



The Corporation of the Town of Ajax Council

Monday, September 21, 2026, 1:00 PM

Closed Session to immediately follow Open Session Virtual Meeting

This meeting occurs virtually and open portions will be live streamed for viewing at www.ajax.ca/live. Electronic participation is permitted pursuant to Council's Procedure By-law and may be arranged by e-mailing clerks@ajax.ca. Alternative formats of this agenda are available on request by contacting accessibility@ajax.ca.

1. Call to Order and Acknowledgement of Traditional Treaty Lands

2. Disclosure of Pecuniary Interest

3. Adoption of Minutes

3.1. Special Meeting - June 16, 2026

[Special Meeting - June 16, 2026](#)

3.2. Regular Meeting - June 22, 2026

[Regular Meeting - June 22, 2026](#)

3.3. Closed Meeting - June 22, 2026

3.4. Special Meeting - August 11, 2026

[Special Meeting - August 11, 2026](#)

4. Question Period

5. Delegations, Presentations and Public Meetings

5.1. Delegation - Item 6.1 Petition in Relation to Hartrick House (120 Roberson Drive)

Zainul Abedin, Ajax Resident

5.2. Delegation - Item 6.1 Petition in Relation to Hartrick House (120 Roberson Drive)

Alexandra Van Asperen, Ajax Resident

5.3. Delegation - Item 6.1 Petition in Relation to Hartrick House (120 Roberson Drive)

Andy Nauth, Ajax Resident

5.4. Delegation – Item 6.1 Petition in Relation to Hartrick House (120 Roberson Drive)

Riley Gill, Ajax Resident

5.5. Delegation - Item 7.2 General Government Committee Report, September 14, 2026 (Report CSD-2026-16)

Piyali Correya, Ajax Resident

5.6. Delegation - Item 7.2 General Government Committee Report, September 14, 2026 (Report CSD-2026-16)

Ranjithkumar Paranivasagam, Ajax Resident

5.7. Presentation - Accessibility Advisory Committee End of Term Update

Jim Lawrence, Co-Chair, Accessibility Advisory Committee
Manas Khanna, Member, Accessibility Advisory Committee

5.8. Presentation - Heritage Advisory Committee End of Term Update

Jane Gilbert, Co-Chair, Heritage Advisory Committee
Lisa Patel, Co-Chair, Heritage Advisory Committee

5.9. Public Meeting - Zoning By-law Amendment Application Z17/26 - Southeast Corner of Rossland Road West and Harkins Drive

Pursuant to section 284.3 of the Municipal Act, 2001

6. Correspondence

6.1. Petition in Relation to Hartrick House (120 Roberson Drive)

Save the Hartrick House Community Group

[Petition in Relation to Hartrick House \(120 Roberson Drive\)](#)

7. Standing Committee Reports

7.1. Community Affairs and Planning Committee Report - September 8, 2026

[Community Affairs and Planning Committee Report - September 8, 2026](#)

7.2. General Government Committee Report - September 14, 2026

[General Government Committee Report - September 14, 2026](#)

8. Departmental Reports

8.1. FIN-2026-18: Delegation of Authority for Property Assessment and Tax Appeals, and Collection of Taxes

Julie Mepham, Director of Finance/Treasurer

[Delegation of Authority for Property Assessment and Tax Appeals, and Collection of Taxes](#)

[ATT-1 By-law XX-2026 - Delegation of Authority for Tax Appeals](#)

9. Regional Councillors Reports

10. Business Arising from Notice of Motion

10.1. Fireworks Exemption Request

Regional Councillor Crawford / Councillor Henry

[Fireworks Exemption Request](#)

11. By-laws

11.1. By-law 87-2026 Zoning By-law Amendment Application Z17 26 - Southeast Corner of Rossland Road West and Harkins Drive

Subject to approval by 1/3 of Council per Section 284.11.1 of the Municipal Act, 2001

[Zoning By-law Amendment Application Z17 26 - Southeast Corner of Rossland Road West and Harkins Drive](#)

11.2. By-law 88-2026 Inclusionary Zoning - Official Plan Amendment

[Inclusionary Zoning - Official Plan Amendment](#)

11.3. By-law 89-2026 Inclusionary Zoning - Zoning By-law Amendment

[Inclusionary Zoning - Zoning By-law Amendment](#)

11.4. By-law 90-2026 2027 Fees and Charges By-law

[2027 Fees and Charges By-law](#)

11.5. By-law 91-2026 By-law to Establish Accessibility Advisory Committee

[By-law to Establish Accessibility Advisory Committee](#)

11.6. By-law 92-2026 By-law to Establish Heritage Advisory Committee

[By-law to Establish Heritage Advisory Committee](#)

11.7. By-law 93-2026 By-law to Establish Committee of Adjustment

[By-law to Establish Committee of Adjustment](#)

11.8. By-law 94-2026 By-law to Establish Property Standards Appeal / Animal Services Appeal Committee

[By-law to Establish Property Standards Appeal / Animal Services Appeal Committee](#)

11.9. By-law 95-2026 Delegation of Authority for Property Assessment and Tax Appeals, and Collection of Taxes

[Delegation of Authority for Property Assessment and Tax Appeals, and Collection of Taxes](#)

12. Notice of Motion

13. New Business and Announcements

14. Closed Session

14.1. Commercial Leases – Harwood Plaza

- To discuss a proposed or pending acquisition or disposition of land by the municipality or local board; [Sec. 239(2)(c), Municipal Act, 2001, as amended] and
- To discuss 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. [Sec. 239(2)(k), Municipal Act, 2001, as amended].

15. Confirming By-law

[Confirming By-law 96-2026](#)

16. Adjournment



DRAFT MINUTES – SUBJECT TO APPROVAL

Minutes of the Special Meeting of the Council of the Corporation of the Town of Ajax Held Virtually Tuesday, June 16, 2026

Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347

Present:	Mayor	-	S. Collier
	Regional Councillors	-	M. Crawford
		-	S. Lee
		-	J. Dies
	Councillors	-	R. Tyler Morin
		-	N. Henry
Regrets:	Councillor	-	L. Bower

1. Call to Order & Acknowledgement of Traditional Treaty Lands

Mayor Collier called the meeting to order at 10:00 a.m. and acknowledged traditional treaty lands.

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Departmental Reports

3.1. PSA-2026-11: Development Charge Reduction Program

Council Members asked questions related to the contents of the report. Mayor Collier, Christie McLardie, Director of Public & Strategic Affairs, Julie Mephram, Acting Director of Finance/Treasurer, and Geoff Romanowski, Director of Planning & Development Services, responded to questions from Council Members.

Main Motion

Moved by: M. Crawford
Seconded by: S. Lee

1. That the Director of Public and Strategic Affairs and Acting Director of Finance and Treasurer be authorized to submit an application to the Canada-Ontario Partnership to Build - Development Charge Reduction Program (DCRP) for five priority projects and to negotiate participation in the program; and
2. That, subject to the satisfactory negotiation of a Transfer Payment Agreement, Council direct that residential development charges be reduced by up to 50% for a period of three years, effective March 30, 2026 to March 30, 2029; and
3. That the Director of Public and Strategic Affairs and Acting Director of Finance and Treasurer be authorized to execute all necessary agreements and documents required to participate in the program; and
4. That this report be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Rob Flack, Minister of Municipal Affairs and Housing; Jennifer McKelvie, Parliamentary Secretary to the Minister of Housing and Infrastructure and Member of Parliament for Ajax; and Rob Cerjanec, Member of Provincial Parliament for Ajax.

Amendment

Moved by: M. Crawford
Seconded by: S. Lee

That the motion be amended by removing clause #2 and adding the following:

2. That Council direct that residential development charges be reduced by up to 50% for a period of three years, effective March 30, 2026 to March 30, 2029; and
3. That the draft Transfer Payment Agreement be brought forward to Council for final approval prior to the Town formally entering into the agreement.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies

Opposed: None

CARRIED

Main Motion as Amended

Moved by: M. Crawford
Seconded by: S. Lee

1. That the Director of Public and Strategic Affairs and Acting Director of Finance and Treasurer be authorized to submit an application to the Canada-Ontario Partnership to Build - Development Charge Reduction Program (DCRP) for five priority projects and to negotiate participation in the program; and
2. That Council direct that residential development charges be reduced by up to 50% for a period of three years, effective March 30, 2026 to March 30, 2029; and
3. That the draft Transfer Payment Agreement be brought forward to Council for final approval prior to the Town formally entering into the agreement.; and
4. That the Director of Public and Strategic Affairs and Acting Director of Finance and Treasurer be authorized to execute all necessary agreements and documents required to participate in the program; and
5. That this report be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Rob Flack, Minister of Municipal Affairs and Housing; Jennifer McKelvie, Parliamentary Secretary to the Minister of Housing and Infrastructure and Member of Parliament for Ajax; and Rob Cerjanec, Member of Provincial Parliament for Ajax.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies

Opposed: None

CARRIED

4. Notice of Motion

4.1. Temporary Renaming of Pat Bayly Square for FIFA World Cup Celebrations

Mayor Collier and Regional Councillor Lee introduced the motion and reviewed its contents.

Moved by: S. Collier
Seconded by: S. Lee

Whereas the Town of Ajax congratulates all teams participating in the 2026 FIFA World Cup and recognizes the global excitement, unity, and celebration that this

tournament brings to communities around the world; and,

Whereas many local fans will be gathering to cheer on their favourite teams during this international event, creating an opportunity for everyone to come together under the love of sport; and,

Whereas the Town of Ajax is hosting upcoming Fan Zone Watch Parties on June 18 and June 24 at Pat Bayly Square, presented by Medallion Corporation, as part of local FIFA World Cup celebrations; and,

Whereas Derek Cornelius, a member of Canada's Men's National Team, was born and raised in Ajax, attended local schools, and began his youth soccer journey with Ajax Soccer Club, reflecting the strong foundation that local sport and community support can provide; and,

Whereas the Town of Ajax is immensely proud to see one of its own rise from the pitches of Ajax to soccer's grandest stage, inspiring young athletes across the community and bringing tremendous pride to residents as he represents Canada at the FIFA World Cup; and,

Whereas Medallion Corporation has approached the Town with a desire to further celebrate community pride and enhance the public celebration through placemaking and commemorative activation tied to these events.

Therefore, be it resolved:

1. Ajax Council approve the temporary renaming of Pat Bayly Square to Derek Cornelius Square, effective immediately, until the conclusion of the 2026 FIFA World Cup; and
2. A temporary public art installation recognizing Derek Cornelius and his connection to Ajax be unveiled at the June 18, 2026, Ajax Fan Zone Watch Party hosted in Derek Cornelius Square; and
3. The Business Engagement team, in coordination with Communications and Engagement staff, be directed to promote community awareness of this tribute; and
4. A copy of this motion be sent to Jennifer McKelvie, Member of Parliament for Ajax; Rob Cerjanec, Member of Provincial Parliament for Ajax; Durham Region Council; Medallion Corporation; and Ajax Soccer Club.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies

Opposed: None

CARRIED

5. Confirming By-law

Moved by: R. Tyler Morin
Seconded by: M. Crawford

That By-law 56-2026 being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its special meeting held on June 16, 2026, be approved.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies

Opposed: None

CARRIED

6. Adjournment (11:07 a.m.)

Moved by: N. Henry
Seconded by: S. Lee

That the June 16, 2026 meeting of the Council of the Town of Ajax be adjourned.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies

Opposed: None

CARRIED

Mayor and CEO

Clerk

DRAFT



DRAFT MINUTES – SUBJECT TO APPROVAL

Minutes of the Meeting of the Council of the Corporation of the Town of Ajax Held Virtually Monday, June 22, 2026

Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347

Present:	Mayor	-	S. Collier
	Regional Councillors	-	M. Crawford
		-	S. Lee
		-	J. Dies
	Councillors	-	R. Tyler Morin
		-	N. Henry
		-	L. Bower

1. Call to Order & Acknowledgement of Traditional Treaty Lands

Mayor Collier called the meeting to order at 1:02 p.m. and acknowledged traditional treaty lands.

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Adoption of the Minutes

3.1. Regular Meeting

Moved by: S. Lee
Seconded by: L. Bower

That the minutes of the Regular Meeting of Council held on May 19, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

3.2. Special Meeting

Moved by: S. Lee
Seconded by: L. Bower

That the minutes of the Special Meeting of Council held on May 21, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

3.3. Closed Meeting

Moved by: S. Lee
Seconded by: L. Bower

That the minutes of the Closed Meeting of Council held on May 21, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

With the consent of Members present, Item 14.1 was advanced in the order of business.

14. Closed Session

Moved by: M. Crawford

Seconded by: L. Bower

That Council convene to a Closed Session pursuant to Section 239 (2) of the Municipal Act, 2001, as amended:

- To discuss 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 [Sec. 239(2)(i), Municipal Act, 2001, as amended]; and
- To discuss 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 [Sec. 239(2)(j), Municipal Act, 2001, as amended].

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

Open Meeting (2:25 p.m.)

Council recessed at 2:25 p.m.

Council resumed at 2:35 p.m.

14.1. Habitat for Humanity Partnership Proposal

Moved by: S. Collier

Seconded by: L. Bower

1. That Council support, in principle, partnering with HFH on an affordable housing development in Ajax; and
2. That Council delegate authority to the Chief Administrative Officer (CAO) or designate to determine whether the Town's conditional funding support should be allocated to one of the two properties under consideration based on proper due diligence and overall public interest; and
3. That subject to the determination of a site in Ajax by the parties, and negotiation of any necessary agreements to the satisfaction of the CAO or designate, Council approve funding:

- a) Up to \$7,000,000 to support land acquisition costs for the final selected site from the Building Faster Fund (BFF), Housing Accelerator Fund (HAF) and Strategic Initiatives Reserve; and
- b) Up to \$2,000,000 to support project advancement costs for the selected project, including eligible predevelopment, due diligence, design, planning, engineering, legal, environmental, servicing, costing, financing, municipal approvals, development management, infrastructure, or other eligible project-related costs from a future Town's Housing Accelerator Fund allocation and/or Strategic Initiatives Reserve; and
4. That the release of any funding be conditional upon HFH satisfying the CAO or designate in their discretion, with respect to the following:
 - a) The site selected;
 - b) The proposed number, type, tenure, affordability level, and duration of affordability for the affordable housing units to be delivered;
 - c) Confirmation of the preliminary project budget; and
 - d) HFH obtaining a satisfactory binding agreement for ownership for the final selected site (e.g. a conditional agreement of purchase and sale); and
5. That subject to satisfaction of the conditions set out in this resolution and the applicable funding agreement or agreements, the Director of Finance/Treasurer be authorized to advance the approved funding for land acquisition to HFH's legal counsel in trust by no later than Friday, July 31, 2026 to facilitate closing by Tuesday, September 1, 2026 or as soon as all closing conditions have been satisfied; and
6. That subject to closing, that the CAO, or designate, be authorized to enter into a transfer payment agreement for \$2,000,000 to prioritize and advance the development, per the following milestones:
 - a) \$500,000 on October 1, 2026;
 - b) \$500,000 on December 1, 2026;
 - c) \$500,000 on February 1, 2027; and
 - d) \$500,000 on April 1, 2027; and
7. That Council direct the CAO, or designate, to expedite the relevant approvals and consider the application of reductions or waivers of municipal fees and charges, where permitted and applicable, to further support the achievement of project affordability and overall project outcomes; and
8. That staff be authorized to take such further steps as may be necessary to implement this resolution, including confirming eligible funding sources, coordinating with provincial and federal funding programs, supporting applicable planning or development review processes, supporting fee, tax and charge relief implementation where deemed possible and appropriate, and coordinating the public announcement with HFH.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4. Question Period

Mayor Collier invited questions on agenda items from those present.

5. Delegations, Presentations, and Public Meetings

5.1. Presentation: The Board's Commitment to Engage with the Community

Mayor Collier delivered a presentation related to The Board's Commitment to Engage with the Community on behalf of Durham Regional Police Service Board.

Council Members asked questions related to the presentation. Mayor Collier and Bill Clancy, Executive Director, Durham Regional Police Service Board, responded to questions from Council Members.

5.2. Presentation: Equity, Diversity and Inclusion Strategic Framework

Marycarmen Lara Villanueva, Equity, Diversity and Inclusion Advisor, delivered a presentation reviewing the contents of the written report and recommendations contained therein.

Council Members asked questions related to the presentation. M. Lara Villanueva responded to questions from Council Members.

With the consent of Members present, Item 8.1 was advanced in the order of business.

8. Departmental Reports

8.1. PSA-2026-15: Draft Equity, Diversity & Inclusion Strategic Framework

Moved by: S. Lee
Seconded by: L. Bower

1. That Council approve, in principle, the draft Town's Equity, Diversity and Inclusion Strategic Framework (ATT-1); and
2. That Council direct Public and Strategic Affairs to complete consultation on the Town's Land Acknowledgement and finalize the Town's Equity, Diversity and Inclusion Strategic Framework (ATT-1).

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

5. Delegations, Presentations, and Public Meetings

5.3. Presentation: Celebrating the 50th Anniversary of the Visit of the 8th HMS Ajax

Samantha Paterson, Supervisor of Government and Council Relations, delivered a presentation related to Celebrating the 50th Anniversary of the Visit of the 8th HMS Ajax.

Council Members asked questions related to the presentation. S. Paterson responded to questions from Council Members.

5.4. Public Meeting: Ajax GO Station Secondary Plan – Final Official Plan Amendment and Zoning By-law Amendment

Mayor Collier declared the meeting to be a public meeting and invited comments and questions from the public.

John Albert, Registered Professional Planner, Innovative Planning Solutions spoke

on behalf of applicant/owner VanDusen Realty Holdings Corp. J. Albert delivered a presentation related to the proposed development applications.

Council Members asked questions related to the presentation. J. Albert, Geoff Romanowski, Director of Planning & Development Services, and Caroline Murphy, Senior Planner, responded to questions from Council Members.

There being no further questions or comments from the public, Mayor Collier closed the public meeting.

With the consent of Members present, Item 8.5 was advanced in the order of business.

8. Departmental Reports

8.5. PDS-2026-18: Ajax GO Station Secondary Plan – Final Official Plan Amendment and Zoning By-law Amendment

Moved by: S. Collier
Seconded by: S. Lee

1. That the Report dated June 22, 2026, entitled “Ajax GO Station Secondary Plan – Final Official Plan Amendment and Zoning By-law Amendment” be received for information;
2. That Council adopt the Town-initiated Official Plan Amendment Number 99 (OPA26-A6) included as Attachment 1 (ATT-1) to this report, which implements Mayoral Direction Number 01-2026 and information presented to Council on February 17, 2026 on the Ajax GO Station Secondary Plan, and includes additional amendments for consideration as outlined in section 2.6 of this report to reflect feedback received through public and stakeholder consultation;
3. That Council, in accordance with s. 26(7) of the Planning Act, determine, and if satisfied, declare through resolution that the Official Plan Amendment is consistent with the Provincial Planning Statement, 2024, has regard to matters of Provincial Interest outlined in Section 2 of the Planning Act, and does not conflict with any Provincial Plan; and
4. That Council approve the Town-initiated Zoning By-law Amendment Z11/26 included as Attachment 2 (ATT-2) to this report, which implements Mayoral Direction Number 01-2026 and information presented to Council on February 17, 2026 on the Ajax GO Station Secondary Plan, and includes additional amendments for consideration as outlined in section 2.6 of this report to reflect feedback received through public and stakeholder consultation.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

5. Delegations, Presentations, and Public Meetings

5.5. Public Meeting: Official Plan Amendment Application OPA26-A7 Zoning By-law Amendment Application Z13/26 688 Taunton Road West

Pursuant to section 284.3 of the Municipal Act, 2001

Mayor Collier summarized the fundamental elements of the proposed by-laws.

Mayor Collier declared the meeting to be a public meeting and invited comments and questions from the public.

There being no questions or comments from the public, Mayor Collier closed the public meeting.

Council Members asked questions related to the proposed development applications. Jonathan Benczkowski, Planning Consultant, SOL-ARCH, Mayor Collier, Julie Mephram, Acting Director of Finance/Treasurer, G. Romanowski, Sean McCullough, Supervisor of Policy Planning & Research, and Jaclyn Grossi, Municipal Clerk, responded to questions from Council Members.

**5.6. Public Meeting: Zoning By-law Amendment Application Z14/26
120 Roberson Drive**

Mayor Collier summarized the fundamental elements of the proposed by-law.

Council Members asked questions related to the proposed development application. Mayor Collier, responded to questions from Council Members.

Mayor Collier declared the meeting to be a public meeting and invited comments and questions from the public.

Catherine Perruzza, Ajax Resident, asked questions and expressed concerns related to the proposed development application. Mayor Collier responded to questions from the delegate.

Kohil Kana, Ajax Resident, expressed concerns related to the proposed development application. Mayor Collier responded to concerns raised by the delegate.

Zainul Abedin, Ajax Resident, expressed concerns related to the proposed development application. Mayor Collier responded to concerns raised by the delegate.

Andy Nauth, Ajax Resident, asked questions and expressed concerns related to the proposed development application. G. Romanowski responded to questions from the delegate. Council Members asked questions related to the delegation. A. Nauth and G. Romanowski, responded to questions from Council Members.

Council recessed at 5:23 p.m.

Council resumed at 5:30 p.m.

Haya Al Chalabi, Ajax Resident, expressed concerns related to the proposed development application. Mayor Collier responded to concerns raised by the delegate.

Stephen Sullivan, Ajax Resident, asked questions and expressed concerns related to the proposed development application. Council Members responded to questions from the delegate. Council Members asked questions related to the delegation. S. Sullivan responded to questions from Council Members.

There being no further questions or comments from the public, Mayor Collier closed the public meeting.

**5.7. Public Meeting: Official Plan Amendment Application OPA26-A8
Zoning By-law Amendment Application Z15/26
253 and 255 Lake Driveway West**

Pursuant to section 284.3 of the Municipal Act, 2001

Mayor Collier summarized the fundamental elements of the proposed by-laws.

Council Members asked questions related to the proposed development applications. Mayor Collier and Scott Waterhouse, Planning Manager, Urban

Planning and Land Development, GHD, responded to questions from Council Members.

Mayor Collier declared the meeting to be a public meeting and invited comments and questions from the public.

There being no questions or comments from the public, Mayor Collier closed the public meeting.

5.8. Delegation: Item 7.2 General Government Committee Report, June 15, 2026 (2025 Financial Statements and Audit Report)

Mayor Collier noted that Item 5.8 had been withdrawn.

6. Correspondence

None.

7. Standing Committee Reports

7.1. Community Affairs & Planning Committee Report, June 1, 2026

Members separated Item 4.1. 'PDS-2026-17: Zoning Our Future: Comprehensive Zoning By-law Review Phase 2 Final Amendment' of the Community Affairs & Planning Committee Report dated June 1, 2026 for discussion.

Main Motion

Moved by: S. Lee
Seconded by: R. Tyler Morin

That the recommendations from the Community Affairs & Planning Committee Meeting of June 1, 2025 be adopted.

Amendment

Moved by: M. Crawford
Seconded by: S. Lee

That the motion for item 4.1. 'PDS-2026-17: Zoning Our Future: Comprehensive Zoning By-law Review Phase 2 Final Amendment' within the Community Affairs & Planning Committee Report dated June 1, 2026, be amended by adding the following:

2. d. That Zoning Schedules of By-laws 66-2026, specifically Map 15, be amended to align Exception 67 with the Environmental Protection Zone boundary on 380 Kingston Road East, and that By-law 63-2026 be updated to amend Exception 67 to add Stormwater Management Facility as a permitted use within the Environmental Protection Zone, subject to the approval of the Conservation Authority.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

Main Motion as Amended

Moved by: S. Lee
Seconded by: R. Tyler Morin

That the recommendations from the Community Affairs & Planning Committee Meeting of June 1, 2025 be adopted, as amended.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

7.2. General Government Committee Report, June 15, 2026

Moved by: L. Bower

Seconded by: S. Lee

That the recommendations from the General Government Committee Meeting of June 15, 2025 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

8. Departmental Reports

8.2. PSA-2026-16: Commemorative Naming of Rotary Park Bridge

Council Members asked questions related to the contents of the report. Kassandra Brownridge, Manager of Strategic Initiatives, responded to questions from Council Members.

Moved by: L. Bower

Seconded by: S. Lee

That Council endorses the commemorative naming of the Rotary Park Bridge to “Zhaagawaamikong Aazhokigan” as presented by the William Treaties First Nation Elders and as approved by the Town’s internal Commemorative Naming Committee.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

8.3. APL-2026-01: Library Services 2026 Spring Update

Moved by: S. Lee

Seconded by: L. Bower

That the Library Services 2026 Spring Update be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

8.4. FIN-2026-14: 2026 Financial Sustainability Update – Amendment Review

Mayor Collier noted that Item 8.4 had been withdrawn.

9. Regional Councillors’ Report

None.

10. Business Arising from Notice of Motion

10.1. Reducing Speed Limits on All Interior Roads to 40 km/h

Councillor Henry and Councillor Tyler Morin introduced the motion and reviewed its contents. Council Members asked questions related to the motion. Councillor Tyler Morin and Councillor Henry, responded to questions on the motion from Council Members.

Moved by: N. Henry
Seconded by: R. Tyler Morin

Whereas the Highway Traffic Act establishes a default statutory speed limit of 50 km/h on municipal roads unless otherwise prescribed by by-law; and,

Whereas municipalities across Ontario are increasingly adopting 40 km/h neighbourhood speed limits as a Vision Zero measure to reduce pedestrian injury severity, particularly for children, seniors, and persons with disabilities; and,

Whereas Ajax continues to receive a high volume of resident concerns regarding speeding on local roads, particularly near parks, schools, and residential areas; and

Whereas a modernized review is required to determine the feasibility, costs, operational impacts, and enforcement implications of adopting a 40 km/h speed limit on all interior roads in Ajax; and

Whereas the recommendation to review the adoption of a 40 km/h neighbourhood speed limit originated from the June 4, 2026, Ajax-Pickering Road Watch Meeting and this motion has been reviewed and approved by their committee.

Therefore, be it resolved:

That Ajax Council directs Transportation Planning staff to prepare a report on the feasibility of reducing the speed limit on all local roads in the Town of Ajax to 40 km/h including signage requirements, cost estimates, a review of implementation models, options for phased implementation, any required amendments to existing town bylaws, and recommendations for next steps to be presented at the January 2027 Council Meeting.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry, Councillor Bower

Opposed: Mayor Collier, Regional Councillor Lee, Regional Councillor Dies
CARRIED

10.2. Sale of Town Owned Lands Adjacent to 14 Ontoro Boulevard

Mayor Collier and Regional Councillor Crawford introduced the motion and reviewed its contents. Council Members asked questions related to the motion. Mayor Collier and Dave Meredith, Director of Operations & Environmental Services, responded to questions on the motion from Council Members.

Moved by: S. Collier
Seconded by: M. Crawford

Whereas , the Sylvan Drive unopened road allowance is located off Ontoro Boulevard, along Ajax's waterfront; and,

Whereas the property owner of 14 Ontoro Boulevard has, over a prolonged

period, expressed interest in acquiring a portion of Sylvan Drive, located to the immediate east of their property; and,

Whereas once the property is sold, an easement in favour of the Town over the subject lands would continue to provide the Town with access to the waterfront and allow the Town to maintain the storm outlet that currently exists.

Therefore, be it resolved:

1. Ajax Council delegate authority to the Deputy Chief Administrative Officer and Corporate Services staff to negotiate and execute the sale of a portion of Sylvan Drive, as indicated in the image in ATT-1, to Jim Kelly; and
2. The agreement of sale shall be dependent on an easement agreement which shall include terms and conditions as the Town deems appropriate to protect its access rights, including restrictions on the placement of structures, fences, boulders and any other obstructions that may interfere with the Town's use of the easement.; and
3. The purchase price be determined by an appraisal to be commissioned by the Town, the cost of which shall be reimbursed by the purchaser; and
4. The purchaser reimburse the Town's reasonable costs incurred relating to the completion of a survey, preparation of a 40R Plan, and legal costs incurred to process and close the transaction; and
5. Following the preparation of a 40R Plan, which outlines the lands to be sold, the by-law to authorize the stop-up and close of the affected portion of Sylvan Drive be brought for consideration at a future meeting of Council.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

10.3. Advocating for Provincial Regulatory Modernization to Enable Access to Federally Authorized, Consumer-Grade Hearing and Assistive Listening Technology in Ontario

Councillor Henry and Regional Councillor Crawford introduced the motion and reviewed its contents.

Moved by: N. Henry
Seconded by: M. Crawford

Whereas the Town of Ajax Accessibility Advisory Committee passed a motion at its May 20, 2026 meeting recommending Council to advocate for inclusion and equitable access to affordable assistive hearing technologies for all Ontarians; and,

Whereas hearing loss affects millions of Ontarians and has significant impacts on communication, safety, employment, and quality of life; and Whereas, the Ontario Association of Professional Audiology Clinics (OAPAC) and Speech-Language & Audiology Canada (SAC) have stated that while lower-cost hearing support options can benefit consumers, individuals experiencing hearing loss should first consult a regulated audiologist, as symptoms may be caused by conditions ranging from wax build-up to more serious medical issues such as tumours, which consumer devices cannot diagnose; and Whereas, Apple and other technology manufacturers have developed low-risk assistive hearing features-such as sound amplification, personalized audio based on a user's hearing profile, and built-in hearing assessments-including Apple's Hearing Test and Hearing Aid features available on compatible AirPods devices that are

enabled in many jurisdictions globally, allowing consumer devices like AirPods to function as assistive listening tools for adults 18 years of age and older with perceived mild to moderate hearing loss; and,

Whereas on December 11, 2024, Health Canada issued Class II Medical Device Licences (MDLs) for Apple's Hearing Aid Feature and Hearing Test Feature, and by February 10, 2026, Apple's Medical Device Active Licence Listing (MDALL) included updated firmware and software components, confirming that the technology has received federal medical device authorization; and

Whereas Health Canada's approval confirms that the devices meet applicable federal medical device safety, manufacturing, and quality-control standards, but Canada currently lacks a fully implemented access framework specific to over-the-counter (OTC) hearing aids, and access to hearing devices remains subject to provincial and territorial rules; and

Whereas Ontario's current regulatory and dispensing framework for hearing devices does not clearly accommodate the OTC, user-controlled model of federally authorized, consumer-grade hearing and assistive listening features; and

Whereas the Province of Ontario has launched consultation on allowing the sale and use of certain over-the-counter hearing aids, creating a timely opportunity for municipalities to advocate for a safe, accessible, and modern provincial pathway; and

Whereas Apple currently states that the Hearing Test and Hearing Aid features are unavailable in Canada due to regulatory restrictions, despite the technology having received Health Canada medical device authorization; and

Whereas emerging technologies such as software-enabled hearing aid and assistive listening features have the potential to significantly improve accessibility in public and private spaces, yet major device manufacturers have not enabled this functionality on widely used devices in Ontario due to regulatory restrictions and uncertainty; and

Whereas without provincial modernization, Ontario risks falling behind global accessibility standards, limiting access to affordable assistive listening tools and hindering progress toward inclusive environments.

