



Town of Oakville Council

AGENDA

Date: Thursday, May 1, 2025
Time: 6:30 p.m.
Location: Council Chamber

Live streaming video is available on <https://www.oakville.ca/town-hall/mayor-council-administration/agendas-meetings/live-stream> or at the town's YouTube channel at <https://www.youtube.com/user/TownofOakvilleTV>. Information regarding written submissions and requests to delegate can be found at <https://www.oakville.ca/town-hall/mayor-council-administration/agendas-meetings/delegations-presentations>.

	Pages
1. O Canada	
2. Regrets	
3. Declarations of Pecuniary Interest	
4. Confirmation of Minutes of the previous Council Meeting(s)	
<i>Item 4.4 see Confidential Agenda.</i>	
4.1 Minutes of the Regular Session of the Planning and Development Session of Council, March 17, 2025	8 - 18
4.2 Minutes of the Regular Session of Council, March 24, 2025	19 - 27
4.3 Minutes of the Regular Session of the Planning and Development Session of Council, April 7, 2025	28 - 32
4.4 Confidential Minutes of the Closed Session of Planning and Development Session of Council, April 7, 2025	
5. Public Presentation(s)	
There are no public presentations listed for this agenda.	
6. Standing Committee Report(s)	

6.1	Minutes of the Committee of the Whole Workshop, April 14, 2025	33 - 34
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7. Committee of the Whole

8. Consent Item(s)

8.1	Universal Change Rooms within Recreation Facilities	35 - 43
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Recommendation:

That the report from Recreation and Culture entitled Universal Change Rooms within Recreation Facilities, dated April 24, 2025, be received for information.

8.2	2025 Property Tax Levy By-law 2025-071	44 - 55
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Recommendation:

1. That the Tax Levy by-law 2025-071, a by-law to provide for the levying of rates for the year 2025, as attached to the report of the Finance Department, be approved; and,

2. That, in accordance with Council's resolution from the December 19, 2024 Council meeting, the net levy requirement be increased to \$281,562,000 and a transfer to the Tax Rate Stabilization reserve in the amount of \$458,500 be approved to maintain the 2025 the overall tax levy increase at 4.91 per cent.

8.3	2025 Tax Rebate for Eligible Senior Property Owners – By-law 2025-070	56 - 61
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Recommendation:

That By-law 2025-070, a by-law to authorize a property tax rebate to eligible senior property owners in the 2025 taxation year, attached as Appendix A to the Finance Department report dated April 15, 2025, be passed.

8.4	Procedure By-law Approval of Legislative and General Updates	62 - 160
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Recommendation:

1. That By-law 2025-064, A by-law to establish rules governing the calling, place, proceedings and provision of public notice of meetings of Council and Committees of Council of The Corporation of the Town of Oakville, attached as Appendix B, be passed.

8.5 Chris Vokes Memorial Park Lease Extension

161 - 164

Recommendation:

That staff be authorized to renew the lease with the Province for the Chris Vokes Memorial Park, and the Director of Parks and Open Space be authorized to execute any required documentation including any renewals or minor amendments to this agreement.

8.6 2024 Financial Results and Surplus Disposition

165 - 192

Recommendation:

1. That the transfers to and from the Reserves and Reserve Funds and transactions contained in the report dated April 15, 2025 from the Finance department be approved.
2. That the \$6.31 million surplus less any required adjustments be transferred to the Capital Reserve.
3. That staff be authorized to exceed the Municipal Enforcement 2025 gross operating budget by up to \$319,500 for the new Short Term Rental Compliance initiative, fully funded by the federal Short-Term Rental Enforcement Fund with no impact on the tax levy.
4. That funding in the amount of \$300,000 be transferred from the Storm Event Reserve to the Parks and Open Space 2025 operating budget to offset the unbudgeted costs incurred for emergency culvert repairs at McCraney Creek Trail and Martindale Park due to the July 2024 rainfall event.
5. That funding in the amount of \$405,938 received in 2025 from the Oakville Community Foundation (OCF) be transferred to the Theatre Capital reserve.
6. That the 2025 capital budget be amended to add a new project with a budget of \$52,000 funded from the Theatre capital reserve for the replacement of the boiler system.

8.7 Corporate Policy Update

193 - 204

Recommendation:

1. That Council approve the updated Elections Policy;
2. That Council approve the updated Council Vacancies Procedure; and
3. That Council approve the existing Use of Municipal Right of Ways Policy.

8.8 By-law 2025-062 to Amend By-law 2024-002 (Municipal Right of Way By-law and Parking Lot Maintenance, Use and Protection By-law) 205 - 232

Recommendation:

1. That By-law 2025-062, a by-law to amend By-law 2024-002 (Municipal Right of Way By-law), set out in Appendix A to this report be passed.
2. That By-law 2025-072 (Municipal Parking Lot Maintenance, Use and Protection By-law) and By-law 2025-073, a by-law to amend By-law 2021-038 (Administrative Penalties for Non-Parking Violations and Orders), set out in Appendices “B” and “C” respectively to this report be passed.

9. Confidential Consent Item(s)

Item 9.1 see Addendum to be distributed.

Item 9.2 and 9.3 see Confidential Agenda.

9.1 Potential Protest By-law near Vulnerable Social Infrastructure - Confidential

9.2 Appeal to Ontario Land Tribunal of Committee of Adjustment Decision CAV A/023/2025 Respecting 2358 Rebecca Street

9.3 OLT Case Number OLT 23-001257 DGB Trafalgar Limited v. Oakville (Town) - Request for Instructions- Heritage Designation By-Law 2023-154 Appeal - Bentley Family Farmhouse - 3444 Trafalgar Road

10. Discussion Item(s)

10.1 Potential Protest By-law near Vulnerable Social Infrastructure

233 - 313

Recommendation:

That the report from the Legal Department and Municipal Enforcement Services titled “Potential Protest By-law near Vulnerable Social Infrastructure”, dated April 15 2025, be received.

11. Confidential Discussion Item(s)

Item 11.1 and 11.2 see Confidential Agenda.

11.1 2022-2026 Accessibility Advisory Committee Vacancy

11.2 Appointment of Treasurer and Deputy Treasurer 2025

12. Advisory Committee Minutes

12.1	Accessibility Advisory Committee Minutes, March 20, 2025	314 - 316
13.	Rise and Report to Council	
14.	Information Items (Circulated Electronically)	
14.1	Council Information March 12 - April 15, 2025	317 - 321
14.2	INTERNAL MEMO - Municipal Enforcement Services RE: Short-Term Rental Enforcement Fund (STREF) - Grant Approval	322 - 323
14.3	INTERNAL MEMO - Clerk's Department RE: Municipal Clearance for Liquor Sales Licence Il Bacio Spa Club, Tabule Oakville Inc. , ColorEat	324 - 324
14.4	INTERNAL MEMO - Legal and Municipal Enforcement Services RE: Draft Safe Access to Vulnerable Social Infrastructure By-law	325 - 335
14.5	INTERNAL MEMO - Oakville Fire RE: Simultaneous Notification April 01, 2025	336 - 337
14.6	INTERNAL MEMO – Municipal Enforcement Services RE: Immobilization of Vehicles on PrivateProperty Using Parking Boots or Other Such Devices	338 - 339
14.7	INTERNAL MEMO – Clerk’s Department RE: Municipal Clearance for Liquor Sales Licence AMICA Glen Abbey Inc., Mesopotamic Kebab House	340 - 340
15.	Status of Outstanding Issues	341 - 353
16.	New Business	
	(Notice of Motion, Emergency, Congratulatory or Condolence)	
17.	Regional Reports and Question Period Regarding Town Boards and Advisory Committees	
18.	Requests for Reports	
19.	Consideration and Reading of By-Laws	
	That the following by-law(s) be passed:	
19.1	By-law 2025-053	354 - 403
	A by-law to amend By-law 1984-1 (The Traffic By-law)	

19.2 By-law 2025-062

A By-law to amend By-law 2024-002 Municipal Right of Way By-law
(RE: Item 8.8)

19.3 By-law 2025-064

A by-law to establish rules governing the calling, place, proceedings and provisions of public notice of meetings of Council and Committees (RE: Item 8.4)

19.4 By-law 2025-070

A by-law to provide a rebate of taxes for eligible senior property owners
(RE: Item 8.3)

19.5 By-law 2025-071

A by-law to provide for the levying of rates for the year 2025 (RE: Item 8.2)

19.6 By-law 2025-072

A by-law respecting the maintenance, use and protection of Town-owned and/or leased municipal parking lots (RE: Item 8.8)

19.7 By-law 2025-073

A by-law to amend Administrative Penalties for Non- Parking Violations and Orders By-law 2021-038 (RE: Item 8.8)

19.8 By-law 2025-092

404 - 404

A by-law to confirm the proceedings of a meeting of Council

20. Delegated Authority By-laws

The following by-law(s) was prepared under the authority of amending By-law 2023-01, as amended. - A by-law to delegate certain powers and duties under the Municipal Act, S.O. 2001 c.25, the Planning Act, R.S.O. 1990 c. P. 13, and other Acts.

20.1 By-law 2025-035

405 - 406

A by-law to remove Holding “H” Provision on lands described as Part of Lot 8 & 9, Concession 1 NDS. Mattamy (Joshua Creek) Limited, File No. ZH 9/24

21. Adjournment



Town of Oakville
Planning and Development Council
MINUTES

Date: March 17, 2025
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council:

- Mayor Burton
- Councillor Adams
- Councillor Duddeck
- Councillor Elgar
- Councillor Gittings
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll
- Councillor Lishchyna
- Councillor Longo
- Councillor McNeice
- Councillor Nanda
- Councillor O'Meara (As of 6:57 p.m.)(Left at 8:35 p.m.)
- Councillor Xie

Regrets: Councillor Chisholm

Staff:

- P. Damaso, Commissioner of Community Services
- M. Mizzi, Commissioner of Community Development
- D. Carr, Town Solicitor
- G. Charles, Director of Planning Services
- S. Inchasi, Director of Roads & Works Operations
- R. Maynard, Assistant Town Solicitor
- R. Kaminski, Director and Chief Building Official
- R. Diec Stormes, Director Economic Development
- P. Barrette, Manager of Planning Services, West District
- K. Biggar, Manager of Policy Planning and Heritage
- P. Cripps, Manager of Design & Construction (Special Projects)
- L. Musson, Manager of Planning Services, East District

K. Parker, Manager of Development Services
C. Buckerfield, Senior Planner
D. McPhail, Planner
S. Schappert, Heritage Planner
A. Holland, Acting Town Clerk
J. Radomirovic, Council and Committee Coordinator
L. Harris, Council and Committee Coordinator

The Town of Oakville Council met in regular session to consider planning matters on this 17 day of March, 2025 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 6:30 p.m.

1. Regrets

As noted above.

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Committee of the Whole

Moved by Councillor Lishchyna

Seconded by Councillor Longo

That this meeting proceed into Committee of the Whole session.

CARRIED

4. Consent Items(s)

4.1 Recommendation Report, 24CDM-24011.1615 – 123 Maurice Drive, Draft Plan of Condominium, 123 Maurice Developments Ltd.

The following delegate(s) spoke:

Grace Cabal and Mebs Karim

Moved by Councillor Duddeck

That the Director of Planning and Development be authorized to grant draft plan approval to the Draft Plan of Condominium (24CDM-24011/165)

submitted by 123 Maurice Developments Ltd., and prepared by Krcmar Surveyors Ltd. dated February 27, 2024.

CARRIED

In accordance with Section 2(8) of the Procedure By-law, the items were considered out of order.

7. Discussion Item(s)

7.1 Old Oakville Heritage Conservation District By-law and Plan and Guidelines

The following delegate(s) spoke:

Jane Hawkrigg

Moved by Councillor Gittings

1. That By-law 2025-054, a by-law to amend By-law 1981-144, a by-law to designate an area of the Town as a Heritage Conservation District under Section 41(1) of the Ontario Heritage Act, to include Part IV properties at 8 Navy Street, 110-114 King Street and a Portion of 144 Front Street, be passed; and
2. That By-law 2025-063, a by-law to adopt the Old Oakville Heritage Conservation District Plan and Guidelines dated March 2025 under subsection 41.1 (2) of the Ontario Heritage Act, be passed.

CARRIED

5. Confidential Consent Item(s)

5.1 OLT Appeal Argo Trafalgar Corporation

Moved by Councillor Xie

1. That the confidential direction provided in the Legal report “OLT APPEAL ARGO TRAFALGAR CORPORATION)” dated March 11, 2025 be approved, and
2. That staff be authorized to attempt to settle the appeal in accordance with the Legal report to the satisfaction of the Director of Planning and Town Solicitor.

CARRIED

6. Public Hearing Item(s)

6.3 Public Meeting and Recommendation Report for Zoning By-law Amendment Application – 65, 71, 77, 83 & 89 Loyalist Trail, Tafia Development Corporation, File No.: Z.1215.04

Moved by Councillor Knoll

In accordance with Section 20.1 (1) of the Procedure By-law, the Rules of Procedure be waived, which requires every by-law shall be listed on the agenda by an identifying number, followed by a brief description of the intent of the by-law to allow Item 12.9– By-law 2025-080.

CARRIED

The following delegate(s) spoke:

Majed Abukhater hoping to bring to Oakville a specific type of basketball, high tech facility with cameras and sensors, looking at potentially 20 people employed at this facility with a mixture of high school students, coaches, young coaches, more seasoned coaches, staff for the facility referees, scorekeepers, and people that are in the tech space as well.

Moved by Councillor Nanda

1. That the Zoning By-law Amendment application submitted by Tafia Development Corporation, File No.: Z.1215.04, be approved as revised to:
 - a. add Commercial Fitness Centre as a permitted use
 - b. remove Nightclub and Hotel from the list of permitted uses
 - c. add a maximum GFA cap of 49% for all commercial uses on the site, including commercial uses permitted in the LE zone; and
 - d. establish a parking rate of 1 parking space per 50 m² of leasable floor area
2. That By-law 2025-080, an amendment to Zoning By-law 2009-189, be passed.

3. That, in accordance with Section 34(17) of the Planning Act, no further notice is determined to be necessary as the changes are deemed to be minor in nature.
4. That the notice of Council's decision reflect that Council has fully considered all of the written and oral submissions relating to these matters and that those comments have been appropriately addressed.

For (14): Mayor Burton, Councillor Adams, Councillor Duddeck, Councillor Elgar, Councillor Gittings, Councillor Grant, Councillor Haslett-Theall, Councillor Knoll, Councillor Lishchyna, Councillor Longo, Councillor McNeice, Councillor Nanda, Councillor O'Meara, Councillor Xie

Absent (1): Councillor Chisholm

CARRIED (14 to 0)

6.1 Public Meeting Report – Plan of Subdivision and Zoning By-law Amendment, Argo Lions Valley Ltd., 1303 Dundas Street West, File No. 24T-25002/1323 and Z.1323.01

For the purposes of Planning Act requirements, the following person(s) made an oral submission:

Stephanie Matveeva, Glen Schnarr & Associates Inc. presented proposed Plan of Subdivision and Zoning By-law Amendment on behalf of the applicant Argo Lions Valley Ltd.

Moved by Councillor Xie

1. That comments from the public with respect to the proposed Plan of Subdivision and Zoning By-law Amendment submitted by Argo Lions Valley Ltd. (File No.: 24T-25002/1323 and Z.1323.01), be received.
2. That staff consider such comments as may be provided by Council:
 - Review the provision of parking
 - Understanding what could be developed on the future development blocks
 - Review of snow storage

CARRIED

6.2 Public Meeting Report – Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment, Neatt (16 Mile Creek) Inc., 3056 Neyagawa Boulevard, File No. OPA 1321.02, Z.1321.02 and 24T-24006/1321

RECESS

The meeting recessed from 7:30 p.m., and resumed at 7:40 p.m.

For the purposes of Planning Act requirements, the following person(s) made an oral submission:

Josh Neubauer, Urban Strategies Inc., presented Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment on behalf of the applicant Neatt (16 Mile Creek) Inc.

Anthony Spadaro, concerned about traffic congestion, safety, no existence of bicycle lines, no pedestrians sidewalks, and future affordable family housing, stated that without HOV lane on Dundas St W traffic congestion would be worst, strongly disagree with the proposal.

Danfer Yang, opposed to proposed high density condos, concerned about shortage of school, childcare and healthcare, expressed serious concerns regarding emergency waiting time, emphasizing that the proposed development will worsen the healthcare services.

Alex Yang, opposed to proposed development, expressed concerns for the height of the buildings, density, FSI.

Lexi Yang, concerned about overcrowded school with only three basketball nets, worried about playground area.

Barbara Ferrone disappointed and shocked with 6 times greater density proposal, strongly opposed to 28 stories towers, in support of mid-rise development.

Guibin Pan concerned about the safety of the roads, SWM ponds and Riverbank Way Pond that will be overburden with proposed density and high-rise towers, wondered how is going to be protected community from flooding and maintain the quality of water.

William Zhao, opposed to proposed amendments, expressed concerns about the lack of parking and transportation system to support such a significant increase in population.

Sean Dent urged the Town to protect community from excessive development, repeatedly submitting applications and far exceed established regulations, concerned about parking spaces, traffic flow and future gridlock in the area.

Mike Upwood worried about the fire truck's ability to serve the area with this type of development and delays due to the additional congestion in the neighborhood, expressed concerns about noise and pollution.

Duncan Galloway, OLRA, expressed concerns that increasingly high density will produce overcrowding, high cost, lack of facilities, traffic, stormwater and environmental degradation, health issues, suggested mid-rise buildings with maximum height of 4 to 6 story, green space, large apartment sizes for families.

Faiz Ansari concerned about the existing infrastructure, overcrowded schools and traffic congestion.

Amir Henry opposed to proposed amendments, concerned about the capacity of the community centers, schools, shopping centers and religious places.

Moved by Councillor Nanda

1. That comments from the public with respect to the proposed Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment submitted by Neatt (16 Mile Creek) Inc., (File No.: 24T-24006/1321, OP.1321.02 and Z.1321.02), be received.
2. That staff consider such comments as may be provided by Council:
 - Evaluation of unit mix and affordability
 - Square footage of each unit
 - Evaluation of appropriate heights in the context of the existing policy and surrounding development
 - Review of local policy driving this application
 - Incorporating context of corner property

- Increase in potential impacts in comparison to a high school site as previously proposed
- Evaluation of FSI in comparison to other sites in Oakville such as Midtown
- Understand residential population based on the net area of the site which includes an understanding of units per ha and people per ha
- Evaluation of approximate community benefit
- Review of size of park facility
- Evaluate distance to parks at 16 Mile Sports Complex
- Comments from the school board including capacity of schools
- Review impact on other community resources such as health care facilities and community centre
- Opportunity for childcare centres and other community resources including religious centres
- Review of cycling facilities and pedestrian and cycling safety
- Review of transportation impact study and proposed parking including any cost associated with an additional turning lane
- Evaluation of congestion and potential impact on emergency vehicles
- Site circulation including delivery drop offs
- Review of stormwater management including ultimate capacity of Stormwater Management on adjacent properties
- Evaluation of noise
- Privacy and overlook concerns
- Construction plans discussion

CARRIED

8. Confidential Discussion Item(s)

There were no confidential discussion items.

9. Advisory Committee Minutes

There were no Advisory Committee Minutes.

10. Rise and Report to Council

Moved by Councillor Elgar

That this committee rise and report.

CARRIED

The Mayor arose and reported that the Committee of the Whole has met and has made recommendations on Consent Item 4.1, Confidential Consent Item 5.1, Public Hearing Items 6.1, 6.2 and 6.3, and Discussion Item 7.1.

Moved by Councillor Longo

Seconded by Councillor McNeice

That the report and recommendations of the Committee of the Whole be approved.

CARRIED

11. New Business

(Emergency, Congratulatory or Condolence)

12. Consideration and Reading of By-laws

That the following by-law(s) be passed:

12.1 By-law 2025-054

A by-law to amend By-law 1981-144, a by-law to designate an area of the Town as a Heritage Conservation District under Section 41(1) of the Ontario Heritage Act, to include Part IV properties at 8 Navy Street, 110-114 King Street and a Portion of 144 Front Street. **(Item 7.1)**

12.2 By-law 2025-055

A by-law to declare that certain land is not subject to part lot control (Block 124, Plan 20M-1272, Lots 26, 27, 28 and Blocks 32, 33, 34, Plan 20M-1281 – Tinor Development (BT) Corp.)

12.3 By-law 2025-060

A by-law to repeal By-law 1985-101, a by-law to declare that certain land is not subject to part lot control (Block 3, 4 and 5, Plan 20M=246)

12.4 By-law 2025-061

A by-law to amend By-law 2021-136, being a by-law to designate St. John's United Church at 262 Randall Street as a property of cultural heritage value or interest.

12.5 By-law 2025-063

A By-law to adopt the Old Oakville Heritage Conservation District Plan and Guidelines dated March 2025 under subsection 41.1 (2) of the Ontario Heritage Act. **(Item 7.1)**

12.6 By-law 2025-067

A by-law to declare that certain land is not subject to part lot control (Block 123, Plan 20M-1272, and Blocks 22, 23, 24, 25, 30 and 31, Plan 20M-1281 – Haven-Oak Homes Phase 5 Inc.)

12.7 By-law 2025-068

A by-law to declare that certain land is not subject to part lot control Blocks 271, 276 and 281, plan 20M-1288 – Mattamy (Joshua Creek) Limited)

12.8 By-law 2025-069

A by-law to confirm the proceedings of a meeting of Council.

12.9 By-law 2025-080

A by-law to amend the North Oakville Zoning By-law 2009-189, as amended, to permit the use of lands described as 65, 71, 77, 83 and 89 Loyalist Trail (Tafia Development Corporation, File No. Z.1215.04)

Moved by Councillor Lishchyna
Seconded by Councillor Grant

That the by-laws noted above, be passed.

CARRIED

13. Adjournment

The Mayor adjourned the meeting at 9:44 p.m.

Andrea Holland, Acting Town
Clerk



Town of Oakville

Council Minutes

Date: March 24, 2025
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council:

- Mayor Burton
- Councillor Adams
- Councillor Chisholm
- Councillor Duddeck
- Councillor Elgar
- Councillor Gittings
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll
- Councillor Lishchyna
- Councillor McNeice
- Councillor Nanda
- Councillor O'Meara
- Councillor Xie

Regrets: Councillor Longo

Staff:

- J. Clohec, Chief Administrative Officer
- P. Fu, Commissioner of Community Infrastructure
- P. Damaso, Commissioner of Community Services
- M. Mizzi, Commissioner of Community Development
- D. Carr, Acting Commissioner of Corporate Services
- J. Clarke, Director of Corporate Strategy and Government Relations
- A. Holland, Acting Town Clerk
- N. Coric, Council and Committee Coordinator

Others:

- Rob Lister, President and Chief Executive Officer, Oakville Enterprises Corporation (OEC)
- Mary Caputi, Business Development and Chief of Staff, Oakville Enterprises Corporation (OEC)

The Town of Oakville Council met in regular session this 24th day of March, 2025 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, Oakville commencing at 6:30 p.m.

1. O Canada

2. Regrets

As noted above.

3. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

4. Confirmation of Minutes of the previous Council Meeting(s)

4.1 Minutes of the Regular Session of the Planning and Development Session of Council, FEBRUARY 18, 2025

4.2 Minutes of the Regular Session of Council, FEBRUARY 24, 2025

4.3 Confidential Minutes of the Closed Session of Council, FEBRUARY 24, 2025

4.4 Minutes of Regular Session of the Planning and Development Session of Council, MARCH 3, 2025

Moved by Councillor Lishchyna

Seconded by Councillor Elgar

1. That the Minutes of the Regular Session of Planning and Development Session of Council dated February 18, 2025, be approved.
2. That the Minutes of the Regular Session of Council dated February 24, 2025, be approved.
3. That the Confidential Minutes of the Closed Session of Council dated February 24, 2025, be approved.

4. That the Minutes of the Regular Session of Planning and Development Session of Council March 3, 2025, be approved.

CARRIED

5. Public Presentation(s)

There were no public presentations.

6. Standing Committee Report(s)

There were no Standing Committee reports.

7. Committee of the Whole

Moved by Councillor McNeice

Seconded by Councillor Xie

That this meeting proceed into Committee of the Whole.

CARRIED

8. Consent Item(s)

8.1 Public Notice and Engagement Policy and Procedure

Moved by Councillor O'Meara

1. That the updated Public Notice and Engagement Policy be approved.
2. That the updated Public Notice and Engagement Procedure be received.

CARRIED

8.2 Housekeeping Amendments to the Sign By-law 2018-153 and Parking Administrative Penalties By-law 2015-071 respecting EV Charging Stations (By-law 2025-008 and By-law 2025-009)

Moved by Councillor O'Meara

1. That By-law 2025-008, a by-law to amend Sign By-law 2018-153, as amended, attached as Appendix A to the report from Municipal Enforcement Services dated March 11, 2025 be passed.
2. That By-law 2025-009, a by-law to amend Parking Administrative Penalties By-law 2015-071, as amended, attached as Appendix B to the report from Municipal Enforcement Services dated March 11, 2025 be passed.
3. That the fees labeled as “Park Vehicle in EV Charging Station without Charging” and “Stop Vehicle in EV Charging Station without Charging” in the Rates and Fees Schedule be changed to “Park Vehicle in EV Charging Station without Being Attached to Charging Equipment” and “Stop Vehicle in EV Charging Station without Being Attached to Charging Equipment” effective immediately, and such change be included in the Rates and Fees Schedule.

CARRIED

8.3 2024 Statement of Remuneration and Expenses paid to Members of Council and Committees

Moved by Councillor O'Meara

That the annual statement of remuneration and expenses paid to members of Council and appointed members of the Committee of Adjustment prepared by the Finance Department, in accordance with Section 284 of the *Municipal Act, 2001*, be received.

CARRIED

8.4 Teo's Law – Request to consider a Pool Safety By-law and amendments to the Pool Enclosure By-law

Moved by Councillor O'Meara

That the report dated March 11, 2025, from Municipal Enforcement Services, be received.

CARRIED

9. Confidential Consent Item(s)

There were no Confidential Consent Items.

10. Discussion Item(s)

10.1 OEC Quarterly Update – March 24, 2025

Moved by Councillor Elgar

That the presentation from Rob Lister, President and CEO of Oakville Enterprises Corporation (OEC) regarding the quarterly update be received.

CARRIED

10.2 Flooding Preparedness

Moved by Councillor Gittings

That the report from Roads and Works Operations entitled Flooding Preparedness, dated March 11, 2025, be received for information.

CARRIED

10.3 Tariff Task Force Update to Approve By-law 2025-066 to Amend Procurement By-law 2017-095

Moved by Councillor Haslett-Theall

That By-law 2025-066 (Appendix B), amend Procurement By-law 2017-095, A by-law to Adopt and Maintain a Procurement Policy for the Town of Oakville; to increase the thresholds in accordance with the limits from the Canadian Free Trade Agreement, to allow a local preference for certain procurements below the applicable thresholds and to increase the ability for the Town to join other buying groups, be approved.

CARRIED

11. Confidential Discussion Item(s)

11.1 Confidential Agenda Canada - US Trade Item

Moved by Councillor Adams

That the Confidential Canada - US Trade Item be received for information.

CARRIED

12. Advisory Committee Minutes

There were no Advisory Committee Minutes.

13. Rise and Report to Council

Moved by Councillor Xie

That this Committee rise and report.

CARRIED

Moved by Councillor Chisholm

Seconded by Councillor Nanda

The Mayor arose and reported that the Committee of the Whole has met and made recommendations on Consent Items 8.1, 8.2, 8.3, 8.4, Discussion Items 10.1, 10.2, 10.3, and Confidential Discussion Item 11.1, as noted by the Clerk.

CARRIED

14. Information Items (Circulated Electronically)

14.1 Council Information February 12 - March 11, 2025

14.2 INTERNAL MEMO - Clerk's Department RE: Corporate Procedure Updates - Q1 2025

14.3 INTERNAL MEMO - Finance Department RE: Affordable Housing Exemptions under the Development Charges Act, 1997

14.4 INTERNAL MEMO - Finance Department RE: Annual Indexing of Development Charge Rates

14.5 INTERNAL MEMO - Parks and Open Space RE: Bronte Waterfront Strategy

15. Status of Outstanding Issues

16. New Business

16.1 Memo from Acting Town Clerk - Reschedule April 28, 2025 Council Meeting

Moved by Councillor Elgar

Seconded by Councillor Knoll

That Under Section 2(2) of the Procedure By-law, Council waive the Notice Provision in Section 8 (2) and (3) which requires minimum of 48 hours public notice for agenda items.

CARRIED

Moved by Councillor Haslett-Theall

Seconded by Councillor Gittings

1. That the Council meeting originally planned for April 28, 2025, be rescheduled to May 1, 2025, ensuring that adequate notice is provided to all Council Members, staff, and the public as required by Council procedures.
2. That the Acting Town Clerk update all relevant schedules and communicate the new meeting date through appropriate channels.

CARRIED

17. Regional Reports and Question Period Regarding Town Boards and Advisory Committees

18. Requests for Reports

18.1 Indoor Asset Naming Policy

Moved by Councillor McNeice

Seconded by Councillor Haslett-Theall

That Staff investigate, report back and prepare a draft Indoor Asset Naming Policy for Council's consideration, including exploring the approaches of others, such as municipalities and school boards.

CARRIED

19. Consideration and Reading of By-Laws

19.1 By-law 2025-008

A by-law to amend Sign By-law 2018-153 (RE: Item 8.2)

19.2 By-law 2025-009

A by-law to amend Parking Administrative Penalties By-law 2015-071 (RE: Item 8.2)

19.3 By-law 2025-079

A by-law to confirm the proceedings of a meeting of Council

19.4 By-law 2025-066

A By-law to amend Procurement By-law 2017-095, to increase the thresholds in accordance with the limits from the Canadian Free Trade Agreement, to allow a local preference for certain procurements below the applicable thresholds and to increase the ability for the Town to join other buying groups (RE: Item 10.3)

Moved by Councillor Lishchyna

Seconded by Councillor Grant

That the by-laws noted above be passed.

CARRIED

The Mayor gave written approval of the by-laws noted above that were passed during the meeting.

20. Adjournment

The Mayor adjourned the meeting at 7:49 p.m.

Andrea Holland, Acting Town Clerk



Town of Oakville
Planning and Development Council
MINUTES

Date: April 7, 2025
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council:

- Mayor Burton
- Councillor Adams
- Councillor Chisholm
- Councillor Duddeck
- Councillor Elgar
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll
- Councillor Lishchyna
- Councillor Longo
- Councillor McNeice
- Councillor Nanda
- Councillor O'Meara
- Councillor Xie

Regrets: Councillor Gittings

Staff:

- J. Clohec, Chief Administrative Officer
- P. Fu, Commissioner of Community Infrastructure
- P. Damaso, Commissioner of Community Services
- M. Mizzi, Commissioner of Community Development
- D. Carr, Town Solicitor
- G. Charles, Director of Planning Services
- N. Chandra, Assistant Town Solicitor
- J. Huctwith, Assistant Town Solicitor
- K. Biggar, Manager of Policy Planning and Heritage
- A. Holland, Acting Town Clerk
- J. Radomirovic, Council and Committee Coordinator

The Town of Oakville Council met in regular session to consider planning matters on this 7 day of April, 2025 in the Council Chamber of the Oakville Municipal Building, 1225 Trafalgar Road, commencing at 6:30 p.m.

1. Regrets

As noted above.

2. Declarations of Pecuniary Interest

Councillor Adams declared a pecuniary interest with respect to confidential item 8.1 - Confidential OLT Appeals – Palermo (April 7, 2025), as he has a family member who is employed by the company mentioned in the confidential report.

3. Committee of the Whole

4. Consent Items(s)

There were no Consent Items listed for this agenda.

5. Confidential Consent Item(s)

5.1 OLT Appeal Argo Neyagawa Corporation

Moved by Councillor Lishchyna

Seconded by Councillor McNeice

1. That the confidential direction provided in the Legal report “OLT Appeal Argo Neyagawa Corporation)” dated March 25, 2025 be approved, and
2. That staff be authorized to attempt to settle the appeal in accordance with the policy direction provided in OPAs 326 and 45 for the Neyagawa Urban Core to the satisfaction of the Commissioner of Community Development and Town Solicitor, and otherwise oppose the appeal.

CARRIED

6. Public Hearing Item(s)

There were no Public Hearing Items listed for this agenda.

7. Discussion Item(s)

There were no Discussion Items listed for this agenda.

8. Confidential Discussion Item(s)

CLOSED SESSION

Moved by Councillor Elgar

Seconded by Councillor Knoll

That Council resolve into a closed meeting session for the purpose of litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Item 8.1); and

That Council resolve into a closed meeting session for the purpose of 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 (Item 8.2).

CARRIED

The meeting resolved into closed session at 6:35 p.m.

Council resolved back into open session at 8:14 p.m.

8.1 Confidential OLT Appeals - Palermo (April 7, 2025)

Moved by Councillor O'Meara

Seconded by Councillor Knoll

That the confidential direction provided in the Legal Department's "8.1 Confidential – OLT Appeals -Palermo (April 7, 2025)" report dated April 1, 2025, be approved.

For (10): Mayor Burton, Councillor Chisholm, Councillor Duddeck, Councillor Grant, Councillor Haslett-Theall, Councillor Knoll, Councillor Lishchyna, Councillor Longo, Councillor McNeice, and Councillor O'Meara

Against (3): Councillor Elgar, Councillor Nanda, and Councillor Xie

Conflict (1): Councillor Adams

Absent (1): Councillor Gittings

CARRIED (10 to 3)

8.2 Verbal Update on Tariff Implications

Council was provided an update on local Tariff implications.

9. Advisory Committee Minutes

9.1 Heritage Oakville Advisory Committee Minutes March 25, 2025

Moved by Councillor Duddeck

Seconded by Councillor Knoll

That the following recommendation pertaining to Items 4.1 of the Heritage Oakville Advisory Committee minutes from its meeting on March 25, 2025, be approved and the remainder of the minutes be received:

1. That Heritage Permit Application HP008/25-42.20TL for the revitalization of Towne Square at 210 Lakeshore Road East, as attached in Appendix B to the report dated March 11, 2025, from Planning and Development, be approved subject to the following:
 - a. That final details on materials for seating and walkways be submitted to Heritage Planning staff for final approval; and
2. That this heritage permit expires two years from the date of final approval by Council.

CARRIED

10. Rise and Report to Council

11. New Business

Councillor O'Meara expressed his condolences to the family of Director Chris Mark.

Councillor Haslett Theall congratulated staff and Commissioner Phoebe Fu for negotiating with Metrolinx and getting our Canadian flag back up on the Metrolinx land.

Councillor Duddeck and Councillor Xie announced that his daughter won two awards, Miss Teenager Overall High Point Ontario 2025 and Miss Teenager Greater Toronto Area 2025 at the recent Pageant Provincial Competition.

Mayor wished happy new year to Napal community and congratulated to the Oakville Symphony on its performance of the National Anthem.

Councilor Xie provided congratulations to Mayor Burton on his birthday.

12. Consideration and Reading of By-laws

12.1 By-law 2025-085

A By-law to clarify the repeal of By-law 2021-077 and related amending by-laws through By-law 2023-021.

12.2 By-law 2025-086

A by-law to declare that certain land is not subject to part lot control

12.3 By-law 2025-084

A by-law to confirm the proceedings of a meeting of Council.

Moved by Councillor Chisholm

Seconded by Councillor Longo

That the by-laws noted above, be passed.

CARRIED

The Mayor gave written approval of the by-law(s) noted above that were passed during the meeting.

13. Adjournment

The Mayor adjourned the meeting at 8:21 p.m.

Andrea Holland, Acting Town
Clerk



Town of Oakville
Committee of the Whole - Workshop

MINUTES

Date: April 14, 2025
Time: 6:30 p.m.
Location: Council Chamber

Mayor and Council:

- Mayor Burton
- Councillor Adams
- Councillor Chisholm
- Councillor Duddeck
- Councillor Elgar
- Councillor Gittings
- Councillor Grant
- Councillor Haslett-Theall
- Councillor Knoll
- Councillor Lishchyna
- Councillor Longo
- Councillor McNeice
- Councillor Nanda
- Councillor O'Meara
- Councillor Xie

Staff:

- J. Clohec, Chief Administrative Officer
- P. Fu, Commissioner of Community Infrastructure
- S. Ayres, Commissioner of Corporate Services
- M. Mizzi, Commissioner of Community Development
- G. Charles, Director of Planning Services
- P. Cripps, Acting Director Transportation and Engineering
- C. Hewitson, Director - Asset Management
- K. Barakzai, Manager - Transportation Planning and Engineering
- P. Allen, Manager - Infrastructure & Asset Management Planning
- S. Campbell, Director Municipal Enforcement Services
- A. Zeb, Transportation Engineering
- A. Holland, Manager of Council and Committee Services

J. Radmanovic, Council and Committee Coordinator

The Committee of the Whole - Workshop met on this 14th day of April, 2025, in the Council Chamber of the Oakville Town Hall, 1225 Trafalgar Road, Oakville, commencing at 6:30 p.m. These minutes will go forward to the Council meeting of May 1st, 2025, for approval.

1. Regrets

There are no regrets for this meeting.

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Discussion Item(s)

3.1 Transportation Master Plan

Ray Bacquie, R.J. Burnside & Associates Limited, presented the Transportation Master Plan.

Moved by Councillor Longo

That the presentation materials be received.

CARRIED

4. Adjournment

The Mayor adjourned the meeting at 9:40 p.m.

REPORT

Council

Meeting Date: May 1, 2025

FROM: Recreation and Culture

DATE: April 15, 2025

SUBJECT: Universal Change Rooms within Recreation Facilities

LOCATION:

WARD: Town-wide

Page 1

RECOMMENDATION:

That the report from Recreation and Culture entitled Universal Change Rooms within Recreation Facilities, dated April 24, 2025, be received for information.

KEY FACTS:

The following are key points for consideration with respect to this report:

- On January 27, 2025, Council requested that staff report back with a brief background on the implementation of universal change rooms at town facilities.
- Universal change rooms have been implemented in Oakville and neighbouring municipalities over the past ten years, including Oakville Trafalgar Community Centre (OTCC) and are planned for the future community centre at Sixteen Mile Sports Complex (SMSC) in the Town of Oakville.
- Users are encouraged to take brief cleansing showers in their appropriate swim attire before entering the pool and after their swim. Public nudity is not permitted. Fully private change stalls are available in a variety of sizes to accommodate both individuals and their caregivers.
- This design enhances inclusivity for people with disabilities, families, and trans and non-binary people. It also improves privacy, safety and operational efficiency.
- The decision to implement universal change rooms at OTCC followed extensive public consultation, reflecting the town's commitment to community engagement in the planning process.
- While some residents have expressed concerns about the model, overall satisfaction levels with the aquatic facilities remains high, indicating general support from most users.

- At OTCC, staff have increased their presence with regular walkthroughs of the change rooms and enhanced signage to clearly communicate behaviour expectations.
- For SMSC, the design has incorporated lessons learned from OTCC and best practices from other municipalities to ensure these facilities meet the highest standards of inclusivity and functionality. Features include an open-concept layout with glazing on both sides of the change room, providing unobstructed sightlines from the pool deck through to the lobby hallway.
- The town remains committed to engage the community through surveys and consultations to inform design improvements for future projects and to ensure they align with residents' needs.

BACKGROUND:

On January 27, 2025, Council requested a report back from staff providing a brief background on the implementation of universal change rooms at town facilities. This report includes a high-level summary of public feedback received to date, adjustments and improvements made in managing these facilities since their introduction, and operational recommendations for future consideration.

Introduced in municipal recreation centres in the Greater Toronto Area in the early 2000s, universal change rooms are designed to be accessible and welcoming for everyone. Over the past decade, this design has become a standard feature in new facility construction and renovations across Ontario. For example, the City of Mississauga, City of Brampton and the Town of Milton have adopted the universal change room model in their most recently redeveloped facilities. This model is often referred to as gender-neutral, universal, or community change rooms.

In the Town of Oakville, this model is in place at Oakville Trafalgar Community Centre for the aquatic change rooms and is also included in the design for the new Sixteen Mile Sport Complex aquatic change rooms.

In universal change rooms, users are encouraged to take brief cleansing shower in appropriate swim attire before entering the pool and after their swim. Completely private change stalls are available in a variety of sizes to accommodate both individuals and their caregiver (see Appendix A). Public nudity is not permitted at any time. A comparison could be made to many retail spaces where change rooms are not gender-specific.

There are many benefits to the universal change room model that support all users, including:

- **Inclusivity for people with disabilities:** These spaces accommodate people who use mobility-aids, and those who have a caregiver of a different gender.
- **Inclusivity for families:** Parents or caregivers can use the same change room as other family members, making it easier to support young children or dependents.
- **Inclusivity for trans and non-binary people:** The design creates safer, more welcoming spaces, and helps reduce feelings of vulnerability, harassment, or abuse.
- **Increased privacy and safety:** Design elements promote privacy, comfort and safety for all users, while the openness and connection in central areas promotes safety (i.e. increased visibility on locker spaces reduces the opportunity for theft). For day camp, daycare and school group programming, adults can supervise while still ensuring the child's privacy.
- **Increased efficiency:** By design, universal change rooms can accommodate a greater number of users than gender-specific facilities. They also allow for flexibility to accommodate program transitions. For example, day camp swimmers can use one change room while adult lane swimmers arriving for their program can use the other.
- **Greater flexibility for cleaning and maintenance:** Facility staff can access either changeroom at any time for cleaning. In a gendered changeroom, however, cleaning must be scheduled or the space temporarily closed. Additionally, one changeroom can be taken offline for deep cleaning during less busy swim times.

These benefits are further supported in a recent report published by HCMA Architecture + Design (HCMA) titled "Designing for Inclusivity: Strategies for Universal Washrooms and Change Rooms in Community and Recreation Facilities".

HCMA notes that while universal washrooms (single-user and multi-stall) and universal change rooms are common in Europe, they are gaining traction in North America as demand continues to increase. Gender-designated washrooms and change rooms often lack privacy and accessibility needed by for many users, including those with personal health requirements or mobility challenges, those who are transgender or transitioning, and those who may require assistance from someone of a different gender—including children and the elderly. According to HCMA, universal facilities enhance privacy and safety with private stalls and reduce wait times by efficiently managing higher usage.

Similarly, Queen's University's *"Research and Recommendations on Gender-Inclusive Washrooms and Changerooms"* emphasizes that universal changerooms meet the needs of diverse users, aligning with universal design principles to standardize equal access while addressing identity-based barriers.

COMMENT/OPTIONS:

History of Universal Change Rooms at Town Facilities:

In 2020, Oakville Trafalgar Community Centre (OTCC) opened with the town's first universal aquatic change rooms. The decision to implement universal change rooms at OTCC followed extensive public consultation, reflecting the town's commitment to engaging with the community in the planning process.

During the public consultation process, there was clear support for a universal change room model with specific feedback that validated the need to provide a space where aging patrons receive assistance.

Comments also supported the creation of a space that allows older children to remain with their parents, even if they are of a different gender. In gender-specific change rooms, patrons aged seven (7) and older are required to use the change room that aligns with their gender identity.

Clear policies are in place to ensure patrons remain fully clothed or in swimwear in open areas. Open showers are available only to those wearing swimwear. The facility includes 36 private changing stalls in a variety of sizes, including single, double, family, and accessible options.

Summary of Public Feedback and Consultation:

Recreation and Culture regularly collects feedback from registered program participants and membership holders through email surveys, with average response rates of 15% and 10% respectively. Respondents are asked to rate their satisfaction with the program, instructor, facility, and registration experience, with the option to provide open-ended feedback.

Since 2021, OTCC has received over 1,300 completed surveys from aquatic participants, achieving a 91% satisfaction rate for facilities, the highest among the

town's aquatic locations (see Appendix 2). A keyword analysis identified eleven comments related to universal change rooms: two were supportive and nine expressed opposition. Anecdotally, staff have received a mix of both supportive and oppositional feedback from residents. However, the consistently high satisfaction ratings suggest general support among most users.

In spring 2023, more than 2,000 responses were collected during the consultation phase for the Parks, Recreation, and Library Master Plan, supported by open house sessions with over 80 participants. While 12 comments opposed universal changerooms, two respondents specifically requested their expansion. The 2024 Parks, Recreation and Library Master Plan confirmation survey reaffirmed the town's commitment to creating inclusive spaces.

Operational Adjustments and Improvements to Date:

The Town of Oakville enforces strict policies to address inappropriate behaviour in all public facilities, including universal change rooms. While there was some initial confusion regarding the use of universal change room spaces following the opening of OTCC, the number of reported incidents has been limited.

To support public education, staff have implemented enhanced signage and procedures, including routine walk-throughs of the change room every 15 minutes to maintain a visible presence and ensure appropriate behaviour is observed. Any incidents requiring intervention are promptly addressed. In cases of unlawful behaviour, the Halton Regional Police Service would be contacted immediately to help maintain a safe and respectful environment for all patrons.

For customers who express discomfort with the universal change room design, staff can provide access to the gender-specific fitness change rooms onsite as an alternative.

Operational Recommendations Moving Forward:

The newly redeveloped Sixteen Mile Sports Complex will feature universal aquatic change rooms as part of its design. The town has incorporated lessons learned from OTCC and best practices from other municipalities to ensure these facilities meet the highest standards of inclusivity and functionality. Key design improvements include an open-concept layout with glazing (glass) on both sides of the changeroom, providing unobstructed sightlines from the pool deck directly through

to the lobby hallway. This is designed to create an inclusive environment where everyone feels safe and seamlessly connected to the surrounding amenities.

Additional design enhancements include fully enclosed, floor-to-ceiling washroom stalls that ensure complete privacy and effective sound attenuation. In a further effort to increase privacy and security, partition walls have been replaced with cinder block walls in the change rooms.

The town remains committed to engaging the community through surveys and consultations to inform design improvements for future projects and ensure alignment with residents' needs.

CONSIDERATIONS:

(A) PUBLIC

Information and educational materials related to universal change rooms will be updated online to assist in informing residents.

(B) FINANCIAL

N/A

(C) IMPACT ON OTHER DEPARTMENTS & USERS

N/A

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic goal to enhance community belonging, ensuring all residents are invited to engage in a fulfilling community life that is built to support wellbeing (inclusion and belonging).

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A – Universal Change Room Design

Appendix B – Survey Responses

Prepared by:
Brent Copeland
Acting Manager, Recreation Services

Submitted by:
Kristina Zietsma, Director

The floor plan shows the pool deck area with the following labeled rooms and features:

- POOL DECK**: The main outdoor area at the top of the plan.
- WARM WATER POOL**: A large rectangular pool within the deck area.
- LADDER**: Located on the right side of the warm water pool.
- POOL VIEWING**: Indicated on the left side of the deck.
- POOL VESTIBULE 123V**: A central indoor area connecting the deck to the building.
- POOL ADMIN**: An administrative office on the left side.
- POOL INST**: An instructional room on the left side.
- POOL W/C**: A restroom on the left side.
- POOL STORAGE**: Two storage rooms, one on the left and one on the right.
- CHLORINE TANK ROOM**: Located on the right side.
- CO2 TANK ROOM**: Located on the right side.
- ACCESS GRATE TO POOL EQUIPMENT BELOW**: A grate on the right side leading to equipment below the pool.
- STAIR B**: A set of stairs on the left side.
- STAFF CHANGE ROOM A**: A room on the left side.
- STAFF CHANGE ROOM B**: A room on the left side.
- ELEVATOR**: Located at the bottom left.
- POOL CHANGE ROOM A**: A room in the center.
- POOL CHANGE ROOM B**: A room in the center.
- CORRIDOR B**: A corridor at the bottom of the plan.

[illegible]

Appendix B: Survey Responses

Aquatic Program and Membership Survey Satisfaction Levels (Since 2021):

Location/ Year	Surveys	Registration	Program	Facility	Instructor
Glen Abbey Community Centre	1862	87%	85%	85%	86%
2021	112	85%	85%	86%	86%
2022	446	86%	85%	85%	86%
2023	663	85%	84%	85%	84%
2024	640	89%	85%	84%	87%
Iroquois Ridge Community Centre	2166	86%	86%	86%	85%
2021	74	88%	88%	89%	89%
2022	574	88%	86%	89%	86%
2023	829	86%	85%	86%	84%
2024	689	86%	86%	85%	84%
Oakville Trafalgar Community Centre	1300	88%	87%	92%	89%
2021	73	82%	85%	91%	84%
2022	386	88%	87%	93%	89%
2023	402	88%	86%	92%	87%
2024	439	90%	88%	91%	90%
Queen Elizabeth Park Community and Cultural Centre	1426	87%	88%	89%	89%
2021	92	87%	85%	90%	83%
2022	362	86%	87%	87%	88%
2023	552	88%	89%	89%	90%
2024	420	88%	90%	90%	89%
White Oaks Pool	313	89%	87%	84%	87%
2021	1	40%	100%	80%	100%
2022	65	88%	86%	83%	87%
2023	108	88%	85%	83%	85%
2024	138	92%	89%	85%	89%

REPORT

Council

Meeting Date: May 1, 2025

FROM: Finance Department

DATE: April 15, 2025

SUBJECT: 2025 Property Tax Levy By-law 2025-071

LOCATION: Town-wide

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That the Tax Levy by-law 2025-071, a by-law to provide for the levying of rates for the year 2025, as attached to the report of the Finance Department, be approved; and,
2. That, in accordance with Council's resolution from the December 19, 2024 Council meeting, the net levy requirement be increased to \$281,562,000 and a transfer to the Tax Rate Stabilization reserve in the amount of \$458,500 be approved to maintain the 2025 the overall tax levy increase at 4.91 per cent.

KEY FACTS:

The following are key points for consideration with respect to this report:

- A by-law is required to levy 2025 property taxes;
- Any surplus or deficit resulting from a difference in the actual assessment growth from the budgeted assessment growth will be transferred to/from the Tax Rate Stabilization reserve;
- The Town of Oakville is required to levy on behalf of the Region of Halton, the Province of Ontario for education, and the Business Improvement Areas (BIA).

BACKGROUND:

The *Municipal Act*, 2001 requires Council to pass a by-law each year specifying the levying of tax rates. Oakville's operating and capital budgets for 2025 were adopted by Council on December 19, 2025. The Downtown BIA, Bronte Village BIA and the Kerr Village BIA budgets for 2025 were approved at the February 24, 2025 Council meeting. The tax levy by-law, attached to this report, has been prepared to reflect these budgets, and to authorize the 2025 final tax billing.

COMMENT/OPTIONS:

The Town of Oakville is responsible for approving the budget for its own general purposes and the budgets of the BIAs, as well as the calculation of the final tax rates. The Town of Oakville is also required to levy taxes for regional and education purposes according to the tax rates set by the Region of Halton and the Province of Ontario for the school boards.

The attached appendices are based on the budgets and rates for the Town, the business improvement areas, and for regional and education purposes:

- Appendix A By-law 2025-071 including Schedule 1 (Town of Oakville Net Budget) will authorize the 2025 final tax rates, and establish installment due dates of June 25, 2025 and September 25, 2025; and
- Appendix B 2025 Tax Rate Summary provides a summary of the 2025 tax rates for all property classes.

2025 Tax Levy and Assessment Changes

The 2025 gross operating budget for the Town, adopted by Council at the December 19, 2025 Special Council meeting, totals approximately \$437.1 million and requires a levy budget requirement of \$281,103,500. The tax levy by-law, attached to this report, has been prepared to reflect this budget; as well as those of the Downtown, Bronte Village and Kerr Village BIAs.

The Town's general tax levy requirement adopted as part of the 2025 budget process has increased 6.00 per cent, representing an approximate 4.91 per cent overall residential tax rate increase.

The in-year changes to property assessment, completed by the Municipal Property Assessment Corporation (MPAC,) are finalized and provided to municipalities in December annually. The assessment growth of 2.53 per cent is due to net in-year growth in assessment in 2024. Assessment growth is generated from new development or property improvement that has been valued by MPAC during the year. Oakville was 4th overall in Ontario for new property value in 2024, adding \$1.57B in new assessment. In-year growth in assessment is generally off-set by reduced assessed values resulting from Assessment Review Board appeal settlements and MPAC requests for reconsideration settlements.

All assessments in Ontario reached full value in 2020, and there has been a postponement of the 2021 reassessment for the 2021-2025 tax years. This means that assessments used for the 2025 taxation year will continue to be based on the same valuation date that was in effect for the 2024 taxation year (based on a

January 1, 2016 market value), and will be the same value unless there has been a change or improvement to the property. At the time of writing this report, there has been no update from the Province or MPAC regarding timing of a future Provincial reassessment.

Due to a minor shift in property assessment growth at time of writing this report, in order to maintain the Council approved 2025 budget increase of 4.91 per cent, the net levy requirement is increased to \$281,562,000, and a transfer to the Tax Rate Stabilization reserve in the amount of \$458,500 has been added to the budget.

2025 Tax Impact

The overall (Town, Region and Education combined) residential tax rate increase is 4.91 per cent or \$39.03 per \$100,000 of assessment and the overall commercial tax rate increase is 3.31 per cent or \$56.53 per \$100,000 of assessment. The education component of the total residential rate is approximately 19 per cent, while it is 44 per cent of the commercial tax rate.

Percentage Share of 2025 Residential Taxes:

Town	43%
Region	38%
Education	19%

For every \$100,000 of assessed value, the total property taxes for 2025 on a residential dwelling will be \$834.63 and on a commercial property at the full rate taxes will be \$1,763.35.

The increase per \$100,000 (restated for CVA) of assessed value is as follows:

	<u>Residential Example</u>	<u>Commercial Example</u>
Town	\$20.28	\$29.54
Region	\$18.75	\$26.99
Education	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Total	\$39.03	\$56.53

The information is provided to property owners on the Final Tax Bill (illustration follows) using the following assumptions:

For each \$100,000 of residential assessment:

2024 Final Taxes	\$795.60
2025 Local Municipal Levy Change	\$ 20.28
2025 Upper Tier Municipal Levy Change	\$ 18.75

2025 Provincial Education Levy Change	<u>\$ 0.00</u>
2025 Final Taxes	\$834.63

CONSIDERATIONS:

(A) PUBLIC

Property tax notices for all taxable properties are legislated to be mailed at least 21 days before the first installment is due. Property owners now have the ability to access their property information through Online Services on oakville.ca. Assessment and budget impact information has previously been provided through media notifications and through committee meetings. 2025 budget information is posted on the town's web site, and further information will be posted and published subsequent to Council approval of the tax levy By-law.

(B) FINANCIAL

The attached by-law 2025-071 has been prepared to reflect the town's operating budget and capital budgets for 2025 which were adopted at the Special Council meeting of December 19, 2024. The 2025 budgets of the three Business Improvement Areas were approved by Council February 24, 2025.

A transfer to the Tax Rate Stabilization reserve in the amount of \$458,500 is required to maintain the Council approved 2025 adopted levy requirement of 4.91 per cent.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

NA

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic goal(s) to:

- be fiscally sustainable

(E) CLIMATE CHANGE/ACTION

NA

APPENDICES:

Appendix A 2025 Tax Levy By-law 2025-071 and Schedule 1 (Town of Oakville Net Budget)

Appendix B 2025 Tax Rate Summary

Prepared by:
Chris Prinsen,
Analyst, Tax and Assessment

Prepared by:
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Submitted by:
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Finance



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-071

A by-law to provide for the levying of rates for the year 2025

WHEREAS the assessment of all property liable to taxation for general purposes in 2025 is:

Residential and Farm (RT)	\$62,377,319,292
Residential (RH)	5,881,900
Education Only (RD)	0.00
Multi-Residential (MT)	1,257,866,348
New Multi-Res (NT)	326,596,000
Commercial - full rate (CT/CH/DT/ST/GT)	6,636,408,554
- excess land or vacant land (CU/DU/SU/CX)	274,265,835
Industrial - full rate (IT/IH/LT)	838,471,393
- excess land or vacant land (IU/IX/IJ/IK/LU)	211,687,334
- farmland awaiting development (I1/R1/C1)	28,710,000
Pipeline (PT)	78,008,000
Farmlands (FT)	30,246,649
Managed Forest (TT)	0.00
Farms with Small Scale Commercial (C7)	0.00
	<u>\$72,065,461,305</u>

WHEREAS for the general purposes of the Town, it is necessary to raise the sum of \$281,562,000 which will require that the following tax rates be imposed:

	Town
Residential and Farm (RT/RH)	0.362852%
Multi-Residential (MT)	0.725704%
New Multi-Residential (NT)	0.362852%
Commercial - full rate (CT/CH/DT/ST/GT)	0.528494%
- excess land or vacant land (CU/DU/SU/CX)	0.528494%
Industrial - full rate (IT/IH/LT)	0.758615%

- farmland awaiting development (I1/R1/C1)	0.272139%
- excess land or vacant land (IU/IX/IJ/IK/LU)	0.758615%
Pipeline (PT)	0.385240%
Farmland (FT)	0.072570%
Managed Forest (TT)	0.090713%

WHEREAS the Regional Municipality of Halton's Upper Tier Tax Levy By-Law directs the Council of the Town of Oakville to levy the following tax rates as approved for the general purposes of the said Region and for the special purposes of Police Services and Waste Management:

	Region General
Residential and Farm (RT/RH)	0.168791%
Multi-Residential (MT)	0.337581%
New Multi-Residential (NT)	0.168791%
Commercial - full rate (CT/CH/DT/ST/GT)	0.245843%
- excess land or vacant land (CU/DU/SU/CX)	0.245843%
Industrial - full rate (IT/IH/LT)	0.352890%
- farmland awaiting development (I1/R1/C1)	0.126593%
- excess land or vacant land (IU/IX/IJ/IK/LU)	0.352890%
Pipeline (PT)	0.179205%
Farmland (FT)	0.033758%
Managed Forest (TT)	0.042198%

	Police Services
Residential and Farm (RT/RH)	0.130733%
Multi-Residential (MT)	0.261465%
New Multi-Residential (NT)	0.130733%
Commercial - full rate (CT/CH/DT/ST/GT)	0.190412%
- excess land or vacant land (CU/DU/SU/CX)	0.190412%
Industrial - full rate (IT/IH/LT)	0.273323%
- farmland awaiting development (I1/R1/C1)	0.098050%
- excess land or vacant land (IU/IX/IJ/IK/LU)	0.273323%
Pipeline (PT)	0.138799%
Farmland (FT)	0.026147%
Managed Forest (TT)	0.032683%

	Waste Management
Residential and Farm (RT/RH)	0.019256%
Multi-Residential (MT)	0.038513%
New Multi-Residential (NT)	0.019256%
Commercial - full rate (CT/CH/DT/ST/GT)	0.028047%
- excess land or vacant land (CU/DU/SU/CX)	0.028047%

Industrial	- full rate (IT/IH/LT)	0.040259%
	- farmland awaiting development (I1/R1/C1)	0.014442%
	- excess land or vacant land (IU/IX/IJ/IK/LU)	0.040259%
Pipeline (PT)		0.020444%
Farmland (FT)		0.003851%
Managed Forest (TT)		0.004814%

Which will raise the sums of \$130,976,476, \$101,444,691, and \$14,942,339 respectively;

WHEREAS Regulations made under the Education Act prescribe the following residential, commercial, industrial, and pipeline tax rates for school purposes:

	Education
Residential and Farm (RT/RH/RD)	0.153000%
Multi-Residential (MT)	0.153000%
New Multi-Residential (NT)	0.153000%
Commercial - full rate (CT/CH/DT/ST/GT)	0.770552%
- excess land or vacant land (CU/DU/SU/CX)	0.770552%
Industrial - full rate (IT/LT)	0.880000%
- full rate (IH)	1.098184%
- farmland awaiting development (I1/R1/C1)	0.114750%
- excess land or vacant land (IU/IX/LU)	0.880000%
-excess land or vacant land (IJ/IK)	1.098184%
Pipeline (PT)	0.880000%
Farmland (FT)	0.038250%
Managed Forest (TT)	0.038250%

Which will raise the sum of \$161,163,736;

WHEREAS the assessment of all property liable for the special charge for the purposes of the Downtown Oakville Business Improvement Area designated by By-Law 1978-60 and enlarged by By-Law 1988-157 and By-Law 2016-123 is:

Commercial - full rate (CT/DT/XT/GT)	330,170,168
- excess land or vacant land (CX/CU)	<u>4,035,500</u>
Total	\$334,205,668

WHEREAS for the purposes of the said improvement area, it is necessary to raise the sum of \$1,261,212, which will require that the following tax rates be imposed:

	Downtown BIA
Commercial - full rate (CT/DT/XT/GT)	0.377376%

- excess land or vacant land (CX/CU) 0.377376%

WHEREAS the assessment of all property liable for the special charge for the purposes of the Bronte Business Improvement Area designated by By-Law 1987-74 and enlarged by By-Law 1991-143 is:

Commercial - full rate (CT/GT/ST/XT)	80,205,327
- excess land or vacant land (CX)	<u>1,344,000</u>
Total	\$81,549,327

WHEREAS for the purposes of the said improvement area, it is necessary to raise the sum of \$391,775, which will require that the following tax rates be imposed:

	Bronte BIA
Commercial - full rate (CT/GT/ST/XT)	0.480415%
- excess land or vacant land (CX)	0.480415%

WHEREAS the assessment of all property liable for the special charge for the purposes of the Kerr Village Business Improvement Area designated by By-Law 2005-018 is:

Commercial - full rate (CT/IT/XT/ST)	216,939,867
- excess land or vacant land (CX/IX/IU/CU)	<u>9,034,700</u>
Total	\$225,974,567

WHEREAS for the purposes of the said improvement area, it is necessary to raise the sum of \$459,745, which will require that the following tax rates be imposed:

	Kerr Village BIA
Commercial - full rate (CT/IT/XT/ST)	0.203450%
- excess land or vacant land (CX/IX/IU)	0.203450%

COUNCIL ENACTS AS FOLLOWS:

1. Pursuant to the provisions of the *Municipal Act*, 2001 and other authorizing statutes, the rates above recited shall, subject to paragraph 2 hereof, be levied upon the respective assessments liable therefore, and shall be collected by the town's Manager of Revenue Services and Taxation.
2. The amounts which would otherwise have been levied under this by-law shall be adjusted where applicable in accordance with any by-law passed by the Regional Municipality of Halton to limit the amount of increases or decreases

in taxation, and shall be reduced where applicable by the amounts levied under Town of Oakville By-Law 2025-071.

3. The amounts levied under this by-law shall become due and payable as follows:
 - (a) Approximately one-half on the 25th day of June, 2025; and
 - (b) The balance on the 25th day of September, 2025
- 3.1 There may be added to the tax roll all or any arrears of charges, fees, costs or other expenses as may be permitted by Provincial legislation and such arrears of charges, fees, costs or other expenses shall be deemed to be taxes, collected as taxes, or collected in the same manner as municipal taxes, or dealt with in such a fashion as may be specifically authorized by the applicable statute.
4. The town's Manager of Revenue Services and Taxation is authorized and directed to mail, or cause to be mailed, notices of the taxes hereby levied to the person or persons taxed at the address of the residence or place of business of such person or persons. If the property owner has requested electronic delivery of notice of tax, it will be delivered to account on Online Services with notice of delivery to specified email address as directed.
5. The net budget of the town for the year 2025 as attached in summary form as Schedule 1 is hereby adopted.

PASSED this 1st day of May, 2025

MAYOR

CLERK

SCHEDULE 1 TO BY-LAW 2024-037
**TOWN OF OAKVILLE
2025 NET BUDGET AND TAX LEVY**

	2025 Adopted Budget	Town	Region	Education	Downtown B.I.A	Bronte B.I.A	Kerr Village B.I.A.
REVENUE							
Taxation - General Levy	692,201,556	281,562,000	247,363,088	161,163,736	1,261,212	391,775	459,745
TOTAL REVENUE	692,201,556	281,562,000	247,363,088	161,163,736	1,261,212	391,775	459,745
EXPENDITURES							
Political Governance	4,470,000	4,470,000					
Administrative Executive Management	2,564,700	2,564,700					
Communications and Customer Experiences	3,011,800	3,011,800					
Human Resources	4,153,600	4,153,600					
Regulatory Services	569,600	569,600					
Financial Services	5,614,600	5,614,600					
Corporate Strategy and government Relations	2,201,200	2,201,200					
Legal Services	2,619,600	2,619,600					
Information Systems + Solutions	16,713,500	16,713,500					
Facilities & Construction Management	4,130,200	4,130,200					
Emergency Services	51,051,600	51,051,600					
Recreation and Culture	22,838,700	22,838,700					
Oakville Public Library	13,161,000	13,161,000					
Parks and Open Space	26,542,400	26,542,400					
Cemeteries	193,500	193,500					
Harbours	34,200	34,200					
Infrastructure Maintenance	30,471,000	30,471,000					
Infrastructure Planning & Improvements	3,520,600	3,520,600					
Parking	-	-					
Municipal Enforcement	2,235,200	2,235,200					
Oakville Transit	40,505,900	40,505,900					
Economic Development	1,075,500	1,075,500					
Corporate Asset Management	1,854,200	1,854,200					
Building Services	209,700	209,700					
Business Support Services	1,221,400	1,221,400					
Planning & Development	4,434,500	4,434,500					
Corporate & Financial Expenses	36,163,800	36,163,800					
	281,562,000	281,562,000	-	-	-	-	-
Transfer to:							
Region - Waste Management	14,942,339		14,942,339				
- Police Services	101,444,493		101,444,493				
- General	130,976,256		130,976,256				
Education	161,163,736			161,163,736			
Downtown Oakville Business Improvement Area	1,261,212				1,261,212		
Bronte Business Improvement Area	391,775					391,775	
Kerr Village Business Improvement Area	459,745						459,745
TOTAL EXPENDITURES	692,201,556	281,562,000	247,363,088	161,163,736	1,261,212	391,775	459,745
ACCUM NET REVENUE/(DEFICIT) AT END OF YEAR	-	-	-	-	-	-	-

**TOWN OF OAKVILLE
2025 FINAL TAX RATE
SUMMARY**

		Region				Education	Total
		Town	Waste Management	Police Services	General	Region Total	
Residential and Farm (RT/RH)		0.362852%	0.019256%	0.130733%	0.168791%	0.318780%	0.834632%
Multi-Residential (MT)		0.725704%	0.038513%	0.261465%	0.337581%	0.637559%	1.516263%
New Multi-Residential (NT)		0.362852%	0.019256%	0.130733%	0.168791%	0.318780%	0.834632%
Commercial	- Full rate (CT/CH/DT/ST/GT)	0.528494%	0.028047%	0.190412%	0.245843%	0.464302%	1.763348%
	- Excess land or vacant land (CU/DU/SU/CX)	0.528494%	0.028047%	0.190412%	0.245843%	0.464302%	1.763348%
Industrial	- Full rate (IT/LT)	0.758615%	0.040259%	0.273323%	0.352890%	0.666472%	2.305087%
	- Full rate (IH)	0.758615%	0.040259%	0.273323%	0.352890%	1.098184%	2.523271%
	- Excess land or vacant land (IU/IX/LU)	0.758615%	0.040259%	0.273323%	0.352890%	0.880000%	2.305087%
	- Excess land or vacant land (IJ/IK)	0.758615%	0.040259%	0.273323%	0.352890%	1.098184%	2.523271%
	- Farmland awaiting development (I1/R1/C1)	0.272139%	0.014442%	0.098050%	0.126593%	0.239085%	0.625974%
Pipeline (PT)		0.385240%	0.020444%	0.138799%	0.179205%	0.338448%	1.603688%
Farmland (FT)		0.072570%	0.003851%	0.026147%	0.033758%	0.063756%	0.174576%
Managed Forest (TT)		0.090713%	0.004814%	0.032683%	0.042198%	0.079695%	0.208658%
		Downtown BIA	Bronte BIA	Kerr Street BIA			
Commercial	- Full rate (CT/DT/ST/GT)	0.377376%	0.480415%	0.203450%			
	- Excess land or vacant land (CX/CU)	0.377376%	0.480415%	0.203450%			

REPORT

Council

Meeting Date: April 28, 2025

FROM: Finance Department

DATE: April 15, 2025

SUBJECT: 2025 Tax Rebate for Eligible Senior Property Owners – By-law 2025-070

LOCATION: Town-wide

WARD: Town-wide

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RECOMMENDATION:

That By-law 2025-070, a by-law to authorize a property tax rebate to eligible senior property owners in the 2025 taxation year, attached as Appendix A to the Finance Department report dated April 15, 2025, be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- An annual by-law is required so that eligible senior property owners may apply and receive a property tax rebate in the taxation year, for which the rebate is applied for.

BACKGROUND:

The town, through Section 365(1) of the *Municipal Act*, 2001, provides an annual property tax rebate to eligible senior property owners. As approved by Council, this legislation authorizes a local municipality to pass a by-law to offer such a program and allows for the sharing of costs associated with the rebate program between the Town of Oakville, the Region of Halton and the Province of Ontario for education tax. The Region of Halton's Council approves cost sharing of this program annually through tax policy reporting and by-law.

By approving this program through by-law each year, the Town administers the rebate program; however, the Town is limited to a share of approximately 43% of the total cost of providing the rebates. The region (38%) and the province for education taxes (19%) absorb the balance of the program costs.

COMMENT/OPTIONS:

Staff is recommending the eligible senior rebate continue at \$500 in 2025, unchanged from the rebate offered in 2024. There were 97 eligible applicants that received the rebate in the 2024 taxation year.

The format and eligibility requirements contained in by-law 2025-070 reflect those of the 2024 by-law with respect to the tax rebate and eligibility requirements, except for a change of removing the income threshold and replacing it with eligibility for rebate where an owner receives the Guaranteed Income Supplement (GIS) pursuant to Part II of the *Old Age Security Act*. Town staff are recommending this change for consistency of income qualifications to be in-line with the federal government's thresholds that are updated annually. Also, with this change from a Town maintained and vetted income threshold to an eligibility based on receipt of the GIS, there is more ease for owners with not having to show proof of age and less confusion in proving income requirements upon application of Oakville's rebate program; a resident will only have to show proof with GIS receipt. Burlington and Halton Hills both require proof of GIS receipt in application to their respective senior rebate programs.

In 2025, apart from the senior's rebate program, the Town continues to participate in, and administer on behalf of the Region of Halton, the Older Adult Tax Deferral Program (OATDP) which allows eligible seniors the option to completely defer property taxes year over year until withdrawal of the program, ineligibility, or sale of property. All lower-tier municipalities in Halton participate in the OATD program since inception in 2017. In 2024, 38 eligible Oakville property owners participated in the deferral program. The Town of Oakville also participates in and administers the mandatory levy increase deferral program for low-income seniors and person with disabilities. This program allows eligible applicants to defer the increase in levy year over year until sale of property. The Town currently has 3 applicants in the levy increase deferral program.

CONSIDERATIONS:**(A) PUBLIC**

All efforts are used to ensure property owners are advised of the assistance programs offered by the Town.

(B) FINANCIAL

The Town's anticipated cost of the rebate program is estimated to be \$28,200 and the amount to fund the Town's share was set aside in the 2025 budget.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

NA

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic goal(s) to:

- Continuously improve our programs and services
- Be accountable in everything we do
- Be innovative in everything we do
- Be the most livable Town in Canada

(E) CLIMATE CHANGE/ACTION

NA

APPENDICES:

Appendix A - By-law 2025-70

Prepared by:

Danielle Tummon

Manager, Revenue Services and Taxation

Submitted by:

Jonathan van der Heiden

Deputy Treasurer and Director of Finance



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-070

A by-law to provide a rebate of taxes for eligible senior property owners

WHEREAS subsection 365(1) of the *Municipal Act*, 2001. S.O, c. 25, as amended (hereinafter called the “Act”), authorizes a local municipality to pass a by-law to provide for the cancellation, reduction or refund of property taxes for eligible property owners whose taxes are considered by Council to be unduly burdensome, as defined in the by-law;

WHEREAS the Council of the Corporation of the Town of Oakville shall give notice to the Regional Municipality of Halton in accordance with subsection 365(2) of the *Act*, of the fact that it has passed a by-law in accordance with subsection 365(1) of the *Act*;

WHEREAS the Council of The Corporation of the Town of Oakville deems it desirable and in the public interest to enact such a by-law.

