

COMMITTEE OF THE WHOLE – JUNE 7, 2004

REGISTERED RATEPAYER/COMMUNITY ASSOCIATION POLICY

Recommendation

The City Clerk recommends:

That the attached revised Ratepayer/Community Associations Policy (*Attachment 1*) be approved.

Purpose

The Special Committee of the Whole on March 29, 2004 directed, "That this matter be referred to a future Committee of the Whole meeting for staff to bring forward a further report incorporating the comments of the Ratepayer Associations" (*Attachments 2 & 2A*).

Background - Analysis and Options

The current *Policy with Respect to the Recognition of Ratepayers Associations within the City of Vaughan* is attached for your information (*Attachment 3*).

The following is an excerpt of Councillor Jackson's recommendation of February 17, 2003 (*Attachment 4*):

"That the revision to the current policy incorporates the following regulations:

- All executives of Ratepayer Associations be required to sign off on registration forms, minutes of Annual General Meetings, and Minutes of Bi-Annual Election Meetings,
- A list of Ratepayer Executive members be provided to the Clerk's Department on an annual basis,
- That Annual General Meetings be a requirement of registered Ratepayers Associations with proper public notification through their areas of representation and that these notifications be filed with the Clerk's Department for distribution to the Mayor and Members of Council".

At the Special Committee of the Whole meeting on March 29, 2004, representatives from several Ratepayer Associations made deputations. Below is a summary of the key points raised:

- Elections of Executive Officers should be held a minimum of once every three years not annually.
- Use of a City facility or school within the Association's respective boundaries should be provided at no cost to the Association.
- The City should pay the insurance for General Meetings held in City facilities.
- Minutes submitted to the City should only include information regarding the Election of Officers.
- That it not be mandatory for minutes of General Meetings to include the number of attendees and a list of their names.
- That only upon initial formation of the Association should a list be provided with names and addresses but not signatures.
- Invitations to Members of Council to attend Ratepayer Association meetings should be at the discretion of the Association.
- Costs relating to the incorporation of Ratepayer Associations should be paid by the City.

- Notification regarding changes to Executive Officers and/or contact information should not be “immediately” provided to the Clerk’s Department but should be provided “within 60 days”.
- New Associations forming within the boundaries of an existing Association should not be recognized.
- Notification of General Meetings should be in accordance with the respective Association’s Constitution.
- Funding should be provided to Ratepayer Associations.

COVRA’s position is outlined in their letter dated January 26, 2004 (*Attachment 5*). It should be noted that the following Ratepayer Associations support COVRA’s position (*Attachment 6*):

Woodbridge Core Ratepayers Association per Joanne Mauti
 Weston Downs Ratepayers Association per Nadia Magarelli
 Lakeview Estates Ratepayers Association per Jack Wortzman
 Concord West Ratepayers Association per Cathy Ferlisi
 Islington Woods Community Association per Anthony Greco
 Maple Landing Ratepayers Association per Levant Tinaz
 Belvedere Estates Ratepayers Association per Frances D’Aversa
 West Woodbridge Ratepayers Association per Nick Pinto
 Crestwood Springfarm Yorkhill Residents Association per Marilyn Richmond
 Columbus Trail Residents Association per Diane Rembacz
 Carrying Place Ratepayers Association per Tony Alati

For the most part Staff can support COVRA’s recommendations and the suggestions of representatives from those Ratepayer Associations who appeared in deputation. The following exceptions should, however, be noted:

- 1) Staff are recommending signatures be provided on the initial membership list provided upon formation of the Association as this validates that those persons listed are in support of the formation of the Association.
- 2) Staff are recommending that any change to the contact information be provided to the City Clerk as soon as possible. This will ensure notices mailed by the City reach the right person/address.
- 3) Staff are recommending a City facility be provided at no cost once every three years for the purpose of holding a General Meeting to elect Executive Officers.
- 4) It had been requested that the City provide insurance coverage in respect of General Meetings being held in City buildings. This is not necessary as the City’s liability insurance covers these facilities.
- 5) Staff are not recommending funding be provided.
- 6) Staff are not recommending notification of General Meetings for the purpose of electing Executive Officers be published at the City’s cost on the City Page and posted on the City’s website due to budget constraints and limited staff resources. The ratepayer associations have indicated that such notification should be in accordance with the respective association’s Constitution and/or By-laws. Staff are of the opinion that the onus for provision of notification to residents within the area of representation should be that of the respective ratepayer associations.

At the April 19, 2004 Committee of the Whole meeting Councillor Carella introduced under “New Business” a proposed preamble to Ratepayers’ Associations (*Attachment 7*), some of which has been incorporated in the revised Registered Ratepayer/Community Associations Policy.