Therefore, be it resolved:

1. That the Town of Ajax formally requests that the Province of Ontario, specifically the Minister of Health and the Minister for Seniors and Accessibility, expedite and complete its current review of provincial regulations governing hearing-related technologies, with the goal of establishing a clear pathway for enabling federally authorized, low-risk, over-the-counter hearing aid and assistive listening features embedded in consumer devices. This review should include consideration of:
 - a. A clear provincial access pathway for federally authorized, low-risk OTC hearing aid and assistive listening features, including software-enabled features embedded in consumer devices.
 - b. Alignment with federal approvals already granted by Health Canada.
 - c. Global standards and practices in jurisdictions where these features are already enabled.
 - d. Safeguards that ensure users are encouraged to seek professional assessment when experiencing hearing loss, especially where symptoms are sudden, severe, one-sided, associated with pain, dizziness, drainage, or other medical concerns.

- e. Functional safety requirements including output limits, performance standards, user warnings, age restrictions, and consumer protection requirements.
2. That the Province of Ontario provide clear written guidance to manufacturers, platform providers, hearing care professionals, municipalities, and the public on the conditions under which federally authorized OTC hearing aid and assistive listening features may be enabled and used in Ontario.
3. That for this review the Province of Ontario be encouraged to consult with the following groups to ensure that regulatory modernization supports both user safety and accessibility goals:
 - a. Ontario Association of Professional Audiology Clinics (OAPAC)
 - b. Speech-Language & Audiology Canada (SAC)\
 - c. The College of Audiologists and Speech-Language Pathologists of Ontario (CASLPO)
 - d. Accessibility organizations
 - e. Seniors' organizations and disability advocacy groups
 - f. Technology manufacturers, including Apple, and
 - g. Consumer protection and public health stakeholders
4. That the Province of Ontario be encouraged to work with technology manufacturers, municipalities, public-sector organizations, and accessibility stakeholders to support the implementation of modern assistive listening standards such as Auracast, enabling greater accessibility in public and private environments.
5. That a copy of this motion be circulated to Premier Doug Ford, Minister of Health Sylvia Jones, Minister of Seniors and Accessibility Raymond Cho, Associate Minister of Mental Health and Addictions Vijay Thanigasalam, Ajax MP Jennifer McKelvie, All Federal MP's of Durham Region Municipalities, Ajax MPP Rob Cerjanec, All Provincial MPP's of Durham Region, Association of Municipalities of Ontario (AMO), Ontario Association of Professional Audiology Clinics (OAPAC), Speech-Language & Audiology Canada (SAC), College of Audiologists and Speech-Language Pathologists of Ontario (CASLPO), and Durham Region Municipal Accessibility Advisory Committees.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

11. By-laws

Members of Council asked questions regarding By-law 57-2026 and By-law 76-2026. Mayor Collier, G. Romanowski, and Nicole Cooper, Deputy Chief Administrative Officer, responded to questions from Council Members.

Moved by: S. Lee
Seconded by: M. Crawford

That By-laws 57-2026 to 62-2026, 64-2026, 65-2026, 67-2026, 70-2026, 73-2026, and 76-2026 to 81-2026 be approved.

That By-laws 63-2026 and 66-2026 be approved, as amended.

That By-laws 68-2026 to 69-2026 be approved, as amended.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

Members of Council asked questions regarding By-laws 71-2026 to 72-2026 and By-laws 74-2026 to 75-2026. Mayor Collier and K. Brownridge, responded to questions from Council Members.

Moved by: S. Collier

Seconded by: S. Lee

That By-laws 71-2026 to 72-2026 and 74-2026 to 75-2026 be approved.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED
on 1/3rd

12. Notice of Motion

None.

13. New Business - Notices & Announcements

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

15. Confirming By-law

Moved by: J. Dies

Seconded by: R. Tyler Morin

That By-law 82-2026 being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its regular meeting held on June 22, 2026, be approved.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

16. Adjournment (6:56 p.m.)

Moved by: R. Tyler Morin

Seconded by: M. Crawford

That the June 22, 2026 meeting of the Council of the Town of Ajax be adjourned.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: Regional Councillor Lee

CARRIED

Mayor and CEO

Clerk

DRAFT



DRAFT MINUTES – SUBJECT TO APPROVAL

**Minutes of the Special Meeting of the Council of the Corporation
of the Town of Ajax Held Virtually
Tuesday, August 11, 2026**

Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347

Present:	Mayor	-	S. Collier
	Regional Councillors	-	M. Crawford
		-	S. Lee
	Councillors	-	R. Tyler Morin
		-	N. Henry (entered at 2:04 p.m.)
		-	L. Bower
Regrets:	Regional Councillor	-	J. Dies

1. Call to Order & Acknowledgement of Traditional Treaty Lands

Mayor Collier called the meeting to order at 2:00 p.m. and acknowledged traditional treaty lands.

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Departmental Reports

3.1. PSA-2026-12: Municipal Alcohol Policy Report

Council Members asked questions related to the contents of the report. Kassandra Brownridge, Manager of Strategic Initiatives and Chris Vida, Director of Recreation & Culture, responded to questions from Council Members.

Moved by: S. Lee
Seconded by: R. Tyler Morin

1. That Council approve the revised Municipal Alcohol Policy; and
2. That staff be directed to implement the updated policy and associated documentation for events and facility use involving alcohol.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

3.2. FIN-2026-15: 2026 Financial Sustainability Plan Update – Amendment Review

Council Members asked questions related to the contents of the report. Mayor Collier, Julie Mephram, Director of Finance/Treasurer, and Jaclyn Grossi, Municipal Clerk, responded to questions from Council Members.

Moved by: S. Collier
Seconded by: S. Lee

1. That a spending cap of 70% or \$23.5 million, whichever is less, be approved, with the resulting capital project funding gap to be addressed through increased debenture financing; and,
2. That staff be authorized to amend and finalize the Financial Sustainability Plan policies to reflect Council's direction.

In Favour: Mayor Collier, Regional Councillor Lee, Councillor Bower

Opposed: Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry

DEFEATED

Moved by: S. Lee

Seconded by: L. Bower

That the 2026 Financial Sustainability Plan Update – Amendment Review report be received for information.

In Favour: Regional Councillor Lee, Councillor Bower

Opposed: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry

DEFEATED

Moved by: M. Crawford

Seconded by: R. Tyler Morin

That staff be directed to proceed with the recommended approach in the Financial Sustainability Plan as it relates to the omission of spending caps, requiring no further changes to Financial Sustainability Plan Policies.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry

Opposed: Mayor Collier, Councillor Bower

CARRIED

4. By-laws

Members of Council asked questions regarding By-law 85-2026. Mayor Collier, Kyle Campbell, Manager of By-law Services, and K. Brownridge, responded to questions from Council Members.

Council recessed at 3:42 p.m.

Council resumed at 3:50 p.m.

Moved by: S. Collier

That By-laws 83-2026 to 85-2026 be approved.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED
on 1/3rd

5. Confirming By-law

Moved by: L. Bower
Seconded by: S. Lee

That By-law 86-2026 being a by-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its special meeting held on August 11, 2026, be approved.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

6. Adjournment (3:59 p.m.)

Moved by: S. Lee
Seconded by: R. Tyler Morin

That the August 11, 2026 meeting of the Council of the Town of Ajax be adjourned.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Councillor Bower

Opposed: None

CARRIED

Mayor and CEO

Clerk

August 5, 2026

Town Clerk

Town of Ajax
65 Harwood Avenue South
Ajax, ON L1S 2H9

Re: Hartrick House (120 Roberson Drive) – Petition and Request for a Public Special Council Meeting

Dear Clerk,

Please accept the attached petition on behalf of the “Save the Hartrick House” community group of Ajax.

We respectfully request that this letter and the accompanying petition be entered into the public record and circulated to all Members of Council.

Given the significance of Hartrick House, the information that has emerged in recent weeks, and the potential for irreversible demolition later this month, we respectfully request that Council convene a **fully public Special Council Meeting** as soon as possible.

At that meeting, we ask Council to publicly receive advice and information from:

- the Town's Heritage Planner;
- Planning Services;
- Legislative Services; and
- the Heritage Advisory Committee.

Specifically, we respectfully request that Council immediately direct that demolition be paused until:

- an independent Cultural Heritage Evaluation Report (CHER) has been completed by a qualified heritage professional;
- the completed report has been presented publicly to Council; and
- If the CHER report reveals that the Hartrick House has merit and satisfies the criteria to be recognized as a heritage property, the Council, without any further delay, issues a **Notice of Intent to Designate** the Hartrick House.

We also want to inform the Town that even though it doesn't fall under the responsibility of general public, “Save the Hartrick House” community group is in touch with an independent consulting firm to request a memo to understand the Cultural Heritage Value or Interest (CHVI) of the property measured against *Ontario Regulation 9/06* and a preliminary evaluation of the property according to *Ontario Regulation 9/06*.

We believe this is the responsible, transparent and publicly accountable process.

Hartrick House has served Ajax residents for more than 170 years. Before an irreversible decision is made, we believe it deserves the same fair and independent heritage review that other non-designated heritage properties in Ajax have received.

Thank you

Respectfully submitted,

Save the Hartrick House Community Group

COMMUNITY PETITION

SAVE THE HARTRICK HOUSE

120 Roberson Drive, Ajax, Ontario

Petition to the Council of the Town of Ajax

Request to Pause Demolition and Obtain an Independent Cultural Heritage
Evaluation

Respectfully requesting that no demolition or irreversible site alteration occur until the property's cultural heritage significance, mature tree canopy, and environmental features have been independently evaluated and publicly considered.

PETITION ORGANIZERS

Stephen Sullivan

McKie Court, Ajax

Andy Nauth

McKie Court, Ajax

Zainul Abedin

Roberson Drive, Ajax

PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

Property: 120 Roberson Dr., Ajax, ON L1T 3Z6

To the Mayor and Members of Council:

We, the undersigned residents of Ajax and supporters of preserving our community's cultural and natural heritage, respectfully petition the Council of the Town of Ajax to ensure that no demolition, significant tree removal, grading, or other irreversible site alteration occurs at 120 Roberson Dr., Ajax, ON L1T 3Z6, until the property's cultural heritage significance and environmental features have been independently evaluated and publicly considered.

Whereas:

- 120 Roberson Dr. has long been recognized by many residents as an important part of Ajax's local history.
- The site includes a historical plaque recognizing its historical significance within the community.
- Many residents have understood the property to possess cultural heritage value and have raised concerns regarding its future.
- The property contains mature trees and established green space that contribute to the character of the surrounding neighborhood.
- Mature tree canopy provides environmental benefits, including wildlife habitat, stormwater interception, shade, biodiversity, and neighborhood character.
- Once the existing building is demolished, any opportunity to preserve or reassess its potential cultural heritage value will be permanently lost.
- An independent review of both the site's cultural heritage and environmental features would provide Council and the public with objective information before irreversible decisions are made.
- Public confidence in municipal decision-making is strengthened when heritage and environmental resources are evaluated through transparent and independent processes.

Collection of personal information

Personal information is being collected and will be used for the purpose of informing Town Council as to your views on a matter of public interest or concern as specified in this petition. Your information may be made public through the course of a meeting and corresponding agendas and minutes and/or distributed as part of the Correspondence Items, including as part of the Town's electronic records available and distributed using the internet.

Personal information, as defined by Section 2 of the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), is collected under the authority of the Municipal Act, 2001, and will be maintained for the purpose of creating a record that is available to the general public in accordance with the provisions of MFIPPA.

If you have questions about the collection, use or disclosure of this personal information please call 905-683-4550 or email clerks@ajax.ca.

Therefore, we respectfully request that Council:

1. Commission an independent third-party Cultural Heritage Evaluation Report (CHER) prepared by a qualified heritage professional with no prior involvement in this property.
2. Require an independent review of the property's mature tree canopy and any proposed tree removals before demolition or site alteration proceeds.
3. Ensure that the environmental impacts on vegetation, wildlife habitat, and the site's green space are fully evaluated and publicly released before irreversible changes occur.
4. Release all heritage, arboricultural, environmental, and related technical reports concerning 120 Roberson Dr. for public review.
5. Refrain from issuing demolition permits, authorizing significant tree removal, grading, or permitting other irreversible site alteration until these independent reviews have been completed, released publicly, and considered by Council.
6. Receive the findings of these independent assessments at a public Council meeting, providing residents with an opportunity to review and comment before demolition or site alteration proceeds.

Why This Matters

Ajax's history cannot be recreated once it is lost. An independent heritage assessment does not predetermine the outcome of redevelopment; it simply ensures that any decision regarding the future of 120 Roberson Dr. is based on a complete, transparent, and independent evaluation of the property's cultural heritage significance before irreversible action is taken.

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

Printed Name	Full Address	Signature	Date
Alexandra VAN Assen			26/06/20
Hester BENNET			26-06-30
Benet			26/06/30
DANIEL ILSON			26/06/20
WARRA JOSHI			" "
DANIEL JOSHI			" "
SPHARTEL LEE			" "
MOTILY HILTON			June 30/2026
Carmen STEA			06/30/26
Josie Beizel			June 30/26
Alexandra Roman			June 30/26
MIKE SCHOFF			June 30/26
D'GOWRI			30/June
EHSAAN FAR			1 June 30th/2021
nikayla Sinclair			06/30/2026
Mike Sinclair			06/30/2026
Odette Sinclair			06/30/2026
Michael Sinclair			06/30/2026
Subhe Thangpal			30/6/2026
Elke Kahlke			30/6/2026
Richard Nauman			
Stu Blair			20/6/26
Steve Messing			30/06/26
TYRA Gordon			30/06/26
JOHN GLOVER			30/06/26
NANCY GLOVER			30/06/26
Nike Plassaras			06/30/26
Ali Plassaras			06/30/26
Zoe Thompson			06/30/26
Laila Orfanio			06/30/26
Doug Glass			

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

	Printed Name	Full Address	Signature	Date
1	RICHARD HOLDER	[REDACTED]	[REDACTED]	June 28/2026
2	Jacqueline Holder	[REDACTED]	[REDACTED]	June 28, 2026
3	CATHERINE PERAZZA	[REDACTED]	[REDACTED]	June 29/26
4	ROBERT PERAZZA	[REDACTED]	[REDACTED]	June 29/26
5	Haya Alfarabi	[REDACTED]	[REDACTED]	June 29, 2026
6	Mustafa Touby	[REDACTED]	[REDACTED]	June 29, 2026
7	Ahmed Younis	[REDACTED]	[REDACTED]	June 29, 2026
8	Hope Cyns	[REDACTED]	[REDACTED]	June 29, 2026
9	Rareena K.	[REDACTED]	[REDACTED]	June 29, 2026
10	JONATHAN DEW	[REDACTED]	[REDACTED]	June 29, 2026
11	ANTHONY HUSAIN	[REDACTED]	[REDACTED]	June 29, 2026
12	B. Kisser	[REDACTED]	[REDACTED]	June 30/26
13	A. Lander	[REDACTED]	[REDACTED]	June 30/26
14	P. Chohan	[REDACTED]	[REDACTED]	6-30-2026
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Request for an Independent Third-Party Cultural Heritage Evaluation
120 Roberson Dr., Ajax, ON L1T 3Z6

[illegible]

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

Printed Name	Full Address	Signature	Date
David Henderson			July 12/2026
Alexa Henderson			July 12/2026
Ryan Cosley			07/12/26
Kristen Cosley			07/12/26
Yummi			July 12, 2026
David Kenney			July 12, 2026
Amruth Arora			July 12, 2026
Afroz Khan			July 12, 2026
Deborah Harris			July 12, 2026
Zerlene Makde			July 12, 2026
ANN WOODSIDE			July 12, 2026
KITAN			July 12, 2026
Tolan			July 12, 2026
ERROL LULUDY			JULY 16, 2026
Seayon Martins			JULY 12, 2026
STEPHANIE KARUM			JULY 12, 2026
Kim Dabrowski			July 12, 2026
OSOMBA FAY			July 12, 2026
Tim Thompson			July 12, 2026
Frankie Thompson			July 12, 2026
Carlton Regier			12/07/2026
STEVE HASTING			12/07/2026
Travis Chubb			12/07/2026
FRANCESE			12-7-2026
MARIA D'IGNATI			12-7-2026
SPANTON			12-7-2026
Saman Hogue			12/07/2026
GEORGE EKVEN			2/07/2026
Schurman			12/07/2026
C. BEAUMONT			12/07/2026

Collection of personal information

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

	Printed Name	Full Address	Signature	Date
1	Cynthia Shim			June 28/26
2	Perry Shim			June 28/26
3	Karen Shim			June 28/26
4	KHWATA WALI			June 28/26
5	KHWATA SEAR			"
6	KHWATA OMAR			"
7	KHWATA FLO			"
8	KHWATA SITA			"
9	KHWATA SATIA			"
10	John Wang			"
11	Nancy Allan			"
12	Todd Allan			"
13	Kyle Khan			"
14	Kristina Dorian			"
15	WYNNE TULO			"
16	Nathan Theiss			"
17	Lauren Varrier			June 28/26
18	Jordan Theiss			June 28/26
19	Carter Theiss			June 28/26
20	Khaled Syed			June 28/2026
21	FELDMAN JONES			June 28, 2026
22	Donna Jones			June 28/2026
23	Carmen DeSouza			June 28/26
24	WYATT GILL			June 28/26
25	Mang Ah No			June 28/2026
26	Peter Leung			June 28 2026
27	A. McE. S. Sae			June 28-2026
28	Stephen Mackie			June 28 2026
29	Rague/DeOliveira			June 28 2026
30	Gusfred Lee			June 28, 2026
31	JOHN SCOTT			June 28
32	Nabham Abdalke			June 28 26
33	Carina Batista			June 28th 2026
34	Gang Li			June 28th, 2026

Collection of personal information

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11/10/26

Request for an Independent Third-Party Cultural Heritage Evaluation
120 Roberson Dr., Ajax, ON L1T 3Z6

Printed Name	Full Address	Signature	Date
Gale Halliday			July 19 2026
Ryan Russell			07/19/26
Amber Hutt			19/7/26
Christella Morris			19/07/26
Sarah Gilda			19/07/26
Joanne Bais			19/07/26
MacKenzie Enns			19/07/26
Joanne Grenach			19/07/26
Paddy Wimmer			July 19 26
Naithan Leitch			July 19 26
Pat Ryan			July 19 26
Sean Banihari			July 19/26
Bill Sweeney			July 19/26
David Jeffries			July 19/26
Markus Morin			"
Robyn Reed			July 19/26
Shelley Nolaslett			July 19/26
Pritha Kundan			July 19/26
Kristal Singh			July 19/26
Andrew Susol			July 19/26
HEMJOT MAL			July 19/2026
ARI KIMUNANE			July 19/2026
Adel Alkhat			July 19/2026
Mike Alkhat			July 19/2026
Nalini Khat			July 19/2026
Diasanth Thon			July 19/2026
STEVE ROBINSON			July 18-2026
Shari Warburton			July 19, 2026
Jordan Dallas			July 19, 2026
Jennifer Jones			July 19/2026
EDINN CARR			July 19/26
Gurwinder Virk			July 19/26
Anamid Ilyas			July 19/26
MAUREEN BYRNE			July 19/26

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

Printed Name	Full Address	Signature	Date
Tara Lee-Gill			07/10/26
Payton Gill			07/10/26
Aidan Gill			07/10/26
Parker Gill			07/10/26
Patricia Lee			07/11/26
Siva Kumaran			11-07-2026
PATHMATHAN			11-07/2026
Erving Dillon			11-07/2026
Lianne Henry			11 07 2026
* Stephen Hill			11 07 2026
John Robson			11-07-2026
Mark Barenas			11/07/2026
Linda Luan			11/07/2026
Tanya Bendik			11/07/2026
NADIMON			11/07/2026
Chris Ouellette			11-7-2026
Pranda Yp			July 11, 2026
A. Chahal			7/11/2026
Frank Whens			July 11 2026
JASON MARR			July 11 2026
Reg Foulds			- 11 -
Ign Sookram			- 11 -
Leo D. Bhikia			2/
Luca C.			July 11th 2026
Daren Ramcharan			July 12 2026
MATIL MARSH			
MONICA SINGH			July 12 2026
CHIDEY SINGH			
NADIA SINGH			
Tom R. Skerrett			11 July 2026
Don Gill			July 12 2026
Marg Gill			
Michelle Hender			July 12/26

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Word
3

PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

The Petitioners

Printed Name	Full Address	Signature	Date
Greg Benoit			July 20 2026
John and Mary VA			July 21/26
Robin Bedford			July 21/26
ANDREW SHAWING			July 22/26
Frank Worman			July 22/26
Ging Goto			July 22/26
Janet G. Moe			July 22/26
Karen Searle			July 22/26
Jason Searle			July 22/26
Caitly Searle			July 22/26
Andre Roberts			July 22/26
Colleen Snyder			July 22/26
Troy Karshabian			July 22/26
SHAWN S			July 22/26
Catherine Clark			July 22/26
Ruth Saman			July 22/26
Zohrab Khan			July 22/26
Real Cross			July 22/26
Harriet Major			July 22/26
Van Milburn			July 22/26
Scott Lortie			July 22/26
DHEEPIKA SHETTY			July 22/26
LEO YAN			July 22/26
Tanya Boyarink			July 22/26
Robert Runk			July 22/26
Ratacion Mon			July 22/26
Joan Verblada			July 22/26
VANESSA DEAN			July 22/26
Charlie Bood			July 22/26
El. Lopez			July 22/26
Sybil Ransley			July 22/26
Krista Nash			July 22/26
Di. yeh. yeh. yeh.			July 22/26
RON WONG			July 22/26

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120 Roberson Dr., Ajax, ON L1T 3Z6

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PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

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[illegible]

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120 Roberson Dr., Ajax, ON L1T 3Z6

Act, 2001, and will be maintained for the purpose of creating a record that is available to the general public in accordance with the provisions of the Access to Information Act. If you have questions about the collection, use or disclosure of this personal information please call 905-683-4550 or email clerks@ajax.ca.

PETITION TO THE COUNCIL OF THE TOWN OF AJAX

Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

By signing below, I support the request that the Town of Ajax commission an independent third-party Cultural Heritage Evaluation Report before any demolition or irreversible alteration occurs.

	Printed Name	Full Address	Signature	Date
1	JOHN WHEAT			2020/08/05
2	Stephan Gaultm			24/08/05
3				
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Request for an Independent Third-Party Cultural Heritage Evaluation

120 Roberson Dr., Ajax, ON L1T 3Z6

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[illegible]

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Town of Ajax

Report of the Community Affairs and Planning Committee

For consideration by the Council of the Town of Ajax on September 21, 2026

The Community Affairs and Planning Committee met at 1:00 p.m. on September 8, 2026

Alternative formats available upon request by contacting:

accessibility@ajax.ca or 905-619-2529 ext. 3347

Present:	Chair – Regional Councillor	-	S. Lee
	Regional Councillors	-	M. Crawford
		-	J. Dies
	Councillors	-	R. Tyler Morin
		-	N. Henry
		-	L. Bower
	Mayor	-	S. Collier

The General Government Committee recommends as follows:

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Adoption of the Minutes

3.1. Regular Meeting

Moved by: S. Collier
Seconded by: L. Bower

That the Minutes of the regular meeting of the Community Affairs and Planning Committee held on June 1, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4. Public Meetings

4.1. PDS-2026-19: Ajax Inclusionary Zoning By-law – Final Official Plan Amendment and Zoning By-law Amendment

Amendment

Moved by: S. Collier
Seconded by: L. Bower

That the motion be amended as follows:

3. That Council approve Town-initiated Zoning By-law Amendment application Z16/26 included as Attachment 2 (ATT-2) to this report, subject to the following revision:

- That Section 4.29.1(iv) of By-law XX-2026 be deleted and replaced with:

Where an inclusionary ownership unit is sold at market price following the end of the affordability period, the Town will receive up to 50% of the net proceeds of the first sale, where net proceeds shall be calculated by indexing the original purchase price for inflation based on the Consumer Price Index (CPI) and deducting

reasonable transactional costs, in accordance with Town Inclusionary Zoning Implementation Guidelines.

4. That staff be directed to consult with residential mortgage lenders and Canada Mortgage and Housing Corporation (CMHC) during the development of the Inclusionary Zoning Implementation Guidelines to ensure the affordability and mortgage eligibility of inclusionary ownership units.

In Favour: Mayor Collier, Regional Councillor Lee, Regional Councillor Dies, Councillor Bower

Opposed: Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry

CARRIED

Main Motion as Amended

Moved by: S. Collier

Seconded by: L. Bower

1. That the Report PDS-2026-19 titled “Ajax Inclusionary Zoning By-law – Final Official Plan Amendment and Zoning By-law Amendment” be received for information;
2. That Council approve Town-initiated Official Plan Amendment No. 102 (OPA26-A9) included as Attachment 1 (ATT-1) to this report, which establishes an Inclusionary Zoning policy framework in Ajax GO Station Protected Major Transit Station Area; and
3. That Council approve Town-initiated Zoning By-law Amendment application Z16/26 included as Attachment 2 (ATT-2) to this report, subject to the following revision:

- That Section 4.29.1(iv) of By-law XX-2026 be deleted and replaced with:

Where an inclusionary ownership unit is sold at market price following the end of the affordability period, the Town will receive up to 50% of the net proceeds of the first sale, where net proceeds shall be calculated by indexing the original purchase price for inflation based on the Consumer Price Index (CPI) and deducting reasonable transactional costs, in accordance with Town Inclusionary Zoning Implementation Guidelines.

4. That staff be directed to consult with residential mortgage lenders and Canada Mortgage and Housing Corporation (CMHC) during the development of the Inclusionary Zoning Implementation Guidelines to ensure the affordability and mortgage eligibility of inclusionary ownership units.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Regional Councillor Dies, Councillor Bower

Opposed: Councillor Henry

CARRIED

5. Presentations/Reports

6. Adjournment (2:36 p.m.)

Moved by: L. Bower

Seconded by: S. Collier

That the September 8, 2026 meeting of the Community Affairs and Planning Committee be adjourned.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

S. Lee, Chair

DRAFT



Town of Ajax Report of the General Government Committee

For consideration by the Council of the Town of Ajax on September 21, 2026

The General Government Committee met at 1:00 p.m. on September 14, 2026

Alternative formats available upon request by contacting:

accessibility@ajax.ca or 905-619-2529 ext. 3347

Present:	Chair – Regional Councillor	-	S. Lee
	Regional Councillors	-	M. Crawford
		-	J. Dies
	Councillors	-	R. Tyler Morin
		-	N. Henry
		-	L. Bower
	Mayor	-	S. Collier

The General Government Committee recommends as follows:

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

3. Adoption of the Minutes

3.1. Regular Meeting

Moved by: L. Bower

That the Minutes of the regular meeting of the General Government Committee held on June 15, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

3.2. Closed Meeting

Moved by: S. Collier

That the Minutes of the closed meeting of the General Government Committee held on June 15, 2026 be adopted.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4. Consent Agenda

4.1. PSA-2026-17: 2022-2026 Strategic Plan (Action26) Final Update

Moved by: M. Crawford

That the 2022–2026 Strategic Plan (Action26) Final Update be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

**4.2. PSA-2026-18: Business Engagement and Support Strategy Biannual Report
No. 2**

Moved by: M. Crawford

That Council receive this report for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.3. PSA-2026-19: Additional Dwelling Units Incentive Program

Moved by: M. Crawford

That report PSA-2026-19 be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.4. PSA-2026-20: Ajax Partnership Fund Update

Moved by: L. Bower

That report PSA-2026-20 be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.5. PSA-2026-21: 2025-2026 Grants Update

Moved by: S. Collier

That report PSA-2026-21 be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

**4.6. PSA-2026-22: Update to Town of Ajax Land Acknowledgement and Related
Policy**

Moved by: L. Bower

That Council approve the updated Corporate Land Acknowledgement.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.7. PSA-2026-23: Multi-Faith Prayer Room at Town Hall

Moved by: L. Bower

That Council receive report PSA-2026-23 for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.8. PSA-2026-24: Safe Streets Act and Panhandling Along Kingston Road

Moved by: R. Tyler Morin

That Council receive Report PSA-2026-24 for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.9. FIN-2026-16: Insurance Renewal – July 1, 2026 to June 30, 2027

Moved by: L. Bower

1. That the report on the Insurance Renewal – July 1, 2026 to June 30, 2027 be received for information;
2. That the 2026-27 dividend of \$138,426 be transferred to the Insurance Reserve.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin,
Regional Councillor Lee, Councillor Henry, Regional Councillor Dies,
Councillor Bower

Opposed: None

CARRIED

4.10. FIN-2026-17: 2027 User Fees and Charges

Amendment

Moved by: S. Lee

That the motion be amended by adding the following:

3. That the non-resident user fees be increased by an additional 3%, on top of the staff recommended increase, excluding memberships.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry

Opposed: Mayor Collier, Regional Councillor Dies, Councillor Bower

CARRIED

Amendment

Moved by: S. Lee

That the motion be amended by adding the following:

4. That staff be directed to research opportunities to provide rental options for half sports turf fields, reporting back to General Government Committee in the first quarter of 2027.

In Favour: Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: Mayor Collier

CARRIED

Amendment

Moved by: M. Crawford

That the motion be amended by adding the following:

5. That staff be directed to report back on the impact of exempting existing memberships for non-resident seniors from the non-resident user fee increases, to be presented to General Government Committee in December 2026.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry

Opposed: Regional Councillor Lee, Regional Councillor Dies, Councillor Bower

CARRIED

Main Motion as Amended

Moved by: M. Crawford

1. That the recommended fees schedule (ATT-1) be approved, effective January 1, 2027; and
2. That the General Fees By-law be brought forward to the September 21, 2026 Council meeting for approval.
3. That the non-resident user fees be increased by an additional 3%, on top of the staff recommended increase, excluding memberships.
4. That staff be directed to research opportunities to provide rental options for half sports turf fields, reporting back to General Government Committee in the first quarter of 2027.
5. That staff be directed to report back on the impact of exempting existing memberships for non-resident seniors from the non-resident user fee increases, to be presented to General Government Committee in December 2026.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4.11. FIN-2026-19: Summer Recess of Council – 2026 Contract Award

Moved by: L. Bower

That the report on the 2026 Contract Award over \$500,000 made during the summer recess of Council be received for information.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4.12. OES-2026-18: Streetlight LED Conversion Strategy - Phase 2

Moved by: L. Bower

That Council endorse the strategy, as outlined within report OES-2026-18, to replace the remaining high-pressure sodium (HPS) luminaires with light emitting diodes (LED).

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4.13. OES-2026-19: Contract Award - Rossland Road Widening from Westney Road to Lakeridge Road - Enbridge Gas Main Relocation

Moved by: N. Henry

That Staff award the contract for the phased relocation of the Enbridge Gas main on Rossland Road between Westney Road and Salem Road to Enbridge Gas, in the amount of \$2,002,421.02 (inclusive of all taxes).

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Regional Councillor Lee, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: None

CARRIED

4.14. CSD-2026-16: 2026-2030 Committee and Boards

Moved by: S. Collier

1. That the following Advisory Committees, be re-established for the 2026-2030 term:
 - Accessibility Advisory Committee
 - Heritage Advisory Committee
2. That the following quasi-judicial boards, be re-established for the 2026-2030 term:
 - Committee of Adjustment
 - Property Standards Appeals Committee / Animal Services Appeals Committee
3. That the updated CPP Policy 047 Committee and Boards (ATT-2) be approved and applicable Work Instructions be updated to reflect the amendments;
4. That the Terms of Reference for the committees and boards (ATT-4-7) named above be approved; and

5. That staff be instructed to undertake the recruitment actions necessary to give effect to these recommendations.

In Favour: Mayor Collier, Regional Councillor Lee, Regional Councillor Dies, Councillor Bower

Opposed: Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry
CARRIED

5. Discussion

None.