COUNCIL ENACTS AS FOLLOWS:

1. In this by-law,
 - (a) “owner” means a person assessed as the owner of residential real property and includes an owner within the meaning of the *Condominium Act*;
 - (b) “personal residence” means the residence ordinarily inhabited by the owner;
 - (c) “spouse” means a person,
 - (1) to whom the person is married, or
 - (2) with whom the person is living outside marriage in a conjugal relationship, if the two persons,
 - (i) have cohabited for at least one year,
 - (ii) are together the parents of a child, or
 - (iii) have together entered into a cohabitation agreement under section 53 of the *Family Law Act*,

- (d) “Town” means The Corporation of the Town of Oakville;
 - (e) “Treasurer” means the Treasurer of the Corporation of the Town of Oakville.
2. The Treasurer is authorized and directed to allow owners of residential real property located in the Town a tax reduction of Five Hundred Dollars (\$500.00) against real property taxes imposed by the Town in respect of such real property, provided that:
- (a) such owner or the spouse of such owner or both occupies or occupy the property in respect of which real property taxes are imposed as his, her or their personal residence;
 - (b) such owner or the spouse of such owner or both has or have attained the age of sixty-five (65);
 - (c) such owner or the spouse of such owner or both has or have been assessed as the owner of residential property in the Town for a period of not less than one year immediately preceding the date of application for the tax reduction;
 - (d) such owner or the spouse of such owner or both is or are receiving a monthly guaranteed income supplement under Part II of the *Old Age Security Act* R.S.C, 1985 c.O-9 as amended and provide proof to that effect; and
 - (e) there are no outstanding property taxes on account as of October 1st of the year the application is received by the town of Oakville.
3. No tax rebate shall be allowed under paragraph 2 to an owner in respect of more than one single family residential dwelling unit in any year.
4. No tax rebate shall be allowed under paragraph 2 to an owner if that owner is the registered owner of more than one property in the Town of Oakville.
5. The tax rebate provided under this by-law will not be pro-rated.
6. The tax rebate provided under this by-law will not be transferable to estates of deceased owners.
7. Should any section, clause or provision of this by-law be declared invalid by a court of competent jurisdiction, the same shall not affect the validity of the by-law as a whole or any part thereof, other than the part in which was declared to be invalid.

PASSED this 28th day of April, 2025

MAYOR

CLERK

REPORT

Council

Meeting Date: May 1, 2025

FROM: Clerk's Department

DATE: April 15, 2025

SUBJECT: Procedure By-law Approval of Legislative and General Updates,
By-law 2025-064

LOCATION:

WARD: Town-wide

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RECOMMENDATION:

1. That By-law 2025-064, A by-law to establish rules governing the calling, place, proceedings and provision of public notice of meetings of Council and Committees of Council of The Corporation of the Town of Oakville, attached as Appendix B, be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The current Procedure By-law 2020-011 ("By-law") requires updating and consolidation of amendments. Therefore, staff are recommending repeal and replacement of the current By-law and all amendments to it.
- Staff are bringing forward a new by-law in order to reflect changes in Legislation regarding Strong Mayor Powers and overall housekeeping updates to provide greater clarity on meeting procedure.
- A copy of the proposed changes to the consolidated version of the Procedure By-law 2020-011 can be found in Appendix A; with red text identifying additions and strikeout identifying content to be removed.
- Appendix B contains the new By-law 2025-064 for Council's approval.

BACKGROUND:

Section 238 (2) of the *Municipal Act, 2001*, as amended ("the Act"), states that every municipality shall pass a procedure by-law for governing the calling, place and proceedings of meetings. The current By-law 2020-011 was passed on April 23,

2020 and was subsequently amended to provide for electronic participation for Council and members of the public.

On July 1, 2023, the Ministry of Municipal Affairs and Housing expanded Strong Mayor Powers to 26 large and fast-growing municipalities, including the Town of Oakville. As a result, some updates are required to the Town's Procedure By-law.

COMMENT/OPTIONS:

The updates to the Procedure By-law have been proposed to accommodate the delegation of Mayoral Powers and authorities, where legislated, as well as specifying authorities held by Council.

Appendix A contains all the additions (in red) and deletions (strikethroughs) to the existing By-law 2020-011, as amended.

Sections of the By-law that are quoted directly from the legislation have been italicized to distinguish direct quotes, with footnotes provided. These sections of the by-law would not be amendable through resolution of Council.

Throughout the By-law notations of "his/her" or "he/she" have been replaced with "they" and "their".

Summary of Changes in Procedure By-law 2025-064

1. Definition Changes:

- Acting Mayor - Clarity of role as presiding at meetings and cannot use Strong Mayor Powers
- Advisory Boards - are local Boards under the Act
- Ex-Officio – clarity provided to outline that only the Mayor has this authority

2. General

- Item 9 – was deleted in its entirety as the Procedure By-law governs the notification of materials; The new 9 was an existing item and was moved up.
- Item 10 – removed as it not related to meeting procedure
- Item 14 – removed as it related to the former standing committee structure
- Item 15 - removed as it not related to meeting procedure
- Item 17 – amended to permit switching meetings to a fully virtual format if required.
- Item 18 – section related to electronic participation was removed as it is noted in another section of the By-law
- Item 19 – addition of live streaming language

- Removal of some of the COVID electronic meeting provision and replaced with standard participation language

3. Role of Mayor and Council

- Removal of the need to make a request to participate electronically
- Removal of when the Acting Mayor is determined – this is a redundancy of the Acting Mayor definition

5. Council and Committee Meetings

- Removal of Committee of the Whole from Council and Planning and Development Council. This will result in a need for a mover and seconder for all items on the agenda but will save the need for moving into Committee of the Whole and ratifying decisions at the end of Council. There is no procedural requirement to go into Committee of the Whole.

5.3 Regular Council Meeting

- Subsection (2) was removed as (3) outlines what is considered at meetings
- Land Acknowledgement – has been added to the listing of agenda items to reflect Council's procedure of reciting the Land Acknowledgement at the beginning of each meeting of Regular Council.
- Removal of Planning and Development minutes, which have been moved to Planning and Development Council
- Removal of Outstanding Issues Listing (moved to Council Information Package (CIP))
- Staff Memos circulated through the weekly CIP will continue to be placed on the Council agenda
- Advisory Committee Minutes have been moved up in the agenda to avoid delegations and staff from staying until after Confidential Discussion

5.4 Planning and Development Council Meeting

- Removal of subsection (2) as (3) outlines what is considered at meetings
- Agenda statement for planning matters has been updated to reflect changes in Legislation
- Addition of the minutes from previous Planning and Development Council meeting, so the same decision body receives and approves the minutes
- Advisory Committee Minutes have been moved up in the agenda to avoid delegations and staff from staying until after Confidential Discussion

5.5 Special Meetings

- Clarification from *The Act* states that, the Mayor or Council petition may call a Special Meeting.

5.6 Committee of the Whole

- Removal of Council and Planning and Development.
- Workshop language has been removed from section 5.6 and a new section 5.7 was added
- Council may refer a matter to Committee of the Whole by resolution
- The Mayor may call a Committee of the Whole meeting

5.7 Workshop Meetings – New Section

- This section is separated out as it is functionally different from a regular Committee of the Whole meeting
- Mayor may call a Workshop meeting as these are not approved through the annual Council approved meeting schedule
- No recommendations to Council are made in Workshops.

5.8 Budget

- Removal of previous Committee wording
- New wording is reflective of the Strong Mayor Powers

5.9 Committee Procedures (formerly Standing Committee Procedures)

- Clarity of wording and process for reconsideration in a meeting where the decision was made.
- Removal of the word “standing” as these no longer exist in the Council meeting structure

5.11 Addendums and Revised Agendas

- Addition of the provision of addendums and revised agendas

Special Committee - Removed

- Section was removed – not permissive under Strong Mayor Powers
- Council has authority to create Advisory Committees.

8. Notice of Meetings

- Subsection (6) has been changed to reflect the powers in Section 5.5 to call a Special Meeting for a purpose, that may not be for an emergency, but would be urgent and important matters as determined by the Mayor. This will provide flexibility to deal with matters that arise without notice but require a decision or to share information to Council quickly.

10. Delegations

- All delegations are required to pre-register with the Clerk online – exception public hearings
- Provide clarity to where delegations are permitted: Consent, Discussion, Public Hearings; or Advisory Committee Minutes
- Delegates may ask questions
- Item 11 was updated to reflect that delegates may appear virtually
- Delegations are not permitted to speak to a reconsideration.

11. Correspondence, Petitions and Council Information Package

- New wording and clarification
- Council Information Package will be online only; staff memos will still be provided on Council agendas
- Petitions process defined
- Outstanding issues listing moved to Council Information Package

12. Quorum

- Addition of how lack of quorum during a meeting will be managed.

14. Motions

- New Council motions added: override a Mayoral By-law veto; override mayoral budget amendment veto
- A motion to receive is an acknowledgement of Council, that information has been provided to them by staff and is not in itself an endorsement of the matter
- Clarity added to reconsideration procedural format
- Clarity added to Point of privilege and Challenging the Chair
- Clarity added to Reconsideration motions and procedure

20. Enactment of By-laws

- New section added to reflect Strong Mayor Powers

Schedule A - Motions Chart

- Schedule A represents motions that occur during meetings with a reference to the section of the description.
- Additionally, this chart provides clarity of the number of Members required to pass a motion as it varies based on the type of motion and also specified in the Legislation for Strong Mayor Powers.

Petitions

- Petitions received by the Clerk that are not related to a matter on the agenda will be published in the Council Information Package.
- All petitions will be available publicly in their entirety in the Clerks office for viewing.

New Council Information Package (CIP)

Currently, correspondence listed on the CIP is only available to the public through a request. In order to provide greater transparency, information items previously provided weekly on escribe will be published to the website with a similar look and feel to Committee and Council meetings.

Information Items may consist of, but not limited to, the following items:

1. Information Reports or Memos;
2. Correspondence received that may be of interest to Members of Council;
3. Correspondence related to matters on an agenda
4. Intergovernmental Information.
5. Government agencies
6. Mayoral Proclamations
7. Petitions
8. Outstanding Issues Listing

The sample below is from another municipality:

City Council Information Items

October 25, 2024

Items for information is a weekly publication for the public and members of City Council. Members of City Council may request that any item appearing on this publication be placed onto the next available Committee of the Whole meeting for discussion.

1. **Information Reports**
 - 1.1 [Outstanding Resolutions of City Council - September, 2024 - 2024-413](#)
 - 1.2 [Municipal Service and Financing Agreements Update - 2024-476](#)
 - 1.3 [Impact from Closure of Guelph Consumption and Treatment Services Site - 2024-407](#)
2. **Intergovernmental Information**
 - 2.1 [Consultation Alert - ERO 019-8728 - Streamlining water and sewage works approvals for transit authorities - 2024-442](#)
 - 2.2 [Response to ERO 019-8866 - Amendments to four producer responsibility regulations for tires, batteries, electrical and electronic equipment, and hazardous and special products, 2024-465](#)
 - 2.3 [Consultation Alert - ERO 019-9196 - Enabling Greater Reuse of Excess Soil - 2024-483](#)
 - 2.4 [Consultation Alert - ERO 019-9266 - Bill 212 - Reducing Gridlock, Saving You Time Act, 2024 - 2024-484](#)
3. **Correspondence**
 - 3.1 [Ontario Energy Board Notice: Enbridge Gas Inc. Notice of a Rate](#)

Making a Difference

Information and/or correspondence related to a matter on the agenda will be added to the agenda through the revised agenda.

Information items received by the Clerk and are not related to matters on an agenda will be provided to Members through the CIP weekly, found on the Town's website. Any Member may request that any item appearing in the CIP, be placed onto the next available Council meeting agenda.

The Clerks Department plans to offer procedural training to Members of Council and staff. Preparation of the training will begin once the new By-law is approved.

CONSIDERATIONS:

(A) PUBLIC

Notification of Council's intent to pass a new Procedure By-law has been published in the meeting agenda and in accordance with the Public Notice and Engagement Policy.

(B) FINANCIAL

There are no financial implications associated with this report and new By-law.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

By-law 2025-064 was reviewed by Legal Services during the preparation of this report.

(D) COUNCIL STRATEGIC PRIORITIES

Updates to the Procedural By-law are aligned with council Strategic Priorities - Accountable Government.

(E) CLIMATE CHANGE/ACTION

Not applicable.

APPENDICES:

Appendix A - By-law 2020-011 Consolidated With Proposed Amendments

Appendix B - By-law 2025-064 Procedure By-law

Submitted by:
Andrea Holland,
Acting Town Clerk

TOWN OF OAKVILLE

PROCEDURE BY-LAW

~~2020-011~~ **2025-064**

~~(Consolidated Version re:
By-laws 2020-067, 2020-096,
2023-087 and 2024-045)~~

**A by-law to establish rules governing the calling, place,
proceedings and provision of public notice of meetings of
Council and Committees**

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THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-064

A by-law to establish rules governing the calling, place, proceedings and provision of public notice of meetings of Council and Committees of Council of The Corporation of the Town of Oakville and to **repeal By-laws 2020-011, 2024-045, 2023-087, 2020-049, 2020-067, 2020-096, 2013-003, 2013-086, 2010-164 and 2008-092.**

WHEREAS subsection 238(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, ("The *Municipal Act*") requires municipalities to pass a procedure by-law for governing the calling, place and proceedings of meetings;

WHEREAS subsection 238(2.1) of the *Municipal Act* requires the procedure by-law to provide for public notice of meetings;

WHEREAS it is necessary and expedient that there shall be rules governing the order and proceedings of the Council and the Committees of the Council of The Corporation of the Town of Oakville;

AND WHEREAS Council desires that its governance processes and procedures facilitate, to the greatest extent possible, the understanding and participation of its citizens in the effective conduct of the Corporation's business. ~~and~~

THEREFORE COUNCIL ENACTS AS FOLLOWS:

1. DEFINITIONS:

In this by-law:

- (1) **"Acting Mayor"** means the member of Council appointed to act from time to time in the place and stead of the Mayor **with respect to the role of presiding at meetings. The Acting Mayor is not considered the Head of Council for the purposes of and as referenced in Part VI.1 of the Act.**
- (2) **"Addendum"** means a supplemental agenda package prepared for use at a meeting which contains additional information required for the meeting.

- (3) **“Advisory Committee”** means a committee created by Council, to report to Council on a specific subject and is comprised entirely of members of the public and where there is less than 50% membership of Council. These are considered local boards under the Act.
- (4) **“Agenda”** means a document prepared for use at a meeting setting out the business to be undertaken.
- (5) **“CAO”** means the Chief Administrative Officer (CAO) of The Corporation of the Town of Oakville, or designate.
- (6) **“Chair”** means the Head of Council or the presiding officer of a meeting.
- (7) **“Clerk”** means the Clerk of The Corporation of the Town of Oakville, or designate.
- (8) **“Close debate”** (call the question) means a motion requiring that debate be closed and the vote on the motion be taken immediately. (See section 14.4(5))
- (9) **“Closed session”** (in-camera) means a meeting or part of a meeting closed to the public in accordance with the provisions of the *Municipal Act*. (See section 6)
- (10) **“Committee”** for the purpose of this by-law means any committee, sub-committee, or similar entity of which at least 50 per cent of the members are also Members of Council.
- (11) **“Committee of the Whole”** means a Committee comprised of all the Members of Council. (See section 5.6)
- (12) **“Committee recommendation”** means a motion that is passed by a Committee during a meeting and that is subject to approval by Council.
- (13) **“Confine to table”** means to limit comments and questions relating to the matter under consideration to the members only.
- (14) **“Confirming by-law”** means a by-law passed prior to adjournment of every meeting of Council to confirm by by-law the resolutions and actions of Council taken at that meeting. (See section 20.3)
- (15) **“Consent item”** means an item of business on an agenda, which is considered routine and non-contentious and for which there has been no indication of public interest.

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- (16) **“Consent motion”** means a single motion to approve the recommendations arising out of one or more consent items of business on the agenda of a meeting.
- (17) **“Corporation”** means The Corporation of the Town of Oakville (the Town).
- (18) **“Council”** means the Council of The Corporation of the Town of Oakville.
- (19) **“Defer”** means to postpone consideration of a matter. (See section 14.4(6))
- (20) **“Delegation”** means a person or group of persons permitted to address Council or Committee in person, individually or on behalf of a group, on any matter on the agenda for that meeting in accordance with the provisions of this by-law. (See section 10)
- (21) **“Discussion item”** means an item of business on an agenda, which is not routine and may be contentious in nature or for which there has been an indication of public interest.
- (22) **“Electronic Participation”** means participation in a meeting from a remote location via electronic means. ~~(including, but not limited to, audio teleconference, video teleconference, or another means as determined by the Clerk);~~
- (23) **“Emergency”** as it relates to New Business means a time sensitive matter which if not dealt with may have serious ramifications, as determined by the Mayor in consultation with the Clerk, including but not limited to, the inability to address or influence the matter at a later date.
- (24) ~~**“Ex-officio”** means a member of a committee by reason of holding another position, who has all the rights and privileges of a full member. (See section 5.7(4))~~
“Ex-officio” means by virtue of the office or position, the Mayor is an ex officio member of all Committees who, when attending a Committee meeting, shall have full voting privileges and shall be counted for the purposes of the Committee’s quorum as such quorum is set out in subsection 12 of this By-law.
- (25) **“Information Items”** means any general correspondence or communication received by the Town Clerk for distribution to **Council**.
- (26) **“Local board”** means a local board as defined in section 1(1) of the Act.

-
- (27) **“Matter”** includes any record, item, document or information, or the contents, or any part thereof, as the context permits.
- (28) **“Majority vote”** means a vote where more than one-half (1/2) of the members who are present and eligible to vote, vote in the same manner.
- (29) **“Mayor”** means the Head of Council/CEO of The Corporation of the Town of Oakville.
- (30) **“Meeting”** means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where:
- a) a quorum of members is present; and
 - b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.
- (31) **“Member”** means a member of Council or Committee.
- (32) **“Motion”** means a proposal by a member to resolve and effect a decision, and may include the motions outlined in section 14 of this by-law.
- (33) **“Municipal Act”** means the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended from time to time.
- (34) **“Municipal Conflict of Interest Act”** means the *Municipal Conflict of Interest Act*, R.S.O. 1990 c. M.50, as amended from time to time.
- (35) **“MFIPPA”** means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990. c. M.56, as amended from time to time.
- (36) **“New business”** means an item of business that has not been included as a listed item on an agenda and is of an emergency, congratulatory or condolence nature, or a notice of motion in accordance with section 17.
- (37) **“Notice of motion”** means a motion in writing including a mover and seconder, which is introduced at a regular Council meeting for consideration at the next regular meeting of Council, thereby affording all members with notice that the subject matter is to be addressed.
(See section 14.1)
- (38) **“Open session”** means a meeting, or portion thereof that is open to public attendance and delegations.

- (39) **“Outstanding Issues”** means items that have been referred back to staff by Council for a further report.
- (40) **“Pecuniary interest”** means a direct or indirect pecuniary (monetary) interest within the meaning of the *Municipal Conflict of Interest Act*. (See section 7)
- (41) **“Planning Act”** means the *Planning Act*, R.S.O. 1990 c. P.13, as amended from time to time.
- (42) **“Point of order”** means any alleged breach of the rules or irregularity in the proceedings of a meeting. (See section 16)
- (43) **“Point of privilege”** means a statement calling attention to a matter where the integrity, character or reputation of an individual, individuals or the entire Council, or the ability of an individual to participate, is perceived to be in question. (See section 15)
- (44) **“Public presentation”** means information presented to Council ~~in~~ **person** by an individual or group on an issue not requiring any action to be taken by Council. (See section 9)
- (45) **“Public hearing item”** means any item for which a public meeting is required under the *Municipal Act* or *Planning Act*, or any other statute or Town policy.
- (46) **“Quorum”** means the number of members required to be present at any meeting, being a majority of the members, in order that business may be conducted. (See section 12)
- (47) **“Reconsideration”** means consideration of a previous decision of the current Council. (See section 14.5)
- (48) **“Record”** has the meaning given to it by the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, and includes any information contained in a record.
- (49) **“Record of meeting”** means the minutes of the meeting which shall be kept in accordance with the provisions of the *Municipal Act*.
- (50) **“Recorded vote”** means the recording of the name and vote of every member voting on a motion. (See section 14.7)
- (51) **“Refer”** means to direct consideration of a matter to another meeting, committee, or person. (See section 14.4(7))

- (52) **“Request for report”** means a motion introduced as an Item of Business at a regular Council meetings requesting staff to prepare a report to be considered on a future agenda.
- (53) **“Resolution”** means the decision of Council on any motion or committee recommendation.
- (54) **“Regular meeting”** means a scheduled meeting held in accordance with the approved calendar of meetings.
- ~~(55) **“Special committee”** means a special committee appointed by Council. (See section 5.10)~~
- (56) **“Special meeting”** means a meeting (called under the provisions of this by-law) for a specified purpose. (See section 5.5)
- ~~(57) **“Standing committee”** means a standing committee of Council. (See section 5.8)~~
- (58) **“Suitable meeting place”** means an accessible location that is large enough to accommodate Council and reasonable public attendance.
- (59) **“Town”** means the Town of Oakville.
- (60) **“Workshop meeting”** means a Committee called under the provisions of this by-law. ~~for the purpose of educating or training the members of Council and in no way materially advances the business or decision-making of the Council.~~

2. GENERAL

- (1) The rules and regulations contained in this by-law shall be observed in all proceedings to which they apply and shall be the rules and regulations for the order and dispatch of business at meetings of Council and its Committees, unless otherwise provided by law.
- (2) The rules and regulations contained herein may be suspended by resolution for a single occasion by a vote of at least two-thirds of the ~~entire~~ Council **present**, unless otherwise provided by law.
- (3) The rules of order may be relaxed, ~~as appropriate,~~ **during** ~~as they apply to a Committee of the Whole or Workshop meeting called for the purpose of education or training of the members.~~
- (4) Committees, with the exception of the Committee of the Whole, shall not pass a motion to suspend the rules of this by-law.

- (5) The Clerk shall be responsible to interpret and administer the rules of procedure under this by-law and shall be permitted to make minor clerical, typographical or grammatical corrections to any Committee or Council record or documentation including, but not limited to, by-laws, motions, resolutions, agendas and/or minutes, to ensure correct and complete implementation of the decisions and actions of the Committee or Council.
- (6) Any erroneous contraventions to this by-law during a meeting shall not invalidate the proceedings of the meeting or establish a precedent for any future meeting.
- (7) Procedural matters of Council or Committees not governed by the provisions of this by-law shall be governed by Roberts Rules of Order.
- (8) The business of each meeting shall be taken up in the order in which it stands on the agenda, unless the Chair, or the members by majority vote, determine otherwise.
- (9) ~~Items of business for inclusion on any agenda shall be delivered in accordance with the timelines as established under corporate policy and procedure, which are sufficient to meet the requirements of Council.~~
Where further information or reports are necessary for Council and/or Committees to properly review an item of business, the Clerk, **in consultation with the Chief Administration Officer, may** postpone the placement of an item to a future agenda in order to arrange for the provision of the necessary information.
- (10) ~~Notwithstanding the Council and Committee Meetings of this by-law, the Clerk shall be authorized to determine the appropriate meeting at which items of business shall be considered.~~
- (11) No person, except Members and employees of the Corporation, shall be allowed to **enter the Council seating area** ~~come beyond the public seating area~~ without permission of the Chair **or Council**.
- (12) No person other than the Clerk or designate shall be permitted to distribute materials at a meeting.
- (13) The Clerk shall ensure that any material relating to any matter for which a meeting may resolve into closed session under the *Municipal*

Act, is circulated as confidential material. **Subject to the Municipal Freedom of Information and Protection of Privacy Act;** which the materials shall remain confidential unless Council, ~~or the relevant department head, in consultation with the Town Solicitor~~ approves its release or partial release, as a public document.

- (14) ~~Notwithstanding any other provision of this by-law, matters of either a routine nature, where Council is deemed by the Clerk to be in possession of sufficient information to make a decision, or matters of an urgent nature, as determined by the Clerk, may be referred directly to regular Council or Planning and Development Council, as required.~~
- (15) ~~Where employees of the Corporation have been directed by resolution of Council to carry out a specific action and it is determined subsequently that the action cannot be carried out in accordance with Council's resolution, Council will be notified as soon as possible of these findings and further direction shall be requested of Council, as required.~~
- ~~Reports and minutes from citizen advisory and special committees shall be treated as items of business, and shall be presented to Council in the same manner as other items of business.~~
- (16) The authority to hold public hearings may be delegated to the most appropriate person or body determined by Council, in accordance with the **Delegation of Municipal Powers and Duties Policy or the Municipal Powers and Duties By-law.**~~Corporate Delegation Policy.~~
- (17) If it appears that **weather or other circumstance impedes Members from attending the meeting location, the mayor** ~~inclement weather or like occurrence, or an emergency situation will prevent the members from attending a meeting, the Mayor~~ may direct the Clerk to postpone the meeting by contacting as many members as **possible.** ~~they are he/she is able to reach.~~ Postponement shall not extend beyond the date of the next regularly scheduled meeting. **Alternatively, the Chair may determine to conduct the meeting in a fully virtual format.**
- (18) ~~Notwithstanding any other provision in this by-law, a regular or special meeting of Council, or committee of Council, may be conducted by electronic means when it has been determined by the Mayor and Chief Administrative Officer that electronic participation will be required by all or some Members attending a meeting. In person attendance at such meetings may be restricted by the Mayor and Chief Administrative~~

~~Officer subject to the meeting being open to the public by electronic means.~~

- (19) All Council and Committee meetings will be livestreamed and recorded unless determined otherwise by the Clerk. Livestreaming and recording will be suspended should Council or Committee proceed into a closed session or if the meeting location does not support livestreaming recording.

3. ROLE OF THE MAYOR AS HEAD OF COUNCIL AND ROLE OF COUNCIL

- (1) The role of the Mayor as Head of Council is to:
- a) *act as chief executive officer of the municipality;*
 - b) *preside over Council meetings so that its business can be carried out efficiently and effectively;*
 - c) *provide leadership to the Council;*
 - d) *without limiting clause (c), to provide information and recommendations to the Council with respect to the role of Council described in clauses 3(3) e) and f) below;*
 - e) *represent the municipality at official functions;*
 - f) *carry out the duties of the Head of Council under this by-law or any Act;*
 - g) *uphold and promote the purposes of the municipality;*
 - h) *promote public involvement in the municipality's activities;*
 - i) *act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and*
 - j) *participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.¹ (italics added)*
- (2) The Mayor, as Head of Council, if present, shall preside as Chair at all regular or special meetings of Council, except where the provisions of **section 4 apply.**
- (3) The role of Council is to:
- a) *represent the public and to consider the well-being and interests of the municipality;*
 - b) *develop and evaluate the policies and programs of the municipality;*
 - c) *determine which services the municipality provides;*

¹ Municipal Act 2001, as amended; section 225 (a)-(e); section 226.1 (a)-(d).

- d) *ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;*
 - e) *ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;*
 - f) *maintain the financial integrity of the municipality; and*
 - g) *carry out the duties of Council under this by-law or any Act². (italics added)*
- (4) Council may deal with all matters within its jurisdiction. A motion or resolution pertaining to the exercise of a power or powers not within the jurisdiction of Council, shall not be in order nor in effect if passed.
- (5) Members shall inform the Clerk's office of all planned absences, late arrivals and early departures from a meeting.
- (6) Members shall adhere to all Corporate policies governing the conduct of Council and/or staff.
- (7) A member unable to attend a Council or committee of Council meeting **in person**, may participate in the meeting by electronic means subject to the following:
- a) Electronic means of participating in a meeting are available.
 - b) Electronic participation must be clear and uninterrupted and allow for two way communication. Should the electronic participation result in any unreasonable delay or interference with the meeting the connection will be discontinued.
 - c) ~~Requests to participate electronically must be received by the Mayor and the Town Clerk by noon the day of the meeting or earlier as the Town Clerk determines necessary.~~
 - d) ~~The Chair will canvass the Members participating electronically about their intention to speak, ask questions and place motions. After putting a motion to a vote, the member participating electronically will be required to identify verbally or by show of hands visible on video, how they wish to vote.~~
- ~~Members participating electronically in accordance with Section 3(7) may participate in meetings closed to the public pursuant to Section 6 Closed Session.~~
- ~~Members participating electronically and in person shall be counted for the purpose of quorum.~~

² Municipal Act 2001, as amended; section 224 (a)-(g).

4. DETERMINATION OF ACTING MAYOR AND CHAIRS OF COMMITTEES

- (1) In accordance with the Act:
 - a) *A municipality may, by by-law or resolution, appoint a member of the council to act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant, and while so acting such member has all the powers and duties of the head of council or designated member, as the case may be, with respect to the role of presiding at meetings.³*
- (2) At its first meeting in a year in which a municipal election is held, Council shall by by-law, appoint in surname alphabetical order, unless otherwise determined by Council, the Members of Council to act from time to time in the place and stead of the Mayor. Each member shall have an equal opportunity to serve as Acting Mayor during the term of Council.
- (3) The first Acting Mayor for December shall, where possible, be a returning member of Council and the rotation of members shall proceed thereafter in alphabetical order.
- (4) ~~In the absence of the Mayor from the municipality, or if he/she is absent through illness or if he/she refuses to act or his/her office is vacant, or otherwise at the request of the Mayor, the Acting Mayor as determined by by-law shall serve as Acting Mayor.~~

Where the Acting Mayor is unable to serve in that capacity, the next Acting Mayor as determined by by-law shall serve in their place.

³ Municipal Act 2001, as amended; section 242.

5. COUNCIL AND COMMITTEE MEETINGS

5.1 Schedule of Meetings

- (1) Council shall adopt a schedule of meetings annually.
~~_____ Council shall adopt a schedule of meetings annually and any changes to this schedule shall be authorized by Council.~~
- (2) Where it has been determined by the Mayor and the Clerk that there are insufficient agenda items for a meeting, the Clerk shall cancel the meeting and provide public notice accordingly.
- (3) The Mayor may authorize an earlier or later commencement time or location of any meeting scheduled under this By-law, a change to the location of a meeting and the notice provisions under section 8 shall apply. ~~The Clerk shall notify all members and provide public notice accordingly.~~

5.2 Inaugural Meeting

- (1) The Inaugural meeting of Council shall be held on the third Monday in November following a regular municipal election.
- (2) The Inaugural Council agenda shall include the following items:
 - a) declaration of office for all Members of Council; and
 - b) a by-law to establish the rotation for Members of Council to serve as Acting Mayor.

5.3 Regular Council Meeting

- (1) Regular Council meetings shall be held Monday evenings in the Council Chamber at Town Hall every four weeks, commencing at 6:30 p.m., unless otherwise authorized.
- (2) ~~Council shall address minutes, reports of standing committees, administrative and community service issues and reports of the Mayor and CAO, as required, and any other time sensitive matters or any matter authorized by Council.~~
- (3) The Clerk shall have an agenda prepared for all regular Council meetings with the order of business as follows:
 1. O Canada
 2. Land Acknowledgement
 3. Regrets

4. Declarations of Pecuniary Interest
 5. Confirmation of Minutes of the previous Council meeting(s)
 6. Public Presentation(s)
 7. ~~Standing~~ Committee Minutes
 8. ~~Committee of the Whole~~
 9. Agenda Items
 - a. **Advisory Committee Minutes**
 - b. Consent Item(s)
 - c. Confidential Consent Item(s)
 - d. Discussion Item(s)
 - e. Confidential Discussion Item(s)
 - f. ~~Advisory Committee Minutes~~
 10. ~~Rise and Report to Council~~
 11. Staff Memoranda (Staff Memos)
 12. ~~Status of Outstanding Issues~~
 13. New Business (in accordance with section 17)
 - a. Emergency
 - b. Congratulatory
 - c. Condolence
 - d. Notice of Motion (in accordance with section 14.1)
 14. Regional Reports and Question Period Regarding Town Boards and Advisory Committees
 15. Requests for Reports
 16. Consideration and Reading of By-law(s)
 17. Adjournment
- (4) ~~The Clerk may prepare an addendum to the meeting agenda containing any minutes, Notice of Motions, reports, by-laws or additional information required for the Council meeting. Any addendum shall be prepared and delivered to Council and made available to the public no less than 72 hours prior to the Council Meeting.~~

5.4 Planning and Development Council **Meeting**

- (1) Planning and Development Council meetings shall be held Monday evenings in the Council Chamber at Town Hall ~~every four weeks~~, commencing at 6:30 p.m. unless otherwise authorized.
- (2) ~~The Planning and Development Council shall address planning and development issues, including land use, building regulations and public meetings **hearings** primarily relating to or within the scope of responsibility of the Community Development Commission.~~
- (3) The following statement shall be printed on the agenda of any public meeting conducted under the provisions of the *Planning Act*, and such statement shall be deemed to satisfy the requirement for providing notice to the public in compliance with the legislation:

~~If a person or public body does not make oral submissions at a public meeting or make written submissions to Council on a proposed Official Plan Amendment, Zoning By-law Amendment and/or Plan of Subdivision or Condominium, before a decision is made, the person or public body is not entitled to appeal the decision of Oakville Council to the Local Planning Appeal Tribunal (LPAT); and may not be added as a party to the hearing of an appeal before the LPAT.~~

If a person or public body would otherwise have an ability to appeal a decision of Oakville Council with respect to an official plan or zoning by-law amendment to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to Oakville Council before the proposed official plan amendment is adopted or the proposed zoning by-law amendment passed. the person or public body is not entitled to appeal the decision. Persons who may otherwise have an ability to appeal an approval of an Official Plan amendment or Zoning By-law amendment are limited to persons listed in Sections 17 (24) and 34(19) of the *Planning Act*, respectively.

If a person or public body does not make oral submissions at a public meeting or make written submissions to Oakville Council before the proposed official plan amendment is adopted is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

(4) When Council amends a proposed zoning or rezoning by-law after the holding of a public meeting as required by the *Planning Act*, the Council shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.

(5) The Clerk shall have an agenda prepared for all Planning and Development Council meetings as follows:

1. Regrets
2. Declarations of Pecuniary Interest
3. Confirmation of Minutes of the previous Planning and Development Council meeting(s)
4. ~~Committee of the Whole~~
5. Agenda Items
 - a. Advisory Committee Minutes
 - b. Consent Item(s)
 - c. Confidential Consent Item(s)
 - d. Public Hearing Item(s)
 - e. Discussion Item(s)
 - f. Confidential Discussion Item(s)

- g. ~~Advisory Committee Minutes~~
- ~~6. Rise and Report to Council~~
- 7. New Business (in accordance with section 17)
 - a. Emergency
 - b. Congratulatory
 - c. Condolence
 - d. Notices of Motion
- 8. Requests for Reports
- 9. Consideration and Reading of By-law(s)
- 10. Adjournment

~~The Clerk may prepare an addendum to the meeting agenda containing any minutes, reports, by-laws or additional information required for the Planning and Development Council meeting. Any addendum shall be prepared and delivered to Council and made available to the public no less than 72 hours prior to the Council Meeting.~~

5.5 Special Meetings of Council

- (1) Council may, by resolution, authorize the holding of a Special Meeting for a specified purpose and no other business shall be transacted at that meeting.
- (2) In accordance with the Act:
 - a) *The Mayor may, at any time, call a Special Meeting.*
 - b) *upon receipt of a petition of the majority of the members of council, the clerk shall call a special meeting for the purpose and at the time mentioned in the petition⁴*~~Upon receipt of a petition requesting a Special Meeting, signed by a majority of the members, the Clerk shall call a Special Meeting for the purpose and at the time mentioned in the petition.~~
- (3) Notice provisions under **section 8 shall** apply to all Special Meetings of Council.
- (4) All Special Meetings shall be held in the Council Chambers, or at a suitable meeting place, which shall be specified by the Clerk in the notice of the meeting.
- (5) The Clerk shall have an agenda prepared for all Special Meetings of Council with the order of business as follows:
 - 6. Regrets
 - 7. Declaration of Pecuniary Interest
 - 8. Agenda Item(s)

⁴ Municipal Act 2001, as amended; section 240 (a) and (b)

9. Consideration and Reading of By-law(s)
10. Adjournment

5.6 Committee of the Whole

- (1) Council may ~~resolve~~ **refer a matter** ~~at any time in to a Committee of the Whole session meeting by resolution,~~ **and notice provisions under section 8 shall apply.**
- (2) Committee of the Whole follows the rules of procedure governing ~~Standing~~ Committees, established in section 5.8 of this by-law, with the exception of section 5.8(2) to enable recorded votes, and section 5.8(8) to permit the suspension of the rules of this by-law.
- (3) ~~Committee of the Whole meetings may be authorized to be held apart from Council meetings for any purpose including for a Workshop meeting to allow for educating and training the members of Council.~~
- (4) **Committee of the Whole meetings held under 5.6 (3) will be called under the authorization of the Mayor, notice provisions under section 8 shall apply.**
- (5) The Mayor shall be the Chair of the Committee of the Whole, but may appoint another member to act as Chair in their stead. The Mayor shall resume the Chair in the event of disorder in the meeting.
- (6) The Committee of the Whole shall consider and report on the following:
 - a) any other matter or item of business which has been referred to the Committee by Council;
 - b) communications which have been referred to the committee;
 - c) ~~all items as listed on the Committee of the Whole agenda when held apart from a Council meeting.~~
 - d) **Upon recommendations to council, the committee is dissolved.**

~~No member of Council may discuss or otherwise deal with any matter in a way that materially advances the business or decision making of Council during a Workshop meeting.~~

- (7) The ~~report~~ **minutes from** the Committee of the Whole, ~~when held apart from regular meetings of Council,~~ shall be treated in the same manner as standing committee reports **minutes** when being considered by Council.

- (8) ~~When sitting in Committee of the Whole as part of the proceedings of a Council meeting, the Committee may resolve back into Council upon~~

~~approving a motion to rise and report to Council, which shall be decided without debate.~~

- ~~(9) The proceedings in Committee of the Whole, when held as part of the proceedings at a Council meeting, shall be reported by the Chair as soon as the Committee rises and reports to Council, and consideration of the Committee report shall be the next order of business.~~
- ~~(10) Members of the public may attend Committee of the Whole Workshop meeting unless the proceedings resolve into Closed Session in accordance with 239(3.1) of the *Municipal Act*. No delegations are permitted at Workshop meetings.~~

5.7 Workshop Meetings

- (1) Workshop Meetings are held in Council Chambers, unless another location is chosen and shall be provided on the meeting agenda.
- (2) Notice provisions of a Workshop Meeting are subject to Section 8.
- (3) After the agenda has been publically provided, no new subjects will be added to the Agenda.
- (4) Workshops are for the purpose of information sharing only. No recommendations to Council are permitted.
- (5) The minutes from the Workshop meeting, shall be treated in the same manner as Committee minutes when being considered by Council.
- (6) Any member of the public who attends a Workshop Meeting will be permitted to observe the proceedings unless the proceedings resolve into Closed Session. No Delegations are permitted at Workshop Meetings.
- (7) *A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:*
 - 1. The meeting is held for the purpose of educating or training the members.*
 - 2. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee⁵.*

⁵ Municipal Act 2001, as amended; section 239 (3.1)

- (8) Livestreaming of a Workshop Meeting shall be at the discretion of Council and/or the CAO. Meetings may be held where livestreaming is not available and public attendance at these locations is subject to 5.7 (6).

5.8 Budget Committee Meeting

- (1) ~~The Budget Committee is a standing committee of Council, composed of the Mayor and all Members of Council.~~
 - (2) ~~The Budget Committee shall elect a Chair at the first meeting of each year. The member elected as Chair shall serve as Chair of the Committee. In the event of the Chair being absent, the members of the Committee shall assume the position of Acting Chair on a rotation basis in alphabetical order according to the first letter of their surname.~~
 - (3) ~~The Clerk shall have an agenda prepared for the Budget Committee meetings as follows:~~
 1. ~~Regrets~~
 2. ~~Declarations of Pecuniary Interest~~
 3. ~~Agenda Items~~
 - i. ~~Consent Item(s)~~
 - ii. ~~Confidential Consent Item(s)~~
 - iii. ~~Discussion Item(s)~~
 - iv. ~~Confidential Discussion Item(s)~~
 4. ~~Adjournment~~
 - (4) ~~The Budget Committee shall meet each year, a sufficient number of times as determined by the committee, to review and make recommendations on the proposed annual operating and capital budgets for the upcoming year.~~
 - (5) ~~The Budget Committee shall report to Council on all matters referred to it and shall recommend such action as it deems appropriate.~~
 - (6) ~~Recommendations from the Budget Committee shall be considered in accordance with section 5.9 – Standing Committee Minutes.~~
 - (7) ~~Budget Committee recommendations become resolutions of Council upon approval. Standing committees are not empowered to direct that any action be taken by the Corporation or any of its employees, except to request further clarification or give minor administrative direction on any matter of business under consideration.~~
- (1) As required by The Act, the Mayor shall prepare and propose a budget for Council to consider. This budget will be presented to Council at a

- designated Special Council – Budget meeting. The budget must be proposed on or before February 1 of each year.
- (2) If the Mayor does not propose a budget to Council by February 1, in accordance with that *Municipal Act, 2001*, Council shall prepare and adopt a budget.
 - (3) After receiving the Mayor's proposed budget, Town Council may, within 30-days, pass motion(s) to amend the proposed budget.
 - (4) Council may reduce the 30-day amendment period.
 - (5) If Council does not approve amendments within the 30-day amendment period, the budget is deemed to be adopted.
 - (6) Within 10-days of the expiry of the Council amendment period, the Mayor may veto any amendments by way of Mayoral decision.
 - (7) The Mayor may shorten the 10-day veto period.
 - (8) Within 15-days of the expiry of the Mayor's veto period, Town Council may vote to override the Mayor's veto. Such a vote requires a two-thirds (10 members) vote to be approved.
 - (9) If multiple amendments have been vetoed, a vote of two-thirds (10 members) is required to override each veto.
 - (10) Council may reduce the 15-day veto override period.
 - (11) An approved override cannot be vetoed by the Mayor.
 - (12) Once all processes outlined in this section have been satisfied, the budget is deemed to have been adopted.

5.9 Standing Committee Procedures

The rules governing the procedure of Council and the conduct of its members shall be observed in ~~Standing~~ Committee meetings, including the rules governing the procedure of Council and the conduct of its members shall be observed in ~~Standing~~ Committee meetings, including delegations, so far as applicable, except that:

- (1) motions do not require a seconder;
- (2) recorded votes shall not be permitted;
- (3) a motion to close the debate (call the question) shall not be permitted;
- (4) a member shall not be restricted to asking questions only of the previous speaker, but questions shall directly relate to the matter under discussion;
- (5) all motions shall be entered in the minutes;
- (6) the introduction of new business shall not be permitted;
- (7) delegations to the Committee shall follow the direction outlined in **Section 10 – Delegations.**

- (8) committees shall not be permitted to suspend the rules of this by-law; and
- (9) A motion for reconsideration may only be introduced by a Member who voted in the majority, on the original motion during the same meeting as the original vote.
- (10) A motion to reconsider may be introduced at any point prior to adjournment of the meeting.
- (11) A motion to reconsider shall be seconded by any member present.
- (12) When a motion for reconsideration is introduced, no discussion of the original motion shall be allowed unless the motion for reconsideration is approved by the majority of the members present.
- (13) No motion shall be reconsidered more than once, nor shall a motion to reconsider be reconsidered.
- (14) If a motion to reconsider is decided in the affirmative, the reconsideration of the original motion shall become the next order of business.
- (15) As a result of an affirmative motion of reconsideration, the debate on the original motion being considered shall proceed as though it had never previously been voted on.

~~a motion to reconsider shall not be permitted unless the matter is to be considered at the same meeting or where the matter has been referred back to the Committee for further review, prior to the matter being resolved by Council.~~

5.10 Standing Committee Minutes

- (1) ~~Standing~~ Committee minutes may be adopted and confirmed by Council in a single motion, and the passage of such motion shall be taken to confirm all of the proceedings taken in the meeting and adopt and ratify all recommendations therein, except for those matters dealt with or voted on separately.
- (2) A motion to adopt ~~standing~~ Committee minutes referred to in subsection (1) above shall:
 - i. not be amended; and
 - ii. not be debated.
- (3) Prior to the adoption of ~~standing~~ Committee minutes, any member may request that an item be separated for consideration, or be voted on separately.

- (4) When a request to separate a ~~standing~~ Committee item is accepted by the Chair, a motion to approve or not approve the separated item as recommended by the Committee will be the next order of business following the adoption of the remaining items.
- (5) Amendments to a ~~standing~~ Committee recommendation shall be in order, however, a contrary motion to any recommendation of a ~~standing~~ Committee shall not be accepted until such time as the Committee recommendation has been voted on and lost.

5.11 Addendums and Revised Agendas

- (1) The Clerk may prepare an addendum to the meeting agenda for additional information required for the meeting. Any addendum shall be prepared and delivered to Council and made available to the public no less than 72 hours prior to the meeting.
- (2) The Clerk may prepare a revised agenda on the day of the meeting which will include any additional material for the meeting.

Special Committees

- ~~(1) A Special Committee may be struck by Council to consider and report on a specific subject, project, or undertaking.~~
- ~~(2) When a Special Committee has been struck by Council or the Mayor, the member who shall serve as Chair shall be determined by the committee at its first meeting.~~
- ~~(3) When a Special Committee has completed its mandate and filed a final report with Council, the Committee shall be deemed to be dissolved, unless otherwise determined by Council.~~

6. CLOSED SESSION

- (1) Except as provided in this by-law, all meetings shall be open to the public.
- (2) In accordance with the provisions of the Municipal Act, *a meeting or part of a meeting may be closed to the public if the subject matter being considered is:*
 - a) *The security of the property of the municipality or local board;*
 - b) *Personal matters about an identifiable individual, including municipal or local board employees;*
 - c) *A proposed or pending acquisition or disposition of land by the municipality or local board;*

- d) *Labour relations or employee negotiations;*
 - e) *Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;*
 - f) *Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
 - g) *A matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;*
 - h) *Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory, or a Crown agency of any of them;*
 - i) *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;*
 - j) *A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or*
 - k) *A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. (italics added)*
- (3) *In accordance with the provisions of the Municipal Act, a meeting or part of a meeting shall be closed to the public if the subject matter being considered:*
- a) *Relates to the consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the Council, board, commission or other body is the head of an institution for the purposes of that Act; or*
 - b) *An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13(1), or the investigator referred to in subsection 239.2(1) of the Municipal Act.*
- (3.1) *In accordance with the provisions of the Municipal Act, a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:*
- a) *The meeting is held for the purpose of educating or training the members.*
 - b) *At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee. (italics added)*

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- (4) Before holding a meeting or part of a meeting that is to be closed to the public, Council or Committee shall state by resolution:
 - a) That it is proceeding to hold a closed meeting; and
 - b) The general nature of the matter to be considered at the closed meeting, and in the case of an educational or training session, state that it is to be closed under the section 239, subsection 3.1 of the *Municipal Act*.
 - (5) A meeting shall not be closed to the public during the taking of a vote except where:
 - a) Section 6(2) or 6(3) of this by-law permits or requires a meeting to be closed to the public; and
 - b) *The vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality or persons retained by or under contract with the municipality*⁶. *(italics added)*
 - (6) Members shall not in any way disclose to any person or other body, by any means, any reports or items, or disclose the nature or content of any reports or items or of discussions, regarding any matters that are confidential and or are part of a confidential agenda, without approval of such release by Council. Where possible, staff shall place an item on the public agenda.
 - (7) The Clerk shall be responsible to maintain a confidential copy of all original documentation distributed, and shall keep a record of the meeting in accordance with the *Municipal Act*.
 - (8) Copies of any reports or documents circulated separately from the agenda regarding confidential matters related to an individual employee shall be returned to the Clerk at the end of the meeting for destruction.
 - (9) Where practical, any closed session shall be held after all public items of business have been resolved.
 - (10) While in closed session, the Chair shall ascertain what information shall be released in public.
 - (11) On reconvening in public session, the Chair shall accept a motion to resolve the matter publicly, or alternatively advise that direction had been given to staff during the closed session in accordance with the *Municipal Act*.

⁶ Municipal Act 2001, as amended sections 239 (2); (3); (3.1); and (6)(b)

- (12) Any person may file a complaint as to whether the municipality has complied with The ~~Municipal~~ Act by filing the complaint with the Clerk for submission to an Investigator appointed under section 239.2 of the Act.
- (13) Any Member participating electronically under section 3.(7), may only participate in closed session if they are in a private and secure room, ensuring access is restricted to the Member only.

7. DECLARATION OF PECUNIARY INTEREST

- (1) A member shall declare a direct or indirect pecuniary interest in accordance with the *Municipal Conflict of Interest Act*, and;
- a) *prior to any consideration of the matter at a meeting, shall disclose the interest and the general nature thereof verbally and by filing a written statement of the interest with the Clerk at the meeting or as soon as possible afterwards;*
 - b) *shall not take part in the discussion of, or vote on any motion in respect of the matter;*
 - c) *during or after the meeting, shall not attempt in any way to influence the voting on any such motion⁷; and (italics added)*
 - d) shall be included in the minutes.
- (2) A copy of each written statement shall be kept in a registry which will be available for public inspection.
- (3) Where multiple members have declared a pecuniary interest in a matter, the requirements for quorum established in section 12 of this by-law shall prevail.
- (4) If the declared pecuniary interest under subsection (1) above is with respect to an item on a closed session agenda, in addition to complying with the requirements of subsection (1) above, *the member shall forthwith leave the closed session, or that part of the closed session during which the matter is under consideration⁸.8(italics added)*
- (5) *Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council ..., attended by the member after the meeting referred to in*

⁷ *Municipal Conflict of Interest Act, 1990; Section 5 (1) (a); (b); and (c)*

⁸ *Municipal Conflict of Interest Act, 1990; Section 5 (2)*

~~subsection (1)⁹ Where the interest of a member has not been disclosed as required by subsection (1) above, by reason of the member's absence from the meeting, the member shall disclose all he interest at the first subsequent meeting thereafter. (*italics added*)~~

- (6) A member may declare an affiliation or personal interest in any item before Council or Committee which is not pecuniary in nature, and such declaration shall not preclude or excuse the member from participating in debate or voting on the item and this interest shall be recorded in the minutes. Notwithstanding a declaration under this subsection, every member present shall be deemed to vote against the motion if he/she declines or abstains from voting pursuant to section 14.6(5).

8. NOTICE OF MEETINGS

- (1) The Clerk shall provide the public with notice of the Council and Committee schedule by annually posting a calendar of the meetings on the Town of Oakville website. Any amendments or cancellations to such meetings shall be posted as required.
- (2) The meeting agenda shall constitute notice of each individual meeting, shall include all relevant material on any matter to be considered by Council and committees, and shall be posted on the Town website subsequent to the material being forwarded to the members and senior management.
- (3) Meeting agendas shall either be hand delivered, mailed, or sent electronically to each member a minimum of 48 hours prior to the meeting, unless a Special Meeting is called pursuant to subsection (6).
- (4) Lack of receipt of the notice shall not affect the validity of the meeting or any action taken at that meeting.
- (5) Notice of a Special Meeting shall specify the purpose of the meeting.
- (6) Notwithstanding any other provision of this by-law, a Special Meeting may be held, without notice, to deal with an emergency situation as defined under the *Emergency Management and Civil Protection Act* or **urgent and important matters as determined by the Mayor**, provided that an attempt has been made to reach the members by telephone and/or email. No business, except business dealing directly with the emergency situation, shall be transacted at that meeting.

⁹ *Municipal Conflict of Interest Act, 1990; Section 5 (3)*

- (7) Where public notice of any matter is required and is not otherwise provided for by legislation, it shall be provided in accordance with Council policy and procedure relating to the Town of Oakville's Public Notice and Engagement Policy.

9. PUBLIC PRESENTATIONS

- (1) Any person wishing to make a public presentation at a regular Council meeting shall submit a request to the Clerk no later than three weeks prior to the meeting.
- (2) All requests for public presentations shall be forwarded to the Mayor for approval prior to being listed on the agenda.
- (3) Public presentations shall be heard only at regular Council.
- (4) Public presentations shall be:
 - a) limited to 10 minutes in duration per item;
 - b) matters of community wide interest; and
 - c) items not requiring any action to be taken by Council.
- (5) Presentations by the public relating to an item on the agenda are deemed to be delegations and therefore subject to section 10 of this by-law (Delegations).
- (6) Public presentations may be permitted by way of electronic submission received in advance of the meeting, which shall be submitted to the Town Clerk and approved by the Mayor.

10. DELEGATIONS

- (1) Persons wishing to delegate at Council, Planning and Development Council and any Special Meetings of Council or Council Committee meetings, are required to ~~encourage to advise~~ register with the Clerk, no later than noon on the day of a meeting commencing after six p.m. and by noon on the last business day before a meeting held prior to six p.m. ~~Delegations must provide their name, contact information, association with any organization, if applicable and the agenda item to be addressed.~~
- (2) **During Public Hearings, after registered delegations have been heard, the Chair shall ask all present if there are any delegations from the floor. (*Planning Act, 1990; Sect. 34 (14.2); Sect. 17 (19.2)*)**

- (3) Delegations are only permitted to speak to matters listed within: Consent, Discussion, Public Hearings; or Advisory Committee Minutes sections of the published agenda. ~~any item on the agenda. Delegations shall not be permitted to speak to items listed under Information Items and/or Status of Outstanding Issues on the Council agenda.~~
- (4) Delegations appearing before Council, who have previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and any subsequent appearances.
- (5) Any person wishing to present materials either in hard copy or electronically shall submit a copy of the material to the Clerk no later than noon on the day of the meeting commencing after six p.m. and by noon on the last business day before a meeting held prior to six p.m..
- (6) ~~Any person wishing to present materials either in hard copy or electronically shall submit a copy of the material to the Clerk no later than noon on the day of the meeting, or alternatively provide 20 hard copies to the Clerk at the meeting for distribution. No person other than the Clerk or designate shall be permitted to distribute materials at a meeting.~~

Unless otherwise authorized by resolution, or by a majority vote of the Council or Committee, a delegation shall be permitted to speak for a maximum of 10 minutes per agenda item, excluding replies to questions from the members.

- (7) Following each delegation, Members of Council may ask questions of the delegate.
- (8) Delegations shall be encouraged to submit any questions they may have to the Clerk in writing prior to the meeting.
- (9) Questions of staff by any delegate shall be received by the Chair and addressed when practical prior to the consideration of the subject item, after the conclusion of all delegations.
- (10) Groups are encouraged to select a spokesperson to present their views, however, if a delegation involves two or more people, the total presentation time is still limited to 10 minutes.
- (11) Electronic participation through the Town's virtual system is permitted. Arrangements are made through section (1). Electronic participation must be clear and uninterrupted and allow for two way communication. Should the participation result in any unreasonable delay or interference with the meeting, the connection will be discontinued.

~~Public delegations may be permitted by electronic means subject to the following:~~

- ~~a) Electronic means of participating in a meeting are available.~~
- ~~b) Electronic participation must be clear and uninterrupted and allow for two-way communication. Should the electronic participation result in any unreasonable delay or interference with the meeting, the connection will be discontinued.~~
- ~~c) Requests to participate electronically in a meeting other than a Public Hearing item must be received by the Town Clerk no later than noon on the day of a meeting commencing after six p.m. and by noon on the last business day before a meeting held prior to six p.m.~~
- ~~d) Requests to participate electronically in a Public Hearing item are encouraged to be submitted to the Town Clerk by noon on the last business day before the day of the meeting and will also be received during the meeting if attendance at the meeting by members of the public has been restricted under subsection 2(21).~~

(12) No delegations shall be permitted to speak to a reconsideration.

11. CORRESPONDENCE, PETITIONS AND COUNCIL INFORMATION PACKAGE

- (1) Any correspondence, communication or petitions intended for presentation to Council or a Committee shall be legible and shall not contain any defamatory allegations, or impertinent or improper matter, or electioneering, and:
 - a) shall be signed by at least one person giving their name and mailing address;
 - b) when delivered by email, shall contain the mailing address of the sender and any attachments shall be in a printable format; and
 - c) when delivered by facsimile transmission, shall contain the facsimile number as well as the name and mailing address of the sender; and
 - d) In accordance with MFIPPA, personal information shall be redacted prior to distribution by the Clerk.
- (2) Petitions:
 - a) about a matter on a meeting agenda, received by the Clerk will become part of the public record and may be published on an agenda and/or the Town website with personal information removed redacted.
 - b) Received by the Clerk that are not related to a matter on the agenda will be published in the Council Information Package.
 - c) All petitions will be available publicly in their entirety in the Clerks office for viewing.

~~Where appropriate, any general correspondence or communications, and/or petitions addressed to Council shall be:~~

- ~~a) Directed to the appropriate town department for information and action;~~
- ~~b) Circulated to Members of Council for information;~~
- ~~c) Listed under 'Information Items' on the Council agenda; and~~
- ~~d) Made available for public viewing in the Clerk's department.~~

~~Any member may request a report at a regular Council meeting on any information item for consideration on a future agenda in accordance with section 17.~~

12. QUORUM

- ~~(1) Except as authorized by 3(7) attendance of a Member shall be in person. Written comments may be submitted in accordance with section 11 of this by-law.~~

A quorum shall be eight (8) members as it applies to Council, constituting a majority of the members.

- (2) If quorum is lost as a result of declarations of pecuniary interest by one or more members, the remaining members shall be deemed to constitute a quorum, provided the number of such members is not fewer than two.
- (3) The Chair shall call the meeting to order at the time fixed for the holding of the meeting, unless quorum is not present.
- (4) If there is no quorum present within one-half hour after the time appointed for the meeting, the meeting shall stand adjourned until the date and time of the next regular meeting, and the Clerk shall record the names of the members present.
- (5) In the event the Mayor or the Chair does not attend within 15 minutes after the time appointed for a meeting of Council or Committee, the Acting Mayor or next Chair shall assume the Chair for the meeting, and where quorum is present, call the meeting to order and preside over the meeting until the arrival of the Mayor or the Chair.
- (6) If quorum is lost at any time during the meeting, the meeting shall recess for a period of one-half hour. If quorum is not met after this timeline, the meeting shall adjourn. The names of all Members present shall be recorded at the time of adjournment.
- ~~(7) Members participating by electronic means pursuant to s. 3(7) of the by-law shall be counted for the purposes of quorum and at any point in~~

~~time during the meeting, shall be entitled to vote through a vote recorded by the Clerk as if they were attending the meeting in person.~~

13. RULES OF CONDUCT

13.1 Chair at Meetings

It shall be the duty of the Chair of a meeting to:

- (1) Open the meeting by calling the meeting to order;
- (2) Ensure that a quorum is established and is maintained throughout the course of the meeting;
- (3) **Announce any regrets from Members;**
- (4) Announce the business in the order in which it is to be considered;
- (5) Direct discussion in such a manner that all questions and comments shall be presented through the Chair;
- (6) Receive and submit, in the proper manner, all motions presented by the members;
- (7) Put to vote all motions which are moved, and seconded when necessary, or all motions that arise in the course of the proceedings, and announce the result of each vote;
- (8) Decline to put to vote motions that infringe upon the rules under this by-law;
- (9) Uphold on all occasions the rules **of procedure under this by-law** and the observance of order and decorum amongst the members, and the conduct of members and attendees, in accordance with this by-law, Council policies and procedures, or any other applicable legislation;
- (10) Undertake all matters required to permit the meetings to proceed in an orderly and efficient manner;
- (11) Authenticate by signature, all applicable by-laws;
- (12) Adjourn the meeting when the business is concluded, or at the designated time; and
- (13) Adjourn or recess the meeting without question to a time to be named by the Chair, if he/she considers it necessary to establish order.

13.2 Questions

- (1) Prior to accepting a motion the Chair shall permit questions from the members relating to the matter under consideration.

- (2) All members shall address their questions and comments through the Chair.
- (3) Members are encouraged to provide questions to staff prior to the meeting.

13.3 Speaking at Meetings

- (1) The Chair may answer questions and comment in a general way, but if the Chair wishes to make a motion, speak to a motion under consideration, take part in the debate, or leave the chair for any other reason he/she shall first delegate the duties of the Chair to another member in accordance section 4, until he/she resumes the position of Chair.
- (2) When two or more members wish to speak, the Chair shall name the member who is to speak first.
- (3) When a member is recognized by the Chair, ~~he/she~~ **they** shall confine their remarks to the motion under consideration, and shall be limited to speak for a maximum of five (5) minutes, unless otherwise decided by a majority vote of the members present.
- (4) No member shall speak more than once on an item of business until every member who desires to speak has spoken.
- (5) Any member, wishing to speak on an item of business a second time may do so for a further five (5) minutes.
- (6) When a motion is under debate, a member may ask a question of another member, CAO, or other employee of the corporation, through the Chair.
- (7) Any member may require the motion under debate to be read at any time during the debate, but in doing so shall not interrupt a member while speaking.

13.4 Rules of Order

- (1) A member shall not:
 - a) Disturb Council by any disruptive or distracting conduct, including private conversations or electronic communications among members at a meeting;
 - b) Use profane or offensive words or insulting expressions;
 - c) Disobey the rules of procedure;

- d) Leave his/her seat or make any noise or disturbance while a vote is being taken;
 - e) Speak until he/she has been recognized by the Chair; or
 - f) Interrupt a member who is speaking, except to raise a point of order or a point of privilege.
- (2) A member shall not leave the meeting at any time without advising the Chair or the Clerk.
- (3) In the event that a member persists in a breach of subsection (1) above, after having been called to order by the Chair, the Chair shall without debate call the question "Shall the member be ordered to leave his/her seat for the duration of the meeting?", and this question shall not be debatable.
 - a) If Council decides the question set out in subsection (3) above in the affirmative by a majority vote of the members present, the Chair shall order the member to leave his/her seat for the duration of the meeting.
 - b) If the member apologizes, the Chair, with the approval of Council, may permit him/her to resume his/her seat.
 - c) If a member does not leave his/her seat after being ordered to do so by the Chair in accordance with subsection (4) above, and if the member does not apologize in accordance with subsection (5) above, then the Chair shall direct the Clerk to seek the appropriate assistance from the Halton Regional Police Service.
- (4) When the integrity of an employee of the corporation has been impugned or questioned, the CAO, or his/her representative, shall be permitted with the leave of the Chair, to address Council and/or committee as a point of privilege.

13.5 Conduct at Meetings

- (1) Attendees at a meeting shall maintain order and quiet and shall not display signs or placards, applaud, heckle, or engage in telephone or other conversation, or any behaviour which may be considered disruptive, inconsiderate, disrespectful, or intimidating to others.
- (2) Attendance at a meeting by members of the public shall be in person unless otherwise authorized by the provisions of this by-law.

- (3) All cell phones and electronic devices, except those in use to facilitate the meeting, shall be turned off or otherwise set so as not to emit any audible sound during a meeting.
- (4) Any person that disrupts a meeting shall be asked by the Chair to stop the disruptive behaviour, and if the person persists they shall be asked to leave the meeting.
- (5) If a person refuses to leave the meeting upon being requested to do so by the Chair, the Chair shall recess the meeting and shall direct the Clerk to seek the appropriate assistance from the Halton Regional Police Service.
- (6) **Under The Act**, the Chair may expel or exclude from any meeting any person who disturbs the meeting.
- (7) ~~All Council and committee meetings shall be recorded in video or audio format by the town.~~ Any additional video, photo, and audio recordings undertaken by members of the public shall not be disruptive to the meeting.
- (8) All members, staff and the public shall comply with this by-law and related Town policies and procedures **regarding conduct at meetings.**

14. MOTIONS

14.1 Notice of Motion

- (1) Notices of Motion may be introduced at regular Council meetings only and shall name the mover and seconder.
- (2) Notices of Motion shall be introduced as new business, shall not be discussed or debated when introduced, and **unless ruled out of order by the Mayor (in the meeting)**, shall be included on the next regular Council meeting agenda for consideration as a 'Discussion Item'.
- (3) A Notice of Motion may be received by the Clerk at any time and when received:
 - a) Prior to noon Wednesday, two weeks prior to the meeting, the notice shall be included on the agenda as a 'New Business' item;

- b) Prior to noon Wednesday, the week prior to the meeting, the notice shall be included on the addendum as a New Business item; and
 - c) After the times noted above, the notice shall be introduced orally under 'New Business' on the agenda.
- (4) The Clerk, with the consent of the mover and seconder, shall be authorized to make minor revisions to the Notice of Motion as required, without changing the intent of the motion.
 - (5) The introduction of a Notice of Motion shall not serve as a request or direction to staff to prepare a report for the return of the motion.

14.2 Request for Reports

- (1) ~~Request for Reports is a motion introduced placed on an as an item of New Business at a regular Council meeting requesting staff to prepare a report to be considered on a future agenda.~~
- (2) **A motion for** a Request for Report ~~may be introduced at regular Council meetings only and shall name~~ have a the mover and seconder.
- (3) ~~A Request for Report may be received by the Clerk at any time and when received will be distributed at the meeting.~~
- (4) **Request for Reports are to be provided to the Clerk for inclusion on regular or addendum agendas.**

14.3 Motion Process

- (1) Where deemed in order by the Chair, every motion shall be moved and seconded before being spoken to, questioned, debated, or put to a vote, except when in committee, where a mover only is required in accordance with the provisions of section 5.8.
- (2) Members shall submit motions and amendments to the Chair and Clerk in writing.
- (3) Where members of the public are to be heard on a matter, no motion shall be received until they have been heard, and no further public participation shall be allowed after the motion has been duly moved, at which time the motion shall be deemed as confined to table for debate of the members only.

- (4) Once moved and seconded a motion may be withdrawn at any time with a consensus of the members.

14.4 Motions

- (1) When any motion is under consideration, no other motion shall be received except a motion as cited below which shall have precedence in the order in which they are named:
 - a. Adjourn
 - b. Proceed beyond the hour of 10:30 p.m.
 - c. Recess
 - d. Close debate
 - e. Defer/Postpone
 - f. Refer
 - g. Amend
- (2) A motion to adjourn shall:
 - a. not be amendable;
 - b. not be debatable;
 - c. not include qualifications or additional statements;
 - d. always be in order except when a member is speaking or the members are voting or are about to vote; and
 - e. where resolved in the negative, not be presented again prior to further business being conducted.
 - f. **In accordance with section 13.1 the Chair may call the meeting to adjourn.**
- (3) A motion to proceed beyond the hour of 10:30 p.m. shall:
 - a. not be amendable;
 - b. not be debatable;
 - c. always be in order except when a member is speaking or the members are voting; and
 - d. requires a two-thirds vote of the members present.
- (4) A motion to recess shall specify the length of time of the recess and shall:
 - a. be amendable only with respect to the length of the recess; and
 - b. not be debatable.
 - c. **In accordance with section 13.1 the Chair may call a recess.**
- (5) A motion to close debate or put the question when decided in the affirmative, will result in the preceding motion or amendment being voted on immediately without further debate or comment. A motion to close debate shall:
 - a. not be amendable;

- b. not be debatable;
 - c. not be permitted until every member has been afforded an opportunity to speak once to the motion under consideration;
 - d. not be permitted in any committee; and
 - e. require a two-thirds vote of the members present.
- (6) A motion to defer has the effect of postponing consideration of a matter and shall include the time for which the matter is deferred, or a description of the circumstances that would cause the matter to be brought back for consideration. A motion to defer shall:
- a. be amendable as it relates to the time element for the deferral;
 - b. be debatable only with respect to the merits of postponing consideration of the item; and
 - c. preclude amendment and debate of the preceding motion unless the motion to defer has been resolved in the negative.
- (7) A motion to refer has the effect of directing a matter under discussion to a specific Council or committee meeting, or to town staff, the purpose for which shall be stated in the motion. A motion to refer shall:
- a. be amendable;
 - b. be debatable only with respect to the merits of referring the matter, to whom the matter is to be referred and any time period within which the matter is to be reported back; and
 - c. preclude any amendment or debate of the preceding motion unless the motion to refer has been resolved in the negative.
- (8) A motion to amend has the effect of revising the motion under consideration and shall:
- a. be amendable subject to the limitation that only one amendment to an amendment may be under consideration at one time;
 - b. be debatable;
 - c. be limited in that only one motion to amend the main motion shall be allowed at one time;
 - d. be relevant to the main motion; and
 - e. not propose a direct negative to the main motion.
- (9) A motion to Override a Mayoral By-law Veto shall:
- a. Be prepared by a Member of Council with a seconder and presented to the Clerk, in accordance with the Municipal Act
 - b. The Clerk shall add the motion to the next Council Meeting, regular or Special Council Meeting in the Discussion section of the agenda.

- c. In accordance with the Municipal Act, a motion to override a Mayoral By-Law Veto requires two thirds (10) approval by all Members of Council
 - d. In accordance with the Municipal Act, the Mayor may vote on this motion
 - e. In accordance with the Municipal Act, if the motion to override the veto passes, the by-law shall be deemed to have passed on the day Council votes to override the veto.
- (10) A motion to Override a Mayoral Budget Amendment Veto
- a. Be prepared by a Member of Council with a seconder and presented to the Clerk, in accordance with the Municipal Act
 - b. The Clerk shall add the motion to the next Council Meeting, regular or Special Council Meeting.
 - c. In accordance with the Municipal Act, the Mayor may vote on this motion
 - d. In accordance with the Municipal Act, if the motion to override the veto passes, the budget amendment shall be deemed to have passed on the day Council votes to override the veto.
- (11) Items without recommendations will be received for information.

14.5 Reconsideration of a Motion

- (1) A notice of motion for reconsideration shall not be required for any decision of a previous Council.
- (2) A notice of motion to reconsider a previous decision made during the term of Council shall only be introduced by a member who voted with the majority on the original motion, or who was not in attendance when the vote was called. A notice of motion to reconsider requires a seconder and may be seconded by any member.
- (3) Any Notice of Motion by a member shall be placed on the next regular Council meeting by the Clerk as a discussion item.
- (4) A motion to reconsider shall not be amended, but may be debated and such debate shall be confined to reasons for or against reconsideration.
- (5) The mover of a motion to reconsider shall specify whether the reconsideration will address the entire original motion or part of the original motion.

~~When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, a motion to reconsider may be introduced at any point prior to adjournment of the meeting.~~

~~When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, no discussion of the original motion shall be allowed unless the motion for reconsideration is approved by the majority of the members present.~~

- (6) ~~When a motion for reconsideration is introduced at a subsequent meeting, the motion to reconsider shall be introduced by a 'Notice of Motion' in accordance with section 14.1 of this by-law and shall require approval by at least two-thirds of the entire Council.~~ Any motion for reconsideration requires at least two thirds of the members present.
- (7) No motion shall be reconsidered more than once, nor shall a motion to reconsider be reconsidered.
- (8) When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, a motion to reconsider shall only be introduced by a member who voted with the majority on the original motion, at any point prior to adjournment of the meeting. A motion to reconsider requires a seconder and may be seconded by any member.
- (9) Any motion to reconsider at the same meeting does not require notice or a waiving of notice.
- (10) When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, no discussion of the original motion shall be allowed unless the motion for reconsideration is approved by the majority of the members present.
- (11) If a motion to reconsider is decided in the affirmative, the reconsideration of the original motion shall become the next order of business, unless the motion to reconsider calls for a future definite date to consider the original motion.
- (12) As a result of an affirmative motion of reconsideration, the debate on the original motion being considered shall proceed as though it had never previously been voted on.

14.6 Voting on Motions

- (1) Voting shall be conducted in the following order:
 - a) amendment to any amending motion;
 - b) upon determination of a) above, any subsequent amendment to the amending motion;
 - c) the amending motion;
 - d) the main motion (**as amended**).
- (2) When the motion under consideration contains distinct recommendations, a member may request that the vote be taken separately on each **recommendation**.
- (3) The Chair shall call the vote immediately after all members desiring to speak to the motion have spoken.
- (4) Upon the Chair calling for a vote, no further speakers shall be permitted.
- (5) Every member present shall vote on every motion, unless the member has declared a pecuniary interest.
- (6) Every member present shall be deemed to vote against the motion if he/she declines or abstains from voting, unless disqualified from voting by reason of a declared pecuniary interest. **The Clerk shall note that the Member did not vote due to a declared conflict.**
- (7) The manner of determining the vote on a motion shall be at the discretion of the Chair, and may be by voice, show of hands, standing, electronic tally or otherwise but shall not be by secret ballot.
- (8) The Chair shall announce the result of every vote.
- (9) If a member disagrees with the announcement of the result of any vote, he/she may object immediately to the announcement and require that the vote be retaken.
- (10) Any motion upon which there is a tied vote shall be deemed to have been decided in the negative.
- (11) No vote shall be taken at any meeting by any method of secret voting, except where permitted or required by law.

14.7 Recorded Votes

- (1) A recorded vote shall be taken when called for by any member or when required by law.

- (2) A member may call for a recorded vote ~~immediately prior or immediately subsequent~~ to the taking of the vote.
- (3) When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the Council minutes.

15. POINT OF PRIVILEGE

- (1) A member may at any time raise a point of privilege directing attention to a matter that affects the integrity, character or reputation of an individual, individuals or the entire Council, or the ability of an individual to participate.
- (2) A point of privilege shall take precedence over any other matter.
- (3) A member shall not be permitted to enter into any debate or introduce any motion not related to the point of privilege.
- (4) The Chair shall decide upon the point of privilege and advise the members of the decision.
- (5) Unless a member immediately appeals the Chair's decision, the decision of the Chair shall be final.
- (6) If the decision of the Chair is appealed, the question "Shall the ruling of the Chair be upheld?" shall be called without debate, and its results shall be final.
 - a. If the ruling of the Chair is upheld, then the original decision of the Chair stands.
 - b. If the ruling of the Chair is not upheld, then ~~When the matter has been determined to be a point of privilege,~~ the member shall be afforded an opportunity to propose a motion in relation to that point of privilege.

