approve	Assessment and Taxation	Manager of Taxation, Revenue	Interim tax bills equal to 50% of the previous year's annualized taxes in advance of the approval of rates for the coming year and in accordance with the Municipal Act, 2001, S.O. 2001, c. 25. No report to Council is required and staff shall bring the by-law directly to Council prior to issuing Interim Tax Bill.
36	Plan of Condominium including Condominium descriptions under Section 9 of the Condominium Act, 1998, S.O. 1998, c. 19, and minor amendments, changes, additions or deletions to the draft plan and conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Engineering In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.
37	Plan of Subdivision under Section 51 of the Planning Act, R.S.O. 1990, c. P. 13, including minor amendments, changes, additions or deletions to the draft plan or conditions imposed.	Approve and Execute	Development	Director, Development Services	Manager of Development Planning In accordance with the Council approved draft plan and the conditions prescribed by Council. Endorse approval upon expiry of the respective appeal periods and upon all conditions of draft approval being satisfied and the Director, Development Services advising Council the conditions have been satisfied.

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

38	Application - Deeming By-law - Pass or Repeal	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.
39	Application - Part-Lot Control	Approve or Deny	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to the By-law coming before Council. A member of Council may contact staff to obtain further information or clarification on the matter. No report to Council required. Staff to bring the By-law directly to Council.
40	Certificates of Cancellation under Section 54 of the Planning Act, R.S.O. 1990, c. P.13	Approve and Execute	Development	Director, Development Services	Manager of Development Planning	
41	Draft Approved Plans	Extend	Development	Director, Development Services	Manager of Development Planning	Circulation of the application to Council prior to a decision being made. A member of Council may contact staff to obtain further information or clarification on the matter.
42	Parkland Dedication/Cash-in-Lieu	Collection	Development	Director, Development Services	Manager of Development Planning	In accordance with By-law 2001-0020 and Parkland Dedication Policy LS-PKS01 as determined through conditions of development approval.
43	Sanitary Sewer and Water Servicing Allocation	Commit	Development	Director, Development Services		Where servicing allocation has been "Reserved" by Council and upon clearance of draft plan or provisional consent conditions.
44	Submissions to the Alcohol and Gaming Commission of Ontario with regard to proposed retail store authorization applications for cannabis stores	File	Development	Senior Policy Planner	Manager of Planning Policy	In accordance with the Public Interest Statement approved by Council Resolution C-2021-0200 on June 23, 2021, as amended.
45	Assumption or Final Acceptance of Subdivision or Condominium	Approve	Development	Director, Development Services	Manager of Development Engineering	In accordance with Agreement and approval from applicable departments. No report to Council required. Staff to bring the By-law directly to Council.
46	Town Engineering and Design Standards Amendments	Approve	Development	Director, Development Services	Manager of Development Engineering	Upon consultation with the Director, Operations and Infrastructure make amendments related to the Design Criteria that are based on updates to NFPA standards, provincial legislation and regulations and best practices in the industry.
47	Property Acquisition	Acquire	Emergency/Pandemic	CAO		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
48	Property Disposal	Declare Surplus and Disposal	Emergency/Pandemic	CAO		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
49	Any matter to ensure business continuity and essential services of the Town	Approve and Execute	Emergency/Pandemic	CAO and Mayor		During a pandemic and/or declared emergency where Council is not meeting. The CAO shall report to Council on the use of this authority as soon as practicable.
50	Emergency Plan	Update	Emergency/Pandemic	Director, Emergency Services/Fire Chief	Deputy Fire Chief	To make administrative changes such as contact information, procedures, and other pertinent information required to keep the Plan up-to-date and accurate. The updated Plan is to be submitted to the Town Clerk and circulated to all departments, agencies, government bodies and affected persons.