6. Presentations

None.

7. Closed Session

None.

7. Adjournment (2:33 p.m.)

Moved by: S. Collier

That the September 14, 2026 meeting of the General Government Committee be adjourned.

In Favour: Mayor Collier, Regional Councillor Crawford, Councillor Tyler Morin, Councillor Henry, Regional Councillor Dies, Councillor Bower

Opposed: Regional Councillor Lee

S. Lee, Chair



Town of Ajax Report Open Session

Report To: Council

Prepared By: Susan Hewlett, Manager of Taxation

Report Number: FIN-2026-18

Subject: Delegation of Authority for Property Assessment and Tax Appeals,
and Collection of Taxes

Wards: All Wards

Date of Meeting: September 21, 2026

Reference: By-law 75-2017

Recommendation:

That Council approve the updated Delegation of Authority By-law related to property assessment and tax appeals, and the collection of taxes.

Background:

By-law 75-2017 was created to delegate authority from Council to the Treasurer or their designate regarding all property assessment and tax appeals. The Treasurer, in turn, can authorize the Manager of Taxation to approve and process these appeals. This has been practiced for over 20 years with the Manager providing an annual report to Council on the breakdown of appeal reasons and financial implications.

Discussion:

In the past several months, Tax Department staff have received a number of requests for assistance from those unable to meet their property tax obligations. While the Town of Ajax does not offer a local relief program, there is an option under Section 357(1)(d.1) of the Municipal Act that permits owners to submit an application to the local municipality for the cancellation, reduction or refund of all or part of taxes levied on land in the year in respect of which the application is made if they are unable to pay because of sickness or extreme poverty. Staff have never received an application under this section in at least 20 years but have now received three in the past month.

Under the current Delegation of Authority By-law 75-2017, these applications can be reviewed and processed by the Treasurer or their designate, or through the further delegation to the Manager of Taxation. Section 357 applications legally require a

hearing where the owner can present information to the Town regarding their application.

Section 357 (11) of the Act states that Council may pass a by-law authorizing the Assessment Review Board (ARB) to exercise the powers and functions of the Council regarding Section 357 applications. Many municipalities across the province have delegated this authority to the ARB regarding applications under this section of the Act. Within Durham Region, Pickering, Whitby and Clarington have delegated to the ARB. Cities such as Toronto, Oakville, Sudbury, Newmarket and Guelph also delegate this authority to the ARB, to name just a few.

Given the sensitive nature of these applications, the personal medical and financial information involved, and the staff resources required for a thorough review, it is recommended that these decisions are delegated to an independent body to promote a fair and consistent approach.

Applications under Section 357(1)(d.1) are to be filed annually for consideration. The deadline for 2025 applications has expired. Owners with current application inquiries have been advised that submission instructions for 2026 relief, including required documentation, will follow.

Financial Implications:

There are no immediate financial implications. Decisions made by the ARB could affect the 2027 annual Tax adjustments budget as 2026 applications will be heard next year. Consistent with other tax adjustments, any decisions made for relief will be apportioned back to the Region and Province (education) for their share.

Communication Issues:

Once the updated by-law is approved, a copy will be sent to the ARB. Any applications for 2026 relief will be made directly to the ARB.

Relationship to the Strategic Plan:

N/A

Conclusion:

The updated Delegation of Authority By-law related to assessment and tax appeals allows the delicate matters subject to review under S.357(1)(d.1) to be undertaken at the ARB and not in a local municipal hearing setting. Delegating to the ARB follows the best practices used by many municipalities and allows for a consistent hearing and decision approach for all residents.

Attachments:

ATT-1: By-law XX-2026 – Delegation of Authority for assessment and tax appeals,
and the collection of taxes

Prepared by:

Susan Hewlett – Manager of Taxation

Submitted by:

Julie Mephram – Director of Finance

Approved by:

Shane Baker – Chief Administrative Officer

ATT-1: By-law XX-2026 – Delegation of Authority for assessment and tax appeals, and the collection of taxes

The Corporation of The Town of Ajax By-Law XX-2026

Being a By-law to delegate authority with respect to property assessment and tax appeals, and the collection of taxes.

Whereas, Council may, pursuant to Section 23.3 of the *Municipal Act, 2001*, as amended (the '*Municipal Act, 2001*'), delegate its powers, duties and functions subject to the limitations as set out in the *Municipal Act, 2001*, and any other applicable Act(s) in order to maximize administrative and operational efficiency; and

Whereas, By-law 71-2017 establishes a "Delegation of Powers & Duties Policy" for the Town of Ajax whereby Council may, by By-law, delegate a legislative or administrative power, authority, or responsibility, subject to certain provisions, conditions and limitations; and

Whereas, Section 39.1(11) of the *Assessment Act*, R.S.O. 1990, c.A.31, as amended (the '*Assessment Act*'), provides that where a municipality wishes to object to the settlement arrived at pursuant to Section 39.1(9) of the *Assessment Act*, it shall do so within 90 days after receiving notice under said Section 39.1(9); and

Whereas, Section 40 and 40.1 of the *Assessment Act* provides that a municipality may complain in writing to the Assessment Review Board (the 'ARB') that it or another person was, in respect of real property, assessed too high or too low, was wrongly placed on or omitted from the assessment roll and or was wrongly on or omitted from the roll in respect of school support; and

Whereas, Council of The Corporation of the Town of Ajax deems it expedient to delegate to the Treasurer or their designate the authority to file complaints to the ARB, settle all outstanding assessment appeals and Requests for Reconsideration of assessment, and to execute Minutes of Settlement in respect of the same on behalf of The Corporation of the Town of Ajax, where it is appropriate to do so, in order to safeguard the Town's appeal/complaint rights pursuant to Section 39.1 and Section 40 of the *Assessment Act*; and

Whereas, Subsection 357(1)(d.1) of the *Municipal Act, 2001*, authorizes applications to be made to a municipality for the cancellation, reduction or refund of taxes levied in the year in respect of which the application is made where such person is unable to pay taxes because of sickness or extreme poverty; and

Whereas, Subsection 357(11) of the *Municipal Act, 2001*, authorizes Council to pass a by-law to authorize the ARB to exercise the powers and functions of Council under subsections 357(1) and (5) with respect to applications under subsection 357(1) of the *Municipal Act, 2001*; and

Whereas, Any such by-law passed by Council of the municipality shall apply to Section 357(1)(d.1) applications made in and after the year in which such by-law is passed and shall continue to apply until repealed;

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That the authorities granted to Council as outlined in Appendix 'A,' attached hereto and forming a part of this By-law, be and are hereby delegated as outlined in Appendix 'A' to this By-law,
2. That the Treasurer or their designate is hereby delegated the authority to:
 - a. File complaints to the Assessment Review Board relating to Requests for Reconsideration of assessment on behalf of The Corporation of the Town of Ajax pursuant to Sections 39.1 and 40 of the *Assessment Act*;

ATT-1: By-law XX-2026 – Delegation of Authority for assessment and tax appeals, and the collection of taxes

- b. Settle all outstanding assessment appeals and Requests for Reconsideration of assessment, and is further authorized to execute Minutes of Settlement in respect of the same, where, in their opinion, it is appropriate to do so;
 - c. Initiate and file notices of assessment appeal, for any property in the Town of Ajax, with the Assessment Review Board;
 - d. Withdraw any appeal filed by the Town of Ajax, should it be determined that it is not in the Town's best interest to proceed;
 - e. Attend any mediation or settlement conferences, or attend before the Assessment Review Board, on property tax or assessment matters as a party to all appeals whether filed by the Town of Ajax or another person, entity or agent;
 - f. Execute settlement agreements, on behalf of the Town of Ajax, reached in the course of a taxation or property assessment appeal, mediation or settlement conference.
3. That the Treasurer or their designate shall be fully responsible and accountable for the proper and efficient exercise of the powers so delegated in this by-law, including the development, implementation and maintenance of policies and procedure necessary to give effect hereto.
4. That By-law 75-2017 is hereby repealed.
5. That this by-law shall come into force and take effect immediately.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

By-law XX-2026 Appendix "A"

	Delegated Authority	Delegate	Source of Power or Duty	Delegation Restrictions	Reporting to Council
1.	Write off unpaid taxes in accordance with the provisions of Section 354 of the Municipal Act	Treasurer or Designate	S.354(2)(a), Municipal Act	Within the limitations prescribed in S.354, Municipal Act	Annual Tax Section Status Report
2.	Divide land which is assessed in one block into two or more parcels or apportion unpaid taxes on land among parcels, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.356(1), Municipal Act	Within the limitations prescribed in S.356, Municipal Act	Not Required
3.	Cancel, reduce, refund or restore all or part of taxes levied on land in the year which the application is made, including holding the required hearing under the Municipal Act	Treasurer or Designate The Assessment Review Board for the purpose of S.357(1)(d.1) of the Municipal Act	S.357(1), Municipal Act S.357(11), Municipal Act	Within the limitations prescribed in S.357, Municipal Act	Annual Tax Section Status Report
4.	Cancel, reduce or refund all or part of the taxes levied on land caused by a gross or manifest error, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.358(1), Municipal Act	Within the limitations prescribed in S.358, Municipal Act	Annual Tax Section Status Report
5.	Increase the taxes levied on land to the extent of any undercharge caused by gross or manifest error, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.359(1), Municipal Act	Within the limitations prescribed in S.359, Municipal Act	Not Required

The Corporation of the Town of Ajax September 21, 2026

Motion

Fireworks Exemption Request

Moved by: Regional Councillor Crawford
Seconded by: Councillor Henry

Whereas Diwali, widely recognized as the Festival of Lights, will be observed on November 8th, 2026, and is a significant festival celebrated by Hindus, Sikhs, Jains, Tamil, Indo Caribbean and some Buddhist communities as a time of reflection, renewal, community and the triumph of light over darkness; and,

Whereas Durham Diwali Festival (DDF) is an organization comprised of representatives from the Hindu Community Centre of Durham, the Hindu Federation, the Hindu Affinity Network of Durham and many other community partners; and,

Whereas the DDF, with the approval of the Durham District School Board through Community Use of Schools, is hosting a Festival of Lights event on October 24, 2026, at J. Clarke Richardson Collegiate, with the fireworks to be lit from a private property at 250 Rossland Road East; and

Whereas the Town's Fireworks By-law 43-2025 Section 11.1 states that "permits issued pursuant to this By-law shall be valid, subject to the other provisions of the By-law, for a period of time not to exceed seven (7) days immediately preceding the Statutory or Cultural Holidays known as the Lunar New Year, Eid al-Fitr, Victoria Day, Canada Day, and Diwali".

Therefore, be it resolved:

1. That Council approve an exemption to Fireworks By-law 43-2025 to permit fireworks as part of the Festival of Lights event on October 24, 2026, at J. Clarke Richardson Collegiate; and
2. That Durham Diwali Festival (DDF) be requested to submit an application for a display fireworks permit and all required supporting documentation to the Town no later than October 19, 2026; and
3. That, subject to all applicable By-law requirements and Ajax Fire and Emergency Services approval, public notice of the fireworks display be provided through the Town's website and social media channels.

The Corporation of The Town of Ajax By-law 87-2026

Being a By-law passed pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to amend Zoning By-law 95-2003, as amended, of The Corporation of The Town of Ajax (the “Town of Ajax”).

Whereas, authority is granted under Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for the Council of the Town of Ajax to pass by-laws (hereinafter referred to as an “implementing Zoning By-law”) to amend Zoning By-law 95-2003, as amended;

Whereas, on September 16, 2024, the Council of the Town of Ajax passed implementing Zoning By-law 60-2024, pursuant to Zoning By-law Amendment Application Z7/24, to regulate the future development of the subject lands, located at the southeast corner of Rossland Road West and Harkins Drive, as outlined on Schedule “A” attached hereto;

Whereas, this implementing Zoning By-law, pursuant to Zoning By-law Amendment Application Z17/26, is being brought forward under the authority of Section 284.11.1 of the *Municipal Act*, 2001, S.O. 2001, c. 25, as amended, and in accordance with Ontario Regulation 580/22, “Provincial Priorities”, to amend implementing Zoning By-law 60-2024 for the subject lands;

Whereas, a Statutory Public Meeting was held in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, on September 21, 2026, for the purpose of considering this implementing Zoning By-law pursuant to Zoning By-law Amendment Application Z17/26; and,

Whereas, the Council of the Town of Ajax deems it appropriate to pass this implementing Zoning By-law to regulate the future development of the subject lands.

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That Exception 193, under Section 7.1.1, List of Exceptions, of Zoning By-law 95-2003, as amended, is hereby amended as follows:
 - a) By adding By-law Number “87-2026” in the “By-law” reference header, such that it appears after and in conjunction with “84-2017 and 60-2024”.
 - b) By adding “Z17/26” under the “File Reference” reference header, such that it appears after and in conjunction with “OPA15-A1, Z3/15, SP6/15 and OPA24 - A3, Z7/24”.
 - c) By deleting “1.5 m” associated with clause “i) *Dwelling unit/platform/patio*” under subsection “a) Minimum Setback from *Front Lot Line*.” of section “v) Development Standards:” and inserting “1.0 m”.
 - d) By deleting “15.5 m” associated with clause “i) *Dwelling unit/platform/patio*” under subsection “d) Minimum Setback from *Rear Lot Line*.” of section “v) Development Standards:” and inserting “13.0 m”.
 - e) By deleting “9.5 m ⁽¹⁾” associated with subsection “f) Minimum *Height*.” of section “v) Development Standards:” and inserting “9.0 m ⁽¹⁾”.
 - f) By deleting “0.15 spaces” associated with subsection “j) Minimum Parking:” of section “v) Development Standards:” and inserting “0.09 spaces”.
 - g) By deleting “2.0 metres” associated with subsection “k) Minimum *Landscaped Buffer*.” of section “v) Development Standards:” and inserting “1.5 metres”.

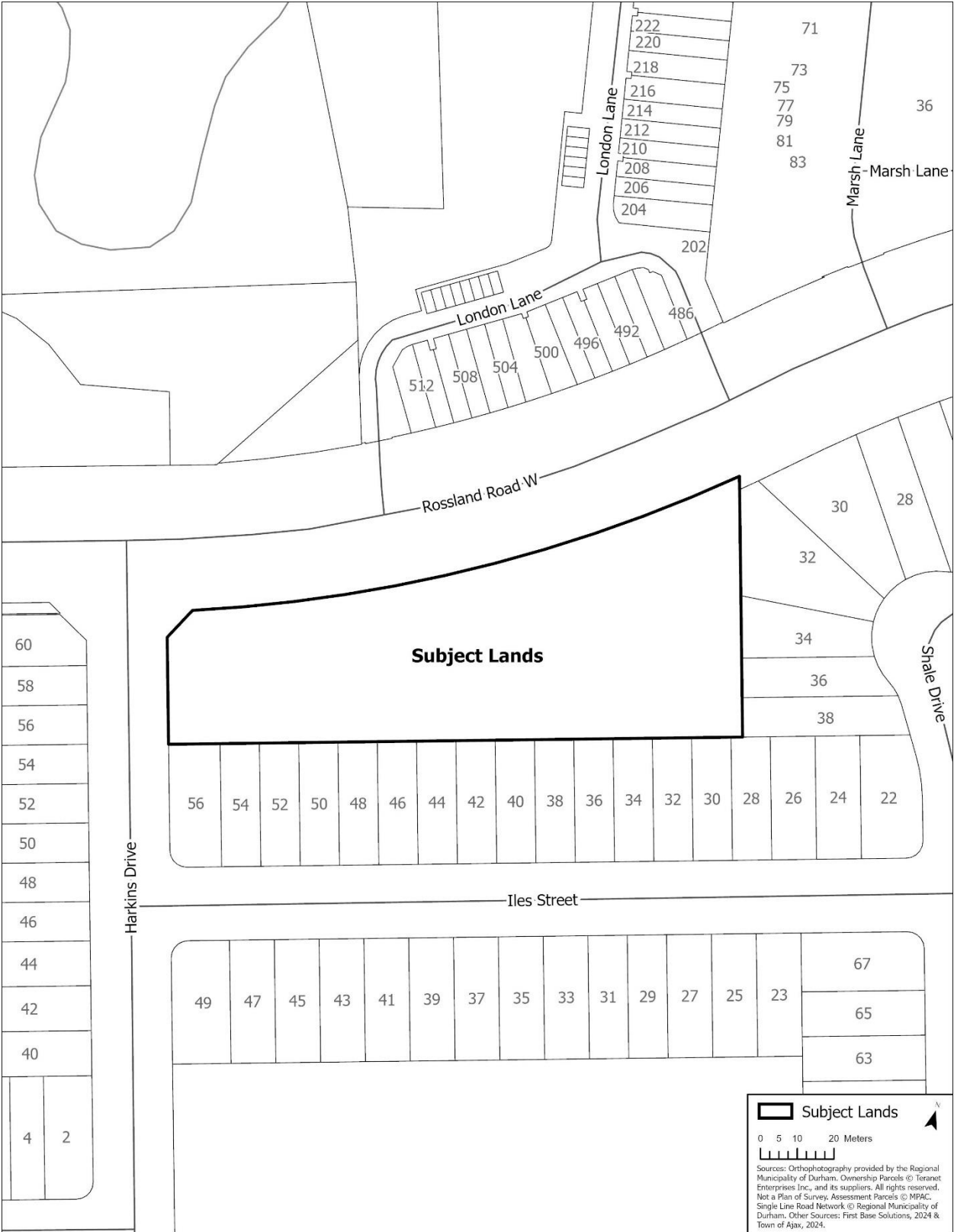
2. That Zoning By-law 95-2003, as amended, is hereby further amended only to the extent necessary to give effect to the provisions of this By-law.

By-law passed this September 21, 2026

Mayor and CEO

Clerk

Schedule “A” to By-law 87-2026



Explanatory Note to By-law 87-2026

This By-law applies to the lands located at the southeast corner of Rossland Road West and Harkins Drive (the “subject lands”). In accordance with Zoning By-law Amendment Application Z17/26, the purpose of this By-law is to amend Exception 193, which was established through By-law 60-2024 (Zoning By-law Amendment Application Z7/24). Exception 193 sets site-specific development standards, which were established to regulate a stacked townhouse development on the subject lands. This By-law amends Exception 193 to modify development standards and implement a revised stacked townhouse development proposal on the subject lands.

The Corporation of The Town of Ajax
By-law 88-2026

Being a By-law passed pursuant to the provisions of Section 22 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to adopt Amendment Number 102 to the Official Plan of The Corporation of The Town of Ajax (the “Town of Ajax”).

Whereas, authority is granted under Sections 17 and 22 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for the Council of the Town of Ajax to pass by-laws for the approval or repeal of the Official Plan and amendments thereto;

Whereas, this Amendment, pursuant to Town-initiated Official Plan Amendment Application OPA26-A9, is being brought forward under the authority of Section 16 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, and Ontario Regulation 232/18 to implement policies that authorize the use of Inclusionary Zoning within a Protected Major Transit Station Area;

Whereas, a Statutory Public Meeting was held in accordance with Section 22 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, on September 8, 2026, for the purpose of considering this Amendment pursuant to Town-initiated Official Plan Amendment Application OPA26-A9; and,

Whereas, the Council of the Town of Ajax deems it appropriate to adopt this Amendment to authorize the use of Inclusionary Zoning within the Town of Ajax Protected Major Transit Station Area, as outlined on Schedule “A” attached hereto.

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That Amendment Number 102, to the Official Plan for the Town of Ajax is hereby adopted.
2. That this By-law shall come into force and take effect from and after the final passing hereof, and from and after the date that Official Plan Amendment 99 – Ajax GO Transit Station Secondary Plan (OPA26-A6) is approved and is in full force and effect.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

Amendment 102 to the Town of Ajax Official Plan

1. Purpose

The purpose of this Official Plan Amendment (“Amendment”) is to introduce an Inclusionary Zoning policy framework that will permit the Town of Ajax (“Town”) to require affordable housing units as part of new residential or mixed-use developments that are located within the Ajax GO Station Protected Major Transit Station Area (“Ajax GO Station PMTSA”).

2. Location

This Amendment applies to all lands located within the delineated boundary of the Ajax GO Station PMTSA as shown in Schedule “A” attached to this amendment.

3. Basis

On September 3, 2024, the Region of Durham Official Plan, titled Envision Durham, was approved, with modifications, by the Ministry of Municipal Affairs and Housing, including the delineation of the Ajax GO Station PMTSA. On January 1, 2025, the Region of Durham became an “upper tier municipality without planning authority” and as a result Envision Durham became an Official Plan of the Town.

Envision Durham identifies that PMTSAs are intended to develop into complete communities centered around higher order transit services. Envision Durham also identifies that it is a policy of Council to require at least 35% of all new residential units created in Strategic Growth Areas to be affordable to low- and moderate-income households; and to support municipalities that choose to implement Inclusionary Zoning.

On June 22, 2026, the Town adopted Official Plan Amendment Number 99 which amended the Ajax Official Plan to delineate the Ajax GO Station Protected Major Transit Station Area and implement a supporting policy framework.

Section 16(4) through 16(13) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, provides that municipal official plans may contain policies authorizing Inclusionary Zoning by requiring the inclusion of affordable housing units within buildings containing other residential units. These sections of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, along with Ontario Regulation 232/18, outline the required processes and prescribed content of Official Plan policies authorizing Inclusionary Zoning. Section 16 (5.1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, permits the adoption of Inclusionary Zoning policies within an area identified as a Protected Major Transit Station Area.

These requirements include the preparation and independent peer review of an Assessment Report that analyzes Ajax’s demographics, housing demand, supply, and market conditions, and provides a financial feasibility analysis of the potential impacts of implementing an Inclusionary Zoning policy in the PMTSA, including its effects on the housing market and residential development viability. In preparing this Official Plan Amendment, a Housing Assessment Report has been prepared by N. Barry Lyon Consultants (“NBLC”) dated May 1, 2026, and has been peer reviewed by urbanMetrics Inc. dated April 27, 2026.

The completion of a Housing Assessment Report to inform the development of Official Plan policies for Inclusionary Zoning and the associated Zoning By-law Amendments has been identified as an action in the Town’s 2023 Housing Action Plan. Additionally, the Town has committed to advancing housing-supportive policy initiatives, including the implementation of an Inclusionary Zoning policy framework through its 2024 agreement with the Government of Canada under the Housing Accelerator Fund.

4. Actual Amendment

The Town of Ajax Official Plan is hereby amended as follows:

- a) That subsection 3.2.3.5 GO Transit Station Mixed Use Area is amended by adding a new bullet to the end of this subsection as follows:
 - r) Lands located within the delineated boundary of the Ajax GO Protected Major Transit Station Area, as shown in Schedule 'A-1', are subject to Inclusionary Zoning requirements as described in Subsection 7.1.16 of this Plan.
- b) That Section 7 Implementation and Administration be amended by adding a new subsection 7.1.16, titled "Inclusionary Zoning", as follows:

7.1.16 Inclusionary Zoning

Inclusionary Zoning is a tool permitted under the Planning Act that allows the Town to require *inclusionary units* to be provided in new *developments* or *redevelopments* within the delineated Ajax GO Station PMTSA.

Inclusionary Zoning policies will be guided by the following principles and objectives:

- Inclusionary Zoning will be implemented in conjunction with other planning tools to increase the supply of affordable housing units within the Ajax GO Station PMTSA, contributing to diverse, mixed-income communities that offer a range of housing options that are affordable for a range of household incomes.
- Inclusionary Zoning policies will be informed by ongoing monitoring and periodic assessment reports in accordance with the Planning Act, or more frequently as necessary, to create and increase the supply of affordable housing units without negatively impacting new market-rate housing supply.
- The Town will work collaboratively with the Region of Durham, private and non-profit developers, and housing providers to leverage expertise to achieve the affordable housing objectives.
- The Town shall implement Inclusionary Zoning through the Zoning By-law and guided by Inclusionary Zoning Implementation Guidelines. The Town and the Region of Durham will work collaboratively to establish these guidelines to ensure the efficient delivery and monitoring of *inclusionary units*, such as but not limited to the procedure for qualifying purchasers and tenants, establishing annual affordable prices and rents, and ensuring the units remain affordable for the affordability period.

The Town shall implement the following policies to support the implementation of Inclusionary Zoning:

- a) The Town shall require up to a maximum of 5% of the total new residential units or the total new residential gross floor area of the proposed *development* or *redevelopment* to be set-aside through Inclusionary Zoning. The Town shall establish the exact set-aside rate within the Zoning By-law and periodically update it in accordance with the latest assessment report, as needed. The Town shall update the assessment report at least every five years from the release of the last report.
- b) Inclusionary Zoning requirements will not apply to *developments* or *redevelopments* that:
 - i) Contain fewer than 10 residential units;

- ii) Are proposed by a *non-profit housing provider*, or by a partnership in which:
 - a *non-profit housing provider* has an interest that is greater than 51%, and
 - a minimum of 51% of the units are intended as affordable housing, excluding any offsite dwelling units that would be located in the *development* or *redevelopment*;
 - iii) Are proposed as a long-term care facility, retirement home, hospice, post-secondary student residence, or group home; or
 - iv) Meet any other exemption criteria set out in the Planning Act or related Provincial regulations.
- c) The Town shall establish the range of household incomes and the minimum depth of affordability for the *inclusionary units* in accordance with the “Affordable Residential Units for the Purposes of the Development Charges Act, 1997 Bulletin” which is released by the Province on an annual basis.
- d) The Town shall require the *inclusionary units* to be maintained at affordable rents or purchase prices for a period of no less than 25 years, measured from the date of first residential occupancy of the *inclusionary unit*. For greater clarity, *inclusionary units* shall not exceed the rent or purchase price identified in 7.1.16(c) for that year.
- e) The Town shall require that the unit mix and sizing for the *inclusionary units* be proportional to the unit mix and sizing of the market-rate units included as part of the proposed *development* or *redevelopment*.
- f) Following the end of the affordability term identified in 7.1.16 d), the Town will receive up to 50% of the net proceeds from the first sale of an *inclusionary ownership unit* to be reinvested into affordable housing. Net proceeds means the difference between the sale price of the *inclusionary ownership unit* at the time of the first transaction following the expiry of the affordability term and the original purchase price, adjusted for inflation and transactional costs as deemed appropriate by the Town, and as detailed in the Inclusionary Zoning Implementation Guidelines.
- g) The Town may establish incentives, financial and otherwise, to support the delivery of *inclusionary units*.
- h) At its discretion, the Town may consider offsite delivery or consolidation of the *inclusionary units* provided the offsite units are located within the Ajax GO Station PMTSA and the offsite delivery results in an improved housing outcome, including but not limited to the following:
 - i) the *inclusionary units* are delivered sooner than if provided within the *development* or *redevelopment* giving rise to the Inclusionary Zoning requirement;
 - ii) the provision of more deeply affordable *inclusionary units* than otherwise required; or
 - iii) the provision of a greater number of *inclusionary units* than otherwise required.

Offsite units shall not be used to satisfy Inclusionary Zoning requirements that apply to the *development* at the offsite location.

- i) The Town will provide a monitoring report to Council on the implementation of Inclusionary Zoning, to be made publicly available at least every two years. The report will, at a minimum, include the following information:
 - i) the number of *inclusionary units*;
 - ii) the types of *inclusionary units*;
 - iii) the location of the *inclusionary units*;
 - iv) the range of household incomes for which the *inclusionary units* were provided;
 - v) the number of *inclusionary units* that were converted to units at market value; and
 - vi) the proceeds that were received by the municipality from the sale of *inclusionary units*.
- c) Section 7.3 Definitions is amended by adding the following definitions into the existing text in alphabetical order as follows:

‘Inclusionary Unit’ means a *dwelling unit* that meets the definition of an “affordable residential unit” under the Development Charges Act, as amended, including the applicable household income range and minimum depth of affordability established therein.

‘Inclusionary Ownership Unit’ means an *inclusionary unit* intended for ownership tenure where the purchase price is the lesser of:

- a) a unit for which annual accommodation costs do not exceed 30% of the gross annual household income of low- and moderate-income households, that is, those with annual household income at or below the 60th percentile of the income distribution in Ajax;

OR

- b) a unit for which the purchase price is at least 10% below the average resale purchase price in Ajax.

‘Inclusionary Rental Unit’ means an *inclusionary unit* intended for rental tenure where the rent is the lesser of:

- a) a unit for which the rent does not exceed 30% of the gross annual household income of low- and moderate-income households, that is, those with annual household income at or below the 60th percentile of the income distribution in Ajax;

OR

- b) the average market rent in Ajax.

‘Non-Profit Housing Provider’ means

- a corporation to which the Not-for-Profit Corporations Act, 2010 applies, that is in good standing under that Act and whose primary object is to provide housing;
- a corporation without share capital to which the Canada Business Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing, or
- a non-profit housing co-operative that is in good standing under the Co-operative Corporations Act.

- an organization that is a registered charity within the meaning of the Income Tax Act (Canada) or a non-profit organization exempt from tax under paragraph 149(1)(l) of that Act, and whose land is owned by the organization, all or part of which is to be used as affordable housing;

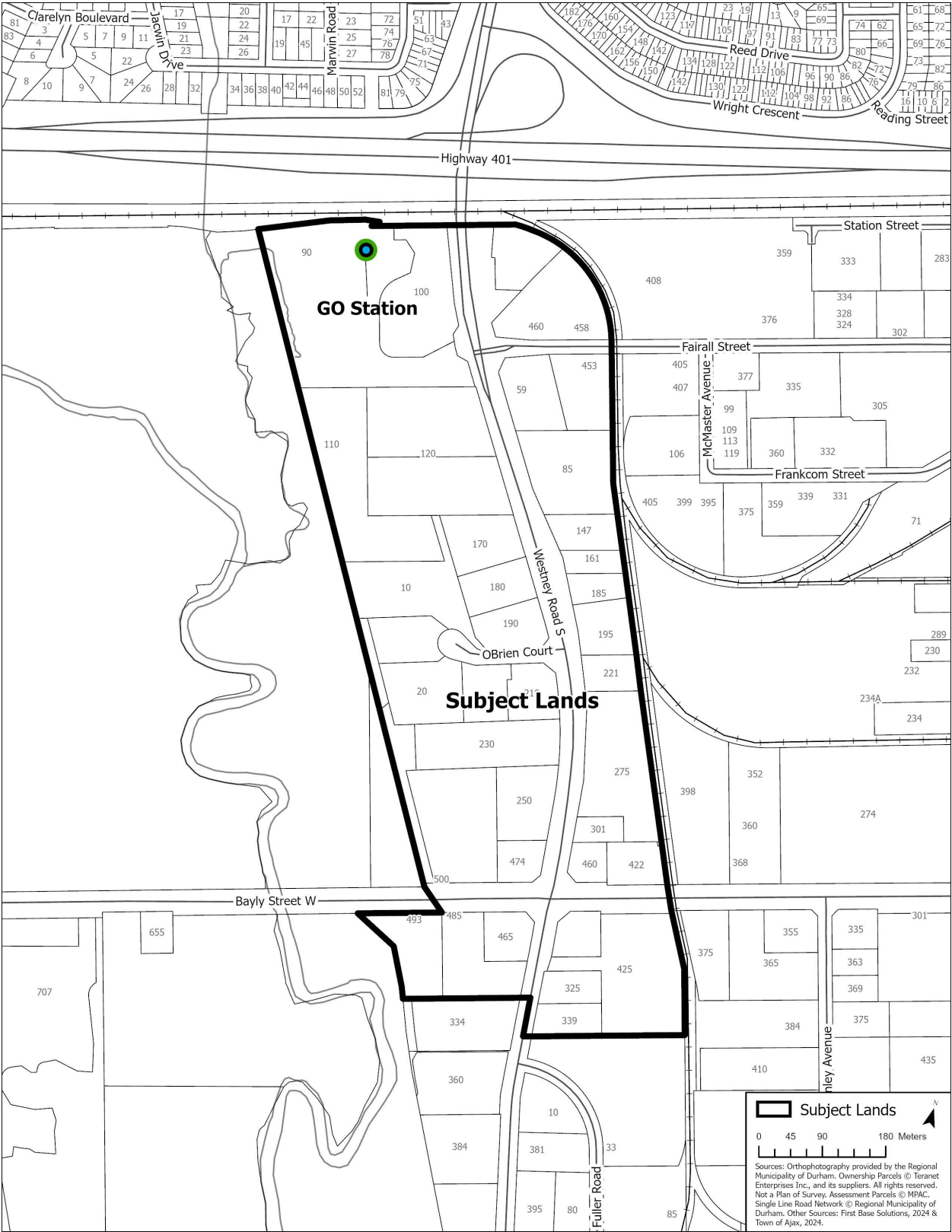
5. Implementation

The provisions set forth in the Town of Ajax Official Plan regarding the implementation of the Plan shall apply to this Amendment.