16. POINT OF ORDER

- (1) A member may at any time raise a point of order to a perceived violation of the rules of procedure.
- (2) The Chair shall decide upon the point of order and advise the members of the decision.

- (3) Unless a member immediately appeals the Chair's decision, the decision of the Chair shall be final.
- (4) If the decision of the Chair is appealed, the question "Shall the ruling of the Chair be upheld?" shall be called without debate, and its results shall be final.
 - a. If the ruling of the Chair is upheld, then the original decision of the Chair stands.
 - b. If the ruling of the Chair is not upheld, then the member shall be afforded an opportunity to propose a motion in relation to that point of order.

17. NEW BUSINESS

- (1) New business shall not be introduced unless it is of an emergency, congratulatory, or condolence nature.
- (2) New Business that is not of an emergency, congratulatory or condolence nature, may be introduced at regular Council meetings by a notice of motion in accordance with section 14.1.
- (3) The Mayor and Clerk shall be advised in writing, where possible, of all new business by noon on the Wednesday prior to the meeting at which the item of new business is being introduced.
- (4) The Clerk will not record commentary, only whether or not new business was discussed.

18. UNFINISHED BUSINESS

- (1) Items on an agenda that have not been dealt with shall be repeated on each subsequent meeting agenda until resolved or removed from the agenda by resolution.

19. ADJOURNMENT

- (1) All meetings shall adjourn at 10:30 p.m., unless a motion to proceed beyond 10:30 p.m. in accordance with section 14.4(3) of this by-law is approved.

20. ENACTMENT OF BY-LAWS

20.1 By-law Approval Process

- (1) Every by-law shall be listed on the agenda by an identifying number, followed by a brief description of the intent of the by-law.
- (2) Upon accepting a motion to approve the by-laws listed on the agenda, the Chair shall determine if the members have questions or proposed amendments, or if discussion is required, prior to calling the vote on the motion.
- (3) Every by-law may be debated, amended or referred to a named committee or to staff for further consideration.
- (4) Where a by-law has been presented which implements the decision of the current Council, no debate shall be allowed which would involve a reconsideration of such decision or of any part thereof, until the provisions of section 14.5 of this by-law have been met.
- (5) Every by-law passed by Council shall be signed by the **Mayor/Acting Mayor** and the Clerk, sealed with the seal of the corporation and show the date of approval.

20.2 Mayor Presented By-law

- (1)) Despite any procedure by-law passed by the municipality under subsection 238 (2) [of the Municipal Act., 2001] and subject to any prescribed requirements, if the head of council is of the opinion that a by-law could potentially advance a prescribed provincial priority, the head of council may propose the by-law to the council [without notice] and require the council to consider and vote on the proposed by-law at a meeting.*
- (2) The head of council shall, in accordance with the regulations, provide to the clerk and to each member of council,*
 - (a) a copy of any by-law proposed under subsection (1); and*
 - (b) the head of council's reasons for the proposal;*
- (3) A by-law described in subsection (2) is passed if more than one third (6 Members) of the members of council vote in favour of the by-law.*

(4) For greater certainty, the head of council may vote as a member of council in a vote to pass a by-law described in subsection (2).¹⁰

20.3 Confirming By-law

The proceedings at every Council meeting shall be confirmed by by-law, so that every decision of Council at that meeting and every resolution passed shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.

21. SHORT TITLE

This by-law may be referred to as the Town of Oakville Procedure By-law.

22. REPEAL

That By-2020-011 and amending By-laws 2020-049, 2020-067 and 2020-096 and to repeal other by-laws not previously repealed 2008-092, 2010-164, 2013-003, and 2013-086 as of the date this by-law is passed.

~~By law 2019-024, is repealed as of the date this by-law is passed.~~

23. EFFECTIVE DATE

This by-law shall come into full force on the day it is passed.

PASSED this

MAYOR

CLERK

¹⁰ Municipal Act 2001, as amended; Section 284.11.1 (2); (4) and (5)

24. SCHEDULE 1 – STANDARD MOTIONS

Motion	Debatable	Amendable	Special Majority
Adjourn 14.4(2)	No	No	No
Point of Privilege 15.	No	No	Chair Rules*
Point of Order 16.	No	No	Chair Rules*
Call to Close Debate 14.4 (5)	No	No	2/3 Present
Motion to Amend 14.4(8)	Yes	Yes	No
Defer 14.4 (6)	No	No	No
Refer 14.4 (7)	Yes	Yes	No
Extend the Meeting beyond 10:30 p.m. 14.4 (3)	Yes	No	2/3 Present
Reconsideration 14.5	Yes	No	2/3 Present
Appeal the Chair's Ruling 15.(6)	No	No	
Suspend the Rules of Procedure 2. (2)	No	No	2/3 Present
Extend Delegation Speaking Time 10. (6)	No	No	No
Mayor Presented By-law 20.2	Yes	Yes	More than 1/3 of Members of Council (6)**
Matter Proposed by the Mayor (other than a by-law)	Yes	Yes	No
Override of Mayoral By-law Veto 14.4(9)	Yes	No	2/3 of Members of Council (10)**
Override of Mayoral Budget Amendment Veto 14.4(10)	Yes	No	2/3 of Members of Council (10)**
Reconsideration in the same meeting 14.5(8)	Yes	No	Majority

*A point of order/privilege is ruled on by the Mayor/chair. Any member may appeal the chair's ruling which must then be decided by a majority vote of the members present without debate.

** The Mayor is permitted to vote.

TOWN OF OAKVILLE

PROCEDURE BY-LAW 2025-064

**A by-law to establish rules governing the calling,
place, proceedings and provision of public notice
of meetings of Council and Committees**

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THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-064

A by-law to establish rules governing the calling, place, proceedings and provision of public notice of meetings of Council and Committees of Council of The Corporation of the Town of Oakville and to repeal By-laws 2020-011, 2024-045, 2023-087, 2020-049, 2020-067, 2020-096, 2013-003, 2013-086, 2010-164 and 2008-092.

WHEREAS subsection 238(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, ("The Act") requires municipalities to pass a Procedure By-law for governing the calling, place and proceedings of meetings;

WHEREAS subsection 238(2.1) of the *Municipal Act* requires the Procedure By-law to provide for public notice of meetings;

WHEREAS it is necessary and expedient that there shall be rules governing the order and proceedings of the Council and the Committees of the Council of The Corporation of the Town of Oakville;

AND WHEREAS Council desires that its governance processes and procedures facilitate, to the greatest extent possible, the understanding and participation of its citizens in the effective conduct of the Corporation's business.

THEREFORE COUNCIL ENACTS AS FOLLOWS:

1. DEFINITIONS

In this By-law:

- (1) **"Acting Mayor"** means the member of Council appointed to act from time to time in the place and stead of the Mayor with respect to the role of presiding at meetings. The Acting Mayor is not considered the Head of Council for the purposes of and as referenced in Part VI.1 of *The Act*.
- (2) **"Addendum"** means a supplemental agenda package prepared for use at a meeting which contains additional information required for the meeting.

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- (3) “**Advisory Committee**” means a committee created by Council, to report to Council on a specific subject and is comprised entirely of members of the public and where there is less than 50% (fifty percent) membership of Council. These are considered local boards under *The Act*.
- (4) “**Agenda**” means a document prepared for use at a meeting setting out the business to be undertaken.
- (5) “**CAO**” means the Chief Administrative Officer (CAO) of The Corporation of the Town of Oakville, or designate.
- (6) “**Chair**” means the Head of Council or the presiding officer of a meeting.
- (7) “**Clerk**” means the Clerk of The Corporation of the Town of Oakville, or designate.
- (8) “**Close debate**” (call the question) means a motion requiring that debate be closed and the vote on the motion be taken immediately. (See section 14.4(5))
- (9) “**Closed session**” (in-camera) means a meeting or part of a meeting closed to the public in accordance with the provisions of the *Municipal Act (The Act)*. (See section 6)
- (10) “**Committee**” for the purpose of this by-law means any committee, sub-committee, or similar entity of which at least 50% (fifty per cent) of the members are also Members of Council.
- (11) “**Committee of the Whole**” means a Committee comprised of all the Members of Council. (See section 5.6)
- (12) “**Committee recommendation**” means a motion that is passed by a Committee during a meeting and that is subject to approval by Council.
- (13) “**Confine to table**” means to limit comments and questions relating to the matter under consideration to the Members only.
- (14) “**Confirming by-law**” means a by-law passed prior to adjournment of every meeting of Council to confirm by by-law the resolutions and actions of Council taken at that meeting. (See section 20.3)
- (15) “**Consent item**” means an item of business on an agenda, which is considered routine and non-contentious and for which there has been no indication of public interest.

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- (16) **“Consent motion”** means a single motion to approve the recommendations arising out of one or more consent items of business on the agenda of a meeting.
- (17) **“Corporation”** means The Corporation of the Town of Oakville (the Town).
- (18) **“Council”** means the Council of The Corporation of the Town of Oakville.
- (19) **“Defer”** means to postpone consideration of a matter. (See section 14.4(6))
- (20) **“Delegation”** means a person or group of persons permitted to address Council or Committee in person, individually or on behalf of a group, on any matter on the agenda for that meeting in accordance with the provisions of this by-law. (See section 10)
- (21) **“Discussion item”** means an item of business on an agenda, which is not routine and may be contentious in nature or for which there has been an indication of public interest.
- (22) **“Electronic Participation”** means participation in a meeting from a remote location via electronic means.
- (23) **“Emergency”** as it relates to New Business means a time sensitive matter which if not dealt with may have serious ramifications, as determined by the Mayor in consultation with the Clerk, including but not limited to, the inability to address or influence the matter at a later date.
- (24) **“Ex-officio”** means by virtue of the office or position, the Mayor is an ex-officio member of all Committees who, when attending a Committee meeting, shall have full voting privileges and shall be counted for the purposes of the Committee’s quorum as set out in section 12 of this By-law.
- (25) **“Information Items”** means any general correspondence or communication received by the Clerk for distribution to Council.
- (26) **“Local board”** means a local board as defined in section 1(1) of *The Act*.
- (27) **“Matter”** includes any record, item, document or information, or the contents, or any part thereof, as the context permits.
- (28) **“Majority vote”** means a vote where more than one-half (1/2) of the members who are present and eligible to vote, vote in the same

manner.

- (29) **“Mayor”** means the Head of Council/CEO of The Corporation of the Town of Oakville.
- (30) **“Meeting”** means any regular, special or other meeting of a council, of a local board or of a committee of either of them, where:
 - a) a quorum of members is present; and
 - b) members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the council, local board or committee.
- (31) **“Member”** means a member of Council or Committee.
- (32) **“Motion”** means a proposal by a Member(s) to resolve and effect a decision, and may include the motions outlined in section 14 of this by-law.
- (33) **“Municipal Act”** means the *Municipal Act, 2001, S.O. 2001, c. 25*, as amended from time to time.
- (34) **“Municipal Conflict of Interest Act”** means the *Municipal Conflict of Interest Act*, R.S.O. 1990 c. M.50, as amended from time to time.
- (35) **“MFIPPA”** means the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990. c. M.56, as amended from time to time.
- (36) **“New business”** means an item of business that has not been included as a listed item on an agenda and is of an emergency, congratulatory or condolence nature, or a notice of motion in accordance with section 17.
- (37) **“Notice of motion”** means a motion in writing including a mover and seconder, which is introduced at a regular Council meeting for consideration at the next regular meeting of Council, thereby affording all members with notice that the subject matter is to be addressed.
(See section 14.1)
- (38) **“Open session”** means a meeting, or portion thereof that is open to public attendance and delegations.
- (39) **“Outstanding Issues”** means items that have been referred back to staff by Council for a further report.

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- (40) “**Pecuniary interest**” means a direct or indirect pecuniary (monetary) interest within the meaning of the *Municipal Conflict of Interest Act*. (See section 7)
- (41) “**Planning Act**” means the *Planning Act*, R.S.O. 1990 c. P.13, as amended from time to time.
- (42) “**Point of order**” means any alleged breach of the rules or irregularity in the proceedings of a meeting. (See section 16)
- (43) “**Point of privilege**” means a statement calling attention to a matter where the integrity, character or reputation of an individual, individuals or the entire Council, or the ability of an individual to participate, is perceived to be in question. (See section 15)
- (44) “**Public presentation**” means information presented to Council by an individual or group on an issue not requiring any action to be taken by Council. (See section 9)
- (45) “**Public hearing item**” means any item for which a public meeting is required under the *Municipal Act* or *Planning Act*, or any other statute or Town policy.
- (46) “**Quorum**” means the number of members required to be present at any meeting, being a majority of the members, in order that business may be conducted. (See section 12)
- (47) “**Reconsideration**” means consideration of a previous decision of the current Council. (See section 14.5)
- (48) “**Record**” has the meaning given to it by the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*, and includes any information contained in a record.
- (49) “**Record of meeting**” means the minutes of the meeting which shall be kept in accordance with the provisions of the *Municipal Act*.
- (50) “**Recorded vote**” means the recording of the name and vote of every member voting on a motion. (See section 14.7)
- (51) “**Refer**” means to direct consideration of a matter to another meeting, committee, or person. (See section 14.4(7))
- (52) “**Request for report**” means a motion introduced as an Item of Business at a regular Council meetings requesting staff to prepare a report to be considered on a future agenda.

- (53) **“Resolution”** means the decision of Council on any motion or committee recommendation.
- (54) **“Regular meeting”** means a scheduled meeting held in accordance with the approved calendar of meetings.
- (55) **“Special meeting”** means a meeting (called under the provisions of this by-law) for a specified purpose. (See section 5.5)
- (56) **“Suitable meeting place”** means an accessible location that is large enough to accommodate Council and reasonable public attendance.
- (57) **“Town”** means the Town of Oakville.
- (58) **“Workshop meeting”** means a Committee called under the provisions of this by-law.

2. GENERAL

- (1) The rules and regulations contained in this by-law shall be observed in all proceedings to which they apply and shall be the rules and regulations for the order and dispatch of business at meetings of Council and its Committees, unless otherwise provided by law.
- (2) The rules and regulations contained herein may be suspended by resolution for a single occasion by a vote of at least two-thirds of the Council present, unless otherwise provided by law.
- (3) The rules of order may be relaxed, during a Committee of the Whole or Workshop meeting.
- (4) Committees, with the exception of the Committee of the Whole, shall not pass a motion to suspend the rules of this by-law.
- (5) The Clerk shall be responsible to interpret and administer the rules of procedure under this by-law and shall be permitted to make minor clerical, typographical or grammatical corrections to any Committee or Council record or documentation including, but not limited to, by-laws, motions, resolutions, agendas and/or minutes, to ensure correct and complete implementation of the decisions and actions of the Committee or Council.
- (6) Any erroneous contraventions to this by-law during a meeting shall not invalidate the proceedings of the meeting or establish a precedent for any future meeting.

- (7) Procedural matters of Council or Committees not governed by the provisions of this by-law shall be governed by Robert's Rules of Order.
- (8) The business of each meeting shall be taken up in the order in which it stands on the agenda, unless the Chair, or the members by majority vote, determine otherwise.
- (9) Where further information or reports are necessary for Council and/or Committees to properly review an item of business, the Clerk, in consultation with the Chief Administration Officer, may postpone the placement of an item to a future agenda in order to arrange for the provision of the necessary information.
- (10) No person, except Members and employees of the Corporation, shall be allowed to enter the Council seating area without permission of the Chair or Council.
- (11) No person other than the Clerk or designate shall be permitted to distribute materials at a meeting.
- (12) The Clerk shall ensure that any material relating to any matter for which a meeting may resolve into closed session under the *Municipal Act*, is circulated as confidential material. Subject to the *Municipal Freedom of Information and Protection of Privacy Act*, the materials shall remain confidential unless Council, approves its release or partial release, as a public document.
- (13) The authority to hold public hearings may be delegated to the most appropriate person or body determined by Council, in accordance with the Delegation of Municipal Powers and Duties Policy or the Municipal Powers and Duties By-law.
- (14) If it appears that weather or other circumstance impedes Members from attending the meeting location, the mayor may direct the Clerk to postpone the meeting by contacting as many members as possible. Postponement shall not extend beyond the date of the next regularly scheduled meeting. Alternatively, the Chair may determine to conduct the meeting in a fully virtual format.
- (15) All Council and Committee meetings will be livestreamed and recorded unless determined otherwise by the Clerk. Livestreaming and recording will be suspended should Council or Committee proceed into a closed session or if the meeting location does not support livestreaming recording.

3. ROLE OF THE MAYOR AS HEAD OF COUNCIL AND ROLE OF COUNCIL

- (1) The role of the Mayor as Head of Council is to:
 - a) *act as chief executive officer of the municipality;*
 - b) *preside over Council meetings so that its business can be carried out efficiently and effectively;*
 - c) *provide leadership to the Council;*
 - d) *without limiting clause (c), to provide information and recommendations to the Council with respect to the role of Council described in clauses 3(3) e) and f) below;*
 - e) *represent the municipality at official functions;*
 - f) *carry out the duties of the Head of Council under this by-law or any Act;*
 - g) *uphold and promote the purposes of the municipality;*
 - h) *promote public involvement in the municipality's activities;*
 - i) *act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally; and*
 - j) *participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents.¹*
- (2) The Mayor, as Head of Council, if present, shall preside as Chair at all regular or special meetings of Council, except where the provisions of section 4 apply.
- (3) The role of Council is to:
 - a) *represent the public and to consider the well-being and interests of the municipality;*
 - b) *develop and evaluate the policies and programs of the municipality;*
 - c) *determine which services the municipality provides;*
 - d) *ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;*
 - e) *ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;*
 - f) *maintain the financial integrity of the municipality; and*
 - g) *carry out the duties of Council under this by-law or any Act².*
- (4) Council may deal with all matters within its jurisdiction. A motion or resolution pertaining to the exercise of a power or powers not within the jurisdiction of Council, shall not be in order nor in effect if passed.

¹ Municipal Act 2001, as amended; section 225 (a)-(e); section 226.1 (a)-(d).

² Municipal Act 2001, as amended; section 224 (a)-(g).

- (5) Members shall inform the Clerk's office of all planned absences, late arrivals and early departures from a meeting.
- (6) Members shall adhere to all Corporate policies governing the conduct of Council and/or staff.
- (7) A member unable to attend a Council or Committee of Council meeting in person, may participate in the meeting by electronic means subject to the following:
 - a) Electronic means of participating in a meeting are available.
 - b) Electronic participation must be clear and uninterrupted and allow for two way communication. Should the electronic participation result in any unreasonable delay or interference with the meeting the connection will be discontinued.
 - c) Members participating electronically may participate in meetings closed to the public pursuant to section 6.

4. DETERMINATION OF ACTING MAYOR

- (1) In accordance with *The Act*.
 - a) *A municipality may, by by-law or resolution, appoint a member of the council to act in the place of the head of council or other member of council designated to preside at meetings in the municipality's procedure by-law when the head of council or designated member is absent or refuses to act or the office is vacant, and while so acting such member has all the powers and duties of the head of council or designated member, as the case may be, with respect to the role of presiding at meetings.*³
- (2) At its first meeting in a year in which a municipal election is held, Council shall by by-law, appoint in surname alphabetical order, unless otherwise determined by Council, the Members of Council to act from time to time in the place and stead of the Mayor. Each member shall have an equal opportunity to serve as Acting Mayor during the term of Council.
- (3) The first Acting Mayor for a new Council shall, where possible, be a returning member of Council and the rotation of members shall proceed thereafter in alphabetical order.
- (4) Where the Acting Mayor is unable to serve in that capacity, the next Acting Mayor as determined by by-law shall serve in their place.

³ Municipal Act 2001, as amended; section 242.

5. COUNCIL AND COMMITTEE MEETINGS

5.1 Schedule of Meetings

- (1) Council shall adopt a schedule of meetings annually.
- (2) Where it has been determined by the Mayor and the Clerk that there are insufficient agenda items for a meeting, the Clerk shall cancel the meeting and provide public notice accordingly.
- (3) The Mayor may authorize an earlier or later commencement time or location of any meeting scheduled under this By-law and the notice provisions under section 8 shall apply.

5.2 Inaugural Meeting

- (1) The Inaugural meeting of Council shall be held on the third Monday in November following a regular municipal election.
- (2) The Inaugural Council agenda shall include the following items:
 - a) declaration of office for all Members of Council; and
 - b) a by-law to establish the rotation for Members of Council to serve as Acting Mayor.

5.3 Regular Council Meeting

- (1) Regular Council meetings shall be held Monday evenings in the Council Chamber at Town Hall, commencing at 6:30 p.m., unless otherwise authorized.
- (2) The Clerk shall have an agenda prepared for all regular Council meetings with the order of business as follows:
 1. O Canada
 2. Land Acknowledgement
 3. Regrets
 4. Declarations of Pecuniary Interest
 5. Confirmation of Minutes of the previous Council meeting(s)
 6. Public Presentation(s)
 7. Committee Minutes
 8. Agenda Items
 - a. Advisory Committee Minutes
 - b. Consent Item(s)
 - c. Confidential Consent Item(s)
 - d. Discussion Item(s)
 - e. Confidential Discussion Item(s)
 9. Staff Memoranda (Staff Memos)
 10. New Business (in accordance with section 17)
 - a. Emergency
 - b. Congratulatory

- c. Condolence
- d. Notice of Motion (in accordance with section 14.1)
- 11. Regional Reports and Question Period Regarding Town Boards and Advisory Committees
- 12. Requests for Reports
- 13. Consideration and Reading of By-law(s)
- 14. Adjournment

5.4 Planning and Development Council Meeting

- (1) Planning and Development Council meetings shall be held Monday evenings in the Council Chamber at Town Hall, commencing at 6:30 p.m. unless otherwise authorized.
- (2) The following statement shall be printed on the agenda of any public meeting conducted under the provisions of the *Planning Act*, and such statement shall be deemed to satisfy the requirement for providing notice to the public in compliance with the legislation:

If a person or public body would otherwise have an ability to appeal a decision of Oakville Council with respect to an official plan or zoning by-law amendment to the Ontario Land Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to Oakville Council before the proposed official plan amendment is adopted or the proposed zoning by-law amendment passed, the person or public body is not entitled to appeal the decision. Persons who may otherwise have an ability to appeal an approval of an Official Plan amendment or Zoning By-law amendment are limited to persons listed in Sections 17 (24) and 34(19) of the Planning Act, respectively.

If a person or public body does not make oral submissions at a public meeting or make written submissions to Oakville Council before the proposed official plan amendment is adopted is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

- (4) When Council amends a proposed zoning or rezoning by-law after the holding of a public meeting as required by the *Planning Act*, the Council shall immediately vote on the question of whether or not any further notice is to be given in respect of the proposed by-law, as amended.
- (5) The Clerk shall have an agenda prepared for all Planning and Development Council meetings as follows:

1. Regrets
2. Declarations of Pecuniary Interest
3. Confirmation of Minutes of the previous Planning and Development Council meeting(s)
4. Agenda Items
 - a. Advisory Committee Minutes
 - b. Consent Item(s)
 - c. Confidential Consent Item(s)
 - d. Public Hearing Item(s)
 - e. Discussion Item(s)
 - f. Confidential Discussion Item(s)
5. New Business (in accordance with section 17)
 - a. Emergency
 - b. Congratulatory
 - c. Condolence
 - d. Notices of Motion
6. Requests for Reports
7. Consideration and Reading of By-law(s)
8. Adjournment

5.5 Special Meetings of Council

- (1) Council may, by resolution, authorize the holding of a Special Meeting for a specified purpose and no other business shall be transacted at that meeting.
- (2) In accordance with *The Act*:
 - a) *The Mayor may, at any time, call a Special Meeting.*
 - b) *upon receipt of a petition of the majority of the members of council, the clerk shall call a special meeting for the purpose and at the time mentioned in the petition⁴*
- (3) Notice provisions under section 8 shall apply to all Special Meetings.
- (4) All Special Meetings shall be held in the Council Chambers, or at a suitable meeting place, which shall be specified by the Clerk in the notice of the meeting.
- (5) The Clerk shall have an agenda prepared for all Special Meetings of Council with the order of business as follows:
 1. Regrets
 2. Declaration of Pecuniary Interest
 3. Agenda Item(s)
 4. Consideration and Reading of By-law(s)

⁴ Municipal Act 2001, as amended; section 240 (a) and (b)

5. Adjournment

5.6 Committee of the Whole

- (1) Committee of the Whole meetings will be called under the authorization of the Mayor, notice provisions under section 8 shall apply.
- (2) Council may refer a matter to a Committee of the Whole meeting by resolution, and notice provisions under section 8 shall apply.
- (3) Committee of the Whole Meetings will be held in Council Chambers, unless another location is chosen and shall be provided on the meeting agenda.
- (4) Committee of the Whole follows the rules of procedure governing Committees, established in section 5.8 of this by-law, with the exception of section 5.8(2) to enable recorded votes, and section 5.8(8) to permit the suspension of the rules of this by-law.
- (5) The Committee of the Whole shall consider and report to Council on the following:
 - a) any other matter or item of business which has been referred to the Committee by Council;
 - b) communications which have been referred to the committee;
 - c) upon recommendations to council, the committee is dissolved.
- (6) The Mayor shall be the Chair of the Committee of the Whole, but, under *The Act*, may appoint another member to act as Chair. The Mayor shall resume the Chair in the event of disorder in the meeting.
- (7) Public Delegations at Committee of the Whole are subject to section 10.
- (8) The minutes from the Committee of the Whole, shall be treated in the same manner as Committee minutes when being considered by Council.

5.7 Workshop Meetings

- (1) Workshop meetings be called under the authorization of the Mayor, notice provisions under section 8 shall apply.
- (2) Workshop Meeting will be held in Council Chambers, unless another location is chosen and shall be provided on the meeting agenda.

- (3) After the agenda has been publicly provided, no new items for discussion will be added to the Agenda.
- (4) The Mayor shall be the Chair of the Committee of the Whole, but, under *The Act*, may appoint another member to act as Chair. The Mayor shall resume the Chair in the event of disorder in the meeting.
- (5) Workshops are for the purpose of information sharing only. No recommendations to Council are permitted.
- (6) The minutes from the Workshop meeting shall be treated in the same manner as Committee minutes when being considered by Council.
- (7) Any member of the public who attends a Workshop Meeting will be permitted to observe the proceedings unless the proceedings resolve into Closed Session. No Delegations are permitted at Workshop Meetings.
- (8) *A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:*
 1. *The meeting is held for the purpose of educating or training the members.*
 2. *At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee⁵.*
- (9) Livestreaming of a Workshop Meeting shall be at the discretion of Council and/or the CAO. Meetings may be held where livestreaming is not available and public attendance at these locations is subject to 5.7 (7).

5.8 Budget Committee Meeting

- (1) As required by *The Act*, the Mayor shall prepare and propose a budget for Council to consider. This budget will be presented to Council at a designated Special Council – Budget meeting. The budget must be proposed on or before February 1 of each year.
- (2) If the Mayor does not propose a budget to Council by February 1, in accordance with that *Municipal Act, 2001*, Council shall prepare and adopt a budget.
- (3) After receiving the Mayor's proposed budget, Town Council may, within 30-days, pass motion(s) to amend the proposed budget.

⁵ Municipal Act 2001, as amended; section 239 (3.1)

- (4) Council may reduce the 30-day amendment period.
- (5) If Council does not approve amendments within the 30-day amendment period, the budget is deemed to be adopted.
- (6) Within 10-days of the expiry of the Council amendment period, the Mayor may veto any amendments by way of Mayoral decision.
- (7) The Mayor may shorten the 10-day veto period.
- (8) Within 15-days of the expiry of the Mayor's veto period, Town Council may vote to override the Mayor's veto. Such a vote requires a two-thirds (10 (ten) members) vote to be approved.
- (9) If multiple amendments have been vetoed, a vote of two-thirds (10 (ten) members) is required to override each veto.
- (10) Council may reduce the 15-day veto override period.
- (11) An approved override cannot be vetoed by the Mayor.
- (12) Once all processes outlined in this section have been satisfied, the budget is deemed to have been adopted.

5.9 Committee Procedures

- (1) The rules governing the procedure of Council and the conduct of its members shall be observed in Committee meetings, including the rules governing the procedure of Council and the conduct of its members shall be observed in Committee meetings, including delegations, so far as applicable, except that:
 - a) motions do not require a seconder;
 - b) recorded votes shall not be permitted;
 - c) a motion to close the debate (call the question) shall not be permitted;
 - d) a member shall not be restricted to asking questions only of the previous speaker, but questions shall directly relate to the matter under discussion;
 - e) all motions shall be entered in the minutes;
 - f) the introduction of new business shall not be permitted;
 - g) delegations to the Committee shall follow the direction outlined in section 10 – Delegations;
 - h) committees shall not be permitted to suspend the rules of this by-law;

- i) a motion for reconsideration may only be introduced by a Member who voted in the majority, on the original motion during the same meeting as the original vote;
- j) a motion to reconsider may be introduced at any point prior to adjournment of the meeting;
- k) a motion to reconsider shall be seconded by any member present;
- l) when a motion for reconsideration is introduced, no discussion of the original motion shall be allowed unless the motion for reconsideration is approved by the majority of the members present;
- m) no motion shall be reconsidered more than once, nor shall a motion to reconsider be reconsidered;
- n) if a motion to reconsider is decided in the affirmative, the reconsideration of the original motion shall become the next order of business;
- o) as a result of an affirmative motion of reconsideration, the debate on the original motion being considered shall proceed as though it had never previously been voted on.

5.10 Committee Minutes

- (1) Committee minutes may be adopted and confirmed by Council in a single motion, and the passage of such motion shall be taken to confirm all of the proceedings taken in the meeting and adopt and ratify all recommendations therein, except for those matters dealt with or voted on separately.
- (2) A motion to adopt Committee minutes referred to in subsection (1) above shall:
 - a) not be amended; and
 - b) not be debated.
- (3) Prior to the adoption of Committee minutes, any member may request that an item be separated for consideration, or be voted on separately.
- (4) When a request to separate a Committee item is accepted by the Chair, a motion to approve or not approve the separated item as recommended by the Committee will be the next order of business following the adoption of the remaining items.
- (5) Amendments to a Committee recommendation shall be in order, however, a contrary motion to any recommendation of a Committee shall not be accepted until such time as the Committee recommendation has been voted on and lost.

5.11 Addendums and Revised Agendas

- (1) The Clerk may prepare an addendum to the meeting agenda for additional information required for the meeting. Any addendum shall be prepared and delivered to Council and made available to the public no less than 72 hours prior to the meeting.
- (2) The Clerk may prepare a revised agenda on the day of the meeting which will include any additional material for the meeting.

6. CLOSED SESSION

- (1) Except as provided in this by-law, all meetings shall be open to the public.
- (2) In accordance with the provisions of the *Municipal Act*, a meeting or part of a meeting may be closed to the public if the subject matter being considered is:
 - a) *The security of the property of the municipality or local board;*
 - b) *Personal matters about an identifiable individual, including municipal or local board employees;*
 - c) *A proposed or pending acquisition or disposition of land by the municipality or local board;*
 - d) *Labour relations or employee negotiations;*
 - e) *Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;*
 - f) *Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;*
 - g) *A matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act;*
 - h) *Information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory, or a Crown agency of any of them;*
 - i) *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;*
 - j) *A trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value; or*
 - k) *A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

- (3) In accordance with the provisions of the *Municipal Act*, a meeting or part of a meeting shall be closed to the public if the subject matter being considered:
 - a) *Relates to the consideration of a request under the Municipal Freedom of Information and Protection of Privacy Act if the Council, board, commission or other body is the head of an institution for the purposes of that Act; or*
 - b) *An ongoing investigation respecting the municipality, a local board or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13(1), or the investigator referred to in subsection 239.2(1) of the Municipal Act.*
- (3.1) In accordance with the provisions of the *Municipal Act*, a meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
 - a) *The meeting is held for the purpose of educating or training the members.*
 - b) *At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.*
- (4) Before holding a meeting or part of a meeting that is to be closed to the public, Council or Committee shall state by resolution:
 - a) That it is proceeding to hold a closed meeting; and
 - b) The general nature of the matter to be considered at the closed meeting, and in the case of an educational or training session, state that it is to be closed under section 239, subsection 3.1 of the *Municipal Act*.
- (5) A meeting shall not be closed to the public during the taking of a vote except where:
 - a) Section 6(2) or 6(3) of this by-law permits or requires a meeting to be closed to the public; and
 - b) *The vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the municipality or persons retained by or under contract with the municipality⁶.*
- (6) Members shall not in any way disclose to any person or other body, by any means, any reports or items, or disclose the nature or content of any reports or items or of discussions, regarding any matters that are confidential and or are part of a confidential agenda, without approval of such release by Council. Where possible, staff shall place an item on the public agenda.

⁶ Municipal Act 2001, as amended sections 239 (2); (3); (3.1); and (6)(b)

- (7) The Clerk shall be responsible to maintain a confidential copy of all original documentation distributed, and shall keep a record of the meeting in accordance with the *Municipal Act*.
- (8) Copies of any reports or documents circulated separately from the agenda regarding confidential matters related to an individual employee shall be returned to the Clerk at the end of the meeting for destruction.
- (9) Where practical, any closed session shall be held after all public items of business have been resolved.
- (10) While in closed session, the Chair shall ascertain what information shall be released in public.
- (11) On reconvening in public session, the Chair shall accept a motion to resolve the matter publicly, or alternatively advise that direction had been given to staff during the closed session in accordance with the *Municipal Act*.
- (12) Any person may file a complaint as to whether the municipality has complied with *The Act* by filing the complaint with the Clerk for submission to an Investigator appointed under section 239.2 of *The Act*.
- (13) Any Member participating electronically under section 3 (7), may only participate in closed session if they are in a private and secure room, ensuring access is restricted to the Member only.

7. DECLARATION OF PECUNIARY INTEREST

- (1) A member shall declare a direct or indirect pecuniary interest in accordance with the *Municipal Conflict of Interest Act*, and;
 - a) *prior to any consideration of the matter at a meeting, shall disclose the interest and the general nature thereof verbally and by filing a written statement of the interest with the Clerk at the meeting or as soon as possible afterwards;*
 - b) *shall not take part in the discussion of, or vote on any motion in respect of the matter;*
 - c) *during or after the meeting, shall not attempt in any way to influence the voting on any such motion⁷; and*
 - d) *shall be included in the minutes.*

⁷ *Municipal Conflict of Interest Act*, 1990; Section 5 (1) (a); (b); and (c)

- (2) A copy of each written statement shall be kept in a registry which will be available for public inspection.
- (3) Where multiple members have declared a pecuniary interest in a matter, the requirements for quorum established in section 12 of this by-law shall prevail.
- (4) If the declared pecuniary interest under subsection (1) above is with respect to an item on a closed session agenda, in addition to complying with the requirements of subsection (1) above, *the member shall forthwith leave the closed session, or that part of the closed session during which the matter is under consideration*⁸.
- (5) *Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council ..., attended by the member after the meeting referred to in subsection (1)*⁹
- (6) A member may declare an affiliation or personal interest in any item before Council or Committee which is not pecuniary in nature, and such declaration shall not preclude or excuse the member from participating in debate or voting on the item and this interest shall be recorded in the minutes. Notwithstanding a declaration under this subsection, every member present shall be deemed to vote against the motion if they decline or abstain from voting pursuant to section 14.6(5).

8. NOTICE OF MEETINGS

- (1) The Clerk shall provide the public with notice of the Council and Committee schedule by annually posting a calendar of the meetings on the Town of Oakville website. Any amendments or cancellations to such meetings shall be posted as required.
- (2) The meeting agenda shall constitute notice of each individual meeting, shall include all relevant material on any matter to be considered by Council and Committees, and shall be posted on the Town website subsequent to the material being forwarded to the members and senior management.

⁸ *Municipal Conflict of Interest Act, 1990; Section 5 (2)*

⁹ *Municipal Conflict of Interest Act, 1990; Section 5 (3)*

- (3) Meeting agendas shall either be hand delivered, mailed, or sent electronically to each member a minimum of 48 (forty-eight) hours prior to the meeting, unless a Special Meeting is called pursuant to subsection (6).
- (4) Lack of receipt of the notice shall not affect the validity of the meeting or any action taken at that meeting.
- (5) Notice of a Special Meeting shall specify the purpose of the meeting.
- (6) Notwithstanding any other provision of this by-law, a Special Meeting may be held, without notice, to deal with an emergency situation as defined under the *Emergency Management and Civil Protection Act* or an urgent and important matter as determined by the Mayor, provided that an attempt has been made to reach the members by telephone and/or email. No business, except business dealing directly with the matter, shall be transacted at that meeting.
- (7) Where public notice of any matter is required and is not otherwise provided for by legislation, it shall be provided in accordance with Council policy and procedure relating to the Town of Oakville's Public Notice and Engagement Policy.

9. PUBLIC PRESENTATIONS

- (1) Any person wishing to make a public presentation at a regular Council meeting shall submit a request to the Clerk no later than three weeks prior to the meeting.
- (2) All requests for public presentations shall be forwarded to the Mayor for approval prior to being listed on the agenda.
- (3) Public presentations shall be heard only at regular Council.
- (4) Public presentations shall be:
 - a) limited to 10 (ten) minutes in duration per item;
 - b) matters of community wide interest; and
 - c) items not requiring any action to be taken by Council.
- (5) Presentations by the public relating to an item on the agenda are deemed to be delegations and therefore subject to section 10 of this by-law.
- (6) Public presentations may be permitted by way of electronic submission received in advance of the meeting, which shall be submitted to the Town Clerk and approved by the Mayor.

10. DELEGATIONS

- (1) Persons wishing to delegate at Council, Planning and Development Council and any Special Meetings of Council or Council Committee meetings, are required to register with the Clerk, no later than noon on the day of a meeting commencing after six p.m. and by noon on the last business day before a meeting held prior to six p.m.
- (2) During Public Hearings, after registered delegations have been heard, the Chair shall ask if there are any delegations from the floor.
(*Planning Act*, 1990; Sect. 34 (14.2); Sect. 17 (19.2))
- (3) Delegations are permitted to speak to matters listed within: Consent, Discussion, Public Hearings; and Advisory Committee Minutes sections of the published agenda.
- (4) Delegations appearing before Council, who have previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and any subsequent appearances.
- (5) Any person wishing to present materials either in hard copy or electronically shall submit a copy of the material to the Clerk no later than noon on the day of the meeting commencing after six p.m. and by noon on the last business day before a meeting held prior to six p.m.
- (6) Unless otherwise authorized by resolution, or by a majority vote of the Council or Committee, a delegation shall be permitted to speak for a maximum of 10 (ten) minutes per agenda item, excluding replies to questions from the members.
- (7) Following each delegation, Members of Council may ask questions of the delegate.
- (8) Delegations shall be encouraged to submit any questions they may have to the Clerk in writing prior to the meeting.
- (9) Questions by any delegate shall be received by the Chair and addressed when practical prior to the consideration of the subject item, after the conclusion of all delegations.
- (10) Groups are encouraged to select a spokesperson to present their views, however, if a delegation involves two or more people, the total presentation time is still limited to 10 (ten) minutes.
- (11) Electronic participation through the Town's virtual system is permitted. Arrangements are made through section (1). Electronic participation must be clear and uninterrupted and allow for two way communication. Should the participation result in any unreasonable delay or interference with the meeting, the connection will be discontinued.
- (12) No delegations shall be permitted to speak to a reconsideration.

11. CORRESPONDENCE, PETITIONS AND COUNCIL INFORMATION PACKAGE

- (1) Any correspondence, communication or petitions intended for presentation to Council or a Committee shall be legible and shall not contain any defamatory allegations, or impertinent or improper matter, or electioneering, and:
 - a) shall be signed by at least one person giving their name and mailing address;
 - b) when delivered by email, shall contain the mailing address of the sender and any attachments shall be in a printable format;
 - c) when delivered by facsimile transmission, shall contain the facsimile number as well as the name and mailing address of the sender; and
 - d) In accordance with MFIPPA, personal information shall be redacted prior to distribution by the Clerk.
- (2) Petitions:
 - a) about a matter on a meeting agenda, received by the Clerk will become part of the public record and may be published on an agenda and/or the Town website with personal information redacted.
 - b) Received by the Clerk that are not related to a matter on the agenda will be published in the Council Information Package.
 - c) All petitions will be available publicly in their entirety in the Clerks office for viewing.

12. QUORUM

- (1) A quorum shall be 8 (eight) members as it applies to Council, constituting a majority of the members.
- (2) If quorum is lost as a result of declarations of pecuniary interest by one or more members, the remaining members shall be deemed to constitute a quorum, provided the number of such members is not fewer than two.
- (3) The Chair shall call the meeting to order at the time fixed for the holding of the meeting, unless quorum is not present.
- (4) If there is no quorum present within one-half hour after the time appointed for the meeting, the meeting shall stand adjourned until the date and time of the next meeting, and the Clerk shall record the names of the members present.
- (5) In the event the Mayor or the Chair does not attend within 15 (fifteen) minutes after the time appointed for a meeting of Council or Committee, the Acting Mayor or next Chair shall assume the Chair for

the meeting, and where quorum is present, call the meeting to order and preside over the meeting until the arrival of the Mayor or the Chair.

- (6) If quorum is lost at any time during the meeting, the meeting shall recess for a period of one-half hour. If quorum is not met after this timeline, the meeting shall adjourn. The names of all Members present shall be recorded at the time of adjournment.

13. RULES OF CONDUCT

13.1 Chair at Meetings

- (1) It shall be the duty of the Chair of a meeting to:
 - a) open the meeting by calling the meeting to order;
 - b) ensure that a quorum is established and is maintained throughout the course of the meeting;
 - c) announce any regrets from Members;
 - d) announce the business in the order in which it is to be considered;
 - e) direct discussion in such a manner that all questions and comments shall be presented through the Chair;
 - f) receive and submit, in the proper manner, all motions presented by the members;
 - g) put to vote all motions which are moved, and seconded when necessary, or all motions that arise in the course of the proceedings, and announce the result of each vote;
 - h) decline to put to vote motions that infringe upon the rules under this by-law;
 - i) uphold on all occasions the rules of procedure under this by-law and the observance of order and decorum amongst the members, and the conduct of members and attendees, in accordance with this by-law, Council policies and procedures, or any other applicable legislation;
 - j) undertake all matters required to permit the meetings to proceed in an orderly and efficient manner;
 - k) authenticate by signature, all applicable by-laws;
 - l) adjourn the meeting when the business is concluded, or at the designated time; and
 - m) adjourn or recess the meeting without question to a time to be named by the Chair, if they consider it necessary to establish order.

13.2 Questions

- (1) Prior to accepting a motion the Chair shall permit questions from the members relating to the matter under consideration.

- (2) All members shall address their questions and comments through the Chair.
- (3) Members are encouraged to provide questions to staff prior to the meeting.

13.3 Speaking at Meetings

- (1) The Chair may answer questions and comment in a general way, but if the Chair wishes to make a motion, speak to a motion under consideration, take part in the debate, or leave the chair for any other reason they shall first delegate the duties of the Chair to another member in accordance section 4, until they resume the position of Chair.
- (2) When two or more members wish to speak, the Chair shall name the member who is to speak first.
- (3) When a member is recognized by the Chair, they shall confine their remarks to the motion under consideration, and shall be limited to speak for a maximum of 5 (five) minutes, unless otherwise decided by a majority vote of the members present.
- (4) No member shall speak more than once on an item of business until every member who desires to speak has spoken.
- (5) Any member, wishing to speak on an item of business a second time may do so for a further 5 (five) minutes.
- (6) When a motion is under debate, a member may ask a question of another member, CAO, or other employee of the corporation, through the Chair.
- (7) Any member may require the motion under debate to be read at any time during the debate, but in doing so shall not interrupt a member while speaking.

13.4 Rules of Order

- (1) A member shall not:
 - a) disturb Council by any disruptive or distracting conduct, including private conversations or electronic communications among members at a meeting;
 - b) use profane or offensive words or insulting expressions;
 - c) disobey the rules of procedure;
 - d) leave their seat or make any noise or disturbance while a vote is being taken;

- e) speak until they have been recognized by the Chair; or
 - f) interrupt a member who is speaking, except to raise a point of order or a point of privilege.
- (2) A member shall not leave the meeting at any time without advising the Chair or the Clerk.
- (3) In the event that a member persists in a breach of subsection (1) above, after having been called to order by the Chair, the Chair shall without debate call the question “Shall the member be ordered to leave their seat for the duration of the meeting?”, and this question shall not be debatable.
 - a) If Council decides the question set out in subsection (3) above in the affirmative by a majority vote of the members present, the Chair shall order the member to leave their seat for the duration of the meeting.
 - b) If the member apologizes, the Chair, with the approval of Council, may permit them to resume their seat.
 - c) If a member does not leave their seat after being ordered to do so by the Chair, and if the member does not apologize, then the Chair shall direct the Clerk to seek the appropriate assistance from the Halton Regional Police Service.
- (4) When the integrity of an employee of the corporation has been impugned or questioned, the CAO, or their representative, shall be permitted with the leave of the Chair, to address Council and/or committee as a point of privilege.

13.5 Conduct at Meetings

- (1) Attendees at a meeting shall maintain order and quiet and shall not display signs or placards, applaud, heckle, or engage in telephone or other conversation, or any behaviour which may be considered disruptive, inconsiderate, disrespectful, or intimidating to others.
- (2) Attendance at a meeting by members of the public shall be in person unless otherwise authorized by the provisions of this by-law.
- (3) All cell phones and electronic devices, except those in use to facilitate the meeting, shall be turned off or otherwise set so as not to emit any audible sound during a meeting.
- (4) Any person that disrupts a meeting shall be asked by the Chair to stop the disruptive behaviour, and if the person persists they shall be asked to leave the meeting.

- (5) If a person refuses to leave the meeting upon being requested to do so by the Chair, the Chair shall recess the meeting and shall direct the Clerk to seek the appropriate assistance from the Halton Regional Police Service.
- (6) Under *The Act*, the Chair may expel or exclude from any meeting any person who disturbs the meeting.
- (7) Any additional video, photo, and audio recordings undertaken by members of the public shall not be disruptive to the meeting.
- (8) All members, staff and the public shall comply with this by-law and related Town policies and procedures regarding conduct at meetings.

14. MOTIONS

14.1 Notice of Motion

- (1) Notices of Motion may be introduced at regular Council meetings only and shall name the mover and seconder.
- (2) Notices of Motion shall be introduced as new business, shall not be discussed or debated when introduced, and unless ruled out of order by the Mayor (in the meeting), shall be included on the next regular Council meeting agenda for consideration as a Discussion Item.
- (3) A Notice of Motion may be received by the Clerk at any time and when received:
 - a) Prior to noon Wednesday, two weeks prior to the meeting, the notice shall be included on the agenda as a New Business item;
 - b) Prior to noon Wednesday, the week prior to the meeting, the notice shall be included on the addendum as a New Business item; and
 - c) After the times noted above, the notice shall be introduced orally under New Business on the agenda.
- (4) The Clerk, with the consent of the mover and seconder, shall be authorized to make minor revisions to the Notice of Motion as required, without changing the intent of the motion.
- (5) The introduction of a Notice of Motion shall not serve as a request or direction to staff to prepare a report for the return of the motion.

14.2 Request for Reports

- (1) A motion for a Request for Report shall have a mover and seconder.

- (2) Request for Reports are to be provided to the Clerk for inclusion on the published regular or addendum agendas.
- (3) A Request for Report from the floor shall always be in order during New Business.

14.3 Motion Process

- (1) Where deemed in order by the Chair, every motion shall be moved and seconded before being spoken to, questioned, debated, or put to a vote, except when in committee, where a mover only is required in accordance with the provisions of section 5.8.
- (2) Members shall submit motions and amendments to the Chair and Clerk in writing.
- (3) Where members of the public are to be heard on a matter, no motion shall be received until they have been heard, and no further public participation shall be allowed after the motion has been duly moved, at which time the motion shall be deemed as confined to table for debate of the members only.
- (4) Once moved and seconded a motion may be withdrawn at any time with a consensus of the members.

14.4 Motions

- (1) When any motion is under consideration, no other motion shall be received except a motion as cited below which shall have precedence in the order in which they are named:
 - a) Adjourn
 - b) Proceed beyond the hour of 10:30 p.m.
 - c) Recess
 - d) Close debate
 - e) Defer/Postpone
 - f) Refer
 - g) Amend
- (2) A motion to adjourn shall:
 - a) not be amendable;
 - b) not be debatable;
 - c) not include qualifications or additional statements;
 - d) always be in order except when a member is speaking or the members are voting or are about to vote; and
 - e) where resolved in the negative, not be presented again prior to further business being conducted

- f) In accordance with section 13.1 the Chair may call the meeting to adjourn.
- (3) A motion to proceed beyond the hour of 10:30 p.m. shall:
 - a) not be amendable;
 - b) not be debatable;
 - c) always be in order except when a member is speaking or the members are voting; and
 - d) requires a two-thirds vote of the members present.
- (4) A motion to recess shall specify the length of time of the recess and shall:
 - a) be amendable only with respect to the length of the recess; and
 - b) not be debatable.
 - c) In accordance with section 13.1 the Chair may call a recess.
- (5) A motion to close debate or put the question when decided in the affirmative, will result in the preceding motion or amendment being voted on immediately without further debate or comment. A motion to close debate shall:
 - a) not be amendable;
 - b) not be debatable;
 - c) not be permitted until every member has been afforded an opportunity to speak once to the motion under consideration;
 - d) not be permitted in any committee; and
 - e) require a two-thirds vote of the members present.
- (6) A motion to defer has the effect of postponing consideration of a matter and shall include the time for which the matter is deferred, or a description of the circumstances that would cause the matter to be brought back for consideration. A motion to defer shall:
 - a) be amendable as it relates to the time element for the deferral;
 - b) be debatable only with respect to the merits of postponing consideration of the item; and
 - c) preclude amendment and debate of the preceding motion unless the motion to defer has been resolved in the negative.
- (7) A motion to refer has the effect of directing a matter under discussion to a specific Council or committee meeting, or to town staff, the purpose for which shall be stated in the motion. A motion to refer shall:
 - a) be amendable;
 - b) be debatable only with respect to the merits of referring the matter, to whom the matter is to be referred and any time period within which the matter is to be reported back; and

- c) preclude any amendment or debate of the preceding motion unless the motion to refer has been resolved in the negative.
- (8) A motion to amend has the effect of revising the motion under consideration and shall:
 - a) be amendable subject to the limitation that only one amendment to an amendment may be under consideration at one time;
 - b) be debatable;
 - c) be limited in that only one motion to amend the main motion shall be allowed at one time;
 - d) be relevant to the main motion; and
 - e) not propose a direct negative to the main motion.
- (9) A motion to Override a Mayoral By-law Veto shall:
 - a) Be prepared by a Member of Council with a seconder and presented to the Clerk, in accordance with the Municipal Act
 - b) The Clerk shall add the motion to the next Council Meeting, regular or Special Council Meeting in the Discussion section of the agenda.
 - c) In accordance with the Municipal Act, a motion to override a Mayoral By-Law Veto requires two thirds (ten (10)) approval by all Members of Council
 - d) In accordance with the Municipal Act, the Mayor may vote on this motion
 - e) In accordance with the Municipal Act, if the motion to override the veto passes, the by-law shall be deemed to have passed on the day Council votes to override the veto.
- (10) A motion to Override a Mayoral Budget Amendment Veto
 - a) Be prepared by a Member of Council with a seconder and presented to the Clerk, in accordance with the Municipal Act
 - b) The Clerk shall add the motion to the next Council Meeting, regular or Special Council Meeting.
 - c) In accordance with the Municipal Act, the Mayor may vote on this motion
 - d) In accordance with the Municipal Act, if the motion to override the veto passes, the budget amendment shall be deemed to have passed on the day Council votes to override the veto.
- (11) Items without recommendations will be received for information.

14.5 Reconsideration of a Motion

- (1) A notice of motion for reconsideration shall not be required for any decision of a previous Council.

- (2) A notice of motion to reconsider a previous decision made during the term of Council shall only be introduced by a member who voted with the majority on the original motion, or who was not in attendance when the vote was called. A notice of motion to reconsider requires a seconder and may be seconded by any member.
- (3) Any Notice of Motion by a member shall be placed on the next regular Council meeting by the Clerk as a discussion item.
- (4) A motion to reconsider shall not be amended, but may be debated and such debate shall be confined to reasons for or against reconsideration.
- (5) The mover of a motion to reconsider shall specify whether the reconsideration will address the entire original motion or part of the original motion.
- (6) Any motion for reconsideration requires at least two thirds of the members present.
- (7) No motion shall be reconsidered more than once, nor shall a motion to reconsider be reconsidered.
- (8) When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, a motion to reconsider shall only be introduced by a member who voted with the majority on the original motion, at any point prior to adjournment of the meeting. A motion to reconsider requires a seconder and may be seconded by any member.
- (9) Any motion to reconsider at the same meeting does not require notice or a waiving of notice.
- (10) When a motion for reconsideration is introduced at the same meeting at which the original motion was decided, no discussion of the original motion shall be allowed unless the motion for reconsideration is approved by the majority of the members present.
- (11) If a motion to reconsider is decided in the affirmative, the reconsideration of the original motion shall become the next order of business, unless the motion to reconsider calls for a future definite date to consider the original motion.
- (12) As a result of an affirmative motion of reconsideration, the debate on the original motion being considered shall proceed as though it had never previously been voted on.

14.6 Voting on Motions

- (1) Voting shall be conducted in the following order:
 - a) amendment to any amending motion;
 - b) upon determination of a) above, any subsequent amendment to the amending motion;
 - c) the amending motion;
 - d) the main motion (as amended).
- (2) When the motion under consideration contains distinct recommendations, a member may request that the vote be taken separately on each recommendation.
- (3) The Chair shall call the vote immediately after all members desiring to speak to the motion have spoken.
- (4) Upon the Chair calling for a vote, no further speakers shall be permitted.
- (5) Every member present shall vote on every motion, unless the member has declared a pecuniary interest.
- (6) Every member present shall be deemed to vote against the motion if they decline or abstain from voting, unless disqualified from voting by reason of a declared pecuniary interest. The Clerk shall note that the Member did not vote due to a declared conflict.
- (7) The manner of determining the vote on a motion shall be at the discretion of the Chair, and may be by voice, show of hands, standing, electronic tally or otherwise, but shall not be by secret ballot.
- (8) The Chair shall announce the result of every vote.
- (9) If a member disagrees with the announcement of the result of any vote, they may object immediately to the announcement and require that the vote be retaken.
- (10) Any motion upon which there is a tied vote shall be deemed to have been decided in the negative.
- (11) No vote shall be taken at any meeting by any method of secret voting, except where permitted or required by law.

14.7 Recorded Votes

- (1) A recorded vote shall be taken when called for by any member or when required by law.

- (2) A member may call for a recorded vote prior to the taking of the vote.
- (3) When a recorded vote is taken, the names of those who voted for and those who voted against the motion shall be entered in the Council minutes.

15. POINT OF PRIVILEGE

- (1) A member may at any time raise a point of privilege directing attention to a matter that affects the integrity, character or reputation of an individual, individuals or the entire Council, or the ability of an individual to participate.
- (2) A point of privilege shall take precedence over any other matter.
- (3) A member shall not be permitted to enter into any debate or introduce any motion not related to the point of privilege.
- (4) The Chair shall decide upon the point of privilege and advise the members of the decision.
- (5) Unless a member immediately appeals the Chair's decision, the decision of the Chair shall be final.
- (6) If the decision of the Chair is appealed, the question "Shall the ruling of the Chair be upheld?" shall be called without debate, and its results shall be final.
 - a) If the ruling of the Chair is upheld, then the original decision of the Chair stands.
 - b) If the ruling of the Chair is not upheld, then the member shall be afforded an opportunity to propose a motion in relation to that point of privilege.

16. POINT OF ORDER

- (1) A member may at any time raise a point of order to a perceived violation of the rules of procedure.
- (2) The Chair shall decide upon the point of order and advise the members of the decision.
- (3) Unless a member immediately appeals the Chair's decision, the decision of the Chair shall be final.

- (4) If the decision of the Chair is appealed, the question “Shall the ruling of the Chair be upheld?” shall be called without debate, and its results shall be final.
 - a) If the ruling of the Chair is upheld, then the original decision of the Chair stands.
 - b) If the ruling of the Chair is not upheld, then the member shall be afforded an opportunity to propose a motion in relation to that point of order.

17. NEW BUSINESS

- (1) New business shall not be introduced unless it is of an emergency, congratulatory, or condolence nature.
- (2) New Business that is not of an emergency, congratulatory or condolence nature, may be introduced at regular Council meetings by a notice of motion in accordance with section 14.1.
- (3) The Mayor and Clerk shall be advised in writing, where possible, of all new business by noon on the Wednesday prior to the meeting at which the item of new business is being introduced.
- (4) The Clerk will not record commentary, only whether or not new business was discussed.

18. UNFINISHED BUSINESS

- (1) Items on an agenda that have not been dealt with shall be repeated on each subsequent meeting agenda until resolved or removed from the agenda by resolution.

19. ADJOURNMENT

- (1) All meetings shall adjourn at 10:30 p.m., unless a motion to proceed beyond 10:30 p.m. in accordance with section 14.4(3) of this by-law is approved.

20. ENACTMENT OF BY-LAWS

20.1 By-law Approval Process

- (1) Every by-law shall be listed on the agenda by an identifying number, followed by a brief description of the intent of the by-law.

- (2) Upon accepting a motion to approve the by-laws listed on the agenda, the Chair shall determine if the members have questions or proposed amendments, or if discussion is required, prior to calling the vote on the motion.
- (3) Every by-law may be debated, amended or referred to a named committee or to staff for further consideration.
- (4) Where a by-law has been presented which implements the decision of the current Council, no debate shall be allowed which would involve a reconsideration of such decision or of any part thereof, until the provisions of section 14.5 of this by-law have been met.
- (5) Every by-law passed by Council shall be signed by the Mayor/Acting Mayor and the Clerk, sealed with the seal of the corporation and show the date of approval.

20.2 Mayor Presented By-law

- (1) *Despite any procedure by-law passed by the municipality under subsection 238 (2) [of the Municipal Act., 2001] and subject to any prescribed requirements, if the head of council is of the opinion that a by-law could potentially advance a prescribed provincial priority, the head of council may propose the by-law to the council [without notice] and require the council to consider and vote on the proposed by-law at a meeting.*
- (2) *The head of council shall, in accordance with the regulations, provide to the clerk and to each member of council,*
 - (a) *a copy of any by-law proposed under subsection (1); and*
 - (b) *the head of council's reasons for the proposal;*
- (3) *A by-law described in subsection (2) is passed if more than one third (6 Members) of the members of council vote in favour of the by-law.*
- (4) *For greater certainty, the head of council may vote as a member of council in a vote to pass a by-law described in subsection (2).¹⁰*

20.3 Confirming By-law

- (1) The proceedings at every Council meeting shall be confirmed by by-law, so that every decision of Council at that meeting and every resolution passed shall have the same force and effect as if each and every one

¹⁰ Municipal Act 2001, as amended; Section 284.11.1 (2); (4) and (5)

of them had been the subject matter of a separate by-law duly enacted.

21. SHORT TITLE

This By-law may be referred to as the Town of Oakville Procedure By-law.

22. REPEAL

That By-2020-011 and amending By-laws 2020-049, 2020-067 and 2020-096 and to repeal other by-laws not previously repealed 2008-092, 2010-164, 2013-003, and 2013-086 as of the date this by-law is passed.

23. EFFECTIVE DATE

This By-law shall come into full force on the day it is passed.

PASSED this 1 of May, 2025

MAYOR

Andrea Holland, Acting Town Clerk

24. SCHEDULE 1 – STANDARD MOTIONS

Motion	Debatable	Amendable	Special Majority
Adjourn 14.4(2)	No	No	No
Point of Privilege 15.	No	No	Chair Rules*
Point of Order 16.	No	No	Chair Rules*
Call to Close Debate 14.4 (5)	No	No	2/3 Present
Motion to Amend 14.4(8)	Yes	Yes	No
Defer 14.4 (6)	No	No	No
Refer 14.4 (7)	Yes	Yes	No
Extend the Meeting beyond 10:30 p.m. 14.4 (3)	Yes	No	2/3 Present
Reconsideration 14.5	Yes	No	2/3 Present
Appeal the Chair's Ruling 15.(6)	No	No	
Suspend the Rules of Procedure 2. (2)	No	No	2/3 Present
Extend Delegation Speaking Time 10. (6)	No	No	No
Mayor Presented By-law 20.2	Yes	Yes	More than 1/3 of Members of Council (6)**
Matter Proposed by the Mayor (other than a by-law)	Yes	Yes	No
Override of Mayoral By-law Veto 14.4(9)	Yes	No	2/3 of Members of Council (10)**
Override of Mayoral Budget Amendment Veto 14.4(10)	Yes	No	2/3 of Members of Council (10)**
Reconsideration in the same meeting 14.5(8)	Yes	No	Majority

*A point of order/privilege is ruled on by the Mayor/chair. Any member may appeal the chair's ruling which must then be decided by a majority vote of the members present without debate.

** The Mayor is permitted to vote.

REPORT

Council

Meeting Date: May 1, 2025

FROM: Legal Department
Parks and Open Space Department

DATE: April 15, 2025

SUBJECT: **Chris Vokes Memorial Park Lease Extension**

LOCATION: 2500 Lakeshore Road West

WARD: Ward 1

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RECOMMENDATION:

That staff be authorized to renew the lease with the Province for the Chris Vokes Memorial Park, and the Director of Parks and Open Space be authorized to execute any required documentation including any renewals or minor amendments to this agreement.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Chris Vokes Memorial Park is located at 2500 Lakeshore Road West
- A portion of this park is on Provincially owned land.
- This land has been leased from the Province since 1980 and the current lease expires on September 30, 2025.
- The Province has offered to renew the lease for an additional 5 years.
- Parks staff support the extension of the lease to continue using the lands for park purposes.

BACKGROUND:

The Chris Vokes Memorial Park located at 2500 Lakeshore Road West is located partially on Town land and partially on Provincially owned land. Appendix A shows the area owned by the Province and leased to the Town. The Town has leased this land since 1980 and the park contains the Bronte cenotaph, lighting, benches and horticultural display gardens. The Royal Canadian Legion Branch 486 located in Bronte annually hold Remembrance Day ceremonies at Chris Vokes Memorial Park.

The current lease is set to expire on September 30, 2025 and the Province has offered to extend the lease for an additional 5 years.

COMMENT/OPTIONS:

Parks staff are supportive of extending the lease for the additional five years so the land can continue to be used for park purposes. The proposed rent for the five-year term is set by the Province at \$3,809.30 per annum plus sales tax, with annual escalations the greater of CPI or 3% to be applied year over year throughout the term. This rent represents an inflationary increase from the rent under the previous lease agreement. The form of lease will be the standard form Provincial lease.

CONSIDERATIONS:

(A) PUBLIC

The inclusion of this report in the public Council agenda will provide public notification.

(B) FINANCIAL

The rental increase is consistent with an inflationary increase and is within the Parks and Open Space operating budget.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

This report was prepared jointly by Legal and Parks department staff.

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic goal to be the most livable town in Canada.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A: Map showing the leased area

Prepared by:
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Assistant Town Solicitor

Prepared by:
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Director, Parks and Open Space

Submitted by:
Doug Carr
Town Solicitor

Submitted by:
Paul Damaso
Commissioner, Community Services

Appendix A



REPORT

Council

Meeting Date: May 1, 2025

FROM: Finance Department

DATE: April 15, 2025

SUBJECT: 2024 Financial Results and Surplus Disposition

LOCATION:

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That the transfers to and from the Reserves and Reserve Funds and transactions contained in the report dated April 15, 2025 from the Finance department be approved.
2. That the \$6.31 million surplus less any required adjustments be transferred to the Capital Reserve.
3. That staff be authorized to exceed the Municipal Enforcement 2025 gross operating budget by up to \$319,500 for the new Short Term Rental Compliance initiative, fully funded by the federal Short-Term Rental Enforcement Fund with no impact on the tax levy.
4. That funding in the amount of \$300,000 be transferred from the Storm Event Reserve to the Parks and Open Space 2025 operating budget to offset the unbudgeted costs incurred for emergency culvert repairs at McCraney Creek Trail and Martindale Park due to the July 2024 rainfall event.
5. That funding in the amount of \$405,938 received in 2025 from the Oakville Community Foundation (OCF) be transferred to the Theatre Capital reserve.
6. That the 2025 capital budget be amended to add a new project with a budget of \$52,000 funded from the Theatre capital reserve for the replacement of the boiler system.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Financial Results report presents the town's financial activities from January 1, 2024 to December 31, 2024.
- The total town variance after reserve transfers is \$6.31 million favourable or 2.4% of the tax levy.
- Total capital expenditures of \$136.2 million have been incurred year to date.
- A total of 24 capital projects have been identified for closure this period resulting in \$1.33 million being returned to reserves and reserve funds.
- A total of 28 tendered contracts and 6 single source awards in excess of \$100,000 were awarded during this period.
- Inflation has been around the 2% mid-point of the Bank of Canada's (BOC) 1%-3% target range since August 2024. While the economy ended the year with healthy GDP growth and a declining unemployment rate, there is extensive uncertainty due to US tariffs. While the magnitude and length of a trade war is unknown, it could stall the Canadian economy and increase inflation, impacting both town expenditures and revenues.

BACKGROUND:

This report provides an update regarding the town's financial activities from January 1, 2024 to December 31, 2024 and covers all financial matters including operating budget, capital budget, reserve and reserve fund balances, investment and trust funds, and purchasing activities. Based on the unaudited financial results, the majority of town programs have a favourable variance. This is primarily due to savings in personnel costs and higher revenues, though savings have been recognized in a number of other areas as well.

This report also contains requests for several 2025 finance-related matters.

COMMENT/OPTIONS:**OPERATING BUDGET**

The total town variance after policy related and recommended reserve transfers is \$6.31 million favourable or 2.4% of the tax levy for this period. This also accounts for \$0.93 million in unbudgeted operating costs incurred in 2024 related to the July 2024 rainfall event, primarily for trail rehab and repairs to Lower Base Line. Given the overall town surplus, these costs were not offset with a transfer from the Storm Event Reserve in 2024. As indicated in the "Operating Budget Requests for 2025" section of the report, an additional \$300,000 was incurred in 2025 due to the July 2024 rainfall event for emergency repairs of two major culverts. As well, capital costs related to the July rainfall event have also been incurred in the amount of \$1.50 million related to Oakville Harbour dredging, as requested in the report that went to Council on January 27, 2025. The total cost identified to date in 2024 and 2025 due to the July 2024 rainfall event is \$2.73 million.

	2024	2024	2024
(\$ Millions)	Annual	Year-end	Variance to
	Budget	Actuals	Budget (\$)
Emergency Services	46.31	47.62	(1.30)
Road Network	33.04	30.81	2.22
Oakville Transit	38.95	37.13	1.82
Recreation and Culture	21.42	18.73	2.69
Parks and Open Spaces (incl. Cemetery and Harbours)	23.84	24.00	(0.16)
Oakville Public Library	12.18	11.84	0.34
Community Development	4.28	3.45	0.84
Political Governance	4.22	4.03	0.19
Municipal Enforcement (incl. Parking)	2.79	(0.70)	3.50
Corporate Support Services	40.78	37.47	3.30
Total Program Variance	\$ 227.81	\$ 214.38	\$ 13.43
Corporate Hearings & Litigation	0.50	1.41	(0.91)
Corporate Revenue & Expenses	(228.31)	(228.47)	0.16
Town Variance before transfers	\$ -	\$ (12.68)	\$ 12.68
Policy Related and Recommended Transfers for Programs:			
Transfer Tax Appeal Allowance (to)/from Tax Stabilization Reserve			(0.38)
Transfer lost parking revenue for patio program (to)/from Parking Reserve fund			(0.04)
Transfer Oakville Public Library surplus (to)/from Tax Stabilization Reserve			(0.34)
Transfer (to)/from Storm Event Reserve			(2.27)
Transfer (to)/from Building Enterprise Reserve			(0.59)
Transfer (to)/from Cemetery Reserve			(0.08)
Transfer (to)/from Harbours Reserve fund			(0.14)
Transfer (to)/from Parking Reserve fund			(2.53)
Transfer (to)/from Election Reserve			0.00
Total Town Variance after transfers			\$ 6.31

Note: Totals and subtotals in this and subsequent charts and tables may not add exactly due to rounding.

As shown above, the total Program Variance is \$13.43 million favourable primarily due to savings on winter control given fewer snow events at the beginning of the year, personnel savings for various vacancies, and higher revenue for Recreation and Culture programs, film rentals at Centennial pool, parking fees and fines, and Transit.

The minor unfavourable variance in Parks and Open Spaces is primarily due to two reserve transfers that were not completed given the overall town surplus. One was for additional unbudgeted costs of \$0.34 million for trail rehab related to the July 2024 rainfall event, which was not offset with a transfer from the Storm Event reserve. The other was a transfer of \$0.54 million from the Tax Stabilization reserve for the Winter Recreation Strategy. Had these transfers been completed, Parks and Open Spaces would have a favourable variance of \$0.50 million.

The unfavourable variance in Corporate Hearings & Litigations is primarily due to additional legal fees. Corporate Revenue & Expenses includes a favourable adjustment of \$0.38 million for the reduction of the tax appeal allowance. This adjustment is due to the fact that the province has not gone forward with a reassessment as planned in 2021 and has continued to pause reassessment for 2022-2025. Due to the non-reassessment, any property that has already appealed their current value is not able to re-appeal it due to the Assessment Act legislation and the Assessment Review Board's (ARB) rules. Therefore, the majority of challenges to the last assessment have been completed. Until there is a reassessment, only properties that have not appealed their assessment prior, properties with changes or new properties on the roll can appeal. If there are new appeals for 2025, they cannot be retroactive.

The total Program variance combined with Corporate Hearings & Litigations and Corporate Revenues & Expenses shows a total town variance before transfers of \$12.68 million favourable.

Reserve Transfers

Further to the information provided in the previous section on the tax appeal allowance, staff recommend that the \$375,000 from the reduced tax appeal allowance be transferred to the Tax Stabilization reserve to be available for tax appeals that will be expected to increase when there is a reassessment completed by the province.

Town staff are also recommending that:

- \$39,400 be transferred to the Parking reserve fund for lost revenue related to the patio program,
- consistent with prior years, the savings in winter control be transferred to the Storm Event reserve, and

- consistent with prior years, the surplus for the Oakville Public Library be transferred to the Tax Stabilization reserve.

Legislation requires any surplus/shortfall generated from building permit revenues to be transferred to/from the Building Enterprise Reserve resulting in a transfer to the reserve of \$0.59 million. Town policy is to balance any surplus/deficit for Cemeteries, Harbours, Parking, and Election to their own program specific reserves which town staff is recommending be completed as normal at year-end. After all policy related and recommended transfers, the total Town variance after transfers is \$6.31 million favourable, representing 2.4% of the tax levy.

Usual practice would be to recommend that the surplus be transferred to the Tax Stabilization Reserve; however, the balance in this reserve is healthy (\$73.9 million) and above the GFOA recommended levels. Therefore, town staff are recommending that the surplus be transferred to the General Capital Reserve given the size of the capital program. The 2025 capital program of \$202.2 million and the ten-year capital forecast of \$2.1 billion are substantial. Furthermore, inflation and rising costs have proved challenging for capital projects that are at the procurement stage as supply chain and commodity volatility over the past few years, along with possible upcoming impacts from tariffs, have a major impact on pricing. The recommendation to transfer the surplus to the General Capital Reserve will ensure that the town's capital program remains strong.

Program Variance – by revenue/expense type

The total program variance is \$13.43 million favourable and the most significant variances to budget by expense and revenue type are discussed below.

	2024	2024	2024
(\$ Millions)	Annual	Year-end	Variance to
	Budget	Actuals	Budget (\$)
EXPENSES			
Personnel Services & Benefits	195.50	192.17	3.33
Materials & Supplies	27.43	25.62	1.81
Capital out of Operations	0.35	0.44	(0.09)
Purchased Services	51.12	46.98	4.14
Payments & Grants	7.10	6.91	0.19
Internal Expenses & Transfers	58.69	58.79	(0.10)
Total EXPENSES	\$ 340.18	\$ 330.91	\$ 9.27
REVENUES			
External Revenues	(77.39)	(83.56)	6.17
Internal Recovery & Fund Transfers	(34.98)	(32.97)	(2.01)
Total REVENUES	\$ (112.37)	\$ (116.53)	\$ 4.16
Total Programs	\$ 227.81	\$ 214.38	\$ 13.43

Personnel Services & Benefits - \$3.33 million favourable (or \$1.51 million favourable after considering the \$1.82 million budgeted gapping in the corporate section).