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

51	An event as an event of municipal significance for the purposes of prescribing it as a special event occasion including where an application has been made pursuant to subsection 19(1) of the Liquor Licence Act, R.S.O. 1990, c. L. 19	Designate	Events	Director, Community Services	For the purpose of obtaining a Special Occasion permit, highway closure or as may be required by a government organization. Council is to be advised of the event.
52	Notice of Trespass	Approve and Execute	Facilities/Fields/Parks/Property	Director, Community Services	CAO
53	Parks and Facilities - Closure and Hours of operation	Approve and Adjust	Facilities/Fields/Parks/Property	Director, Community Services	Council is to be advised of the closure or adjustment in hours of operation.
54	Posting of Signs regarding permitted activities, prohibitions, restrictions, regulations and warnings regarding use of a park	Approve	Facilities/Fields/Parks/Property	Director, Community Services	In accordance with the Town's Parks By-law.
55	In advance of the approval of the annual budget	Spend	Finance	Deputy CAO/Treasurer	Spending authority is equivalent to six (6) months of previous year's approved budget. No new expenditures, no enhancements or new spending is permitted prior to approval of the new budget.
56	Loan or mortgage registered on property	Discharge and Release	Finance	Deputy CAO/Treasurer	Upon payment and terms and conditions being satisfied.
57	To add any part of a fine that is in default to the tax rolls at the request of a Government Organization	Collection	Finance	Manager of Taxation, Revenue	In accordance with section 441.1 of the Municipal Act, 2001, S.O. 2001, c. 25
58	Community Organizations and Not-For-Profits (request for grants of less than \$10,000)	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	<p>Manager, Corporate Strategy and Transformation</p> <p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications for requests of less than \$10,000, and approve up to a maximum disbursement of \$50,000 annually, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
59	Community Organizations and Not-For-Profits (request for grants \$10,000 and above)	Evaluate	Grants/Rebate	Director, Strategic Initiatives	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Corporate Strategy and Transformation Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications for requests of \$10,000 and above unless otherwise adjusted by Council, and provide recommendations to Council for approval.</p>

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

60	Economic, Culture and Community Betterment Grant Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on the application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient is \$5,000, or 50% of eligible expenses whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
61	Development Application Fees Rebate Program	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism	<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>A Rebate for industrial/commercial/institutional development that creates full-time employment and increases the non-residential tax base.</p> <p>A Rebate of 50% to a maximum of \$15,000 for a single development application and 75% up to a maximum of \$50,000 for multiple applications on the same property, unless otherwise adjusted by Council.</p> <p>Rebate is to be provided upon confirmation that the final occupancy for the building has been issued by the Town's Building Division.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

					<p>The internal review team established by the Strategic Initiatives Department with the following representation:</p> <ul style="list-style-type: none"> - Financial Strategy and Planning Division; - Economic Development and Tourism Division; - Subject matter experts from various departments based on application submissions; <p>shall review and evaluate all applications.</p> <p>The maximum amount to be disbursed to a recipient under the Facade Improvement Grant and Heritage Building Improvement Grant Programs are \$5,000, or 50% of the cost of the renovation, whichever is less, unless otherwise adjusted by Council.</p> <p>The maximum amount to be disbursed to a recipient under the Accessibility Improvement Grant and Landscape Improvement Grant Programs are \$2,000, or 50% of the cost of the improvement, whichever is less, unless otherwise adjusted by Council.</p> <p>Staff shall update Council on grant recipients through the submission of a "Briefing Note".</p>
62	Community Improvement Plan - Façade Improvement Grant, Heritage Building Improvement Grant, Accessibility Improvement Grant and Landscape Improvement Grant Programs	Approve or Deny	Grants/Rebate	Director, Strategic Initiatives	Manager, Economic Development and Tourism
					<p>Applicant to provide a certificate of insurance in a form satisfactory to the Director, Operations and Infrastructure.</p> <p>Applicant responsible for clean up and restoration of the highway at the close of the event.</p> <p>Such other reasonable restrictions as in the opinion of the Director, Operations and Infrastructure.</p> <p>All affected department and agencies shall be notified of the road closure.</p>
63	Highway Closure - Temporary	Approve	Highways	Director, Operations and Infrastructure	
64	Construction Zones on Highway under Section 128 of the Highway Traffic Act, R.S.O. 1990, c. H. 8	Designate	Highways	Director, Operations and Infrastructure	In accordance with Ontario Traffic Manual Book 7 and applicable regulations.
65	Service of any legal document on behalf of the Town	Accept	Legal - Administration	Town Clerk	
66	Claims - Insured - by or against the Town at or above the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO	Upon recommendation of the Town's insurance provider or its lawyer.
67	Claims - Insured - by or against the Town below the Town's deductible	Approve and Execute	Legal - Claims & Agreements	Director of Legislative Services/Town Solicitor and CAO	
68	Claims - proof of loss, both interim and final to the Town's insurer.	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor	
69	Claims - release for claims against other parties and/or their insurers	Approve and Execute	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor	
70	Settlement of uninsured and other legal proceedings	Take All Necessary Steps	Legal - Claims & Agreements	Director, Legislative Services/Town Solicitor	Settlement amount does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.
71	Legal Proceeding - commenced by or against the Town, including but not limited to a motion, an application for leave to appeal, appeal, claim, counterclaim, cross claim or third party claim	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor	<p>Director of Legislative Services/Town Solicitor shall report to Council as soon as practicable, except where the:</p> <p>(a) claim is defended by the Town's insurer; or</p> <p>(b) claim does not exceed the limit of Small Claims Court jurisdiction exclusive of interest and costs.</p>
72	Legal Proceeding - to ensure that no limitation period or other time restriction expires before instructions of Council can be obtained	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor	Instructions of Council are sought as soon as practicable where the claim exceeds the limit of Small Claims Court jurisdiction exclusive of interest and costs.