6. Interpretation

The provisions set forth in the Town of Ajax Official Plan that are not in conflict with this Amendment shall continue to apply.

Schedule "A"
Lands Subject to Amendment 102 to the Town of Ajax Official Plan



The Corporation of The Town of Ajax By-Law 89-2026

Being a By-law passed pursuant to the provisions of Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, to amend Zoning By-law Number 95-2003, as amended, of the Corporation of the Town of Ajax (the “Town of Ajax”).

Whereas, authority is granted under Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, for the Council of the Town of Ajax to pass by-laws (hereinafter referred to as an “implementing Zoning By-law”) to amend Zoning By-law Number 95-2003, as amended;

Whereas, this implementing Zoning By-law, pursuant to Town-initiated Zoning By-law Amendment Application Z16/26, is being brought forward under the authority of Ontario Regulation 232/18 to implement provisions that authorize the use of Inclusionary Zoning within a Protected Major Transit Station Area;

Whereas, a Statutory Public Meeting was held in accordance with Section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, on September 8, 2026, for the purpose of considering the amendments proposed in this Town-initiated Zoning By-law Amendment Application Z16/26;

Whereas, the matters hereinafter set forth in this By-law are in conformity with the Town of Ajax Official Plan and the former Region of Durham Official Plan;

Whereas, the Council of the Town of Ajax deems it appropriate to pass this implementing Zoning By-law to authorize the use of Inclusionary Zoning within the Town of Ajax Protected Major Transit Station Area, as outlined on Schedule “A” attached hereto.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That Section 3, “Definitions,” of By-law Number 95-2003, as amended, be further amended by adding the following definitions in alphabetical order:

Inclusionary Unit

Shall mean a *dwelling unit* that meets the definition of an “affordable residential unit” under the Development Charges Act, as amended, including the applicable household income range and minimum depth of affordability established therein.

Inclusionary Ownership Unit

Shall mean an *inclusionary unit* intended for ownership tenure where the purchase price is the lesser of:

- a) a unit for which annual accommodation costs do not exceed 30% of the gross annual household income of low- and moderate-income households, that is, those with annual household income at or below the 60th percentile of the income distribution in Ajax;

OR

- b) a unit for which the purchase price is at least 10% below the average resale purchase price in Ajax.

Inclusionary Rental Unit

Shall mean an *inclusionary unit* intended for rental tenure where the rent is the lesser of:

- a) a unit for which the rent does not exceed 30% of the gross annual household income of low- and moderate-income households, that is, those with annual household income at or below the 60th percentile of the

income distribution in Ajax;

OR

b) the average market rent in Ajax.

Non-Profit Housing Provider

Shall mean:

- a corporation to which the Not-for-Profit Corporations Act, 2010 applies, that is in good standing under that Act and whose primary object is to provide housing;
- a corporation without share capital to which the Canada Business Corporations Act applies, that is in good standing under that Act and whose primary object is to provide housing, or
- a non-profit housing co-operative that is in good standing under the Co-operative Corporations Act.
- an organization that is a registered charity within the meaning of the Income Tax Act (Canada) or a non-profit organization exempt from tax under paragraph 149(1)(l) of that Act, and whose land is owned by the organization, all or part of which is to be used as affordable housing.

2. That Section 4, “General Provisions”, of By-law 95-2003, as amended, be further amended by adding a new subsection 4.29, “Inclusionary Zoning” as follows:

4.29 Inclusionary Zoning

4.29.1 Inclusionary Zoning Units

The following provisions shall apply to development or redevelopment resulting in a net increase of more than ten residential units, on a lot located within the GO Transit Station Mixed Use One (GTS/MU1) and GO Transit Station Mixed Use Two (GTS/MU2) Zones:

- i) The minimum percentage of *inclusionary units* required pursuant to this By-law is 0%.
- ii) An *inclusionary unit* must remain affordable for a period of no less than 25 years, measured from the date of first occupancy of that unit.
- iii) The unit mix and size for the *inclusionary units* must be proportional to dwelling units provided elsewhere in the same building, distributed across multiple floors, and finished to the same level as the market-rate units.
- iv) Where an *inclusionary ownership unit* is sold at market price following the end of the affordability period, the Town will receive up to 50% of the net proceeds of the first sale, where net proceeds shall be calculated by indexing the original purchase price for inflation based on the Consumer Price Index (CPI) and deducting reasonable transactional costs, in accordance with Town Inclusionary Zoning Implementation Guidelines.

4.29.2 Exemptions

Notwithstanding provision 4.29.1 of this By-law, a development or redevelopment is exempt from providing *inclusionary units* where:

- i) The development or redevelopment contains fewer than 10

dwelling units;

- ii) A building is used for any of the following uses:
 - a) *long-term care homes*;
 - b) *retirement homes*;
 - c) hospices;
 - d) post-secondary student residences; or
 - e) *group homes*;
- iii) A building is owned and/or operated by a *non-profit housing provider* where the *non-profit housing provider* has an interest greater than 51% and a minimum of 51% of the units are intended as affordable housing, excluding any offsite dwelling units that would be located in the development or redevelopment;
- iv) The development is otherwise exempted by the Planning Act or associated regulations, as amended;
- v) Where a complete application for an Official Plan Amendment and Zoning By-law Amendment, along with either a complete application for approval of a plan of subdivision or a plan of condominium was filed on or before the date of passage of By-law 89-2026; or
- vi) Where a complete application for a building permit or a site plan application was filed on or before the date of passage of By-law 89-2026.

4.29.3 Building Permit Issuance

Where *inclusionary units* are required, the approval and issuance of any building permit or the use of any building or lands for development purposes is conditional on:

- i) Demonstration that the owner has entered into an agreement pursuant to the requirements of Section 4.29 of this By-law and with Section 35.2 of the Planning Act; and
- ii) Demonstration that the agreement referenced in Section 4.29.4 of this By-law has been executed and registered on title.

4.29.4 Agreement

The agreement referenced in Section 4.29.3 of this By-law must include:

- i) The number, size, type, and location of the *inclusionary units*;
- ii) The requirements to maintain the affordability of those *inclusionary units* for the period prescribed by the Official Plan;
- iii) Administration, reporting, and monitoring requirements; and
- iv) Any other matter required to implement the Inclusionary Zoning policies of the Official Plan.

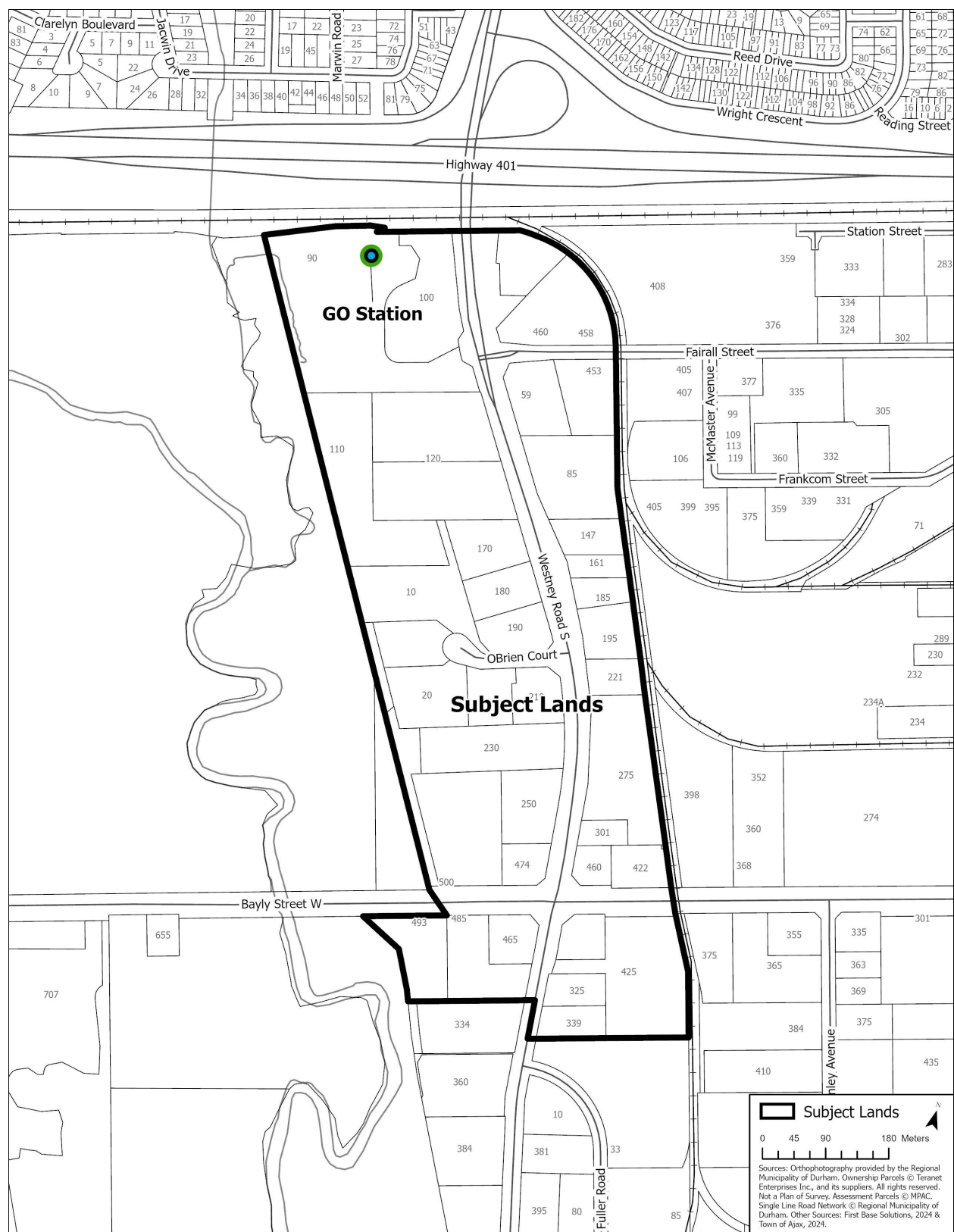
3. That Zoning By-law Number 95-2003, as amended, is hereby further amended only to the extent necessary to give effect to the provisions of this By-law.
4. That this By-law does not come into full force and effect until Ajax Official Plan Amendments No. 99 and 102 are in full force and effect.

By-law passed this September 21, 2026

Mayor and CEO

Clerk

Schedule “A” to By-law 89-2026



Explanatory Note to By-law 89-2026

In accordance with Town-initiated Ajax Official Plan Amendment Application OPA26-A9, and Town-initiated Zoning By-law Amendment Application Z16/26, the purpose of this By-law is to introduce Inclusionary Zoning provisions that will permit the Town of Ajax to require affordable housing units as part of new residential or mixed-use developments that are located within the Ajax GO Station Protected Major Transit Station Area.

This By-law applies to all lands within the delineated boundary of the Ajax GO Station Protected Major Transit Station Area.

The Corporation of The Town of Ajax By-Law 90-2026

Being a By-law to establish and require payment of various general fees and charges.

Whereas, the Council of The Corporation of the Town of Ajax (the “Town”) may pass by-laws establishing and requiring the payment of fees for information, services, activities and use of Town property;

Whereas, by-laws imposing such fees and charges are authorized by section 391 of the Municipal Act 2001, S.O. 2001, c 25, as amended;

Whereas, by-laws establishing a tariff of fees for the processing of applications made in respect of planning matters are authorized by Section 69(1) of the Planning Act, R.S.O.:

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. In this by-law:
 - (a) “Town” means The Corporation of the Town of Ajax in the Regional Municipality of Durham;
 - (b) “Chief Administrative Officer” means Chief Administrative Officer for the Town or their designate;
 - (c) “Director” means any of the Directors, or their designate, of Operations and Environmental Services, Planning and Development Services, Recreation, Culture & Community Development, Finance, and Legislative and Information Services;
 - (d) “Fire Chief” means the person appointed by Council to act as Fire Chief for the Town;
 - (e) “Fire Department” means the Town of Ajax Fire & Emergency Services;
 - (f) “Administrative charge” means a 20% fee in addition to the total of any invoice for the administration costs where the Town has had to do work that the owner of property has been found to be in default of doing and costs have had to be added to the tax rolls for any Property Standards Order, Municipal Work Order or Notice issued pursuant to any of the Town’s By-laws.
 - (g) “Owner” means a person, firm or corporation who owns or has control over any portion of a property in respect of which services and activities were provided or done.
2. Council hereby establishes the fees and charges as set out in the schedules attached to this By-law, and such schedules shall be deemed to be an integral part of this by-law.
3. No request by any person for any information, services, activity or use of Town property described in the attached Schedules will be processed or provided by the Chief Administrative Officer, Director, or Fire Chief or their designate unless and until the person requesting the information, service, activity or use of Town property has paid the applicable fee in the prescribed amount as set out in the attached schedules to this by-law.
4. Notwithstanding section 3 of this by-law, with respect to services set out in the schedules provided or done by the Fire Department:
 - a. The Owner of a property to which services set out in the fee schedules were provided or done by the Fire Department, regardless of whether requested

by the Owner or an agent of the Owner or not, shall pay the fee imposed for such service within ten (10) days of the mailing of an invoice.

- b. If a property Owner who is charged a fee under this by-law fails to pay the fee within the prescribed time, the Corporation may add the fee, including interest, to the tax roll for any real property registered in the name of the owner and collect the fee, including interest, in the same manner as municipal taxes.
 - c. Where there is more than one Owner, their liability for payment shall be joint and several.
5. Council hereby delegates to the Chief Administrative Officer, Directors, Fire Chief or their designate(s), the authority to waive or reduce any of the fees or charges specified within this by-law, provided that one or more of the following conditions apply:
 - a. The party subject to the fee or charge is the Federal Government, Provincial Government, Regional Municipality, any other municipality or public agency, board or commission, or public corporation formed by any of them;
 - b. The fee or charge is in relation to an application, process or action initiated at the request of the Town;
 - c. In accordance with practices established by Department Heads for the regular conduct of their business;
 - d. In the opinion of the Chief Administrative Officer, Director, Fire Chief or their designate as the case may be, extenuating or compassionate circumstances warrant the waiver or reduction of the fee.
6. The fees as listed in the schedules attached to this By-law will be subject to Harmonized Sales Tax (H.S.T.) where applicable.
7. The Town may add an administrative charge to invoices when work has been completed by the Town or its' agents.
8. Should any part of this by-law, including any part of the schedules, be determined by a Court of competent jurisdiction to be invalid or of no force and effect, it is the stated intention of Council that such invalid part of the By-law shall be severable and that the remainder of this by-law including the remainder of the schedules, as applicable, shall continue to operate and to be in force and effect.
9. In any instance where a fee established in this by-law conflicts with another Town by-law which establishes a different fee for the same item, this by-law shall prevail.
10. This by-law shall be known as the "Fees and Charges By-law".
11. By-law 67-2025 is hereby repealed.
12. This By-law shall come into force and effect on January 1, 2027, and all fees shall take effect at that time unless otherwise stated in the attached schedules.

By-law passed this September 21, 2026

Mayor and CEO

Clerk

2027 By-law Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Licences	
Adult Entertainment Owner's Licence	\$3,648.40
Adult Entertainment Operator's Licence	\$1,216.30
Adult Entertainment Attendant's Licence	\$304.20
Animal Licensing: Spayed/Neutered & Micro-chipped	\$24.60
Animal Licensing: Spayed/Neutered	\$30.70
Animal Licensing: Intact & Micro-chipped	\$49.00
Animal Licensing: Intact	\$55.00
Body Rub Parlour Licence	\$1,216.30
Body Rub Operator's Licence	\$243.40
Body Rub Attendant's Licence	\$121.80
Carnival Circus Festival Licence (daily rate; amount not to exceed \$400)	\$121.80
Crisis Care Facility Licence	\$259.90
Entertainment Owner's Licence	\$121.80
Entertainment Operator's Licence	\$30.70
Entertainment Establishment - Replacement Licence	\$10.00
Group Home Annual Licence	\$91.50
Hawkers and Peddlers Annual Licence - various locations	\$243.40
Hawkers and Peddlers Annual Licence - single location (daily rate per day of operation, per location to a maximum of \$2,000)	\$61.00
Ice Cream Cart Licence	\$152.20
Ice Cream Cart Licence - Each Additional	\$73.20
Kennel Licence	\$152.20
Kennel Licence Replacement Licence	\$10.00
Lodging House - Licence	\$182.70
Lodging House - Replacement Licence	\$10.00
Lottery Licence (% of prize value)	3.00%
Outdoor Patio Licence	\$30.70
Outdoor Patio - Replacement Licence	\$10.00
Patio Licence Agreement (Town-owned Lands)	\$608.30
Pet Shop Licence	\$152.20
Pet Shop - Replacement Licence	\$10.00
Refreshment Vehicle Licence	\$304.20
Refreshment Vehicle Licence - Each Additional	\$182.70
Refreshment Vehicle - Operator Licence	\$30.70
Refreshment Vehicle - Replacement Licence	\$10.00
Taxicab Broker Licence	\$259.90
Taxicab Broker Licence Plate (accessible taxicab)	No fee
Taxicab Broker Licence Plate (excluding accessible taxicab)	\$207.90
Transportation Network Licence 1-25 drivers	\$5,000.00
Transportation Network Licence 26-99 drivers	\$17,000.00
Transportation Network Licence 100 or more drivers	\$32,000.00

HST will be added to all fees marked with an asterisk (*)

2027 By-law Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Permits and Other Fees	
Animal Licensing: Replacement Tag Fee	\$3.00
Appeal of Animal Services Committee Decision to the Town's Hearing Office	\$608.30
Dog Impound Daily Care Fee (per day rate)*	\$30.70
Failure to Attend a Property Standards/Animal Services Appeal Meeting	\$243.40
Election Sign Security Deposit	\$539.60
Election Sign Removal Cost*	\$21.70
Event Parade Permit	\$50.00
Fireworks Portable Sales Unit	\$243.40
Fireworks Display Permit (High Hazard)	\$243.40
Noise Exemption Application	\$130.00
Parking Enforcement Appointment - Individual	\$108.00
Parking Enforcement Appointment - Private Property Owner	\$54.00
Parking Enforcement Appointment - Service Company	\$215.90
Pool Permit	\$182.70
Portable Sign Permit	\$121.80
Replacement Taxicab Tariff Card	\$20.00
Replacement Taxicab Licence Plate	\$20.00
Subsequent Inspection Fees for Non-Compliant Properties*	\$121.80
Subsequent Inspection Fees for Non-Compliant Short-Term Rental Properties*	\$250.00
Sidewalk Clearing - up to 23 metres*	\$182.70
Sidewalk Clearing - rate per additional metre beyond 23 metres*	\$8.90
Subsequent Occasional Use Parking Permits (per licence plate, in excess of 5 plates per year / for a maximum of 12 paid permits per year)	\$12.00
Taxicab Tariff of Rates and Fares	Schedule A
Transportation Network Co. - Per trip licensing surcharge.	\$0.20 per transportation service
Waterfront Paid Parking Permit - full day*	\$20.00
Waterfront Paid Parking Permit - up to 3 hours*	\$10.00

HST will be added to all fees marked with an asterisk (*)

SCHEDULE "A"
To the Charges and Fees By-law

TAXICAB
TARIFF OF RATES AND FARES

By Distance

Initial Start of Trip Cost	\$3.20 (includes H.S.T)
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For each one-tenth (1/10 th) of a kilometre or part thereof (includes H.S.T)	\$0.25
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By Time

For waiting time while under engagement for each sixty (60) seconds (includes H.S.T)	\$0.50
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No additional charge is permitted for any mobility or assistive device, and/or service animal accompanying a passenger.

IT IS AN OFFENCE TO CHARGE MORE THAN THE ABOVE TARIFF

**IF YOU HAVE ANY QUESTION OR CONCERNS,
PLEASE CONTACT AJAX BY-LAW SERVICES AT
905-619-2529 EXT. 3370, OR BY EMAIL AT
bylawservices@ajax.ca**

2027 Corporate Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Burial Permit	\$27.80
Civil Marriage Solemnization Service*	\$387.30
Civil Marriage Ceremony Cancellation Fee	\$56.40
Civil Marriage Solemnization Rescheduling Fee	\$56.40
Commissioner of Oath - residents (up to 5 documents)	\$27.50
Commissioner of Oath - non-residents (up to 5 documents)	\$33.00
Licence Agreement Fee* (applicable for requests for Licenses, Easements, Encroachments) - additional fees/compensation may apply as determined on a case-by-case basis	\$1,939.70
Liquor Licence - Building Letter*	\$127.50
Liquor Licence - Fire Letter*	\$112.80
Marriage Licence	\$158.50
Non-Negotiable Cheque	\$55.40
Permission to Enter Agreement Fee*	\$285.40
Routine Disclosure	
Photocopy (per page)*	\$0.50
Large Format Print Job - B&W	\$10.00
Large Format Print Job - Colour	\$15.00
Records Search (per hour, minimum 1/2 hour)	\$30.00
Computer programming (for each 15 minutes) Where a program is required to retrieve information from a machine readable database	\$15.00
Records requested in a digital format: CD, DVD, USB drive, or other transferable storage media (each)	\$10.00
Scanning documents into electronic format (per hour)	\$30.00
FOI - Freedom of Information	
Application Fee	\$5.00
Search Time (for each 15 minutes)	\$7.50
Records Preparation (for each 15 minutes)	\$7.50
Computer Programming (for each 15 minutes)	\$15.00
Copy Fees (per page)	\$0.20
Copy Fees - Drawings (per page)	\$6.00
Records requested in a digital format: CD, DVD, USB drive, or other transferable storage media (each)	\$10.00
Scanning documents into electronic format (per hour)	\$30.00
Administrative Fees	
Administrative Fee - AMPS - Registered Mail	\$15.00
Administrative Fee - AMPS - Late Notice Fee	\$15.00
Administrative Fee - AMPS - Final Notice Fee	\$15.00
Administrative Fee - AMPS - Plate Denial / Default Fee	\$15.00
Administrative Fee - AMPS - Screening Non Appearance Fee	\$50.00
Administrative Fee - AMPS - Hearing Non Appearance Fee	\$100.00

HST will be added to all fees marked with an asterisk (*)

2027 Finance User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Tax certificate	\$91.50
Request for transfer of funds	\$55.40
Statement of Account; Tax receipt; Residency/confirmation letter; Reprint of tax bill, PAP Letter, adjustment, apportionment notification, etc.	\$24.60
Refund of incorrect electronic and manual payments	\$55.40
Change of ownership	\$49.00
New tax account/roll number creation	\$61.00
Postdated cheques - removal or date change	\$36.80
Mortgage company information (per roll)	\$17.30
Additions to the tax roll (ex: water liens, municipal work orders, outstanding invoices)	\$49.00
Title search administration	\$152.20
Title search request - actual costs	Actual Costs
Tax sale tender package	\$25-\$50
Tax sale registration - actual costs	Actual Costs
Tax sale registration - administration fee when advertised	\$111.10
Interest on Overdue Receivables (other than Property Taxes which are addressed in Bylaw 32-2025) - rate applied based on each month (or fraction thereof) overdue. Interest is not compounded.	1.25%
Notice of Past Due Taxes	\$5.00
DC Refund Administration Fee	\$135.00

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge		2027 Rate (before tax)
INFORMATIONAL DOCUMENTS		
101. Copy of Emergency Response Report - within past 2 years		\$180.90
102. Copy of Emergency Response Report - over 2 years – Archival		\$182.70
103. File Search for buildings 4 units or less - Additional units - \$10.00 per unit		\$180.90
104. Fire Regulation Compliance Letter*		\$180.90
105. (New) Fire Safety Plan Printing per copy:	0-25 pages - \$16.00	
	26-50 pages - \$32.00	
	51-75 pages - \$64.00	
	76+ Pages - \$128.00	
INSPECTIONS		
201. Boarding / Lodging / Rooming House - upon request*		\$238.10
202. Educational Institutions - upon request*		\$238.10
203. Foster Care - upon request*		\$238.10
204. Group Home - upon request*		\$238.10
205. Institutional - upon request*		\$238.10
206. Licensed Day Care - upon request*		\$238.10
207. Private Home Day Care - upon request*		\$238.10
208. Liquor Licensing - upon request - includes occupant load calculations*		\$238.10
209. Liquor Licensing for outdoor patios - includes full inspection*		\$238.10
210A. Non-Residential Inspection - 1000m ² or less - upon request*		\$238.10
210B. Non-Residential Inspection - each additional 1000m2 or each additional floor*		\$30.70

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

2027 Fire and Emergency Services User Fees and Charges	
Fee/Charge	2027 Rate (before tax)
211. Non-Residential Inspection - multiple unit occupancy - per tenant (strip mall)*	\$215.20
212A. Residential Inspection - upon request - (includes apartment complex / hotel / motel)*	\$215.20
212B. Residential Inspection - each additional storey - above or below grade*	\$30.70
213. Two Unit Residential Inspection -Retrofit - upon request or complaint*	\$215.20
214. Wood Burning Appliance - upon request	\$0.00
215. Fire Safety Plan Development (per hour)	\$91.50
216A. Propane Plan Review (Existing 5000 USWG or less)	\$335.90
216B. Propane Plan Review (New or modified 5000 USWG or less)	\$672.80
216C. Propane Plan Review (Existing greater than 5000 USWG)	\$3,024.70
216D. Propane Plan Review (New/modified greater than 5000 USWG)	\$3,361.50
216E. Propane Plan Review (If necessary to retain 3rd party engineering or other firm)	Actual Costs
PERMITS	
301. Open Air Burning Permit	\$97.70
302. Fire Extinguisher Training Permit for residents, employers/employees within the municipal limits. AFES facilitates (per 20 participants) - Additional persons \$10.00 per person*.	\$200.00
303. Open Air Burning - farm waste	\$0.00

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
EMERGENCY SERVICES	
401A. Standby Requests - MTO Rates - per vehicle for the first hour or part thereof*	Maximum chargeable rate as set by MTO
401B. Standby Requests - MTO Rates - per vehicle for each additional one-half hour*	Maximum chargeable rate as set by MTO
402A. Motor Vehicle Collisions on Hwy 401 - (cost recovery through MTO) - per vehicle for the first hour or part thereof and for consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. (plus actual costs)	Maximum chargeable rate as set by MTO
402B. Motor Vehicle Collisions on Hwy 401 - (cost recovery through MTO) - per vehicle for each additional one-half hour and for consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. (plus actual costs)	Maximum chargeable rate as set by MTO
402C. Motor Vehicle Collisions on municipal roads, non-resident and fault known per vehicle for the first hour or part thereof and for consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. (actual costs plus \$50)	Maximum chargeable rate as set by MTO
402D. Motor Vehicle Collisions on municipal roads non-resident and fault known per vehicle for each additional one-half hour and for consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. (actual costs plus \$50)	Maximum chargeable rate as set by MTO
403A. Response to Hazardous Material Incident - per vehicle for first hour or part thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. hazardous materials removal and disposal costs*	Maximum chargeable rate as set by MTO
403B. Response to Hazardous Material Incident - per vehicle for each additional one-half hour or thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. hazardous materials removal and disposal costs*	Maximum chargeable rate as set by MTO

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
404A. Response to Dangerous Goods Incident - per vehicle for first hour or part thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. hazardous materials removal and disposal costs*	Maximum chargeable rate as set by MTO
404B. Response to Dangerous Goods Incident - per vehicle for each additional one-half hour or thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc. hazardous materials removal and disposal costs*	Maximum chargeable rate as set by MTO
405A. Additional Expenses - to retain a private contractor, rent special equipment, secure or preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation and consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc.*	Actual Costs
405B. Attending Natural Gas Incident - per vehicle for first hour or part thereof*	Maximum chargeable rate as set by MTO
406. Attending Natural Gas Incident - per vehicle for each additional one-half hour or thereof*	Maximum chargeable rate as set by MTO
407A. Attending a Non-Emergency Elevator Incident - per vehicle for first hour or part thereof*	Maximum chargeable rate as set by MTO
408 or 405B. Cleaning, Decontamination or Replacement of Equipment – as a result of service delivery where equipment i.e. personal protective equipment, vehicles, hoses or other non-consumable materials are contaminated or damaged.	Actual Costs
409A. Response to incidents involving alternatively fueled vehicles (EV, hybrid, propane, etc.) - per vehicle for the first hour or part thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, firefighting foam, medical supplies etc.*	Maximum chargeable rate as set by MTO
409B. Response to incidents involving alternatively fueled vehicles (EV, hybrid, propane, etc.) - per vehicle for each additional one-half hour or thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, firefighting foam, medical supplies etc.*	Maximum chargeable rate as set by MTO

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
PREVENTABLE FIRES AND ALARM SERVICES	
501A. Response to Unapproved Open Air Burning - following one warning - per vehicle for first hour or part thereof*	Maximum chargeable rate as set by MTO
501B. Response to Unapproved Open Air Burning - per vehicle for each additional one- half hour or thereof*	Maximum chargeable rate as set by MTO
502. Response to fires on or beside rail lines caused by railway company*	Actual Costs
503A. Response to Malicious and Nuisance Alarms - following a second response during a twelve month period - per vehicle for the first hour or part thereof*	Maximum chargeable rate as set by MTO
503B. Response to Malicious and Nuisance Alarms - per vehicle for each additional one- half hour or thereof*	Maximum chargeable rate as set by MTO
504A. Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm during a twelve month period - per vehicle for the first hour or part thereof*	Maximum chargeable rate as set by MTO
504B. Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm during a twelve month period - per vehicle for each additional one-half hour or thereof*	Maximum chargeable rate as set by MTO
505. Response to Electrical Vehicle (EV) Incident - per vehicle for first hour or part thereof plus any additional clean-up costs or consumables used i.e. All-purpose absorbent material, vermiculite, thermal insulating fire suppressant, shipping containers, firefighting foam, medical supplies etc.*	Maximum chargeable rate as set by MTO