The personnel savings are notably lower reflecting the expected trend towards stabilization. Like most employers, including other municipalities, the town continues to experience some areas of challenge in attracting talent due to the demand for skilled workers being much greater than the supply. The town's 2024 full time turnover rate was 6.8% and is in line with the normative expected annual turnover between 6-7%. As of December 31, the average annual vacancy rate is at 6.3% (n=77) with 73 actual vacancies at the end of Q4. The town's staffing demographics indicate that the retirement bubble has peaked. While recruitment challenges persist, ongoing mitigation efforts, including enhanced marketing, branding initiatives, and increased staffing resources for recruitment continue to be implemented to address these issues moving forward. The total budgeted gapping for the town has been increased from \$1.97 million in 2024 to \$2.97 million in 2025 to better reflect the expected turnover trend.

Materials & Supplies - \$1.81 million favourable. This is primarily attributed to savings for winter control de-icing materials given fewer snow events at the beginning of the year as well as savings in fuel due to lower fuel rates.

Purchased Services - \$4.14 million favourable. This is primarily attributed to savings for winter control, savings associated with the delay in commencing the Automated Speed Enforcement (ASE) program, as well as savings on software maintenance.

External Revenue - \$6.17 million favourable. This is primarily attributed to higher revenue for Recreation and Culture programs, film rentals at Centennial pool, parking fees and fines, and Transit.

Internal Recovery & Fund Transfers - \$2.01 million unfavourable. This is primarily attributed to lower internal vehicle recovery from less usage of winter control equipment. As well, Tax Stabilization funding was budgeted for temporary items such as Winter Recreation Strategy, HR resources and others; however, given the overall town surplus, the Tax Stabilization funding for these items was not needed resulting in this unfavourable variance.

Program Variance – by program

The most significant variances to budget by program area are discussed below. Appendix A provides more detail of the projected variance by program area.

Emergency Services - \$1.30 million unfavourable

The variance shown below is primarily due to personnel services for overtime and for the early hire of new recruits to mitigate overtime and for stand-in pay due to sick leaves. The Oakville Fire and Finance teams review on a monthly basis the status and forecast of overtime, sick leave, WSIB, and long-term disability to look for opportunities for cost containment and mitigation strategies.

	2024	2024	2024
(\$ Millions)	Annual	Year-end	Variance to
	Budget	Actuals	Budget (\$)
EXPENSES			
Personnel Services & Benefits	39.97	41.19	(1.22)
Materials & Supplies	0.90	1.07	(0.17)
Capital out of Operations	0.03	0.04	(0.01)
Purchased Services	2.34	2.32	0.01
Payments & Grants	0.05	0.05	(0.00)
Internal Expenses & Transfers	3.64	3.68	(0.04)
Total EXPENSES	\$ 46.92	\$ 48.35	\$ (1.43)
REVENUES			
External Revenues	(0.58)	(0.69)	0.11
Internal Recovery & Fund Transfers	(0.03)	(0.04)	0.01
Total REVENUES	\$ (0.61)	\$ (0.73)	\$ 0.12
Total Emergency Services	\$ 46.31	\$ 47.62	\$ (1.30)

Oakville Transit - \$1.82 million favourable

The variance shown below is primarily due to higher fare revenue as ridership was higher than budgeted, personnel savings, and fuel savings due to lower fuel rates.

	2024	2024	2024
(\$ Millions)	Annual	Year-end	Variance to
	Budget	Actuals	Budget (\$)
EXPENSES			
Personnel Services & Benefits	24.59	24.24	0.36
Materials & Supplies	6.87	6.44	0.43
Capital out of Operations	0.01	0.00	0.00
Purchased Services	6.04	6.07	(0.03)
Payments & Grants	1.19	1.08	0.11
Internal Expenses & Transfers	8.96	8.98	(0.02)
Total EXPENSES	\$ 47.66	\$ 46.80	\$ 0.86
REVENUES			
External Revenues	(6.71)	(7.67)	0.96
Internal Recovery & Fund Transfers	(2.00)	(2.00)	(0.00)
Total REVENUES	\$ (8.71)	\$ (9.67)	\$ 0.96
Total Oakville Transit	\$ 38.95	\$ 37.13	\$ 1.82

Road Network - \$2.22 million favourable

The variance shown below is primarily due to personnel savings for various vacancies, savings associated with the delay in commencing the Automated Speed Enforcement (ASE) program, as well as savings for winter control. This is partially offset by lower external revenue for winter control recoveries from the Region and lower internal vehicle recovery due to less usage of winter control equipment given fewer snow events at the beginning of the year.

(\$ Millions)	2024	2024	2024
	Annual Budget	Year-end Actuals	Variance to Budget (\$)
EXPENSES			
Personnel Services & Benefits	19.06	18.14	0.92
Materials & Supplies	7.80	6.89	0.91
Capital out of Operations	0.15	0.13	0.01
Purchased Services	14.74	13.00	1.74
Payments & Grants	1.35	1.33	0.02
Internal Expenses & Transfers	9.53	9.02	0.51
Total EXPENSES	\$ 52.63	\$ 48.50	\$ 4.13
REVENUES			
External Revenues	(6.42)	(5.77)	(0.65)
Internal Recovery & Fund Transfers	(13.17)	(11.92)	(1.25)
Total REVENUES	\$ (19.60)	\$ (17.69)	\$ (1.90)
Total Road Network	\$ 33.04	\$ 30.81	\$ 2.22

Recreation and Culture - \$2.69 million favourable

The variance shown below is primarily due to higher program registration revenue and film rental revenue at Centennial pool.

(\$ Millions)	2024	2024	2024
	Annual Budget	Year-end Actuals	Variance to Budget (\$)
EXPENSES			
Personnel Services & Benefits	19.17	18.84	0.33
Materials & Supplies	5.05	4.77	0.28
Capital out of Operations	-	0.05	(0.05)
Purchased Services	5.44	5.60	(0.16)
Payments & Grants	1.77	1.71	0.06
Internal Expenses & Transfers	12.19	12.28	(0.08)
Total EXPENSES	\$ 43.63	\$ 43.25	\$ 0.37
REVENUES			
External Revenues	(21.91)	(24.33)	2.42
Internal Recovery & Fund Transfers	(0.30)	(0.19)	(0.11)
Total REVENUES	\$ (22.21)	\$ (24.52)	\$ 2.31
Total Recreation and Culture	\$ 21.42	\$ 18.73	\$ 2.69

Corporate Support Services - \$3.30 million favourable

The variance shown below is primarily due to personnel savings for various vacancies as the town continues to look to fill vacant positions, savings on software maintenance, and higher revenue from leased corporate properties.

(\$ Millions)	2024 Annual Budget	2024 Year-end Actuals	2024 Variance to Budget (\$)
EXPENSES			
Personnel Services & Benefits	42.99	41.80	1.20
Materials & Supplies	1.22	1.21	0.01
Capital out of Operations	0.04	0.06	(0.02)
Purchased Services	11.49	9.11	2.38
Payments & Grants	0.85	0.99	(0.14)
Internal Expenses & Transfers	1.12	1.63	(0.51)
Total EXPENSES	\$ 57.71	\$ 54.80	\$ 2.91
REVENUES			
External Revenues	(2.90)	(3.79)	0.89
Internal Recovery & Fund Transfers	(14.04)	(13.54)	(0.50)
Total REVENUES	\$ (16.93)	\$ (17.32)	\$ 0.39
Total Corporate Support Services	\$ 40.78	\$ 37.47	\$ 3.30

Municipal Enforcement (including Parking) - \$3.50 million favourable

The variance shown below is primarily due to higher parking and fine revenue as well as savings associated with the delay in commencing the Automated Speed Enforcement (ASE) program.

(\$ Millions)	2024 Annual Budget	2024 Year-end Actuals	2024 Variance to Budget (\$)
EXPENSES			
Personnel Services & Benefits	4.85	5.13	(0.28)
Materials & Supplies	0.26	0.25	0.01
Capital out of Operations	0.02	0.02	0.00
Purchased Services	2.48	1.79	0.69
Payments & Grants	0.88	0.73	0.16
Internal Expenses & Transfers	1.69	1.71	(0.02)
Total EXPENSES	\$ 10.19	\$ 9.63	\$ 0.56
REVENUES			
External Revenues	(6.77)	(9.51)	2.74
Internal Recovery & Fund Transfers	(0.63)	(0.83)	0.19
Total REVENUES	\$ (7.40)	\$ (10.33)	\$ 2.93
Total Municipal Enforcement (incl. Parking)	\$ 2.79	\$ (0.70)	\$ 3.50

2025 Operating Budget Requests

Short-Term Rental Enforcement Fund (STREF)

On March 3, Oakville was approved for \$897,900 in federal grant funding through the Short-Term Rental Enforcement Fund (STREF). The primary grant objective of STREF is to protect new and existing units in the long-term housing inventory stock by helping municipalities improve enforcement of their short-term rental regulations. For Oakville, three temporary contract staff are proposed to be added to fulfill this objective over the course of the program, which expires on March 31, 2027. It is recommended that staff be authorized to exceed the Municipal Enforcement 2025 gross operating budget by up to \$319,500 for the new Short Term Rental Compliance initiative fully funded by STREF. Funding will cover 100% of eligible costs incurred with no additional town funds required. If approved, one-time adjustments will also be included in the 2026 and 2027 budgets funded by STREF.

Culvert repairs due to July 2024 rainfall event

The July rainfall event resulted in damage to two major culverts, one on McCraney Creek Trail (south of Glen Abbey Gate) and the other within Martindale Park. Temporary repairs have been implemented at Martindale Park, awaiting a permanent solution, and a section of McCraney Creek Trail has been closed since October 2024. Parks and Open Space have been leading the procurement of emergency engineering services required for the repairs to these culverts and associated trails. These are considered emergency repairs due to the requirement for all work to be completed within the timing window dictated by permits from Conservation Halton, Department of Fisheries and Oceans, Ministry of Environment and Parks for endangered species. Construction is required to be completed before the "in-water" construction deadline which is March 2025. Staff have recently been advised that the town has received an extension to April 15, 2025 that will allow Parks and Open Space to fully meet the deadlines imposed by regulatory authorities.

To ensure public safety and meet the needs of the community utilizing these highly used park facilities, Parks and Open Space have proceeded to expedite the repairs at both locations with \$300,000 in costs charged to the Parks and Open Space operating budget. Staff recommend that funding in the amount of \$300,000 be transferred from the Storm Event Reserve to the Parks and Open Space 2025 operating budget to offset the unbudgeted costs incurred for these culvert repairs.

CAPITAL BUDGET

The total cumulative approved capital budget for active projects is \$886.7 million. Total expenditures year-to-date of \$136.2 million have been incurred, bringing the total life-to-date or cumulative spending in active projects to \$404.8 million.

Appendix B shows more information on total approved budget and expenditures by program. Some of the major projects underway with spending this year are shown below.

Capital Project	LTD Approved Budget	2024 Expenditures	Total LTD Expenditures (incl. Prior Years)
46602104 Sixteen Mile Sports Complex and Library	104,862,000	25,755,658	62,761,522
54412206 Electric Replacement Buses	12,733,000	12,239,064	12,258,064
52212102 Sixteen Mile Sports Park - South Parcel	20,754,300	6,044,850	18,115,279
52212007 Wallace Park Redev and Washroom Exp/Reno	7,521,700	5,907,082	6,434,502
53332403 Road Resurfacing and Preservation Program	9,036,000	5,689,877	5,689,877
53361902 RWD Bridge Rehab over Metrolinx Rail	23,367,400	4,842,936	6,086,086
43302203 Emergency Response Vehicles & Equipment	3,920,000	3,869,842	3,877,842
54212301 Capital Lease for Charging Infrastructure	8,505,100	3,729,882	5,829,372
Total	\$ 190,699,500	\$ 68,079,191	\$ 121,052,546

Capital Budget Request for 2025

Oakville Centre for the Performing Arts urgently required the replacement of the boiler system which provides essential heating to the auditorium. The motherboard of one boiler has failed with no available replacement parts while the heat exchanger of the other boiler is also beyond repair. Without immediate repair, the facility would have faced a shutdown, and scheduled shows would have had to be canceled severely impacting operations. Given the emergency circumstance, the work was already completed. Staff are requesting that the 2025 capital budget be amended to add a new project with a budget of \$52,000 funded from the Theatre capital reserve for the replacement of the boiler system.

Capital Budget Transfers and Closures

Project consolidations and splits involve reallocating the original funding and scope of work between Council approved projects to facilitate effective management of the projects with no change to the original scope of work or funding requirements. The following project consolidations and splits occurred during this period.

Project	Transfer To/ (From)
55102405 Storm Sewer Condition Assessments	200,000
55102305 Storm Sewer Condition Assessments	(200,000)

In accordance with the Financial Control Policy, Commissioners are authorized to approve the transfer of funds between projects for any project where the costs exceed budget by the lesser of 10% or \$200,000. There were no Commissioner approved transfers during this period.

In addition, the CAO can authorize funds from reserves, reserve funds or other appropriate sources up to \$350,000 provided the expenditures are within the original scope of the project. There were no CAO approved transfers during this period.

Projects 36101915 Tax System Replacement and 36102220 Enterprise Payment Program are anticipated to be completed with favourable variances. As such, funding in the amount of \$800,000 and \$700,000, respectively, has been returned to the Capital Reserve to ensure that financial resources are not tied up in capital projects that are no longer required.

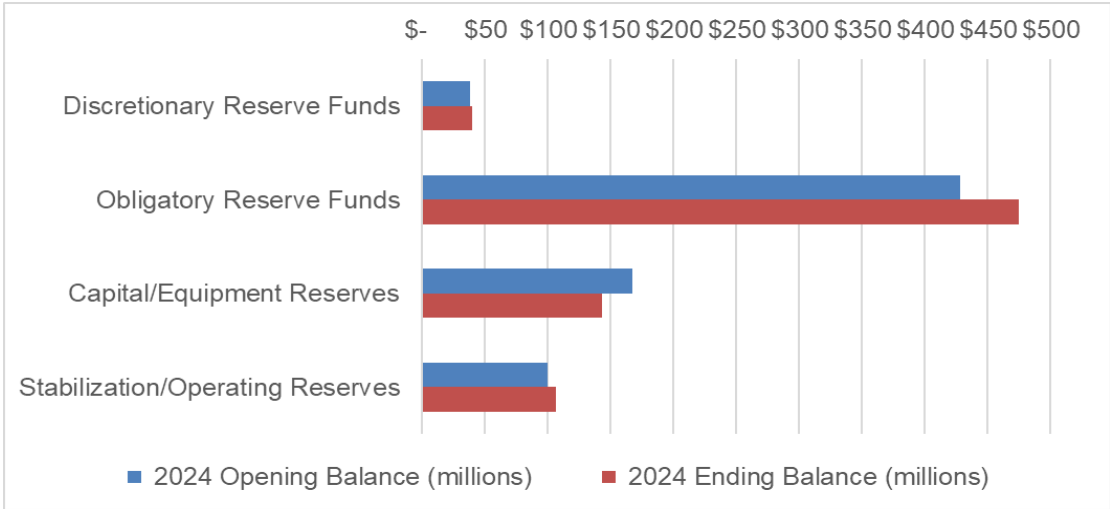
As part of ongoing capital project management, staff review the status of all active projects each quarter. This ensures that as projects are completed and an asset goes into service, the projects are closed. For this quarter, a total of 24 projects will be closed. These closures represent a net surplus of \$1.33 million, of which \$1.14 million will be returned to reserves and \$193 thousand will be returned to reserve funds. Appendix C provides more details of the project closures by program.

	Project Details				Impact on Reserves and Reserve Funds		
	LTD Budget	LTD Actuals	LTD External Revenues	LTD Variance	Reserves (Capital & Equipment)	Reserve Funds (DC & Dedicated)	Total to/(from) Reserve/ Reserve Funds
Net Impact	\$ 12,000.8	\$ 10,617.7	\$ 53.3	\$ 1,329.8	\$ 1,136.4	\$ 193.4	\$ 1,329.8

RESERVES, RESERVE FUNDS AND TRUST FUNDS

Reserve and reserve funds are an integral part of the municipal budget planning process and long-term financing plan that contributes to the municipality's sound financial position. Reserve Funds are established by Council for a specific purpose, and include funds that have been set aside in accordance with legislative requirements or at the discretion of Council. As such, the town has both obligatory reserve funds and discretionary reserve funds. Capital and Equipment reserves form an important component of the town's long-term capital financing plan and are used to finance maintenance and replacement of existing infrastructure to maintain assets in a state of good repair, provide for community enhancements as well as fund the town's share of new infrastructure to service the growing community. Stabilization and Operating reserves are used to offset extraordinary and unforeseen expenditure requirements, one-time expenditures, cyclical expenses, revenue shortfalls and help to minimize fluctuations in the tax levy. Trust funds are held by the town for the benefit of other agencies or entities in accordance with specific statutes or trust indenture.

The 2024 opening balances and 2024 ending balances are shown below with further details of individual reserve and reserve funds in Appendix D.



*Note: Obligatory reserve balances do not include approved funding for capital projects not transferred yet as funds can only be transferred to projects as spending occurs.

Reserves

Stabilization and Operating reserves are healthy and have remained relatively stable over the course of the year. Capital related reserves have decreased from \$156.3 million to \$135.7 million, primarily due to major projects such as the land purchase of 482 South Service Road, Royal Windsor Drive Bridge Rehabilitation, the new Fire station #9, the new Central Library DCH project, and the replacement of Glen Abbey blue rink. Equipment reserves decreased from \$10.7 million to \$7.6 million as capital outlay exceeded the transfers from the operating budget.

Reserve transfer request

The Oakville Community Foundation (OCF) has provided the town with \$405,938 in funding for the OCPA in 2025. The funding comes from the charitable portion of the “Big Ticket” initiative over the years plus the income generated from investment of these funds by the OCF. Staff recommend that the funding received from OCF be transferred to the Theatre Capital reserve to fund related capital projects. Some of this funding will be used for the boiler system replacement described previously in the Capital Budget Request section of the report. Requests for additional capital works to be paid for with this funding will be submitted in subsequent reports to Council or as part of the budget process.

Reserve Funds

Obligatory Reserve Funds increased from \$428.4 million to \$475.0 million over the course of 2024 as revenue exceeded the capital needs. While revenue collected

from the town's growth funding tools (GFTs) of development charges, community benefits charges, and parkland dedication was slightly lower than budget, capital spending was also lower than expected. It is important to note that legislative impacts are resulting in reduced collections from GFTs; however, these impacts were reflected in the budget. The mandatory phase-in of town's current DC By-law was repealed through the passage of Bill 185, the Cutting Red Tape to Building More Homes Act, 2024, on June 6th, 2024. This has since reduced the impact of DC revenue losses due to the phased-in rates, however rate freeze applications may still receive phased-in rates which will continue to impact future DC revenue collections. Legislation for these reserve funds requires that funding only be transferred to capital projects once spending has been incurred. Therefore, it is important to note that the fully committed balance, when considering all approved funding, is \$286.7 million at year end. Discretionary reserve funds remained stable throughout the year.

Building Faster Fund

On August 21, 2023, the provincial government announced the Building Faster Fund (BFF), a \$1.2 billion fund for municipalities that build more homes sooner. The BFF is a three-year funding program, providing significant new funding to municipalities that achieve assigned housing targets on an annual basis.

As a result of progress towards housing targets, Oakville is receiving \$7,058,182 in funding for the 2024 BFF program year for achieving 80% of the annual housing target in 2023. With Council approval, the 2024 BFF Investment Plan allocated \$3,350,000 to the Burloak Drive Grade Separation project and saved \$3,708,182 of the 2024 allocation for the 2025 program year. As a result, a new obligatory reserve fund titled the Building Faster Fund was established in Q4 2024 to deposit the saved/banked funds and is included under the category of Obligatory Reserve Funds as shown in Appendix D of the report. This reserve fund will be interest bearing in accordance with the terms of the Transfer Payment Agreement.

Trust Funds

Funds segregated and held in trust in accordance with the specific terms of a statute or trust indenture total \$7.1 million at December 31, 2024 as detailed in the following table. Interest and investment earnings are allocated based on proportionate balance at year end in accordance with policy and procedures.

2024 Trust Funds (\$ Thousands)				
Trust Fund	2024 Opening Balance	2024 Activity		Balance at 12/31/2024
		Contributions	Transfers	
Cemetery Marker Care	402.0	34.0	16.5	419.6
Cemetery Perpetual Care	6,346.4	386.9	257.5	6,475.8
Library - Halton Information Providers	54.2	169.8	160.1	63.9
Burloak Canoe Club	38.9	1.6	-	40.4
Bronte Harbour Yacht Club	25.2	1.0	-	26.3
Oakville Power Boat Club	18.1	2.8	-	20.9
Bronte Community Tennis Club	25.6	1.0	-	26.6
Oakville Rugby Club	16.3	3.8	-	20.1
Oakville Yacht Squadron	10.9	2.5	-	13.4
Total	6,937.5	603.4	434.1	7,106.8

PURCHASING

In accordance with the town's Purchasing By-law 2017-095, a summary of the competitive bids, contract renewals and sole source awards in excess of \$100,000 are reported to Council quarterly. Appendix E provides details of the awards and contract renewals in excess of \$100,000 for this quarter.

CASH MANAGEMENT and INVESTMENTS

Cash flows are managed to ensure the funding requirements of the town are met while providing for a reasonable rate of return on invested funds not needed in current operations. The investment strategy follows a conservative approach in order to mitigate term and interest rate risk by maintaining a portfolio structure of high-quality, medium-term investments. For the period ended December 31, 2024, gross investment revenue from realized interest income and capital gains/losses, net of amortized premiums/discounts, was \$42.96 million, on a portfolio of cash and investments totaling \$1.06 billion (book value). The annualized rate of return based on average cash and investment holdings was 4.04%, with an average maturity of 5.1 years.

Bank interest and investment earnings increased dramatically over the past two years, driven by increased inflation and the Bank of Canada (BOC) raising the key

interest rate to a height of 5.00%, the highest rate since 2001. However, with inflation cooling down and within the 1%-3% target range, the BOC has steadily reduced the key interest rate to 2.75% as of March 2025. Along with a corresponding decrease to the town's bank rate, fixed income yields have also shifted downwards as a result of lower inflationary expectations.

Despite this recent shift lower, interest rates and fixed income yields remain at the high end of the last decade. The below chart displays the average yield for 5-10 year Government of Canada marketable bonds from 2015 to 2024, and illustrates the rise in yields for fixed income products.



*Source: Bank of Canada (<https://www.bankofcanada.ca/rates/interest-rates/canadian-bonds/>)

The elevated yields and growing size of the town's portfolio has resulted in a surplus for the town's investment income budget in 2024. Appendix F provides details on the components of the town's investment portfolio.

Economic Outlook

The economy ended the year in a solid position, with inflation just below the 2% mid-point of the Bank of Canada's (BOC) 1%-3% target range, and healthy GDP growth. Through monetary policy, higher interest rates helped to cool economic activity and bring inflation down from the high point of 8.1% in 2022. With inflation in the target range, there have been seven straight interest rate cuts since June 2024, which has boosted economic activity and resulted in growth of 2.6% in the fourth quarter of 2024, while maintaining inflation around 2% into 2025. Employment growth also strengthened over the past few months, with the unemployment rate declining to 6.6% in February.

Despite this strong economic date, there is extensive uncertainty due to the continuously changing US tariff threats. Through a BOC survey, consumer spending intentions and business plans to hire and invest are restrained. While the magnitude

and length of a trade war is unknown, it could stall the Canadian economy and increase inflation. While inflation would impact town budgets on the expenditure side of the ledger, a significant cool down in the economy and spending habits could impact various revenue sources.

Debt

Debt financing complements the funding of capital works and is generally used for specific initiatives. Issuance of town debt is through Halton Region in compliance with provincial legislation.

Total principal outstanding at the beginning of the year was \$98.5 million and increased to \$143.3 million at year end. Debt issuance is based on timing of the capital project spending and when Halton Region plans to go to the market. The region completed a debt issuance in April 2024, with \$50 million being issued for town capital projects. At year end, the town had \$20.7 million in outstanding approved debt not yet issued. Further details are provided in Appendix G.

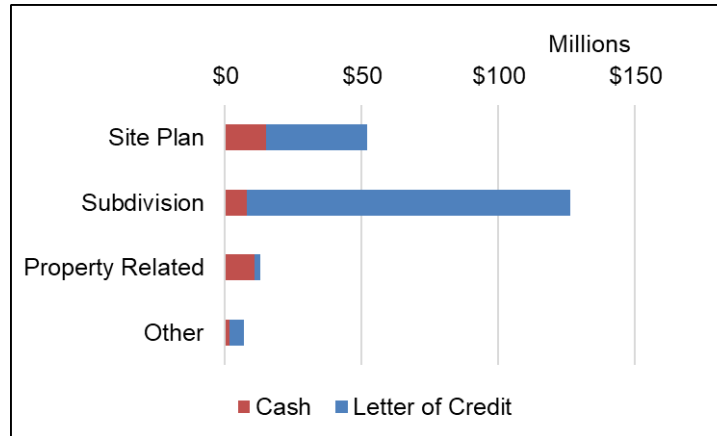
The town is in a strong financial position with total debt charges in 2024 at 2.97% of net own source revenue. Full annual debt charges are not incurred in the year of issuance. When considering full debt charges for newly issued debt, and approved debt that is not yet issued, total debt charges (including capital lease payments) for approved debt are projected to rise to 6.1% of net own source revenue by 2026, which remains well within town policy of 12% and the Ministry limit of 25%.

Development Related Securities

Securities are required to ensure performance to town standards of development related work done by third parties. Staff monitor the progress of the various projects to ensure that adequate security is held by the town relative to the value of the outstanding work, and releases of securities are contingent on satisfactory inspection. Site plan and subdivision securities primarily relate to large scale residential and non-residential developments within the town and are predominantly secured by letter of credit. Property related securities are predominantly cash securities which safeguard development that requires permits i.e. site alteration, road cut, tree preservation etc. Other securities relate to miscellaneous security requirements relating to special events, temporary structures, election signage etc. In accordance with the Development Securities Procedure, at year end \$6,619,335 in property related securities were considered forfeited due to age and inactivity and have been transferred to the capital reserve.

As of December 31, 2024, the town held \$198 million in securities, which has increased from \$188 million in Q4 2023. \$163 million, or 82%, are secured by letters of credit and the remainder is cash. While legislation was passed in November 2024 allowing landowners to utilize surety bonds as a financial instrument to secure

obligations under the *Planning Act*, the town does not yet hold any securities in the form of surety bonds. The below chart shows the securities held by type.



CONSIDERATIONS:

(A) PUBLIC

This report provides information to the public regarding the town's financial performance. No specific groups have been notified directly regarding this report.

(B) FINANCIAL

This report and the information contained therein are in compliance with the town's financial policies.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Financial results have been estimated and reflected in consultation with the other departments.

(D) CORPORATE STRATEGIC GOALS

This report addresses Council's strategic priority: Accountable Government.

(E) CLIMATE CHANGE/ACTION

Climate change/action is a key priority of Council. The proposed budget will incorporate climate change initiatives in alignment with this strategic priority.

APPENDICES:

Appendix A – Operating Budget Variance Results
Appendix B – Capital Project Summary by Commission and Department
Appendix C – Summary of Capital Closures
Appendix D – Reserves and Reserve Funds
Appendix E – Purchasing Awards in excess of \$100,000
Appendix F – Investment Portfolio
Appendix G – Outstanding Debt
Appendix H – Municipal Act Reporting Requirements Report

Prepared by:

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Submitted by:
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Deputy Treasurer and Director of Finance

OPERATING BUDGET VARIANCE RESULTS

	2024	2024	2024
(\$ Millions)	Annual	Year-end	Variance to
	Budget	Actuals	Budget (\$)
Political Governance	4.22	4.03	0.19
Administrative Executive Leadership	2.36	2.11	0.25
Economic Development	0.85	0.78	0.07
Communications and Customer Experience	2.65	3.05	(0.41)
Corporate Strategy and Government Relations	2.02	1.72	0.31
Corporate Asset Management	1.78	1.65	0.13
Financial Services	5.42	5.03	0.39
Human Resources	3.77	4.43	(0.66)
Information Technology Solutions	15.01	12.58	2.43
Regulatory Services	0.48	0.38	0.11
Facility Services	3.90	3.30	0.60
Legal Services	2.05	1.94	0.11
Emergency Services	46.31	47.62	(1.30)
Recreation and Culture	21.42	18.73	2.69
Oakville Public Library	12.18	11.84	0.34
Parks & Open Space	23.66	24.04	(0.38)
Cemeteries	0.18	0.10	0.08
Harbours	-	(0.14)	0.14
Infrastructure Maintenance	29.07	27.74	1.32
Oakville Transit	38.95	37.13	1.82
Infrastructure Planning & Improvements	3.97	3.07	0.90
Parking	-	(2.53)	2.53
Municipal Enforcement	2.79	1.83	0.96
Building Services	0.18	(0.47)	0.65
Planning & Development	3.00	4.44	(1.43)
Development Services	1.10	(0.52)	1.62
Business Support Services	0.49	0.51	(0.02)
Total Program Variance	\$ 227.81	\$ 214.38	\$ 13.43
Corporate Hearings and Litigation	0.50	1.41	(0.91)
Corporate Revenue & Expenses	(228.31)	(228.47)	0.16
Town Variance before transfers	\$ -	\$ (12.68)	\$ 12.68
Policy Related and Recommended Transfers for Programs:			
Transfer Tax Appeal Allowance (to)/from Tax Stabilization Reserve			(0.38)
Transfer lost parking revenue for patio program (to)/from Parking Reserve fund			(0.04)
Transfer Oakville Public Library surplus (to)/from Tax Stabilization Reserve			(0.34)
Transfer (to)/from Storm Event Reserve			(2.27)
Transfer (to)/from Building Enterprise Reserve			(0.59)
Transfer (to)/from Cemetery Reserve			(0.08)
Transfer (to)/from Harbours Reserve fund			(0.14)
Transfer (to)/from Parking Reserve fund			(2.53)
Transfer (to)/from Election Reserve			0.00
Total Town Variance after transfers			\$ 6.31

APPENDIX B

CAPITAL PROJECT SUMMARY BY COMMISSION AND DEPARTMENT (in \$'000s)

Commission/Department	Total Approved Budget	Prior Years Expenditures	2024 Expenditures	Total LTD Expenditures	Total Funds Remaining
Corporate Initiatives					
Corporate Initiatives	\$9,885	\$5,476	\$1,189	\$6,665	\$3,220
Total Corporate Initiatives	\$9,885	\$5,476	\$1,189	\$6,665	\$3,220
Corporate Services					
Clerks	\$682	\$101	\$209	\$310	\$372
Finance	\$551	\$241	\$19	\$261	\$290
Legal	\$1,701	\$1	\$23	\$24	\$1,677
Information Technology Solutions	\$16,657	\$4,165	\$3,929	\$8,094	\$8,563
Total Corporate Services	\$19,591	\$4,508	\$4,181	\$8,689	\$10,902
Community Services					
Facility Services	\$34,291	\$8,640	\$5,627	\$14,268	\$20,023
Parks and Open Space	\$113,404	\$32,561	\$28,802	\$61,363	\$52,041
Cemeteries	\$862	\$101	\$300	\$401	\$460
Harbours	\$10,856	\$3,587	\$4,650	\$8,237	\$2,619
Fire Services	\$32,917	\$1,270	\$6,561	\$7,831	\$25,086
Recreation and Culture (including Galleries)	\$175,375	\$88,635	\$27,869	\$116,504	\$58,871
Oakville Public Library	\$22,752	\$112	\$951	\$1,064	\$21,688
Total Community Services	\$390,456	\$134,906	\$74,761	\$209,667	\$180,789
Community Development					
Parking Services	\$7,593	\$1,631	\$1,538	\$3,169	\$4,424
Municipal Enforcement	\$2,843	\$555	\$661	\$1,216	\$1,627
Building Services	\$8,322	\$1,619	\$1,611	\$3,230	\$5,092
Planning Services	\$10,368	\$3,260	\$2,036	\$5,296	\$5,071
Total Community Development	\$29,125	\$7,065	\$5,846	\$12,912	\$16,213
Community Infrastructure					
Roads and Works	\$20,957	\$2,609	\$4,213	\$6,821	\$14,135
Transportation, Engineering and Development	\$279,243	\$100,150	\$19,493	\$119,643	\$159,599
Oakville Transit	\$131,293	\$12,775	\$25,845	\$38,621	\$92,673
Asset Management	\$6,115	\$1,037	\$703	\$1,740	\$4,375
Total Community Infrastructure	\$437,607	\$116,571	\$50,254	\$166,825	\$270,783
TOTAL ACTIVE PROJECTS	\$886,664	\$268,526	\$136,231	\$404,757	\$481,907

Note: Projects recommended for closure this period are included in the table above to illustrate total spending.

SUMMARY OF CAPITAL CLOSURES
Net Impact on Reserves and Reserve Funds

Department	Project Details					Projects Closed in Quarter	Impact on Reserves and Reserve Funds		
	LTD Budget	LTD Actuals	LTD External Funding Shortfall (Surplus)	LTD Variance	% Spent		Reserves (Capital & Equipment)	Reserve Funds (DC & Dedicated)	Total to/(from) Reserves/ Reserve Funds
Commissioner Authority									
Finance and General Government	100,100	100	-	100,000	0.1%	1	100,000	-	100,000
Information Technology Solutions	1,092,900	1,004,756	-	88,144	91.9%	6	88,144	-	88,144
Facility Services	1,449,906	1,388,803	62,135	(1,032)	95.8%	1	-	(1,032)	(1,032)
Parks and Open Space	693,400	690,109	-	3,291	99.5%	3	3,291	-	3,291
Fire Services	1,232,600	1,242,909	-	(10,309)	100.8%	2	(10,309)	-	(10,309)
Recreation and Culture	407,500	377,141	-	30,359	92.5%	3	25,191	5,168	30,359
Oakville Public Library	75,000	73,047	-	1,953	97.4%	1	-	1,953	1,953
Municipal Enforcement	335,000	147,714	-	187,286	44.1%	1	-	187,286	187,286
Planning and Development	40,300	43,663	-	(3,363)	108.3%	1	(3,363)	-	(3,363)
Transportation, Engineering and Development	6,574,120	5,649,475	(8,850)	933,495	85.9%	5	933,495	-	933,495
Net Impact	\$ 12,000,826	\$10,617,717	\$ 53,285	\$ 1,329,824	88.5%	24	\$ 1,136,449	\$ 193,375	\$ 1,329,824

RESERVE AND RESERVE FUNDS (\$ Millions)

Reserve/Reserve Fund	2024 Opening Balance (millions)	2024 Activity				Interest/ Capital Gains-Loss	2024 Ending Balance (millions)	2024 Fully Committed Ending Balance ¹ (millions)
		Operating Transfers to/(from) Reserve	Capital Funding Transfers	Development Charges/ Other Revenues	Total			
Obligatory Reserve Funds:								
Development Charges	247.9	(2.4)	(33.8)	63.0	274.6	10.7	285.3	153.9
Parkland	90.3	-	(2.7)	3.1	90.6	3.6	94.2	72.0
Community Benefits Charge	7.3	-	(0.3)	2.4	9.3	0.3	9.7	9.2
CCBF ² /Ontario Gas Tax	35.6	(1.9)	(13.5)	9.7	29.9	1.3	31.2	2.1
Building Enterprise ³	47.4	5.2	(1.7)	-	50.9	-	50.9	45.7
Building Faster Fund ⁴	-	-	(3.4)	7.1	3.7	-	3.7	3.7
sub-total	428.4	0.8	(55.4)	85.3	459.0	16.0	475.0	286.7
Discretionary Reserve Funds:								
Building Maintenance	16.4	5.2	(7.4)	-	14.2	0.6	14.8	14.8
Parking ³	0.8	2.5	(0.7)	0.1	2.6	0.0	2.6	2.6
Harbours ³	(6.1)	0.6	(0.5)	-	(6.0)	(0.3)	(6.3)	(6.3)
Employment Liability	26.5	0.4	-	-	26.9	1.1	28.0	28.0
Other	0.3	0.0	-	-	0.3	0.0	0.3	0.3
sub-total	37.9	8.7	(8.6)	0.1	38.1	1.4	39.5	39.5
Total Reserve Funds	466.3	9.5	(64.0)	85.3	497.1	17.4	514.5	326.2
Reserves:								
Operational Reserves ³	13.1	2.4	0.0	0.9	16.5	0.1	16.6	16.6
Equipment Reserves	10.7	14.7	(18.8)	0.6	7.2	0.4	7.6	7.6
Capital Reserves ³	156.3	36.0	(84.2)	22.2	130.4	5.4	135.7	135.7
Stabilization Reserves ³	86.9	2.6	-	0.0	89.4	-	89.4	89.4
Total Reserves	267.0	55.8	(102.9)	23.6	243.5	5.9	249.3	249.3
Total Reserves, Reserve Funds	733.3	65.3	(166.9)	108.9	740.6	23.2	763.8	575.5

* Note: Schedule may not add due to rounding

1) Balances for Obligatory reserve funds reflect commitments for funds approved in 2024 and prior years that has not yet been transferred to capital projects. Funds can only be transferred to the project as spending occurs.

2) Canada Community-Building Fund (CCBF), formerly known as Federal Gas Tax.

3) Reserves and reserve fund balances include policy transactions mentioned in the report but do not include recommended surplus transfers.

4) Building Faster Fund (BFF) was established as an Obligatory Reserve Fund with Council approval. 2024 capital spending was related to refinancing the Burloak Drive Grade Separation as per the BFF Investment Plan.

APPENDIX E

PURCHASING AWARDS IN EXCESS OF \$100,000

Bid #	Description	Awarded To	Total Amount Awarded
2024-082-T	Supply, Delivery and Servicing of Guidrails, on behalf of the Halton Co-operative Purchasing Group (HCPG)	TMC Fencing Ltd.	\$126,245.00
RFP-2-2024	Enterprise Payment Solutions	Infocorp Computer Solutions Ltd.	\$262,628.58
RFP-7-2024	Design of Burnhamthorpe Road, Sixth Line to Trafalgar Road	RJ Burnside & Associates	\$1,133,827.59
RFP-10-2024	Supply & Delivery of Quality Corporate Branded Work Clothing	WearWell Garments Limited	\$141,600.00
RFP-29-2024	Supply & Delivery of Aerial Platform and Aerial Ladder Apparatus	City View Specialty Vehicles, Inc	\$4,967,485.00
RFP-37-2024	New Central Library LEED and Energy Consultant	MCW Consultants Ltd	\$132,500.00
RFP-40-2024	Sixteen Mile Sports Complex Video Scoreboard Upgrade	Harris Time Ltd	\$373,250.00
RFP-42-2024	Design and Installation of 'Replica' Wood Gazebo	Timeless Timber Carpentry (a subsidiary of Restoration Acres Ltd.)	\$108,000.00
RFP-43-2024	LEED Commissioning for Downtown Cultural Hub - Library (New Central Library)	Introba Canada Engineering LP	\$159,200.00
RFP-45-2024	Rotational Maintenance Program (RMP)	Davey Tree	\$252,062.57
RFP-46-2024	Commodity Tax Review	Stratos Solutions Inc	\$100,000.00
RFP-49-2024	Show Clearing and Salting for Oakville Transit Bus Stop	Marquee Landscapes Ltd	\$423,000.00
RFT-49-2024	Loose Leaf Haulage and Disposal	Walker Environmental Ltd	\$404,460.00
RFT-53-2024	Town Hall Finance Space B Renovations	BCL Contractors Ltd	\$135,000.00
RFT-54-2024	VMWARE License Renewal	Support Soho Inc.	\$102,600.00
RFT-64-2024	Glen Abbey Community Centre - LED Lighting Upgrade	Kacel Electric Inc.	\$188,120.00
RFT-65-2024	Supply & Delivery of 4-Wheel Drive Articulating Type Multi-Purpose Municipal Tractors	FST Canada Inc. o/a Joe Johnson Equipment	\$759,383.00
RFT-67-2024	2024 Windrow Clearing Program	Extreme Landscapes & Contracting Ltd	\$201,264.80
RFT-68-2024	Overhead Door Replacements at the Transit Facility	NEX Industrial Supplies Inc.	\$430,846.43
RFT-69-2024 Exhibit A	Supply & Delivery of One (1) Cargo Van and Up to two (2) Pickup Trucks - Exhibit A	John Bear Buick GMC Ltd.	\$136,622.25
RFT-69-2024 Exhibit B	Supply & Delivery of One (1) Cargo Van and Up to two (2) Pickup Trucks - Exhibit B	Blue Mountain Chrysler Ltd.	\$137,998.00
RFT-70-2024	HVAC Pool Dehumidifier Compressor Replacements	Canadian Air Tech Systems	\$107,585.00
RFT-71-2024 Exhibit A	Supply & Delivery of One Utility Work Vehicle and One Skid Steer - Exhibit A	Bobcat of Hamilton Ltd.	\$102,439.00
RFT-72-2024	Interior Asbestos Abatement - Former Post Office	Lanmar Environmental Solutions Inc.	\$239,800.00
RFT-74-2024	Soil Stockpile Haulage and Removal	Lafarge Canada Inc.	\$355,000.00
RFT-76-2024	Sixteen Mile Creek Outfall Rehabilitation	2220742 Ontario Ltd o/a Bronte Construction	\$1,785,641.00
RFT-78-2024 - Exhibit A & B	Supply & Delivery of Leaf Vacuum Trailers - Exhibit A & B	Joe Johnson Equipment Inc.	\$581,115.00
RFT-79-2024	South-East Operations Material Depot Driveway Construction	Avion Construction Group Inc.	\$102,710.00
			\$13,950,383.22

PURCHASING AWARDS IN EXCESS OF \$100,000

Contract Renewals

Original Bid #	Description	Awarded To	Total Amount Awarded
RFT-14-2021 - Ashland - 12 units	Winter Roadway Tractor Plowing	Ashland Contracting	\$4,968,000.32
RFT-14-2021 - Winfield - 12 units	12 Winter Roadway Tractor Plows with 2 Operators per unit	Winfield Contracting Inc. / Countyline	\$458,632.87
RFP-18-2022	Supply of Twelve (12) Tractor Snow Plows complete with Operators	1942537 Ontario Limited	\$520,641.13
RFP-24-2020	Supply and Delivery of Snow Clearing & Salting at various town locations	Rightway Blading and Sodding Inc.	\$106,509.80
RFT-36-2022	Turf restoration various parks	Dol Turf Restoration Ltd.	\$149,939.73
RFP-52-2023	Supply and Delivery of Accessible Support Vehicles	MoveMobility Inc.	\$185,225.89
RFP-72-2022	Hydro Line Clearing	Davey Tree	\$434,581.81
NCP	Integrated Library System	SrsiDynix (Canada) Inc.	\$125,858.36
RFP-17-2021	Library Materials and Related Services on an Automatic Release Plan (ARP)	Whitehats Inc.	\$386,300.00
RFP-17-2021	Library Materials and Related Services on an Automatic Release Plan (ARP)	Library Bound	\$310,400.00
			\$7,646,089.91

Single Source Procurement

Department	Description	Awarded To	Total Amount Awarded
Information Technology Solutions	AMANDA Platform Annual Support and Maintenance	Granicus	\$185,175.84
Information Technology Solutions	Bibliocommons 5 year subscription	Bibliocommons	\$256,139.61
Facilities and Construction Management	Security Guard and Alarm Response Extension	Falcon Security	\$205,278.00
Parks and Open Space	Consulting Services for Towne Square Revitalization Project	NAKDesign Strategies	\$235,350.00
Facilities and Construction Management	300 Church Street Parking Garage Fire System Repairs	Hamilton Fire Control Company	\$160,000.00
Roads and Works	Emergency Road Repairs, Lower Baseline	Town of Milton	\$410,633.77
			\$1,452,577.22

Additional Funds

Original Bid #	Description	Awarded To	Original Contract Amount	Total Additional Funds Previously Added	Additional Funds	Total Amount Awarded
RFT-90-2023	Bronte Heritage Waterfront Park – Parking Lot Redevelopment	Associated Paving	\$949,206.20	\$94,720.00	\$258,815.00	\$1,302,741.20
RFP-85-2024	Midtown Implementation Program Management Services	Jacobs Consultancy Canada Inc.	\$2,396,872.05	\$1,197,130.50	\$152,640.50	\$3,746,643.05
RFSQ-6-2020	Traffic Bylaw Review and Update	CIMA Canada Inc.	\$99,415.00	\$0.00	\$77,281.00	\$176,696.00
RFP-87-2022	Sixteen Mile Sports Complex & Library Addition	JRCertus Construction Co. Ltd.	\$75,423,215.00	\$0.00	\$217,262.64	\$75,640,477.64
RFP-30-2021	Landscape Architectural Services North Park	The MBTW Group	\$468,750.00	\$111,935.88	\$6,006.86	\$586,692.74
RFP-26-2021	Prime Consultant Services for the North Park Community Centre and Public Library	Diamond Schmitt Architects (DSA)	\$2,035,000.00	\$0.00	\$279,874.50	\$2,314,874.50
			\$81,372,458.25	\$1,403,786.38	\$991,880.50	\$83,768,125.13

INVESTMENT PORTFOLIO

Table 1
2024 Portfolio Composition
Year over Year Comparison
(Millions)

Security Type	Book Value	% of Portfolio	Book Value	% of Portfolio
Cash	106.64	10.4%	53.03	5.7%
Federal Bond	75.00	7.3%	59.94	6.4%
Provincial Bond	358.22	35.0%	272.42	29.1%
Municipal Bond	173.19	16.9%	152.07	16.2%
Eligible Financial Institutions	310.79	30.4%	399.15	42.6%
Total	1,023.83	100.0%	936.61	100.0%
As of December 31, 2024			As of December 31, 2023	

Table 2
2024 Portfolio Composition by Term
Year over Year Comparison
(Millions)

Maturity Distribution	Book Value	% of Portfolio	Book Value	% of Portfolio
Cash and cash equivalents	106.64	10.4%	233.27	24.9%
1 - 3 years	424.13	41.4%	271.63	29.0%
3 - 5 years	66.08	6.5%	153.97	16.4%
5 - 10 years	421.98	41.2%	277.75	29.7%
10 years and over	5.00	0.5%	-	0.0%
Total	1,023.83	100.0%	936.61	100.0%
As of December 31, 2024			As of December 31, 2023	

OUTSTANDING DEBT

2024 Outstanding Debt Principal (\$ '000s)

(\$ 000's)

	2024 Opening Balance	2024 New Debt issued	2024 Debt Principal Payment	2024 Year End Balance	Approved Debt Not Yet Issued
Tax Levy Supported Debt:					
Roads & Storm Sewers	3,707	-	508	3,199	-
LED Streetlighting	5,301	-	1,108	4,192	
Transit	-	5,200	-	5,200	17,800
sub-total	\$ 9,008	\$ 5,200	\$ 1,616	\$ 12,592	\$ 17,800
Self Supported Debt:					
Development (Sixteen Mile)	9,130	41,000	893	49,237	-
Harbours	1,672	1,800	295	3,177	837
Pine Glen Soccer Club	4,135	-	556	3,579	-
Parking	-	2,000	-	2,000	2,093
sub-total	\$ 14,937	\$ 44,800	\$ 1,744	\$ 57,993	\$ 2,930
Hospital Debt:					
Oakville Trafalgar Memorial Hospital ¹	74,544	-	1,816	72,728	-
TOTAL	\$ 98,489	\$ 50,000	\$ 5,176	\$ 143,313	\$ 20,730

1) Debt Principal Payment for Oakville Trafalgar Memorial Hospital reflects the contribution to the sinking fund.

MUNICIPAL ACT REPORTING REQUIREMENTS REPORT**Statement of Performance;**

The Town of Oakville earned an annualized rate of return of 4.04% for the period ended December 31, 2024 on its cash management and investment program.

Investment in Own Securities;

As the Town of Oakville is a lower tier municipality, for which debt requirements must be issued through the Region of Halton by legislation, none of its investments would be invested in its own long-term or short-term securities.

Statement of Treasurer regarding Investment Quality;

I, Jonathan van der Heiden, Director of Finance and Treasurer of the Town of Oakville hereby state that:

All investments made by the town for the period ending December 31, 2024, have met the quality standards outlined in the town's Investment Policy.

Statement of Treasurer regarding Compliance with Investment Policy;

I, Jonathan van der Heiden, Director of Finance and Treasurer of the Town of Oakville hereby state that:

All investments made by the town for the period ending December 31, 2024, have complied with the investment policy with the Town of Oakville.

**Jonathan van der Heiden,
Director of Finance and Treasurer**

March 17, 2025

REPORT

Council

Meeting Date: May 1, 2025

FROM: Clerk's Department

DATE: April 15, 2025

SUBJECT: Corporate Policy Update

WARD: Town-wide

Page 1

RECOMMENDATION:

1. That Council approve the updated Elections Policy;
2. That Council approve the updated Council Vacancies Procedure; and
3. That Council approve the existing Use of Municipal Right of Ways Policy.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The corporate policy and procedure review is an ongoing process facilitated by the Clerk's department to assist departments in bringing policies forward for Council review as part of Council's governance initiatives.
- All policies and procedures listed in this report have been reviewed by the Policy Review Administration Group.
- Unless otherwise noted, updated documents included in the appendices of this report have tracked changes to easily identify updates.

BACKGROUND:

As part of the ongoing corporate policy and procedure review, staff continue to present reports to introduce new policies, update and reconfirm current policies, and recommend the replacement or rescinding of former policies. Current policies and procedures are reviewed in accordance with established review periods and updates are provided to Council, as required. All policies, along with any procedures established under Council's authority, are submitted to Council for approval. New or significantly updated procedures under the CAO's authority will be shared with Council for information via a memo through the Council Information process, on a quarterly basis. Reporting outside of this schedule will occur as needed, particularly for issues involving public awareness or health and safety.

The corporate policy process aims to optimize operations and improve responsiveness to evolving requirements. It strengthens decision-making efficiency and enables Council to focus on policy-setting and strategic governance, aligning with the town's commitment to continuous improvement and organizational efficiency. This report addresses the policies and procedures which have been addressed by the Policy Review Administration Group since the last report to Council in January 2025. All departments are continuing to address policy requirements. Future policy reports will be coordinated through the Clerk's department or submitted departmentally, as required.

COMMENT/OPTIONS:**Governance***Elections*

The Elections Policy (G-ELE-001) provides for the introduction of procedures to ensure transparent and equitable services are provided relating to municipal elections. It has been reviewed in accordance with Council-approved timelines, and no significant updates are proposed.

The related Council Vacancies Procedure (G-ELE-001-003) outlines the process for filling vacancies on Town of Oakville Council during the term of Council. It has been reviewed in line with Council-approved timelines, with updates including confirming steps in the case of a vacancy for the position of Mayor, referencing the Public Notice and Engagement Policy, removal of details better suited for an internal operating procedure, and minor revisions to align with legislation and business requirements.

Municipal Services*Permits*

The Use of Municipal Right of Ways Policy (MS-PER-004), formerly titled Use of Municipal Right of Ways and Municipal Parking Lots, has been reviewed and updated. The policy now aligns with the Municipal Right of Ways (MRW) By-law, which regulates the use of MRWs, including prohibitions, permit requirements, and enforcement regulations. Regulations for municipal parking lots have been separated from both the MRW By-law and the Use of MRW Policy.

Several related town procedures that outline permitted uses and activities within MRWs have also been reviewed and updated to reflect the revised by-law and current practices. These updates were detailed in the Corporate Procedure Updates – Q1 2025 Memo, provided to Council on February 13, 2025.

CONSIDERATIONS:

(A) PUBLIC

Corporate policies and related procedures are posted to the town website for public information. Public notification is issued prior to Council's consideration of policies and procedures having a direct impact on the public.

(B) FINANCIAL

There are no financial considerations with respect to the consideration of policies and procedures. The administration of procedures which relate to financial matters, grants and financial incentives will be subject to annual budget approval.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

Corporate policies and procedures impact all members of Council and staff. Departments are continuing to review existing policies within their departments to ensure, where applicable, that a corporate view is presented in all new or revised policies and procedures.

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic priority of accountable government. The established corporate policy process promotes accountable governance and service excellence, by promoting consistency, minimizing inefficiencies, and ensuring proper controls and compliance.

(E) CLIMATE CHANGE/ACTION

This matter does not impact climate change.

APPENDICES:

Appendix A – Elections Policy

Appendix B – Council Vacancies Procedure

Appendix C – Municipal Right of Ways Policy

Prepared and submitted by:

Andrea Coyne, Manager, Elections, Policy, Print Services

Approved by:

Andrea Holland, Acting Town Clerk

Elections

Policy number:	G-ELE-001
Section:	Governance
Sub-section:	Election
Author:	Clerk's Department
Authority:	Council
Effective date:	2008-12-15
Review by date:	2029
Last modified:	<i>Council approval date</i>

Policy statement

In accordance with the *Municipal Elections Act, 1996, as amended*, the Town of Oakville (town) is committed to ~~ensuring~~ accountable and transparent election practices by applying consistent ~~through the systematic application of~~ procedures ~~during afor~~ municipal elections. This includes ~~, relating to~~ the use of ~~municipal~~ corporate resources, election recounts, Council vacancies and other applicable election-~~_-~~related matters.

Purpose

This policy establishes procedures ~~will provide for the introduction of procedures~~ to ensure transparent and equitable delivery of services ~~are provided relating~~ related to municipal elections.

Scope

This policy applies to the public, town employees, Members of Council, registered candidates, and third-party advertisers.

References and related documents

Use of Corporate Resources During an Election Period Procedure
 Notice of Close Vote Procedure
 Council Vacancies Procedure
 Records and Information Management Policy
 Access to Records Procedure
Municipal Elections Act
Municipal Act

Council Vacancies

Procedure number: G-ELE-001-003
 Parent policy number: G-ELE-001
 Section: Governance
 Sub-section: Election
 Author(s): Clerk's Department

Authority: Council
 Effective date: 2008-12-15
 Review by date: 2029
 Last modified: *Council approval date*

Purpose statement

This ~~is the purpose of this~~ procedure ensures ~~is to provide for~~ an accountable and transparent process for filling vacancies on Town of Oakville Council.

Scope

This procedure applies to any ~~office~~ Council seat declared vacant during a ~~on~~ Town of Oakville Council ~~during the term of Council~~.

Procedure

When a vacancy for the position of Town Council or Town and Regional Council is declared on or:

- prior to December 31 of the second year after a regular election the position shall be filled through the conduct of a by-election. (e.g.: for the 2022-2026 election this would mean on or prior to December 31 of 2024~~2028~~)
- after January 1 of the third year after a regular election the vacancy may be filled by appointment or by by-election. (e.g.: for the 2022-2026 election this would mean on or after January 1 of 2025~~2029~~)

- The amount of time remaining in the term and the cost efficiency of filling the position by appointment shall be considered when determining how the position will be filled
- after-between January 1 of a regular election year and 90 days prior to voting day, the position shall be filled by appointment only.
- within 90 days before voting day of a regular election the position shall remain vacant until it is filled through the regular election process.

When a vacancy for the position of Mayor is declared on or:

- prior to March 31 of a regular election year, the position shall be filled through the conduct of a by-election
- on or after April 1 of a regular election year, the vacancy may be filled by appointment.

*In accordance with the Municipal Act, if a vacancy occurs within 90 days before voting day of a regular election, the municipality is **not required** to fill a vacancy on Council.*

Filling a vacancy for the position of Town Council or Town and Regional Council Member by appointment

(An appointment shall be made within 60 days of the Council declaration of the vacancy in accordance with section 262 of the Municipal Act)

1. Council shall declare the seat of the Member of Council to be vacant in accordance with the *Municipal Act*.
2. The Town Clerk or designate (the Clerk) shall post ~~a notice~~ in accordance with the *Municipal Elections Act, 1996, as amended* (MEA) and the town's Public Notice and Engagement Policy ~~on the Town website and in the local newspaper.~~ The notice shall indicate Council's intention to appoint a person to the vacancy and outline the process any interested person must follow to become nominated. In addition, notice will be sent to all resident groups and to any individual in the town who has requested notice.
3. No sooner than 14 days after a notice of vacancy has been given, an information session shall be conducted by staff for potential nominees.
4. All nominations must confirm in writing, on the forms provided by the Clerk's department, their consent of nomination, endorsements of nomination (in accordance with the MEA requirement for a general election), and declaration of qualification". Official forms to be provided on or before the information session.
5. The vote to fill the vacancy by appointment shall occur at a Council meeting.
6. At the meeting, the following shall take place:
 - (a) The Chair shall make a short statement of the purpose of the meeting and the general order of proceedings to be followed.

(b) The Clerk will provide to the Chair a list of the names of those nominees who have submitted the required documentation in accordance with this procedure.

(c) The Chair will call for a motion from Council in the following form:

“THAT the following persons, who have signified in writing that they are legally qualified to hold the office of councillor and consented to accept the office if they are appointed to fill the vacancy of councillor, be considered for appointment to fill such vacancy.”

(d) Each of the nominees shall be afforded the opportunity to address Council for a period of not more than ten minutes. The order of speaking will be determined by lot. (The Clerk shall place the names of all nominees in a container and randomly draw the names.)

~~(e) With respect to presentations, candidates may wish to consider and address the following questions in their presentation:~~

- ~~• Name three things that a Councillor does?~~
- ~~• Name the main issues facing the ward at this time?~~
- ~~• What is the role of Council?~~
- ~~• Do you intend to run in the next general municipal election?~~
- ~~• What makes you think you will be a good Councillor?~~
- ~~• What are our most important challenges facing the community?~~
- ~~• What qualities does an ideal candidate possess?~~
- ~~• Describe the type of leader you will be, by describing your two highest priorities for change in our municipality.~~
- ~~• What do you cherish the most about your community?~~
- ~~• Would you support the strategic plan of Council?~~

~~(f)~~(e) Upon hearing all the submissions of the nominees, Council will proceed to vote as follows:

- i. In accordance with Section 244 of the *Municipal Act*, Members of Council will vote by way of public vote;
- ii. where the candidate receiving the greatest number of votes cast does not receive more than one-half the votes of all Members of Council, the nominee or nominees who received the fewest number of votes shall be excluded from the voting and the vote will be taken again by the Clerk and, if necessary, more than once, excluding in each successive vote the nominee or nominees who receive the fewest number of votes in the preceding vote, until the nominee receiving the greatest number of votes has also received more than one-half of the votes of the Members of Council present and voting;

- iii. where the votes cast are equal for all the nominees and if:
 - (1) there are three or more candidates remaining, the Clerk shall by lot select one such nominee to be excluded from the subsequent voting;
 - (2) only two nominees remain, the tie shall be broken and the vacancy shall be filled by the nominee selected by lot conducted by the Clerk;
- ~~(g)~~(f) Upon conclusion of the voting, the Clerk will declare to be elected the nominee receiving the votes of more than one-half of the number of the Members of Council present and voting.
- ~~(h)~~(g) A by-law confirming the appointment shall be enacted by Council appointing the successful nominee to the office for the remainder of the term of the present Council.

Filling a vacancy for the position of mayor by appointment

(After March 31 of a regular election year, an appointment shall be made within 60 days of the Council declaration of the vacancy in accordance with section ~~248.12(3)~~262 of the Municipal Act. Note: if the vacancy occurs within 90 days before voting day of a regular election, the town is not required to fill the vacancy.)

1. Council shall declare the seat of the Mayor to be vacant in accordance with the *Municipal Act*.
2. The vote to appoint a member to the position of Mayor shall occur at a Council Meeting.
3. Any Member of Council wishing to be considered for appointment to the vacancy shall advise the Clerk in writing by 12:00 noon, five business days prior to the meeting.
4. At the meeting, the following shall take place:
 - (a) The Chair shall make a short statement of the purpose of the meeting and the general order of proceedings to be followed.
 - (b) Members of Council seeking appointment (candidates) shall declare a pecuniary conflict of interest
 - (c) The Clerk will provide to the Chair a list of the names of those Members of Council who have indicated in writing their interest in being appointed to the vacancy and the Chair will call for a motion from Council in the following form:

THAT the following candidates, who have signified in writing their interest in being appointed to the office of Mayor, be considered for appointment to fill such vacancy.

- (d) Each of the candidates shall be afforded the opportunity to address Council for a period of not more than five minutes. The order of speaking will be

determined by lot. (The Clerk shall place the names of all candidates in a container and randomly draw the names.)

- (e) Each Member of Council not being considered for the appointment will be allowed no more than one question to each candidate.
- (f) Upon hearing all the submissions of the candidates, Council will proceed to vote as follows:
 - i. Members of Council, including those who are being considered for appointment, will vote by way of public vote;
 - ii. if the candidate receiving the greatest number of votes cast does not receive more than one-half the votes of all voting Members of Council, the candidate or candidates who received the fewest number of votes shall be excluded from consideration. The vote will be taken again by the Clerk and, if necessary, more than once, excluding in each successive vote the candidate or candidates who receive the fewest number of votes. This shall be repeated until the candidate receiving the greatest number of votes has also received more than one-half of the votes of the voting Members of Council;
 - iii. where the votes cast are equal for all the candidates:
 - 1. if there are three or more candidates remaining, the Clerk shall by lot select one such candidate to be excluded from the subsequent voting;
 - 2. if only two candidates remain, the tie shall be broken and the vacancy shall be filled by the candidate selected by lot, as conducted by the Clerk.
- (g) Upon conclusion of the voting, the Clerk will declare to be elected the candidate receiving the votes of more than one-half of the number of the voting Members of Council.
- (h) A by-law confirming the appointment shall be enacted by Council appointing the successful candidate to the office for the remainder of the term of the present Council.
- (i) Where a Mayor is appointed pursuant to section 284.12(3) of the Municipal Act, the town will be deemed not to be prescribed for Part VI.1 of the Municipal Act.

Filling a vacancy by by-election

A by-election shall be held in accordance with the *Municipal Elections Act*.

References and related documents

Elections Policy

Municipal Act

Municipal Elections Act

Public Notice and Engagement Policy and related procedures

Definitions

Lot: for the purpose of this procedure, means a method of determination by placing the names of the nominees on equal size pieces of paper and placed in a container with one name being drawn by the Clerk, or designate.

Responsibilities

The Town Clerk or designate shall be responsible for interpreting and where appropriate administering the Council Vacancies Procedure.

The Town Clerk or designate shall be responsible for conducting any by-election in accordance with the *Municipal Elections Act* and all applicable policy and procedure.

~~Use of Municipal Right of Ways and Municipal Parking Lots~~Use of Municipal Right of Ways

Policy number:	MS-PER-004
Section:	Municipal services
Sub-section:	Permits
Author:	Engineering and Construction Transportation and Engineering
Authority:	Council
Effective date:	2009-06-29
Review by date:	2030
Last modified:	<i>Council approval date</i>

Policy statement

The Town of Oakville (town) may facilitate the use and occupation of its municipal right of ways ~~and municipal parking lots~~ where appropriate and consistent with Town By-laws, procedures and other applicable legislation, through the issuance of permits ~~and agreements/licenses~~ for approved activities ~~or encroachments~~.

Purpose

The purpose of this policy is to provide for the establishment of procedures for the temporary shared or exclusive use of municipal right of ways ~~and municipal parking lots~~. Procedures and conditions specific to each permitted use shall be developed and address public safety, traffic egress and ingress and the availability of the proposed location in conjunction with other approved town activities or other uses of the municipal right of way ~~or municipal parking lot~~.

Scope

This policy applies to the use and/or occupation of all or part of any of a municipal right of way ~~or municipal parking lot~~, under the jurisdiction of the town.

References and related documents

Municipal Rights of Way By-law

~~Municipal Right of Way Activity Permit By-law~~

~~Parking Lot By-law~~

Sign By-law

Driveway Permits Procedure

Excavation Permit Procedure and

Temporary Street Occupation Permits Procedure

Newspaper/Media Box Permits Procedure

Encroachment Agreement Permit Procedures

Oversize/Overweight Vehicle Permit Procedure

Boulevard Gardening ~~Permits~~ Procedure

Walkway Procedure

Sports Activities and Equipment with their Municipal Right of Way Procedure

~~Municipal Access Agreement~~

~~Zoning by-law~~

Definitions

Municipal Right of Way – for the purpose of this policy and related procedures means lands owned by the ~~Corperation of the~~ Town of Oakville as opened or unopened road allowances, ~~or~~ for the purposes of operating a public highway under the Municipal Act, ~~a public walkway, municipal services or public utilities~~, but excludes town lands owned or operated as parkland, creeks and watercourse, and related public trail systems.

~~Municipal Parking Lots – for the purpose of this policy and related procedures means lands owned by the Town of Oakville for the purposes of operating a public parking lot and as listed within the Parking Lot By-law.~~

REPORT

Council

Meeting Date: May 1, 2025

FROM: Transportation and Engineering Department
Municipal Enforcement Services Department

DATE: April 15, 2025

SUBJECT: By-law 2025-062 to Amend By-law 2024-002 (Municipal Right of Way By-law and Parking Lot Maintenance, Use and Protection By-law)

LOCATION: Town-wide
WARD: Town-wide

Page 1

RECOMMENDATIONS:

1. That By-law 2025-062, a by-law to amend By-law 2024-002 (Municipal Right of Way By-law), set out in Appendix A to this report be passed.
2. That By-law 2025-072 (Municipal Parking Lot Maintenance, Use and Protection By-law) and By-law 2025-073, a by-law to amend By-law 2021-038 (Administrative Penalties for Non-Parking Violations and Orders), set out in Appendices "B" and "C" respectively to this report be passed.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Municipal Right of Way (MRW) By-law was updated and passed by Council on November 18, 2024
- After the by-law update, staff reviewed and updated the associated procedures in February 2025
- In reviewing the procedures, several housekeeping amendments to the MRW By-law were identified
- By-law 2025-062, a by-law to amend By-law 2024-002 (Municipal Right of Way By-law) has been included with this report as Appendix A, which includes the following amendments:

- An update to Subsection 3.1 regarding boulevard gardens and walkways in the municipal right of way by adding reference to new schedules of regulations;
 - An update to the list of Town procedures under Subsection 5.2 of the MRW By-law;
 - An update to Subsection 2.2 u) to “discharge water directly onto a municipal right of way, except for the purpose of discharging water from a swimming pool;” by removing the words “or sump pump” to provide clarity;
 - The Boulevard Gardening Permit Procedure has been eliminated and Schedule A - Boulevard Garden Regulations is to be added to the MRW By-law; and
 - Schedule B – Regulations For Walkways in the MRW is to be added to the MRW By-law.
- Municipal Parking Lot regulations have been separated from the MRW By-law 2024-002 and the “Use of MRW Policy”
 - A new By-law 2025-72, Municipal Parking Lot Maintenance, Use and Protection By-law, is included in this report as Appendix B
 - An amendment to Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 attached as Appendix C to this report is recommended to add the Parking Lot Maintenance, Use and Protection By-law as a designated by-law where administrative penalties may be used for enforcement
 - The “Use of MRW and Municipal Parking Lot Policy” has also been updated to the “Use of MRW Policy”. A report submitted by the Clerk’s Department is also on the May 1, 2025 Council agenda
 - A Corporate Procedure Updates – Q1 2025 Memo was provided to Council on February 13, 2025 advising the changes to the Town procedures that are associated with the MRW By-law

BACKGROUND:

The MRW By-law regulates the use of the MRW, including prohibitions, permit regulations and enforcement regulations. There are a number of existing Town procedures that support the MRW By-law outlining the requirements for specific use and activities within the MRW that is permitted by the Town. After the passing of the MRW By-law 2024-002 on November 18, 2024 by Council, staff reviewed and updated the procedures to align with the updated by-law and practices. The Use of MRW Policy has also been updated, and a new Municipal Parking Lot Maintenance, Use and Protection By-law has been created.

COMMENT/OPTIONS:

MRW By-law Amendments

The update of the MRW procedures was detailed in the Corporate Procedure Updates – Q1 2025 Memo provided to Council on February 13, 2025. The list of MRW procedures identified in Subsection 5.2 of the by-law is updated in the amended By-law 2025-062.

Under Subsection 2.2 of the current MRW By-law,

“No person shall, unless specifically authorized by this By-law or by a permit issued by the Town:”,

subsection u) states that,

“discharge water directly onto a municipal right of way, except for the purpose of discharging water from a swimming pool or a sump pump”.

As the installation of a sump pump requires a building permit and the discharge location is reviewed and approved under a development application in accordance with the Town’s Development Engineering Procedures and Guidelines, sump pumps discharging directly onto a MRW without the appropriate permit and/or approval is prohibited. To provide clarity, subsection 2.2 u) is updated to:

“discharge water directly onto a municipal right of way, except for the purpose of discharging water from a swimming pool”.

The Boulevard Gardening Permit Procedure is rescinded as the Town no longer issues permits for boulevard gardens. In the past, there were very few applications. There remains a need to regulate boulevard gardening to ensure the MRW is free of obstructions for the purpose of traffic safety, access and maintenance of the MRW, and compliance to the MRW By-law. To that end, the regulations that were in the Boulevard Gardening Permit Procedures are included as Schedule A of the Amending By-law 2025-062, and will be enforceable under the MRW By-law.

Walkways within the MRW are not prohibited under the MRW by-law, however, setting regulations for the installation of private walkways will help to avoid interference with public services and will ensure compliance with the MRW by-law. To regulate any misuse of walkways as additional parking space, the regulations include no parking of a vehicle on a walkway, no installation of a depressed curb for a walkway, and that a sodded separation between the walkway and driveway apron is required. The Regulations For Walkways within the MRW are included in the amending By-law 2025-062 as Schedule B, and are enforceable under the MRW by-law.

Municipal Parking Lots

The repealed MRW By-law 2009-072 regulated the use of MRW and Municipal Parking Lots. The MRW By-law 2024-002 approved by Council in November 2024 regulates the MRW and separated out the regulation of municipal parking lots. A new Parking Lot Maintenance, Use and Protection By-law 2025-072 has been created to regulate parking lots owned or leased by the Town. See Appendix B attached. While municipal parking lots require similar regulations as the MRW, there are differences in the management and regulations between the two items.

The Town's Legal Department recommends the separation of the two into two by-laws to provide clarity, from a legal point of view. An example of the differences is Region of Halton, and utility and telecommunication services have legislated rights to build their infrastructure within the Town's MRW, but do not have the same rights in municipal parking lots. Another example is an encroachment into the MRW, such as balconies of a building with a zero lot line setback may be permitted under a permanent encroachment agreement, but similar encroachments into municipal parking lots are unlikely to be permitted from a liability perspective and thus should be regulated differently.

Along with the new Municipal Parking Lot Maintenance, Use and Protection By-law 2025-072, an amendment to Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 is attached as Appendix C to this report, and is needed to add the Parking Lot Maintenance, Use and Protection By-law as a designated by-law where administrative penalties may be used for enforcement, if the new Parking Lot Maintenance, Use and Protection By-law 2025-072 is passed.

CONSIDERATIONS:

(A) PUBLIC

The initiatives described in this report are all aimed at improving the regulation of Municipal Rights of Way and Municipal Parking Lots. Staff will provide ongoing communications and education programs.

(B) FINANCIAL

There are no additional costs associated with the by-law amendments and the new by-law.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

The new by-law provides enforcement personnel with necessary supporting authority to pursue matters of non-compliance. Transportation and Engineering, Municipal Enforcement Services and Legal have been involved in the review of the by-law amendments and the new by-law.

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses the corporate strategic goal for an:
Engaged Community through the provision of providing an effective licensing and enforcement framework to maintain community safety, protection and enjoyment.

(E) CLIMATE CHANGE/ACTION

There is no impact to climate change.

APPENDICES:

Appendix A - By-law 2025-062, a by-law to amend By-law 2024-002 (Municipal Right of Way By-law)

Appendix B - By-law 2025-72, Municipal Parking Lot Maintenance, Use and Protection By-law

Appendix C - By-law 2025-073, a by-law to amend By-law 2021-038 (Administrative Penalties for Non-Parking Violations and Orders)

Prepared by:
Lily Lei
Manager – Right of Way Management

Prepared by:
Margaret Boswell
Manager – Enforcement Services

Submitted by:
Paul Cripps
Acting Director – Transportation and Engineering

Submitted by:
Selena Campbell
Director – Municipal Enforcement



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-062

A By-law to amend By-law 2024-002 Municipal Right of Way By-law

WHEREAS THE Municipal Right-Of-Way By-law needs to be clarified by removing sump pumps discharge directly onto the Municipal Right Of Way as a matter of right as same always needs some prior approval by way of a development engineering or buildings approval

AND WHEREAS Town Council desires that “Boulevard Gardens” and “Walkways” be able to be constructed in the Town Oakville without the need for Municipal Right-Of Way Permits but in accordance with applicable regulations and for that to happen the Municipal Right of Way By-law 2024-002 must be amended:

COUNCIL ENACTS AS FOLLOWS:

That the Municipal Right of Way By-law be amended by the following:

- a) Deleting Section 2.2 u, “discharge water directly onto a municipal right of way, except for the purpose of discharging water from a swimming pool or a sump pump;”

and replacing with Section 2.2 u, “discharge water directly onto a municipal right of way, except for the purpose of discharging water from a swimming pool;”

- b) Deleting Section 3.1 d), “boulevard gardens installed and maintained by a property owner in the boulevard immediately abutting the owner’s property in accordance with the Town’s Boulevard Gardening Procedure, as amended from time to time.”,

and replacing with Section 3.1 d), “boulevard gardens installed and maintained in accordance with the Boulevard Garden Regulations set out in Schedule A of this by-law; or”.