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

Legal Proceeding - Superior Court of Justice or such other Tribunals as may be necessary to enforce or to restrain a contravention of a					
73	Town By-law or statute enforced by the Town	Take All Necessary Steps	Legal - Litigation	Director, Legislative Services/Town Solicitor	
Legal Proceeding - Intervenor status or non-party standing in order to participate in any legal proceeding in which the Town is not already a party					
74		Obtain	Legal - Litigation	Director, Legislative Services/Town Solicitor	Instructions of Council are sought as soon as practicable.
Legal Proceeding - Tribunal - Committee of Adjustment Decision					
75		Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning
Legal Proceeding - Tribunal - Committee of Adjustment Decision					
76		Appeal	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning
Legal Proceeding - Tribunal - Decision of Council regarding Official Plan Amendments, Zoning By-law Amendments, Plan of Subdivision or Condominium					
77		Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Planning
Legal Proceeding - Tribunal - Decision of the Director, Development Services regarding the approval or refusal of a Site Plan					
78		Defend	Legal - Litigation - Development	Director, Development Services	Manager of Development Engineering
Releases and discharges of lands from covenants and conditions					
79		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	Legal fees or other costs to be paid by the applicant as determined by the Director, Legislative Services/Town Solicitor from time to time.
Applications for first registration or absolute title under the Land Titles Act					
80		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Applications on behalf of the Town for entry or removal of a notice or caution of any kind, an inhibiting order, reference plan or registration of any kind in the Land Registry Office					
81		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Consents and waivers of notice of applications under the Land Titles Act, R.S.O. 1990, c. L. 5					
82		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Correcting or Quit Claim Deeds					
83		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Registration of documents affecting title to lands, including but not limited to transfers, agreements, liens, and restrictions on title, and including Acknowledgements & Directions in respect of all documents to be registered					
84		Approve and Execute	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Restrictions under section 118 of the Land Titles Act, R.S.O. 1990, c. L. 5, to prevent transfer or mortgage of land					
85		Consent and Removal	Legal - Real Estate/Title Matters	Director, Legislative Services/Town Solicitor	
Recreation Facility Use, Fields and Parks					
86		Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Community Services	

**SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES**

87	Highway Occupancy	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with Ontario Traffic Manual Book 7. Applicant shall as required and to the satisfaction of the Director: (a) pay the prescribed Road Occupancy Permit fees in accordance with the Town's Fees and Charges By-law; (b) provide a certificate of insurance in a form satisfactory to the Director; (c) provide damage deposit in the amount determined by the Director; (d) clean up and restore the highway; (e) provide Traffic Plan; (f) provide Communications Plan; (g) provide nine (9) month warranty on works completed; (h) comply with any other terms and conditions imposed by the Director.
88	Sewer connections and disconnections to municipal sewage works	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Director, Operations and Infrastructure	In accordance with the Town's Sewer Use By-law. Applicant shall comply with any terms and conditions imposed by the Director.
89	Lottery Licence	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Licensing Coordinator	In accordance with Order in Council 1413/08 also the Lottery Licensing Policy Manual issued by the AGCO.
90	Pool Enclosure Permits	Issue, Issue with Conditions, Refuse or Revoke	Licences/Permits	Manager of Building and Chief Building Official	Deputy Chief Building Official or Supervisor of Inspectors In accordance with By-law 2008-079.
91	Liquor Licence Act Application Objection	File	Licences/Permits	Town Clerk	Where Town staff have identified concerns. Objection to be confirmed by Council at the next available Council meeting.
92	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) an Easement to a Government Organization for the installation/maintenance of services; (b) an Easement that is being abandoned;
93	Property Disposal	Disposal, Approve and Execute	Real Estate and Agreement - Real Estate	Director, Legislative Services/Town Solicitor and applicable Director, if any	The following: (a) a closed highway, if sold to an owner of land abutting the closed highway; (b) a road widening and reserves to the entity having jurisdiction over the abutting highway; (c) property that is not sufficient in size to accommodate a new main use; For items (b) and (c) compensation for property is made to the Town based on Price of Land calculation and all other fees regarding the transfer as determined by the Director.
94	Annual Accessibility Audit	Execute	Regulatory	Director	
95	Parking Restrictions - Special Events, Construction or Maintenance Work	Suspend	Regulatory	Director, Operations and Infrastructure	
96	Documents in accordance with the Funeral, Cremation and Cemetery Services Act, 2002, S.O. 2002, c. 33	File	Regulatory	Town Clerk	
97	Interment Rights Certificates	Execute	Regulatory	Town Clerk	
98	Expenditure or Incur other liability	Approve	Restricted Act Period	CAO	Has a value exceeding \$50,000, which has not received prior budget approval. During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.

SCHEDULE "A" TO BYLAW 2025-0031 (AD-3)
DELEGATION OF POWERS AND DUTIES

99	Property - Real or Personal	Declare Surplus and Disposal	Restricted Act Period	CAO	Has a value exceeding \$50,000 at the time of disposal. During the first quarter of in the year following the municipal election the CAO shall report to Council on any exercise of this delegated authority.
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CORPORATION OF THE TOWN OF GEORGINA
IN THE
REGIONAL MUNICIPALITY OF YORK

BY-LAW NO. 2025-0032 (COU-2)

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL MEETING HELD ON THE 16th DAY OF APRIL, 2025

WHEREAS pursuant to Section 5(1) of the *Municipal Act, 2001*, S.O. 2001, c. M.25 (the Act) as amended, the powers of a municipality shall be exercised by its Council;

AND WHEREAS pursuant to Section 5(3) of the Act, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9 of the Act, shall be exercised by bylaw unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Georgina at this meeting be confirmed and adopted by bylaw;

NOW THEREFORE, the Council of the Corporation of the Town of Georgina, in the Regional Municipality of York, enacts as follows:

1. The actions of the Council of the Corporation of the Town of Georgina at its meeting held on April 16, 2025 in respect of each recommendation contained in the Reports of the Departments and each motion and resolution passed and other action taken by the Council of the Corporation of the Town of Georgina at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this bylaw;
2. The Mayor and proper officials of The Corporation of the Town of Georgina are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Georgina referred to in the preceding section hereof;
3. The Mayor or Deputy Mayor and Clerk or Deputy Clerk are hereby authorized and directed to execute all documents necessary on that behalf and to affix thereto the Seal of the Corporation of the Town of Georgina; and
4. For the purposes of the exercise of the authority of the head of Council to veto a bylaw in accordance with Section 284.11 of the Act, this Confirmatory Bylaw shall be deemed to be separate Confirmatory Bylaws for each item listed on the agenda.

READ AND ENACTED this 16th day of April, 2025.

Margaret Quirk, Mayor

Rachel Dillabough, Town Clerk