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
TRAINING TOWER RENTALS	
601A. Live Burn – 8 hours – Weekday – (Includes staffing costs for two AFES staff)* Rental includes use of Firefighter survival maze, roof ventilation prop, forcible entry prop. NOTE* wood for props to be supplied by customer	\$2,650.00
601B. Live Burn – 8 hours – Weekends – (Includes staffing costs for two AFES staff)* Rental includes use of Firefighter survival maze, roof ventilation prop, forcible entry prop. NOTE* wood for props to be supplied by customer	\$3,000.00
602A. Live Car Fire Burn – 4hours – Weekday – (Includes staffing costs for one AFES staff)	\$700.00
602B. Live Car Fire Burn – 4hours – Weekend – (Includes staffing costs for one AFES staff)	\$750.00
602C. Live Car Fire Burn – 8 hours – Weekday – (Includes staffing costs for one AFES staff)	\$1,000.00
602D. Live Car Fire Burn – 8 hours – Weekend – (Includes staffing costs for one AFES staff)	\$1,500.00
603A. Artificial Smoke Only Training (no live burning) -8 hours – Weekday – (Smoke only and Staffing Costs for One AFES Staff) Rental includes use of Firefighter survival maze, roof ventilation prop, forcible entry prop. NOTE* wood for props to be supplied by customer	\$1,500.00
603B. Artificial Smoke Only Training (no live burning) 8 hours – Weekend – (Smoke only and Staffing Costs for One AFES Staff) Rental includes use of Firefighter survival maze, roof ventilation prop, forcible entry prop. NOTE* wood for props to be supplied by customer	\$1,700.00

HST will be added to all fees marked with an asterisk (*)

2027 Fire and Emergency Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
EQUIPMENT AND PROP RENTAL FEES	
704. Auto Extrication, Vehicle Supply	Market Rate
705. Self-Contained Breathing Apparatus (SCBA) Air Fills per cylinder – (AFES has the capability of filling SCOTT 4500 PSI cylinders)*	\$12.00
706. Fire truck and Related Equipment rental per day (if available)*	\$575.00
707. Training Grounds (Tower no smoke or fire) Rental includes use of Firefighter survival maze, roof ventilation prop, forcible entry prop. NOTE* wood for props to be supplied by customer.	\$1,000.00
708. Use of the fire extinguisher prop with a training tower rental for colleges, fire departments and other non-fire service organizations. Half day rental (0800h to 1200h or 1300h to 1700h) operated by AFES trained staff.	\$300.00
709. Use of the fire extinguisher prop with a training tower rental for colleges, fire departments and other non-fire service organizations. Full day rental (0800h to 1600h) operated by AFES trained staff.	\$600.00
710. Off site fire extinguisher prop rental by fire departments for a full day and operated by a trained staff of the renting department (transportation of equipment is the responsibility of the renting Fire Department).	\$400.00
711. Off site fire extinguisher prop rental by fire departments for a full week and operated by trained staff of the renting department(transportation of equipment is the responsibility of the renting Fire Department).	\$1,000.00

HST will be added to all fees marked with an asterisk (*)

2027 Operations and Environmental Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
BASEBALL DIAMONDS	
Baseball Diamonds - Premium - Youth Non-profit*	\$37.60
Baseball Diamonds - Premium - Adult Non-profit*	\$59.20
Baseball Diamonds - Premium - Non-resident (youth non-profit)*	\$44.60
Baseball Diamonds - Premium - Non-resident (adult non-profit)*	\$70.30
Baseball Diamonds - Premium - Commercial*	\$118.00
Baseball Diamonds - Type 1 - Youth*	\$34.20
Baseball Diamonds - Type 1 - Adult*	\$53.80
Baseball Diamonds - Type 1 - Non-resident (adult)*	\$68.80
Baseball Diamonds - Type 1 - Non-resident (youth)*	\$43.80
Baseball Diamonds - Type 2 - Youth*	\$18.90
Baseball Diamonds - Type 2 - Adult*	\$29.80
Baseball Diamonds - Type 2 - Non-resident (adult)*	\$38.00
Baseball Diamonds - Type 2 - Non-resident (youth)*	\$23.80
Baseball Diamonds - Premium Fri. 4pm - Sun. 4pm - Tournament (resident) per field*	\$912.30
Baseball Diamonds - Premium Fri. 4pm - Sun. 4pm - Tournament - Non-resident per field*	\$1,351.40
Baseball Diamonds - Tournament (Fri. 4pm - Sun. 4pm) Premier (resident) per field*	\$912.30
Baseball Diamonds - Tournament (Fri. 4pm - Sun. 4pm) Type 1 (resident) per field*	\$486.60
Baseball Diamonds - Tournament (Fri. 4pm - Sun. 4pm) Premier - Non-resident per field*	\$1,351.40
Baseball Diamonds - Tournament (Fri. 4pm - Sun. 4pm) Type 1- Non-resident per field*	\$810.80
Baseball Diamonds - Sports Camp (Mon. - Fri., 8am - 4pm) - Type 1 - per field*	\$669.10
Baseball Diamonds - Sports Camp (Mon. - Fri., 8am - 4pm) - Type 2 - per field*	\$365.00
Baseball Diamonds - Adminsitration Fees - Permit Changes/Transfers*	\$12.50
Baseball Diamongs - Administration Fees - Cancellation Fee*	\$49.00

HST will be added to all fees marked with an asterisk (*)

2027 Operations and Environmental Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
SOCCER PITCHES	
Soccer Pitches - Type 1 - Youth*	\$29.80
Soccer Pitches - Type 1 - Adult*	\$46.30
Soccer Pitches - Type 1 - Non-resident (adult)*	\$59.20
Soccer Pitches - Type 1 - Non-resident (youth)*	\$38.00
Soccer Pitches - Type 2 - Youth*	\$15.10
Soccer Pitches - Type 2 - Adult*	\$24.60
Soccer Pitches - Type 2 - Non-resident (adult)*	\$31.50
Soccer Pitches - Type 2 - Non-resident (youth)*	\$19.30
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Artificial Turf (resident) per field*	\$1,459.40
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Type 1 (resident) per field*	\$577.90
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Type 2 (resident) per field*	\$243.40
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Artificial Turf - Non-resident per field*	\$1,621.60
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Type 1 - Non-resident per field*	\$1,013.60
Soccer Pitches - Tournament (Fri. 4pm - Sun. 4pm) - Type 2 - Non-resident per field*	\$540.70
Soccer Pitches - Non-Prime (Fri. 5pm - Sun. 4pm) Type 1 (Youth)*	\$15.10
Soccer Pitches - Non-Prime (Fri. 5pm - Sun. 4pm) Type 2 (Youth)*	\$7.70
Soccer Pitches - Non-Prime (Fri. 5pm - Sun. 4pm) Type 1 (Adult)*	\$23.40
Soccer Pitches - Non-Prime (Fri. 5pm - Sun. 4pm) Type 2 (Adult)*	\$12.50
Soccer Pitches - Sports Camp (Mon. - Fri., 8am - 4pm) - Type 1, per field*	\$547.50
Soccer Pitches - Sports Camp (Mon. - Fri., 8am - 4pm) - Type 2, per field*	\$243.40
Soccer Pitches - Administration Fees - Permit Changes/Transfers*	\$12.50
Soccer Pitches - Administration Fees - Cancellation Fee*	\$49.00
ARTIFICIAL TURF FIELDS	
Artificial Turf Fields - Youth*	\$103.70
Artificial Turf Fields - Adult*	\$146.30
Artificial Turf Fields - Commercial*	\$182.70
Artificial Turf Fields - Non-Prime (Mar 1 - Apr 30, and Oct 1 - Dec 15)*	\$79.30
Artificial Turf Administration Fees - Permit Changes/Transfers*	\$12.50
Artificial Turf Administration Fees - Cancellation Fee*	\$49.00
CRICKET PITCH: MONARCH PARK	
Cricket Pitch - Youth (resident)*	\$37.60
Cricket Pitch - Adult (resident)*	\$59.20
Cricket Pitch - Non-resident*	\$131.20
SOFT CRICKET FIELD: APPLECROFT PARK	
Cricket Pitch - Youth (resident)*	\$15.10
Cricket Pitch - Adult (resident)*	\$24.60
Cricket Pitch - Non-resident (youth)*	\$19.30
Cricket Pitch - Non-resident (adult)*	\$31.50

HST will be added to all fees marked with an asterisk (*)

2027 Operations and Environmental Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
OTHER FEES	
Culvert Installation - standard installation (7 metres)*	\$1,878.90
Picnic Tables - Resident (8 tables)*	\$125.60
Picnic Tables - Non-resident (8 tables)*	\$278.70
Special Events Permit - plus any other direct costs (i.e. staff time, portable toilets, hand washing stations, tents, security, etc.)*	\$500.00
Road Occupancies	\$219.30
Tent/Canopy Rental - Resident (10 x 10 Canopy)*	\$63.00
Tent/Canopy Rental - Non-resident (10 x 10 Canopy)*	\$139.40
Portable Washroom - Resident rate for each washroom*	\$313.50
Portable Washroom - Non-resident rate for each washroom*	\$417.70
Tree Dedication*	\$375.90
Bench Dedication*	\$3,648.40
Film Permits - per day (set-up/tear-down/filming)*	\$1,252.90
Special Event Photography Permit (1.5 hrs)	\$128.10
EV Charging Station - per hour, first hour*	\$1.60
EV Charging Station - per hour, after first hour*	\$2.60
Municipal Consents - per application, per street up to 300 metres	\$550.00
Municipal Consents - additional fee, per metre, per street beyond 300 metres	\$1.10
Pavement Cuts*	\$3,237.10
Curb Cut and Application Fee (0-4 metres)	\$400.00
Curb Cut (per additional metre, beyond first 4 metres)	\$40.00
School Board Permit Processing Fee	\$25.00
Application for Crossing of Parklands*	\$61.00
FAIRGROUNDS RENTAL PER DAY	
< 5000 People*	\$5,197.50
5,001 to 9,999 People*	\$7,796.30
10,000 to 20,000 People*	\$14,033.30
GREENWOOD CONSERVATION AREA	
Greenwood Conservation Area (9am - 6pm, May 15 - September 30 inclusive) - Education Student Rate (per person)*	\$1.60
Greenwood Conservation Area (9am - 6pm, May 15 - September 30 inclusive) Resident Group Rate (0-99 people) with one picnic shelter*	\$282.10
Greenwood Conservation Area (9am - 6pm, May 15 - September 30 inclusive) Non-resident Group Rate (0-99 people) with one picnic shelter*	\$487.40
PAULYNN PARK	
Paulynn Park (9am - 6pm, May 15 - September 30 inclusive) - Education Student Rate (per person)*	\$1.60
Paulynn Park (9am - 6pm, May 15 - September 30 inclusive) - Resident Group Fees (0-30 people) with one Picnic Shelter*	\$157.00
Paulynn Park (9am - 6pm, May 15 - September 30 inclusive) - Non-resident Group Fees (0-30 people) with one Picnic Shelter*	\$278.70

HST will be added to all fees marked with an asterisk (*)

2027 Operations and Environmental Services User Fees and Charges

Fee/Charge	2027 Rate (before tax)
WATERFRONT	
Waterfront (9am - 6pm, May 15 - September 30 inclusive) - Resident Group Fees (0-30 people) with Lion's Point Picnic Shelter*	\$157.00
Waterfront (9am - 6pm, May 15 - September 30 inclusive) - Non-resident Group Fees (0-30 people) with Lion's Point Picnic Shelterfront*	\$278.70
Waterfront (9am - 6pm, May 15 - September 30 inclusive) - Resident Group Fees (0-30 people) without picnic shelter (with 4 picnic tables)*	\$75.50
Waterfront (9am - 6pm, May 15 - September 30 inclusive) - Non-resident Group Fees (0-30 people) without picnic shelter (with one picnic shelter)*	\$139.40
Waterfront (9am - 6pm, May 15 - September 30 inclusive) - Education Student Rate (per person)*	\$1.60
Note: Waterfront - groups 100+ people require Special Event Permit and directed to such rate*	
WATERFRONT TRAIL PERMIT	
Waterfront Trail Permit - all groups over 300, regardless of status (responsible for any additional direct costs i.e. portable toilets, handwashing stations, additional tents, security, etc.)*	\$250.90
SENIOR SNOW REMOVAL	
Senior Snow Removal Program - includes the plowing of the windrow, the driveway, the walkway to the front door, the driveway apron, and the municipal sidewalk.*	\$331.90
Senior Snow Removal Program - includes service municipal sidewalk and windrow service*	\$37.90

HST will be added to all fees marked with an asterisk (*)

2027 Planning and Development User Fees and Charges

Fee/Charge	2027 Rate (before tax)
ENGINEERING:	
Engineering Review Inspection and Administration of Subdivision Agreements, Development Agreements, Lot Grading Agreements and Infill Lots - Value of securities for work <\$500,000	6.10%
Engineering Review Inspection and Administration of Subdivision Agreements, Development Agreements, Lot Grading Agreements and Infill Lots - Value of securities for work \$500,000 - \$1 million	5.00%
Engineering Review Inspection and Administration of Subdivision Agreements, Development Agreements, Lot Grading Agreements and Infill Lots - Value of securities for work >\$1 million	4.40%
Engineering Review Inspection and Administration of Subdivision Agreements, Development Agreements, Lot Grading Agreements and Infill Lots - Fee per lot, where value of work or securities are less than \$13,000	\$1,210.70
Minimum fee for Infill lots	\$1,210.70
Landscape Architectural and Environmental Services Review and Inspection for Subdivision Agreements, Development Agreements and Site Plan Applications - Percentage of the value of securities for landscape work	2.10%
Landscape Architectural and Environmental Services Review and Inspection for Subdivision Agreements, Development Agreements and Site Plan Applications - Minimum fee (per lot) where the value of works or securities is less than \$13,000	\$376.70
Engineering Review Inspection and Administration of Site Plan Agreements - Value of securities for work <\$500,000	6.30%
Engineering Review Inspection and Administration of Site Plan Agreements - Value of securities for work >\$500,000	5.60%
Engineering Review Inspection and Administration of Site Plan Agreements - Minimum fee where the value of work or securities are less than \$13,000	\$1,122.70
Peer Reviews	Actual Costs
Engineering Review and Inspection for Street Lights in Subdivisions	Actual Costs of Third Party Review
Pre-Servicing Agreement - per application	\$2,201.90
Benchmarks - per lot	\$17.80
Digital Drawing Management Fee - Value of Works <\$100,000	\$365.00
Digital Drawing Management Fee - Value of Works \$100,000 - \$500,000	\$608.30
Digital Drawing Management Fee - Value of Works >\$500,000	\$1,216.30
Stormwater Maintenance Fee - per hectare	\$2,918.70
Design Criteria* - CD Only	\$30.70
Design Criteria* - Book and CD	\$97.70
Site Inspections for Development Sites - fee for first, third, and any subsequent inspection	\$261.90
Review of Development Applications (After 3rd submission) - plus hourly rate for review of any submissions greater than the 3rd submission and for any subsequent submission	\$261.90
Continuous Linear Infrastructure-Environmental Compliance Approval (CLI-ECA) review and approval	\$553.10
Sediment and Erosion Permit Fee - major initial permit fee	\$2,238.50
Sediment and Erosion Permit Fee - major per hectare	\$1,003.00
Sediment and Erosion Permit Fee - renewal of permit	\$1,119.40
Sediment and Erosion Permit Fee - minor initial permit fee	\$2,171.10

HST will be added to all fees marked with an asterisk (*)

2027 Planning and Development User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Traffic Data and Turning Movement Counts - Traffic Data	\$266.10
Traffic Data and Turning Movement Counts - Turning Movement Counts	\$266.10
Hourly Rates - Engineer/Coordinator (per hour)	\$131.70
Hourly Rates - Engineering Technologist (per hour)	\$113.40
Hourly Rates - Landscape Architect (per hour)	\$128.10
Hourly Rates - Engineering Associate (per hour)	\$73.30
STORMWATER	
Residential Annual Stormwater Fee	\$55.00
Non-Residential Annual Stormwater Fee per 192m ² impervious area <i>(may be subject to credits under stormwater fee credit program)</i>	\$55.00
SUSTAINABILITY	
Sustainability review and Inspection of development application. Total Gross Floor Area 0-750 m ² .	\$276.70
Sustainability review and Inspection of development application. Total Gross Floor Area >750-2,500 m ² .	\$2,548.30
Sustainability review and Inspection of development application. Total Gross Floor Area >2,500-25,000 m ² .	\$4,332.10
Sustainability review and Inspection of development application. Total Gross Floor Area >25,000-100,000 m ² .	\$6,370.50
Sustainability review and Inspection of development application. Total Gross Floor Area >100,000-150,000 m ² .	\$8,154.30
Sustainability review and Inspection of development application. Total Gross Floor Area >150,000 m ² .	\$10,448.10

If there are unusual engineering and/or construction circumstances, poor quality drawing submission, poor construction techniques and/or inadequate inspection by the consultants; upon notification, the applicant will be charged the applicable hourly rates and fee in addition to the initial percentage fee. This Schedule is for routine (typical) transactions, based on three design submissions per application. Additional hourly fees may be charged at the discretion of the Director of Planning and Development Services or Director of Operations and Environmental Services, as applicable.

HST will be added to all fees marked with an asterisk (*)

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
PLANNING SECTION	
OFFICIAL PLAN AMENDMENT (OPA)	
Local Official Plan Amendment: Simple - Application Processing	\$59,681.00
Local Official Plan Amendment: Complex - Application Processing	\$128,018.00
Local Official Plan Amendment: Simple or Complex - Town-led Open House (Only if requested by applicant)	\$2,708.50
Regional Official Plan Amendment:Application Processing	\$20,979.80
ZONING BY-LAW AMENDMENT (ZBA)	
Zoning By-law Amendment: Simple - Application Processing	\$54,581.50
Zoning By-law Amendment: Complex - Application Processing	\$56,882.40
Zoning By-law Amendment: Simple or Complex - Town-led Open House (Only if requested by Applicant)	\$2,708.50
Removal of a Holding (H) Provision	\$10,201.30
Temporary Use By-law	\$52,500.60
Temporary Use By-law Extension	\$6,238.20
JOINT OFFICIAL PLAN AMENDMENT AND ZONING BY-LAW AMENDMENT	
Joint Official Plan Amendment & Zoning By-law Amendment: Simple - Application Processing	\$82,650.10
Joint Official Plan Amendment & Zoning By-law Amendment: Complex - Application Processing	\$138,065.10
Joint Official Plan Amendment & Zoning By-law Amendment: Simple or Complex - Town-led Open House (Only if requested by Applicant)	\$2,708.50
NOTE: Complex Applications refers to: The introduction of a new use that has not been contemplated by the Town's Official Plan and/or Zoning By-law, and/or is tied to an application for a Regional Official Plan Amendment, and/or is an application(s) deemed to propose a significant change to the Town's Official Plan, subject to the Town's discretion.	

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
DRAFT PLAN OF SUBDIVISION AND DRAFT PLAN OF CONDOMINIUM	
Draft Plan of Subdivision: Residential - Base Fee (plus applicable Fee Per Unit)	\$40,731.90
Draft Plan of Subdivision: Residential - Fee Per Unit (1-200)	\$733.70
Draft Plan of Subdivision: Residential - Fee Per Unit (201+)	\$367.20
Draft Plan of Subdivision: Non-residential	\$89,248.50
Draft Plan of Subdivision: Development Block (associated with a condominium / or required for a site plan)	\$31,474.10
Revisions to a Draft Plan of Subdivision or Draft Plan of Condominium (i.e. not draft approved, but requiring full recirculation)	\$4,673.00
Revisions to a Draft Approved Plan of Subdivision or Condominium (i.e. red-line revision): Major (where substantial changes are proposed and recirculation is required) - Base Fee (plus applicable Fee Per Unit)	\$24,024.60
Revisions to a Draft Approved Plan of Subdivision or Condominium (i.e. red-line revision): Major - Fee Per Unit (1-200)	\$563.80
Revisions to a Draft Approved Plan of Subdivision or Condominium (i.e. red-line revision): Major - Fee Per Unit (201+)	\$282.20
Revisions to a Draft Approved Plan of Subdivision or Condominium (i.e. red-line revision): Minor (change to condition and/or minor plan change)	\$6,461.80
Request to Extend Draft Approval	\$5,399.60
Final Approval, Subdivision Clearance Fee	\$4,335.20
Draft Plan of Condominium - Application Processing	\$31,831.30
Final Approval, Condominium Clearance Fee	\$3,422.60
Lift Part-Lot Control - Base Fee (Base Fee + Fee Per Unit Total Maximum = \$6,107.20) or Deeming By-law (Base Fee only)	\$5,560.50
Lift Part-Lot Control - Fee Per Unit (Base Fee + Fee Per Unit Total Maximum = \$6,107.20)	\$39.40
Extension of Part Lot Control Exemption	\$2,785.00
SITE PLAN	
Site Plan: Major - Base Fee (plus Fee Per Unit and/or Non-residential GFA)	\$43,747.20
Site Plan: Major - Residential Fee Per Unit (1-25)	\$503.30
Site Plan: Major - Residential Fee Per Unit (26-100)	\$390.40
Site Plan: Major - Residential per unit (101-200 units)	\$190.80
Site Plan: Major - Residential Fee Per Unit (201+)	\$101.70
Site Plan: Major - Non-residential per 100m ² of GFA	\$55.00
Site Plan: Minor (Conversion of residential to non-residential / Model Home/ Sales Trailer) - Application Processing	\$21,914.30
Telecommunication Facility	\$22,802.80

HST will be added to all fees marked with an asterisk (*)

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
SITE PLAN AMENDMENT	
Site Plan Amendment: Major (Applies: i) Where an additional building is proposed; ii) Where an expansion to an existing building is greater than or equal to 50% of the total gross floor area of the existing building, or greater than or equal to 5,000 m ²) - Application Processing	Site Plan Application Fee applies
Site Plan Amendment: Minor A (Minor site works including, but not limited to, site access modifications and fencing) - Application Processing	\$1,597.40
Site Plan Amendment: Minor B (Community Gardens) - Application Processing	\$2,453.00
Site Plan Amendment: Minor C (Minor building additions as determined by the Town, patios, accessory buildings / structures, outdoor play areas, and/or parking lot modifications) - Application Processing	\$3,707.80
Site Plan Amendment: Minor D (Applies: i) Where an expansion to an existing building is less than 50% of the total gross floor area of the building and is less than 5,000 m ² ; ii) Where there is an expansion to a parking area) - Application Processing	\$28,812.70
AGREEMENTS	
Preparation of a Subdivision, Condominium, Site Plan, Development Agreements, or Amending Agreements (The Applicant is required to reimburse the Town for its legal costs associated with the preparation and registration of an agreement)*	Actual Costs

HST will be added to all fees marked with an asterisk (*)

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
COMMITTEE OF ADJUSTMENT: MINOR VARIANCE AND CONSENT	
Minor Variance: Accessory buildings, structures and platforms, driveway widenings, below grade entrances	\$912.80
Minor Variance: Residential Minor (single or semi-detached dwellings, duplex, triplex, townhouse dwellings, or detached accessory dwelling unit) - Single Variance	\$1,768.40
Minor Variance: Residential Minor (single or semi-detached dwellings, duplex, triplex, townhouse dwellings, or detached accessory dwelling unit) - Multiple Variances	\$2,211.10
Minor Variance: Residential/Mixed-Use Major (condominium, apartment, or mixed-use buildings) - Single Variance	\$3,758.10
Minor Variance: Residential/Mixed Use Major (condominium, apartment, or mixed-use buildings) - Multiple Variances (2-5 variance requests)	\$4,420.80
Minor Variance: Residential/Mixed Use Major (condominium, apartment, or mixed-use buildings) - Multiple Variances (each additional variance request beyond 5)	\$663.00
Minor Variance: Non-Residential - Single Variance	\$4,420.80
Minor Variance: Non-Residential - Multiple Variances (2-5 variance requests)	\$5,019.70
Minor Variance: Non-Residential - Multiple Variances (each additional variance request beyond 5)	\$663.00
Minor Variance: Enlargement, expansion, or conversion of a legal non-conforming use/ uses defined in general terms	\$5,019.70
Minor Variance: Post-development variance	Double the applicable application fee
Committee of Adjustment: Tabling Fee - (Collected if the applicant requests that the application be tabled, or if the applicant has not met the legislated requirements, or if the applicant is not present at the meeting and the Committee decides to table the application)	\$395.60
Committee of Adjustment: Special Hearing - (Plus applicable application fee)	\$10,113.60
Consent - Application Processing	\$3,747.80
Consent - Development Agreement (where applicable)	\$3,169.50
Consent - Stamping Fee	\$1,106.10
Consent - Re-Stamping Fee	\$276.70
NOTE: Applicants are encouraged to Pre-consult with Staff, prior to application submission. Exception: if a minor variance is requested as a result of going through a site plan approval process.	
NOTE: 50% Discount from the requisite fee when applying for a minor variance application associated with the installation of an accessibility device, ramp or driveway widening for the purposes of providing barrier free access to single/semi-detached/link or townhouse dwelling units	
PRE-CONSULTATION	
Pre-consultation: Minor Variance and Consent Applications	\$741.70
Pre-Consultation: Site Plan: Minor; Site Plan Amendments: Minor A, B and C; and Telecommunication Facility ⁽¹⁾	\$741.70
Pre-consultation: All other applications ⁽¹⁾	\$3,760.30
⁽¹⁾ As per the Pre-consultation By-law, the Pre-consutlation application fee may be credited against one subsequent planning application fee.	
NOTE: Fees for additional Pre-consultation meetings will be charged as per the Pre-Consultation By-law	

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
OTHER	
Property Information Request - Zoning Information	\$373.30
Property Information Request - Building Information	\$171.40
Property Information Request - By-law Information	\$171.40
Property Information Request - Ontario Heritage Act	\$171.40
Property Information Request - Legal Inquiries (If information for more than 1 agreement is required, the fee will be charged per agreement)	\$278.50
Property Information Request - Release of Agreements	\$574.10
Sign By-law Amendment	\$3,156.00
Sign By-law Variance	\$1,216.30
Tree Cutting Permit	\$1,608.80
Tree Cutting Permit - Appeal to Town of Ajax General Government Committee	\$4,808.70
Additional Public Meeting - Where more than one public open house, or Community Affairs and Planning Committee meeting is required (per additional open house or meeting)	\$1,289.30
Public Notification: Applicant Organized Public Meeting (Town to mail a notice prepared by an applicant)	\$200 plus applicable mailing and printing costs
Advertising (Where it is not possible for a notice to be placed in the Ajax News-Advertiser's Community Page, the applicant shall pay the Town's advertising costs in respect of the matter.)*	Actual Costs
Street Addressing - Base Fee (plus Fee Per Municipal Address)	\$390.40
Street Addressing - Fee Per Municipal Address	\$21.80
Street and Private Road Naming Request	\$757.70
Peer Reviews and Architectural Control Review(The applicant shall be responsible for the Town's full costs of undertaking the peer review.)*	Actual Costs
Ontario Land Tribunal (OLT) Appeals - Committee of Adjustment	\$400.00
Ontario Land Tribunal (OLT) Appeals - All other Appeals	\$1,100.00
NOTE: Ontario Land Tribunal (OLT) Appeals - Where the Town becomes involved in an appeal to the OLT, and where the Town is in support of the application, the applicant shall pay Town staff costs in terms of time and expenses for preparation for and attendance at hearings, mediation or arbitration.	
Preparation of Stand-Alone Official Plan Amendment and/or Zoning By-law Amendment	\$11,074.50
Preparation of a Zoning Order	\$19,089.00
Commissioning Planning Applications (for up to 5 signatures)	\$30.70
Digital Application Submission Administration Fee - Compliance Letter	\$27.80
Digital Application Submission Administration Fee - Pre-Consultation	\$33.30
Digital Application Submission Administration Fee - Site Plan: Minor	\$27.80
Digital Application Submission Administration Fee - Site Plan: Major	\$110.70
Digital Application Submission Administration Fee - Site Plan Amendment: Major	\$110.70
Digital Application Submission Administration Fee - Site Plan Amendment: Minor A, B and C	\$27.80
Digital Application Submission Administration Fee - Site Plan Amendment: Minor D	\$83.10

HST will be added to all fees marked with an asterisk (*)

2027 Planning Act User Fees and Charges

	2027 Rate (before tax)
APPLICATION REFUND, RECIRCULATION AND REACTIVATION	
Refund: Where any application is withdrawn after a file has been opened, but before it has been circulated	90%
Refund: Where a Zoning By-Law Amendment or Combined Official Plan and Zoning By-law Amendment applications are withdrawn within 45 days from date of submission of a complete application	50%
Refund: Where a Site Plan or a Site Plan Amendment are withdrawn within 30 days of submission of a complete application	50%
Refund: Where a standalone Official Plan Amendment or a Subdivision application is withdrawn after 1st submission comments have been provided to the applicant, but before a 2nd submission has been submitted	50%
Refund: Where a Minor Variance application is withdrawn after a file has been circulated, but before it has been considered at a public meeting	50%
Refund: Where an application is withdrawn any time after the 2nd submission has been submitted	0%
Refund: Where a Minor Variance application is withdrawn after the public meeting	0%
Recirculation - Required on the 4th submission and any subsequent submission of an application requiring circulation to internal departments and/or external agencies	\$1,216.30
Refunds will also be issued in accordance with the <i>Planning Act</i>	
<i>NOTE: For an Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision, Draft Plan of Condominium, Site Plan and/or Site Plan Amendment application that has been deemed to be dormant, refunds shall be in accordance with the Dormant File Policy.</i>	
BOULEVARD ENCROACHMENTS	
Complex Boulevard Encroachment Application Fee (Proposed modifications)	\$357.10
Complex Boulevard Encroachment Application Fee (Prior modifications)	\$714.20
Complex Boulevard Encroachment Agreement Fee (Collected only if a Complex Boulevard Encroachment Application is approved) *	\$1,000.00
OTHER FEES	
Municipal Council Support for Roof-top Solar Photovoltaic Projects	\$583.90
Temporary Patio Permit	\$0.00
Heritage Permit	\$0.00
Hourly Rates - for any work done outside of an application	\$121.80
Printing - Plan of Roads	\$15.50
Printing - Subdivision Summary (11x17) w/Chart	\$12.50
Printing - Official Plan Schedules (24x36) – per schedule	\$18.70
Printing - Official Plan Schedules (11x17) – per schedule	\$12.50

HST will be added to all fees marked with an asterisk (*)

2027 Public and Strategic Affairs User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Film Permit Fee* (security deposits will be requested when deemed necessary)	\$570.50
Film Permit Fee - student	\$0.00
Powered by Ajax Registration Fee*	\$25.00

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Admin. User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Brochure Advertising Rates	
Commercial - Business Card*	\$315.00
Commercial - Quarter Page*	\$466.60
Commercial - Half Page*	\$769.80
Commercial - Full Page*	\$1,236.20
Commercial - Half Page - inside glossy full colour (front or back cover or centre)*	\$1,096.20
Commercial - Inside cover (full page)*	\$2,227.20
Commercial - Back cover (full colour glossy)*	\$2,273.60
Community Groups - Incorporated 2 yrs. or less (Business Card = one annually - max 1 ad)*	\$0.00
Community Groups - Incorporated 3-5 yrs. (Business Card & Quarter page size ads only = one annually max 3 business card sized ads or 1 quarter page sized ad) - Business Card*	\$58.60
Community Groups - Incorporated 3-5 yrs. (Business Card & Quarter page size ads only = one annually max 3 business card sized ads or 1 quarter page sized ad) - Quarter Page*	\$134.50
Community Groups - Business Card*	\$116.90
Community Groups - Quarter Page*	\$268.40
Community Groups - Half Page*	\$524.80
Community Groups - Half Page - inside glossy full colour (front or back cover)*	\$571.60
Community Groups - Full Page*	\$909.70

All fee increases are effective January 1, 2027 with the exception of Arena Ice/Floor which is effected seasonally.