- c) Adding Section 3.1 e, “walkways installed and maintained in accordance with the Regulations For Walkways in the Municipal Right of Way set out in Schedule B of this by-law”

- d) Adding the Schedule A – Boulevard Garden Regulations to this amending by-law to be” Schedule A – Boulevard Gardening Regulations” to the Municipal Right of Way By-law 2024-002.
- e) Adding the Schedule B – Regulations For Walkways in the Municipal Right of Way to the Municipal Right of Way By-law 2024-002.
- f) Deleting Section 5.2, “Any such Permits issued under section 5.1 for activities, signs and encroachments covered by the following Town Procedures shall be issued in accordance with the following Town Procedures, as amended from time to time:
 - a) Excavation and Temporary Street Occupation Permit Procedure;
 - b) Newspaper Box Permit Procedure;
 - c) Driveway Permit Procedure;
 - d) Encroachment Agreement Procedure;
 - e) Boulevard Gardening Procedure; and
 - f) Any other Town Procedures that may be added from time to time under the Municipal Right of Ways By-law and the Use of Municipal Right of Ways and Municipal Parking Lot Policy.”,

and replacing with Section 5.2, “Any such Permits issued under section 5.1 for activities, signs and encroachments covered by the following Town Procedures shall be issued in accordance with the following Town Procedures, as amended from time to time:

- a) Excavation Permit Procedure;
- b) Newspaper Box Permit Procedure;
- c) Driveway Permit Procedure;
- d) Encroachment Agreement Procedure;
- e) Temporary Street Occupation Permit Procedure;
- f) Oversize/Overweight Vehicle Permit on a Municipal Right of Way Procedure; and
- g) Any other Town Procedures that may be added from time to time under the Municipal Right of Ways By-law and the Use of Municipal Right of Ways Policy.

PASSED this 1st day of May, 2025

MAYOR

CLERK

Schedule A

Boulevard Garden Regulations

Purpose statement

The Boulevard Garden Regulations are the standards for installation of boulevard gardens within the municipal right of ways (MRWs) and have been created having regard for public safety, traffic egress and ingress, the availability of MRWs for boulevard gardens in conjunction with or in the face of other approved Town activities or uses of MRWs.

Regulations

1. A boulevard garden must be located within a boulevard portion of the MRW that is adjacent to the private property owned or leased by the person planting and maintaining the boulevard garden. ("boulevard gardener").
2. The adjoining property to the boulevard garden must be within an assumed subdivision
3. A boulevard garden placed within the boulevard area of a municipal right of way. can only be located within the public boulevard space directly abutting the lands owned or leased by the boulevard gardener. It is the responsibility of the boulevard gardener to locate the property line through a legal survey if requested by the Director to do so.
4. It is the responsibility of the boulevard gardener to locate all utilities/servicing, such as gas, phone, Hydro, cable etc., prior to commencing any work on the boulevard garden. (Call before you dig Ontario One Call: 1-800-400-2255). The boulevard gardener must be able to present the information to the Director when requested. Any damage to the utilities/servicing or town assets is the responsibility of the boulevard gardener who installed the boulevard garden.
5. Boulevard gardens must not pose a danger to the public, compromise drainage, impair any sightlines, or adversely affect the delivery of municipal right of way maintenance activities.
6. Boulevard gardens shall only use low maintenance, drought and salt tolerant plants. Invasive plant material is not acceptable. See [Boulevard Gardening](#) section on Town's webpage (Community Climate Action -> scrolled down to "Protect the environment" -> click "Planting a boulevard or pollinator garden" -> see "Boulevard gardening" section).
7. Plant height can vary depending on location of the boulevard garden.

- a. In general, plant material shall not exceed 0.9 m (3.0 ft) in height above the elevation of the adjacent roadway.
 - b. Despite regulation 7a above, plants in corner lot sight areas shall be no higher than 0.8 m (2.5 ft) above the elevation of the nearest point on the adjacent roadway.
 - c. Plants shall not overhang the sidewalk or pose a hazard to users of same.
 - d. Fire hydrants must be easily visible and accessible from both the street and sidewalk. Despite regulations 7a and 7b above, plant material shall be maintained no taller than 15 cm (6 in) in height within 1.5 m (5 ft) of hydrants.
 - e. Utility structures also require easy access and the areas around them are very likely to be excavated, thus only easily replaced plant material is permissible and, despite regulations 7a, 7b and 7d above, plant material shall not exceed 15 cm (6 in) in height within 0.9 m (3.0 ft) of a utility structure.
 - f. Roadside ditches and drainage swales provide an important function to convey storm water safely away. Plant material shall not interfere with proper water flow. It is the boulevard gardener's responsibility to ensure that proper drainage is in no way impaired.
 - g. Street trees require special care. No plants, including lawn grasses, shall be grown within 0.45 m (1.5 ft) of a street tree. No new soil shall be placed within 0.45 m (1.5 ft) of a street tree. Tree health cannot be compromised from planting near a street tree.
- 8. Boulevard gardens are intended to provide growing spaces for plant material and as such there must be a minimum of hard surfacing materials. If hardscaping is used, it must not interfere with sightlines, sidewalk snow-clearance, access to utilities, and safe pedestrian movement (No hardscaping may project more than 10 cm above the nearest grade.
 - 9. Permanent installations such as in-ground irrigation systems are not permitted.
 - 10. Raised planters shall not be used to contain the boulevard garden.
 - 11. The boulevard garden shall be at grade with any adjacent sidewalk edge to minimize movement of mulch or inorganic materials and prevent gaps that could cause pedestrians to trip. The adjoining owner is responsible for maintaining this level.

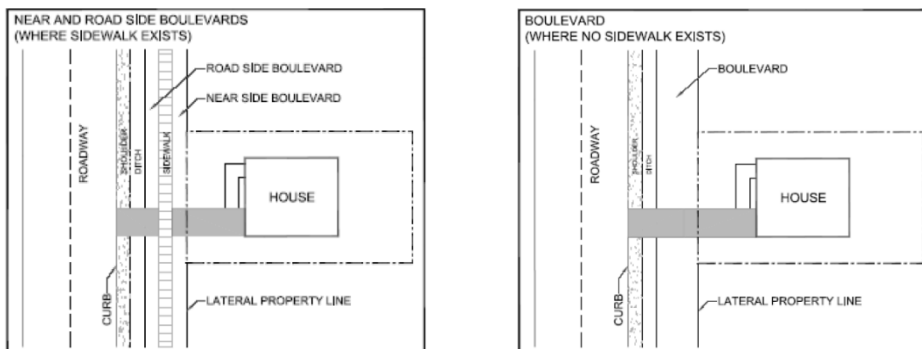
12. Localized mounding may be permitted however the height restrictions set out in Regulation 7 cannot be exceeded and shall (in the case of mounded areas) be interpreted as a total height restriction which considers the height of both the mound and plant material.
13. Compost-based mulch is recommended within the boulevard garden area and tree bed area to inhibit weed growth, provide nutrients and retain moisture.
14. A boulevard garden shall not be used as a parking area. If the boulevard garden is used as a parking area, the adjoining property owner will be instructed to remove the boulevard garden and return the area to a grassed condition.
15. The adjoining property owner accepts full responsibility for the boulevard garden and assumes all risk related to its presence, including any damages to same arising out of any works undertaken by the Town, authorized works by others or damages resulting from any accident within the municipal right of way.
16. The Town or authorized person(s) will endeavour to provide advance notice to the adjoining property owner of works that have the potential of negatively impacting the boulevard garden, thereby providing the adjoining property owner or his/her tenant, whomever is the boulevard gardener, an opportunity to salvage their boulevard garden material prior to the work commencement. In the case of emergency work, where time is of the essence; such notice shall not be provided. Upon completion of the works, the Town or authorized person(s) will restore the boulevard to grade and advise the adjoining property owner that the boulevard garden may be reinstate at the adjoining property owner's expense within 30 days, else the Town or authorized person(s) will topsoil and sod the boulevard area.
17. The Director may require the removal of a boulevard garden at any time for any reason the Director determines in his/her sole discretion that is necessary and will provide notice of such required removal to the adjoining property owner after which the adjoining property owner must remove or arrange for the removal of the boulevard garden within 5 calendar days of receipt of the notice.
18. The Director may direct the repair or alteration of any boulevard garden within the municipal right of way which:
 - a. has not been installed in accordance with these regulations, or
 - b. has not been maintained in accordance with these regulations or any other applicable law, regulations, and by-laws, or
 - c. causes a safety risk.

19. By planting a boulevard garden, the boulevard gardener and the adjacent property owner if not the boulevard gardener both assume all risk, responsibility and expense associated with any boulevard garden located on the municipal right of way is the responsibility of the adjoining property owner.
20. In the event an adjoining property owner refuses to or fails to remove or properly remediate or arrange to remove or remediate an improperly installed boulevard garden as directed, the Director is authorized to remove the boulevard garden and/or perform the remediation works as deemed necessary. All costs incurred by the Town in performing such work may be invoiced to the adjacent property owner with a 20% administrative fee. Outstanding invoices may be added to property tax bills as “other charges”.

Non-compliance with these Regulations may lead to enforcement action in accordance with the Municipal Right of Way By-law 2024-002, as amended.

Definitions

Boulevard, for the purpose of these Regulations, means the grass or earthed area(s) between the roadside curb or in the case of no curb, the back slope of the roadside ditch/swale and the adjacent property line.



Corner Lot Sight Area means that part of a boulevard adjacent to a corner lot that is bound by the edge of pavement of the intersecting streets and a line extending through the points on each lateral property line measured 9.0 metres from the point of intersection of the lateral property lines.



Director, for the purpose of this schedule, means the Director of the Transportation and Engineering Department of the Town of Oakville or his/her designate.

Hardscaping means paving stones, boulders, stones, gravel, concrete asphalt, rail, or any other hard materials.

Unless otherwise noted, all definitions are as defined in the Municipal Right of Way By-law 2024-002, as amended.

Schedule B

Regulations For Walkways in the Municipal Right of Way (“Walkway Regulations”)

Purpose statement

The Walkway Regulations are standards for installation of walkways within the municipal right of ways (MRWs) and have been created having regard for public safety, traffic egress and ingress, the availability of MRWs for walkways in conjunction with or in the face of other approved Town activities or uses of MRWs.

Regulations

A walkway within the municipal right of way must meet the following regulations to the satisfaction of the Director:

1. No person shall install more than one walkway that connects a private property to the municipal right of way.
2. No person shall install a walkway within the municipal right of way with a width greater than 1.5 metres.
3. No person shall install a walkway between the municipal sidewalk and the roadway.
4. No person shall cut a curb or install a depressed curb for a walkway.
5. No person shall park a vehicle on a walkway.
6. No person shall install a walkway parallel to the roadway.
7. No person shall install a walkway adjoining the driveway apron. A minimum sodded separation of 0.3 m between the driveway and walkway is required.
8. A culvert pipe is required for a walkway that extends over a municipal ditch to meet the edge of roadway.

Definitions

Director, for the purpose of these Regulations, means the Director of the Transportation and Engineering Department of the Town or his/her designate.

Unless otherwise noted, all definitions are as defined in the Municipal Right of Way By-law 2024-002, as amended.



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-072

A by-law respecting the maintenance, use and protection of Town-owned and/or leased municipal parking lots

WHEREAS section 9 of the *Municipal Act, 2001*, S.O. 2001, Chapter M.25, as amended (the Municipal Act), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

WHEREAS section 8 of the Municipal Act provides that the powers of a municipality under that Act shall be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their own affairs as they consider appropriate and to enhance their ability to respond to municipal issues;

WHEREAS subsection 11(2)4 of the Municipal Act provides that a lower tier municipality may pass by-laws respecting the public assets of the municipality acquired for the purpose of exercising its authority under the Municipal Act;

WHEREAS subsection 11(3)8 of the Municipal Act provides that a lower tier municipality may pass by-laws respecting parking, except on highways;

WHEREAS subsection 434.1 of the Municipal Act provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that a person has failed to comply with a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.2(1) of the Municipal Act provides that an administrative penalty imposed by a municipality on a person constitutes a debt of the person to the municipality;

WHEREAS the Corporation of the Town of Oakville is the registered owner or tenant of certain parking lots within the municipality of the Town of Oakville;

COUNCIL ENACTS AS FOLLOWS:

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1. Definitions

(1) In this By-law:

“Administrative Penalties for Non-Parking Violations and Orders By-law”
means the Town’s By-law 2021-038, or successor by-laws;

“Alter” means the actions of removal, replacement, widening, narrowing or abandoning;

“Busker” means a person or a group of persons who play, act, sing or otherwise perform or entertain for reward or payment in or upon any municipal right of way;

“Council” means the Municipal Council of the Town;

“Encroachment” means any type of vegetation, structure, building, manmade object or item of personal property of a person which exists wholly upon or extends from that person's premises onto Town property and shall include any aerial, surface, or subsurface encroachments;

“Hazard” or “Hazardous” means a potential source of harm or adverse health effect on a person;

“Municipal Rights-of-Way” means land owned by the Town as opened or unopened road allowances for the purposes of a public highway under the Municipal Act, 2001, but excludes Town lands owned or operated as parkland, creeks and watercourses, and related public trail systems;

“Newspaper Box” means any structure or container for the purposes of distributing newspapers or media;

“Obstruct” means to block, prevent, hinder, encumber, damage, foul, stop-up or close;

“Officer” means any person authorized by the Town to enforce by-laws and includes Municipal Law Enforcement Officers, Mobile Compliance Officers, police officers;

“Park” includes all public parks, gardens, gorges, trails, valleys, squares, athletic fields, harbor lands and recreation grounds within the Town under the management and control of the Parks and Open Space Department of the Town;

“Parking Lot ” means any land in the Town owned or leased by the Town for the purpose of providing a place for the parking of vehicles, excluding on-street parking;

“Penalty Notice” means a notice issued pursuant to the provisions of the Administrative Penalties for Non-Parking Violations and Orders Bylaw;

“Permit” means a permit issued under this By-law;

“Person” means an individual, corporation, unincorporated association or partnership;

“Rates and Fees Schedule” means the Town's current rates and fees schedule approved by Council as part of the annual budget approval process;

“Solicit” means to request, in person, the immediate provision of money or another thing of value, regardless of whether consideration is offered or provided in return, using the spoken, written or printed word, a gesture or other means;

“Town” means the Corporation of the Town of Oakville or the geographic area of the Town of Oakville as the context requires.

2. Interpretation

- (1) This By-law is a designated by-law under the Town of Oakville Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) The use of headings in this By-law are for convenient reference only and shall not form part of this By-law.
- (3) The words "include", "including" and "includes" are not to be read as limiting the phrases or descriptions that precede them. Any examples provided are intended to be representative examples and not intended to be an exhaustive list.

3. Exemptions

- (1) This By-law does not apply to:
 - (a) any municipal rights-of-way;
 - (b) any parking lots located in a park; or
 - (c) an employee or an agent of the Town when engaged in the proper delivery of a municipal service.

4. Prohibitions

- (1) No person shall obstruct any parking lot by any means whatsoever, unless authorized by the provisions of this By-law or by any other by-law of the Town or by a permit issued by the Town.
- (2) No person shall, unless specifically authorized by this By-law or by a permit issued by the Town:
 - (a) place equipment or materials of any kind upon or on a parking lot;
 - (b) close a parking lot in whole or in part;

- (c) undertake any activity that negatively impacts the use and function of a parking lot;
- (d) deface any structure in a parking lot;
- (e) permit or allow oils, chemicals or substances to be deposited or spilled on a parking lot;
- (f) encumber or damage a parking lot by any means;
- (g) permit or allow any materials to be transferred from private property onto or across a parking lot by any means including natural forces;
- (h) obstruct a drain, gutter, water course or culvert along or upon a parking lot;
- (i) cause any material to be thrown, piled or placed across or on a parking lot including the deposit of snow or ice so as to interfere with the safe passage of vehicles or pedestrians within the parking lot;
- (j) perform as a busker in a parking lot;
- (k) display or exhibit merchandise or articles of any nature or kind in a parking lot;
- (l) sell any real or personal property or merchandise in a parking lot;
- (m) solicit on a parking lot;
- (n) remove or alter any material, equipment or device placed in a parking lot;
- (o) place or maintain any newspaper box in a parking lot;
- (p) place or maintain a disposal bin in a parking lot;
- (q) install or construct a culvert within a parking lot;
- (r) construct, widen, remove or alter a parking lot;
- (s) cut into or excavate any portion of a parking lot;

- (t) allow any part of a tree, shrub, sapling, hedge or any other plant to extend over or upon any parking lot;
- (u) discharge water directly onto a parking lot;
- (v) congregate, sit, lie or stand so as to obstruct the free passage of either pedestrian or vehicular traffic in any parking lot;
- (w) pull down, destroy, deface or in any way interfere with, any municipal infrastructure, including but not limited to, any post, surveyor's mark, benchmark, traffic sign, name sign, sign board, or regulatory sign, affixed, or placed in a parking lot;
- (x) permit any flood light to directly or indirectly illuminate any parking lot;
- (y) bring a vehicle upon a parking lot unless there has been removed from the wheels thereof as completely as is reasonably practicable, all mud, clay, lime, and similar material, or any fertilizer or manure; or
- (z) load a vehicle or drive the same so as to permit or cause the contents thereof to fall, spill or be deposited upon or cause damage to a parking lot.

5. Delegation of Authority

- (1) Council hereby delegates the authority to issue or refuse to issue permits for activities, signs and encroachments on a parking lot to the Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate, which delegation may be revoked at any time without notice.
- (2) Despite subsection 5(1) of this By-law
 - (a) Council, the Director of Transportation and Engineering or designate, and the Director of Municipal Enforcement Services or designate may exercise the authority to issue or refuse to issue permits for activities on parking lots;
 - (b) Council shall exercise the authority to issue or refuse to issue permits for activities on parking lots where:
 - (i) the Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate refers the matter to Council; or

- (ii) any member of Council, in writing, asks the Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate to refer a permit matter to Council.
- (3) In exercising delegated authority under subsections 5(1) or 5(2) or 6(1) or 6(2) to issue or refuse permits, Council, the Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate as the case may be, shall first be sure there are no outstanding penalties owed to the town and then consider the impact of permitting the requested activities on a parking lot on:
 - (a) public health, safety and welfare;
 - (b) emergency access/egress routes;
 - (c) the effect on the particular municipal parking services of the parking lot; and
 - (d) area businesses and residents.

6. Permits

- (1) Permits for activities on a parking lot may be issued by the Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate.
- (2) Any such permits issued under section 6(1) may be issued in a manner and form similar to that for municipal rights-of way under the following Town Procedures, as amended from time to time:
 - (a) Excavation Permit Procedure;
 - (b) Temporary Street Occupation Permit Procedure;
 - (c) Encroachment Agreement Permit Procedure; and
 - (d) Any other Town Procedures that may be added from time to time regarding municipal parking lots.
- (3) No person shall fail to comply with the terms and conditions of a permit issued in accordance with this By-law and any Town Procedures referred to in subsection 6(2) of this By-law.

- (4) The Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate may impose terms and conditions on a permit at the time of issuance.
- (5) The Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate may issue a permit if all provisions of this By-law, any applicable procedure referred to in subsection 6(2) of this By-law and any other applicable law have been complied with.
- (6) The permit issued by the Town must be affixed to the permitted item in a manner that is clearly visible to an Officer.
- (7) Despite subsection 5(6), where a permit issued by the Town cannot be affixed to the permitted item, the permit must be available on-site to present to an Officer, if required.
- (8) Permit fees may be collected and refunded in whole or in part pursuant to the Rates & Fees Schedule.
- (9) The applicant for a permit under this By-law may be required to provide a security deposit to the Town.
- (10) A person undertaking work within a parking lot with or without a permit, causing damage to the parking lot or municipal infrastructure in the parking lot is responsible for the cost of repairing and restoring the parking lot or the affected municipal infrastructure in the parking lot.
- (11) Where the cost of repairing and restoring the parking lot or the affected municipal infrastructure exceeds any amount held on deposit or posted as security, the excess amount of the costs shall be a debt owing to the Town, and in addition to any other remedy available to it, the Town may recover the excess amount of the costs by action or by adding the excess amount of the costs to the tax roll of the permit holder's lands and collecting them in the same manner as taxes.

7. Revocation of Permits

- (1) The Director of Transportation and Engineering or designate or the Director of Municipal Enforcement Services or designate may revoke a permit under any of the following circumstances:
 - (a) where the permit has been issued in error or on the basis of false, mistaken, incorrect or misleading information or undertakings provided to the Town;

- (b) where the permit does not conform to this By-law or any conditions of approval under this By-law, or any other applicable law within the jurisdiction of the Town; or
 - (c) where the permit holder is not complying with any or all conditions imposed or not complying with the terms, promises, plans or covenants contained in the application or upon which the application's approval was based.
- (2) Where a breach of any of the provisions of this By-law causes a permit to be revoked or withdrawn, no portion of the cost of such permit will be refundable.

8. Order

- (1) Where an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may issue an Order to the person contravening this By-law in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Any person who contravenes an Order under this By-law is guilty of an offence.

9. Remedial Action

- (1) The Town may take remedial action as set out in the Administrative Penalties for Non-Parking Violations and Orders By-law if a person fails to do a matter or thing as directed or required by this By-law, including complying with an Order issued under this By-law. Any costs associated with the remedial action may be charged back to the person as it constitutes a debt to the Town.

10. Fees and Charges

- (1) Council may, from time to time, impose fees and charges to recover costs in relation to the administration and enforcement of this By-law.

11. Administrative Penalties

- (1) An Officer who finds or has reasonable cause to believe that a person has contravened any provision of this By-law, including any Schedules, may issue a penalty notice to the person in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.

- (2) Each person who has been issued a penalty notice shall, upon issuance of the penalty notice, be liable to pay an administrative penalty to the Town in the amount of \$300 or as revised in the Town's Rates and Fees Schedule.
- (3) If an Officer has issued a penalty notice under subsection 11(1) of this By-law and has reasonable cause to believe that the same person has contravened the same provisions of this Bylaw, including any Schedules, for a second time within twenty-four (24) months of the date the first penalty notice is deemed to be served, the Officer may issue a second penalty notice to the person.
- (4) Upon issuance of the second penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$400 or as revised in the Town's rates and fees schedule.
- (5) If an Officer has issued a penalty notice under subsection 11(3) of this By-law and has reasonable cause to believe that the same person has contravened the same provisions of this By-law, including any Schedules, for a third or subsequent time within twenty-four (24) months of the date the second penalty notice is deemed to be served, the Officer may issue a third or subsequent penalty notice to the person.
- (6) Upon issuance of a third or subsequent penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$500 or as revised in the Town's rates and fees schedule.
- (7) A person who has been issued a penalty notice under this By-law may request a review of the penalty notice in accordance with the Administrative Penalties for Non-Parking Violations and Orders By-law.

12. Removal of Items Located on Parking Lots

- (1) The Director of Municipal Enforcement Services or designate may pull down or remove any item located in or on a parking lot where such item:
 - (a) is located in contravention of this By-law; or
 - (b) is deemed to constitute a safety hazard.
- (2) The Director of Municipal Enforcement or designate shall return items which have been seized to the item's owner or authorized agent upon payment of the fees specified in the Rates and Fees Schedule, provided:

- (a) the item's owner has contacted the Director of Municipal Enforcement Services or designate to make an appointment for the retrieval of the item; and
 - (b) the item's owner or authorized agent presents acceptable government issued identification and an authorization letter, where applicable, when retrieving items.
- (3) Any item that has been seized and is not retrieved by the item's owner or authorized agent within thirty (30) days of the date of removal may be disposed of or destroyed by the Director of Municipal Enforcement Services or designate.
- (4) The Town is not financially responsible for any item that has been removed from a parking lot in contravention of this By-law.
- (5) Where the action of a person contravenes this By-law and that action poses a danger to the public, despite subsection 8(1), and even if a penalty notice is issued under subsection 11(1), the Director of Municipal Enforcement Services or designate may immediately take the following action:
 - (a) remove any item, structure or material placed or deposited on a parking lot contrary to this By-law and take any necessary steps to repair or reinstate the parking lot; and
 - (b) send a notice to the owner or person responsible for the item, structure or material that the object has been removed at the owner or person's expense.
- (6) The Town may recover expenses resulting from actions taken in Sections 12 and 13 of this By-law by action, or in like manner as municipal taxes.

13. Removal of Hazardous Condition

- (1) If an Officer determines that an obstruction on a parking lot is or may create a hazardous condition to the safety of any person using the parking lot, the Officer may take any action necessary, without notice, to have the obstruction immediately removed and the parking lot repaired, if necessary. All the costs incurred by the Town in undertaking this work shall be expenses owed to the Town by the owner of the obstruction and/or the contractor from which the obstruction comes, relates to, or was created for.

14. Notices

- (1) Service of any penalty notice, order, or any other notice may be given as specified in the Administrative Penalties for Non-Parking Violations and Orders By-law.

15. Penalties

- (1) Every person who contravenes any provision of this By-law, including failing to comply with an Order made under this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act and the Municipal Act, 2001.
- (2) Any person who is charged with an offence under this By-law including failing to comply with an Order issued pursuant to this By-law including every director or officer of a corporation, who knowingly concurs in the contravention who is charged by the laying of an information under Part III of the Provincial Offences Act is guilty of an offence and if found guilty of the offence is liable pursuant to the Municipal Act, 2001 to the following:
 - (a) on a first offence, to a fine not more than \$50,000.00; and
 - (b) on a second offence and each subsequent offence, to a fine of not more than \$100,000.00
- (3) Every person who is issued a Part 1 offence notice or summons and is convicted of an offence under this By-law shall be subject to a fine, to a maximum as provided for in the Provincial Offences Act.
- (4) Upon conviction any fine imposed under this By-law may be collected under the authority of the Provincial Offences Act.
- (5) If a person is convicted of an offence under this By-law, the court in which the conviction has been entered and any court of competent jurisdiction may, in addition to any other remedy and to any penalty imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

16. Transitional Provisions

- (1) If a permit or permit renewal had been issued under the provisions of By-law 2009-072, as amended, for a parking lot, the permit or permit renewal continues to apply for the term of that permit or permit renewal.
- (2) Permits or permit renewals issued after the date that this By-law comes into force must comply with the requirements of this By-law.

- (3) If an order or a penalty notice or a charge had been issued or laid under the provisions of By-law 2009-072, as amended, prior to the date of the passage of this By-law, the order or penalty notice, or charge concerned shall continue and be dealt with in accordance with the provisions of By-law 2009-072 as amended as existed on the day prior to the date of passage of this By-law.

17. References

- (1) References in this By-law to any legislation or by-law means as may be amended or successor by-laws or legislation, and includes any regulations thereunder.

18. Severability

- (1) In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

19. Title

- (1) This By-law may be known as the “Municipal Parking Lot Maintenance, Use and Protection By-law.”

20. Effective Date

- (1) This By-law comes into force and effect on the day it is passed.

PASSED this 1st day of May, 2025

MAYOR

CLERK



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-073

A by-law to amend Administrative Penalties for Non- Parking Violations and Orders
By-law 2021-038

WHEREAS subsection 434.1(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law of the municipality passed under this Act;

WHEREAS the Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038, as amended was approved by the Council for the Corporation of the Town of Oakville (the “Council”) on February 22, 2021;

WHEREAS Council wishes to amend subsection 1.1(1) of the Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 as set out in this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. Subsection 1.1(1) “Application of this By-law” of Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 is hereby amended by adding the following:
 - (v) Municipal Parking Lot Maintenance, Use and Protection By-law 2025-072
2. That all other provisions of Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 hereby remain in force and effect.

PASSED this 1st day of May, 2025

MAYOR

CLERK

REPORT

Council

Meeting Date: May 1, 2025

FROM: Legal Department and Municipal Enforcement Services

DATE: April 15, 2025

SUBJECT: **Potential Protest By-law near Vulnerable Social Infrastructure**

LOCATION: Town-wide

WARD: Town-wide

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RECOMMENDATION:

That the report from the Legal Department and Municipal Enforcement Services titled “Potential Protest By-law near Vulnerable Social Infrastructure”, dated April 15 2025, be received.

KEY FACTS:

The following are key points for consideration with respect to this report:

- In December 2024, Council received a report regarding: [Roles and Responsibilities in Managing Protests](#) along with a confidential Legal report
- Council directed staff to engage in virtual public consultation on the development of a by-law to regulate certain forms of protests near vulnerable social infrastructure
- Forum Research Inc. was retained to conduct a telephone and online questionnaire that ran for three weeks (February 12 to March 5, 2025). Key findings include:
 - 61% (telephone) and 58% (online) of respondents think that Oakville needs a by-law to regulate protests around certain vulnerable social infrastructure
 - 16% (telephone) and 43% (online) of respondents remember at least one protest happening when they were planning to access vulnerable social infrastructure within the past year
 - 48% (telephone) and 31% (online) indicated the protest was at the hospital; 19% (telephone) and 8% (online) of those respondents indicated the protest had impacts on their access

- 8%(telephone) and 54% (online) remembered a protest at a place of worship; 14% (telephone) and 45% (online) of those respondents indicated the protest had impacts on their access
- In addition to Forum's report, staff reviewed several public submissions when preparing a draft by-law
- A draft by-law titled "Safe Access to Vulnerable Social Infrastructure By-law" was available online for public consultation between March 31 to April 13
- The Canadian Civil Liberties Association provided a submission on March 31, 2025 indicating regulatory regimes limiting intolerant, yet constitutionally protected, speech near community gathering spaces, are not reasonable and justifiable frameworks
- After review of the public submissions, the draft by-law has been revised for Council's consideration – regulation of large graphic signs has been removed and will be reported on a later date
- A confidential Legal report is also included in the agenda for Council's consideration.

BACKGROUND:

On December 16, 2024, Council received a report regarding: [Roles and Responsibilities in Managing Protests](#) along with a confidential Legal report. Council passed the following resolution:

1. That staff be directed to engage in virtual public consultation and engage experts as may be necessary on the development of a by-law to regulate certain forms of protests near vulnerable social infrastructure, recognizing that nothing in the by-law should prevent peaceful protests or demonstrations, and report back to Council with a draft by-law in the first quarter of 2025, including the following:
 - a. Clear Definition: The regulated conduct should be limited, properly defined and focused on activities impeding access to vulnerable social infrastructure, without encroaching on criminal law powers, i.e.: violence or hate speech.
 - b. Access Zone: Establishing an "access zone" from the property line of vulnerable social infrastructure that does not exceed what is reasonably necessary.
 - c. Penalty: Maximum penalties must be rational and proportionate.

Under the [Canadian Charter of Rights and Freedoms](#), individuals have a [fundamental right of freedom of expression and freedom to protest and demonstrate peacefully as well as freedom of religion](#). These fundamental rights can

have limits and, as such, there is a need to reasonably and responsibly balance these rights in a justifiable manner. For instance, hate speech, violent acts and speech promoting violence are illegal and are matters for the police.

A confidential Legal report is included in the agenda for Council's consideration.

COMMENT/OPTIONS:

Forum Research Findings

To implement the direction from Council, the town engaged in virtual public consultation on the development of a by-law aimed at regulating certain forms of protests near vulnerable social infrastructure, such as places of worship, hospitals, schools, daycares and libraries. To help facilitate this process, the town partnered with Forum Research Inc. (Forum) to conduct a telephone and online questionnaire that ran for three weeks starting February 12 to March 5, 2025, which was available to Oakville residents aged 18 years and older. The report from Forum is attached as (Appendix A). The key findings can be summarized as follows:

Support by-law (Oakville needs a by-law to regulate protests around certain vulnerable social infrastructure to ensure public access)

- 61% (telephone) and 58% (online)

Do not recall a protest (when planning to access any vulnerable social infrastructure within the past year)

- 84% (telephone) and 57% (online)

Recall a protest (when planning to access any vulnerable social infrastructure within the past year)

- 16% (telephone) and 43% (online)

No concerns (regarding protest encountered)

- 34% (telephone) and 16% (online)

Safety concerns (regarding protest encountered)

- 26% (telephone) and 41% (online)

Protest at hospital

- 48% (telephone) and 31% (online)

Impact on access to hospital

- 19% (telephone) and 8% (online)

Protest at place of worship

- 8% (telephone) and 54% (online)

Impact on access to places of worship

- 14% (telephone) and 45% (online)

As noted in Forum's report, the telephone questionnaire employed a random sampling method, ensuring its results provide an unbiased representation of Oakville residents' thoughts and opinions. As a result, these findings more accurately reflect the general population. The online open-link questionnaire allowed Oakville residents who were not part of the telephone sample to share their thoughts and experiences regarding protests and regulations. While the telephone results serve as the statistically valid representation of the town's population, results should be interpreted with caution, particularly those with fewer than 30 respondents.

Public Submissions

In addition to Forum's report, several public submissions were received from individuals and/or organizations that requested their input/expertise/experience be considered, which are summarized below and attached collectively as Appendix B.

Centre for Israel and Jewish Affairs

The Centre for Israel and Jewish Affairs (CIJA) submitted a letter in support of a protest by-law. The CIJA expresses concern for demonstrations near places of worship, schools, and community institutions, claiming rhetoric is antisemitic, and instills fear among members of the community. CIJA supports strong punitive measures for non-compliance and active enforcement.

Lions of Judah Organization

The Lions of Judah Organization (LOJ) submitted a letter in support of a protest by-law to ensure the protection of those who rely on vulnerable social infrastructure for their essential services, including places of worship and schools. The LOJ submission includes a compilation of videos from other jurisdictions (Brampton, Vaughan), which they indicate showcases the aggressive and harmful behaviors that have taken place.

Mark Sandler

Mr. Sandler submitted a letter in support of a protest by-law. He expresses concerns about rising antisemitism and the need to protect vulnerable communities, particularly the Jewish community, from what he sees as intimidation and harassment linked to targeted demonstrations.

Shaarei-Beth El Congregation

Comments were submitted on behalf of Shaarei-Beth El Congregation in support of a protest by-law due to concerns about rising antisemitism and the exposure of the community to acts of aggression and intimidation, which have led to the need for private security for protection and surveillance and requested that the protest perimeter be 100 metres. Additional comments express concern over the psychological impact past protests have had on

their community, particularly children, and the challenges their Congregation has faced in pursuing legal measures to ensure access.

Individual

This submission expresses concern about an increasing number of disturbances affecting the Hindu community and its places of worship and requests that the perimeter be 100 metres for houses of worship of all faiths.

St. Cuthbert's Anglican Church

Comments were submitted on behalf of St. Cuthbert's Anglican Church in support of a protest by-law. The submission supports establishing a 100-metre perimeter around places of worship and schools to ensure the safety and peace of worshippers, while upholding the right to peaceful assembly beyond these boundaries.

Mervyn Russell

This submission comments on a protest by-law including their view that demonstrations are a vital part of democracy allowing people to express their views on issues affecting human well-being. Additionally, the submission indicates their view that it is the responsibility of demonstration leaders to ensure participants act within the law and intervene to prevent violence, including involving the police if necessary.

Sandy N. von Kaldenberg

This submission opines that it is important when considering this matter that it be viewed in Oakville's local perspective.

Draft By-law for Public Consultation

The key findings from Forum's report together with the additional public comments received in March 2025 were considered in preparing a draft by-law as directed by Council. Additionally, staff reviewed examples of potential access zones around various vulnerable social infrastructure in Oakville at 20 metres, 50 metres and 100 metres, which are attached as Appendix C.

On March 19, 2025, Council received an information memo, which included the draft 'Safe Access to Vulnerable Social Infrastructure By-law' and an update on the proposed timing for reporting back to Council. The draft by-law was subsequently posted on the town's website and members of the public were invited to provide comments by April 13, 2025. The first draft by-law is attached as Appendix D. Key highlights of the draft by-law circulated for public comment include:

- Prohibits a 'Specified Protest' within 20 metres of any vulnerable social infrastructure one hour before/after operational hours, or one hour before/after any scheduled event

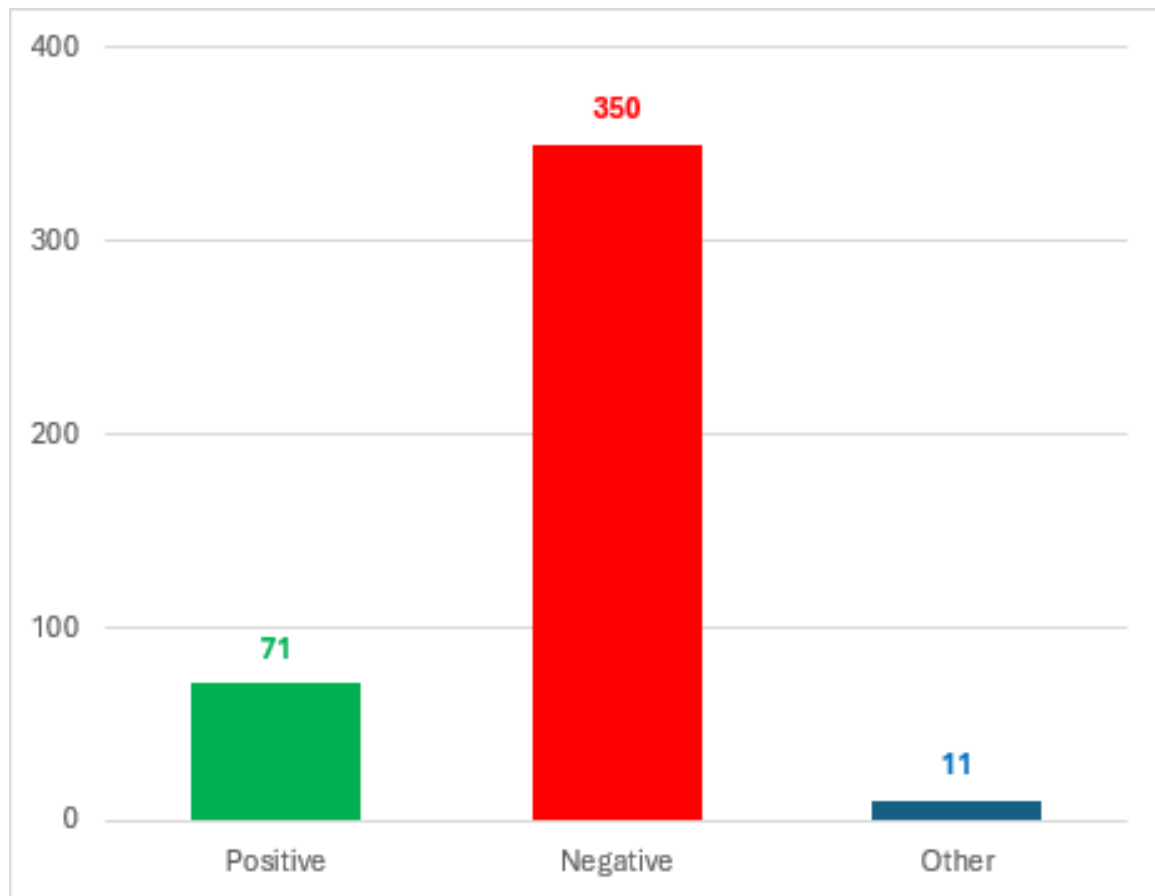
-
- Vulnerable social infrastructure includes places of worship, the hospital, schools, daycares, and libraries
 - ‘Specified Protest’ includes:
 - advise/persuade a person to refrain from accessing vulnerable social infrastructure;
 - persistently request that a person refrain from accessing vulnerable social infrastructure;
 - physically interfere with a person accessing vulnerable social infrastructure;
 - repeatedly approach, accompany or follow a person accessing vulnerable social infrastructure; or
 - intimidate a person or otherwise do or say anything that could reasonably be expected to cause concern for a person's physical or mental safety.
 - Exempts peaceful gatherings, protests or demonstrations, including any such activities that occur as part of lawful labour action
 - Does not apply to organizers of protests
 - Prohibits large ‘graphic signs’ within 150 metres of the boundary of any vulnerable social infrastructure
 - Notice of violation and opportunity to leave
 - Enforcement options include the town’s administrative monetary penalties
 - Maximum penalty of \$25,000 for any charges proceeding under the *Provincial Offences Act*
 - Provides that Council, in good faith, has established that a Specified Protest within the vicinity of vulnerable social infrastructure, constitutes or could become a public nuisance

In addition to the public delegations at the December 2024 Council meeting, places of worship, the hospital, school boards, daycares licensed by the Region of Halton, and Oakville Public Library¹, were circulated for comments.

¹ Oakville Public Library has indicated that instances of protest activity at its locations have been infrequent (1 in the last 10 years). In the rare event such activity has occurred, it has remained small in scale and has been effectively managed using the Town and Library’s existing operational procedures, ensuring continued safe public access.

Public Comments on draft by-law

Over 400 public comments² were received on the draft by-law, which are briefly summarized below.



Summary Table

Comments were reviewed and categorized based on:

- **Positive:** Supported the by-law, either fully or in principle, including responses that endorsed the need for a by-law but raised concerns or suggestions about specific provisions
- **Negative:** Opposed to the by-law, either in general or due to concerns about its potential impact on Charter-protected rights
- **Other:** Did not clearly support or oppose the by-law, but offered comments, questions, or recommendations without taking a definitive position.

² A total of 6 responses (1 positive, and 5 negative) were identical to others, and considered to be duplicates and not included in the final count. There was also 1 comment that appeared to be entirely unrelated, which was not included in the final count.

The following summarizes some key themes/points raised through the public consultation regarding the proposed by-law:

- **Buffer Zones:** Many submissions in support of the by-law suggested expanding the access zone to 100m or 150m. Others flagged inconsistencies (e.g., 20m for protests vs. 150m for graphic images)
- **Location Concerns:** Some supported restrictions near schools, but not daycares. Others suggested extending the by-law to parks and all public buildings
- **Graphic Images:** Several comments across categories noted that the term “Graphic Images” is too vague or subjective. Some supported banning graphic images entirely near sensitive sites
- **Charter Rights & Expression:** A significant majority of submissions opposed to the by-law raised concerns about the by-law’s impact on freedom of expression, particularly for minority voices. Many viewed it as redundant with existing laws
- **Enforcement & Public Safety:** Calls were made for stronger enforcement (e.g., arrests, fines), especially for hate speech or violent behavior. Some suggested organizers should be responsible for protest-related security. Others felt current enforcement tools are sufficient
- **Penalties:** Requests among those comments in support of the by-law were made for higher fines to deter violations
- **Sound & Disruption:** Many comments that were in favour of the by-law called for a ban on sound amplification devices during protests
- **Clarity & Process:** Concerns were raised about vague language, especially around terms like “graphic images” and “disruption.” Recommendations included officer training and an appeal process
- **Other:** A few noted no harm had resulted from past protests and questioned the need for a new by-law. Others emphasized student protest rights and the need for consistent application.

Comments supportive of the draft by-law (71 received)

- Right to protest and freedom of speech are important, they should not negatively impact the right of access to vulnerable community infrastructure
- Recommend expanding the definition to include protests that are offensive, insulting, or likely to harm religious sentiments or disturb societal peace and harmony
- Fully support this by-law and believe it strikes an appropriate balance between the right to process and infringement on the rights of others to access social and healthcare services

- Rights and freedoms of speech should be safeguarded but there are limitations when one group seeks to intimidate others, especially when practicing their faith or kids attending school and/or attending community events
- By-law is necessary to protect people that want to visit the community infrastructures
- Agree that protestors should keep back and not show graphic images - this is not productive, and can cause harm to young people
- There is a reasonable limit to any peaceful gatherings, protests or demonstrations
- Distance should be farther than 20 metres, for the safety of those in public facilities like schools, hospitals and libraries. Recommend 30 to 40 metres
- Protestors should not be permitted within 150 metres of any school or place of worship
- 'Bubble' should be greater than 150 metres
- 100-metre requirement aligns with similar public safety measures and other municipalities (i.e., Vaughan, Brampton) and ensures a clearer separation between protest activity and vulnerable sites
- Add congregate care facilities and medical clinics
- Include noise making items such as speakers and megaphones
- Penalties should be stiffer/higher in value to discourage people from doing this

Comments opposed to the draft by-law (350 received)

- Restricting the right of Canadians to protest is anti-democratic and anti-Canadian
- Egregious attempt to silence those who want to express their thoughts in a peaceful and vivid way
- This is a democratic country, free speech and assembly are critical elements of a thriving democracy
- By labeling places like schools and places of worship as vulnerable you will prevent students from being able to engage in lawful student activism including walkouts or sit-ins
- It is every citizen's right to protest protected by the charter. If they feel inconvenienced, it is temporary
- This will be a very slippery slope

- This is just another attempt to silence people and the truth
- Concerned that this by-law will penalize peaceful protesters and compromise our democracy without making our communities safer
- Protesting is an important right of Canadian citizens
- Charter challenge will be proposed
- Don't see the need for this law. If there is violence, existing laws can take care of that
- The Criminal Code already regulates protest activity
- Every citizen should be able to express their opinions and protest without fear of repercussions due to restrictive bylaws
- No evidence of large-scale violence, and there is no need for restrictions
- There is no need to waste taxpayer money on such by-laws when protests occur infrequently and have not caused any disturbance
- Attempt to stifle legitimate free speech to appease the feelings of some
- Have yet to hear of a single instance locally where access to a vulnerable structure has been blocked by a protest leading to a detrimental outcome
- This by-law has the potential to create a negative effect on legitimate protest, discouraging citizens from participating in democratic discourse for fear of violating its vaguely defined terms
- Please do better than other countries and refrain from trying to demonize, intimidate, and silence those who are standing up for what is right
- This by-law is proposing to limit where protests are taking place - what is to stop the next by-law being to limit what the protest is about, and completely limiting free speech

Staff Comments

- Definition of 'Specified Protest'
 - Definition in the draft by-law is primarily modelled on the province's legislation regarding safe access to abortion services³
 - Town will be required to establish that it is not impeding on criminal law authority, and that the definition is not overly broad or vague
 - Clear definition of prohibited activities is necessary to avoid subjective bias – including things such as 'offensive language or gestures' is too broad/vague and does not provide an objective threshold

³ [Safe Access to Abortion Services Act, 2017, S.O. 2017, c. 19, Sched. 1 | ontario.ca](#)

- Calgary's [Safe & Inclusive Access Bylaw](#) definition applies to municipal facilities where the municipality, as both a service provider and employer, has a legislative duty under provincial human rights legislation to prevent discrimination/harassment
- Canadian Civil Liberties Association has indicated that any proposed by-law definition of what constitutes a 'nuisance demonstration', which includes speech that incites "intolerance or discrimination", while deeply painful, is neither violent nor criminal in nature
- 100 metre access zone
 - Staff reviewed several maps to assess the reasonableness and necessity of a potential 100 metre access zone, which informed the first draft as well as the revised draft by-law. As illustrated in the sample maps, 100 metres would extend far into residential areas and other private property
 - Allowing enforcement flexibility depending on the size/scale of the protest, e.g. expanding the perimeter to 100 metres for protests of 100+ people, is not an enforceable mechanism for the Halton Region Police Service
- Need for municipal-level legislation
 - The federal government is responsible for the Criminal Code which already addresses many of the activities noted of concern
 - The province has authority to enact laws protecting religious communities and others should they feel there is a pressing and substantial objective
 - The town is required to demonstrate there is a 'pressing and substantial' objective and that the law is rationally connected to that objective
 - Other town by-laws, such as the Municipal Right of Way By-law, the Public Nuisance By-law, and the Noise By-law, already address issues related to the negative impacts of sound amplification devices
- Resources for Enforcement
 - Resources of the HRPS would be required as Municipal Enforcement Officers are not trained or equipped to manage protests
- Omission of the ability to close streets
 - The town's [Temporary Road Closure By-law 2007-135](#) already delegates staff the power to close a highway temporarily for up to six months.

Canadian Civil Liberties Association

The Canadian Civil Liberties Association ("CCLA") is an independent, national, nongovernmental organization that was founded in 1964 with a mandate to defend and foster the civil liberties, human rights, and democratic freedoms of all people

across Canada. Their work encompasses advocacy, research, and litigation related to the criminal justice system, equality rights, privacy rights, and fundamental freedoms. Key aspects of their mission include “fighting against government overreach and defending freedom of speech and freedom of peaceful assembly.” Legal staff met with CCLA counsel together with several other municipal legal counsel (Mississauga, Brampton, Ottawa) to discuss generally by-laws prohibiting some forms of protest near certain community spaces. The CCLA clarified their position, specifically confirming that they do not support ‘bubble zone’ initiatives:

Vaughan’s by-law, and other similar regulatory regimes limiting intolerant—yet constitutionally protected—speech near community gathering spaces, are not reasonable and justifiable frameworks. CCLA is deeply concerned that these broad, punitive provisions will be used, and abused, if they remain unchallenged.

The CCLA commented that any proposed by-law definition of what constitutes a ‘nuisance demonstration’, which includes speech that incites “intolerance or discrimination”, while deeply painful, is neither violent nor criminal in nature, i.e.: ‘awful but lawful’. CCLA’s letter is attached as Appendix E.

Halton Regional Police Service

Although there have been reports of an increase in protests and demonstrations across the world, in Oakville, Halton Regional Police Service (“HRPS”) reported the following information regarding any protest-related crimes and complaints (however, statistics measuring the number of calls for service arising from public protests is not specifically tracked by HRPS):

- Zero crimes related to protests in 2020, 2022, 2023, and 2024
- Zero complaints from the public regarding protests
- Two protests were monitored in 2024
- Zero charges laid from protests in 2022, 2023, or 2024.

Currently, Facility Services coordinates operational plans with HRPS and monitors the size of protests, as needed, but town staff are not equipped or trained to engage with protesters. As such, enforcement of any by-law regulating specified protests would require the deployment of police officers and/or additional resources from the HRPS. In the event of a large protest, HRPS would engage the Public Order Units of the Hamilton Police Service and/or the Waterloo Regional Police Service on an as needed basis, given that the HRPS does not have a dedicated Public Order Unit of its own.

The town enforces many regulatory by-laws through the issuance of Administrative Monetary Penalties (AMPs) or by proceeding under the Provincial Offences Act.

This means that officers empowered to enforce town by-laws have the discretion to issue an AMP of \$300, with escalating penalties for repeat offences, or to pursue the matter in provincial court, where a conviction could result in fines of up to \$25,000 (Part I tickets could also be available with a maximum penalty of up to \$500). Officers may only choose one enforcement avenue per violation, not both, i.e.: AMP or Provincial Offences Act.

HRPS can proceed with criminal charges where warranted under the following Criminal Code of Canada sections:

- blocking or obstructing a highway (Section 423(1)(g))
- causing a disturbance (Section 175)
- common nuisance (Section 180)
- interfering with transportation facilities (Section 248)
- breach of the peace or imminent breach (Section 31)
- offensive volatile substance (Section 178)
- riots (Sections 32, 33, 64, 65, 67, 68, 69)
- unlawful assembly (Section 63)
- mischief (Section 430)
- intimidation (Section s.423 - physically stopping, blocking, threats, etc)

An arrest for breach of the peace, whether under the Criminal Code of Canada or the common law, does not result in a charge. The purpose of an arrest for breach of peace is to restore order. There are numerous other Criminal Code of Canada sections that may also apply to protest situations.⁴

Revised Draft By-law

After review of the public consultation comments, the draft by-law has been revised (Appendix F). The main revision to the draft by-law is removal of the graphic sign regulations. Staff have an outstanding direction from Council to report back regarding the display of graphic signs and will do so at a later date. A map of the vulnerable social infrastructure that would be impacted is included as Appendix G. Should Council choose to pass the revised draft by-law, an amendment to the Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 would also be required to permit the issuance of AMPs. A draft amendment to the by-law is attached as Appendix H.

Other Tools Available

Trespass/HRPS/Court Injunction

As previously reported, in the event of a non-peaceful protest, people can invoke the *Trespass to Property Act*, contact the Halton Regional Police Service, or seek a court injunction.

⁴ [Demonstrations, Protests and Marches - Halton Regional Police Service](#)

Provincial and/or Federal Legislation

Staff have been monitoring a member's Bill to protect safe access to religious institutions, but it has not proceeded beyond being ordered for second reading: [Sacred Spaces, Safe Places Act, 2024](#)

On April 10, 2025, Prime Minister Mark Carney announced the Liberal Party's crime prevention policies. The media release and backgrounder included language introducing legislation to make it a criminal offence to intentionally and willfully obstruct access to any place of worship, schools, and community centres; and a criminal offence to willfully intimidate or threaten those attending services at these locations. The timing for introducing and passing any such legislation is unknown. Should Council feel there is a need for provincial and/or federal legislation to address this issue, Council could pass a resolution such as:

Council requests the Attorney-Generals of Ontario and Canada introduce legislation to make it an offence to intentionally and willfully obstruct access to any place of worship, school, and other vulnerable social infrastructure, and an offence to willfully intimidate or threaten those attending services at these locations, while allowing peaceful protests or demonstrations.

CONSIDERATIONS:**(A) PUBLIC**

The town engaged in virtual public consultation on the development of a by-law aimed at regulating certain forms of protests near vulnerable community infrastructure. An online questionnaire was available to Oakville residents aged 18 years and older from February 12 to March 5, 2025. Several public submissions were also received from individuals and/or organizations that requested their input/expertise/experience be considered in the drafting of the by-law. A draft by-law titled "Safe Access to Vulnerable Social Infrastructure By-law" was available online for public consultation between March 31 to April 13. Over 400 public comments were received and summarized herein.

(B) FINANCIAL

Litigation on constitutional law issues, such as Charter challenges to any by-law, are costly as the town would require assistance from external experts.

(C) IMPACT ON OTHER DEPARTMENTS & USERS

MES would be responsible for coordinating enforcement of any by-law through the HRPS. The Legal Department will be responsible for defending any legal challenges to any by-law.

(D) COUNCIL STRATEGIC PRIORITIES

This report addresses Council's strategic priority/priorities: Community Belonging and Accountable Government.

(E) CLIMATE CHANGE/ACTION

N/A

APPENDICES:

Appendix A – Forum Research Report

Appendix B – Public Submissions March 2025

Appendix C – Examples of access zones at 20m, 50m and 100m

Appendix D – Draft “Safe Access to Vulnerable Social Infrastructure By-law”

Appendix E – Canadian Civil Liberties Association letter

Appendix F – Revised Draft “Safe Access to Vulnerable Social Infrastructure By-law”

Appendix G – Map of Vulnerable Social Infrastructure

Appendix H – Draft by-law to amend the Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038

Prepared by:
Nadia Chandra
Assistant Town Solicitor

Submitted by:
Douglas Carr
Town Solicitor

Submitted by:
Selena Campbell
Director of Municipal Enforcement
Services

Protest By-law Resident Questionnaire

Quantitative Report

Town of Oakville

April 2025



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Methodology

Method	Telephone (Random Digit Dialing) and Online (Open-Link)
Criteria for Participation	Residents of Oakville who are 18 years of age or older
Sample Size	Telephone: 400 respondents / Online: 1,098 respondents
Average Length	Telephone: 5 min / Online: 3 min
Margin of Error*	Telephone: ±4.9% / Online: Not applicable
Fieldwork Dates	February 12 th – February 22 nd (Telephone) / March 5 th (Online), 2025

*Margin of error represents the range within which the true population value is expected to fall, based on the sample data collected. For example, with a value of 60%, this means the true value in the population is likely between 55.1% and 64.9%, 19 times out of 20.

Reporting Considerations

Telephone Vs Online: Differences in Data Collection

Telephone sample was drawn using random digit dialing (RDD) among Town of Oakville residents and a mix of landline and cell phone sample was used (60% cellphone / 40% landline). Telephone results throughout this report have been statistically weighted by age and gender to ensure that the sample reflects the target population according to 2021 Census data. The telephone questionnaire's random sampling method ensure its results provide an unbiased representation of Oakville residents' thoughts and opinions. As a result, the telephone findings more accurately reflect the general population.

The online open-link questionnaire allowed Oakville residents who were not part of the telephone sample to share their thoughts and experiences regarding protests and regulations. Online data was collected through an open link hosted on the Town of Oakville's website. The sample from the online data consists of only self-selected respondents, who have chosen to take part in the questionnaire on their own accord, and all having computer access and internet connection. Due to this fact, online data is reported separately as it is affected by self-selection bias and cannot be representative of Oakville demographics.

While the telephone results serve as the statistically valid representation of the town's population, the online questionnaire allowed all residents an opportunity to contribute. For this reason, online results are included throughout this report alongside the telephone results for consideration.

Reporting Considerations (cont'd)

Telephone Vs Online: Screening Criteria

Regardless of data collection method, respondents were asked a screening question to confirm that they live within the Town of Oakville prior to completing the survey.

As respondents were asked a screening question to confirm that they live within Oakville, and there are statistically valid telephone results available, implementing and maintaining additional screening measures, such as geofencing technology, would add unnecessary expense and complexity, increase timelines for data collection, and risk potentially screening out otherwise eligible residents.

One of the ways that the use of additional screening measures, such as geofencing, poses the risk of excluding otherwise eligible residents is by requiring residents to enable location services on their device to complete the questionnaire. Some residents may be hesitant to do so, resulting in a lower volume of responses. Another factor to consider is limitations in precision, as geofencing typically relies on IP addresses, GPS data, or Wi-Fi triangulation to identify location. These limitations may lead to eligible residents being incorrectly included or excluded (e.g., residents that live near the town's border). Geofencing also risks excluding genuine residents that are temporarily located outside of Oakville (e.g., travelling, or at work) or residents whose internet service provider or network has an IP address that is incorrectly registered to another location.

Reporting Considerations (cont'd)

Rounding

Due to rounding, numbers presented throughout this report may not add up to the totals provided. For example, in some cases, the sum of all question values may add up to 101% instead of 100%.

Multi-mentions

In some cases, more than one answer option is applicable to a respondent. Multiple mention questions allow respondents to select more than one answer category for a question. For questions that ask for multiple mentions (e.g., “*What concerns, if any, did you have regarding the protest at the....*”) it is important to note that the percentages typically add to over 100%. This is because the total number of answer categories selected for a question can be greater than the number of respondents who answered the question.

Terminology

Throughout this report, mentions of protests at Vulnerable Social Infrastructure (VSI) include protests at places of worship, hospitals, schools, daycares, and libraries, and excludes labour union strikes.

Sample Size

The sample size represents the number of respondents who answered a given question. These figures are noted in the footer of each slide. Results based on fewer than 30 responses should be interpreted with caution, as smaller sample sizes can result in greater variability.

Data Collection and Storage

This project was conducted in accordance with the standards and ethics of the Canadian Research Insights Council (CRIC). Regardless of data collection method, all data is collected and stored on Canadian servers.



Key Findings

Key Findings

- 61% of telephone respondents and 58% of online respondents think that **Oakville needs a by-law** to regulate protests around certain VSI to ensure public access, while 39% of telephone respondents and 42% of online respondents think that **Oakville does not need a by-law** to regulate protests around certain VSI to ensure public access. (Slide 17)
- 10% of telephone respondents and 15% of online respondents said they have **participated in a protest** in Oakville. (Slide 21)
- 16% of telephone respondents and 43% of online respondents said they **remember at least one protest** happening during a time when they were **planning to go to or access any vulnerable social infrastructure** within the past year, while 84% of telephone respondents and 57% of online residents said they **did not**. (Slide 10)
 - Regarding the protest they encountered, 26% of telephone respondents and 41% of online respondents had **safety concerns**, while 34% of telephone respondents and 16% of online respondents had **no concerns**. (Slide 15)
- 48% of telephone respondents and 31% of online respondents that remembered **at least one protest** happening during a time they were planning to go to or access a type of VSI said the **protest was taking place at the hospital**, while 8% of telephone respondents and 54% of online respondents remembered a **protest at a place of worship**. (Slide 11)
 - 19% of telephone respondents and 8% of online respondents that **encountered a protest while attempting to visit the hospital** were **unable to enter** due to the protest, while 70% of telephone respondents and 37% of online respondents said the protest had **no impact** on their decision or ability to enter the hospital. (Slide 13)
 - Of respondents that said they remember a protest happening during a time when they were planning to go to or access **more than one VSI** within the past year, 38% of telephone respondents and 12% of online respondents said that a **protest at the hospital** had the **greatest impact** on their **decision or ability to enter**, while 14% of telephone respondents and 45% of online respondents said the same about a **protest at a place of worship**.* (Slide 12)

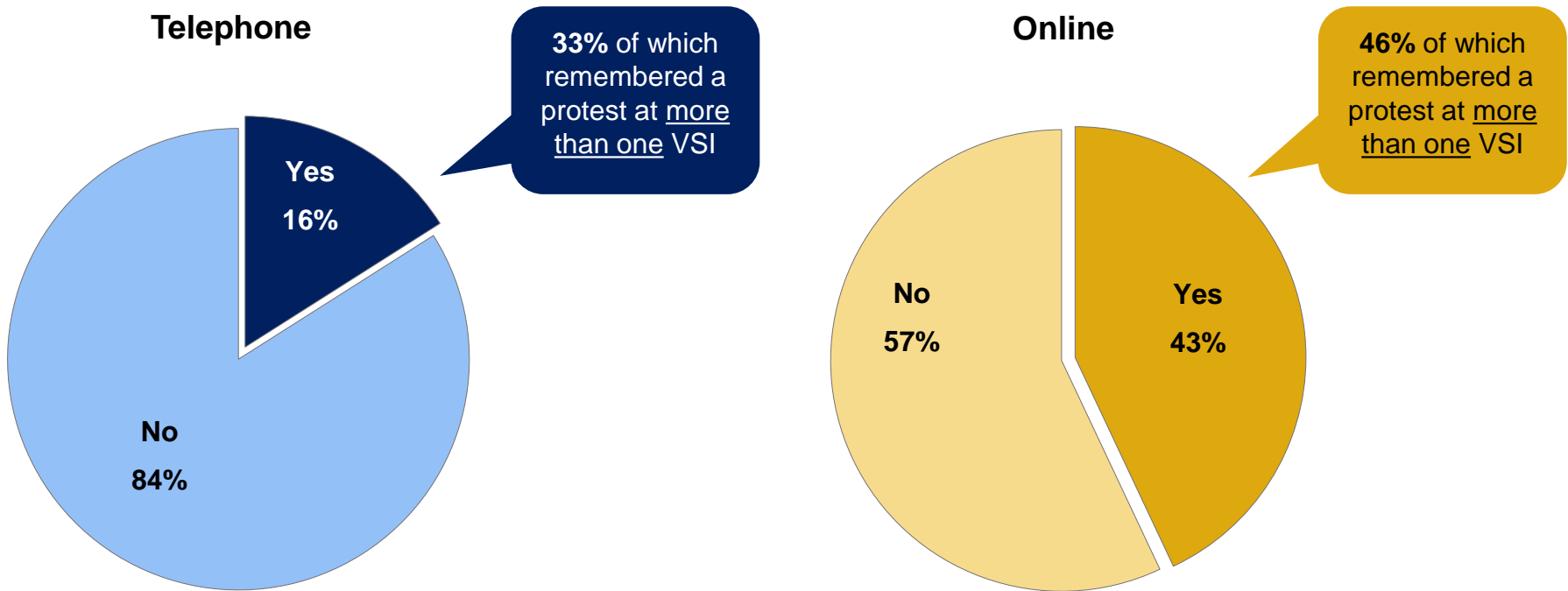
*Sample size less than 30 respondents. Interpret with caution.



Detailed Findings: Protests and VSI

Protests When Accessing VSI

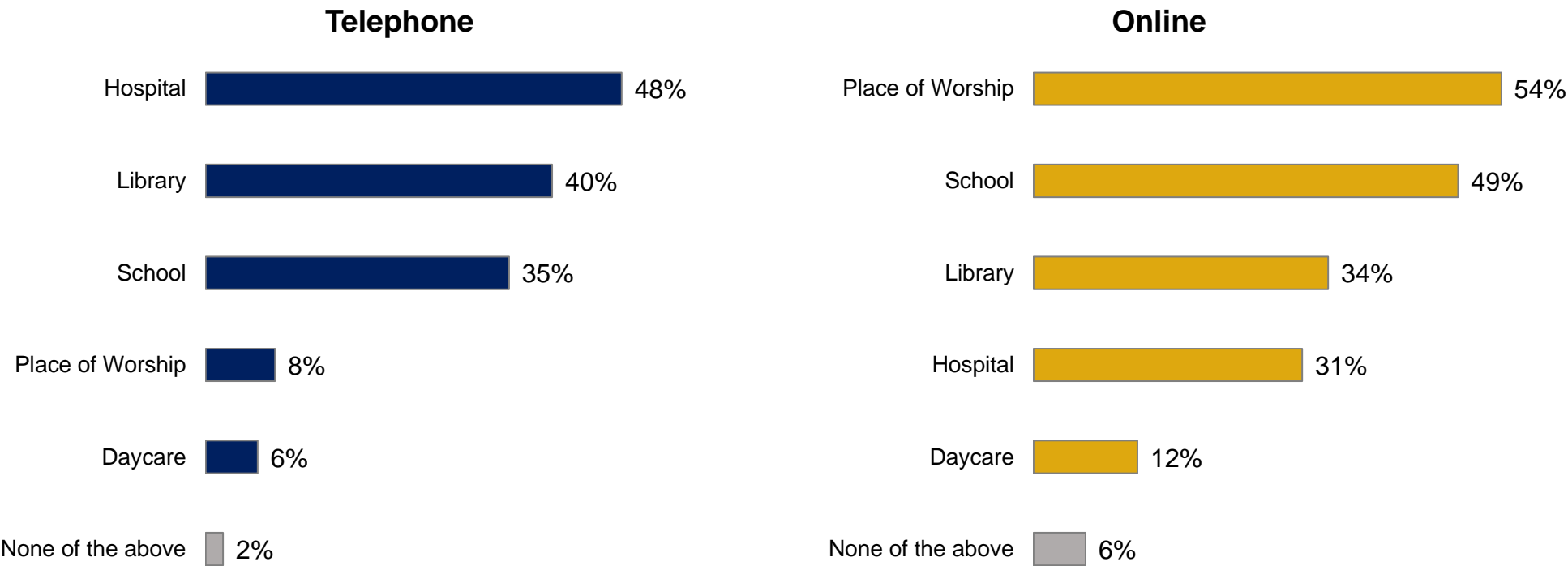
16% of telephone respondents and 43% of online respondents said they remember at least one protest happening during a time when they were planning to go to or access any vulnerable social infrastructure within the past year, while 84% of telephone respondents and 57% of online residents said they did not.



Q. Within the past year in the Town of Oakville, do you remember a protest happening during a time when you were planning to go to or access any vulnerable social infrastructure? | Q. Were you trying to access... (Multiple Select)
Sample Size: Telephone: 391 respondents / Online: 936 respondents | Telephone: 61 respondents / Online: 398 respondents
Base: All respondents, excluding "Don't know / Not Sure" responses. | Respondents that remembered a protest happening during a time when they were planning to go to or access a VSI.

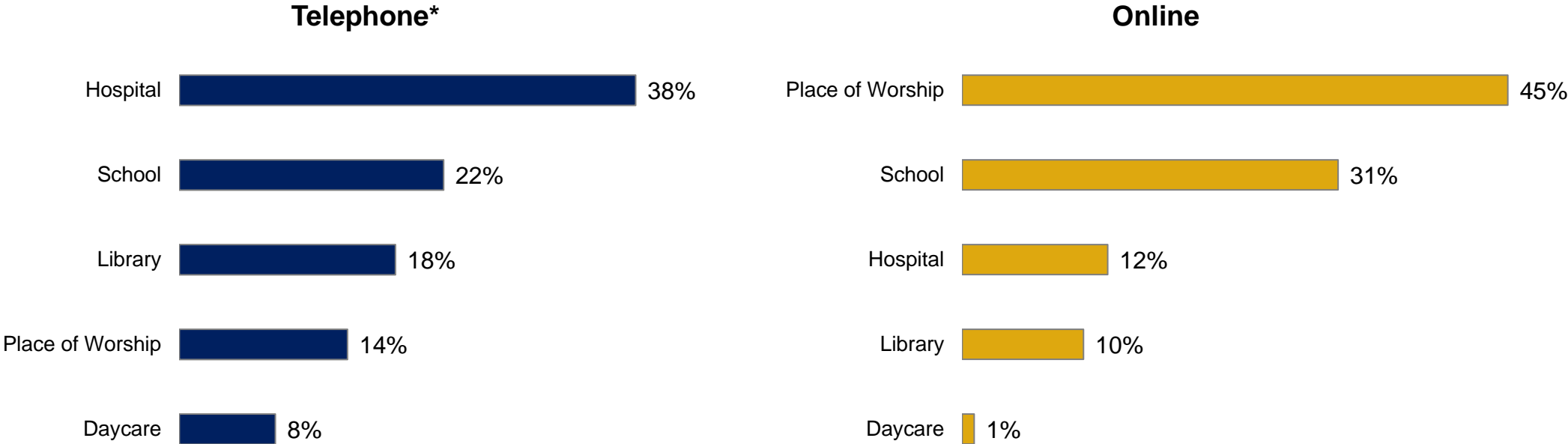
Place of Protest

48% of telephone respondents and 31% of online respondents that remembered at least one protest happening during a time they were planning to go to or access a type of VSI said the protest was taking place at the hospital, while 8% of telephone respondents and 54% of online respondents remembered a protest at a place of worship.



Protests at Multiple VSI

Of respondents that said they remember a protest happening during a time when they were planning to go to or access more than one VSI within the past year, 38% of telephone respondents and 12% of online respondents said that a protest at the hospital had the greatest impact on their decision or ability to enter, while 14% of telephone respondents and 45% of online respondents said the same about a protest at a place of worship.



Q. Of the places that you were planning or trying to access where a protest was happening, which had the greatest impact on your decision or ability to enter? Was it the protest at the...

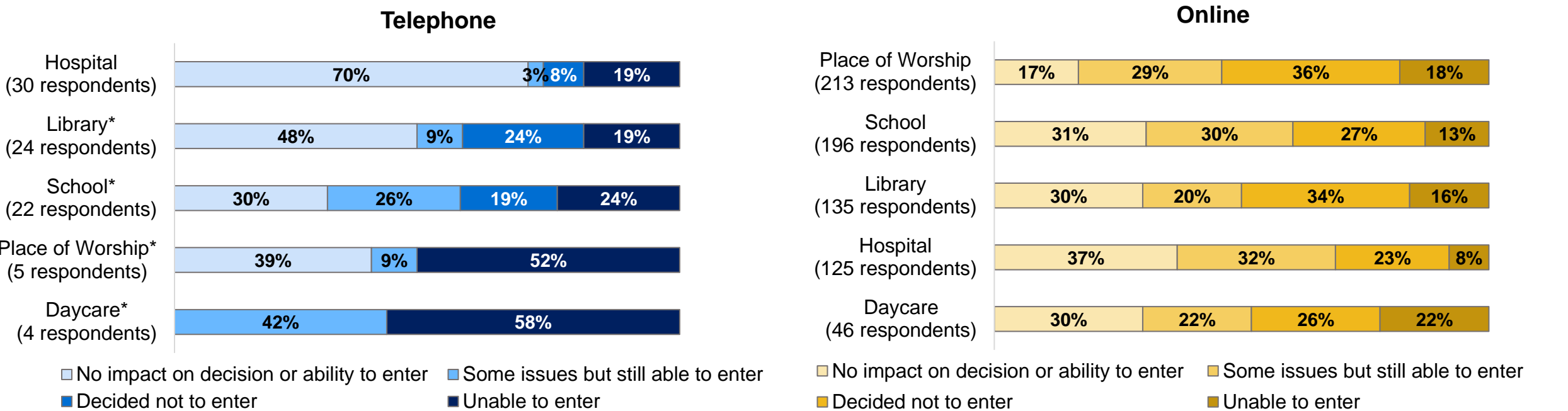
Sample Size: Telephone: 20 respondents / Online: 194 respondents

Base: Respondents that encountered a protest at multiple VSI.

*Sample size less than 30 respondents. Interpret with caution.

Protests and Impact on VSI Access

19% of telephone respondents and 8% of online respondents that encountered a protest while attempting to visit the hospital were unable to enter due to the protest, while 70% of telephone respondents and 37% of online respondents said the protest had no impact on their decision or ability to enter the hospital.



Q. Did the protest impact your ability or decision to enter the...
Sample Size (Unique Respondents): Telephone: 52 / Online: 376
Base: Respondents that remembered a protest happening during a time when they were planning to go to or access the VSI and opted to identify the type of VSI. Respondents may have provided an answer to multiple VSI above. Slide visuals are rank ordered by sample size, as this reflects the VSI with the largest proportion of residents impacted.
*Sample size less than 30 respondents. Interpret with caution.

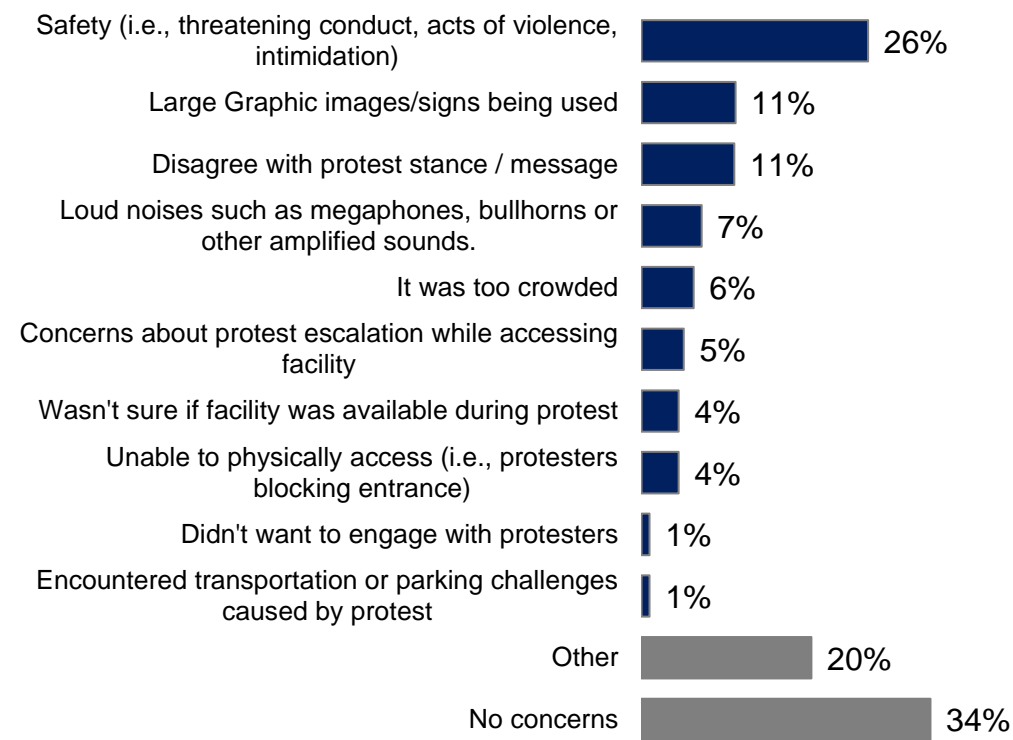


Detailed Findings: Resident Concerns

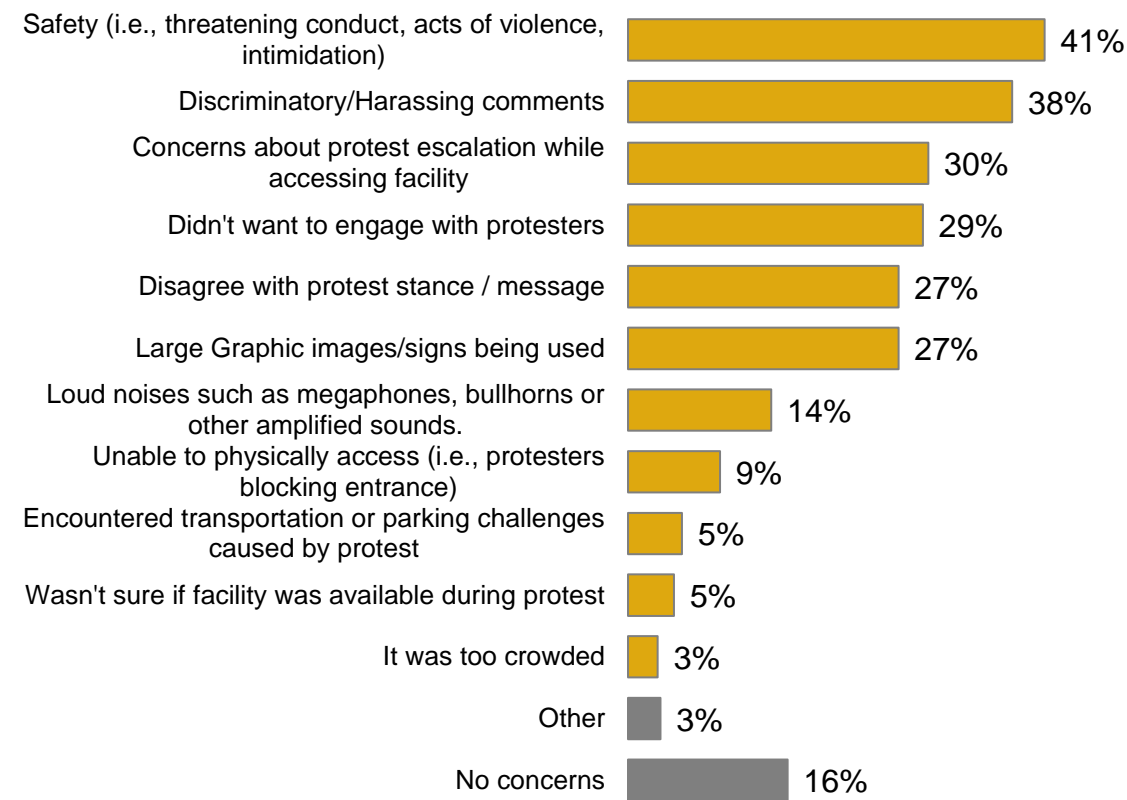
Resident Concerns

Regarding the protest they encountered, 26% of telephone respondents and 41% of online respondents had safety concerns, while 34% of telephone respondents and 16% of online respondents had no concerns.

Telephone



Online



Q. What concerns, if any, did you have regarding the protest at the [insert VSI with greatest impact]?

Sample Size: Telephone: 52 respondents / Online: 376 respondents

Base: Respondents that remembered a protest happening during a time when they were planning to go to or access a VSI, and identified the VSI.

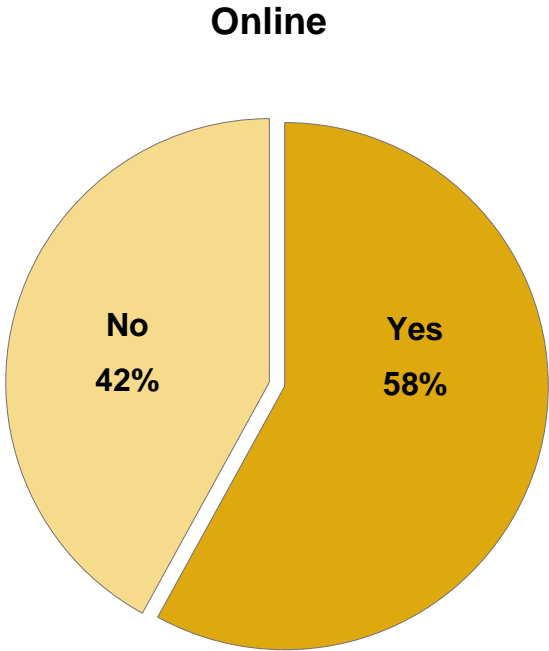
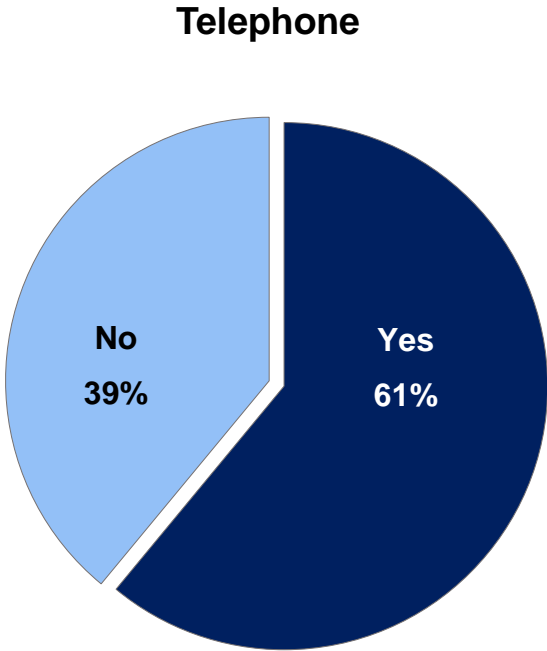
Note: Due to differences in survey methodologies, telephone respondents provided open-ended answers that were coded into predefined options as applicable, while online respondents selected from a provided list.



Detailed Findings: Protest Regulation in Oakville

Protest Regulation in Oakville

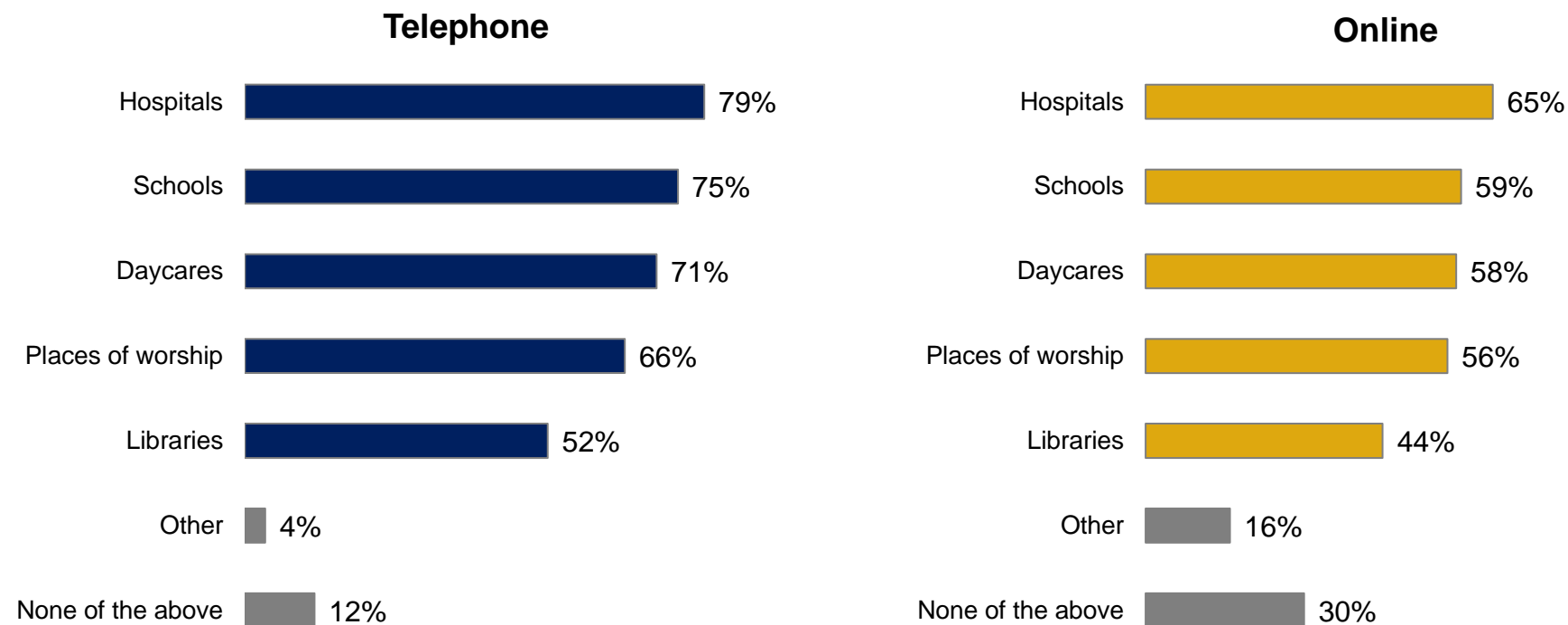
61% of telephone respondents and 58% of online respondents think that Oakville needs a by-law to regulate protests around certain VSI to ensure public access, while 39% of telephone respondents and 42% of online respondents think that Oakville does not need a by-law to regulate protests around certain VSI to ensure public access.



Q. Do you think Oakville needs a by-law to regulate protests around certain vulnerable social infrastructure to ensure public access to these places?
Sample Size: Telephone: 357 respondents / Online: 1,060 respondents
Base: All respondents, excluding "Don't know / Not Sure" responses.

Protest Regulation in Oakville (con't)

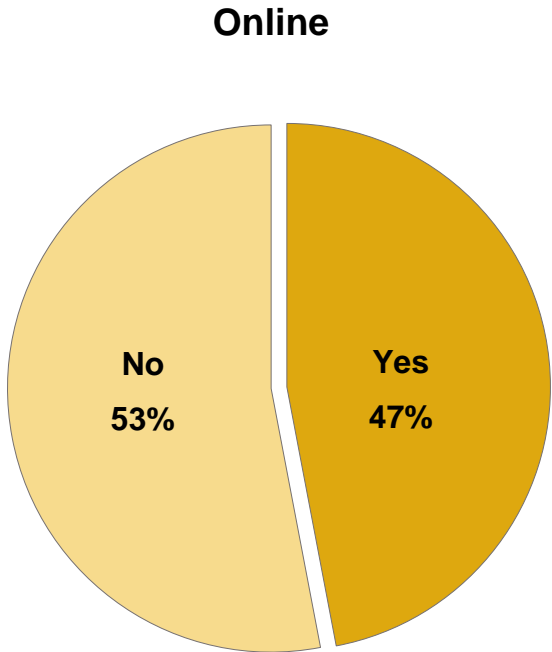
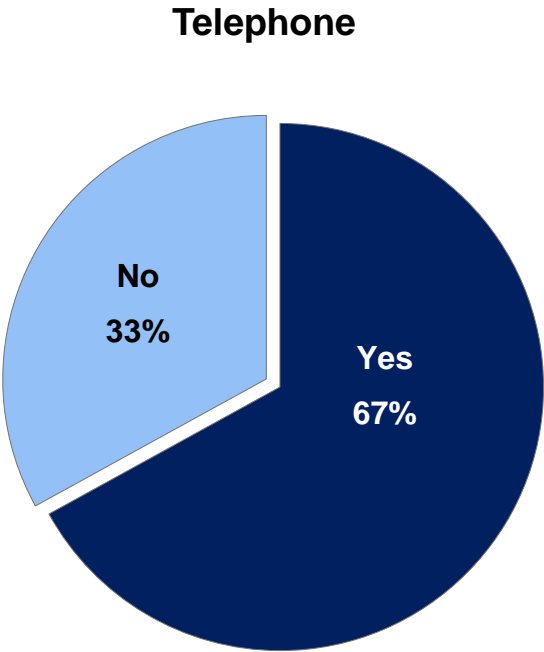
79% of telephone respondents and 65% of online respondents think that if a by-law was to be created, hospitals should be included in the potential by-law, while 12% of telephone respondents and 30% of online respondents think that none of the listed VSI should be included in the potential by-law.



Q. If a by-law was to be created, which of the following vulnerable social infrastructure do you think should be included in the potential by-law? (Multiple Select)
Sample Size: Telephone: 400 respondents / Online: 1,098 respondents
Base: All respondents

Protest Regulation in Oakville (con't)

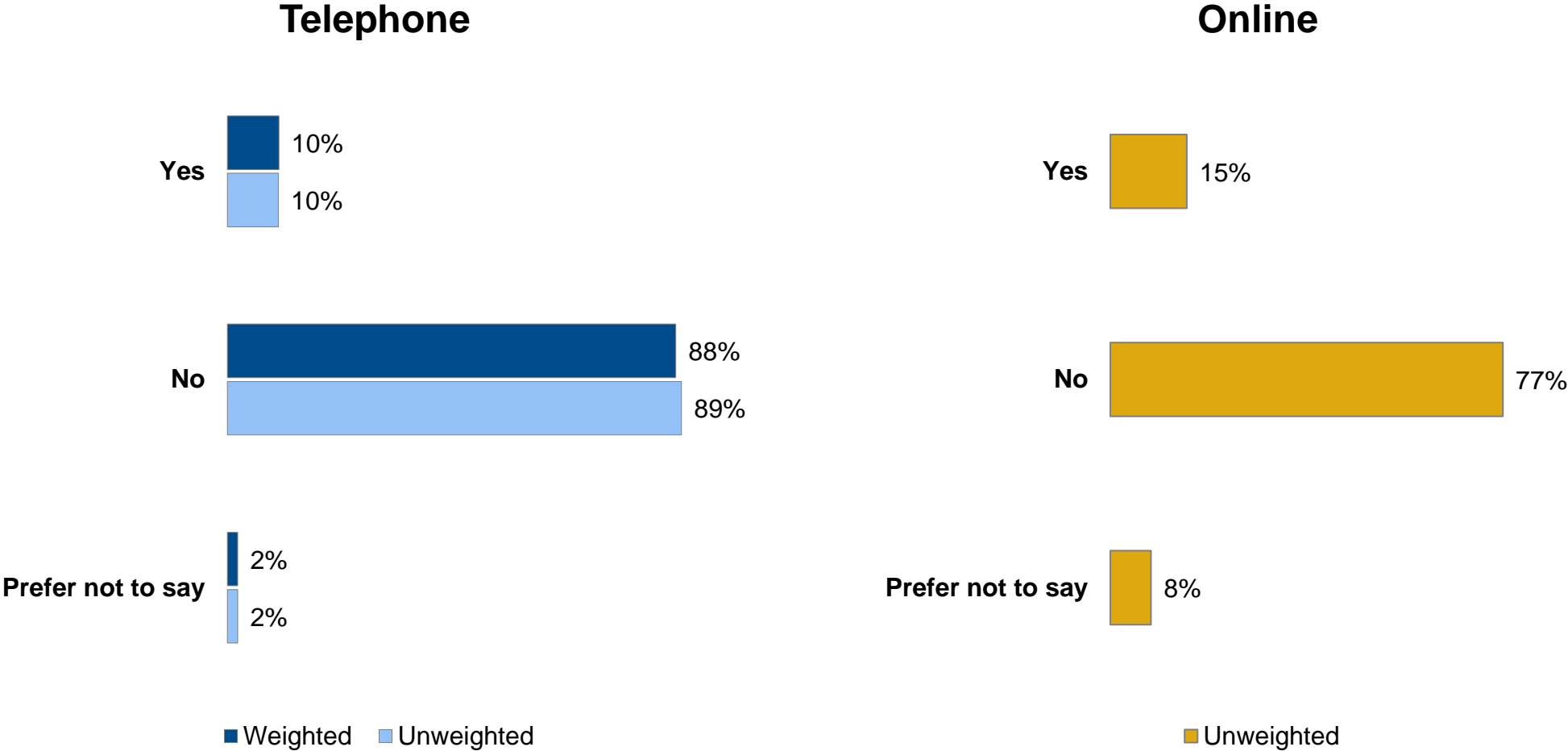
67% of telephone respondents and 47% of online respondents say that if a by-law was to be created, there should be certain times of day, such as during operating hours, when protests near vulnerable social infrastructure should be regulated, while 33% of telephone respondents and 53% of online respondents said that certain times of day should not be included in a by-law.



Q. If a by-law was to be created, should there be certain times of day, such as during operating hours, when protests near vulnerable social infrastructure should be regulated?
Sample Size: Telephone: 373 respondents / Online: 1,018 respondents
Base: All respondents, excluding "Don't know / Not Sure" responses.

Demographics

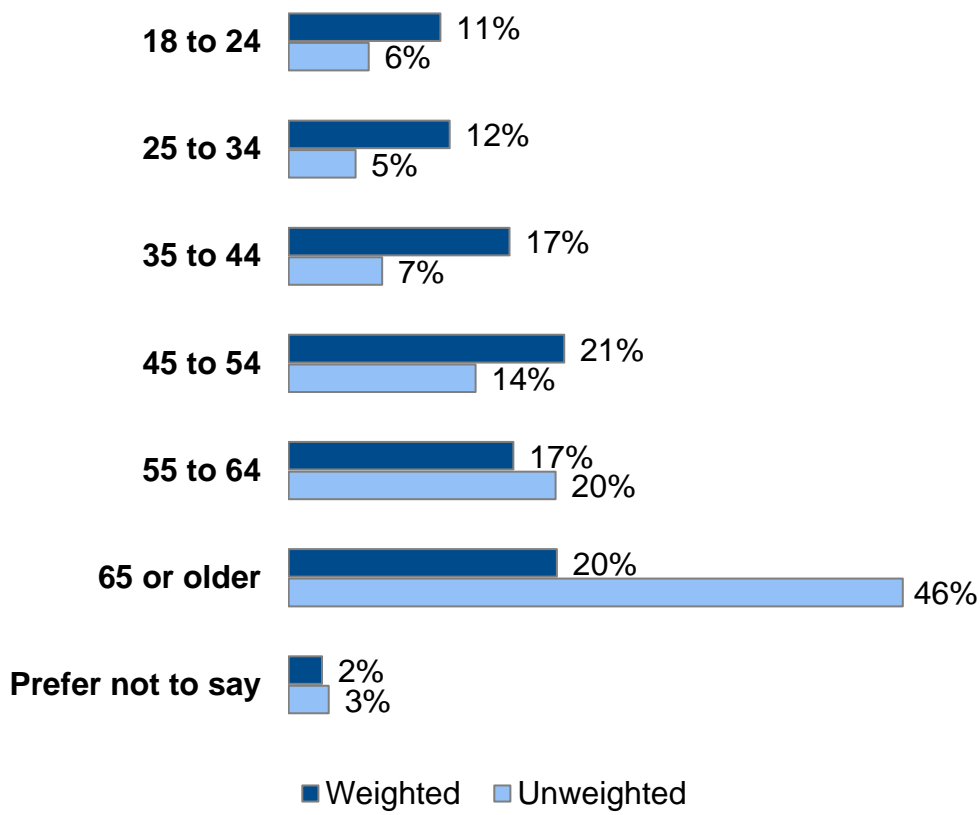
Demographics – Protest Attendance



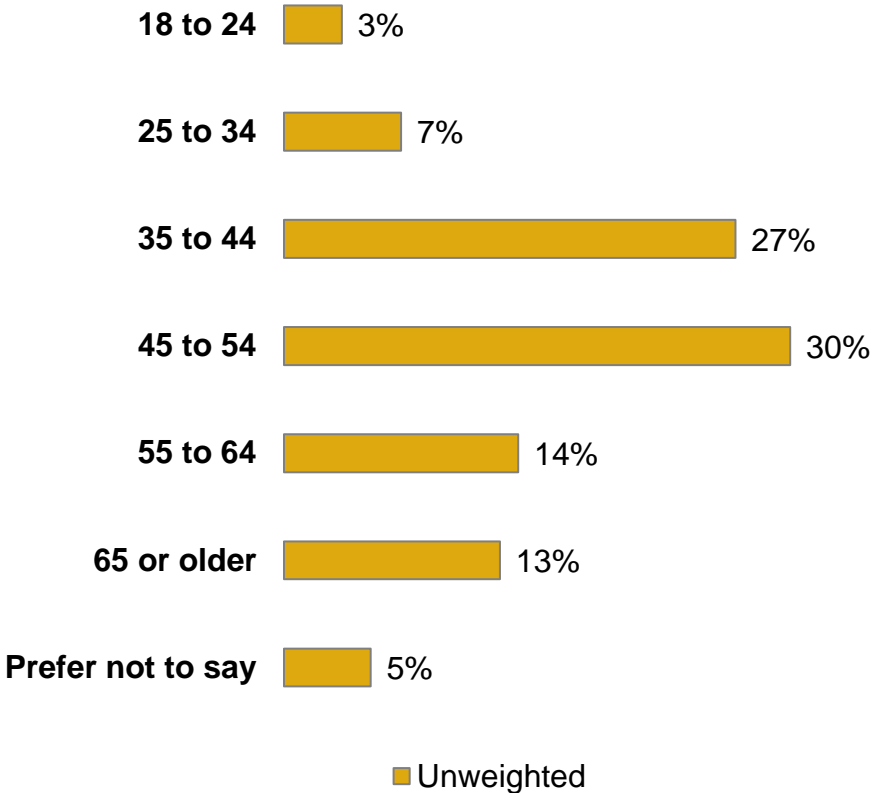
Q. Have you ever participated in a protest in Oakville?
Sample Size: Telephone: 400 respondents / Online: 1,098 respondents
Base: All respondents

Demographics – Age

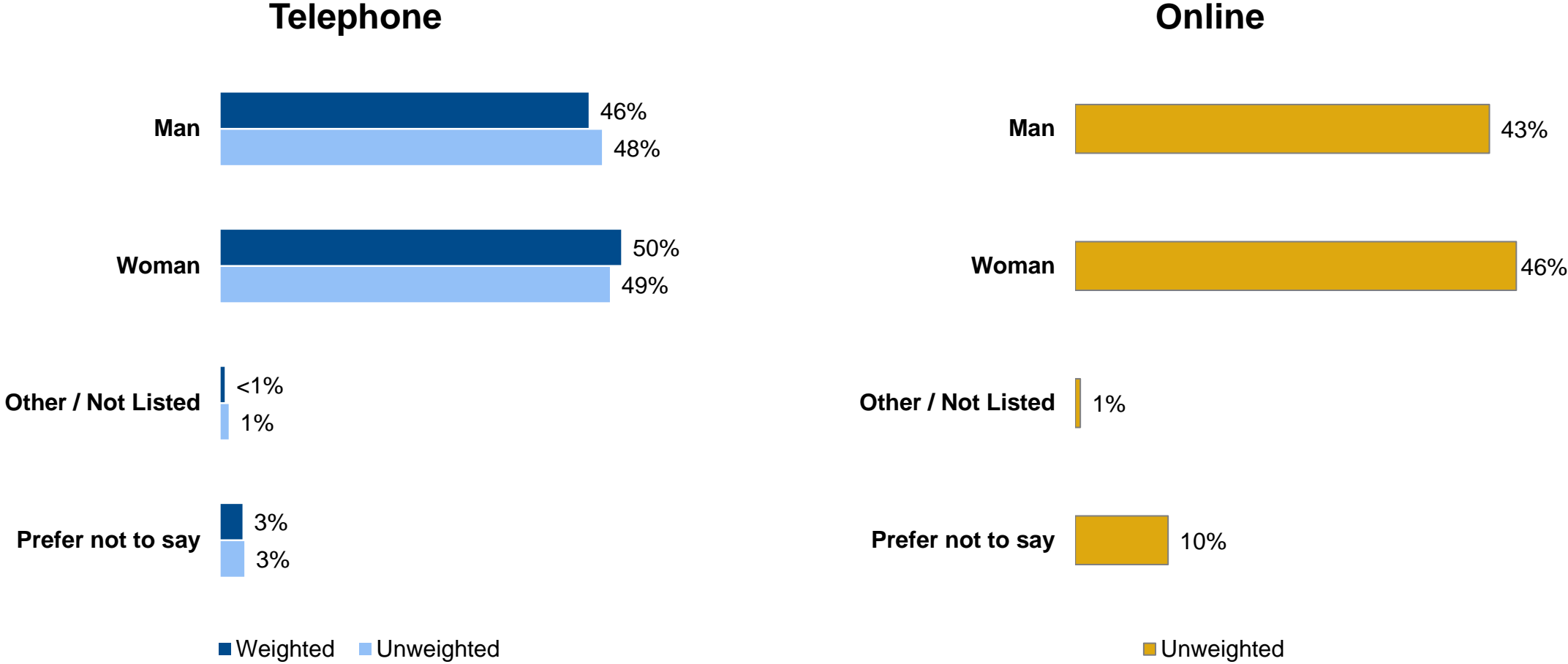
Telephone



Online



Demographics – Gender



Q. How would you describe your gender?
Sample Size: Telephone: 400 respondents / Online: 1,098 respondents
Base: All respondents



March 12, 2025

RE: Oakville By-law – Protests Near Vulnerable Social Infrastructure

To Whom it May Concern,

I am writing on behalf of the Centre for Israel and Jewish Affairs (CIJA), the advocacy agent of Jewish Federations of Canada-UIA, representing Jewish Federations across Canada. CIJA represents the diverse perspectives and concerns of more than 160,000 Jewish Canadians affiliated with their local Jewish Federation.

For more than a year, Jewish communities across Canada have been deeply distressed by protests targeting places of worship, schools, and community institutions that serve children, seniors, and other vulnerable individuals. These demonstrations – filled with hateful chants, signs, and antisemitic rhetoric – such as “From the River to the Sea,” “Go Back to Europe,” and “Intifada Revolution” – have targeted synagogues, schools, and community centres. These threats and protests have instilled fear, causing community members to feel unsafe while in or near these spaces.

CIJA was pleased that Council, at its meeting on December 16, 2024, directed staff to engage in a consultation and investigate a draft by-law for Oakville to address certain forms of protests within a reasonable distance of vulnerable community infrastructure. CIJA urges City of Oakville staff to compose a by-law similar to the one adopted by the City of Vaughan, By-Law 143-2024, which would prohibit “nuisance demonstrations” (protests) within 100 metres of religious houses of worship and schools, to ensure the safety, dignity, and well-being of students, worshippers, and the broader community.

It is crucial that the by-law be prescriptively strong, include punitive measures for non-compliance and strong enforcement powers, and, most importantly, that it be actively enforced. When too much discretion is given to enforcement officers, we have seen that response to by-law violations becomes inconsistent.

For the by-law to meet its objective in implementation and protect vulnerable communities from hateful and intimidating protests, CIJA recommends that the by-law:

- 1) Set a clear definition of a “nuisance demonstration” to ensure there are no irregularities or room for issues brought on by overt or other subjective bias. CIJA proposes the following definition of nuisance demonstration be reflected within the by-law:

“Nuisance demonstration” is any protest that involves expression of objection or disapproval toward an idea or action related to race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation by any means, including graphic, verbal, or written means.

- 2) Include explicit direction and prescribe a clear and objective “test” for when the threshold of “nuisance demonstration” is reached. There must also be a clear commitment within the by-law to ensure law enforcement and by-law officers have the necessary resources to staff and respond appropriately to protests that fall under the jurisdiction of the by-law.

CIJA posits the following examples for the threshold test for a “nuisance demonstration:”

- Harassing or intimidating another person or persons.
 - Using offensive language or gestures; including but not limited to calling for death or eradication of an individual or group.
 - Creating discomfort, disturbance or confusion for members of the public, pedestrians, the occupants of a dwelling, or to passing motorists.
 - Obstructing the passage of pedestrians, thereby rendering passage impassable or difficult.
 - Playing music or any other noise that disturbs or is likely to disturb the occupants of a dwelling.
 - Ringing bells, sounding horns, blowing whistles, using amplifiers and microphones, shouting, screaming, or swearing.
 - Condoning, denying or downplaying the Holocaust, thereby willfully promoting antisemitism.
 - Displaying symbols of terror entities (such as Hamas or Hizbullah), including but not limited to flags and pictures.
- 3) The by-law should provide a clause that allows for greater enforcement flexibility to push the perimeter of the protest further away depending on size and scale of protest. For example, to ensure greater safety, a larger

protest (100+ people) could be positioned more than 100-metres from the protected space.

Opponents to such a by-law will claim that implementing a safe-access by-law is not constitutional. That argument is categorically false: while the rights to freedoms of expression and assembly are fundamental to Canadian society, these rights are not absolute and are subject to reasonable limits prescribed by law. Section 1 of the *Charter* allows for the balancing of benefits v. negative impact of reasonable limitations of these rights. There must be a reasonable balance between the protestors' right to civil disruption and the well-being of the rest of society. Instituting such a by-law will ensure Charter rights are protected. Further, there is precedence for safeguarding such institutions from disruptive protests as evidenced by by-laws implemented by other municipalities, including Brampton and Vaughan.

Thank you for your consideration of these recommendations, and please do not hesitate to contact me if you have any questions for clarification.

Sincerely,



Michelle Stock
Vice President, Ontario

Subject: Support for an effective 'Bubble' Zone Municipal Bylaw to Protect Vulnerable Infrastructure.

Dear Mayor Burton, Members of Council and Town Staff,

We submit this document as part of the community and subject matter expert consultation process regarding the proposed Town of Oakville 'bubble' zone municipal bylaw. We strongly support the implementation of this bylaw that prohibits protests and demonstrations within a minimum 100-meter radius of vulnerable infrastructure to ensure the protection of those who rely on these spaces for their essential services, including places of worship and schools.

The Lions of Judah (#theLOJ) is a not-for-profit organization dedicated to identifying and filling the gaps necessary to build a stronger, safer, and more resilient community. Our mission is to protect and support communities facing targeted harassment, ensuring their ability to live, worship, and function without fear. Over the past year, we have collected and cataloged extensive evidence, including videos, images, witness statements, and victim reports, that document the disturbing reality of hate-motivated nuisance protests. Our efforts are focused on advocacy, education, and policy recommendations that help strengthen public safety and community cohesion.

Understanding Impeded Access

The concept of impeding access extends beyond physical entry; it encompasses *the right to peaceful and unencumbered use of said facility and the services it provides. In the case of faith-based infrastructure, individuals must be able to access their schools and places of worship without fear of being targeted, harassed, intimidated or made to feel shame. The freedom to practice religion is enshrined in Canadian law, and protecting access to these spaces is an extension of that fundamental right.*

Key Points For Your Consideration:

1. Freedom of Speech vs. Hate Speech

- Freedom of speech is a foundational right but is not absolute. There are many avenues for expressing views that do not involve targeting religious communities at their places of worship or children at their schools.
- The protests in question are not general expressions of speech; they are deliberate and often dangerous acts of harassment and intimidation targeted at specific groups. (*see link to evidence below*)
- Attendees of these faith-based institutions and vulnerable infrastructure are diverse in thought and opinion, and so blanket assumptions about their beliefs are unfair and harmful.

2. Public Safety and Financial Cost

- The presence of protests and demonstrations come with an increased risk to public safety that often requires a significant law enforcement response.
- We urge Town Staff and council to review data from the Oakville and Halton police on the financial burden imposed by the need for increased security at these locations. If necessary, data from the cities of Vaughan or Toronto can provide further insights into the costs associated with managing such demonstrations.
- Implementing an effective municipal bylaw would serve as a responsible and cost-effective deterrent, reducing the need for large police presence and mitigating the associated financial impact on the town.



3. Legal Framework for Hate Speech

- Under the Criminal Code and Human Rights Codes of Canada, speech is classified as hate speech if it is publicly expressed, targets a protected group, and employs extreme language likely to expose them to detestation and vilification.
- The evidence the Lions of Judah (LOJ) have compiled, including hundreds of videos, images, witness statements, and victim reports, clearly demonstrates that these demonstrations meet the legal test for hate speech AND that bad actors are exploiting deliberate obfuscation and non enforcement of the laws to target a group at their religious schools and places of worship. *(see link to evidence below)*
- Council has the authority to implement a bylaw that curtails such activities within the municipal framework, reinforcing community safety and well-being.

4. Defining Effective Enforcement

- The effectiveness of this bylaw will depend on clear enforcement guidelines. We propose a straightforward test: *Individuals should be able to enter and exit vulnerable social infrastructure without witnessing or being subjected to confrontational behavior.*
- Law enforcement must be empowered to enforce the bylaw effectively, and penalties for violations should be stringent enough to serve as a deterrent.

Providing Evidence in Support of an Effective Bylaw

In support of this submission, we have attached a compilation of video [evidence showcasing the aggressive and harmful behaviors that take place in the absence of an enforceable municipal bylaw](#). This documentation allows council members to witness firsthand the reality of these protests and the necessity of legislative action that will protect All communities that make up the Town of Oakville. Please access the evidence by clicking on the attachment or through the following secure links:

How a protest at a Hindu temple spiraled into 2 days of violence (CBC News)

[CLICK HERE](#)

How a Palestinian protest brought hate and harm to a Jewish community in Vaughan (LOJ)

[CLICK HERE](#)

Freedom of expression must work in harmony with freedom of religion to uphold the values of a strong and free Canada. A bubble zone of protection around vulnerable infrastructure does not restrict free speech but it does protect communities from being targeted and unduly subjected to hate, violence, harassment and shame. We urge Council to consider the points presented herein and act decisively to effectively protect vulnerable infrastructure and the communities that rely on it in the Town of Oakville.

We look forward to Mayor Burton and Council's leadership in safeguarding the well-being of Oakville's diverse communities.

With Appreciation for your attention to this matter,

The **Lions of Judah** Organization (LOJ)

e: hello@lionsofjudah.org

w: www.lionsofjudah.org



March 13, 2025

Dear Mayor and Councillors,

I am writing to support the adoption of municipal “bubble” legislation by the Town of Oakville.

By way of brief background, I am the Chair of the Alliance of Canadians Combatting Antisemitism (ALCCA), a coalition of 56 community organizations, Jewish and non-Jewish dedicated to fighting antisemitism and other forms of hatred through legal advocacy, education and respectful dialogue. I have been a criminal lawyer for 45 years, serving as both a defence counsel and prosecutor, lectured extensively on legal remedies to combat hate, and trained police, prosecutors and government agencies on the availability of criminal and municipal measures to combat hate. I have promoted respectful Muslim-Jewish, Sikh-Jewish and Black-Jewish dialogues. I have appeared before Parliamentary committees and in the Supreme Court of Canada on multiple occasions on issues relating to antisemitism, hate activities and the constitutionality of hate crime legislation. I am a former member of the Ontario Human Rights Tribunal. This past week, I presented to the National Forum on Antisemitism in Ottawa on legal measures to combat hate.

You are undoubtedly aware of the pervasive antisemitism now being experienced by the Canadian Jewish community at levels unprecedented since WWII. One report reflects a 670% increase in antisemitism in Canada since October 7, 2023. Antisemitic hate crimes have spiralled out of control representing by far the largest percentage of religion-based hate crimes. Hate crimes include shootings, firebombings and vandalism of places of worship, Jewish day schools, and community centres. We have also seen an increase in hate crimes directed against other identifiable groups. Sadly, hate activities have become normalized in Canada.

Contemporary antisemitism extends well beyond ancient tropes or stereotypes about Jews. Now, Canadian Jews are targeted merely because they support the existence of the State of Israel. To be clear, the IHRA (International Holocaust Remembrance Alliance) definition of antisemitism, adopted by 43 countries including Canada, the Province of Ontario and many others, clearly states that criticism of Israel (whether its government, policies, or practices) in the same way other countries are criticized does not amount to antisemitism. However, the demonization of Zionism and all Zionists (including 91% of Canadian Jews) without distinction represents the most insidious current form of antisemitism. Last week at the National Forum on Antisemitism, the Prime Minister said he is Zionist and condemned its use as a pejorative term.

Protests, demonstrations and occupations in Canada are not confined to pro-Palestinian chants or slogans. They regularly characterize all Zionists as racist, genocidal and evil, without distinction, celebrate terrorists, including those designated as such by the federal government, urge the use of “any means necessary” to promote a global intifada and of particular relevance here, deliberately target Jewish neighborhoods, places of worship, and community centres to intimidate and harass the Jewish community. What I am describing is not protected free speech but hate speech. The Supreme Court of Canada has reflected that such speech not only marginalizes the targeted community members, making it more difficult for them to fully participate in our democracy, but may attract like-minded adherents to the cause.

Bubble legislation is not designed to punish hate crime offenders. The criminal law is to serve that purpose. Bubble legislation is designed as a preventative measure to keep vulnerable community members safe and enable them to carry on their lives, with full access to their social infrastructure without fear for their safety and security. “Access” in this context does not only mean unimpeded physical access to places of worship and other community spaces of importance, but also the ability to lawfully use and enjoy those spaces without fear.

Municipal and provincial governments have the duty to take appropriate measures to protect their vulnerable community members from intimidation, harassment and fear. Ontario’s Municipal Act, 2001, SO 2001, c.25 empowers municipalities to pass bylaws respecting the health, safety and well-being of its residents. It also empowers municipalities to prohibit and regulate respecting public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances (emphasis added). The prime reason why protestors target Jewish neighborhoods, places of worship, schools and community centres is to intimidate. I respectfully remind you that one illustration of antisemitism is attributing collective responsibility to the Canadian Jewish community for the actions of a foreign state.

It is now well recognized that bubble legislation survives constitutional (Charter) scrutiny when carefully crafted so as to not unnecessarily limit freedom of speech and assembly. Its constitutionality has been upheld when enacted to address widespread efforts to intimidate those associated with providing abortion services and to address widespread efforts to intimidate those involved in the administration of Covid 19 safety measures, including vaccinations. Widespread and ongoing efforts to intimidate Jewish and other religious communities, and the exponential growth of hate activities in Canada compel the same type of legislative response. Indeed, as already suggested, this is doubly so because, in the case of Jews, they are being held collectively responsible by protestors for the actions of others.

I would be pleased to address you on the existing jurisprudence. Suffice it to say in this brief submission, bubble legislation of various forms exists at the provincial and municipal levels across the country. There are at least eight provinces in which bubble legislation exists. Even civil liberties associations, in written submissions I have reviewed, have at times conceded (and appropriately so) that some limitations near hospitals and places of worship may be acceptable, although legislators “must think of solutions that minimally impair freedom of speech.” I agree that such legislation must not be so broad as to unreasonably impair freedom of speech or assembly. Governments across Canada have been successful in crafting such legislation.

I ask rhetorically, how is freedom of speech and assembly significantly impaired by prohibiting protestors from close proximity to Jewish (or Muslim) places of worship, schools and community centres? No one suggests that such protests be prohibited altogether (unless otherwise in violation of the law) – just that they take place so as not to intimidate vulnerable communities which, it is important to add, include children, and the elderly who have experienced or witnessed often deadly or violent racism in their lives.

There is no province-wide legislation that addresses the safety and security of our religious communities at present, so it is necessary to legislate at the municipal level. I also observe that the use of municipal bylaw powers represents minimal impairment of rights, when compared to the use of the criminal law. Of course, the two are not mutually exclusive in appropriate circumstances.

I have reviewed various examples of bubble legislation across the country. In my view, the City of Vaughan's bubble legislation provides helpful guidance although it could be improved in one important way.

Vaughan's bylaw defines a "nuisance demonstration" as involving "one or more people publicly protesting or expressing views on an issue in any manner – whether it is intended or not – that is likely, on an objective standard, to cause a reasonable person to be intimidated, meaning that they are either concerned for their safety or security or unable to access vulnerable social infrastructure. For greater certainty, intimidation can be caused by, but not only by, actions or expressions that incite hatred, violence, intolerance or discrimination."

As noted earlier, the Municipal Act (s. 128(1)) enables municipal governments to prohibit and regulate public nuisances, including matters that are, could become, or cause public nuisances. Excluding from such legislation lawful labour strikes (which necessarily target places of employment), it is the close proximity of protests to vulnerable community institutions, such as places of worship, day schools and community centres that is likely to cause intimidation. There should be no need for a prior showing of actions or expressions that intimidate before the legislation can be invoked. The objective is to prevent exposure to incitements to hatred, violence, intolerance, discrimination or similar acts or expressions of intimidation, not address it after it has already taken place. Limits on protests within close proximity to vulnerable institutions minimally impair protected freedoms by preventing, not responding to, intimidation.

In conclusion, the benefits of bubble legislation, insofar as it is applied to address the vulnerability of the Jewish community (though it has application to other vulnerable religious communities) include:

- Protecting the safety and security of Jewish community members
- Protecting their right to worship as they please without intimidation
- Protecting their right to unimpeded access to their social infrastructure
- Protecting Jewish community members from emotional distress when in the presence of protestors in unnecessarily close proximity
- Reducing the likelihood of destruction and vandalism directed to Jewish institutions
- Preventing the interference with the lawful use and enjoyment of property by members of the Jewish community, also characterized as interference with full access to their social infrastructure
- Reducing the likelihood of confrontational activities leading to violence or public disturbances
- Minimally impacting the protestors' freedom of speech or assembly, as they are free to protest outside of the bubble zone

I would be pleased to answer any questions you might have or assist in any way, including a detailed legal review of draft legislation. Thank you for your consideration of these submissions.

Yours truly,

Mark Sandler, LL.B., LL.D. (honoris causa)

Statement from Shaarei-Beth El Congregation of Oakville regarding the support from the Jewish community for a bylaw to prevent disruptive and intimidating protests from hindering access to “vulnerable social infrastructure.”

March 13, 2025

Since October 7th, 2023, the Jewish community has experienced a dramatic increase in antisemitism and hate crimes. This has caused our synagogue at 186 Morrison Rd in Oakville to pay for ongoing police protection during special worship and education times, as well as a private security firm to provide ongoing surveillance and checks at our front door, especially during Sabbath morning services.

We are all aware that synagogues and Jewish schools have been attacked by protestors and vandals across Canada and especially here in Ontario, spray painting hateful slogans, smashing windows and shooting bullets. Our synagogue in Oakville has had a protestor march in front week after week with a sign that says “shame” with a Jewish star and dripping blood-red paint. This has caused heightened concern, with feelings of anger, intimidation, and psychological harm among members of the congregation of all ages.

This sort of intimidation and aggressive behavior impedes access to the fundamental rights of our community and faith to exercise our religious freedoms in a safe and respected manner. No community or congregation should be targeted at their house of worship or forced to experience duress, harassment or shame in exercising their religious freedoms. We are hopeful that this bylaw will protect this right of our congregation and all faith communities here in Oakville.

It was with great relief that we understood the town of Oakville will once again lead the way in our province by ensuring unimpeded access in all its forms in front of houses of worship. We believe all faiths, Christian, Muslim, Bahai, Buddhist, Hindu, Sikh and Judaism, should have this protection. The psychological suffering that is inflicted on houses of worship must be addressed and stopped by creating safety zones (suggested minimum 100

Metres) surrounding vulnerable social infrastructure such as houses of worship.

Shaarei-Beth El is a founding member, and Rabbi Stephen Wise is an executive member, of the Interfaith Council of Halton. Their goals and objectives are to promote peace, harmony, and understanding. At the Town Council meeting in December the Interfaith Council of Halton unanimously agreed and presented about the importance of preserving the sanctity of places of worship. Worshippers should be able to attend and offer prayers in peace, free from fear or disturbance.

Sincerely

Rabbi Stephen Wise

Expert Submission to Town Councillors in Support of a Bubble Bylaw Protecting Places of Worship

Subject: Urgent Need for a Bubble Bylaw to Protect Places of Worship and Prevent Psychological Harm

Dear Mayor Burton and Councillors

I am writing to you as the immediate Past President of the Board of Directors of Shaarei Beth El Synagogue to express our urgent need for a bubble bylaw that will protect places of worship from targeted harassment, intimidation, and obstruction. Our synagogue has endured a deeply distressing experience, and we do not want any other faith community to suffer the same.

Our Experience: A System That Fails to Protect Places of Worship

-

For nine months, our synagogue was targeted by a protestor who engaged in ongoing harassment and intimidation.

-

Despite repeated reports to law enforcement and an open investigation, police failed to intervene effectively, forcing us to pursue legal action on our own. We also tried to initiate mediated dialogue but the protestor refused.

-

After an exhausting legal battle, we successfully obtained a peace bond—but it only lasts 12 months. This means that in a year, we could be in the same situation again.

-

No faith community should have to endure this kind of prolonged harassment or bear the legal and emotional burden of protecting themselves when authorities do not act.

Psychological Damage to Congregants, Families, and Children:

-

This ongoing harassment caused significant emotional and psychological distress to our congregants.

-

Children were especially affected, with many expressing fear of attending services and religious school, associating their place of worship with hostility and intimidation.

-

Families felt unsafe, anxious and the overall well-being of our community suffered.

-

Exposure to sustained harassment and intimidation has well-documented long-term psychological effects, particularly on young children, leading to anxiety, stress, and trauma-related symptoms.

Why a Bubble Bylaw Is the Solution:

A bubble bylaw would create a designated safe perimeter around places of worship, ensuring that faith communities can gather without fear of targeted protests or intimidation.

Legal Authority for a Bubble Bylaw:

-

Ontario law allows municipalities to enact bylaws that protect public safety and prevent nuisances (Ontario Municipal Act, 2001).

-

Similar laws, such as Ontario's Safe Access to Abortion Services Act (2017), establish buffer zones to protect individuals from targeted harassment while still respecting free speech rights.

Recommended Bylaw Provisions:

-

Buffer Zone: A minimum 50-metre perimeter around places of worship where targeted protests, harassment, or disruptive demonstrations are prohibited.

-

Enforcement Mechanisms: Clear penalties for violations, ensuring immediate police intervention, rather than leaving faith communities to take costly and lengthy legal action on their own.

-

Exemptions: The bylaw would not restrict general public assembly or peaceful discussions outside the designated zone.

Call to Action:

We should not have had to endure nine months of harassment and the responsibility of taking our own legal action just to secure a temporary measure of protection. No other place of worship should have to go through this.

The burden was placed entirely on our community to resolve the situation, rather than on authorities to prevent the harassment.

A bubble bylaw is a necessary and reasonable step to protect the safety, dignity, and well-being of faith communities in our town. Places of worship should remain safe spaces.

I urge the Council to take immediate legislative action. I am available to provide further expert testimony as needed. We have compiled extensive testimony from our congregants on the impact of the protestor's actions and would be happy to share this as well.

Sincerely,

Nancy Freedman

Immediate Past President, Board of Directors

Shaarei Beth El Synagogue

Dear Mayor Burton and your Team who are examining the above situation. Here is the Statement from the Hindu Community regarding support for a bylaw to prevent disruptive protests from hindering access to "vulnerable social infrastructure."

In recent years the Hindu community has experienced a rise in disturbances affecting our community and houses of worship. We have also noticed the rise in hate speech and disruptive protests in Oakville and at vulnerable institutions such as houses of worship of other faiths. We understand the town of Oakville will once again lead the way in our province by preventing disruptive and intimidating protests in front of houses of worship. We believe all faiths, Christian, Muslim, Bahai, Buddhist, Hindu, Sikh and Judaism, should have this protection. The psychological suffering that is inflicted on houses of worship must be addressed and stopped by creating safety zones (suggested 100 Metres) surrounding vulnerable social infrastructure such as houses of worship. This by-law will allow for unimpeded access as a freedom of religion. Vaishno Devi Temple has been a long-time supporter and I have been an executive member for 10 years of the Interfaith Council of Halton. Our goals and objectives are to promote peace, harmony, and understanding. At the Town Council meeting in December the Interfaith Council of Halton unanimously agreed and I stood up and waited hours to present about the importance of preserving the sanctity of places of worship. Worshippers should be able to attend and offer prayers in peace, free from fear or disturbance.

Sincerely,

[REDACTED]

[REDACTED]

March 14, 2025

Stephen and Mayor Burton,

I still support preserving the sanctity of places of worship. Worshippers should be able to attend and offer prayers in peace, free from fear or disturbance. I agree that a balance must be maintained between rights, such as freedom of expression and peaceful protest, and obligations to respect others' freedoms. In this context, I support the establishment in Oakville of a 100-meter safe buffer zone around places of worship, ensuring the safety and peace of worshippers while upholding the right to peaceful assembly or protest beyond these boundaries. I also support similar restrictions around schools to protect children.

Peace and blessings to you.

The Venerable Jeff Ward+

Rector, St Cuthbert's Anglican Church
Archdeacon of Trafalgar
1541 Oakhill Drive, Oakville, ON L6J 1Y6

Dear Mayor and Councilors, I hope you, and those close to you, are keeping well and in reasonably good spirits in these disturbing times.

As the founder and, until recently, the Coordinator of the Oakville Gaza Peace Group which held three public demonstrations in the streets of Oakville in 2023, all of which went off peacefully and in cooperation with the Halton Regional Police, I want to share with you the following thoughts regarding any proposed bye-law about public demonstrations.

Demonstrations are the orderly expressions of public participation in the development of our society, which is of the essence of a democracy composed of free individual persons.

Demonstrations arise out of people's passionate commitment to what contributes to human wellbeing and what contributes to its deprivation.

A demonstration is not a mob, a riot, an insurrection or a revolt whose objective is to gain control over what they oppose, simply by the use of their Intimidating physical presence and use of strength.

There can be occasions when, in a highly controlled, authoritarian society, such actions are the only means of expressing a commitment to expressing human freedom, but, in a functioning democracy, the use of such physical and violent actions to bring about change, are destructive of that democracy.

Demonstrations must be organized on the basis of, and must abide by, non-violent behavior.

Demonstration speakers may use passionate and strong language but not racial, political or religious hate-language. They must not encourage violence.

Demonstration organizers and leaders must have ways of discouraging and stopping individuals and groups within the demonstration from committing acts of violence against persons or property. If necessary, this should include calling on the help of the police.

Since demonstrations should be valued as an important expression of free people participating in the development of their democracy, the law should trust organizers of demonstrations to act within the law, in speech and action. Without this trust between free people, democracy is impossible.

Police permission should not be required to hold a demonstration.

The police, however, whenever possible, should be aware of intended demonstrations and present at active ones. They should be prepared to intervene if, on reasonable grounds,

they consider the law is being broken, and, in extreme cases, prevent the demonstration from continuing.

These rules should be applied even at sensitive areas such as places of learning, places of healthcare, places of religion, courts of law and seats of government, because they are often the most likely focus points about deeply held convictions.

However, demonstrations should be prohibited from being held at these socially sensitive and essential locations at times, or in manners, which could prevent or intimidate persons from accessing the fundamental and necessary social purposes of these places.

In the best of circumstances organizers of demonstrations should inform the police about their intentions and should consider any concerns the police may have. Incorporating that desire into a bye law may be impossible.

I hope these suggestions are helpful

Sincerely,

Mervyn Russell

Speaking to the Town Council on the Proposed Bubble Zone By-Law

I think it important when considering your vote on this matter that it be viewed in our local perspective. There is a term used in mathematics which describes a value which is too small to be measured. Infinitesimal. That describes how much this vote before the Town Council, and indeed the protests that they are proposed to address, are going to affect the eventual outcome of the Israel-Gaza War.

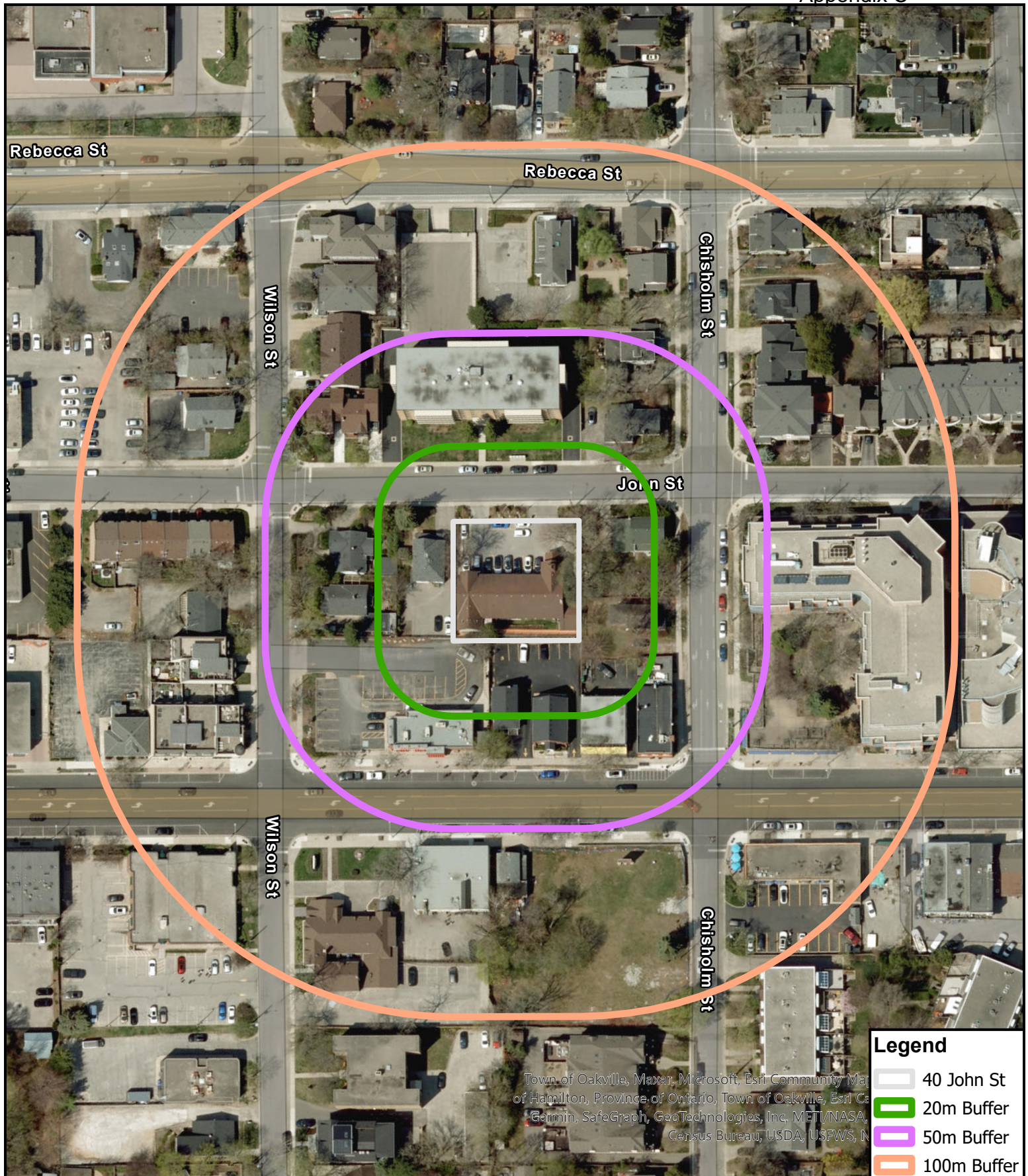
On the other hand, if these protests are designed to seek a form of retribution on the Jewish community in Oakville – who had an equally infinitesimal part in inciting and participating in this war – this is a quantity that is real and substantive.

The Palestinian lobby is obviously going to try to disguise or deny these intentions. But my open question to you is, if this is not the case, why would the exact location of protests be an issue in the first place? Why then would it not suffice to protest in areas that are mutually acceptable?

I urge you as Town Council members not to get bogged down in the dogmas of war, or any distracting issues of an antidemocratic breach of free speech when considering your vote. Any claim to a Charter right for this type of behavior is easily refuted even by a paralegal.

Your responsibility is not with the citizens of Gaza, rather with the people in Oakville who will bear the consequences should you not decide in their interests, as evidenced by the stresses that have been brought upon the Jewish residents of Toronto.

Sandy N. von Kaldenberg



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-xxx

A by-law to protect safe access to vulnerable social infrastructure in the Town of Oakville

WHEREAS section 8(1) of the *Municipal Act*, 2001 S.O. 2001, c. 25 (“Municipal Act”) provides that the powers of a municipality under the statute be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their affairs, as they consider appropriate, and enhance their ability to respond to municipal issues;

WHEREAS section 11(2)6 of the *Municipal Act* provides for a municipality to pass by-laws respecting the health, safety and well-being of persons;

WHEREAS section 35 of the *Municipal Act* provides that a municipality may pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway;

WHEREAS subsection 63(1) of the *Municipal Act* provides that a by-law may prohibit or regulate the placing or standing of an object on or near a highway, and may provide for the removal and impounding or restraining and immobilizing any object placed or standing on or near a highway;

WHEREAS section 128 of the *Municipal Act* provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances, and the opinion of council, if arrived at in good faith, is not subject to review by any court;

WHEREAS subsection 425(1) of the *Municipal Act* provides that a municipality may pass by-laws providing that a person who contravenes any by-law of the municipality passed under the Act is guilty of an offence;

WHEREAS section 426 of the *Municipal Act* provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under a by-law passed under the *Municipal Act*;

WHEREAS section 429 of the Municipal Act provides for a municipality to establish a system of fines for offences under a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.1 of the Municipal Act provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that a person has failed to comply with a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.2(1) of the Municipal Act provides that an administrative penalty imposed by a municipality on a person constitutes a debt of the person to the municipality;

WHEREAS section 444 of the Municipal Act provides for a municipality that is satisfied that a contravention of a by-law of the municipality passed under the Municipal Act has occurred to make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

WHEREAS Council recognizes the fundamental right of freedom of expression for people to protest and demonstrate peacefully and further recognizes that such expression is an important element of democratic society;

WHEREAS Council also recognizes the need to reasonably and responsibly balance such rights against the health, safety and well-being of members of its communities;

WHEREAS Council recognizes that Specified Protests and Graphic Images within the vicinity of Vulnerable Social Infrastructure may have negative effects on the health, safety and well-being of its citizens;

WHEREAS Council deems certain social infrastructure within the community to be especially vulnerable to protests, and further deems it necessary for such social infrastructure to have protection from Specified Protests and Graphic Images to ensure the well-being of users of these Vulnerable Social Infrastructure;

WHEREAS Council deems it necessary to enact a by-law to protect safe access to Vulnerable Social Infrastructure;

WHEREAS Council, in good faith, and in accordance with section 128 of the Municipal Act, has established that a Specified Protest and Graphic Images as

defined in this By-law, and within the vicinity of Vulnerable Social Infrastructure, constitutes or could become a public nuisance;

WHEREAS nothing in this By-law is intended to prevent peaceful protests or demonstrations, including those that occur as part of a lawful labour action;

COUNCIL ENACTS AS FOLLOWS:

1. Definitions

(1) In this By-law:

“Administrative Penalties for Non-Parking Violations and Orders By-law” means the Town’s By-law 2021-038, or successor by-laws;

“Council” means the Council of the Corporation of the Town of Oakville;

“Daycare” means a premises, including outdoor areas, where children are provided with temporary care and/or guidance for a continuous period not exceeding 24 hours and are licensed in accordance with the *Child Care and Early Years Act*;

“Graphic Image” means any unacceptable depiction and portrayal, whether intended or not, that, on an objective standard, a reasonable person would consider disturbing, undermines human dignity, or displays obvious indifference to, or offends the standards of public decency prevailing among a significant segment of the population, or likely to cause harm to a segment of the audience beyond mere repugnance, especially children or adolescents. For greater certainty, the definition of Graphic Image includes, but is not limited to, dismembered human beings and aborted and/or dismembered fetuses;

“Hospital” means any public or private institution under Provincial legislation established for the treatment of convalescent or chronically ill persons afflicted with sickness, disease or injury, that is approved under the applicable statute, and may include research and educational facilities;

“Library” means a premises for the collection of printed, electronic, and pictorial material for public use for the purposes of study, reference, and recreation, and which may include meeting rooms for community use, activity areas, cafeteria, and space for recreational uses;

“Officer” means any person authorized by the Town to enforce by-laws and includes Municipal Law Enforcement Officers, police officers, and provincial offences officers;

“Operational hours” means the posted hours of the Vulnerable Social Infrastructure;

“Penalty Notice” means a notice issued pursuant to the provisions of the Administrative Penalties for Non-Parking Violations and Orders Bylaw;

“Person” means an individual, business, firm, corporation, association, partnership, or any combination thereof;

“Place of Worship” means a premises used for the practice of religion and faith-based spiritual purposes wherein people assemble for religious worship, faith-based teaching, fellowship and community social outreach;

“Rates and Fees Schedule” means the Town’s current rates and fees schedule approved by Council as part of the annual budget approval process;

“School” means a premises, including outdoor areas, where academic instruction in a full range of the subjects of the elementary or secondary school courses of study is provided as well as college of applied arts and technology;

“Specified Protest” means:

- (a) advise or persuade, or attempt to advise or persuade, a person to refrain from accessing Vulnerable Social Infrastructure;
- (b) persistently request that a person refrain from accessing Vulnerable Social Infrastructure;
- (c) physically interfere with or attempt to physically interfere with a person accessing Vulnerable Social Infrastructure;
- (d) repeatedly approach, accompany or follow a person accessing Vulnerable Social Infrastructure; or
- (e) intimidate or attempt to intimidate a person or otherwise do or say anything that could reasonably be expected to cause concern for a person's physical or mental safety.

“Town” means The Corporation of the Town of Oakville or the geographic area of the Town of Oakville, as the context requires; and

“Vulnerable Social Infrastructure” means places of worship, hospitals, schools, daycares, and libraries.

2. Interpretation

- (1) This By-law is a designated by-law under the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) The section headings used in this By-law are for convenient reference only and shall not form part of this By-law.

3. Applicability and Scope

- (1) The provisions of this By-law apply to all municipal properties, or parts thereof, within twenty (20) metres from the boundaries of the property on which Vulnerable Social Infrastructure is located.
- (2) In the event of any conflict, the regulations prescribed by any applicable federal or provincial law shall govern.

4. Specified Protest Prohibited

- (1) No person shall engage in a Specified Protest within twenty (20) metres of the property line of any Vulnerable Social Infrastructure during the following time period:
 - (a) commencing one hour before and ending one hour after operational hours, and
 - (b) commencing one hour before any scheduled event occurring outside of operational hours and ending one hour after the end of the event.
- (2) Where a Vulnerable Social Infrastructure is located in a building containing a complex of offices, stores or other facilities, the prohibition in subsections 4(1) apply to the entrances of the complex.
- (3) For greater certainty, a Specified Protest within the vicinity of Vulnerable Social Infrastructure is a public nuisance pursuant to section 128 of the Municipal Act.

5. Graphic Images Prohibited

- (1) No person shall display or carry a Graphic Image larger than 3.5 inches x 5 inches within 150 meters of the boundary of any Vulnerable Social Infrastructure.

- (2) Section 5(1) does not apply to the hospital which is governed by the *Safe Access to Abortion Services Act*, S.O. 2017, c. 19, Sched. 1 prohibiting the use any graphic means while in an access zone.
- (3) For greater certainty, Graphic Images within the vicinity of Vulnerable Social Infrastructure are a public nuisance pursuant to section 128 of the Municipal Act.

6. Exempt Activities

- (1) The provisions of this By-law are not intended to prohibit peaceful gatherings, protests or demonstrations, including any such activities that occur as part of lawful labour action, including picketing, informational pickets, or demonstrations directly related to collective bargaining, employment disputes, or other legally recognized labour activities, provided such activities comply with applicable provincial and federal labour relations legislation.

7. Notice of Violation

- (1) If an Officer determines that a Specified Protest is occurring or that a contravention of this By-law has taken place, the Officer shall notify the person involved, which may include:
 - (a) Information regarding the boundaries within which a Specified Protest and Graphic Images larger than 3.5 inches x 5 inches are prohibited;
 - (b) Notification that the conduct has been deemed a “Specified Protest” under this By-law;
 - (c) A request for the person to immediately cease the prohibited conduct or leave the area within which a Specified Protest is prohibited;
 - (d) Information regarding the consequences of failing to comply with the request, including potential penalties under this By-law.
- (2) A person will be given a reasonable opportunity to leave the area within which a Specified Protest is prohibited or remove any Graphic Image before any further enforcement action is taken.
- (3) Notice under subsection (1) will be provided in a manner that is reasonable under the circumstances, including but not limited to verbal communication, posted written notices, and loudspeakers.

- (4) For clarity, Section 7 shall not apply where there is an immediate threat to the health, safety, or security of the public, or where the Officer determines that circumstances necessitate a different course of action.

8. Order

- (1) Where an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may issue an Order to the person contravening this By-law in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Any person who contravenes an Order under this By-law is guilty of an offence.

9. Administrative Penalties

- (1) An Officer who finds or has reasonable cause to believe that a person has contravened any provision of this By-law may issue a penalty notice to the person in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Each person who has been issued a penalty notice shall, upon issuance of the penalty notice, be liable to pay an administrative penalty to the Town in the amount of \$300 or as revised in the Town's rates and fees schedule.
- (3) If an Officer has issued a penalty notice under subsection 9(1) of this By-law and has reasonable cause to believe that the same person has contravened the same provisions of this Bylaw, including any Schedules, for a second time within twenty-four (24) months of the date the first penalty notice is deemed to be served, the Officer may issue a second penalty notice to the person.
- (4) Upon issuance of the second penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$400 or as revised in the Town's rates and fees schedule.
- (5) If an Officer has issued a penalty notice under subsection 9(3) of this By-law and has reasonable cause to believe that the same person has contravened the same provision of this Bylaw, including any Schedules, for a third or subsequent time within twenty-four (24) months of the date the second penalty notice is deemed to be served, the Officer may issue a third or subsequent penalty notice to the person.

- (6) Upon issuance of a third or subsequent penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$500 or as revised in the Town's rates and fees schedule.
- (7) A person who has been issued a penalty notice under this By-law may request a review of the penalty notice in accordance with the Administrative Penalties for Non-Parking Violations and Orders By-law.

10. Service and Notice

- (1) Service of any penalty notice, order, or any other notice may be given as specified in the Administrative Penalties for Non-Parking Violations and Orders By-law.

11. Enforcement and Administration

- (1) Municipal law enforcement officers employed by the Town and police officers who are members of the Halton Regional Police Services are hereby authorized to enforce this By-law.
- (2) No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power or performing a duty under this By-law.
- (3) Any person who is alleged to have contravened any of the provisions of this By-law shall identify themselves to the Officer upon request. Failure to identify upon request shall be deemed as obstruction of the Officer.
- (4) An Officer may seize and remove any Graphic Image being displayed in contravention of this By-law.

12. Penalty

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine not exceeding \$25,000.00 for a first offence and \$50,000.00 for any subsequent offence.

13. References

- (1) References in this By-law to any legislation or by-law means as may be amended or successor by-laws or legislation and includes any regulations thereunder.

14. Severability

- (1) In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

15. Title

- (1) This By-law may be known as the “Safe Access to Vulnerable Social Infrastructure By-law”.

16. Effective Date

- (1) This By-law comes into force and effect on the date it is passed.

PASSED this day of ,

MAYOR

CLERK



March 31st, 2025

Dear members of the Cities of Mississauga, Oakville, Ottawa and Brampton's legal teams:

Re: Charter Concerns Arising from Contemplated By-Laws Prohibiting Some Protests Near Community Gathering Spaces

The Canadian Civil Liberties Association (CCLA) is grateful for the opportunity we had on March 26, 2025 to meet with you to discuss our *Charter*-related concerns with respect to bubble zone by-laws. The purpose of this letter is to summarize the issues addressed by the CCLA during this meeting.

For more than 60 years, the CCLA has been fighting for the rights and freedoms of everybody in Canada—with a particular focus on the rights of marginalized and equity-deserving communities.

As mentioned during our meeting, one of the reasons we defend freedom of expression and peaceful assembly from overly broad restrictions is because these freedoms are often the tools that marginalized groups use to advocate for, and achieve, societal change. Broad laws initially passed in the name of protecting vulnerable communities can easily be co-opted by those with power to suppress marginalized voices striving to challenge the status quo. These are the principled considerations that inform CCLA's approach to laws restricting peaceful assembly and expression.

A. Freedom of Expression and Freedom of Peaceful Assembly Are Vital to Our Democracy

Freedom of expression¹ protects a wide range of expressive conduct, and individuals have a presumptive constitutional right to manifest their thoughts, opinions, and beliefs, however unpopular or distasteful². While this right is not absolute,³ Canada's highest court has recognized that speech that is repugnant, offensive, or humiliating is still constitutionally protected expression that should not be broadly prohibited in a free and democratic society.⁴ The Supreme Court of Canada has also confirmed that there is no place in a democracy for a right not to be offended.⁵

Freedom of peaceful assembly⁶ protects public gatherings such as demonstrations, protests and sit-ins, as long as they are peaceful—that is, up to the point of physical violence or threats of

¹ *Canadian Charter of Rights and Freedoms*, Schedule B to the Canada Act 1982 (UK), 1982, c 11 (*Charter*), at s 2(b).

² *Irwin Toy Ltd. v Quebec (Attorney General)*, [1989] 1 SCR 927, at p 968.

³ See for instance *R v Keegstra*, [1990] 3 SCR 697; *Canada (Human Rights Commission) v Taylor*, [1990] 3 SCR 892, and *Saskatchewan (Human Rights Commission) v Whatcott*, 2013 SCC 11 (*Whatcott*).

⁴ *Whatcott*, supra note 3, at para 41.

⁵ *Ward v Quebec (Commission des droits de la personne et des droits de la jeunesse)*, 2021 SCC 43, at para 82.

⁶ *Charter*, supra note 1, s 2(c).

physical violence.⁷ By protecting collective expression, this fundamental freedom invigorates dialogue on issues of public interest. This right can have little meaning without broad access to public space for purposes of communicating a message. The exercise of this right is often disruptive in some way, as any gathering in public space is aimed at drawing the attention of the powerful or the broader public to a message. Disruption is one of the means of communication, and must generally be tolerated by the population to allow for a meaningful exercise of *Charter* rights.⁸

B. Charter-Rights Should Not Be Unreasonably and Unjustifiably Limited

We acknowledge that *Charter* rights are not absolute and that proper balancing of these rights might sometimes require carefully crafted, minimal, and proportionate limits⁹. Overly broad restrictions on *Charter* rights, however, are unconstitutional. In our view, bubble zone by-laws broadly prohibiting speech that is “lawful but awful” near community gathering spaces are not justifiable limits on freedom of expression and freedom of peaceful assembly.¹⁰

For instance, the City of Vaughan’s by-law¹¹ provides that a “Nuisance Demonstration” can result from the public expression of views that are likely to cause a reasonable person to be intimidated. The by-law then specifies that “intimidation” can be caused by, *inter alia*, “expressions that incite hatred, violence, *intolerance or discrimination*” (emphasis added).¹²

Prohibiting the incitement of “intolerance or discrimination” captures a very wide range of expression that does not rise to the level of threats to human physical safety (i.e. direct threats or inciting violence). Peaceful protests against the actions of a foreign government, whether due to an ongoing armed conflict, reported human rights abuses, or the imposition of tariffs, could be said to incite intolerance or discrimination. The same could be said of protests against certain religious beliefs—for example a counter-protest targeting religious pro-life expression.