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Facilities User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Recreational Skating	
Public Skating - Single Admission - Youth*	\$3.32
Public Skating - Single Admission - Senior*	\$3.32
Public Skating - Single Admission - Adult*	\$5.09
Public Skating - Single Admission - Preschool (3 & under)	\$0.00
Public Skating - Group Admission (min 1 adult and 4 children, or max 2 adults and 3 children)*	\$14.25
Public Skating - 10 Pass - Youth*	\$29.87
Public Skating - 10 Pass - Senior*	\$29.87
Public Skating - 10 Pass - Adult*	\$51.77
Shinny / Sledge Hockey - Youth/Senior*	\$5.20
Shinny / Sledge Hockey - Adult*	\$7.30
Shinny / Sledge Hockey - 5 Pass Youth/Senior*	\$23.10
Shinny / Sledge Hockey - 5 Pass Adult*	\$32.80
Figure Skating - Ticket Ice*	\$11.00
Recreational Swimming	
Public Swimming - ACC/MCC/ARC/Outdoor Pool - Single Admission - Youth*	\$3.32
Public Swimming - ACC/MCC/ARC/Outdoor Pool - Single Admission - Senior*	\$3.32
Public Swimming - ACC/MCC/ARC/Outdoor Pool - Single Admission - Adult*	\$5.09
Public Swimming - ACC/MCC/ARC/Outdoor Pool - Single Admission - Preschool (3 & under)	\$0.00
Public Swimming - ACC/MCC/ARC/Outdoor Pool - Group Admission (min 1 adult and 4 children, or max 2 adults and 3 children)*	\$14.25
Public Swimming - ACC/MCC/ARC/Outdoor Pool - 10 Pass - Youth*	\$29.87
Public Swimming - ACC/MCC/ARC/Outdoor Pool - 10 Pass - Senior*	\$29.87
Public Swimming - ACC/MCC/ARC/Outdoor Pool - 10 Pass - Adult*	\$51.77

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Facilities User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Arenas	
Ice Rental Fee: Fall/Winter Season Fees (September 2027 - March 2028 - dates finalized at January 2027 Spring Ice Users Meeting)	
Winter Prime-Time (Community Groups)*	\$224.90
Winter Prime-Time (General Public & Commercial Organizations)*	\$287.00
Winter Prime-Time Promotional Rate - Standard/International	\$150.00
Winter Non-Prime-Time (Community Groups)*	\$145.80
Winter Non-Prime-Time (General Public & Commercial Organizations)*	\$199.30
Ice Rental Fee: Summer Season (March - September 2027 - dates finalized at January 2027 SP/SU Ice Users Meeting)	
Summer Prime-Time (Community Groups)*	\$240.00
Summer Prime-Time (General Public & Commercial Organizations, Tournaments)*	\$286.00
Summer Prime-Time Promotional Rate	\$175.00
Summer Non-Prime-Time (Community Groups)*	\$148.30
Summer Non-Prime-Time (General Public & Commercial Organizations, Tournaments)*	\$202.50
Floor Rental Fee: ACC and Village Arena Summer Season (March - September 2027 - dates finalized at January 2027 SP/SU Ice Users Meeting)	
Youth - Hourly*	\$101.20
Adult - Hourly*	\$112.20
Floor Rental Fee: Village Arena Fall/Winter Season (September 2027 - March 2028)	
Youth - Hourly*	\$126.30
Adult - Hourly*	\$136.90
Promotional Rate - Hourly	\$75.00
Ice/Floor Set-up/Take-down (per hour)*	\$103.70

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Facilities User Fees and Charges

Fee/Charge	2027 Rate (before tax)
COMMUNITY HALLS / COMMUNITY ROOMS / PAVILIONS	
ACC - HMS Community Hall - Full Hall (1 hr.) - minimum 4-hour rental*	\$145.50
ACC - HMS Community Hall - Half Hall (1 hr.) - minimum 4-hour rental*	\$96.50
ACC - Commodores Room - (1 hr.) - minimum 4-hour rental*	\$62.70
ACC - Admirals Room, Captain's Room - (1 hr.) - minimum 4-hour rental*	\$36.70
ACC - Duffins Room, Carruthers Room - (1 hr.) - minimum 4-hour rental*	\$24.60
Audley Recreation Centre (ARC) - Community Hall (Room A + Room B + Room C) (500 Capacity) - Full Hall (1 hr.) - minimum 4-hour rental*	\$288.20
Audley Recreation Centre (ARC) - Kitchen Rental Fee (only available to rent with Full Hall and Room A and not available to rent on its' own – fee also includes projected staff time, maintenance and janitorial costs)*	\$543.80
Audley Recreation Centre (ARC) - Community Hall (Room A) (200 Capacity) (1 hr.) - minimum 4-hour rental - kitchen can be rented with Room A*	\$130.70
Audley Recreation Centre (ARC) - Community Hall (Room B, Room C) (150 Capacity each) (1 hr.) - minimum 4-hour rental - kitchen cannot be rented with Room B or Room C*	\$108.40
MCC - Community Hall - Full Hall (1 hr.) - minimum 4-hour rental*	\$96.50
MCC Community Hall - Half Hall, MCC Community Room 3, ARC - Community Room - (1 hr.) - minimum 4-hour rental*	\$51.80
MCC Community Room 2, ARC - Studio - (1 hr.) - minimum 4-hour rental*	\$36.70
Carruthers Marsh Pavilion, Greenwood Discovery Pavilion - (1 hr.) - minimum 6 hour rental*	\$57.20
Rotary Park Pavilion - (1 hr.) - minimum 6 hour rental*	\$40.60
Quaker Meeting House - (1 hr.) - minimum 6 hour rental*	\$95.20
Village Community Centre - Community Groups only *	\$53.80
Meeting Rooms - Duffins and Carruthers Room - Exclusive 1 hr. Fee. (Mon-Fri – 8am-4pm) *	\$41.00
Meeting Rooms - Duffins and Carruthers Room - Exclusive 1 hr. Fee. (Mon-Fri – 4-10pm - 1-2 hour rental max - can only be booked inside 45 days for one-off meeting-type events only (not parties, not contracts) based on facility availability.) *	\$41.00
Meeting Rooms - Admirals and Captains Room - Exclusive 1 hr. Fee. (Mon-Fri – 4-10pm - 1-2 hour rental max - can only be booked inside 45 days for one-off meeting-type events only (not parties, not contracts) based on facility availability.) *	\$53.20
Non Resident Permit Fee: Applied to Arena Ice & Floor Pads, ACC HMS, ACC Commodores Room, MCC Community Hall, MCC Community Room 3, ARC Community Room, Quaker Meeting House, Carruthers Marsh Pavilion, Greenwood Discovery Pavilion and Ajax Centre for the Arts. *	\$27.30
Non Resident Permit Fee: Applied to Gymnasiums, Pools, ACC Admirals Room, Captains Room, Carruthers Room, Duffins Rooms, MCC Community Room 2, ARC Studio and Rotary Park Pavilion. *	\$13.80
Non Resident Permit Fee: ARC Community Hall – Full Hall. *	\$135.30
Non Resident Permit Fee: ARC Community Hall – Room A, Room B, Room C. *	\$67.70
Permanent Rental Space - Annual fee for occupancy agreements with community groups for the use of office space, storage space and dressing rooms, charged on a per square foot basis. *	\$4.50
Parking Lot Fee - per spot. *	\$20.00
Birthday Parties with Facility Rental (1 hour fee, minimun 4 hour rental) - (MCC CR2, ARC Studio, ACC Admirals, Duffins, Captains and Carruthers) - Applies to Pool, Ice, Floor or Gym Facility & Room Party Rentals*	\$24.50

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Facilities User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Birthday Parties with Facility Rental (1 hour fee, minimum 4 hour rental) - (MCC CH-Half, MCC CR3, ARC CR) - Applies to Pool, Ice, Floor or Gym Facility & Room Party Rentals*	\$32.60
Birthday Parties with Facility Rental (1 hour fee, minimum 4 hour rental) - (MCC CH - Full, ACC Commodores Room) - Applies to Pool, Ice, Floor or Gym Facility & Room Party Rentals*	\$47.60
Lobby Table Rental Fee - (3 hrs)*	\$30.00
Pool Rentals	
Prime – Commercial Organizations* (per hour for 6 lanes)	\$91.50
Prime – General Public, Community Groups* (per hour for 6 lanes)	\$77.00
Non-Prime – Commercial Organizations* (per hour for 6 lanes)	\$78.20
Non-Prime – General Public, Community Groups* (per hour for 6 lanes)	\$66.00
Birthday Party - Pool (1-50 people) - MCC or ARC (Fee is calculated from pool rental fee plus guards; includes 1 Head Guard and 3 Guards) - per hour*	
Birthday Party - Pool (51-100 people) - MCC or ARC (Fee is calculated from pool rental fee plus guards; includes 1 Head Guard and 4 Guards) - per hour*	
Pool Rental - both Large & Small pool at MCC or ARC Pool (per hour)*	\$154.60
Head Guard - 1 hr. (per hour) *	\$32.78
Guard - 1 hr. (per hour) *	\$27.23
Gymnasiums	
MCC, ARC, Lakeside, Westney Heights, Lincoln Alexander - Full Gym - Youth (per hour) *	\$47.80
MCC, ARC, Lakeside, Westney Heights, Lincoln Alexander - Full Gym - Adult (per hour) *	\$62.40
Ajax Centre for the Arts (formerly the St. Francis Centre)	
General Public & Businesses / Commercial - Mon.-Thur. (1 hour) - minimum 4 hour rental *	\$99.90
Community Groups / Not-for-Profit Organizations - 50% discount *	
General Public & Businesses / Commercial - Fri.-Sun. (1 hour) - minimum 4 hour rental *	\$148.50
Community Groups / Not-for-Profit Organizations - 50% discount *	
Seasonal Fees for Regular Users - Community Groups / Not-for-Profit Organizations - Effective September 1 of the current year to June 30 of the following year (Hourly rate - must be a minimum of one 4 hour weekday rental/week for the entire season to receive this fee. If a weekend time is requested, it must accompany a regular weekday rental as well in order to receive this fee. Excludes prime times - Fridays, Saturdays, and Sundays after 12 p.m.) *	\$20.20
Sound & Light Technician Hourly Fee*	\$38.00
Piano Rental – per occurrence (includes \$40 rental and \$145 tuning fee)*	\$195.00

2027 Recreation - Facilities User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Other Fees	
Program Transfer/Cancellation Fee*	\$12.50
Membership Cancellation Fee (term option only)*	\$23.90
Facility Booking permit processing fee - School Board*	\$25.00
Facility Booking permit modification/transfer fee*	\$25.00
Facility Booking cancellation fee*	\$65.00
Facility Booking cancellation fee - Contract Permits (fee used when individual booked dates within a contract permit are cancelled - fee charged per booked date cancelled. Applies to Rooms, Ice/Floor, Gyms, Pools) *	\$25.00
Facility/Room Rental Damage Deposit - Refundable deposit collected for select facilities at time of booking and held to cover rental-related facility or equipment damage and/or additional cleaning costs resulting from excessive cleanup or use of prohibited materials. The deposit is returned, in whole or in part, following post-event facility inspection, provided no damage or additional cleaning requirements were identified. *	\$500.00
Facility/Room Rental Damage Cost Recovery - Costs charged retroactively to permit holder for rental-related facility/equipment damage, repairs, replacement, and/or additional cleaning due to excessive clean-up from use of confetti, glue, tape and any other non-permitted items. *	Fee will vary
Special Occasion Permit (SOP) Staff Wage Cost Recovery - Switching to a flat fee model from per hour rate to cover Staff Supervisor wages for SOP bookings at the Quaker Meeting House and Ajax Centre for the Arts. *	\$500.00
Vendor Market Surcharge - Additional flat fee applied to vendor market bookings to support the additional permit administration, event planning, operational oversight, and permit holder accountability required for Vendor Market. *	\$250.00
Facility Booking Portable Stage rental fee (ACC HMS and MCC Community Hall) Fee is applied to all rental lengths and for the full stage or any parts of the stage. *	\$78.00
Facility Booking Microphone rental fee *	\$12.50

All fee increases are effective January 1, 2027 with the exception of Arena Ice/Floor which is effected seasonally.

RENTAL OF PERMANENT SPACE

Specific spaces in Town recreation facilities are permanently rented to user groups through rental letters of agreement. Examples are dressing rooms, APMHA office, Ajax Skating Club storage and Aquatic Club storage. These users are charged \$4.30/sq. ft. to offset the cost of utilities and will increase by MPI moving forward.

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - Partnerships User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Vendor Fees:	
First Time Events and Events with expected attendance of 4,000 people or less	
Single item food and beverage*	\$115.10
Multi-item food and beverage*	\$115.10
Non-food and beverage*	\$115.10
Arts & Handcrafted Products (i.e. art, handicrafts, homemade soaps, etc.)*	\$57.60
Food Concessions & Prepared Packaged Foods (i.e. sauces, preserves, candies, etc.)*	\$57.60
Alcohol Vendor (includes 1 - 10' X 10' location)*	\$133.00
Special Occasion Permit (SOP) Fee	\$150.00
Established Events with an expected attendance of 4,000 - 10,000 people	
Single item food and beverage*	\$172.60
Multi-item food and beverage*	\$230.20
Non-food and beverage*	\$172.60
Arts & Handcrafted Products (i.e. art, handicrafts, homemade soaps, etc.)*	\$70.00
Food Concessions & Prepared Packaged Foods (i.e. sauces, preserves, candies, etc.)*	\$70.00
Alcohol Vendor (includes 1 - 10' X 10' location)*	\$200.00
Special Occasion Permit (SOP) Fee	\$150.00
Established Events with an expected attendance of more than 10,000 people	
Single item food and beverage*	\$253.30
Multi-item food and beverage*	\$345.20
Non-food and beverage*	\$253.30
Arts & Handcrafted Products (i.e. art, handicrafts, homemade soaps, etc.)*	\$86.40
Food Concessions & Prepared Packaged Foods (i.e. sauces, preserves, candies, etc.)*	\$86.40
Alcohol Vendor* (Canada Day / Pumpkinville - includes 1 - 10' X 10' location)	\$690.30
Special Occasion Permit (SOP) Fee	\$150.00
Ajax Santa Claus Parade Floats	
Early Bird – Commercial/Business*	\$88.60
Early Bird – Not for Profit/Place of Worship/Community Groups*	\$0.00
Commercial/Business*	\$118.00
Not for Profit/Place of Worship/Community Groups*	\$29.80
Sponsored Skate / Sponsored Swim - For more information, sponsor benefits, and recognition, please see the Festivals and Events Sponsorship Levels as part of the Town of Ajax Corporate Sponsorship Policy.	\$1,000.00

All fee increases are effective January 1, 2027 with the exception of Arena Ice/ Floor which is effected seasonally.

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Children, Youth, Adult, 55+ and Family registered programs (per class). Pre-registered programs are generally 1 hour unless otherwise stated. The rate per class will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.	
Group Fitness	
Family Program - additional participant	\$6.50
Family Zumba®, Family Yoga (45 mins)	\$10.90
Fitness Kickboxing for Kids (45 mins. Fee includes hand wraps)	\$10.50
Kids & Youth Yoga, Kids Zumba® (45 mins.)	\$10.50
Teen Fitness Camp, Racquets & Fitness Camps (3 hrs. x 5 days)* rate per hour	\$10.50
Teen Weight Training (TWT) (2 hrs. x 2 days)*	\$24.90
Girls Fit Blast	\$10.50
Dance Fitness for Teens/Special Needs (45 mins.)	\$8.00
Team Sport Conditioning	\$6.80
Parent and Baby Programs (per class)	
Parent 'n Babe Yoga*, Parent 'n Tot Yoga*	\$11.20
Parent 'n Babe Fitness*, Aquafit*, StrollerFit*	\$11.20
Adult Programs (per class)	
Cycle Fit Classes*, TRX®, Therapeutic Aquatic Conditioning* (45 mins.)	\$8.50
Fitness Conditioning*, Outdoor Bootcamp*, Arthritis Fitness*, Stay Strong & Keep Fit*, NIA Dance Fitness*, Nordic Pole Walking* (1hr)	\$11.20
Group Personal Training (4-6 people 2x/wk. x 12 wks.) - Fee is per person per class.*	\$15.50
Pilates* (1hr)	\$12.50
Tai Chi (1.25 hrs.)*	\$14.00
Yoga (1 hr.)*	\$12.50
Yoga (1.25 hr.)*	\$15.60
Yoga (1.5 hr.)*	\$18.80
Aerial Yoga (45 mins.)*	\$12.50
Squash Learn to Play (40 mins.)*	\$25.90
Zumba®* (1hr)	\$12.50
55+ (per class)	
Total Body Balance* (1 hr.)	\$6.40
Nordic Pole Walking*, Fitness*, Tai Chi* (1 hr.)	\$5.70
Yoga (1.5 hr.)*	\$9.50
Yoga (1 hr.)*	\$6.40
Yoga* (1.25 hrs.)	\$7.80
Cycle Fit* (45 mins.)	\$5.70
Group Personal Training (55+ & 65+) (6 people 2x/wk. x 12 wks.) - Fee is per person, per class.*	\$10.40

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Fitness Services	
Fitness Appraisal (2 hrs.)*	\$81.80
Fitness Appraisal + Personal Training session (3 hrs.)*	\$129.00
Fitness Appraisal + 2 Personal Training sessions*	\$164.60
Non-Member Fitness Appraisal*	\$94.00
Personal Training (1 session)*	\$58.80
Personal Training (5 sessions)*	\$279.40
Personal Training (10 sessions)*	\$545.50
Personal Training (20 sessions)*	\$1,057.50
Personal Training (30 sessions)*	\$1,548.50
Personal Training (2 people) (1 session)*	\$94.10
BOGO Personal Training Promotion Week - (1 full-price, 2 nd 50% off)*	\$88.20
Personal Training (3 people) (1 session)*	\$121.80
Teen/Student Personal Training (1 session)*	\$49.10
Teen/Student Personal Training (5 sessions)*	\$233.40
Teen/Student Personal Training (10 sessions)*	\$455.90
Teen/Student Personal Training (2 people) (1 session)*	\$78.50
Teen/Student Personal Training (3 people) (1 session)*	\$101.50
Non-Member Personal Training (1 session)*	\$79.30
Non-Member Personal Training (5 sessions)*	\$377.30
Squash Lesson (1 session)*	\$42.90
Squash Lesson Semi-Private (2 people) (1 session)*	\$68.60
Squash Lesson (5 sessions)*	\$203.60
Pilates Personal Training (1 session)*	\$73.30
Pilates Personal Training (5 sessions)*	\$349.00
Pilates Personal Training Semi-Private (2 people) (1 session)*	\$117.40
Pilates Personal Training Semi-Private (2 people) (5 sessions)*	\$558.70
Access Cards Replacement - Both Active and Keyscan cards*	\$11.20
Access Card - Keyscan card only Replacement*	\$11.20
Membership Card - Active card only Replacement Fee*	\$6.00
Swim Test Pass Card	\$6.00
Fitness Passes	
Additional markup of 15% on all passes listed below for non-residents	
Pay-Go Universal Pass Adult*	\$13.10
Pay-Go Universal Pass Senior/Student*	\$6.55
Universal 10 Pass Adult*	\$116.90
Universal 10 Pass Senior/Student*	\$58.45
ARC Performance Pass*	\$33.30

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Memberships	
Additional markup of 15% on all memberships listed below for non-residents	
Fitness Centre - Adult - Annual*	\$535.30
Fitness Centre - Adult - one month*	\$47.80
Fitness Centre - Spousal/Partner - same household (18yrs+, non-student) 10% discount - annual membership (new members only)*	\$486.60
Fitness Centre - Senior/Teen/Student- Annual*	\$267.80
Fitness Centre - Senior/Teen/Student - one month*	\$24.10
Group Fitness - Adult - Annual*	\$471.20
Group Fitness - Adult - one month*	\$42.10
Group Fitness - Senior/Teen/Student - Annual*	\$235.70
Group Fitness - Senior/Teen/Student - one month*	\$21.20
Squash - Adult - Annual*	\$461.80
Squash - Adult - one month*	\$41.30
Squash - Spousal/Partner - same household (18yrs+, non-student) 10% discount - annual membership (new members only)*	\$419.70
Squash - Senior/Teen/Student - Annual*	\$231.00
Squash - Senior/Teen/Student - one month*	\$20.70
Combo (FHC, Group Fitness & Squash) - Adult - Annual*	\$608.30
Combo (FHC, Group Fitness & Squash) - Adult - one month*	\$54.30
Combo - Spousal/Partner - same household (18yrs+, non-student) 10% discount - annual membership (new members only)*	\$552.90
Combo - Senior/Teen/Student - Annual*	\$304.20
Combo - Senior/Teen/Student - one month*	\$27.20
Free Summer Combo Membership - 13-17yrs, Jul 2 to Aug 31.	\$0.00
Swim/Skate - Adult - Annual*	\$299.00
Swim/Skate - Adult - one month*	\$26.80
Swim/Skate - Senior/Teen/Student - Annual*	\$149.50
Swim/Skate - Senior/Teen/Student - one month*	\$13.50
Family Swim & Skate - (up to 5 people, max 2 adults) - Annual	\$415.10
Additional Child - to the Family Swim & Skate Annual Membership*	\$42.90
Family Active - Combo Annual Membership (Up to 4 people - 12 and under get swim & skate membership)*	\$1,372.10
Additional Child - to the Family Active Annual Membership*	\$42.90
Corporate/Group Memberships	
20% discount on minimum 10 employees	
Fitness Centre – Adult - Annual*	\$445.95
Squash – Adult - Annual*	\$384.77
Group Fitness – Adult - Annual*	\$392.54
Combo (FHC, Group Fitness & Squash) – Adult - Annual*	\$506.81
Swim – Adult - Annual*	\$249.14

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
PRESCHOOL	
Preschool Program 30 mins. class	\$8.00
Preschool Program 45 mins. class	\$9.30
Preschool Program 1 hrs. class	\$9.80
Preschool Program 1.25 hrs. class	\$10.40
Preschool Program 1.5 hrs. class	\$11.00
Preschool Program 2 hrs. class	\$12.40
Preschool Program Specialized (Kinderstart / Ready Set School Program 2 hrs. x 2 days per week)	\$14.00
Preschool Workshop	\$19.30
Cooking Program 1.25 hrs.	\$15.60
Family Fun Time 1.5 hrs. (Fee per child)	\$8.70
Friday Fun Club 2 hrs.	\$6.00

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
CHILDREN / YOUTH	
Drop-in Sports – 10 pass card (cost of 9 single visits – times range from 1-3 hrs. in duration)*	\$27.90
Drop-in Sports – POS (cost per visit – times range from 1-3 hrs. in duration)* \$3.50 with tax	\$3.10
Kids Great Minds – Children / Youth – 45 min. (\$19.50 / class - 8 classes)*	\$156.00
Kids Great Minds – Children / Youth – 1 hr. (\$26.13 / class - 8 classes)*	\$209.00
Kids Great Minds – Children / Youth – 1.25 hr. (\$32.63 / class - 8 classes)*	\$261.00
Kids Great Minds – Children / Youth – 1.5 hr. (\$39.25 / class-8 classes)*	\$314.00
Kids Great Minds – Workshop 2 hrs.*	\$52.00
Kids Great Minds – Workshop 3 hrs.*	\$71.00
Preschool Dance 45 mins.	\$9.50
Preschool / Children Dance 1 hr.	\$10.20
Youth Dance 1.25 hrs.	\$10.60
Children Specialty Programs (Acrylic / Oil Painting / Chess)	\$11.00
Children / Youth Art 1.5 hrs.	\$9.90
Children Art 1 hr.	\$9.40
Children Art Workshop 2 hrs.	\$39.10
Mad Science – 1 hr. (\$27.50 / class - 8 weeks)*	\$220.00
Adventures at Greenwood 1.5 hrs.	\$11.80
Theatre 1 hrs.	\$8.40
Theatre 1.5 hrs.	\$12.60
Theatre 2 hrs.	\$15.00
Guitar Lessons (Children & Adults)*	\$12.00
Leadership 1.5 hrs.	\$11.20
Karate Kidz	\$7.50
Karate Traditional (Children) 1.5 hrs.	\$9.40
Karate Traditional (Youth / Adult) 2 hrs.*	\$11.60
Karate Black Belt	\$8.40
Sportball (Preschool)*	\$26.50
Ajax Fencing Club (Children / Adults) 1.25 hrs*	\$23.75
Parent and Child Sports 1 hr.	\$8.40
Introductory Skill Based Sport 1.25 hrs. (Cricket, Soccer, Hockey, Dodgeball, Girls Sport, Volleyball, Pickleball, Basketball, Skateboarding, Multi-Sport)	\$8.10
Introductory Skill Based Sport 1.5 hrs. (Cricket, Soccer, Hockey, Dodgeball, Girls Sport, Volleyball, Pickleball, Basketball, Skateboarding, Multi-Sport)	\$9.70

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2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
Introductory Skill Based Sport 2 hrs. (Cricket, Soccer, Hockey, Dodgeball, Girls Sport, Volleyball, Pickleball, Basketball, Skateboarding, Multi-Sport)	\$12.90
Friday Night Fun Centers - POS	\$4.25
SOS 4 Kids - Home Alone Safety Programs 7 hr. workshop*	\$97.00
Durham Netball Association (Youth) (\$12.42 / class)*	\$12.42
Tennis Club of Canada (Children / Youth) - 8 wks. (\$23.00 / class)*	\$184.00
CAMPS Run 5 days unless otherwise stated (per day)	
One Day Options 7 hrs.	\$51.90
One Day Options 9 hrs.	\$56.40
Arts Camps (Dance, Theatre, Yoga, Circus, Creative Kids, Youth)	\$49.10
Counsellor in Training (Level I & II, incl. HIGH FIVE PHCD & SFA/CPR – 2 or 3 weeks) / Leadership	\$37.70
Day Trippers / Youth on the Move / Youth Adventure	\$67.60
Greenwood Camps (Mtigwaki / Youth)	\$51.70
Greenwood Camps (Saplings)	\$46.80
Kindercamp	\$46.80
Paulynn Park Camps (TAPARAC Jr. & Sr.)	\$46.80
Playgrounds	\$0.00
Rotary Park Camps (Lake to Land Exploration)	\$48.10
Rotary Park Camps (Mini Treasure Hunters)	\$46.80
Sports Camps (Dodgeball, Elevate GirlSport Camp, Youth)	\$46.80
Sunrise / Sunset Camp	\$46.80
Tiny Trekkers	\$59.30
Mad Science Camp 4 days (\$81.50 / day)*	\$326.00
Mad Science Camp 5 days (\$78.80 / day)*	\$394.00
Sportball 4 days Camp (\$42.75 / day)*	\$171.00
Sportball 5 days Camp (\$42.80 / day)*	\$214.00
Kids Great Minds 1 day Camp (7 hrs.)*	\$110.00
Kids Great Minds 4 days Camp (\$84.50 / day)*	\$338.00
Kids Great Minds 5 days Camp (\$79.00 / day)*	\$395.00
Film Camp in a Box 1 day workshop*	\$103.00
Film Camp in a Box 4 day Camp (\$81.00 / day)*	\$324.00
Film Camp in a Box 5 day Camp (\$81.20 / day)*	\$406.00
Before/After Hours Care	\$9.80
Busing*	\$6.90
Late pick up (per 15 mins.)	\$20.00

HST will be added to all fees marked with an asterisk (*)

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
ADULTS	
Adult Dance (Dance Fusion, Bellydance, Bollywood, Hip Hop) – 1 hr.*	\$9.90
Adult Art (Oil Painting, Watercolour Painting, Drawing & Photography)*	\$11.60
Adult Cooking*	\$29.70
Adult Sports (Volleyball/Badminton/Picklebal, Cricket) - 2 hrs.*	\$11.50
Adult Workshops*	\$38.00
Drop-in Sports Adult – POS* - various durations (\$5.00 with tax)	\$4.43
Drop-in-Sports 10 pass* (cost of 9 single visits – times range from 1-3 hrs. in duration)	\$39.87
Drop-in Sports Senior* - POS (cost per visit – times range from 1-3 hrs. in duration) (\$3.50 with tax)	\$3.10
Drop-in Sports 10 pass Senior* (cost of 9 single visits – times range from 1-3 hrs. in duration)	\$27.90
Tennis Clubs of Canada 8 wks. (\$30.25 / class)*	\$242.00
Durham Netball Association - Adult (\$14.00 / class)*	\$14.00
Budokan Judo Club - Self Defense Course - 8wks (15.63 / class)*	\$125.00
55+	
55+ Dance 1.5 hrs.*	\$5.20
55+ Art 2 hrs.*	\$6.10
55+ Art 2.5 hrs.*	\$7.60
55+ Cooking 1.5 hrs.*	\$18.70
55+ Sports 2 hrs.*	\$4.80
55+ Language 1.5 hrs.*	\$6.50
55+ Art Workshops 3 hrs.*	\$27.30

2027 Recreation - RPAL User Fees and Charges

Fee/Charge	2027 Rate (before tax)
AQUATICS	
Pre-school and Swim 1-4 (Spring/Fall 10 weeks - 30 mins.	\$12.20
Swim 5 -6 (Spring/Fall 10 weeks - 45 mins.)	\$13.40
Swim Patrol & Bronze Star (Spring/Fall 10 weeks - 1hr) *	\$13.40
Adults Swim Lessons/Teen Lessons/Ladies Only*	\$13.60
Adults – private 30 mins.*	\$37.00
Bronze Medallion (2 hrs. Exam fee of \$27.50 included)*	\$25.50
Bronze Medallion (2hrs. Exam fee of \$27.50 included)* One time discount repeat fee	\$12.75
Bronze Cross (2 hrs. Exam fee of \$27.50 included)*	\$24.50
Bronze Cross (2hrs. Exam fee of \$27.50 included)* One time course repeat fee	\$12.25
Swim & Lifesaving Instructor (40hrs) *	\$47.30
Swim & Lifesaving Instructor (40hrs)* One time course repeat fee	\$23.65
NLS (National Lifeguard Service Award) (40 hrs. over 10 classes)*	\$37.70
NLS (National Lifeguard Service Award) (40 hrs. over 10 classes)* One time course repeat fee	\$18.85
Intermediate First Aid, CPR C & Leadership Prep Course*	\$18.60
Private Lessons – 30 mins.*	\$37.00
Low Ratio & Adapted Lessons – 30 mins.*	\$22.70
Swim to Survive (per participant)	Varies

All fee increases are effective January 1, 2027 with the exception of Arena Ice/ Floor which is effected seasonally.