While we acknowledge how painful intolerant or discriminatory speech may be, it should not be censored in this way in a democracy. As stated by the Court of Appeal for Ontario in 2017, “[i]n a

⁷ See *Bracken v Fort Erie (Town)*, 2017 ONCA 668 (Bracken) at para 21, 28, 31, 49, 50, 51 and 52:

[49] Violence is not the mere absence of civility. The application judge extended the concept of violence to include actions and words associated with a traditional form of political protest, on the basis that some town employees claimed they felt “unsafe”. This goes much too far. A person’s subjective feelings of disquiet, unease, and even fear, are not in themselves capable of ousting expression categorically from the protection of s. 2(b).

...

[52] A finding that a person’s expression is an act of violence or a threat of violence is, as explained above, determinative that their expression is not protected by the *Charter*. Once it is determined that an act is violent or a threat of violence, deliberation is at an end and the claim of a s. 2(b) *Charter* violation is defeated. Courts should therefore not be quick to conclude that a person’s actions are violent without clear evidence. Here, there is no evidence that Mr. Bracken’s protest was violent or a threat of violence, and the finding that it was constitutes a palpable and overriding error.

⁸ *Id.*, at para 81.

⁹ *R v Spratt*, 2008 BCCA 340.

¹⁰ That is even more so when these by-laws create (i) broad bubble zones around (ii) various types of communal spaces and provide for (iii) extreme and disproportionate penalties which (iv) can be enforced without any prior notice that would give protestors reasonable opportunity to leave.

¹¹ *Protecting Vulnerable Social Infrastructure By-Law*, City of Vaughan, By-Law No. 143-2024, online: <https://www.vaughan.ca/sites/default/files/2024-06/143-2024.pdf?file-verison=1743176412881>.

¹² *Id.*, at s 4, “Nuisance Demonstration”.

free and democratic society, citizens are not to be handcuffed and removed from public space traditionally used for the expression of dissent because of the discomfort their protest causes".¹³

You mentioned that some people describe bubble zone by-laws as preventative measures which would rarely, if ever, be enforced by the municipality or the police, and which would simply discourage people from engaging in offensive behavior. This perspective is problematic for at least two reasons. First, a by-law must comply with the *Charter*, regardless of whether the authority that adopted it intends on enforcing it or not.¹⁴ In the freedom of expression context, the Supreme Court of Canada has repeatedly held that a broad prohibition on speech can place a "chill" on a wide range of expression, thus infringing s. 2(b) of the *Charter*.¹⁵ Second, one certainly cannot count on the state or law enforcement not to enforce laws. Once broad limits on expression and protest are on the books, they are often used to stifle the peaceful expression of marginalized communities.¹⁶

C. Police Already Have Broad Powers

As mentioned during our meeting, we also believe that there is a misconception within a part of the population with respect to the state of the existing laws in Canada and an alleged need for additional legal tools targeting conduct that is not physically violent during protests.

Individuals and groups negatively impacted by protests have recourse to the courts, and can seek injunctions if safe access to their property is illegally hindered.

Police using their common law police powers can, when necessary, create and enforce space between two groups that are protesting against each other or allow for appropriate access to community buildings or private property.¹⁷

Criminal laws are also available. While the *Criminal Code* does target a wide range of physically violent conduct, it also prohibits a host of other conduct that does not involve physical violence. For instance, the *Criminal Code* prohibits uttering threats of damage to property, bodily injury, and death,¹⁸ as well as criminal harassment¹⁹ and intimidation.²⁰ Aiding, abetting, or counselling others to commit these offences is also criminal conduct.²¹ In appropriate circumstances, individuals may also be charged with mischief²² or arrested for breach of the peace.²³

¹³ *Bracken*, supra note 7, at para 81. See also at para 76 and 80.

¹⁴ Similarly, the Supreme Court of Canada has held that the state cannot rely on prosecutorial discretion to remedy an unconstitutional mandatory minimum sentence. In other words, the constitutionality of a statutory provision cannot rest on an expectation that the Crown will act properly. See *R v Nur*, 2015 SCC 15, at para 91-98.

¹⁵ *1704604 Ontario Ltd. v Pointes Protection Association*, 2020 SCC 22, at para 80; *Whatcott*, supra note 3, at para 107-109; *WIC Radio Ltd. v Simpson*, 2008 SCC 40, at para 15; *R v. Keegstra*, [1990] 3 SCR 697 at page 860 (McLachlin, J (as she then was) dissenting).

¹⁶ *R v Zundel*, [1992] 2 SCR 731, at p 766.

¹⁷ *Knowlton v R*, [1974] SCR 443; *R v Fleming*, 2019 SCC 45, at para 10, 13, 44-56, 81-86.

¹⁸ *Criminal Code*, RSC 1985, c C-46, s 264.1.

¹⁹ *Id.*, at s 318-319.

²⁰ *Id.*, at s 423.

²¹ *Id.*, at s 21(1)(b), (c).

²² *Id.*, at s 430.

²³ *Id.*, at s 31.

Naturally, criminal law is a blunt instrument, and law enforcement must be discerning in its use of the powers that flow from it. The fact remains that the abovementioned infractions and powers exist.

D. Conclusion

Reconciling and balancing multiple rights, freedoms and interests lies at the core of our mission. Vaughan's by-law, and other similar regulatory regimes limiting intolerant—yet constitutionally protected—speech near community gathering spaces, are not reasonable and justifiable frameworks. CCLA is deeply concerned that these broad, punitive provisions will be used, and abused, if they remain unchallenged.

CCLA will continue to advocate for a safe, inclusive, and vibrant democracy that allows people to speak up freely about the issues they care about, and to peacefully protest for their vision of a better world. In a democracy, there will be speech that makes individuals and communities feel offended and unwelcome. CCLA denounces hateful speech and intolerance, and is committed to working towards a more inclusive, equal society. In our view, however, passing punitive laws that give municipalities and the police the discretion to broadly restrict peaceful expression is not a rights-respecting way of achieving this goal.

We thank you again for taking the time to hear our perspective on this important issue.

Sincerely,



Ana s Bussi res McNicoll
Director, Fundamental Freedoms Program
Canadian Civil Liberties Association

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-088

A by-law to protect safe access to vulnerable social infrastructure in the Town of Oakville

WHEREAS section 8(1) of the *Municipal Act*, 2001 S.O. 2001, c. 25 (“Municipal Act”) provides that the powers of a municipality under the statute be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their affairs, as they consider appropriate, and enhance their ability to respond to municipal issues;

WHEREAS section 11(2)6 of the *Municipal Act* provides for a municipality to pass by-laws respecting the health, safety and well-being of persons;

WHEREAS section 35 of the *Municipal Act* provides that a municipality may pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway;

WHEREAS subsection 63(1) of the *Municipal Act* provides that a by-law may prohibit or regulate the placing or standing of an object on or near a highway, and may provide for the removal and impounding or restraining and immobilizing any object placed or standing on or near a highway;

WHEREAS section 128 of the *Municipal Act* provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances, and the opinion of council, if arrived at in good faith, is not subject to review by any court;

WHEREAS subsection 425(1) of the *Municipal Act* provides that a municipality may pass by-laws providing that a person who contravenes any by-law of the municipality passed under the Act is guilty of an offence;

WHEREAS section 426 of the *Municipal Act* provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under a by-law passed under the *Municipal Act*;

WHEREAS section 429 of the *Municipal Act* provides for a municipality to establish a system of fines for offences under a by-law of the municipality passed under the *Municipal Act*;

WHEREAS subsection 434.1 of the Municipal Act provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that a person has failed to comply with a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.2(1) of the Municipal Act provides that an administrative penalty imposed by a municipality on a person constitutes a debt of the person to the municipality;

WHEREAS section 444 of the Municipal Act provides for a municipality that is satisfied that a contravention of a by-law of the municipality passed under the Municipal Act has occurred to make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

WHEREAS Council recognizes the fundamental right of freedom of expression for people to protest and demonstrate peacefully and further recognizes that such expression is an important element of democratic society;

WHEREAS Council also recognizes the need to reasonably and responsibly balance such rights against the health, safety and well-being of members of its communities;

WHEREAS Council recognizes that Specified Protests within the vicinity of Vulnerable Social Infrastructure may have negative effects on the health, safety and well-being of its citizens;

WHEREAS Council deems certain social infrastructure within the community to be especially vulnerable to protests, and further deems it necessary for such social infrastructure to have protection from Specified Protests to ensure the well-being of users of these Vulnerable Social Infrastructure;

WHEREAS Council deems it necessary to enact a by-law to protect safe access to Vulnerable Social Infrastructure;

WHEREAS Council, in good faith, and in accordance with section 128 of the Municipal Act, has established that a Specified Protest as defined in this By-law, and within the vicinity of Vulnerable Social Infrastructure, constitutes or could become a public nuisance, and

WHEREAS nothing in this By-law is intended to prevent peaceful protests or demonstrations, including those that occur as part of a lawful labour action;

COUNCIL ENACTS AS FOLLOWS:

1. Definitions

(1) In this By-law:

“Administrative Penalties for Non-Parking Violations and Orders By-law” means the Town’s By-law 2021-038, or successor by-laws;

“Council” means the Council of the Corporation of the Town of Oakville;

“Daycare” means a premises, including outdoor areas, where children are provided with temporary care and/or guidance for a continuous period not exceeding 24 hours and are licensed in accordance with the *Child Care and Early Years Act*;

“Hospital” means any public or private institution under Provincial legislation established for the treatment of convalescent or chronically ill persons afflicted with sickness, disease or injury, that is approved under the applicable statute, and may include research and educational facilities;

“Library” means a premises for the collection of printed, electronic, and pictorial material for public use for the purposes of study, reference, and recreation, and which may include meeting rooms for community use, activity areas, cafeteria, and space for recreational uses;

“Officer” means any person authorized by the Town to enforce by-laws and includes Municipal Law Enforcement Officers, police officers, and provincial offences officers;

“Operational hours” means the posted hours of operation of any Vulnerable Social Infrastructure;

“Penalty Notice” means a notice issued pursuant to the provisions of the Administrative Penalties for Non-Parking Violations and Orders Bylaw;

“Person” means an individual, business, firm, corporation, association, partnership, or any combination thereof;

“Place of Worship” means a premises used for the practice of religion and faith-based spiritual purposes wherein people assemble for religious worship, faith-based teaching, fellowship and community social outreach;

“Rates and Fees Schedule” means the Town’s current rates and fees schedule approved by Council as part of the annual budget approval process;

“School” means a premises, including outdoor areas, where academic instruction in a full range of the subjects of the elementary or secondary school courses of study is provided as well as college of applied arts and technology;

“Specified Protest” means:

- (a) advise or persuade, or attempt to advise or persuade, a person to refrain from accessing Vulnerable Social Infrastructure;
- (b) persistently request that a person refrain from accessing Vulnerable Social Infrastructure;
- (c) physically interfere with or attempt to physically interfere with a person accessing Vulnerable Social Infrastructure;
- (d) repeatedly approach, accompany or follow a person accessing Vulnerable Social Infrastructure; or
- (e) intimidate or attempt to intimidate a person or otherwise do or say anything that could reasonably be expected to cause concern for a person's physical or mental safety when accessing Vulnerable Social Infrastructure.

“Town” means The Corporation of the Town of Oakville or the geographic area of the Town of Oakville, as the context requires, and

“Vulnerable Social Infrastructure” means places of worship, hospitals, schools, daycares, and libraries.

2. Interpretation

- (1) This By-law is a designated by-law under the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) The section headings used in this By-law are for convenient reference only and shall not form part of this By-law.

3. Applicability and Scope

- (1) The provisions of this By-law apply to all municipal properties, or parts thereof, within twenty (20) metres from the boundaries (property lines) of the property on which Vulnerable Social Infrastructure is located.
- (2) In the event of any conflict, the regulations prescribed by any applicable federal or provincial law shall govern.

4. Specified Protest Prohibited

- (1) No person shall engage in a Specified Protest within twenty (20) metres of the property line of any Vulnerable Social Infrastructure during the following time period:
 - (a) commencing one hour before and ending one hour after operational hours, and
 - (b) commencing one hour before any scheduled event occurring outside of operational hours and ending one hour after the end of the event.
- (2) Where a Vulnerable Social Infrastructure is located in a building containing a complex of offices, stores or other facilities, the prohibition in subsections 4(1) apply to the entrances of the complex.
- (3) For greater certainty, a Specified Protest within the vicinity of Vulnerable Social Infrastructure is a public nuisance pursuant to section 128 of the Municipal Act.

5. Exempt Activities

- (1) The provisions of this By-law are not intended to prohibit peaceful gatherings, protests or demonstrations, including any such activities that occur as part of lawful labour action, including picketing, informational pickets, or demonstrations directly related to collective bargaining, employment disputes, or other legally recognized labour activities, provided such activities comply with applicable provincial and federal labour relations legislation.

6. Notice of Violation

- (1) If an Officer determines that a Specified Protest is occurring or that a contravention of this By-law has taken place, the Officer shall notify the person involved, which may include:
 - (a) Information regarding the boundaries within which a Specified Protest is prohibited;
 - (b) Notification that the conduct has been deemed a “Specified Protest” under this By-law;
 - (c) A request for the person to immediately cease the prohibited conduct or leave the area within which a Specified Protest is prohibited;
 - (d) Information regarding the consequences of failing to comply with the request, including potential penalties under this By-law.

- (2) A person will be given a reasonable opportunity to leave the area within which a Specified Protest is prohibited before any further enforcement action is taken.
- (3) Notice under subsection (1) will be provided in a manner that is reasonable under the circumstances, including but not limited to verbal communication, posted written notices, and loudspeakers.
- (4) For clarity, Section 6 shall not apply where there is an immediate threat to the health, safety, or security of the public, or where the Officer determines that circumstances necessitate a different course of action.

7. Order

- (1) Where an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may issue an Order to the person contravening this By-law in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Any person who contravenes an Order under this By-law is guilty of an offence.

8. Administrative Penalties

- (1) An Officer who finds or has reasonable cause to believe that a person has contravened any provision of this By-law may issue a penalty notice to the person in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Each person who has been issued a penalty notice shall, upon issuance of the penalty notice, be liable to pay an administrative penalty to the Town in the amount of \$300 or as revised in the Town's rates and fees schedule.
- (3) If an Officer has issued a penalty notice under subsection 8(1) of this By-law and has reasonable cause to believe that the same person has contravened the same provisions of this Bylaw, including any Schedules, for a second time within twenty-four (24) months of the date the first penalty notice is deemed to be served, the Officer may issue a second penalty notice to the person.
- (4) Upon issuance of the second penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$400 or as revised in the Town's rates and fees schedule.
- (5) If an Officer has issued a penalty notice under subsection 8(3) of this By-law and has reasonable cause to believe that the same person has contravened the same provision of this Bylaw, including any Schedules, for a third or

subsequent time within twenty-four (24) months of the date the second penalty notice is deemed to be served, the Officer may issue a third or subsequent penalty notice to the person.

- (6) Upon issuance of a third or subsequent penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$500 or as revised in the Town's rates and fees schedule.
- (7) A person who has been issued a penalty notice under this By-law may request a review of the penalty notice in accordance with the Administrative Penalties for Non-Parking Violations and Orders By-law.

9. Service and Notice

- (1) Service of any penalty notice, order, or any other notice may be given as specified in the Administrative Penalties for Non-Parking Violations and Orders By-law.

10. Enforcement and Administration

- (1) Municipal law enforcement officers employed by the Town and police officers who are members of the Halton Regional Police Services are hereby authorized to enforce this By-law.
- (2) No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power or performing a duty under this By-law.

11. Penalty

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine not exceeding \$25,000.00 for a first offence and \$50,000.00 for any subsequent offence.

12. References

- (1) References in this By-law to any legislation or by-law means as may be amended or successor by-laws or legislation and includes any regulations thereunder.

13. Severability

- (1) In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

14. Title

- (1) This By-law may be known as the “Safe Access to Vulnerable Social Infrastructure By-law”.

15. Effective Date

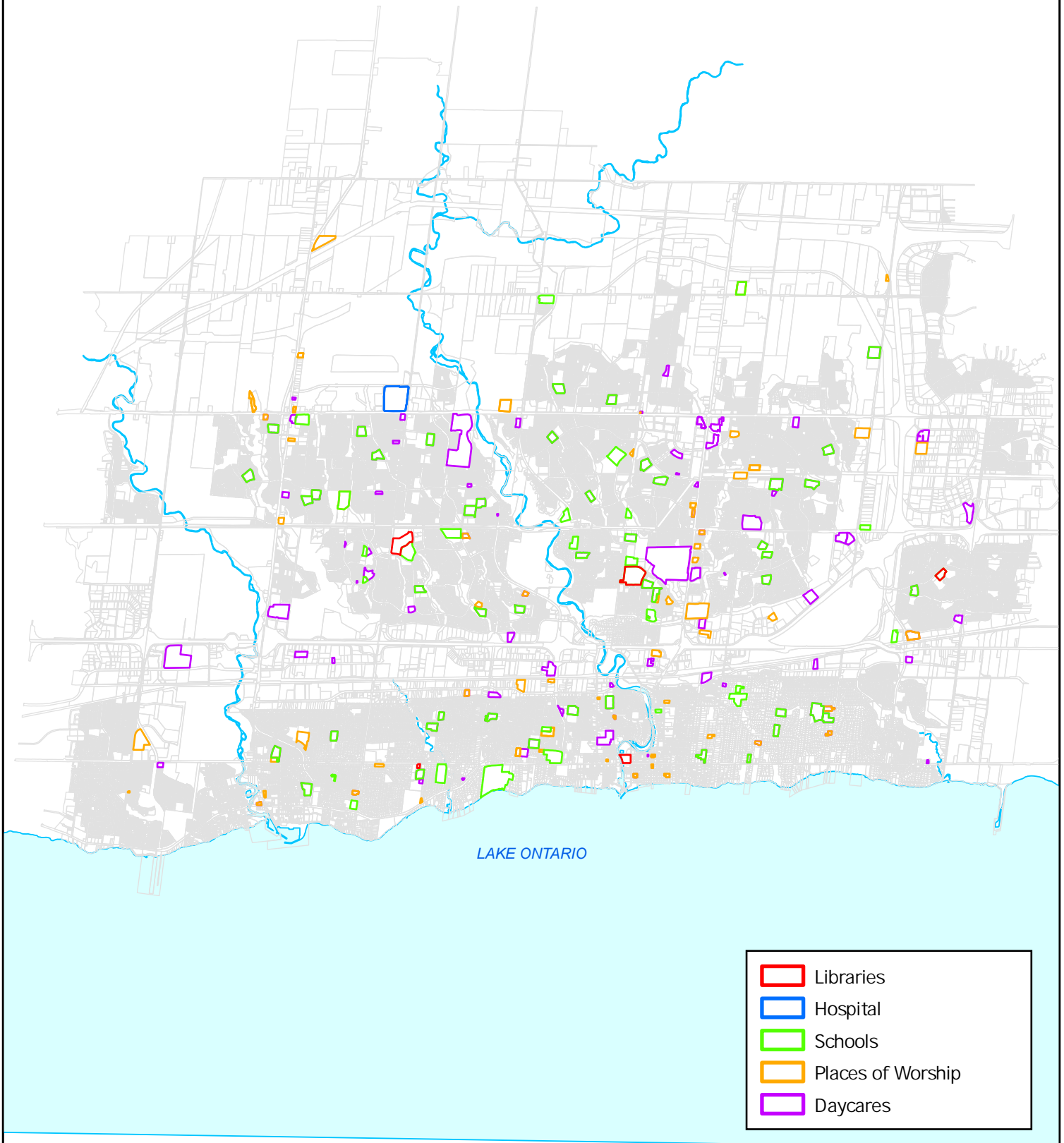
- (1) This By-law comes into force and effect on the date it is passed.

PASSED this day of ,

MAYOR

CLERK

DRAFT



- Libraries
- Hospital
- Schools
- Places of Worship
- Daycares



0 1,000 2,000 4,000
Meters

Town of Oakville

**VULNERABLE SOCIAL
INFRASTRUCTURE**

Community Development Commission



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-089

A by-law to amend Administrative Penalties for Non-Parking Violations and Orders
By-law 2021-038

WHEREAS subsection 434.1 of the Municipal Act provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that a person has failed to comply with a by-law of the municipality passed under the Municipal Act;

WHEREAS the Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 was approved by the Council of the Corporation of the Town of Oakville ("Council") on February 22, 2021;

WHEREAS Council wishes to amend Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 as set out in this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. Section 1.1(1) - Application of Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 is hereby amended by adding new subsection (y) as follows:

 (y) Safe Access to Vulnerable Social Infrastructure By-law 2025-088
2. All other provisions of Administrative Penalties for Non-Parking Violations and Orders By-law 2021-038 hereby remain in force and effect.

PASSED this 1st day of May, 2025

MAYOR

CLERK

Accessibility Advisory Committee

MINUTES

Date: March 20, 2025
Time: 4:00 pm
Location: Council Chamber

Members: David Underwood, Chair
Julie Romanow, Vice-Chair
Councillor Gittings
Karen Bodolai
Deborah Metrakos

Regrets: Devin Bright
Nora Lavell

Staff: A. Coyne, Manager of Elections, Policy and Print Services
J. Phoenix, Manager of Planning and Administrative Services
C. Hui, Landscape Architect
F. Goehner, Supervisor - Business Solutions and Analytics
F. Loconte, Manager - Parks Capital Planning & Management
A. Holland, Manager of Council and Committee Services
L. Harris, Council and Committee Coordinator

A meeting of the Accessibility Advisory Committee was held on March 20, 2025, in the Council Chamber of the Oakville Municipal Building, commencing at 4:00 p.m.

These minutes will go forward to the Council meeting of May 1, 2025, for approval. Please view those minutes to note any changes Council may have made.

1. Regrets

As noted above.

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Confirmation of Minutes of Previous Meeting(s)

3.1 Minutes December 12, 2024

Moved by Julie Romanow

That the minutes of the Accessibility Advisory Committee meeting of December 12, 2024 be approved.

CARRIED

4. Discussion Item(s)

4.1 Oakville Transit Annual Accessibility Plan 2025

Moved by Deborah Metrakos

That the Oakville Transit Accessibility Plan 2025 be received.

CARRIED

4.2 2024 Accomplishments and 2025 Workplan

Moved by Karen Bodolai

That the Accessibility Advisory Committee's 2024 Accomplishments and proposed 2025 Workplan be endorsed.

CARRIED

4.3 Towne Square

Moved by Karen Bodolai

1. That the report dated March 11, 2025, entitled Towne Square from the Parks and Open Space Department, be received.
2. That universal design features in the Towne Square project be endorsed.

CARRIED

4.4 Accessibility Map Refresh

Moved by Julie Romanow

That the report dated March 11, 2025, entitled Accessibility Map Refresh, from the Clerk's Department, be received.

CARRIED

5. Information Item(s)

5.1 Memo - Follow up from the AAC Meeting of December 12, 2024

5.2 Breaking Down Barriers Awareness Program

Moved by Julie Romanow

That the information items be received.

CARRIED

6. Date and Time of Next Meeting

Thursday, June 12, 2025
Oakville Municipal Building
Council Chamber - 4:00 p.m

7. Adjournment

Moved by Deborah Metrakos

That this meeting be adjourned.

CARRIED

The meeting adjourned at 5:08 p.m.

DATE OF ITEM	March 12 – 18, 2025	DATE RECEIVED	PAGE
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March 12, 2025	INTERNAL – Office of the Mayor RE: Novae Res Urbis Vol. 28 No. 11	March 12, 2025	1
March 12, 2025	EMAIL – Town of Bradford West Gwillimbury RE: Resolution: Motion to Request Landlord Tenant Reforms	March 12, 2025	14
March 13, 2025	EMAIL – AMO Policy RE: Policy Update - Continued AMO Action on Trade and Tariffs	March 13, 2025	16
March 13, 2025	EMAIL – AMO Communications RE: AMO Watchfile - March 13, 2025	March 13, 2025	18
March 13, 2025	EMAIL – AMO Education RE: Disability Inclusion Workshop and Panel Discussion	March 14, 2025	21
March 13, 2025	EMAIL – AMO Events RE: Save the Date for the Inaugural AMO Rural Healthy Democracy Forum!	March 14, 2025	23
March 13, 2025	EMAIL – MMAH RE: Town of Oakville Official Plan Amendment 70 - Midtown Oakville - File No. 42.15.59	March 14, 2025	25
March 14, 2025	EMAIL – From Andrea Holland RE: Downtown Oakville BIA - Board Update	March 14, 2025	28
March 14, 2025	EMAIL – AMO Education RE: Managing Communications Through Crisis Workshop	March 14, 2025	29
March 14, 2025	EMAIL – AMO Governance RE: Applications Closing Soon: AMO Board of Directors, Large Urban Caucus	March 17, 2025	31
March 17, 2025	INTERNAL MEMO – Municipal Enforcement RE: Short-Term Rental Enforcement Fund (STREF) – Grant Approval	March 17, 2025	33
March 17, 2025	INTERNAL MEMO – Clerk's Department RE: Municipal Clearance for Liquor Sales Licence II Bacio Spa Club, Tabule Oakville Inc. , Coloreat	March 17, 2025	35
March 17, 2025	EMAIL – LAS RE: AMO/LAS and the Ontario Public Buyers Association announce strategic partnership	March 17, 2025	36
March 17, 2025	EMAIL – AMO RE: Resources for Local Civic and Democratic Engagement	March 17, 2025	38
March 18, 2025	INTERNAL MEMO – Legal and Municipal Enforcement RE: Draft Safe Access to Vulnerable Social Infrastructure By-law	March 18, 2025	40

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March 18, 2025	EMAIL - Municipality of Assiginack RE: tariffs, buy local	March 20, 2025	16
March 20, 2025	EMAIL – AMO Watchfile RE: March 20, 2025	March 20, 2025	17
March 20, 2025	EMAIL – AMO Education RE: AMO Workshop: Navigating Conflict Relationships as an Elected Official 2.0	March 20, 2025	19
March 20, 2025	EMAIL – AMO Policy RE: Update - New Provincial Cabinet	March 21, 2025	21
March 21, 2025	EMAIL – Halton Region RE: Homelessness Prevention Program Funding and Reaching Home Update	March 21, 2025	24
March 21, 2025	EMAIL – Halton Region RE: Halton Next Generation 9-1-1 Transition	March 21, 2025	45
March 25, 2025	EMAIL – AMO Events RE: Register today for the AMO Rural Healthy Democracy Forum	March 25, 2025	80
March 25, 2025	EMAIL – Angela Parsons RE: Flag on Town Properties	March 25, 2025	81
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March 26, 2025	EMAIL – AMO Education RE: Unlock Opportunity through the Application of Human Rights-Based Approach to Municipal Planning	March 26, 2025	18
March 26, 2025	EMAIL – Communication OHRC RE: Launch of Anti-Black Racism Action Plan	March 26, 2025	19
March 27, 2025	EMAIL – AMO Communications RE: AMO Watchfile - March 27, 2025	March 27, 2025	21
March 27, 2025	EMAIL – AMO Education RE: Competing Rights: What You Need to Know!	March 27, 2025	24
March 26, 2025	EMAIL – City of Richmond Hill RE: Resolution - Member Motion submitted by Councillor Thompson regarding Feasibility Study for Highway 407	March 28, 2025	26
March 28, 2025	EMAIL – AMO Education RE: Municipal Codes of Conduct: Essential to Good Governance	March 28, 2025	32
March 27, 2025	EMAIL – Durham Region RE: Protecting Canadian Values: Ban the Nazi Swastika in Canada	March 31, 2025	34
March 31, 2025	EMAIL – LAS RE: Canoe Tariff Talks Webinar April 3	March 31, 2025	36
March 31, 2025	INTERNAL MEMO – Fire RE: Simultaneous Notification April 01, 2025	April 01, 2025	38
March 31, 2025	EMAIL – LAS RE: LAS Update - Q1 2025	April 01, 2025	40

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April 03, 2025	EMAIL – AMO Communications RE: AMO Watchfile - April 3, 2025	April 03, 2025	14
April 03, 2025	EMAIL – OSUM Events RE: OSUM 2025 Conference – Program Update	April 03, 2025	18
March 17, 2025	EMAIL – City of Peterborough RE: Resolution - City of Peterborough - Use of X	April 04, 2025	20
April 03, 2025	EMAIL – AMO Education RE: New Workshop: Trauma and Violence Informed Decision Making for Elected Officials	April 04, 2025	22
April 04, 2025	EMAIL – AMO Events RE: Strengthening Rural Democracy: Register Now for AMO's Rural Healthy Democracy Forum	April 04, 2025	23
April 04, 2025	EMAIL – AMO Policy RE: New Advocacy on Development Charges, Buy-Canadian & Buy-Ontario Initiatives, and Codes of Conduct	April 04, 2025	25
April 04, 2025	EMAIL LAS RE: Clarification: Meeting Management Program RFP Update	April 04, 2025	28
March 10, 2025	EMAIL – Township of North Glengarry RE: Resolution - Rural Roads Safety Program	April 07, 2025	29
April 05, 2025	EMAIL – AMO Events RE: AMO's Municipal Trade and Tariff Forum	April 07, 2025	30
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April 10, 2025	EMAIL – AMO Policy RE: Expanding Strong Mayor Powers, Improving Ambulance Procurement	April 10, 2025	17
April 10, 2025	EMAIL – AMO Events RE: Rural Healthy Democracy Forum	April 11, 2025	19
April 10, 2025	EMAIL – Prince Edward-Lennox & Addington Social Services RE: Ontario Works Financial Assistance Rates	April 11, 2025	21
April 11, 2025	EMAIL – Conservation Halton RE: Notice of Public Engagement Session	April 11, 2025	23
April 11, 2025	INTERNAL MEMO – Municipal Enforcement Services RE: Immobilization of Vehicles on Private Property Using Parking Boots or Other Such Devices	April 15, 2025	26
April 14, 2025	INTERNAL MEMO – Clerk's Department RE: Municipal Clearance for Liquor Sales Licence AMICA Glen Abbey Inc., Mesopotamic Kebab House	April 15, 2025	28
April 15, 2025	EMAIL – AMO Education RE: Antisemitism and Anti-Islamophobia Workshops	April 15, 2025	29

Council Information Memo

To: Mayor and Members of Council

From: Selena Campbell, Director Municipal Enforcement Services

Date: March 17, 2025

Subject: Short-Term Rental Enforcement Fund (STREF) – Grant Approval

Background

In 2023, the Government of Canada's [Fall Economic Statement](#) proposed \$50 million over three years, starting in 2024-25, to launch a Short-Term Rental Enforcement Fund (STREF). The STREF is one measure in the whole-of-government approach to addressing housing challenges, as outlined in [Canada's Housing Plan](#).

The STREF is delivered through Housing, Infrastructure, and Communities Canada and is designed to support municipal and Indigenous community enforcement of existing restrictions on short-term rentals. The program provides grant funding to municipalities and Indigenous communities with existing strict regulatory regimes to support the local enforcement of short-term rental restrictions to make more long-term housing units available in Canada.

The STREF provides one-time grant funding through a call for proposals. The maximum duration of grant agreements for selected projects under STREF is March 31, 2027.

Comments

The STREF is an application-based program with eligibility for municipalities and Indigenous communities with strict regulatory regimes that could have an impact on protecting units in the long-term housing market, and short-term rental activity. Applicants were required to have an existing strict short-term rental regulatory regime in place to qualify for the funding. Municipalities also needed to display related enforcement and compliance challenges (i.e., lack of capacity and data to identify, monitor, and bring into compliance non-compliant short-term rentals).

Currently, Oakville's MES department is responsible for handling over 8,000 investigation requests annually for various by-law violations (excluding parking).

Short-Term Accommodation (STA) investigations are assigned to Municipal Standards Investigators (MSIs) due to their complexity. Given the high volume of enforcement requests, including those related to STAs, and limited resources, enforcement is primarily reactive.

On average, each case requires eight hours of investigative work to reach an outcome, whether through voluntary compliance, issuance of an order, filing of charges, or removal of a listing. This work is carried out over several weeks, depending on officer shift schedules and case complexity. When orders or charges are issued, additional time is required for follow-up and prosecution brief preparation.

Municipal Enforcement Services believed that Oakville met the STREF requirements and worked with Finance staff to submit a STREF application in January 2025. The Oakville application received grant approval totaling almost \$898,000 from the Ministry of Housing, Infrastructure and Communities Canada on March 4, 2025.

Our plan includes:

- Creation and delivery of a public education program
- Review of administrative processes to develop and implement efficiencies
- Development of officer training manuals and process guides
- Development of Administrator process guides
- Development of a learning system to support continuous improvement of STA enforcement techniques within the existing staff complement and with the onboarding of new staff
- Proactive and reactive enforcement of STA
- Case monitoring to ensure long term compliance

Expected outcomes include:

- 1) Maximizing compliance with STA licensing requirements
- 2) Transitioning STAs to long-term housing where licensing is not permitted or desired
- 3) Data driven enforcement practices
- 4) Increased capacity through training and team development
- 5) Establishment of sustainable enforcement practices
- 6) Development of a by-name list for monitoring
- 7) Increased revenue from STA licensing and penalties

The budget requested included a Supervisor to lead the enforcement program and two MSIs and some support costs to provide the required level of education and enforcement over the program period.

MES staff have begun the implementation process and expect that staffing will be in place by mid-May 2025.

Memo

To: Mayor Burton and Members of Council
From: Andrea Holland, Acting Town Clerk
CC: Jane Clohecy, CAO
Doug Carr, Town Solicitor and Acting Commissioner, Corporate Services
Date: March 17, 2025
Subject: Municipal Clearance for Liquor Sales Licence

The following requests for comment regarding Municipal Clearances for liquor sales licences were received and circulated by the Clerk's department from January 14 to March 17, 2025, for the following establishments:

- IL Bacio Spa Club
- Tabule Oakville Inc.
- ColorEat



Andrea Holland

Acting Town Clerk

Council Information Memo

To: Mayor and Members of Council

From: Nadia Chandra, Assistant Town Solicitor and Selena Campbell, Director – Municipal Enforcement

CC: Paul Damaso, Commissioner of Community Services; Michael Mizzi, Commissioner of Community Development and Jane Clohecy, CAO

Date: March 18, 2025

Subject: Draft Safe Access to Vulnerable Social Infrastructure By-law

Background

On December 16, 2024, Council received a report regarding: [Roles and Responsibilities in Managing Protests](#)

Council passed the following resolution on December 16, 2024:

1. That staff be directed to engage in virtual public consultation and engage experts as may be necessary on the development of a by-law to regulate certain forms of protests near vulnerable social infrastructure, recognizing that nothing in the by-law should prevent peaceful protests or demonstrations, and report back to Council with a draft by-law in the first quarter of 2025, including the following:
 - a. Clear Definition: The regulated conduct should be limited, properly defined and focused on activities impeding access to vulnerable social infrastructure, without encroaching on criminal law powers, ie: violence or hate speech.
 - b. Access Zone: Establishing an “access zone” from the property line of vulnerable social infrastructure that does not exceed what is reasonably necessary.
 - c. Penalty: Maximum penalties must be rational and proportionate.

To implement the direction from Council, the town engaged in virtual public consultation on the development of a draft by-law. To help facilitate this process, the town partnered with Forum Research Inc. to conduct a telephone and online questionnaire that ran for three weeks starting February 12 to March 5, 2025, which was available to Oakville residents aged 18 years and older. The questionnaire and comments received to date have been considered by staff in drafting a by-law (attached).

Next Steps

The draft by-law will be available for public comment on the town's website in the coming days. Once online, Communications will be working with staff to advise the public through various tools and channels that the draft is available for additional public comment.

All information from the public consultation will be summarized in a staff report, for Council's consideration at its April 28, 2025 meeting along with a final draft by-law. The staff report will include a report from Forum Research Inc detailing the results from the questionnaire.

For more information and updates visit [Potential Protest By-law Near Vulnerable Social Infrastructure](#) web page.



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-xxx

A by-law to protect safe access to vulnerable social infrastructure in the Town of Oakville

WHEREAS section 8(1) of the *Municipal Act*, 2001 S.O. 2001, c. 25 (“Municipal Act”) provides that the powers of a municipality under the statute be interpreted broadly so as to confer broad authority on municipalities to enable municipalities to govern their affairs, as they consider appropriate, and enhance their ability to respond to municipal issues;

WHEREAS section 11(2)6 of the *Municipal Act* provides for a municipality to pass by-laws respecting the health, safety and well-being of persons;

WHEREAS section 35 of the *Municipal Act* provides that a municipality may pass by-laws removing or restricting the common law right of passage by the public over a highway and the common law right of access to the highway;

WHEREAS subsection 63(1) of the *Municipal Act* provides that a by-law may prohibit or regulate the placing or standing of an object on or near a highway, and may provide for the removal and impounding or restraining and immobilizing any object placed or standing on or near a highway;

WHEREAS section 128 of the *Municipal Act* provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances, and the opinion of council, if arrived at in good faith, is not subject to review by any court;

WHEREAS subsection 425(1) of the *Municipal Act* provides that a municipality may pass by-laws providing that a person who contravenes any by-law of the municipality passed under the Act is guilty of an offence;

WHEREAS section 426 of the *Municipal Act* provides that no person shall hinder or obstruct, or attempt to hinder or obstruct, any person who is exercising a power or performing a duty under a by-law passed under the *Municipal Act*;

WHEREAS section 429 of the Municipal Act provides for a municipality to establish a system of fines for offences under a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.1 of the Municipal Act provides that a municipality may require a person to pay an administrative penalty if the municipality is satisfied that a person has failed to comply with a by-law of the municipality passed under the Municipal Act;

WHEREAS subsection 434.2(1) of the Municipal Act provides that an administrative penalty imposed by a municipality on a person constitutes a debt of the person to the municipality;

WHEREAS section 444 of the Municipal Act provides for a municipality that is satisfied that a contravention of a by-law of the municipality passed under the Municipal Act has occurred to make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity;

WHEREAS Council recognizes the fundamental right of freedom of expression for people to protest and demonstrate peacefully and further recognizes that such expression is an important element of democratic society;

WHEREAS Council also recognizes the need to reasonably and responsibly balance such rights against the health, safety and well-being of members of its communities;

WHEREAS Council recognizes that Specified Protests and Graphic Images within the vicinity of Vulnerable Social Infrastructure may have negative effects on the health, safety and well-being of its citizens;

WHEREAS Council deems certain social infrastructure within the community to be especially vulnerable to protests, and further deems it necessary for such social infrastructure to have protection from Specified Protests and Graphic Images to ensure the well-being of users of these Vulnerable Social Infrastructure;

WHEREAS Council deems it necessary to enact a by-law to protect safe access to Vulnerable Social Infrastructure;

WHEREAS Council, in good faith, and in accordance with section 128 of the Municipal Act, has established that a Specified Protest and Graphic Images as

defined in this By-law, and within the vicinity of Vulnerable Social Infrastructure, constitutes or could become a public nuisance;

WHEREAS nothing in this By-law is intended to prevent peaceful protests or demonstrations, including those that occur as part of a lawful labour action;

COUNCIL ENACTS AS FOLLOWS:

1. Definitions

(1) In this By-law:

“Administrative Penalties for Non-Parking Violations and Orders By-law” means the Town’s By-law 2021-038, or successor by-laws;

“Council” means the Council of the Corporation of the Town of Oakville;

“Daycare” means a premises, including outdoor areas, where children are provided with temporary care and/or guidance for a continuous period not exceeding 24 hours and are licensed in accordance with the *Child Care and Early Years Act*;

“Graphic Image” means any unacceptable depiction and portrayal, whether intended or not, that, on an objective standard, a reasonable person would consider disturbing, undermines human dignity, or displays obvious indifference to, or offends the standards of public decency prevailing among a significant segment of the population, or likely to cause harm to a segment of the audience beyond mere repugnance, especially children or adolescents. For greater certainty, the definition of Graphic Image includes, but is not limited to, dismembered human beings and aborted and/or dismembered fetuses;

“Hospital” means any public or private institution under Provincial legislation established for the treatment of convalescent or chronically ill persons afflicted with sickness, disease or injury, that is approved under the applicable statute, and may include research and educational facilities;

“Library” means a premises for the collection of printed, electronic, and pictorial material for public use for the purposes of study, reference, and recreation, and which may include meeting rooms for community use, activity areas, cafeteria, and space for recreational uses;

“Officer” means any person authorized by the Town to enforce by-laws and includes Municipal Law Enforcement Officers, police officers, and provincial offences officers;

“Operational hours” means the posted hours of the Vulnerable Social Infrastructure;

“Penalty Notice” means a notice issued pursuant to the provisions of the Administrative Penalties for Non-Parking Violations and Orders Bylaw;

“Person” means an individual, business, firm, corporation, association, partnership, or any combination thereof;

“Place of Worship” means a premises used for the practice of religion and faith-based spiritual purposes wherein people assemble for religious worship, faith-based teaching, fellowship and community social outreach;

“Rates and Fees Schedule” means the Town’s current rates and fees schedule approved by Council as part of the annual budget approval process;

“School” means a premises, including outdoor areas, where academic instruction in a full range of the subjects of the elementary or secondary school courses of study is provided as well as college of applied arts and technology;

“Specified Protest” means:

- (a) advise or persuade, or attempt to advise or persuade, a person to refrain from accessing Vulnerable Social Infrastructure;
- (b) persistently request that a person refrain from accessing Vulnerable Social Infrastructure;
- (c) physically interfere with or attempt to physically interfere with a person accessing Vulnerable Social Infrastructure;
- (d) repeatedly approach, accompany or follow a person accessing Vulnerable Social Infrastructure; or
- (e) intimidate or attempt to intimidate a person or otherwise do or say anything that could reasonably be expected to cause concern for a person's physical or mental safety.

“Town” means The Corporation of the Town of Oakville or the geographic area of the Town of Oakville, as the context requires; and

“Vulnerable Social Infrastructure” means places of worship, hospitals, schools, daycares, and libraries.

2. Interpretation

- (1) This By-law is a designated by-law under the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) The section headings used in this By-law are for convenient reference only and shall not form part of this By-law.

3. Applicability and Scope

- (1) The provisions of this By-law apply to all municipal properties, or parts thereof, within twenty (20) metres from the boundaries of the property on which Vulnerable Social Infrastructure is located.
- (2) In the event of any conflict, the regulations prescribed by any applicable federal or provincial law shall govern.

4. Specified Protest Prohibited

- (1) No person shall engage in a Specified Protest within twenty (20) metres of the property line of any Vulnerable Social Infrastructure during the following time period:
 - (a) commencing one hour before and ending one hour after operational hours, and
 - (b) commencing one hour before any scheduled event occurring outside of operational hours and ending one hour after the end of the event.
- (2) Where a Vulnerable Social Infrastructure is located in a building containing a complex of offices, stores or other facilities, the prohibition in subsections 4(1) apply to the entrances of the complex.
- (3) For greater certainty, a Specified Protest within the vicinity of Vulnerable Social Infrastructure is a public nuisance pursuant to section 128 of the Municipal Act.

5. Graphic Images Prohibited

- (1) No person shall display or carry a Graphic Image larger than 3.5 inches x 5 inches within 150 meters of the boundary of any Vulnerable Social Infrastructure.

- (2) Section 5(1) does not apply to the hospital which is governed by the *Safe Access to Abortion Services Act*, S.O. 2017, c. 19, Sched. 1 prohibiting the use any graphic means while in an access zone.
- (3) For greater certainty, Graphic Images within the vicinity of Vulnerable Social Infrastructure are a public nuisance pursuant to section 128 of the Municipal Act.

6. Exempt Activities

- (1) The provisions of this By-law are not intended to prohibit peaceful gatherings, protests or demonstrations, including any such activities that occur as part of lawful labour action, including picketing, informational pickets, or demonstrations directly related to collective bargaining, employment disputes, or other legally recognized labour activities, provided such activities comply with applicable provincial and federal labour relations legislation.

7. Notice of Violation

- (1) If an Officer determines that a Specified Protest is occurring or that a contravention of this By-law has taken place, the Officer shall notify the person involved, which may include:
 - (a) Information regarding the boundaries within which a Specified Protest and Graphic Images larger than 3.5 inches x 5 inches are prohibited;
 - (b) Notification that the conduct has been deemed a “Specified Protest” under this By-law;
 - (c) A request for the person to immediately cease the prohibited conduct or leave the area within which a Specified Protest is prohibited;
 - (d) Information regarding the consequences of failing to comply with the request, including potential penalties under this By-law.
- (2) A person will be given a reasonable opportunity to leave the area within which a Specified Protest is prohibited or remove any Graphic Image before any further enforcement action is taken.
- (3) Notice under subsection (1) will be provided in a manner that is reasonable under the circumstances, including but not limited to verbal communication, posted written notices, and loudspeakers.

- (4) For clarity, Section 7 shall not apply where there is an immediate threat to the health, safety, or security of the public, or where the Officer determines that circumstances necessitate a different course of action.

8. Order

- (1) Where an Officer has reasonable grounds to believe that a contravention of this By-law has occurred, the Officer may issue an Order to the person contravening this By-law in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Any person who contravenes an Order under this By-law is guilty of an offence.

9. Administrative Penalties

- (1) An Officer who finds or has reasonable cause to believe that a person has contravened any provision of this By-law may issue a penalty notice to the person in accordance with the provisions of the Administrative Penalties for Non-Parking Violations and Orders By-law.
- (2) Each person who has been issued a penalty notice shall, upon issuance of the penalty notice, be liable to pay an administrative penalty to the Town in the amount of \$300 or as revised in the Town's rates and fees schedule.
- (3) If an Officer has issued a penalty notice under subsection 9(1) of this By-law and has reasonable cause to believe that the same person has contravened the same provisions of this Bylaw, including any Schedules, for a second time within twenty-four (24) months of the date the first penalty notice is deemed to be served, the Officer may issue a second penalty notice to the person.
- (4) Upon issuance of the second penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$400 or as revised in the Town's rates and fees schedule.
- (5) If an Officer has issued a penalty notice under subsection 9(3) of this By-law and has reasonable cause to believe that the same person has contravened the same provision of this Bylaw, including any Schedules, for a third or subsequent time within twenty-four (24) months of the date the second penalty notice is deemed to be served, the Officer may issue a third or subsequent penalty notice to the person.

- (6) Upon issuance of a third or subsequent penalty notice, the person shall be liable to pay an administrative penalty to the Town in the amount of \$500 or as revised in the Town's rates and fees schedule.
- (7) A person who has been issued a penalty notice under this By-law may request a review of the penalty notice in accordance with the Administrative Penalties for Non-Parking Violations and Orders By-law.

10. Service and Notice

- (1) Service of any penalty notice, order, or any other notice may be given as specified in the Administrative Penalties for Non-Parking Violations and Orders By-law.

11. Enforcement and Administration

- (1) Municipal law enforcement officers employed by the Town and police officers who are members of the Halton Regional Police Services are hereby authorized to enforce this By-law.
- (2) No person shall hinder or obstruct, or attempt to hinder or obstruct, any Officer exercising a power or performing a duty under this By-law.
- (3) Any person who is alleged to have contravened any of the provisions of this By-law shall identify themselves to the Officer upon request. Failure to identify upon request shall be deemed as obstruction of the Officer.
- (4) An Officer may seize and remove any Graphic Image being displayed in contravention of this By-law.

12. Penalty

- (1) Every person who contravenes any provision of this By-law is guilty of an offence and on conviction is liable to a fine not exceeding \$25,000.00 for a first offence and \$50,000.00 for any subsequent offence.

13. References

- (1) References in this By-law to any legislation or by-law means as may be amended or successor by-laws or legislation and includes any regulations thereunder.

14. Severability

- (1) In the event any provisions of this By-law are deemed invalid or void, in whole or in part, by any court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect.

15. Title

- (1) This By-law may be known as the “Safe Access to Vulnerable Social Infrastructure By-law”.

16. Effective Date

- (1) This By-law comes into force and effect on the date it is passed.

PASSED this day of ,

MAYOR

CLERK

Council Information Memo

To: Members of Council

From: Paul Boissonneault, Fire Chief

CC: Jane Clohecyc, CAO; Paul Damaso, Commissioner Community Services

Date: March 31, 2025

Subject: Simultaneous Notification April 1, 2025

With the conclusion of the provincial election and the swearing-in of the new Cabinet, the Ministry of the Solicitor General (SOLGEN) has now confirmed the inclusion of the Halton Region fire services into the simultaneous notification initiative. This critical initiative has been a long-standing objective in the Ontario Fire Service and is officially going live at the with the Oakville Fire Department through the Burlington Fire Communications Centre on **Tuesday, April 1, 2025.**

What is Simultaneous Notification?

This technology links Provincial Central Ambulance Communication Centres (CACC) with Municipal Fire Communication Centres through compatible Computer Aided Dispatch (CAD) systems. It enables real-time, automated dispatching of fire departments to life-threatening medical emergencies, eliminating delays caused by manual telephony processes. The system is tailored to incident severity and continues to follow our Tiered Response Agreement (TRA) protocols.

Why It Matters

Quicker processing and response times save lives! Early adopter sites including Barrie, Guelph, Kitchener/Waterloo region, Peel region, and Toronto have demonstrated measurable improvements in response times and outcomes with this technology.

Next Steps

The OFD team has worked closely with the Office of the Fire Marshal and SOLGEN's Data and Information team to prepare for implementation. Final systems testing and workflow alignment are now complete, and we are ready for the **April 1 launch.**

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Sincere thanks to the Ontario Professional Firefighters Association, the Oakville Professional Firefighters Association, and the Ontario Association of Fire Chiefs for their strong advocacy and collaboration in bringing simultaneous notification to OFD and Halton Region. Initiated joint communications signed by the Mayors of respective Councils, region Fire Chiefs, and Association Local Presidents, provided the Solicitor General and the Premier of Ontario the necessary support to move this forward. Gratitude as well to the teams at the Ministry of the Solicitor General (SOLGEN) and the Ministry of Health (MOH) for their leadership in advancing this initiative. Additionally, we appreciate the work completed by the Burlington Fire Communications Centre team and Infrastructure Technology staff for their dedication and contributions to make this milestone possible.

On a personal note, simultaneous notification beyond early adopters/pilot locations have been an ongoing discussion and issue since I first became a fire chief in 2004 of a small municipality. Over the past 20 years I have advocated on behalf of my fire departments, County and Regions, and on behalf of the fire chiefs' associations provincially. The critical initiative finally reaching full implementation and taking place in Halton region as the first location in the province is very positive. Simultaneous Notification marks a service improvement that can save lives and enhance our OFD tiered response agreement in the Town of Oakville.

Regards,



Paul Boissonneault
Fire Chief
OAKVILLE FIRE DEPARTMENT

Council Information Memo

To: Mayor and Members of Council

From: Selena Campbell, Director – Municipal Enforcement Services

Date: April 11, 2025

Subject: Immobilization of Vehicles on Private Property Using Parking Boots or Other Such Devices

Comments

It has recently come to Municipal Enforcement Services' attention that certain tow operators/property owners have been using parking boots to immobilize unauthorized vehicles parked on private property/vehicles parked contrary to the parking regulations on their property rather than issuing parking penalty notices (parking tickets) and towing. Parking boots also known as Wheel Locks, Wheel Clamps or Denver Boots lock onto a vehicle's wheel to immobilize the vehicle. There are other immobilizing devices as well such as the "barnacle" which is laid across the front windshield.



Wheel Clamp



Barnacle

In the past, when property owners wanted parking rules enforced, they utilize towing in addition to the issuance of parking tickets since towing immediately frees up the parking space. Immobilizing a vehicle does not address the primary issue of unavailable parking since a vehicle that has been immobilized remains parked until the owner contacts the enforcement company/property owner and pays a fee to have the immobilization device removed.

The new Towing Without the Vehicle Owner's Consent By-law 2024-187 was intended to better regulate towing and avoid predatory towing and is based on the premise that the private property owner wanted/needed to "free up" parking spaces and so needed

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something more than parking tickets to deal with unauthorized parking or parking contrary to the applicable parking regulations, which is why By-law 2024-187 does not account for the use of immobilizing devices to enforce parking prohibitions or regulations.

The use of immobilizing devices does not align with the original intent of Council or By-law 2024-187. If vehicle immobilization was to be permitted in Oakville, appropriate regulations to prevent predatory immobilization would have to be put in place. Neither Municipal Enforcement Services or the Halton Regional Police have the resources available to properly enforce legalized immobilizing devices.

Municipal Enforcement Services expects to bring a report forward for Council's consideration at the May 26, 2025 Council meeting, recommending that vehicle immobilization in the Town of Oakville to enforce unauthorized parking or parking regulations through any immobilizing devices whatsoever, be they parking boots like wheel locks, wheel clamps, Denver boots, or barnacles, be prohibited.

Memo

To: Mayor Burton and Members of Council
From: Andrea Holland, Acting Town Clerk
CC: Jane Clohecy, CAO
Sheryl Ayres, Commissioner, Corporate Services
Date: April 14, 2025
Subject: Municipal Clearance for Liquor Sales Licence

The following requests for comment regarding Municipal Clearances for liquor sales licences were received and circulated by the Clerk's department from March 18 to April 14, 2025, for the following establishments:

- AMICA Glen Abbey Inc.
- Mesopotamic Kebab House



Andrea Holland

Acting Town Clerk

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Procedure By-law Review	3/31/2025	That the Budget Standing Committee size and composition be amended to reflect a membership of all Council members, and that a Chair be elected annually. That revisions to the Procedure By-law reflecting this change be brought forward to a future Council meeting. That the Clerk consider the comments of Council in finalizing the draft procedure by-law for consideration by Council. That staff report back with a draft version of the Procedure By-law 2023-066 in June 2023. Further revisions to be considered 1st quarter 2024.	Council	5/29/23	Clerk's Department
2026 Municipal Election Preparation	6/30/2025	That the Town Clerk report back to Council in Q2 2025 on a Campaign Contribution Rebate Program for the 2026 Oakville municipal election. That the resolution endorsing the Association of Municipal Managers, Clerks and Treasurers of Ontarios proposed updates to the Municipal Elections Act, attached as Appendix B to the report from the Clerks department dated November 5, 2024, be adopted.	Council	11/18/24	Clerk's Department
Tasks before Escribe	6/23/2025	That staff report on the maintenance and design standards for new and existing walkways including standards for widths, construction, fencing, lighting, safety and security, plantings and landscaping, winter and summer seasonal maintenance and the process for interacting with abutting landowners when changes to walkways occur.	Council	1/1/20	Parks and Open Space Department
Tasks before Escribe	12/14/2026	1. That the report from the Parks and Open Space department, dated May 22, 2012, entitled Marina Facility at Bronte Harbour - Oakville Harbours Section, be received; 2. That the continued operation of the Marina Facility at Bronte Harbour be approved as identified in Option 1 of the staff report; and 3. That staff be requested to conduct a further analysis of the marina facility in Bronte Harbour in five (5) years and at that time, provide recommendations for the continued operation of the marina facility.	Council	1/1/20	Parks and Open Space Department
Tasks before Escribe	12/31/2026	That staff review and discuss options for the creation and operation of a waterfront attraction or destination or feature with the Oakville Yacht Squadron and potentially other third parties and that the proposal be a recommendation under the forthcoming Harbours Master Plan.	Council	1/1/20	Parks and Open Space Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Sunningdale Tennis Court	5/26/2025	That staff report back on the feasibility and options for the acquisition, leasing, or other forms of acquisition or for entering into an agreement for the management of the Sunningdale Tennis Court located at Sunningdale Public School as a town facility from the Halton District School Board with the goal of keeping it open to the public and repairing and maintaining it in accordance with the standards offered at other Town owned and operated tennis courts.	Council	5/25/22	Parks and Open Space Department
Region Pumping Station in Bronte Beach August 9, 2022	7/7/2025	4. That in using a build back better approach, the Region be requested to cost share with the planned Town Phase 2 improvements at Bronte Beach Park that will incorporate the pumping station in a plan that benefits the residents of Oakville. 5. That staff report back to Council once discussions have been completed.	Council	8/9/22	Legal Department
Potential Park Uses for McCraney Reservoir Park	9/29/2025	That staff report on potential park uses of the McCraney Reservoir Park upon completion of the Regions Master Plan for the McCraney Reservoir.	Council	8/9/22	Parks and Open Space Department
48 Bronte Road	9/29/2025	Staff be directed to report on the potential public ownership of the former Greb Property in order to address such issues as: Potential threats to this section of the Bronte Creek due to extreme weather events/flooding, in consultation with Conservation Halton; The role of this property and section of the Bronte Creek to provide protection/climate proofing, reduction in erosion risks and public infrastructure, and loss of top of bank, in consultation with Conservation Halton; The strategic role of this property to provide a connection to the Fishermans Park and pier, Bronte Heritage Waterfront Park, the Bronte Inner Harbour lands, with connections to Berta Point and Bronte Beach for recreational purposes in consultation with Conservation Halton and Halton Region; A potential role of this property as a cultural heritage landscape and as part of the Harbours portfolio of offerings to boaters and connection to Bronte Road; and, The ability to access any available Federal, Provincial, and Regional funding and other programs for climate proofing.	Council	11/20/23	Parks and Open Space Department
Parks & Open Space Strategy: Town of Oakville Parks Plan 2031 and Parkland Dedication By-law 2024-034	5/26/2025	That prior to the finalization of the Land Acquisition Strategy, Staff continue to monitor land acquisition opportunities within the towns Strategic Growth Areas, and where acquisition supports community and infrastructure needs, staff will present options to Council for consideration.	Planning and Development Council	4/8/24	Parks and Open Space Department
Oakville Marine Search and Rescue - Relocation to Bronte Harbour	12/15/2025	That this matter be referred back to staff to develop more options, conduct public consultation and produce a recommendation to Council. That staff consult the public about future uses of 2 Navy Street, where TOWARF was located before their name change to Oakville Search and Rescue.	Council	7/9/24	Parks and Open Space Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Tasks before Escribe	11/30/2025	That staff delay the release of the public tender/RFP for lease proposals for the Deerfield Golf Course until the short term extension with the current tenant expires, and report back to Council with the results of the tender.	Council	1/1/20	Legal Department
Regulating the Display and Distribution of Objectionable Images	6/23/2025	See confidential minutes for direction.	Council	6/17/24	Legal Department
Fishing from Town Parkland - Update	3/24/2025	That the amendments to the Parks By-law 2013-013, to reflect the permission for night fishing to be a permanent program, be included in the next council agenda for approval. NOTE: An amendment to the Parks By-law is not required, because the existing Parks By-law 2013-013 allows for the Director of Parks and Open Space to permit night fishing from August 1 to October 15.	Council	9/16/24	Parks and Open Space Department
Tasks before Escribe	11/30/2025	3. That Planning Services be directed to report back on the implementation initiatives and incentives for Midtown as outlined in the report dated May 13, 2014 (PD-009-14), which includes a Community Improvement Plan, a municipal parking strategy and alternative parkland dedication requirements.	Council	1/1/20	Planning and Development Department
Tasks before Escribe	11/30/2025	That staff be requested to report back to Council on the timing and type of Community Improvement Plan, and funding sources, that may be appropriate for Bronte Village following the conclusion of the growth area review and Livable Oakville Plan policy update for Bronte Village.	Council	1/1/20	Planning and Development Department
Tasks before Escribe	11/30/2025	practice for locating seniors residential developments in the Town of Oakville. That staff also define the uses occurring within these developments and what additional infrastructure needs may be required to accommodate the needs of the residents.	Council	1/1/20	Planning and Development Department
Public Meeting and Recommendation Report Deferred Items from OPA 34, North West Area and Palermo Village OPA 37 and OPA 38 By-law 2021-096 and By-law 2021-097 July 5, 2021	11/30/2025	4. That Planning staff report back on potential official plan policy updates with respect to parking for the Palermo Village growth area upon completion of the town-wide Parking Strategy.	Planning and Development Council	7/5/21	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Recommendation Report FCHT Holdings (Ontario) Corporation Z.1612.14 and OPA 1612.14 - 271 Cornwall Road and 485 Trafalgar Road By-laws 2022-051 and 2022-052	12/30/2024	That the site plan for this application be brought to Council for final approval.	Planning and Development Council	5/16/22	Planning and Development Department
North Oakville Driveway Extensions Report for Information	2/3/2025	That the report titled North Oakville Driveway Extensions Report for Information be received and staff report back in 2023 with any recommended changes to the Zoning By-law or process.	Planning and Development Council	6/7/22	Planning and Development Department
Implementation of Bill 109 Amendments to Site Plan Control By-law 2019-114 (July 11, 2022) By-law 2022-093	12/31/2024	That staff arrange for a Council workshop regarding this issue.	Planning and Development Council	7/11/22	Legal Department
Streetscape Improvements	11/30/2025	That staff report on options to improve the streetscapes on arterial and collector roads.	Council	2/27/23	Planning and Development Department
Bronte Village Revitalization Comprehensive Plan	11/30/2025	That staff prepare a report outlining the terms of reference, workplan, resources, and timing needed to create a comprehensive and integrated plan to better coordinate the vision, revitalization, and investments in Bronte Village, comparable to the approach taken for the Downtown Oakville Plan, their strategic action plan and associated initiatives.	Council	3/27/23	Planning and Development Department
Information Report Warehousing and Distribution Industries Review (File No. 42.15.61)	12/8/2025	1. That this item be referred back to staff to seek additional research from other jurisdictions, identify options for definitions that recognize the difference between warehouses and distribution centres in terms of scale, operational impacts, and best practices in land use compatibility requirements for Q1 2024. 2. That this will allow staff to identify implications from the 2023 Provincial Planning Statement, and provide residents a greater opportunity to review and comment to Planning and Development Council.	Planning and Development Council	6/12/23	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
White Paper: Planning Act Tools to Facilitate Development of Affordable Housing	11/30/2024	That staff initiate and undertake work programs in an efficient, and where possible, concurrent manner to investigate, and if deemed appropriate, implement the following Planning Act tools: Inclusionary Zoning within Protected Major Transit Station Areas; Community Planning Permit System within Midtown Oakville and with opportunity to do so in other parts of the Town; and Community Improvement Plan to incentivize affordable housing across the Town.	Planning and Development Council	3/18/24	Community Development Commission
Parks & Open Space Strategy: Town of Oakville Parks Plan 2031 and Parkland Dedication By-law 2024-034	12/31/2024	That prior to the finalization of the Land Acquisition Strategy, Staff continue to monitor land acquisition opportunities within the towns Strategic Growth Areas, and where acquisition supports community and infrastructure needs, staff will present options to Council for consideration.	Planning and Development Council	4/8/24	Planning and Development Department
Public Meeting and Recommendation Report Town-initiated Official Plan and Zoning By-law Amendments Four Units As-of-Right and Sheridan College Housing Area (File No. 42.15.62 and 42.15.63) May 6, 2024	12/31/2024	Staff be directed to create a Sheridan College Housing Taskforce with the objective to enable, advance, and accommodate the development of residential uses, including student housing, on the Sheridan College campus; and Staff be directed to create a work program, in alignment with ongoing HAF initiatives, to bring forward any necessary recommendations, including programs, Official Plan and/or Zoning By-law Amendments, to achieve the findings of the Sheridan College Housing Taskforce to expedite the delivery of student housing on the Sheridan Campus.	Planning and Development Council	5/6/24	Planning and Development Department
Official Plan Amendment and Zoning By-law Amendment, Dhan Dhan Baba Budha Ji Gurdward Sahib, File Numbers OPA.1430.34 and Z.1430.34	12/31/2025	That the analysis of the following matters of interest to Council be included as part of the recommendation report: Provide for the history and rationale related to the potential extension of Barronwood Drive Examine the parking rate proposed to confirm there will be sufficient space to accommodate the expansion of the existing use Provide for clarification on whether the height is appropriate in the context of the existing neighbourhood Review potential impacts on traffic Explore opportunities to measure where patrons are travelling from Report back on who will be responsible for the maintenance of potential easements	Planning and Development Council	12/9/24	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Public Meeting Report Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, 3275 Trafalgar Limited Partnership., File Nos.: OPA 1312.12, Z.1312.12, and 24T- 24004/1312	12/31/2025	<p>That the comments from the public with respect to the proposed Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision applications submitted by 3275 Trafalgar Limited Partnership, File Nos.: OPA 1312.12, Z.1312.12, and 24T-24004/1312, be received.</p> <p>That the analysis of the following matters of interest to Council be included as part of the recommendation report:</p> <p>Identification of any properties that may experience a significant amount of shadow, resulting from the proposed development</p> <p>Confirm that the Natural Heritage System has been delineated appropriately and that the lands are zoned NHS.</p> <p>Consider carbon and lifecycle assessment as potential climate change mitigation.</p> <p>Confirm the amount of commercial space on the ground floor and whether institutional uses could be incorporated into the development.</p> <p>Explore opportunities for at-grade parking for the live/work units.</p> <p>Assess operational issues related to below-grade visitor parking and access to commercial uses.</p> <p>Evaluate the provision of loading facilities for the proposed commercial uses and identify measures to mitigate noise.</p> <p>Identify the number of people and jobs per hectare associated with the development.</p> <p>Calculate the Floor Space Index (FSI) and compare the proposed development to other developments in the vicinity.</p>	Planning and Development Council	1/20/25	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Public Meeting Report Official Plan Amendment, Rose Corporation, File Number OPA.1612.19	12/31/2025	<p>That the comments from the public with respect to the proposed Official Plan Amendment application submitted by South Service Holding Corporation (File No.: OPA 1612.19), be received.</p> <p>That staff consider such comments as may be provided by Council.</p> <p>That staff also provide an analysis of the following matters in the future Recommendation Report:</p> <p>Review the number of people and jobs for the site and advise if the heights/density are appropriate for the site.</p> <p>Provide a comparison between the proposed Midtown OPA with this site-specific OPA.</p> <p>Evaluate if the development aligns with Midtown Oakvilles projected housing needs, considering built forms, unit types, and tenure.</p> <p>Examine how the development integrates with adjacent streetscapes, including vehicular access, parking, cycling and pedestrian connections, permeability, design, and the timing of the proposed Queen Elizabeth Way overpass.</p> <p>Determine whether a lifecycle assessment or similar analysis will be conducted and what sustainable technologies will be incorporated.</p> <p>Assess the integration of the development with the adjacent elementary school, including park size, child-friendly design, coordination, and phasing.</p>	Planning and Development Council	2/3/25	Planning and Development Department
Public Meeting Report for Draft Plan of Subdivision and Zoning By-law Amendment, 1156 Burnhamthorpe Road East, Mattamy (Joshua Creek) Limited, 24T- 24005/1309 and Z.1309.08	12/31/2025	<p>That comments from the public with respect to the proposed Draft Plan of Subdivision and Zoning By-law Amendment submitted by Mattamy (Joshua Creek) Limited (File No.: 24T-24005/1309 and Z.1309-08) be received.</p> <p>That staff consider such comments as may be provided by Council:</p> <p>Appropriate sizing and shape of the Village Squares, including any credit that may be applied by the Town.</p> <p>Design and alignment of roads.</p> <p>Supplemental parking for rear-lane parking.</p> <p>Snow storage areas.</p> <p>3. That the Street Names for Public Roads Procedure, under the Municipal Roads Policy, be waived to permit one of the roads within this future subdivision be named "Sybil Rampen Way".</p>	Planning and Development Council	3/3/25	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Public Meeting Report Plan of Subdivision and Zoning By-law Amendment, Argo Lions Valley Ltd., 1303 Dundas Street West, File No. 24T- 25002/1323 and Z.1323.01	12/31/2025	That comments from the public with respect to the proposed Plan of Subdivision and Zoning By-law Amendment submitted by Argo Lions Valley Ltd. (File No.: 24T-25002/1323 and Z.1323.01), be received. That staff consider such comments as may be provided by Council: Review the provision of parking Understanding what could be developed on the future development blocks Review of snow storage	Planning and Development Council	3/17/25	Planning and Development Department
Public Meeting Report Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment, Neatt (16 Mile Creek) Inc., 3056 Neyagawa Boulevard, File No. OPA 1321.02, Z.1321.02 and 24T- 24006/1321	12/31/2025	That comments from the public with respect to the proposed Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment submitted by Neatt (16 Mile Creek) Inc., (File No.: 24T-24006/1321, OP.1321.02 and Z.1321.02), be received. That staff consider such comments as may be provided by Council: Evaluation of unit mix and affordability Square footage of each unit Evaluation of appropriate heights in the context of the existing policy and surrounding development Review of local policy driving this application Incorporating context of corner property Increase in potential impacts in comparison to a high school site as previously proposed Evaluation of FSI in comparison to other sites in Oakville such as Midtown Understand residential population based on the net area of the site which includes an understanding of units per ha and people per ha Evaluation of approximate community benefit Review of size of park facility Evaluate distance to parks at 16 Mile Sports Complex Comments from the school board including capacity of schools Review impact on other community resources such as health care facilities and community centre Opportunity for childcare centres and other community resources including religious centres Review of cycling facilities and pedestrian and cycling safety Review of transportation impact study and proposed parking including any cost associated with an additional turning lane	Planning and Development Council	3/17/25	Planning and Development Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
		Evaluation of congestion and potential impact on emergency vehicles Site circulation including delivery drop offs Review of stormwater management including ultimate capacity of Stormwater Management on adjacent properties Evaluation of noise Privacy and overlook concerns Construction plans discussion			
Sports Activities and Equipment within Municipal Rights-of-Way	6/23/2025	That the general prohibition be lifted, in a limited fashion to allow identified sports (to be determined) on only specific types of roads and at certain times of day (to be determined) at the participants own risk, through a staff report that further informs Council on best practices in other jurisdictions.	Council	9/16/24	Transportation and Engineering Department
On-Street Daytime Parking	6/23/2025	That staff be requested to conduct a scan of Parking Regulations/By-laws in other municipalities within the GTHA and report back with recommendations regarding daytime on-street parking restrictions and the current three (3) hour on-street parking limit to accommodate more people working from home, multiple car families, contractors working at residence and multiple car families managing limited driveway space.	Council	11/18/24	Transportation and Engineering Department
Tasks before Escribe	11/30/2024	WHEREAS Regional Governance review by the Province has begun and is moving quickly; and WHEREAS the Public and Council require fulsome fact-based information on the potential impact a change in our governance model may have on our finances, services, current priorities and future. THEREFORE staff be directed to prepare a report forthwith on best practices in municipal governance including finances and debt level, potential service changes and service level changes and possible risks in consultation with our Regional Government, and provide it to Council at the next Council meeting.	Council	1/1/20	Corporate Strategy and Government Relations
Town of Oakville Council Strategic Plan and 2023/2026 Action Plan	8/31/2024	That staff report back on how green space is measured.	Council	7/11/23	Corporate Strategy and Government Relations
Climate Emergency Declaration Progress Report	8/31/2024	That staff report on the operation, success and progress of the Guelph local improvement charge program.	Council	7/11/23	Corporate Strategy and Government Relations
Public Notice and Engagement Policy and Procedure Update	12/31/2024	That this item be referred to staff to further explore public notice requirements for statutory public meetings and the timeframe to inform Council members of the matters within their ward and report back to Council at the August 13th Council meeting.	Council	6/17/24	Corporate Strategy and Government Relations

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Public Notice and Engagement Policy and Procedure Update	12/31/2024	That this item be referred back to staff to further review procedures to ensure that Council members are informed on local issues in advance of the public when permitted by law.	Council	11/18/24	Corporate Strategy and Government Relations
Gender Neutral Changerooms Report	4/28/2025	That staff be requested to prepare a report that provides a brief background on the implementation of gender neutral changerooms at town facilities; which includes: a high-level summary of public feedback received to date; adjustments and improvements with managing these facilities since their inception; and operational recommendations moving forward.	Council	1/27/25	Recreation and Culture
Indoor Asset Naming Policy	12/14/2026	That Staff investigate, report back and prepare a draft Indoor Asset Naming Policy for Councils consideration, including exploring the approaches of others, such as municipalities and school boards.	Council	3/24/25	Recreation and Culture
Tasks before Escribe	6/23/2025	That staff report back on the creation of a safety protocol for homeowners/tenants in private residences where they are unable to self-evacuate. That the report includes, but is not limited to, a communication strategy developed in partnership with community agencies serving vulnerable populations on how to develop a personal fire emergency escape plan, information on current subsidies available for renovations, creation of a registry for dwellings that have residents with mobility issues.	Council	1/1/20	Fire Department
Tasks before Escribe	8/11/2025	That staff report to Council in the fourth quarter of 2021 on the outcomes of the pilot overnight parking program in downtown Oakville and next steps.	Council	1/1/20	Municipal Enforcement Services Department
Tasks before Escribe	9/29/2025	THEREFORE, staff are requested to review opportunities to regulate the number and location of Pay Day Loan businesses as well as determine what other regulatory authority the Town might have to protect consumers from potentially usurious rates and predatory practices and to report back to Council with information and potential methods to regulate these businesses in the interest of consumer protection.	Council	1/1/20	Municipal Enforcement Services Department
Requests for Reports	11/30/2024	That staff report on the feasibility, costs, implications and timing of switching out level 1 EV charging stations installed on Lakeshore Road East (Downtown Oakville) with level 3 fast charging stations. And that staff review the implications and considerations of some or all of the costs of installing level 3 chargers being off-set by sponsors.	Council	7/5/21	Municipal Enforcement Services Department
Bronte Paid Parking Pilot Program	6/30/2024	That the report from Municipal Enforcement Services, titled Bronte Paid Parking Pilot Program, dated November 2, 2021 be received; That the pilot commercial parking program in the Bronte Village continue; and That staff report to Council in the first quarter 2023 on the Bronte Village commercial parking pilot program outcomes and next steps.	Council	11/15/21	Municipal Enforcement Services Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Business Licensing By-law Review Update	9/29/2025	3.That the Director of Municipal Enforcement Services be authorized to continue by-law preparations in accordance with the direction set out within this report, considering any comments received and report back with a new licensing by-law at a future Council meeting. 4.That Municipal Enforcement undertake a full food truck licensing review, including consultation with the industry, residents and BIAs, to develop a strategy framework for future licensing opportunities and report back to Council at a later date, maintaining the priority of the property standards and noise by-law review.	Council	1/31/22	Municipal Enforcement Services Department
Notice of Motion: Election Sign Regulations	9/29/2025	THEREFORE BE IT RESOLVED THAT: No person shall display an Election Sign at any location other than entirely on private property; No person shall display an Election Sign on private property without the permission or consent of the owner of the property; No person shall display, or permit to be displayed, an Election Sign which is in a state of disrepair so as to be unsafe or unsightly; and THAT staff develop a comprehensive set of rules that ensure signs are installed safely so as not to cause harm or hazard to residents on private property That the motion be referred to staff to undertake community consultation and report back, including legal advice, on the existing by-law regulations and availability of election signage, and options to further regulate and prohibit election signage, including third party elections signs on public property and the resources and cost of implementation.	Council	1/30/23	Municipal Enforcement Services Department
Sale and Discharge of Consumer Fireworks Response to Staff Direction	4/28/2025	That Council and staff consult with the public on the use and sale of consumer fireworks and report back to Council in the Fall of 2024.	Council	11/20/23	Municipal Enforcement Services Department
Business Licensing By-law Review Draft By-law	9/29/2025	That Council's comments and draft licensing by-law attached as Appendix A to the report from Municipal Enforcement Services dated June 4, 2024 be received for consideration and not passed at this time. That Municipal Enforcement Services report back with comments received from the business community and the final version of the licensing by-law in Q4 of 2024.	Council	6/17/24	Municipal Enforcement Services Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Election Sign By-law 2025-016	9/29/2025	<p>That the report Election Sign by-law 2025-016 be referred to Staff with a report back to provide additional information based on the questions provided as follows:</p> <p>That Staff perform additional consultation with the public in the form of a survey with questions that include restricting signs to private property.</p> <p>That staff engage with Ontario Municipalities who have restricted election signs to private property and discuss their experience with election sign restrictions and the public's feedback.</p> <p>That staff continue to monitor for legal cases that involve the restricting of the placement of election signs.</p> <p>That staff explore and report back on a solution to provide equal public space for election sign placement across all wards, so that the public realm argument is still given some regard.</p> <p>That staff develop a plan to inform the public and Councillors of the survey, in order to provide organizations an opportunity to encourage participation in the survey.</p> <p>That staff explore the feasibility and enforceability of imposing infractions in order to improve the Town's ability to deter vandalizing, destroying and defacing election signs.</p> <p>That staff explore the dispensation that can be given for those with boundary fences.</p> <p>A report that clearly outlines the feasibility and challenges associated with election sign by-law enforcement.</p> <p>That staff provide a measurable breakdown of usable public space in each ward for election signage.</p> <p>That staff report back on how they can educate candidates regarding the proper placement of elections in order to reduce signs from blocking each other.</p> <p>That staff revisit the 20 meter rule on public right of way, when in an area where the lots are 20 meters wide or less to ensure fairness for all candidates and voters who wish to display signs.</p> <p>That staff explore and report back on enforcement fines and if they are counted as an election expense.</p> <p>That staff collaborate with the Region of Halton regarding election sign placement and enforcement on Regional Roads.</p> <p>That staff explore sign material usage and whether or not some materials should be banned.(e.g. wire signs, and T bars).</p> <p>That staff provide clarity on election sign placement for residents who have a lawn and those who live in a high rise, and how do we create opportunity for them to participate in the process.</p>	Council	1/27/25	Municipal Enforcement Services Department

Outstanding Issues Listing - April 2025

Agenda Item	Due Date	Description	Meeting Type	Meeting Date	Department
Roles and Responsibilities in Managing Protests	4/28/2025	<p>That staff be directed to engage in virtual public consultation and engage experts as may be necessary on the development of a by-law to regulate certain forms of protests near vulnerable social infrastructure, recognizing that nothing in the by-law should prevent peaceful protests or demonstrations, and report back to Council with a draft by-law in the first quarter of 2025, including the following:</p> <p>Clear Definition: The regulated conduct should be limited, properly defined and focused on activities impeding access to vulnerable social infrastructure, without encroaching on criminal law powers, ie: violence or hate speech.</p> <p>Access Zone: Establishing an access zone from the property line of vulnerable social infrastructure that does not exceed what is reasonably necessary.</p> <p>Penalty: Maximum penalties must be rational and proportionate.</p>	Council	12/16/24	Municipal Enforcement Services Department/ Legal

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-053

A by-law to amend By-law 1984-1 (The Traffic By-law)

WHEREAS is it desirable to amend By-law 1984-001 by:

- a) Introducing “No Parking at Anytime” restrictions on both sides of AUBREY TURQUAND TRAIL from SAW WHET BOULEVARD to QUEENS PLATE ROAD; and
- b) Introducing “No Parking at Anytime” restrictions on both sides of BADGER CRESCENT from MERTON ROAD to MERTON ROAD; and
- c) Introducing “No Parking at Anytime” restrictions on both sides of BELT LANE from MERTON ROAD to MERTON ROAD; and
- d) Introducing “No Parking at Anytime” restrictions on both sides of CHARLES CORNWALL AVENUE from SAW WHET BOULEVARD to QUEENS PLATE ROAD; and
- e) Introducing “No Parking at Anytime” restrictions on both sides of EDWARD LEAVER TRAIL from SAW WHET BOULEVARD to MERTON ROAD; and
- f) Introducing “No Parking at Anytime” restrictions on both sides of FELICITY GARDENS from EDWARD LEAVER TRAIL to EDWARD LEAVER TRAIL; and
- g) Introducing “No Parking at Anytime” restrictions on both sides of HYACINTH CRESCENT from SAW WHET BOULEVARD to SAW WHET BOULEVARD; and
- h) Introducing “No Parking at Anytime” restrictions on both sides of IRENE CRESCENT from QUEENS PLATE ROAD to QUEENS PLATE ROAD; and
- i) Introducing “No Parking at Anytime” restrictions on both sides of IRONBRIDGE ROAD from CHARLES CORNWALL AVENUE to EDWARD LEAVER TRAIL; and
- j) Introducing “No Parking at Anytime” restrictions on both sides of LANE 167 over ITS ENTIRE LENGTH; and
- k) Introducing “No Parking at Anytime” restrictions on both sides of LANE 168 over ITS ENTIRE LENGTH; and
- l) Introducing “No Parking at Anytime” restrictions on both sides of LANE 175 over ITS ENTIRE LENGTH; and
- m) Introducing “No Parking at Anytime” restrictions on both sides of LITTLEFIELD CRESCENT from MERTON ROAD to LANE 175 TRAIL; and

- n) Introducing “No Parking at Anytime” restrictions on both sides of MEADOWSIDE PATH from SAW WHET BOULEVARD to HYACINTH CRESCENT; and
- o) Introducing “No Parking at Anytime” restrictions on both sides of MERTON ROAD from CHARLES CORNWALL AVENUE to SAW WHET BOULEVARD; and
- p) Introducing “No Parking at Anytime” restrictions on both sides of PONDSIDE TRAIL from CHARLES CORNWALL AVENUE to EDWARD LEAVER TRAIL; and
- q) Introducing “No Parking at Anytime” restrictions on both sides of QUEENS PLATE ROAD from YELLOW ROSE CIRCLE to ITS SOUTHERLY LIMITS; and
- r) Introducing “No Parking at Anytime” restrictions on both sides of SAW WHET BOULEVARD from BRONTE ROAD to ITS EASTERLY LIMITS; and
- s) Introducing “No Parking at Anytime” restrictions on both sides of STAG HOLLOW from CHARLES CORNWALL AVENUE to ITS EASTERLY LIMITS; and
- t) Introducing “No Parking at Anytime” restrictions on both sides of TRAILSIDE DRIVE from HIDDEN TRAIL to ITS SOUTHERLY LIMITS; and
- u) Introducing “No Parking at Anytime” restrictions on both sides of YELLOW ROSE CRICLE over ITS ENTIRE LENGTH; and
- v) Introducing “No Stopping at Anytime” restrictions on both sides of AUBREY TURQUAND TRAIL from SAW WHET BOULEVARD to QUEENS PLATE ROAD; and
- w) Introducing “No Stopping at Anytime” restrictions on both sides of BADGER CRESCENT from MERTON ROAD to MERTON ROAD; and
- x) Introducing “No Stopping at Anytime” restrictions on both sides of BELT LANE from MERTON ROAD to MERTON ROAD; and
- y) Introducing “No Stopping at Anytime” restrictions on both sides of CHARLES CORNWALL AVENUE from SAW WHET BOULEVARD to QUEENS PLATE ROAD; and
- z) Introducing “No Stopping at Anytime” restrictions on both sides of EDWARD LEAVER TRAIL from SAW WHET BOULEVARD to MERTON ROAD; and
- aa) Introducing “No Stopping at Anytime” restrictions on both sides of FELICITY GARDENS from EDWARD LEAVER TRAIL to EDWARD LEAVER TRAIL; and
- bb) Introducing “No Stopping at Anytime” restrictions on both sides of HYACINTH CRESCENT from SAW WHET BOULEVARD to SAW WHET BOULEVARD; and
- cc) Introducing “No Stopping at Anytime” restrictions on both sides of IRENE CRESCENT from QUEENS PLATE ROAD to QUEENS PLATE ROAD; and

- dd) Introducing “No Stopping at Anytime” restrictions on both sides of IRONBRIDGE ROAD from CHARLES CORNWALL AVENUE to EDWARD LEAVER TRAIL; and
- ee) Introducing “No Stopping at Anytime” restrictions on both sides of LANE 167 over ITS ENTIRE LENGTH; and
- ff) Introducing “No Stopping at Anytime” restrictions on both sides of LANE 168 over ITS ENTIRE LENGTH; and
- gg) Introducing “No Stopping at Anytime” restrictions on both sides of LANE 175 over ITS ENTIRE LENGTH; and
- hh) Introducing “No Stopping at Anytime” restrictions on both sides of LITTLEFIELD CRESCENT from MERTON ROAD to LANE 175 TRAIL; and
- ii) Introducing “No Stopping at Anytime” restrictions on both sides of MEADOWSIDE PATH from SAW WHET BOULEVARD to HYACINTH CRESCENT; and
- jj) Introducing “No Stopping at Anytime” restrictions on both sides of MERTON ROAD from CHARLES CORNWALL AVENUE to SAW WHET BOULEVARD; and
- kk) Introducing “No Stopping at Anytime” restrictions on both sides of PONDSIDE TRAIL from CHARLES CORNWALL AVENUE to EDWARD LEAVER TRAIL; and
- ll) Introducing “No Stopping at Anytime” restrictions on both sides of QUEENS PLATE ROAD from YELLOW ROSE CIRCLE to ITS SOUTHERLY LIMITS; and
- mm) Introducing “No Stopping at Anytime” restrictions on both sides of SAW WHET BOULEVARD from BRONTE ROAD to ITS EASTERLY LIMITS; and
- nn) Introducing “No Stopping at Anytime” restrictions on both sides of STAG HOLLOW from CHARLES CORNWALL AVENUE to ITS EASTERLY LIMITS; and
- oo) Introducing “No Stopping at Anytime” restrictions on both sides of TRAILSIDE DRIVE from HIDDEN TRAIL to ITS SOUTHERLY LIMITS; and
- pp) Introducing “No Stopping at Anytime” restrictions on both sides of YELLOW ROSE CRICLE over ITS ENTIRE LENGTH; and
- qq) Introducing a 40 km/h Rate of Speed on LAKESHORE ROAD EAST from MORRISON ROAD to GLOUCESTER AVENUE; and
- rr) Introducing a 40 km/h Rate of Speed on MAPLE GROVE DRIVE from LAKESHORE ROAD EAST to DEVON ROAD; and
- ss) Introducing a 40 km/h Rate of Speed on OLD ABBEY LANE from MILTON ROAD/NORTHWOOD DRIVE to A POINT 50 METRES WEST OF MONTROSE ABBEY DRIVE; and
- tt) Introducing a 40 km/h Rate of Speed on POSTRIDGE DRIVE from WHEAT BOOM DRIVE to THRESHIM MILL BOULEVARD; and

- uu) Introducing a 40 km/h Rate of Speed on REBECCA STREET from GARDEN DRIVE to SYBELLA DRIVE; and
- vv) Introducing a 40 km/h Rate of Speed on THRESHING MILL BOULEVARD from RIVER ROCK PATH to WILLIAM COLTSON AVENUE; and
- ww) Introducing a Community Safety Zone on REBECCA STREET from THIRD LINE to SUNSET DRIVE from January to December inclusive and from Monday to Sunday inclusive for 24 hours per day; and
- xx) Introducing a Community Safety Zone on REBECCA STREET from SAVNNAH GATE to LEES LANE from January to December inclusive and from Monday to Sunday inclusive for 24 hours per day; and
- yy) Introducing a Community Safety Zone on THRESHING MILL BOULEVARD from WILLIAM COLTSON AVENUE to RIVER ROCK PATH from January to December inclusive and from Monday to Sunday inclusive for 24 hours per day; and
- zz) Introducing a Community Safety Zone on WYNTEN WAY from KINGSWAY DRIVE to KINGSWAY DRIVE from January to December inclusive and from Monday to Sunday inclusive for 24 hours per day; and

WHEREAS it is necessary to amend the Traffic By-law to enact these provisions with the appropriate schedules attached.

COUNCIL ENACTS AS FOLLOWS:

The Traffic By-law is amended by deleting the following pages:

- a) Deleting page 36A and substituting page 36A as set out in Schedule “1” of this bylaw; and
- b) Deleting page 36B and substituting page 36B as set out in Schedule “1” of this bylaw; and
- c) Deleting page 37A and substituting page 37A as set out in Schedule “1” of this bylaw; and
- d) Deleting page 41 and substituting page 41 as set out in Schedule “1” of this bylaw; and
- e) Deleting page 45 and substituting page 45 as set out in Schedule “1” of this bylaw; and
- f) Deleting page 46B and substituting page 46B as set out in Schedule “1” of this bylaw; and
- g) Deleting page 54 and substituting page 54 as set out in Schedule “1” of this bylaw; and

- h) Deleting page 54A and substituting page 54A as set out in Schedule “1” of this bylaw; and
- i) Deleting page 56B and substituting page 56B as set out in Schedule “1” of this bylaw; and
- j) Deleting page 57B and substituting page 57B as set out in Schedule “1” of this bylaw; and
- k) Deleting page 60A and substituting page 60A as set out in Schedule “1” of this bylaw; and
- l) Deleting page 60B and substituting page 60B as set out in Schedule “1” of this bylaw; and
- m) Deleting page 66B and substituting page 66B as set out in Schedule “1” of this bylaw; and
- n) Deleting page 67B and substituting page 67B as set out in Schedule “1” of this bylaw; and
- o) Deleting page 71A and substituting page 71A as set out in Schedule “1” of this bylaw; and
- p) Deleting page 75A and substituting page 75A as set out in Schedule “1” of this bylaw; and
- q) Deleting page 79 and substituting page 79 as set out in Schedule “1” of this bylaw; and
- r) Deleting page 86B and substituting page 86B as set out in Schedule “1” of this bylaw; and
- s) Deleting page 123D and substituting page 123D as set out in Schedule “6” of this bylaw; and
- t) Deleting page 123E and substituting page 123E as set out in Schedule “6” of this bylaw; and
- u) Deleting page 124A and substituting page 124A as set out in Schedule “6” of this bylaw; and
- v) Deleting page 126A and substituting page 126A as set out in Schedule “6” of this bylaw; and
- w) Deleting page 128 and substituting page 128 as set out in Schedule “6” of this bylaw; and
- x) Deleting page 128E and substituting page 128E as set out in Schedule “6” of this bylaw; and
- y) Deleting page 132C and substituting page 132C as set out in Schedule “6” of this bylaw; and
- z) Deleting page 132D and substituting page 132D as set out in Schedule “6” of this bylaw; and
- aa) Deleting page 133E and substituting page 133E as set out in Schedule “6” of this bylaw; and
- bb) Deleting page 134B and substituting page 134B as set out in Schedule “6” of this bylaw; and

- cc) Deleting page 135D and substituting page 135D as set out in Schedule “6” of this bylaw; and
- dd) Deleting page 135E and substituting page 135E as set out in Schedule “6” of this bylaw; and
- ee) Deleting page 138E and substituting page 138E as set out in Schedule “6” of this bylaw; and
- ff) Deleting page 139B and substituting page 139B as set out in Schedule “6” of this bylaw; and
- gg) Deleting page 141C and substituting page 141C as set out in Schedule “6” of this bylaw; and
- hh) Deleting page 144 and substituting page 144 as set out in Schedule “6” of this bylaw; and
- ii) Deleting page 150D and substituting page 150D as set out in Schedule “6” of this bylaw; and
- jj) Deleting page 348 and substituting page 348 as set out in Schedule “23” of this bylaw; and
- kk) Deleting page 349 and substituting page 349 as set out in Schedule “23” of this bylaw; and
- ll) Deleting page 350 and substituting page 350 as set out in Schedule “23” of this bylaw; and
- mm) Deleting page 350A and substituting page 350A as set out in Schedule “23” of this bylaw; and
- nn) Deleting page 350B and substituting page 350B as set out in Schedule “23” of this bylaw; and
- oo) Deleting page 354 and substituting page 354 as set out in Schedule “23” of this bylaw; and
- pp) Deleting page 403C and substituting page 403C as set out in Schedule “31” of this bylaw; and
- qq) Deleting page 403D and substituting page 403D as set out in Schedule “31” of this bylaw; and

PASSED this 1st day of May, 2025

MAYOR

CLERK

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Ashdown Road	Neyagawa Boulevard	Providence Road	Both
Ashmore Drive	Grand Oak Trail	Westoak Trails Boulevard	Both
Ashridge Place	Thoresby Drive	Its Easterly Limits	Both
Ashwood Terrace	Oakhaven Drive	Ridgebank Drive	Both
Aspen Forest Drive	Ford Drive	Ford Drive	Both
Astra Way	Calloway Drive	Its Easterly Limits	Both
Atwood Lane	Towne Boulevard	Mowat Avenue	Both
Aubrey Turquand Trail	Saw Whet Boulevard	Queens Plate Road	Both
Avon Crescent	Its Westerly Limits	Amber Crescent	Both
Avondale Drive	Grosvenor Street	Glenashlon Drive	Both
Awenda Drive	Pinery Crescent	Arrowhead Road	Both
Aztec Gale	Calloway Drive	Grand Oak Trail	Both

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Schedule "1"

Amended by By-law: 1965-201; 1966-78; 1967-100; 1968-56; 1969-84; 1969-219; 1980-28; 1991-45; 1991-225; 1991-226; 1991-270; 1992-99; 1993-106; 1993-123; 1993-214;
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993; Dec. 1993;
1994-114; 1994-201; 1995-136; 1995-231; 1996-58; 1997-106; 1998-164; 1999-32; 1999-260; 2000-180; 2002-142; 2010-025; 2025-053;
Aug. 1994; Nov. 1994; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Dec. 1998; Dec. 2000; Sept. 2000; May 2002; Feb. 2010; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Badger Crescent	Merton Road	Merton Road	Both
Baccaro Road	Cheverie Street	Devon Road	Both
Baintree Crescent	Baronwood Drive	Baronwood Drive	Both
Balboa Court	Maple Grove Drive	Its Easterly Limits	Both
Baldwin Drive	Morrison Road	Its Southerly Limits	Both
Bailantry Road	Grosvenor Street	Pineview Drive	Both
Ballmer Trail	Threshing Mill Boulevard	Post Road	Both
Balmoral Place	Its Westerly Limits	Morrison Heights Drive	Both
Balsam Drive	Lakeshore Road East	MacDonald Road	Both
Banbury Crescent	Oak Springs Road	Oak Springs Road	Both
Barberry Green	Nottingham Gate	Its Westerly Limits	Both
Barclay Crescent	Bonnymeadow Road	Bonnymeadow Road	Both
Baronwood Drive	Carberry Way	Its Northerly Limits	Both

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Schedule "1"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1990-219 ; 1990-28 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-49 ; 1993-106 ; 1993-123 ; 1993-214 ;
July 1995; April 1996; March 1997; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993; Dec. 1993;
1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2010-033 ; 2023-123 ; 2025-053;
Aug.1994; Nov.1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept.2000; May 2002; Feb. 2010;Oct. 2023; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Begonia Gardens	George Savage Avenue	Carding Mill Trail	Both
Bel Air Drive	Lakeshore Road East	Its Easterly Limits	Both
Belt Lane	Merton Road	Merton Road	Both
Bellwood Avenue	Duncan Road	Constance Drive	Both
Belvedere Drive	Lake Ontario	Lakeshore Road West	Both
Belyea Street	East Street	Bronte Road	Both
Benita Court	Braeside Drive	Its Northerly Limits	Both
Bennington Gate	Chancery Lane East	Its Westerly Limits	Both
Bentley Road	Devon Road	Duncan Road	Both
Berkshire Court	Its Southerly Limits	Pilgrims Way	Both
Berkley Court	Over Its Entire Length		Both
Beryl Road	Its Westerly Limits	Winston Churchill Boulevard	Both

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Schedule "1"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1993-106 ; 1993-123 ; 1993-214 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-56 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2007-184 ; 2010-101 ; 2015-059 ; 2025-053.
Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; July 1996; July 1998; Aug. 1999; May 2000; Sept. 2000; Nov. 2002; May 2007; May 2010; May 2015; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Chalfield Drive	Kingsway Drive	Prince John Circle	Both
Chalmers Street	Lakeshore Road West	Its Easterly Limits	Both
Chamberlain Road	Linbrook Road	Its Northerly Limits	Both
Chancery Lane East	Lakeshore Road East	Carrington Place	Both
Chancery Lane West	Its Westerly Limits	Its Easterly Limits	Both
Chaplin Road	Lonsdale Lane	Agram Drive	Both
Charing Cross Gate	Sixth Line	Millicent Avenue	Both
Charles Polter Lane	Hiram Terrace	Trailside Drive	Both
Charles Biggar Drive	North Park Boulevard	North Park Boulevard	Both
Charles Cornwall Avenue	Saw Whet Boulevard	Queens Plate Road	Both
Charnwood Drive	Lakeshore Road East	Elmhurst Avenue	Both
Chartwell Road	Lake Ontario	South Service Road East	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2013-039 : 2023-123 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; July 2012; June 2013; Feb. 2020; Oct. 2023; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Eddie Shain Drive	Winterbourne Drive	Winterbourne Drive	Both
Edgehill Place	Nottingham Gate	Its Southerly Limits	Both
Edgerose Lane	Calloway Drive	Grand Oak Trail	Both
Edgeware Road	Its Southerly Limits	Fleetwood Road	Both
Edwards Court	Grand Boulevard	Its Northerly Limits	Both
Edward Leaver Trail	Saw Whet Boulevard	Merton Road	Both
Eighth Line	North Service Road East	Dundas Street East	Both
Eighth Line	Entire Service Road across frontages of House Numbers 1181 to 1219		East
Eighth Line	Service Road across frontages of House Number 1181 to House Number 1219 ; Southerly side of House Number 1181 to the center of House Number 1183 and from the northerly property line of House Number 1187 to the northerly property line of House Number 1215		West (Except by authorized Permit) (Vehicles in excess of 6.4 metres in length and trailers prohibited)
Eighth Line	Dundas Street East	Threshing Mill Boulevard	Both
Elder Lane	Stallybridge Drive	Its Northerly Limits	Both

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Schedule "1"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1990-219 ; 1990-28 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1993-106 ; 1993-123 ; 1993-214 ; July 1995; April 1996; March 1997; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993; Dec. 1993; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2012-040 ; 2013-039 ; 2025-053; Aug.1994; Nov.1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1999; May 2000; Sept.2000; May 2002; June 2012; June 2013; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Felhaber Crescent	North Ridge Trail	North Ridge Trail	Both
Felicity Gardens	Edward Leaver Trail	Edward Leaver Trail	Both
Fernlea Crescent	Grand Ravine Drive	Grand Ravine Drive	Both
Fiddlers Way	Over Its Entire Length		Both
Fieldcrest Lane	Pilgrims Way	Fieldstone Circle	Both
Fielding Court	Its Westerly Limits	Kimberley Drive	Both
Fieldstone Circle	Abbeywood Drive	Its Southerly Limits	Both
First Street	Lake Ontario	Lakeshore Road East	Both
Fleetwood Road	Grand Boulevard	Edgeware Road	Both
Florence Drive	Its Easterly Limits	Kerr Street	Both
Fonthill Drive	Wynten Way	Jonathan Drive	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993; Dec. 1993;
1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2011-143 : 2012-040 : 2025-053;
Aug.1994; Nov.1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept.2000; May 2002; Nov. 2011; June 2012; April 2025;

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Schedule "1"

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Inverhuron Trail	River Glen Boulevard	Howell Road	Both
Invicta Drive	North Service Road East	Its North-Easterly Limits	Both
Irene Crescent	Queens Plate Road	Queens Plate Road	Both
Ironbridge Road	Charles Cornwall Avenue	Edward Leaver Trail	Both
Ironwood Crescent	Over Its Entire Length		Both
Iroquois Shore Road	Trafalgar Road	Its Easterly Limits	Both
Isaac Avenue	Kaiting Trail	Sixteen Mile Drive	Both
Ivy Court	Its Southerly Limits	Linden Lane	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1996; March 1997; Feb. 1998; May 1999; Sept. 1999; Feb. 1999; Feb. 1999; Feb. 1999; Feb. 1999; Sept. 1999; Nov. 1999; May 1999; June 1999; Aug. 1999; Dec. 1999;
1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2011-112 : 2016-064 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; Dec. 2012; Sept. 2016; April 2025;

SCHEDULE "1" SECTION 5(3) NO PARKING AT ANYTIME – SIGNS ON DISPLAY			
Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Lane 132, 133, 134, 135, 136, 137, 138		Over Its Entire Length	Both
Lane 165	Grindstone Trail	Wheat Boom Drive	Both
Lane 167		Over Its Entire Length	Both
Lane 168		Over Its Entire Length	Both
Lane 175		Over Its Entire Length	Both
Langdale Crescent	Grange Road	Grange Road	Both
Langtry Drive	Bowman Drive	Brays Lane	Both
Lansdown Drive	Wynten Way	Gable Drive	Both
Lapsley Crescent	Calloway Drive	Calloway Drive	Both
Larry Crescent	Sixteen Mile Drive	Sixteen Mile Drive	Both
Laurelcrest Place	Stillmeadow Road	Stillmeadow Road	Both
Laurelwood Drive	Golden Briar Trail	Golden Briar Trail	Both
Lavender Lane	Poplar Drive	Burgundy Drive	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
 July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
 1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2007-184 : 2013-078 : 2016-064 : 2025-053;
 Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1996; July 1996; Aug. 1996; May 2000; Sept. 2000; May 2002; Nov. 2002; Oct. 2013; Sept. 2016; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Lionstone Drive	Ashmore Drive	Grand Oak Trail	Both
Lion's Valley Park Road	Over Its Entire Length		Both
Liplay Avenue	Over Its Entire Length		Both
Lisonally Court	Westdale Road	Its Southerly Limits	Both
Litchfield Road	Over Its Entire Length		Both
Littlefield Crescent	Merton Road	Lane 175	Both
Littlewood Drive	Central Park Drive	Taunton Road	Both
Littondale Lane	Wuthering Heights Way	Dewsbury Drive	Both
Liverpool Street	Weeping Willow Drive	Third Line	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1985; April 1986; March 1987; Feb. 1988; May 1988; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993; Dec. 1993;
1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-59 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2010-138 : 2013-039 : 2013-078 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; Dec. 1999; May 2000; Sept. 2000; May 2002; Aug. 2010; June 2013; Oct. 2013; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
McDowell Avenue	River Oaks Boulevard	Towne Boulevard	Both
McPherson Road	Its Southerly Limits	South Service Road West	Both
McWilliams Crescent	Sawmill Street	Sawmill Street	Both
Meadowglen Drive	Postmaster Drive	Foxfield Road	Both
Meadowland Drive	Wembley Road	River Oaks Boulevard East	Both
Meadowside Path	Saw Whet Boulevard	Hyacinth Crescent	Both
Meadowood Crescent	Cherryhill Road	Its North-Westerly Limits	Both
Meadow Marsh Crescent	Threshing Mill Boulevard	Threshing Mill Boulevard	Both
Melvin Avenue	Chartwell Road	Chamberlain Lane	Both
Mendel Court	Odessa Crescent	Its Northerly Limits	Both

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Schedule "1"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1993-106 ; 1993-123 ; 1993-214 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2013-078 ; 2016-064 ; 2025-053;
Aug.1994; Nov.1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1998; Dec. 1998; May 2000; Sept.2000; May 2002; Oct. 2013; Sept. 2016; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Merchants Gate	Third Line	Heritage Way	Both
Merton Road	Charles Cornwall Avenue	Saw Whet Boulevard	Both
Micheal Terrace	Donesle Drive	Chartwell Road	Both
Middlegate Road	Maldstone Crescent	Northwood Drive	Both
Milbourne Crescent	Nipigon Drive	Nipigon Drive	Both
Milkweed Way	Great Lakes Boulevard	Windgust Boulevard	Both
Millbank Drive	Grand Ravine Drive	Glenashton Drive	Both
Millbrook Avenue	Parklane Road	Parklane Road	Both
Miller Road	Oxford Avenue	Sixth Line	Both
Millford Lane	Riverstone Drive	Rosegate Way	Both
Millicent Avenue	Wheat Boom Drive	William Crawley Way	Both
Millstone Drive	Pine Glen Road	Kwinter Road	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2004-115; 2013-078; 2015-059; 2023-123; 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; July 2004; Oct. 2013; May 2015; Oct. 2023; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Sides</u>
Pineview Court	Its Southerly Limits	Pilgrims Way	Both
Pinewood Avenue	Chartwell Road	Poplar Drive	Both
Pipers Green	Pipers Green	Montrose Abbey Drive	Both
Potters Wheel Crescent	Pilgrims Way	Pilgrims Way	Both
Playter Place	King's College Drive	Its Southerly Limits	Both
Pleasant View Court	Montrose Abbey Drive	Its Easterly Limits	Both
Plymouth Drive	Bristol Circle (Westerly Intersection)	Winston Churchill Boulevard	Both
Pond Road	Maitland Road	Stratford Road	Both
Polly Drive	Carding Mill Trail	Preserve Drive	Both
Pondview Place	Ravineview Way	Woodridge Way	Both
Ponside Trail	Charles Cornwall Avenue	Edward Leaver Trail	Both
Post Road	Hays Boulevard	Loyalist Trail	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1999-132 : 1999-164 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2009-113 : 2010-138 : 2013-097 : 2014-121 : 2020-021 : 2023-123 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; Dec. 1999; May 2000; Sept. 2000; May 2002 : July 2009; Aug. 2010; Dec. 2013; Dec. 2014; Feb. 2020; Oct. 2023; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Queen Mary Drive	Bond Street	Speers Road	Both
Queens Avenue	Sewell Drive	Its Easterly Limits	Both
Queens Plate Road	Yellow Rose Circle	Its Southerly Limits	Both
Queensbury Crescent	Martindale Avenue	Martindale Avenue	Both

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Schedule "1"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1991-219 ; 1990-28 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1993-106 ; 1993-123 ; 1993-214 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1999-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-160 ; 2002-042 ; 2025-053;
Aug.1994; Nov.1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1999; May 2000; Sept.2000; May 2002; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Sides</u>
Sandy Lane	Cudmore Road	Skipper Lane	Both
Sarah Lane	Marine Drive	Windsor Gate	Both
Sarah Cline Drive	Ellen Davidson Drive	Lane 143/ Lane 144	Both
Sarta Road	Willis Drive	Its Westerly Limits	Both
Saugeen Road	Towne Boulevard	River Glen Boulevard	Both
Savannah Gate	Willowdown Road	Rebecca Street	Both
Saville Crescent	Seaton Drive	Seaton Drive	Both
Savoy Crescent	Sedgewick Crescent	Sedgewick Crescent	Both
Sawgrass Drive	Glenashton Drive	Oak Park Boulevard	Both
Sawmill Crescent	McWilliams Crescent/Hoey Crescent	Preserve Drive	Both
Saw Whet Boulevard	Bronte Road	Its Easterly Limits	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2014-023 : 2016-064 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; March 2014; Sept. 2016; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Squire Crescent	Ernest Appelbe Boulevard	Ernest Appelbe Boulevard	Both
St. Ann's Court	Its Easterly Limits	East Street	Both
St. Augustine Drive	Elmwood Drive	Speers Road	Both
St. Dominic Crescent	Sussex Street	Ventura Drive	Both
Stafford Drive	Sandbrook Road	Warwick Avenue	Both
Stag Hollow	Charles Cornwall Avenue	Its Easterly Limits	Both
Stalybridge Drive	Colonel William Parkway	Its Westerly Limits	Both
Stanbury Road	Second Avenue	Its Westerly Limits	Both
Stanfield Drive	Rebecca Street	Bridge Road	Both
Stationmaster Lane	Mayors Manor	Shipwright Road	Both
Stedford Road	Stevenson Road	Burloak Drive	Both
Steff Trail	Howell Road	New Wood Drive	Both
Stephans Crescent	Wildwood Drive	Fourth Line	Both

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2013-039 : 2014-121 : 2014-023 : 2014-121 : 2023-123 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; June 2013; Dec. 2014; March 2014; Dec. 2014; Oct. 2023; April 2025;

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Schedule "1"

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Tradewind Drive	Marine Drive	Its Northerly Limits	Both
Trafalgar Road	Lake Ontario	Its Northerly Limits	Both
Trafford Crescent	Over Its Entire Length		
Trailside Drive	Hidden Trail	Its Southerly Limits	Both
Trailview Drive	Westoak Trails Boulevard	Summit Ridge Crescent	Both
Trawden Way	Upper Middle Road West	Its Northerly Limits	Both
Trelawn Avenue	Lakeshore Road East	Hillhurst Road	Both
Treetop Terrace	Westoak Trails Boulevard	Oakpoint Road	Both
Trenton Road	Westminster Drive	Walby Drive	Both
Trevor Drive	Bridge Road	Waterford Street	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; June 1993; Aug. 1993;
1994-115; 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2013-039 : 2014-068 : 2025-053;
Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept. 2000; May 2002; June 2013; June 2014; April 2025;

SCHEDULE "1"
SECTION 5(3)
NO PARKING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Yarmouth Crescent		Over Its Entire Length	Both
Yellow Rose Circle		Over Its Entire Length	Both
Yolanda Drive	Sunset Drive	Bridge Road	Both
York Street	Wallace Road	Speers Road	Both
Zachary Crescent	Post Road	Post Road	Both
Zamuner Place	Upper Valley Crescent	Its Westerly Limits	Both

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Schedule "1"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1993-106 : 1993-123 : 1993-214 :
July 1995; April 1996; March 1997; Feb. 1998; May 1999; Sept. 1999; Feb. 1999; Feb. 1999; Aug. 1999; Sept. 1999; Nov. 1999; May 1999; June 1999; Dec. 1999;
1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1999-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2023-123; 2025-053;
Aug.1994; Nov.1994 : Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1999; May 2000; Sept.2000; May 2002; Oct.2023; April 2025;

SCHEDULE "g"
SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Ashdale Place	Chartwell Road	Its Easterly Limits	Both
Ashdown Road	Neyagawa Boulevard	Providence Road	Both
Ashmore Drive	Grand Oak Trail	Westoak Trails Boulevard	Both
Ashridge Place	Thoresby Drive	Its Easterly Limits	Both
Ashwood Terrace	Oakhaven Drive	Ridgebank Drive	Both
Aspen Forest Drive	Ford Drive	Ford Drive	Both
Astra Way	Calloway Drive	Its Easterly Limits	Both
Atwood Lane	Towne Boulevard	Mowat Avenue	Both
Aubrey Turquand Trail	Saw Whet Boulevard	Queens Plate Road	Both
Avon Crescent	Its Westerly Limits	Amber Crescent	Both
Avondale Drive	Grosvenor Street	Glenashion Drive	Both
Awenda Drive	Pinery Crescent	Arrowhead Road	Both
Aztec Gate	Calloway Drive	Grand Oak Trail	Both

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Schedule "g"

Amended by By-law: 1985-201 : 1986-78 : 1987-100 : 1988-56 : 1989-84 : 1989-219 : 1990-28 : 1990-201 : 1990-224 : 1991-45 : 1991-225 : 1991-226 : 1991-270 : 1992-99 : 1992-184 : 1993-106;
July 1995; April 1996; March 1997; Feb. 1998; May 1999; Sept. 1999; Feb. 1999; Sept. 1999; Oct. 1999; Feb. 1999; Aug. 1999; Sept. 1999; Nov. 1999; May 1999; Aug. 1999; June 1999;
1993-116 : 1993-123 : 1993-214 : 1994-115 : 1994-201 : 1995-136 : 1995-231 : 1996-58 : 1997-106 : 1998-164 : 1999-132 : 1999-261 : 2000-050 : 2000-180 : 2002-042 : 2010-025; 2025-053;
July 1993 : Aug. 1993 : Dec. 1993 : Aug. 1994; Nov. 1994 : Aug. 1995; Dec. 1995; April 1996; June 1996; July 1996; Aug. 1996; May 2000; Sept. 2000; May 2002; Feb. 2010; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Baccaro Road	Cheverie Street	Devon Road	Both
Badger Crescent	Merton Road	Merton Road	Both
Baintree Crescent	Baronwood Drive	Baronwood Drive	Both
Balboa Court	Maple Grove Drive	Its Easterly Limits	Both
Baldwin Drive	Morrison Road	Its Southerly Limits	Both
Bailantry Road	Grosvenor Street	Pineview Drive	Both
Ballmer Trail	Threshing Mill Boulevard	Post Road	Both
Balmoral Place	Its Westerly Limits	Morrison Heights Drive	Both
Balsam Drive	Lakeshore Road East	MacDonald Road	Both
Banbury Crescent	Oak Springs Road	Oak Springs Road	Both
Barberry Green	Nottingham Gate	Its Westerly Limits	Both
Barclay Crescent	Bonnymeadow Road	Bonnymeadow Road	Both
Baronwood Drive	Carberry Way	Its Northerly Limits	Both
Barringham Drive	Alexander Drive	Argyle Drive	Both

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1990-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1995-58 ; 1997-106 ; 1998-164 ; 1998-184 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2010-033; 2023-123; 2025-053;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; July 1996; Aug. 1999; Dec. 1999; May 2000; Sept. 2000; May 2002; Feb. 2010; Oct. 2023; April 2025;

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Schedule "g"

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Begonia Gardens	George Savage Avenue	Carding Mill Trail	Both
Bel Air Drive	Lakeshore Road East	Its Easterly Limits	Both
Belt Lane	Merton Road	Merton Road	Both
Belvedere Drive	Lake Ontario	Lakeshore Road West	Both
Belwood Avenue	Duncan Road	Constance Drive	Both
Belyea Street	East Street	Bronte Road	Both
Benita Court	Braeside Drive	Its Northerly Limits	Both
Bennington Gate	Chancery Lane East	Its Westerly Limits	Both
Bentley Road	Devon Road	Duncan Road	Both
Berkley Court	Over Its Entire Length		Both
Berkshire Court	Its Southerly Limits	Pilgrims Way	Both
Beryl Road	Its Westerly Limits	Winston Churchill Boulevard	Both
Bethnal Green Road	All Saints Crescent	Elmhurst Avenue	Both

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1990-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ; 1993-106;
July 1995; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992; June 1993;
1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2007-184 ; 2010-101 ; 2015-059 ; 2025-053;
July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1998; Dec. 1998; May 2000; Sept. 2000; May 2002; Nov. 2007; May 2010; May 2015; April 2025;

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Schedule "g"

NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Chalfield Drive	Kingsway Drive	Prince John Circle	Both
Chalmers Street	Lakeshore Road West	Its Easterly Limits	Both
Chamberlain Road	Linbrook Road	Its Northerly Limits	Both
Chancery Lane East	Lakeshore Road East	Carrington Place	Both
Chancery Lane West	Its Westerly Limits	Its Easterly Limits	Both
Chaplin Road	Lonsdale Lane	Agram Drive	Both
Chapelton Place	Nottingham Gate	Its Westerly Limits	Both
Charing Cross Gate	Sixth Line	Millicent Avenue	Both
Charles Biggar Drive	North Park Boulevard	North Park Boulevard	Both
Charles Cornwall Avenue	Saw Whet Boulevard	Queens Plate Road	Both
Charles Potter Lane	Hiram Terrace	Trailside Drive	Both
Charnwood Drive	Lakeshore Road East	Elmhurst Avenue	Both
Chartwell Road	Lake Ontario	South Service Road East	Both

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Schedule "6"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-59 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 1999; Sept. 2000; May 2002;
2012-062; 2013-039; 2020-021; 2023-123; 2025-053;
July 2012; June 2013; Feb. 2020; Oct. 2023; April 2025;

SCHEDULE "g"
SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Sides(s)</u>
Edgerose Lane	Calloway Drive	Grand Oak Trail	Both
Edgeware Road	Its Southerly Limits	Fleetwood Road	Both
Edwards Court	Grand Boulevard	Its Northerly Limits	Both
Edward Leaver Trail	Saw Whet Boulevard	Merton Road	Both
Eighth Line	North Service Road East	Dundas Street East	Both
Eighth Line	Entire Service Road across frontages of House Numbers 1181 to 1219		East
Eighth Line	Service Road across frontages of House Number 1181 to House Number 1219 ; Southerly side of House Number 1181 to the center of House Number 1183 and from the northerly property line of House Number 1187 to the northerly property line of House Number 1215		West (Except by authorized Permit) (Vehicles in excess of 6.4 metres in length and trailers prohibited)
Eighth Line	Dundas Street East	Threshing Mill Boulevard	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-59 ; 1992-184 ; July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 1999; Sept. 2000; May 2002;
2012-040; 2025-053;
June 2012; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 <u>Highway</u>	Column 2 <u>Location From</u>	Column 3 <u>Location To</u>	Column 4 <u>Side(s)</u>
Felhaber Crescent	North Ridge Trail	North Ridge Trail	Both
Felicity Gardens	Edward Leaver Trail	Edward Leaver Trail	Both
Fernlea Crescent	Grand Ravine Drive	Grand Ravine Drive	Both
Fiddlers Way	Over Its Entire Length		Both
Fieldcrest Lane	Pilgrims Way	Fieldstone Circle	Both
Fielding Court	Its Westerly Limits	Kimberly Drive	Both
Fieldstone Circle	Abbeywood Drive	Its Southerly Limits	Both
First Street	Lake Ontario	Lakeshore Road East	Both
Fleetwood Road	Grand Boulevard	Edgeware Road	Both
Florence Drive	Its Easterly Limits	Kerr Street	Both
Fonthill Drive	Wynten Way	Jonathan Drive	Both
Ford Drive	Chancery Lane West	Upper Middle Road East	Both

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1988-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-184 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2011-143;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 2000; Sept. 2000; May 2002; Nov. 2011;
2012-040; 2025-053;
June 2012-April 2025;

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Schedule "g"

**SCHEDULE "g"
SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY**

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Huntley Court	Lancaster Drive	Its Easterly Limits	Both
Hurley Drive	Bowman Drive	Brays Lane	Both
Huron Street	Its Westerly Limits	White Oaks Boulevard	Both
Hyacinth Crescent	Saw Whet Boulevard	Saw Whet Boulevard	Both
Hyde Park Gate	Bristol Circle	Dundas Street East	Both
Industry Street	Chartwell Road	South Service Road East	Both
Ingledene Drive	Its Westerly Limits	Gainsborough Drive (Northerly Intersection)	Both
Ingleshart Street	Spruce Street	Cornwall Road	Both
Ingleton Lane	Rochester Circle	Rochester Circle	Both
Inglewood Drive	Hawthorne Road	Hawthorne Road	Both
Innkeeper Court	Heritage Way	Its Westerly Limits	Both
Innville Crescent	Windgust Boulevard	Windgust Boulevard	Both

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Schedule "b"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-59 ; 1992-184 ; 1993-106;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992; June 1993;
1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-100 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2010-138;
July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995; Dec. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1998; May 2000; Sept. 2000; May 2002; Aug. 2010;
2012-112; 2025-053;
Dec. 2012; April 2025;

SCHEDULE "g"
SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Sides(s)</u>
Inverhuron Trail	River Glen Boulevard	Howell Road	Both
Invicta Drive	North Service Road East	Its North-Easterly Limits	Both
Irene Crescent	Queens Plate Road	Queens Plate Road	Both
Ironbridge Road	Charles Cornwall Avenue	Edward Leaver Trail	Both
Ironwood Crescent	Over Its Entire Length		Both
Iroquois Shore Road	Trafalgar Road	Its Easterly Limits	Both
Isaac Avenue	Kaitling Trail	Sixteen Mile Drive	Both
Ivy Court	Its Southerly Limits	Linden Lane	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-58 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-228 ; 1991-270 ; 1992-99 ; 1992-184 ; 1993-106;
July 1995; April 1996; March 1997; Feb. 1998; May 1998; Sept. 1998; Feb. 1999; Sept. 1999 ; Oct. 1999 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992; June 1993;
1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-261 ; 2000-050 ; 2000-180 ; 2002-042 ; 2012-112;
July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1998; Dec. 1998; May 2000; Sept. 2000; May 2002; Dec. 2012;
2016-064; 2025-053;
Sept. 2016; April 2025;

SCHEDULE "g"
SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Lane 167	Over Its Entire Length		Both
Lane 168	Over Its Entire Length		Both
Lane 175	Over Its Entire Length		Both
Langdale Crescent	Grange Road	Grange Road	Both
Langtry Drive	Bowman Drive	Brays Lane	Both
Lansdown Drive	Wynten Way	Gable Drive	Both
Lapsley Crescent	Calloway Drive	Calloway Drive	Both
Larry Crescent	Sixteen Mile Drive	Sixteen Mile Drive	Both
Laurelcrest Place	Stillmeadow Road	Stillmeadow Road	Both
Laurelwood Drive	Golden Briar Trail	Golden Briar Trail	Both
Lavender Lane	Poplar Drive	Burgundy Drive	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1988-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;

1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1995-58 ; 1997-106 ; 1998-184 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2007-184 ;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 2000; Sept. 2000; May 2002; Nov. 2007;
2013-078; 2016-064; 2025-053;
Oct. 2013; Sept. 2016; April 2025;

NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Lionstone Drive	Ashmore Drive	Grand Oak Trail	Both
Lion's Valley Park Road			Both
Liptay Avenue		Over Its Entire Length	
Lisonally Court	Westdale Road	Over Its Entire Length	
Litchfield Road		Its Southerly Limits	Both
Littfield Crescent	Merton Road		Both
Littlewood Drive	Central Park Drive	Lane 175	Both
Littondale Lane	Wuthering Heights Way	Taunton Road	Both
Liverpool Street	Weeping Willow Drive	Dewsbury Drive	Both
		Third Line	Both

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Schedule "6"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1988; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 - 106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-184 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995 ; Dec. 1995 ; April 1996 ; June 1997 ; July 1998 ; Aug. 1999 ; Dec. 1999 ; May 2000 ; Sept. 2000 ; May 2002 ;
2010-138 ; 2013-039 ; 2013-078 ; 2025-053 ;
Aug. 2010 ; June 039 ; Oct. 2013 ; April 2025 ;

SCHEDULE "6"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
McDowell Avenue	River Oaks Boulevard	Towne Boulevard	Both
McPherson Road	Its Southerly Limits	South Service Road West	Both
McWilliams Crescent	Sawmill Street	Sawmill Street	Both
Meadowglen Drive	Postmaster Drive	Foxfield Road	Both
Meadowland Drive	Wembley Road	River Oaks Boulevard East	Both
Meadowside Path	Saw Whet Boulevard	Hyacinth Crescent	Both
Meadow Marsh Crescent	Threshing Mill Boulevard	Threshing Mill Boulevard	Both
Meadowood Crescent	Cherryhill Road	Its North-Westerly Limits	Both
Melvin Avenue	Chartwell Road	Chamberlain Lane	Both
Mendel Court	Odessa Crescent	Its Northerly Limits	Both

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Schedule "6"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1995-58 ; 1997-106 ; 1998-164 ; 1998-164 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2013-078 ; 2016-064 ; 2025-053;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 2000; Sept. 2000; May 2002; Oct. 2013; Sept. 2016; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Side(s)</u>
Merchants Gate	Third Line	Heritage Way	Both
Merton Road	Charles Cornwall Avenue	Saw Whet Boulevard	Both
Merrybrook Lane	Windrush Drive	Willow Terrace	Both
Micheal Terrace	Donessla Drive	Chartwell Road	Both
Middlegate Road	Maldstone Crescent	Northwood Drive	Both
Milbourne Crescent	Nipigon Drive	Nipigon Drive	Both
Milkweed Way	Great Lakes Boulevard	Windgust Boulevard	Both
Millbank Drive	Grand Ravine Drive	Glenashlon Drive	Both
Millbrook Avenue	Parklane Road	Parklane Road	Both
Millford Lane	Over Its Entire Length		Both
Miller Road	Oxford Avenue	Sixth Line	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1988-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;

1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-184 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2004-115 ; 2013-078 ; 2025-053;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1997; Aug. 1998; May 2000; Sept. 2000; May 2002; July 2004; Oct. 2013; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 <u>Highway</u>	Column 2 <u>Location From</u>	Column 3 <u>Location To</u>	Column 4 <u>Side(s)</u>
Pineway Court	Its Southerly Limits	Pilgrims Way	Both
Pinewood Avenue	Chartwell Road	Poplar Drive	Both
Pipers Green	Pipers Green	Montrose Abbey Drive	Both
Playler Place	King's College Drive	Its Southerly Limits	Both
Plymouth Drive	Bristol Circle (Westerly Intersection)	Winston Churchill Boulevard	Both
Polly Drive	Carding Mill Trail	Preserve Drive	Both
Pond Road	Maitland Road	Stratford Road	Both
Pondside Trail	Charles Cornwall Avenue	Edward Leaver Trail	Both
Pondview Place	Ravineview Way	Woodridge Way	Both
Poole Drive	Munn's Avenue West	O'Donoghue Avenue	Both
Poplar Drive	Lavender Lane	Its Northerly Limits	Both
Portree Crescent	Valleyridge Drive	Valleyridge Drive	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1988-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;

1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-184 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 1997; July 1997; Aug. 1998; May 2000; Sept. 2000; May 2002;

2010-136; 2013-097; 2020-021; 2025-053;
Aug. 2010; Dec. 2013; Feb. 2020; April 2025;

SECTION 5(9)(v)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Queen Mary Drive	Bond Street	Speers Road	Both
Queens Plate Road	Yellow Rose Circle	Its Southerly Limits	Both
Queens Avenue	Sewell Drive	Its Easterly Limits	Both
Queensbury Crescent	Martindale Avenue	Martindale Avenue	Both

Page No.: 139B
Schedule "6"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-184 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2025-053;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 2000; Sept. 2000; May 2002; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Sandy Lane	Cudmore Road	Skipper Lane	Both
Sarah Lane	Marine Drive	Windsor Gate	Both
Sarah Cline	Ellen Davidson Drive	Lane 143/Lane 144	Both
Sarta Road	Willis Drive	Its Westerly Limits	Both
Saugeen Road	Towne Boulevard	River Glen Boulevard	Both
Savannah Gate	Willowdown Road	Rebecca Street	Both
Saville Crescent	Seaton Drive	Seaton Drive	Both
Savoy Crescent	Sedgewick Crescent	Sedgewick Crescent	Both
Saw Whet Boulevard	Bronte Road	Its Easterly Limits	Both
Sawgrass Drive	Glenashton Drive	Oak Park Boulevard	Both

Page No.: 141C
Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-59 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1989; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;

1993 -106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-064 ; 2002-042 ; 2014-023 ; 2016-064 ; 2025-053;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1996; Aug. 1996; Dec. 1996; May 2000; Sept. 2000; May 2002; Mar 2014; Sept. 2016; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Squire Crescent	Ernest Appelbe Boulevard	Ernest Appelbe Boulevard	Both
St. Ann's Court	Its Easterly Limits	East Street	Both
St. Augustine Drive	Elmwood Drive	Speers Road	Both
St. Dominic Crescent	Sussex Street	Ventura Drive	Both
Stafford Drive	Sandbrook Road	Warwick Avenue	Both
Stag Hollow	Charles Cornwall Avenue	Its Easterly Limits	Both
Stalybridge Drive	Colonel William Parkway	Its Westerly Limits	Both
Stanfield Drive	Rebecca Street	Bridge Road	Both
Stanbury Road	Secord Avenue	Its Westerly Limits	Both
Stationmaster Lane	Mayors Manor	Shipwright Road	Both
Stedford Road	Stevenson Road	Burloak Road	Both
Stefi Trail	Howell Road	New Wood Drive	Both
Stephans Crescent	Wildwood Drive	Fourth Line	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ; 1993-106;
July 1995; April 1996; March 1997; Feb. 1998; May 1999; Sept. 1999; Feb. 1999; Sept. 1999; Oct. 1999; Feb. 1999; Aug. 1999; Sept. 1999; Nov. 1999; May 1999; Aug. 1999; June 1999;
1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2013-039 ; 2014-023 ; 2014-121; 2023-123; 2025-053;
July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995; Dec. 1995; April 1996; June 1997; July 1998; Aug. 1998; Dec. 1998; May 2000; Sept. 2000; May 2002; June 2013; Mar 214; Dec 2014; Oct. 2023; April 2025;

SCHEDULE "g"
SECTION 5(9)(V)
NO STOPPING AT ANYTIME – SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Side(s)
Yarmouth Crescent		Over Its Entire Length	Both
Yellow Rose Circle		Over Its Entire Length	Both
Yolanda Drive	Sunset Drive	Bridge Road	Both
York Street	Wallace Road	Speers Road	Both
Zamuner Place	Upper Valley Crescent	Its Westerly Limits	Both
Zachary Crescent	Post Road	Post Road	Both

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Schedule "g"

Amended by By-law: 1985-201 ; 1986-78 ; 1987-100 ; 1988-56 ; 1989-84 ; 1989-219 ; 1990-28 ; 1990-201 ; 1990-224 ; 1991-45 ; 1991-225 ; 1991-226 ; 1991-270 ; 1992-99 ; 1992-184 ;
July 1985; April 1986; March 1987; Feb. 1988; May 1988; Sept. 1989; Feb. 1990; Sept. 1990 ; Oct. 1990 ; Feb. 1991; Aug. 1991; Sept. 1991; Nov. 1991; May 1992; Aug. 1992;
1993 - 106 ; 1993-116 ; 1993-123 ; 1993-214 ; 1994-115 ; 1994-201 ; 1995-136 ; 1995-231 ; 1996-58 ; 1997-106 ; 1998-164 ; 1999-132 ; 1999-281 ; 2000-050 ; 2000-180 ; 2002-042 ; 2023-123 ; 2025-053 ;
June 1993 ; July 1993 ; Aug. 1993 ; Dec. 1993 ; Aug. 1994 ; Nov. 1994 ; Aug. 1995 ; Dec. 1995 ; April 1996 ; June 1996 ; July 1996 ; Aug. 1996 ; Dec. 1996 ; May 2000 ; Sept. 2000 ; May 2002 ; Oct. 2023 ; April 2025 ;

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SCHEDULE "23"
SECTION 12(1) (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
Kings College Drive	Third Line	Heritage Way	40
Kingsridge Drive	Highmount Crescent/Sandstone Drive	Milliken Drive/Alderbrook Drive	40
Kingsway Drive	A point 50 metres west of Chalfield Drive	A point 100 metres east of Prince John Circle	40
Lakeshore Road East	A point 40 metres east of Devon Road	A point 90 metres west of Winston Churchill Boulevard	40 between the hours of 8:00 a.m. to 8:35 a.m.; 3:25 p.m. to 4:30 p.m.; each weekday that Clanmore Montessori School is open to students
Lakeshore Road East	Morrison Road	Gloucester Avenue	40
Lakeshore Road West	Birch Hill Lane	Whittington Place	40
Lancaster Drive	Grosvenor Street	Harcroft Court	40
Langtry Drive	Bowman Drive	Bray's Lane	40
Linbrook Road	Copeland Court	Chamberlain Lane	40
Livery Lane	Its Southerly Limits	Lumberman Lane	40
Lower Base Line	Bronte Road	A Point 1800 Metres East of Bronte Road	60
Lower Base Line	A Point 1800 Metres East of Bronte Road	Its Easterly Limits	70
Lumberman Lane	Wheelwright Road	Postmaster Drive	40
Amended by By-law:	1990-201 : Sept. 1990;	1991-226 : 1999-132; Sept. 1991; Aug 1999;	Schedule "23" - 348 -
		2002-032; 2009-113; 2010-101; 2020-021; 2021-150; 2025-053; Apr. 2002; July 2009; May 2010; Feb. 2020; Dec. 2021; April 2025;	

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SCHEDULE "23"
SECTION 12(1) - (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit Km/h
MacDonald Road	Balsam Drive	Chartwell Road	40
Maple Grove Drive	Lakeshore Road East	Devon Road	40
Maurice Drive	Elmwood Drive	A point 80 metres south of Stewart Street	40
Mayfield Drive	Oxford Avenue	Pembroke Drive	40
Mayors Manor	Heritage Way	Shipwright Road	40
McCraney Street East	Sixth Line	Montclair Drive	40
Merchants Gate	Third Line	Heritage Way	40
Milkweed Way	Great Lakes Boulevard	Nautical Boulevard	40
Millbank Drive	Grand Ravine Drive	Glenashion Drive	40
Mistwell Crescent	Great Lakes Boulevard	Great Lakes Boulevard	40
Montclair Drive	Sewell Drive	McCraney Street East	40
Morden Road	Rebecca Street	Mary Street	40
Morrison Road	Lakeshore Road East	Its Northern Limits	40
Mum's Avenue West	River Oaks Boulevard West	Rimington Drive	40
Nautical Boulevard	Great Lakes Boulevard	Great Lakes Boulevard	40
Neyagawa Boulevard	Upper Middle Road West	(Dundas Street West)	60

Amended by By-law: 1987-100; 1995-231; 1997-106; 2002-174; 2009-113; 2017-083; 2019-088; 2020-021; 2020-068; 2021-150; 2022-101; 2025-053;
Mar. 1987; Dec. 1995; June 1997; Aug. 2002; July 2009; Sept. 2017; Sept. 2019; Feb. 2020; June 2020; Dec. 2021; Sept. 2022; April 2025;

Schedule "23"
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SCHEDULE "23"
SECTION 12(1) - (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit km/h
Neyagawa Boulevard	Dundas Street West	Burnhamthorpe Road West	80
Ninth Line	Upper Middle Road East	Dundas Street East	60
Ninth Line	Dundas Street East	Oakville / Milton Boundary	60
Normandy Place	Its Easterly Limits	Kerr Street	40
N Forster Park Drive	Its Easterly Limits	Forster Park Drive	40
North Park Boulevard	Sunflower Drive	A point 100m east of George Savage Avenue	40
North Service Road West	QEW off ramp at Kerr Street	Bronte Road	60
North Service Road East	Iroquois Shore Road	Ford Drive	60
Nottingham Gate	A point 150 metres south of the southerly property line of St. Matthew Catholic Elementary School	A point 150 metres north of the northerly property line of St. Matthew Catholic Elementary School	40
Nottingham Gate	A point 25 metres south of Upper Middle Road	A point 20 metres north of Pilgrims Way	40 between the hours of 7:50 a.m. to 8:25 a.m.; 10:55 a.m. to 1:20 p.m.; 2:25 p.m. to 3:00 p.m.; on each weekday that coincides with the opening of the St. Ignace of Loyola Catholic Secondary School is open to students
Oakwood Crescent	River Side Drive	S Forster Park Drive	40
Old Abbey Lane	Milton Road/Northwood Drive	A point 50 metres west of Montrose Abbey Drive	40
Old Lakeshore Road	Third Line	Its Easterly Limits	40
Ontario Street	Marine Drive	East Street	40

Amended by By-law: 1987-100 : 1990-201 : 1992-99 : 2007-172 : 2008-131 : 2009-016 : 2017-042 : 2017-062 : 2020-021 : 2021-150 : 2023-002 : 2024-124 : 2025-053;
Mar. 1987; Sept. 1990; May 1992; Oct. 2007; Sep. 2008; Feb. 2009; May 2017; July 2017; Feb. 2020; Dec. 2021; Jan. 2023; Sept. 2024; April 2025;

Schedule "23"
- 350 -

Page No.: 350A

SCHEDULE "23"
"NON-CONNECTING LINK (Cont'd SECTION 12(1))"
RATES OF SPEED - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit
Oxford Avenue	Mayfield Drive/Oliver Place	McCransy Street West	40
Palmer Avenue	Reynolds Street	Watson Avenue	40
Parish Lane	Heritage Way	Reeves Gate	40
Pembroke Drive	Miller Road	Russell Drive	40
Petria Way	Spring Azure Crescent	Great Lakes Boulevard	40
Playler Place	Kings College Drive	Its Southerly Limits	40
Pilgrims Way	Blackburn Drive	Pineway Court/ Mapleridge Crescent	40
Pine Glen Road	Whistling Springs Crescent	Postmaster Drive	40
Pine Glen Road	Proudfoot Trail	Newcastle Crescent (westerly intersection)	40
Pinery Crescent	Rockingham Drive	Arrowhead Road	40
Post Road	Dundas Street East	Carnegie Drive/Zachary Crescent	40
Postridge Drive	Wheat Boom Drive	Threshing Mill Boulevard	40
Postmaster Drive	Heritage Way	Upper Middle Road W	40
Prince Charles Drive	Bartos Drive	Its Westerly Limits	40
Queen Mary Drive	Rebecca Street	Speers Road	40
Raspberry Bush Trail	Nautical Boulevard	Great Lakes Boulevard	40
Ravine Gate	Stationmaster Lane	Ravine Gate	40
Rebecca Street	Mississaga Street	Burloak Road	60

Amended by By-law: 187-100 : 1990-201 : 1992-99 : 1993-123 : 2004-159 : 2019-088 : 2021-150 : 2022-101 : 2023-002 : 2024-124 : 2025-053;
 Mar. 1987; Sept. 1990; May 1992; Aug. 1993; Dec. 2004; Sept. 2019; Dec. 2021; Sept. 2022; Jan. 2023; Sept. 2024; April 2025;

Schedule "23"
 - 350A -

Page No.: 350B

SCHEDULE "23"
SECTION 12(1) - (Cont'd)
RATES OF SPEED - SIGNS ON DISPLAY

Column 1 Highway	Column 2 Location From	Column 3 Location To	Column 4 Speed Limit Km/h
Rebecca Street	Garden Drive	Sybella Drive	40
Rebecca Street	A point 120 metres east of Lees Lane	A point 45 metres west of Sandwell Drive	40 Between the hours of 7:40 a.m. to 8:20 a.m.; 10:50 a.m. to 1:35 p.m.; 2:35 p.m. to 3:20 p.m.; on each weekday that T. A. Blakelock Secondary School is open to students
Rebecca Street	Bronte Road	Sussex Street	40
Reeves Gate	Heritage Way	Upper Middle Road W	40
Reynolds Street	Summer Avenue	Cornwall Road	40

Schedule "23"
- 350B -

Amended by By-law: 1987-100; 1990-201; 1992-99; 1993-123; 1997-106; 2021-150; 2024-124; 2025-053;
Mar. 1987; Sept. 1990; May 1992; Aug. 1993; June 1997; Dec. 2021; Sept. 2024; April 2025;

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SCHEDULE "23"
SECTION 12(1) (CONTD)
RATES OF SPEEDS - SIGNS ON DISPLAY

<u>Column 1</u> <u>Highway</u>	<u>Column 2</u> <u>Location From</u>	<u>Column 3</u> <u>Location To</u>	<u>Column 4</u> <u>Speed Limit</u> <u>Km/h</u>
Tansley Drive	Sherin Drive	A point 90m east of Third Line	40
Tawny Crescent	Creek Path Avenue	Creek Path Avenue	40
Threshing Mill Boulevard	River Rock Path	William Colton Avenue	40
Third Line	Speers Road	Liverpod Street	60
Third Line	Salvator Boulevard	Lakeshore Road West	40
Timeless Drive	Turning Leaf Road	Great Lakes Boulevard	40
Tinsmith Lane	Carpenters Circle	Stonecutter Drive	40
Thornlea Drive	A point 110 m south of Salmon Road	Salvator Boulevard	40
Trafalgar Road	Lawson Street	MacDonald Road	40
Trevor Drive	Waterford Street	Bridge Road	40
Turning Leaf Road	Nautical Boulevard	Fritillary Street	40

Amended by By-law: 1988-56; 1989-84; 1996-284; 2000-180; 2001-209; 2002-032; 2020-021; 2021-150; 2022-101; 2024-124; 2025-053;
Feb. 1988; May 1989; Dec. 1996; Sept. 2000; Nov. 2001; Apr. 2002; Feb. 2020; Dec. 2021; Sept. 2022; Sept. 2024; April 2025;

Schedule "23"
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SCHEDULE "31"
SECTION 11A
COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY

River Glen Boulevard	Towne Boulevard	Mowat Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Sussex Street	Bronte Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Garden Drive	Sybella Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Third Line	Sunset Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours
Rebecca Street	Savannah Gate	Lees Lane	January to December inclusive	Monday to Sunday inclusive	24 Hours
Reynolds Street	Cornwall Road	Summer Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours

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Introduced by By-law : 2022-101; 2023-002; 2024-124; 2025-053;
Sept. 2022; Jan. 2023; Sept. 2024; April 2025;

SCHEDULE "31" SECTION 11A COMMUNITY SAFETY ZONES - SIGNS ON DISPLAY					
Column 1 Location	Column 2 Location From	Column 3 Location To	Column 4 Months of Year	Column 5 Day(s)	Column 6 Time(s)
Sixteen Mile Drive	Trailside Drive	Larry Crescent/ Isaac Avenue	January to December inclusive	Monday to Sunday inclusive	24 Hours
Sixth Line	A point 75 metres south of Elm Road	Upper Middle Road East/ Upper Middle Road West	January to December inclusive	Monday to Sunday inclusive	24 Hours
Threshing Mill Boulevard	William Colson Avenue	River Rock Path	January to December inclusive	Monday to Sunday inclusive	24 Hours
Trafalgar Road	Lawson Street	Macdonald Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Trevor Drive	Waterford Street	Bridge Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Valleyridge Drive	Scot Craig Crescent	Dundas Street West	January to December inclusive	Monday to Sunday inclusive	24 Hours
Westbark Trails Boulevard	Brookhaven Crescent/ Arbournview Drive	Colbeck Street/ Amberglen Court	January to December inclusive	Monday to Sunday inclusive	24 Hours
White Oaks Boulevard (northerly intersection)	Marlborough Court	Trafalgar Road	January to December inclusive	Monday to Sunday inclusive	24 Hours
Wynnen Way	Kingsway Drive	Kingsway Drive	January to December inclusive	Monday to Sunday inclusive	24 Hours

Introduced by By-law : 2022-101; 2023-002; 2025-053;
Sept. 2022, Jan. 2023, April 2025,

Page No. 403D



THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-092

A by-law to confirm the proceedings of a meeting of Council

COUNCIL ENACTS AS FOLLOWS:

1. Subject to Section 3 of this by-law, every decision of Council taken at the meeting at which this by-law is passed and every resolution passed at that meeting shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. The execution and delivery of all such documents as are required to give effect to the decisions taken at the meeting at which this by-law is passed and the resolutions passed at that meeting are hereby authorized.
3. Nothing in this by-law has the effect of giving to any decision or resolution the status of a by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.

PASSED this 1st day of May, 2025

Rob Burton

Mayor

Andrea Holland Acting Town Clerk

THE CORPORATION OF THE TOWN OF OAKVILLE

BY-LAW NUMBER 2025-035

A by-law to remove Holding "H" Provision on lands described as Part of Lot 8 & 9, Concession 1 NDS. Mattamy (Joshua Creek) Limited, File No. ZH 9/24

WHEREAS By-law 2023-083 delegates powers and duties with authority from Council to the Commissioner of Community Development, or designate to approve by-laws of a minor nature under section 34 of the *Planning Act* with respect to certain matters, including the removal of holding symbols under section 36 of the *Planning Act*;

WHEREAS the Commissioner of Community Development is satisfied that notice of the intention to pass a by-law to authorize the removal of Holding Provision "H60" was given in accordance with the requirements of the *Planning Act*; and

WHEREAS the Commissioner of Community Development is satisfied that the Conditions for the removal of the holding symbol set out section 9 of the Zoning By-law 2009-189, have been satisfied.

COUNCIL ENACTS AS FOLLOWS:

1. Map 12(6) of By-law 2009-189, as amended, is further amended by removing the holding symbol from the lands depicted on Schedule "A" to this By-law.
2. Section 9, Holding Provisions, of By-law 2009-189, as amended is further amended by deleting Table H60 in its entirety and replacing it with the following:

"H60 - Removed by By-law 2025-035"

3. This By-law comes into force upon the day it is passed.

PASSED this 20th day of March 2025



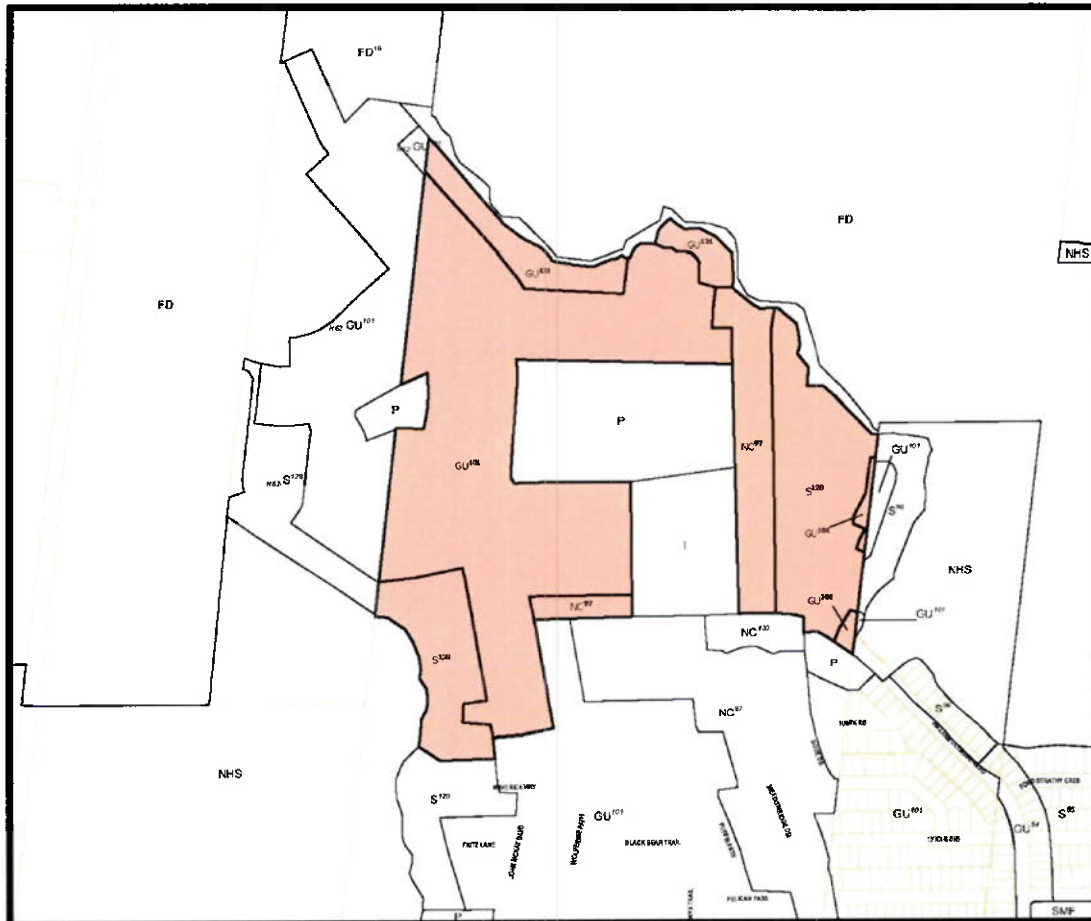
Michael Mizzi
Commissioner of Community Development
as delegate for Council



Andrea Holland
Acting Town Clerk

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SCHEDULE "A"
To By-law 2025-035



AMENDMENT TO BY-LAW 2009-189



H60 is removed from the subject lands

EXCERPT FROM MAP
12 (6)



SCALE: 1:7,000