HST will be added to all fees marked with an asterisk (*)

**The Corporation of The Town of Ajax
By-Law 91-2026**

Being a By-law to establish an Accessibility Advisory Committee for the 2026 to 2030 term of Council.

Whereas the Town of Ajax is committed to improving access for members of the community, through the requirements and in the spirit of the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005, by identifying and mitigating barriers for persons with disabilities;

And whereas the Town of Ajax is required to establish an accessibility advisory committee under Section 12 of the *Ontarians with Disabilities Act, 2001*.

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That the Town of Ajax “Accessibility Advisory Committee” be established for the 2026 to 2030 term of Council.
2. The attached “terms of reference” shall guide the roles, expectations, conduct, structure and administration of the Town of Ajax’s Accessibility Advisory Committee.
3. Where the Ontarians with Disabilities Act, 2001 or the Accessibility for Ontarians with Disabilities Act, 2005 and any other relevant legislation is silent, relevant by-laws, resolutions, policies and practices of the Town of Ajax shall govern the roles, expectations, conduct, structure and administration of the Accessibility Advisory Committee.
4. That By-law 04-2025 is hereby repealed.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

Town of Ajax Accessibility Advisory Committee

Terms of Reference

A. Purpose

The Town of Ajax Accessibility Advisory Committee is a statutory committee required to be established through the Ontarians with Disabilities Act, 2001 and the Accessibility for Ontarians with Disabilities Act, 2005. The committee advises Council and staff on specific initiatives to be taken by the organization to reduce and prevent barriers in order to cultivate inclusion within the Ajax community.

B. Mandate

- **Make recommendations to staff and Council on the development and implementation of the Town of Ajax Multi-year Accessibility Plan;**
- **Review and provide feedback relative to accessibility on site plans for Town and municipal buildings/facilities, as well as priority applications identified by the Committee (e.g. seniors residences, schools, etc.);**
- **Make recommendations to staff and Council on issues relating to customer feedback, Town programs, services, policies and procedures from an accessibility and inclusion lens;**
- **Monitor the development of accessibility-related legislation and offer feedback on the Town's compliance with provincial accessibility regulations;**
- **Promote accessibility and inclusion in the Town of Ajax through public outreach, education and special events.**

C. Lead Departments

The **Corporate Services Department** will be the lead for the committee. Staff from other departments and/or members of other agencies may attend meetings as required to provide expertise or report on various matters.

D. Reporting Relationship

The committee is to serve as an advisory body and does not have any delegated authority. Recommendations requiring implementation, expenditures, reports or staff actions must be considered by staff and/or Council. Council may cause the committee to review and report on matters pertaining to the committee's mandate.

E. Committee Membership

The committee shall be comprised of 7-11 voting members who must be Ajax residents. An honorarium of \$70.00 for each meeting shall be provided to all members.

Appointments will run concurrent with the term of Council, plus an addition three months during the transition period. Appointments may be revoked at anytime at the discretion of Council.

The committee shall also consist of 1 Member of Council who shall have full voting privileges. The Council Member appointee may rotate mid-term. All members are to be appointed by way of Council resolution. The Mayor is an ex-officio member of the Committee.

A representative from the Legislative & Information Services Department will serve as a staff resource liaison to the committee as well as provide organizational and procedural support. Other staff and delegates may be invited to provide input at times; however, they are not to be counted towards quorum and do not have voting privileges.

F. Chairperson

Town of Ajax Accessibility Advisory Committee

Terms of Reference

The Chair is responsible for leading the discussion at each meeting pursuant to the meeting agenda and the committee's mandate. If a Chair or Vice-Chair is not present, members will select an acting Chair to serve in the same capacity for the duration of that meeting. The rotation process for the Chair and Vice Chair is outlined in the **Committees and Boards Policy 047**.

G. Subcommittees

Subcommittees may be formed to complete specific tasks related to the committee's mandate and work plan but must report through the committee.

H. Decision Making and Voting

Where possible, decisions and recommendations will be made by way of consensus. When a formal vote is necessary, a motion must be moved and seconded prior to voting. A resolution is deemed to be carried if the majority of members present vote in the affirmative. Recorded votes shall not be permitted. The committee shall only reconsider a previous decision if new information affecting that decision has become available or if directed to so by Council.

I. Work Plan

The committee work plan shall be developed by Committee Staff Liaisons and reviewed with the Committee. The work plan will appear as a standing item on the agenda to facilitate regular review by the staff liaison representative(s) and/or the committee, if deemed to be necessary.

J. Meeting Structure and Format

Meetings will generally be scheduled on a monthly basis, with the exception of July and August. Heritage Advisory Committee Meetings shall be scheduled the first Wednesday of the month, at 6:00 p.m. The Committee shall meet a minimum of four times annually.

An agenda package, including meeting materials and previous meeting minutes, will be posted on the Town's website one week in advance of the meeting date. Staff shall be responsible for forwarding substantive action items and recommendations to the appropriate staff for review and action as necessary. Staff presenting to a committee or soliciting feedback shall be responsible for following up on any queries/feedback received. An update shall be provided to Members at a future meeting. All recommendations must relate to the committee's mandate.

In consultation with the Chair, Staff Liaisons will generate content for each meeting agenda to ensure progress of the committee's work plan.

Committee meetings are open to the public and are subject to the provisions of Section 239 of the *Municipal Act, 2001*. Members of the public who are in attendance shall not interfere with the conduct of the committee.

The ***Town of Ajax Committee/Board Policy & Procedure*** (Policy 047) shall be followed for all matters not specifically addressed within this document. These Terms of Reference are established by Council and can only be altered by Council approval.

K. Meeting Procedures

1. Attendance

A minimum of 6 voting members shall be required for a meeting to be held. In the absence of a meeting, the Staff Liaisons may circulate content to members

Town of Ajax Accessibility Advisory Committee

Terms of Reference

through alternative means (email) to obtain informal feedback for that item, especially for items that are time-sensitive in nature.

2. Agenda

Meeting structure, agenda and minute formats should meet the needs of individual Advisory Committees, while ensuring consistency, completeness and accountability. The following components shall be included in Heritage Advisory Committee agendas:

- a) Call to Order & Acknowledgement of Traditional Treaty Lands
- b) Conflict of Interest
- c) Approval of Minutes
- d) Presentations/Discussion Items
- e) Council Update
- f) Correspondence
- g) Other Business
- h) Next Meeting
- i) Adjournment

Staff liaisons and/or those staff with a forecasted agenda item shall submit agenda content no later than noon, one week prior to the scheduled meeting date. If no substantive agenda content is received by the content deadline, the meeting will be cancelled at the discretion of the Chair.

The business of each meeting shall be taken up in the order in which it is listed on the agenda, unless otherwise agreed to by members present.

3. Minutes

Minutes shall briefly outline the substance of each item listed on the agenda, including action items and recommendations. Draft minutes of each meeting shall be posted on the Town's website once available and shall be presented to the Committee at its next meeting for approval.

4. Presentations to Committee

Individuals interested in presenting as a delegation to the Accessibility Advisory Committee must submit their request to staff liaisons in writing, before the agenda content submission deadline of noon one week before the meeting date.

Only one spokesperson per group/organization shall be permitted to speak on a matter. Individuals shall be limited to speaking for no more than 10 minutes. A five-minute extension to speak, may be decided, without debate, by a majority of Committee Members present.

Individuals making a presentation to the Heritage Advisory Committee shall not:

- a) Speak disrespectfully of any person
- b) Use offensive words
- c) Speak on any subject other than the subject for which they have received approval to address Committee
- d) Disobey the decision of the Chair or Committee
- e) Enter into cross debate with other persons present, Town staff, Members or the Chair

Members shall be permitted to ask questions of delegate(s) but shall not make statements to enter into debate with delegates.

Town of Ajax Accessibility Advisory Committee

Terms of Reference

5. Rules of Order

Members are encouraged to ask questions, engage in discussion and share feedback following presentations and delegations. The committee Chair shall maintain order and decorum during the meeting and decide the order of questions.

Members shall indicate to the Chair their desire to speak and wait to be acknowledged by the Chair before speaking. Only one member shall speak at a time. All members are equal and no member has seniority over another member. No member shall interrupt another member while speaking.

6. Conflict of Interest

Members shall adhere to the Town of Ajax Code of Conduct for Local Boards. It is the responsibility of Members to identify and disclose any conflict of interest as defined under the *Municipal Conflict of Interest Act*.

Members shall disclose any conflicts at the opening of a meeting, prior to any discussion on the matter, and shall not take part in discussion or vote on such matter. Members shall not in any way attempt to influence the voting on a matter before, during or after the meeting. Where a member is absent from a Meeting which included a matter on which they have a conflict of interest, the member shall disclose the conflict at the next meeting they attend. All disclosed conflicts of interest shall be recorded in the meeting minutes and in the Town's Conflict of Interest Declaration Registry.

7. Remote Meeting Participation

Committee Members, staff, and members of the public are permitted to participate in meetings remotely via electronic means (e.g. video or audio teleconference). Committee Members participating remotely shall have all the same rights and responsibilities as if they were in physical attendance. A Committee Member who is participating remotely in a meeting shall be counted towards quorum of members present at any point in time and may participate electronically in any portion of a meeting that is closed to the public.

Where a Committee Member encounters technical difficulties or is otherwise unable to participate remotely in a meeting, such circumstances shall not affect the validity of the meeting or any action taken at the meeting, if quorum is not lost during the meeting.

8. Recording and Broadcasting Meetings

Meetings of the Committee may be audio and/or video recorded and may be broadcast publicly by the Town. Closed Session portions of all meetings shall not be recorded or broadcast.

Last Updated: September 2026

The Corporation of The Town of Ajax
By-Law 92-2026

Being a By-law to establish a Heritage Advisory Committee for the 2026 to 2030 term of Council.

Whereas, the Town of Ajax is committed to preserving and providing access to its collective local natural, cultural, architectural and historical heritage;

And whereas Section 28 (1) of the *Ontario Heritage Act, R.S.O. 1990* allows for the council of a municipality to establish a committee to advise and assist council on various heritage-related matters by by-law;

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

- 1. That the Town of Ajax establish a Municipal Heritage Committee for the 2026 to 2030 term of Council.
- 2. That the committee be called the “Heritage Advisory Committee”.
- 3. The attached “terms of reference” shall guide the roles, expectations, conduct, structure and administration of the Town of Ajax’s Heritage Advisory Committee.
- 4. That By-law 05-2025 is hereby repealed.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

Town of Ajax Heritage Advisory Committee

Terms of Reference

A. Purpose

The Heritage Advisory Committee (“the committee”) will promote the conservation and celebration of the Town of Ajax’s unique local history, including its natural, cultural and architectural heritage. It will serve to assist local residents in developing an understanding and appreciation of the community’s beginnings, development and future.

The committee will also serve as the Town’s Municipal Heritage Committee to advise and assist Council on heritage matters as outlined in Section 28 of the *Ontario Heritage Act*.

B. Mandate

- **Promote the history and heritage of the Town of Ajax through public outreach, education and special events;**
- **Identify and evaluate properties of cultural heritage value or interest for designation under the *Ontario Heritage Act* or addition to the Town’s Heritage Inventory;**
- **Make recommendations to staff and Council on issues relating to the conservation and stewardship of heritage properties;**
- **Review and comment on planning applications that may have an impact on heritage properties.**
- **Make recommendations on items suitable for inclusion in the Ajax Public Library Archives.**
- **Comment on Federal, Provincial and Town policies and initiatives relating to heritage matters; and**
- **Recognize and celebrate the achievements of past and present residents through interpretive displays and recognition programs.**

C. Lead Departments

The **Planning & Development Services Department** and **Ajax Public Library** are the leads for the committee. Staff from other departments and/or members of other agencies may attend meetings as required to provide expertise or report on various matters.

D. Reporting Relationship

The committee is to serve as an advisory body and does not have any delegated authority. Recommendations requiring implementation, expenditures, reports or staff actions must be considered by staff and/or Council. Council may cause the committee to review and report on matters pertaining to the committee’s mandate.

E. Committee Membership

The committee shall be comprised of 7-11 voting members who must be Ajax residents. An honorarium of \$70.00 for each meeting shall be provided to all members.

Appointments will run concurrent with the term of Council, plus an addition three months during the transition period. Appointments may be revoked at anytime at the discretion of Council.

The committee shall also consist of 1 Member of Council who shall have full voting privileges. The Council Member appointee may rotate mid-term. All members are to be appointed by way of Council resolution. The Mayor is an ex-officio member of the Committee.

Representatives from the **Planning & Development Services Department** and the

Town of Ajax Heritage Advisory Committee

Terms of Reference

Ajax Public Library will serve as staff liaisons to the committee.

Legislative Services will provide organizational and procedural support to the committee. Other staff and delegates may be invited to provide input at times; however, they are not to be counted towards quorum and do not have voting privileges.

F. Chairperson

The Chair is responsible for leading the discussion at each meeting pursuant to the meeting agenda and the committee's mandate. If a Chair or Vice-Chair is not present, members will select an acting Chair to serve in the same capacity for the duration of that meeting. The rotation process for the Chair and Vice Chair is outlined in the **Committees and Boards Policy 047**.

G. Subcommittees

Subcommittees may be formed to complete specific tasks related to the committee's mandate and work plan but must report through the committee.

H. Decision Making and Voting

Where possible, decisions and recommendations will be made by way of consensus. When a formal vote is necessary, a motion must be moved and seconded prior to voting. A resolution is deemed to be carried if the majority of members present vote in the affirmative. Recorded votes shall not be permitted. The committee shall only reconsider a previous decision if new information affecting that decision has become available or if directed to so by Council.

I. Work Plan

The committee work plan shall be developed by Committee Staff Liaisons and reviewed with the Committee. The work plan will appear as a standing item on the agenda to facilitate regular review by the staff liaison representative(s) and/or the committee, if deemed to be necessary.

J. Meeting Structure and Format

Meetings will generally be scheduled on a monthly basis, with the exception of July and August. Heritage Advisory Committee Meetings shall be scheduled the first Wednesday of the month, at 6:30 p.m. The Committee shall meet a minimum of four times annually.

An agenda package, including meeting materials and previous meeting minutes, will be posted on the Town's website one week in advance of the meeting date. Staff shall be responsible for forwarding substantive action items and recommendations to the appropriate staff for review and action as necessary. Staff presenting to a committee or soliciting feedback shall be responsible for following up on any queries/feedback received. An update shall be provided to Members at a future meeting. All recommendations must relate to the committee's mandate.

In consultation with the Chair, Staff Liaisons will generate content for each meeting agenda to ensure progress of the committee's work plan.

Committee meetings are open to the public and are subject to the provisions of Section 239 of the *Municipal Act, 2001*. Members of the public who are in attendance shall not interfere with the conduct of the committee.

The ***Town of Ajax Committee/Board Policy & Procedure*** (Policy 047) shall be followed for all matters not specifically addressed within this document. These

Town of Ajax Heritage Advisory Committee

Terms of Reference

Terms of Reference are established by Council and can only be altered by Council approval.

K. Meeting Procedures

1. Attendance

A minimum of 6 voting members shall be required for a meeting to be held. In the absence of a meeting, the Staff Liaisons may circulate content to members through alternative means (email) to obtain informal feedback for that item, especially for items that are time-sensitive in nature.

2. Agenda

Meeting structure, agenda and minute formats should meet the needs of individual Advisory Committees, while ensuring consistency, completeness and accountability. The following components shall be included in Heritage Advisory Committee agendas:

- a) Call to Order & Acknowledgement of Traditional Treaty Lands
- b) Conflict of Interest
- c) Approval of Minutes
- d) Presentations/Discussion Items
- e) Library/Archives Update
- f) Council Update
- g) Correspondence
- h) Other Business
- i) Adjournment

Staff liaisons and/or those staff with a forecasted agenda item shall submit agenda content no later than noon, one week prior to the scheduled meeting date. If no substantive agenda content is received by the content deadline, the meeting will be cancelled at the discretion of the Chair.

The business of each meeting shall be taken up in the order in which it is listed on the agenda, unless otherwise agreed to by members present.

3. Minutes

Minutes shall briefly outline the substance of each item listed on the agenda, including action items and recommendations. Draft minutes of each meeting shall be posted on the Town's website once available and shall be presented to the Committee at its next meeting for approval.

4. Presentations to Committee

Individuals interested in presenting as a delegation to the Heritage Advisory Committee must submit their request to staff liaisons in writing, before the agenda content submission deadline of noon one week before the meeting date.

Only one spokesperson per group/organization shall be permitted to speak on a matter. Individuals shall be limited to speaking for no more than 10 minutes. A five-minute extension to speak, may be decided, without debate, by a majority of Committee Members present.

Individuals making a presentation to the Heritage Advisory Committee shall not:

- a) Speak disrespectfully of any person
- b) Use offensive words

Town of Ajax Heritage Advisory Committee

Terms of Reference

- c) Speak on any subject other than the subject for which they have received approval to address Committee
- d) Disobey the decision of the Chair or Committee
- e) Enter into cross debate with other persons present, Town staff, Members or the Chair

Members shall be permitted to ask questions of delegate(s) but shall not make statements to enter into debate with delegates.

5. Rules of Order

Members are encouraged to ask questions, engage in discussion and share feedback following presentations and delegations. The committee Chair shall maintain order and decorum during the meeting and decide the order of questions.

Members shall indicate to the Chair their desire to speak and wait to be acknowledged by the Chair before speaking. Only one member shall speak at a time. All members are equal and no member has seniority over another member. No member shall interrupt another member while speaking.

6. Conflict of Interest

Members shall adhere to the Town of Ajax Code of Conduct for Local Boards. It is the responsibility of Members to identify and disclose any conflict of interest as defined under the *Municipal Conflict of Interest Act*.

Members shall disclose any conflicts at the opening of a meeting, prior to any discussion on the matter, and shall not take part in discussion or vote on such matter. Members shall not in any way attempt to influence the voting on a matter before, during or after the meeting. Where a member is absent from a Meeting which included a matter on which they have a conflict of interest, the member shall disclose the conflict at the next meeting they attend. All disclosed conflicts of interest shall be recorded in the meeting minutes and in the Town's Conflict of Interest Declaration Registry.

7. Remote Meeting Participation

Committee Members, staff, and members of the public are permitted to participate in meetings remotely via electronic means (e.g. video or audio teleconference). Committee Members participating remotely shall have all the same rights and responsibilities as if they were in physical attendance. A Committee Member who is participating remotely in a meeting shall be counted towards quorum of members present at any point in time and may participate electronically in any portion of a meeting that is closed to the public.

Where a Committee Member encounters technical difficulties or is otherwise unable to participate remotely in a meeting, such circumstances shall not affect the validity of the meeting or any action taken at the meeting, if quorum is not lost during the meeting.

8. Recording and Broadcasting Meetings

Meetings of the Committee may be audio and/or video recorded and may be broadcast publicly by the Town. Closed Session portions of all meetings shall not be recorded or broadcast.

Last Updated: September 2026

The Corporation of The Town of Ajax By-Law 93-2026

Being a By-law to establish a Committee of Adjustment for the 2026 to 2030 term of Council.

Whereas, *Section 44 and 45 of the Planning Act, R.S.O. 1990*, Chapter 13, as amended, provides that Council may, by by-law, establish a Committee of Adjustment, if the municipality has passed a by-law under section 34 of the said Planning Act;

And whereas the Council of the Corporation of the Town of Ajax deems it advisable and expedient to establish a Committee of Adjustment;

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That the Town of Ajax "Committee of Adjustment" be established for the 2026 to 2030 term of Council.
2. The attached "terms of reference and rules of procedure" shall guide the roles, expectations, conduct, structure and administration of the Town of Ajax's Committee of Adjustment.
3. Where the *Section 44 and 45 of the Planning Act, R. S. O. 1990*, Chapter 13, as amended, and the *Statutory Powers and Procedures Act R.S.O. 1990, c. S.22* are silent, relevant by-laws, resolutions and practices of the Town of Ajax shall govern the roles, expectations, conduct, structure and administration of the Committee of Adjustment.
4. That By-law 73-2023 is hereby repealed.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

Town of Ajax Committee of Adjustment Terms of Reference

A. Background

The Town of Ajax Committee of Adjustment has five (5) members appointed by the Council of the Town of Ajax. The Committee of Adjustment derives its jurisdiction and authority from the Planning Act, R.S.O. 1990, c. P.13, as amended (the “Planning Act”).

Enabling Legislation: The Planning Act

Section 44 of the *Planning Act* (Minor Variances): The Council of a municipality may, by by-law, constitute and appoint a Committee of Adjustment.

Section 54 of the *Planning Act* (Consents): The Council of an upper-tier municipality (i.e. Region of Durham) may, by by-law, delegate to the Council of a lower-tier municipality (i.e. Town of Ajax), the authority for the giving of consents under Section 53 of the *Planning Act* in respect of land located in the lower-tier municipality. Where authority is delegated to a Council of a lower-tier municipality, such Council may, by by-law, delegate the authority or any part of such authority to a Committee of Adjustment.

The Region of Durham has delegated to the Council of the Town of Ajax the authority for the giving of consents under Section 53 of the *Planning Act* and in turn, Council has delegated the authority for the giving of consents to the Committee of Adjustment.

B. Mandate

The Committee of Adjustment (the “Committee”) is responsible for considering applications which seek to authorize the following:

- **minor variances from the provisions of the Town of Ajax Zoning By-law 95-2003, as amended, (the “Zoning By-law”) to any land, building or structure;**
- **extensions, enlargements or variations of the legal non-conforming use of any land, building or structure;**
- **permit the use of any land, building or structure for any purpose that, in the opinion of the Committee, conforms with the provisions of the Zoning By-law, where the uses of land, buildings or structures permitted in the Zoning By-law are defined in general terms;**
- **consent to sever land (i.e. severing a new lot from an existing lot);**
- **consent to alter the existing boundaries of a property (i.e. add land to an existing lot/lot line adjustments);**
- **consent to register rights-of-way and easements over land;**
- **consent to sell, mortgage, charge or enter into any agreement for more than 21 years for a portion of a property; and**
- **validation of land title when there has been an error in the description of land.**

Town of Ajax Committee of Adjustment Terms of Reference

When considering minor variances, the Committee must ensure that the general intent and purpose of both the Town of Ajax Official Plan and Zoning By-law are maintained, and that a proposal is desirable for the appropriate development and/or use of the subject land, building or structure. In addition, it must be demonstrated that the variance is minor in nature.

When considering consents, the Committee must ensure proposals conform to the Region of Durham and Town of Ajax Official Plans and have regard to the matters outlined under Section 51(24) of the *Planning Act*.

In all scenarios, the Committee must ensure consistency with the in-effect provincial policy statements, conformity with the in-effect provincial plans, and be aware of corporate initiatives and priorities (i.e. Council's strategic plan).

The Committee shall:

- hear presentations from property owner(s), applicants or authorized agent(s) and consider correspondence from the public (e.g. oral and written comments);
- make a decision based on the presentation by the property owner(s), applicant or authorized agent(s), comments received from the public, and the staff recommendation report to the Committee; and
- approve, refuse, defer, or modify the recommendations of the staff report to the Committee.

All decisions of the Committee are subject to appeal to the Ontario Land Tribunal, or any other Tribunal, as amended by the Province, in accordance with the *Planning Act*.

C. Reporting and Functional Relationships

A Planner of the Planning and Development Services Department will act as the Secretary-Treasurer and staff resource person for the Committee, unless as directed otherwise by the Director of Planning and Development Services.

Staff will provide an annual report to Council on the Committee's activities and decisions.

D. Committee Membership

The Committee shall consist of five (5) members of the public appointed by the Council of the Town of Ajax. Town staff shall recruit, interview, and recommend five (5) individuals for appointment to the Committee.

Three (3) members shall constitute a quorum. Section 1 of [Schedule "A"](#) – Rules of Procedure shall apply if no quorum is present.

Committee members must have the ability to understand and apply the policies and provisions of the Town's Official Plan and Zoning By-law and should be considered

Town of Ajax Committee of Adjustment

Terms of Reference

impartial with respect to their ability to fulfill their responsibilities.

Remuneration (\$80.00 for all members of the Committee for each meeting attended) shall be provided to the members in December of each year.

The term of the Committee is four (4) years, corresponding with the term of Council, plus an additional three (3) months during the transition period.

A Chair and Vice-Chair may be elected by the Committee members throughout the duration of the four (4) year term with such titles/duties rotating amongst the different members. The Vice-Chair will act on behalf of the Chair when they are not available. The Chair/Vice-Chair will ensure that decorum is maintained at each meeting and that [Schedule "A" – Rules of Procedure](#) is observed at all times.

The appointment of a Committee member shall be rescinded if the member is absent from three (3) consecutive meetings or absent for over 50% of the meetings in one (1) year, unless excused due to extenuating circumstances.

E. Meeting Structure

The Committee will be called to order for a mandatory training session at the beginning of the term. Monthly meetings will be scheduled; however, it is understood that additional meetings may be called, if needed. Further, if no applications are received by the deadline for the scheduled meeting, the Committee meeting will be cancelled. The date and time of the meetings will be coordinated by the Secretary-Treasurer of the Committee and communicated directly to the Committee members.

An agenda shall be prepared for each Committee meeting and the minutes of each meeting shall outline the general deliberations and specific actions and decisions that result. The Committee shall provide its decision to all applicable parties and persons, in accordance with Town procedures and the *Planning Act*.

The decision of the Committee may be appealed to the Ontario Land Tribunal (OLT), or any other Tribunal, as amended by the Province. The appeal is to be filed via the OLT e-file portal (first-time users will need to register for a My Ontario Account) at olt.gov.on.ca/e-file-service, by selecting "Ajax, Town of" as the Approval Authority. If the e-file portal is unavailable, appeals are to be sent via e-mail to clerks@ajax.ca. The appeal must be made within twenty (20) days of the decision. The appeal must include the Tribunal's fee made payable to the Minister of Finance and the Town's fee made payable to the Town of Ajax. Please refer to the Tribunal website and Town of Ajax Fees and Charges By-law, as amended for updated fees.

Failure to Attend by Applicant/Authorized Agent

Where a property owner, applicant or authorized agent has filed an application to the Committee and does not attend the meeting at the time and place appointed, the Committee shall determine whether or not the application can be heard or if the application is to be deferred until the next scheduled meeting with the Committee. If

Town of Ajax Committee of Adjustment Terms of Reference

the application is deferred by the Committee, the property owner, applicant, or authorized agent may be required to pay the requisite tabling fee in accordance with the Town of Ajax Fees and Charges By-law, as may be amended from time to time, to move the application to the next scheduled Committee meeting.

Public Access

All Committee meetings shall be fully accessible to the general public. The agenda shall be posted on the Town's website within five (5) business days (where possible) before the Meeting date, and the minutes shall be posted on the Town's website within five (5) business days (where possible) after the Committee meeting. The Committee shall render its decision on the matter in the presence of the public, applicants/authorized agents, staff, and other interested parties.

Confidentiality

Members of the Committee shall not permit any person, other than those who are legally entitled, to inspect or have access to information. If unsure, the Committee shall discuss this matter with the Town Clerk or Designate.

F. Remote Meeting Participation

Committee members, staff, and members of the public are permitted to participate in meetings remotely via electronic means (e.g. video or audio teleconference). Committee Members participating remotely shall have all the same rights and responsibilities as if they were in physical attendance. A Committee member who is remotely participating in a meeting shall be counted in determining whether or not a quorum of members is present at any point in time and may participate electronically in any portion of a meeting that is closed to the public.

Where a Committee member encounters technical difficulties or is otherwise unable to participate remotely in a meeting, such circumstances shall not affect the validity of the meeting or any action taken at the meeting, provided that quorum is not lost during the meeting.

G. Recording and Broadcasting Meetings

Meetings of the Committee may be audio and/or video recorded and may be broadcast publicly by the Town. Closed session portions of all meetings shall not be recorded or broadcast.

Schedule "A"

Rules of Procedure

1. Quorum

A quorum of Committee shall be three (3) members.

If a quorum is not present within fifteen (15) minutes after the time appointed for a meeting, the Secretary-Treasurer shall record the names of the members present and the meeting shall stand adjourned until the date of the next scheduled regular meeting.

Members of the Committee are encouraged to notify the Secretary-Treasurer when the member is aware that he/she will be absent from any meeting of the Committee of Adjustment.

2. Meetings Open to the Public

All proceedings of the Committee of Adjustment shall be open to the public.

3. Conduct of Applicants, Authorized Agents, Members of the Public, or Other Interested Parties

Applicants, authorized agents, or members of the public, or other interested parties shall not:

- a) speak disrespectfully of any person;
- b) use offensive words;
- c) speak on any subject other than the subject for which they have received approval to address Committee;
- d) disobey the decision of the Chair or Committee; and
- e) enter into cross debate with other persons present, Town staff, members, or the Chair.

Persons desiring to make an application to the Committee of Adjustment shall submit a complete application to the Secretary-Treasurer of the Committee of Adjustment, by the prescribed deadline for the next scheduled Committee of Adjustment meeting.

Notwithstanding Section 3.2, a person wishing to present information is not required to give written notice nor be listed on the agenda with respect to a matter before the Committee of Adjustment for which the public has been invited.

Individuals shall be permitted to speak on a matter only once and be limited to speak for no more than five (5) minutes. A five (5) minute extension to speak may be decided, without debate, by a majority of Committee members present. Where there

Town of Ajax Committee of Adjustment Terms of Reference

are numerous individuals taking the same position on a matter, they are encouraged not to repeat information presented by an earlier delegation.

The Chair can limit the number of individuals speaking if he/she believes that the information being provided has already been presented to the Committee of Adjustment.

Members of the Committee of Adjustment shall be permitted to ask questions of applicants or authorized agents but shall not make statements to nor enter into debate with such persons.

4. Order of Business

4.1 Agenda

The Secretary-Treasurer shall prepare and cause to be circulated for the use of the Members at the regular scheduled meetings of the Committee of Adjustment, an agenda listing the order of business, as follows:

- a) Call to Order & Acknowledgement of Traditional Treaty Lands
- b) Conflict of Interest
- c) Adoption of Minutes from the previous Committee of Adjustment Meeting
- d) Outline of the General Mandate of the Committee of Adjustment
- e) Public Meeting/Hearing of Submitted Applications
- f) Other Business/New Business
- g) Adjournment

All business shall be taken up in the order in which it appears on the agenda unless otherwise decided by general consent of the members present.

The agenda will be provided to each Committee member no later than the Friday prior to the regular scheduled Committee of Adjustment meeting.

4.2 Call to Order & Acknowledgement of Traditional Treaty Lands

As soon after the hour fixed for the holding of the meeting of the Committee of Adjustment as a quorum is present, the Chair shall call the members to order and read the acknowledgement of traditional treaty lands.

If the Chair does not attend a meeting of the Committee of Adjustment within ten (10) minutes after the time appointed, the Secretary-Treasurer shall call the members to order, and the Vice-Chair shall preside until the arrival of the Chair.

If the Vice-Chair is not present at the time when the Secretary-Treasurer calls the members to order, the members present shall appoint a presiding member

Town of Ajax Committee of Adjustment Terms of Reference

who shall preside over the meeting.

The Chair shall advise all persons present that any and all electronic devices shall be turned off for the duration of the meeting.

4.3 Conflict of Interest

Members shall adhere to the [Town of Ajax Code of Conduct for Local Boards](#). It is the responsibility of members to identify and disclose any conflict of interest as defined under the *Municipal Conflict of Interest Act*.

Members shall disclose any conflicts at the opening of a meeting, prior to any discussion on the matter, and shall not take part in discussion or vote on such matter. Members shall not in any way attempt to influence the voting on a matter before, during, or after the meeting. Where a member is absent from a meeting which included a matter on which they have a conflict of interest, the member shall disclose the conflict at the next meeting they attend. All disclosed conflicts of interest shall be recorded in the meeting minutes and in the Town's Conflict of Interest Declaration Registry.

4.4 Minutes

The Secretary-Treasurer shall cause minutes to be taken of each meeting of the Committee of Adjustment, which shall include:

- a) the place, date, and time of the meeting;
- b) the attendance of the members; should a member enter after the commencement of a meeting or leave prior to adjournment, the time shall be noted; and
- c) all other proceedings of the Committee of Adjustment without note or comment.

Minutes of the last regular meeting of the Committee of Adjustment shall be included in the agenda and may be adopted by the Committee of Adjustment without having been read at the meeting at which the question of their adoption is considered.

4.5 General Mandate

The Chair shall outline the general mandate of the Committee of Adjustment prior to proceeding with the first application on the agenda.

4.6 Public Meeting/Submitted Applications

The Chair will co-ordinate the meeting as it is outlined on the meeting agenda. The format is outlined in [Section 8](#) of this document. The Chair has the ability to deviate from the format as he/she deems necessary but shall always strive to

Town of Ajax Committee of Adjustment Terms of Reference

have it maintained as written.

4.7 Other / New Business

Items of business requiring the direction of the Committee of Adjustment will appear under this section of the agenda. These matters shall generally pertain to information items only.

5. Rules of Debate and Conduct

5.1 Conduct of Members of Committee

No member shall:

- a) speak disrespectfully of the Reigning Sovereign, of any Member of the Royal Family, of the Governor-General of Canada, of the Lieutenant-Governor of any Province, of any Member of Senate, or of any elected assembly;
- b) use offensive words or against the Committee, Council, or any member, or any officer or employee of the Town of Ajax;
- c) speak on any subject other than the subject in debate;
- d) disobey the Rules of Procedure or a decision of the Committee of Adjustment Chair on questions of order or procedure or upon the interpretation of the Rules of Procedure; and in case a member persists in any such disobedience after having been called to order, the Chair shall forthwith order him or her to leave the meeting, but if the member apologizes he or she may, by majority vote of the members of Committee, be permitted to retake his or her seat; and
- e) speak in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, ethnic origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status, or disability.

5.2 Rules of Debate

The Chair shall preserve order and decorum and decide questions of order subject to an application to the Committee of Adjustment by any member.

When two (2) or more members desire to speak, the Chair shall designate the member who has the floor.

No member shall be deemed to have precedence or seniority over any other member.

Before speaking to a question or motion, a member shall be acknowledged by the Chair and shall address the Chair.

Town of Ajax Committee of Adjustment Terms of Reference

When a member is speaking, no other member shall pass between that member and the Chair or interrupt that member except to raise a point of order.

A member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a member who is speaking.

No member, without leave of the Committee, shall speak to the same question, or reply, for longer than five (5) minutes.

A member may ask a question for the purpose of obtaining information relating to the matter under discussion and such question shall be stated concisely and asked only through the Chair.

When a member has been recognized as the next speaker, before speaking the member may ask a question of or through the Chair on the matter under discussion for the purpose of obtaining information, following which the member may speak.

6. Points of Order

When a member desires to call attention to a violation of the Rules of Procedure, the member shall ask leave of the Chair to raise a point of order, and after leave is granted, shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the members of his/her decision.

Unless a member immediately appeals the Chair's decision to the Committee, the decision of the Chair shall be final.

If a member appeals to the Committee on a point of order, the Committee shall hear the reason for the appeal from the appellant and the reason for the decision from the Chair, and shall decide the question without debate. The decision of the Committee under this section shall be final.

7. Motions

A motion presented to the Committee of Adjustment need not be in writing but will require a seconder.

When a motion is presented and has been seconded, it shall be stated by the Chair/member before debate.

After a motion is stated by the Chair/member it shall be deemed to be in possession of the Committee of Adjustment, but with permission of the mover, may be withdrawn at any time before decision or amendment.

A motion in respect of a matter which is beyond the jurisdiction of the Committee of Adjustment shall not be in order.

Town of Ajax Committee of Adjustment Terms of Reference

A motion properly before the Committee of Adjustment for decision must receive disposition before any other motion can be received.

8. Voting

Every member present at a meeting when a question is put shall vote thereon unless disqualified to vote on the question. All votes shall be by show of hands except where a recorded vote is requested by any member.

If a member does not vote when a question is put, he or she shall be deemed to have voted in the negative, except where the member is disqualified from voting.

A member not in their seat when the question is called by the Chair is not entitled to vote on that question.

Immediately preceding the taking of the vote, the Chair shall state the question in the form introduced.

The Chair shall announce the result of every vote.

If a member disagrees with the announcement of the Chair that a question is carried or defeated, he/she may immediately after the declaration by the Chair, state their objection to the declaration and request that a recorded vote be taken on the question.

8.1 Recorded Vote

When a recorded vote is requested by a member, or is otherwise required, the Secretary-Treasurer shall record the name and vote of every member, on the question commencing with the member who made the request and then all other members, alphabetically, until all members have voted. The Chair shall vote last.

8.2 Tied Vote

Any question on which there is an equality of votes shall be deemed to have been decided in the negative.

9. Hearing of Submitted Applications

The Chair will welcome all individuals present and call the first application on the meeting agenda.

The Chair will explain the mandate of the Committee of Adjustment and the format of the meeting.

The Chair will outline the submitted applications and reiterate the requests before the Committee of Adjustment.

The applicant/authorized agent will present their application to the Committee of

Town of Ajax Committee of Adjustment Terms of Reference

Adjustment. The Committee of Adjustment will ask the applicant/authorized agent questions. The Committee of Adjustment will then ask if there are any other interested parties that wish to speak to the submitted application. The Committee of Adjustment can then ask questions of any interested party. Lastly, the Chair of the Committee of Adjustment will ask for a motion from the Committee on the submitted application and a motion will be brought forward, seconded, and then voted on. At any time, the Committee can ask questions of staff or of any witnesses who have already spoken to get clarification on an issue.

Once a decision is made by the Committee of Adjustment, the Chair will explain the appeal process pursuant to the *Planning Act*.

The Chair will orally notify the applicant/authorized agent of the Committee's decision with regard to the application. The Chair will also notify the applicant/authorized agent that the Committee's decision will be provided to them in writing.

The above process will continue until the Committee has heard all applications listed on the agenda for that meeting.

Last Updated: September 2026

The Corporation of The Town of Ajax By-Law 94-2026

Being a By-law to establish a Property Standards Appeal Committee/Animal Services Appeal Committee for the 2022 to 2026 term of Council.

Whereas, the Building Code Act 1992, S.O. 1992, CHAPTER 23 provides for the establishment of a Property Standards Appeal Committee;

Whereas, the Municipal Act, 2001, S.O. 2001, CHAPTER 25, mandates that the council of a municipality must hold a hearing at the request of an owner of a dog that has been subject to a muzzling order;

And whereas, the Municipal Act 2001, S.O. 2001, CHAPTER 25, authorize a municipality to delegate its powers and duties under this or any other Act to a person or body;

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That the Town of Ajax “Property Standards Appeal Committee/Animal Services Appeal Committee” be established for the 2022 to 2026 term of Council.
2. The attached “terms of reference and rules of procedure” shall guide the roles, expectations, conduct, structure and administration of the Town of Ajax’s Property Standards Appeal Committee/Animal Services Appeal Committee.
3. Where the Building Code Act, 1992, S.O. 1992, CHAPTER 23 or the Municipal Act 2001, S.O. 2001, CHAPTER 25 or the Statutory Powers and Procedures Act R.S.O. 1990, c. S.22 is silent, relevant by-laws, resolutions and practices of the Town of Ajax shall govern the roles, expectations, conduct, structure and administration of the Property Standards Appeal Committee/Animal Services Appeal Committee.
4. That By-law 76-2022 is hereby repealed.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

A. Mandate

The Town of Ajax Property Standards Appeal Committee & the Animal Services Appeal Committee (the “Committee”) has full delegation of the authority in the Building Code Act and the Municipal Act to hear appeals from both property owners and dog owners who disagree with either a Property Standards Order or an Order to Restrain.

The Committee Shall:

- Hear evidence presented by witnesses, Town By-law Staff, property owners, the owner of the dog, or other individuals that may have evidence relating to the case.
- Make decisions on the status of either the Property Standards Order or an Order to Restrain.
- Confirm, modify, rescind, or extend the time for complying with the Order.

B. Reporting & Functional Relationships

The Manager of By-law Services, or designate, will act as the staff resource person for the Committee, as well as provide organizational and procedural support

All Committee Agendas, Minutes, and Videos (if available) will be uploaded to the Town’s website.

C. Committee Membership

The Committee shall consist of five (5) public citizens appointed by the Council of the Town of Ajax. Town staff shall recruit, interview and recommend five individuals for appointment to the Committee.

Three (3) members shall constitute a quorum. Section 1 of “Schedule A”, Rules of Procedure, shall apply if no quorum is present.

Committee Members must have the ability to understand and apply the provisions of the Town’s Property Standards By-law and the Town’s Dog and Cat By-law and should be considered impartial with respect to their ability to fulfill their responsibilities.

Remuneration (\$80.00 for all members of the Committee for each meeting attended) shall be provided to the members in December of each year of the Committee.

The Term of the Committee is four years, corresponding with the Term of Council, plus an additional three months during the transition period.

A Chair will be elected by the Committee members and will serve for a one year term. A Vice-Chair will be chosen for the one-year term to act on behalf of the Chair when they are not available. The Chair/Vice-Chair will ensure that decorum is maintained at each meeting and that “Schedule A”, Rules of Procedure is observed at all times.

There is no provision that precludes the Committee from electing the same individual as the Chair/Vice-Chair for consecutive years.

The appointment of a Committee member shall be rescinded if the member is absent from 3 consecutive meetings or absent for over 50% of the meetings in one year, unless excused by the Committee due to extenuating circumstances. Where a vacancy occurs for any reason, Council may by resolution, appoint a person qualified to be on the Committee for the remainder of the term.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

D. Meeting Structure

The Committee will be called to order for two mandatory training sessions at the beginning of the term. Bi-monthly meetings will be scheduled, however, it is understood that additional meetings may be called, if needed. Further, if no appeals are made in a given period, the committee meeting may be cancelled. The date and time of the meetings will be coordinated by the Secretary of the Committee and communicated directly to the committee members.

A Committee Secretary will be provided for by the Town of Ajax. An agenda shall be prepared for each Committee meeting and the Minutes of each meeting shall outline the general deliberations and specific actions and decisions that result. The Committee's decision shall be provided to all parties in writing. For Property Standards Appeals, appellants or staff can appeal to the Superior Court of Justice within 14 days of the Committee's written decision being sent, pursuant to the Building Code Act and by notifying the Town Clerk in writing. For Animal Services appeals, the appellant or staff can appeal the decision of the Committee to the Town's General Government Committee within 14 days of the Committee's written decision being sent, with the applicable fees attached.

Appellants must submit a written request via registered mail to begin the appeal process. Appellants have 10 days from the date of service to appeal an Order to Restrain and 14 days from the date of service to appeal a Property Standards Order. Before an Appeal date has been set, all Orders to Restrain are in full effect, pursuant to the Town's Dog and Cat By-law.

Failure to Attend by Appellant

Where an appellant is properly notified of a hearing or appeal (via registered mail) and does not attend at the time and place appointed, the Committee shall determine that the appellant has "deemed not to dispute" the Order or Order to Restrain and the Committee shall confirm the Order(s) as written, with the appellant being notified of the Committee's decision in writing after the appeal hearing.

Public Access

All appeal hearings shall be fully accessible to the general public, either in person, electronically or both. The appeal agenda shall be posted to the Town's website the day the Committee members receive their agendas. The meeting minutes shall be posted on the Town's website as soon as practical after the appeal meeting. The Committee shall render its decision on the matter in the presence of the public, the appellant, staff and other interested parties.

Confidentiality

Members of the Committee shall not permit any person, other than those who are legally entitled, to inspect or have access to information. If unsure, the Committee shall discuss this matter with the Town Clerk or Designate.

E. Remote Meeting Participation

Committee Members, staff, and members of the public are permitted to participate in meetings remotely via electronic means (e.g. video or audio teleconference). Committee Members participating remotely shall have all the same rights and responsibilities as if they were in physical attendance. A Committee Member who is remotely participating in a meeting shall be counted in determining whether or not a quorum of members is present at any point in time, and may participate electronically in any portion of a meeting

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

that is closed to the public.

Where a Committee Member encounters technical difficulties or is otherwise unable to participate remotely in a meeting, such circumstances shall not affect the validity of the meeting or any action taken at the meeting, provided that quorum is not lost during the meeting.

F. Recording and Broadcasting Meetings

Meetings of the Committee may be audio and/or video recorded and may be broadcast publicly by the Town. Closed Session portions of all meetings shall not be recorded or broadcast.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

Schedule “A” Rules of Procedure

1. Quorum

- 1.1 A quorum of Committee shall be 3 Members.
- 1.2 If a quorum is not present within 10 minutes after the time appointed for a meeting, the Secretary shall record the names of the Members present and the meeting shall stand adjourned until the date of the next regular meeting.
- 1.3 Members of Committee are encouraged to notify the Secretary when the Member is aware that they will be absent from any meeting of Committee.

2. Meetings Open to the Public

- 2.1 All proceedings of Committee shall be open to the public.

3. Conduct of Witnesses, Appellants, Delegations, or Individuals making Presentations

- 3.1 Witnesses, Appellants, or Individuals making presentation shall not:
 - a) Speak disrespectfully of any person
 - b) Use offensive words
 - c) Speak on any subject other than the subject for which they have received approval to address Committee
 - d) Disobey the decision of the Chair or Committee
 - e) Enter into cross debate with the Chair, Members, Town staff, or any other persons present.
- 3.2 Persons desiring to present an appeal to Committee shall give notice, to the Secretary of the Committee, by sending registered mail;
 - a) within 14 days after service of the Order with regard to Property Standard Orders
 - b) within 10 days after service of the Order to Restrain with regard to Animal Services
- 3.3 Notwithstanding section 3.2, a person wishing to present information is not required to give written notice nor be listed on the agenda with respect to a matter before the Committee for which the public has been invited.
- 3.4 Individuals shall be permitted to speak on a matter only once and be limited to speak for no more than 10 minutes. A five minute extension to speak may be decided, without debate, by a majority of Committee Members present. Where there are numerous individuals taking the same position on a matter, they are encouraged not to repeat information presented by an earlier delegation.
- 3.5 The Chair can limit the number of individuals speaking if they believe that the information being provided has already been presented to the Committee or the individual does not have firsthand knowledge of the matter or incident that is being heard by the Committee.
- 3.6 Members shall be permitted to ask questions of delegates but shall not make statements to nor enter into debate with such persons.

4. Order of Business

Agenda

- 4.1 The Secretary shall prepare and cause to be circulated for the use of the Members at the regular meetings of Committee, an agenda listing the

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

Order of Business, as follows:

- a) Call to Order & Acknowledgement of Traditional Treaty Lands
 - b) Conflict of Interest
 - c) Minutes
 - d) Public Meeting / Appeals
 - e) Verbal Update
 - f) Other / New Business
 - g) Adjournment
- 4.2 All business shall be taken up in the order in which it appears on the agenda unless otherwise decided by general consent of the Members present.
- 4.3 The agenda will be sent electronically to each Member no later than the Friday preceding the regular Committee meeting.

Call to Order & Acknowledgement of Traditional Treaty Lands

- 4.4 As soon after the hour fixed for the holding of the meeting of the Committee as a quorum is present, the Chair shall call the Members to order and read the acknowledgement of traditional treaty lands.
- 4.5 If the Chair does not attend a meeting of Committee within five minutes after the time appointed, the Secretary shall call the Members to order and the Vice Chair shall preside until the arrival of the Chair.
- 4.6 If the Vice Chair is not present at the time when the Secretary calls the Members to order, the Members present shall appoint a Presiding Member who shall preside over the meeting.
- 4.7 The Chair shall advise all persons present that any and all electronic devices shall be turned off for the duration of the meeting.

Conflict of Interest

- 4.8 Members shall adhere to the Town of Ajax Code of Conduct for Local Boards. It is the responsibility of Members to identify and disclose any conflict of interest as defined under the *Municipal Conflict of Interest Act*.
- 4.9 Members shall disclose any conflicts at the opening of a meeting, prior to any discussion on the matter, and shall not take part in discussion or vote on such matter. Members shall not in any way attempt to influence the voting on a matter before, during or after the meeting. Where a member is absent from a Meeting which included a matter on which they have a conflict of interest, the member shall disclose the conflict at the next meeting they attend. All disclosed conflicts of interest shall be recorded in the meeting minutes and in the Town's Conflict of Interest Declaration Registry.

Minutes

- 4.10 The Secretary shall cause minutes to be taken of each meeting of Committee, which shall include:
- a) the place, date and time of the meeting;
 - b) the attendance of the Members; should a member enter after the commencement of a meeting or leave prior to adjournment, the time shall be noted;
 - c) all other proceedings of Committee without note or comment.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

- 4.11 Minutes of the last regular meeting of Committee and of all Special Committee meetings held subsequent to the last regular meeting, shall be included in the agenda and may be adopted by Committee without having been read at the meeting at which the question of their adoption is considered.

Public Meeting / Appeals

- 4.12 The Chair will co-ordinate the hearing of the Appeals as they are listed on the meeting Agenda. The Appeal format is outlined in Section 8 of this document. The Chair has the ability to deviate the Order of Appeals and the format as they deem necessary but shall always strive to have it maintained as written.

Verbal Update

- 4.13 The Staff Resource shall give verbal updates on past Appeals heard by the Committee. This verbal update is for information purposes only and requires no action of the Committee.

Other / New Business

- 4.14 Items of business requiring the direction of Committee will appear under this section of the agenda. These matters shall generally pertain to information items only.

5. Rules of Debate and Conduct

Conduct of Members of Committee

- 5.1 No Member shall:
- a) speak disrespectfully of the Reigning Sovereign, of any Member of the Royal Family, of the Governor-General of Canada, of the Lieutenant-Governor of any Province, of any Member of Senate or of any elected assembly;
 - b) use offensive words or against the Council or against any Member, or any officer or employee of the Town of Ajax;
 - c) speak on any subject other than the subject in debate;
 - d) disobey the Rules of Procedure or a decision of the Committee Chair on questions of order or procedure or upon the interpretation of the Rules of Procedure; and in case a Member persists in any such disobedience after having been called to order, the Chair shall forthwith order them to vacate the Chamber or virtual meeting in which the meeting is being held, but if the Member apologizes they may, by majority vote of the Members of Committee, be permitted to retake their seat;
 - e) speak in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, ethnic origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status, or disability.

Rules of Debate

- 5.2 The Chair shall preserve order and decorum and decide questions of order subject to an appeal to the Committee by any Member.
- 5.3 When two or more Members desire to speak, the Chair shall designate the Member who has the floor.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

- 5.4 No Member shall be deemed to have precedence or seniority over any other Member.
- 5.5 Before speaking to a question or motion, a Member shall be acknowledged by the Chair and shall address the Chair.
- 5.6 When a Member is speaking, no other Member shall pass between that Member and the Chair or interrupt that Member except to raise a point of order.
- 5.7 A Member may require the question or motion under discussion to be read at any time during the debate but not so as to interrupt a Member who is speaking.
- 5.8 No Member, without leave of the Committee, shall speak to the same question, or reply, for longer than five minutes.
- 5.9 A Member may ask a question for the purpose of obtaining information relating to the matter under discussion and such question shall be stated concisely and asked only through the Chair.
- 5.10 When a Member has been recognized as the next speaker, before speaking the Member may ask a question of or through the Chair on the matter under discussion for the purpose of obtaining information, following which the Member may speak.

Points of Order

- 5.11 When a Member desires to call attention to a violation of the rules of procedure, the Member shall ask leave of the Chair to raise a point of order, and after leave is granted, shall state the point of order to the Chair succinctly and the Chair shall then decide upon the point of order and advise the Members of their decision.
- 5.12 Unless a Member immediately appeals the Chair's decision to the Committee, the decision of the Chair shall be final.
- 5.13 If a Member appeals to the Committee on a point of order, the Committee shall hear the reason for the appeal from the appellant and the reason for the decision from the Chair, and shall decide the question without debate. The decision of the Committee under this section shall be final.

6. Motions

- 6.1 A motion presented in Committee need not be in writing nor require a seconder.
- 6.2 When a motion is presented in Committee, it shall be stated by the Chair/Member before debate.
- 6.3 After a motion is stated by the Chair/Member it shall be deemed to be in possession of Committee, but may with permission of the mover, be withdrawn at any time before decision or amendment.
- 6.4 A motion in respect of a matter which is beyond the jurisdiction of Committee shall not be in order.
- 6.5 A motion properly before Committee for decision must receive disposition before any other motion can be received.

7. Voting

- 7.1 Every Member present at a meeting when a question is put shall vote thereon unless disqualified to vote on the question. All votes shall be by show of hands except where a recorded vote is requested by any Member.
- 7.2 If a Member does not vote when a question is put, they shall be deemed to have voted in the negative, except where the Member is disqualified from voting.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

- 7.3 A Member not in their seat when the question is called by the Chair is not entitled to vote on that question.
- 7.4 Immediately preceding the taking of the vote, the Chair shall state the question in the form introduced.
- 7.5 The Chair shall announce the result of every vote.
- 7.6 If a Member disagrees with the announcement of the Chair that a question is carried or defeated, they may immediately after the declaration by the Chair, state their objection to the declaration and request that a recorded vote be taken on the question.

Recorded Vote

- 7.7 When a recorded vote is requested by a Member, or is otherwise required, the Secretary shall record the name and vote of every Member, on the question commencing with the Member who made the request and then all other Members, alphabetically, until all Members have voted. The Chair shall vote last.

Tied Vote

- 7.8 Any question on which there is an equality of votes shall be deemed to have been decided in the negative.

8. Appeal Format

- 8.1 The Chair will welcome all individuals present and call the first Appeal on the meeting Agenda.
- 8.2 The Chair will explain the Role of the Committee and the format of the Appeal section of the meeting.
- 8.3 The Chair will explain the appeal process should an individual or the Town staff not agree with a decision of the Committee for both Property Standards Orders, pursuant to the Building Code Act, and Orders to Restrain, pursuant to the Town's Dog and Cat By-law.
 - a) Property Standards - the municipality in which the property is situated or any owner or occupant or person affected by a decision may appeal to the Superior Court of Justice by notifying the clerk of the municipality in writing and by applying to the court within 14 days of the Committee's decision being sent.
 - b) Animal Services Appeals – the municipality in which the dog resides in or any owner of a dog may appeal to the General Government Committee of the Town, by notifying the clerk of the municipality in writing and by paying the appropriate fees as outlined in the Town's Fees & Charges By-law within 14 days of the Committee's decision being sent.
- 8.4 Town staff will present their testimony to the Committee. The Committee will then ask the Officer questions. At the conclusion of Committee questions, the appellant will then have the option to ask questions of the Officer. This is only an opportunity for questions from the Appellant and not for providing statements to the Committee. This process will continue for each witness that will give testimony on behalf of the Town.
- 8.5 The Appellant will present their testimony to the Committee. The Committee will then ask the Appellant questions. At the conclusion of Committee questions, Town staff will then have the option to ask questions of the Appellant. This process will continue for each witness that will give testimony on behalf of the Appellant.

Town of Ajax Property Standards Appeal/Animal Services Appeal Committee Terms of Reference

- 8.6 The Chair will ask each side to summarize their respective positions, starting with Town staff.
- 8.7 The Committee will deliberate. Town staff and the Appellant will remain present in the event that any additional questions are raised by any Member that requires clarification.
- 8.8 At any time the Committee can ask questions of staff or of any witnesses who have already spoken to get clarification on an issue.
- 8.9 The Chair will orally notify the Appellant of the Committee's decision with regard to the Appeal. The Chair will also notify the Appellant that the Committee's decision will be provided to them in writing.
- 8.10 The above process will continue until the Committee has heard all the Appeals listed on the Agenda for that meeting.

Last Updated: September 2026

The Corporation of The Town of Ajax By-Law 95-2026

Being a By-law to delegate authority with respect to property assessment and tax appeals, and the collection of taxes.

Whereas, Council may, pursuant to Section 23.3 of the *Municipal Act, 2001*, as amended (the '*Municipal Act, 2001*'), delegate its powers, duties and functions subject to the limitations as set out in the *Municipal Act, 2001*, and any other applicable Act(s) in order to maximize administrative and operational efficiency; and

Whereas, By-law 71-2017 establishes a "Delegation of Powers & Duties Policy" for the Town of Ajax whereby Council may, by By-law, delegate a legislative or administrative power, authority, or responsibility, subject to certain provisions, conditions and limitations; and

Whereas, Section 39.1(11) of the *Assessment Act*, R.S.O. 1990, c.A.31, as amended (the '*Assessment Act*'), provides that where a municipality wishes to object to the settlement arrived at pursuant to Section 39.1(9) of the *Assessment Act*, it shall do so within 90 days after receiving notice under said Section 39.1(9); and

Whereas, Section 40 and 40.1 of the *Assessment Act* provides that a municipality may complain in writing to the Assessment Review Board (the 'ARB') that it or another person was, in respect of real property, assessed too high or too low, was wrongly placed on or omitted from the assessment roll and or was wrongly on or omitted from the roll in respect of school support; and

Whereas, Council of The Corporation of the Town of Ajax deems it expedient to delegate to the Treasurer or their designate the authority to file complaints to the ARB, settle all outstanding assessment appeals and Requests for Reconsideration of assessment, and to execute Minutes of Settlement in respect of the same on behalf of The Corporation of the Town of Ajax, where it is appropriate to do so, in order to safeguard the Town's appeal/complaint rights pursuant to Section 39.1 and Section 40 of the *Assessment Act*; and

Whereas, Subsection 357(1)(d.1) of the *Municipal Act, 2001*, authorizes applications to be made to a municipality for the cancellation, reduction or refund of taxes levied in the year in respect of which the application is made where such person is unable to pay taxes because of sickness or extreme poverty; and

Whereas, Subsection 357(11) of the *Municipal Act, 2001*, authorizes Council to pass a by-law to authorize the ARB to exercise the powers and functions of Council under subsections 357(1) and (5) with respect to applications under subsection 357(1) of the *Municipal Act, 2001*; and

Whereas, Any such by-law passed by Council of the municipality shall apply to Section 357(1)(d.1) applications made in and after the year in which such by-law is passed and shall continue to apply until repealed;

Therefore, it is enacted as a By-law of The Corporation of The Town of Ajax as follows:

1. That the authorities granted to Council as outlined in Appendix 'A,' attached hereto and forming a part of this By-law, be and are hereby delegated as outlined in Appendix 'A' to this By-law,
2. That the Treasurer or their designate is hereby delegated the authority to:
 - a. File complaints to the Assessment Review Board relating to Requests for Reconsideration of assessment on behalf of The Corporation of the Town of Ajax pursuant to Sections 39.1 and 40 of the *Assessment Act*;

- b. Settle all outstanding assessment appeals and Requests for Reconsideration of assessment, and is further authorized to execute Minutes of Settlement in respect of the same, where, in their opinion, it is appropriate to do so;
 - c. Initiate and file notices of assessment appeal, for any property in the Town of Ajax, with the Assessment Review Board;
 - d. Withdraw any appeal filed by the Town of Ajax, should it be determined that it is not in the Town's best interest to proceed;
 - e. Attend any mediation or settlement conferences, or attend before the Assessment Review Board, on property tax or assessment matters as a party to all appeals whether filed by the Town of Ajax or another person, entity or agent;
 - f. Execute settlement agreements, on behalf of the Town of Ajax, reached in the course of a taxation or property assessment appeal, mediation or settlement conference.
- 3. That the Treasurer or their designate shall be fully responsible and accountable for the proper and efficient exercise of the powers so delegated in this by-law, including the development, implementation and maintenance of policies and procedure necessary to give effect hereto.
 - 4. That By-law 75-2017 is hereby repealed.
 - 5. That this by-law shall come into force and take effect immediately.

By-law passed this September 21, 2026.

Mayor and CEO

Clerk

By-law 95-2026 Appendix "A"

	Delegated Authority	Delegate	Source of Power or Duty	Delegation Restrictions	Reporting to Council
1.	Write off unpaid taxes in accordance with the provisions of Section 354 of the Municipal Act	Treasurer or Designate	S.354(2)(a), Municipal Act	Within the limitations prescribed in S.354, Municipal Act	Annual Tax Section Status Report
2.	Divide land which is assessed in one block into two or more parcels or apportion unpaid taxes on land among parcels, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.356(1), Municipal Act	Within the limitations prescribed in S.356, Municipal Act	Not Required
3.	Cancel, reduce, refund or restore all or part of taxes levied on land in the year which the application is made, including holding the required hearing under the Municipal Act	Treasurer or Designate The Assessment Review Board for the purpose of S.357(1)(d.1) of the Municipal Act	S.357(1), Municipal Act S.357(11), Municipal Act	Within the limitations prescribed in S.357, Municipal Act	Annual Tax Section Status Report
4.	Cancel, reduce or refund all or part of the taxes levied on land caused by a gross or manifest error, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.358(1), Municipal Act	Within the limitations prescribed in S.358, Municipal Act	Annual Tax Section Status Report
5.	Increase the taxes levied on land to the extent of any undercharge caused by gross or manifest error, including holding the required hearing under the Municipal Act	Treasurer or Designate	S.359(1), Municipal Act	Within the limitations prescribed in S.359, Municipal Act	Not Required

The Corporation of The Town of Ajax
By-Law 96-2026

Being a By-law to confirm the proceedings of the Council of the Corporation of the Town of Ajax at its regular meeting of September 21, 2026.

Whereas, Section 5 (3) of the Municipal Act, 2001, as amended, provides that municipal powers shall be exercised by By-law, unless the municipality is specifically authorized to do otherwise;

Whereas, it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Town of Ajax at this meeting be confirmed and adopted by By-law.

Therefore, it is enacted as a By-law of the Corporation of the Town of Ajax as follows:

1. That the actions of the Council at its regular meeting held on the 21st day of September, 2026 and in respect of each motion, resolution and other action passed and taken by the Council at its said meeting, is, except where the prior approval of the Ontario Land Tribunal or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Head of the Council and proper officers of the Corporation of the Town of Ajax are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Town of Ajax to all such documents.
3. For the purposes of the exercise of the authority of the Head of Council to veto a By-law in accordance with Section 284.11 of the Act, this Confirmatory By-law shall be deemed to be separate Confirmatory By-laws for each item listed on the agenda.

By-law passed this September 21, 2026

Mayor and CEO

Clerk