Relationship to Vaughan Vision 2007

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Conclusion

Staff have incorporated the comments received at the Special Committee of the Whole meeting of March 29, 2004 and COVRA's recommendations in the revised Ratepayer/Community Associations Policy. The revised Policy will:

- 1) Provide staff with clear guidelines in the administration of the Policy when processing registrations from new groups and existing ratepayer associations when registering annually, thereby ensuring that the ratepayer associations listed on the City's Registry of Community & Ratepayer Associations are in good standing.
- 2) Provide residents some form of protection from groups/individuals registering under the pretext of acting on behalf of the community when in fact they represent no one other than themselves.
- 3) Allow ratepayer associations to operate in accordance with their respective Constitutions and/or By-laws.

Attachments

Attachment 1 – Revised Ratepayer / Community Associations Policy
Attachment 2 – April 26, 2004 Council Extract, Item 1, Special CW Report No. 34
Attachment 2A - Additional Information received at Special CW, March 29, 2004
Attachment 3 - Current Ratepayer/Community Associations Policy
Attachment 4 – February 24, 2003 Council Extract, Item 1, CW Report No. 17
Attachment 5 – COVRA's letter dated January 26, 2004
Attachment 6 - COVRA's letter dated March 29, 2004
Attachment 7 – April 26, 2004 Council Extract, CW Report No. 37

Report prepared by:

Sybil Fernandes, Manager of Administrative Services/Deputy City Clerk, Ext.8628

Respectfully submitted,

John D. Leach
City Clerk

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REGISTERED RATEPAYER / COMMUNITY ASSOCIATIONS POLICY

Every member of the public has the right to address Council on his/her own behalf (or in the case of an agent, on behalf of his/her principal) at Committee of the Whole meetings and with unanimous consent at Council meetings, however duly elected representatives of groups of citizens registered with the City of Vaughan as Ratepayer or Community Associations may address Council as spokespersons on behalf of such associations.

- 1) That upon initial formation of the Association, the following be submitted to the City Clerk:
 - a) A completed Ratepayer/Community Associations Registration Form;
 - b) A list of the Association's membership showing a minimum of 25 members in an urban area and 10 in a rural area and that the list include names, addresses and signatures;
 - c) A statement of purpose and a copy of the Association's Constitution and/or By-laws; and
 - d) The boundaries of the area that the Association represents;
- 2) That all Ratepayer/Community Associations register on an annual basis and at that time any changes in Executive Officers be provided;
- 3) That the City Clerk be notified as soon as possible of any changes to the contact information provided on the Registration Form (name of contact person/address/phone numbers);
- 4) That the Association's Executive Officers be duly elected at a General Meeting in accordance with the respective Association's Constitution, but no less than once every three (3) years;
- 5) That minutes of the General Meeting at which the Executive Officers have been elected be filed with the City Clerk;
- 6) That notification of the General Meeting to elect Executive Officers be provided in accordance with the Association's respective Constitution;
- 7) That once every three (3) years, for the purpose of holding a General Meeting to elect Executive Officers, a City facility be provided at no cost to the Association.
- 8) That the City will not recognize groups wishing to form a new Association within the boundaries of an existing Association that is in good standing;
- 9) That Association's who have requested the Agenda/Minute delivery service and do not pick-up the documents for three (3) consecutive weeks will have this service suspended without further notice and the service will only be resumed upon written request to the City Clerk;
- 10) That the City Clerk shall be authorized to delete from the City of Vaughan's Official Registry of Ratepayer/Community Associations those Associations that do not comply with the Policy outlined in this report; and
- 11) That this Policy replace the current policy effective immediately.

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REGISTERED RATEPAYER / COMMUNITY ASSOCIATIONS POLICY

The City of Vaughan recognizes and supports Registered Ratepayer / Community Associations by the provision of various services.

The benefits of being recognized as a Registered Ratepayer / Community Association in the City of Vaughan, are as follows:

- 1) Consultation and Notice of various issues within the boundaries being represented by the Ratepayer / Community Association (e.g. land use, traffic, parks, planning, etc.)
- 2) Qualification as a Community Service Organization (C.S.O.) under the category "Ratepayers Association" with resulting services-in-kind opportunities.
- 3) Ability to use City and Library public meeting rooms at the C.S.O. preferred rate.
- 4) Deputation status before Council as an Association rather than an individual or group of individuals.
- 5) Hard copies of Agendas / Minutes free of charge for pick-up at a Library or Community Centre if a written request is received by the City Clerk.

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004

Item 1, Report No. 34, of the Special Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on April 26, 2004.



1 REGISTERED RATEPAYERS/COMMUNITY ASSOCIATION POLICY

The Special Committee of the Whole recommends:

- 1) That this matter be referred to a future Committee of the Whole meeting for staff to bring forward a further report incorporating the comments of the Ratepayer Associations;
- 2) That the following report of the City Clerk, dated June 10, 2003, be received; and
- 3) That the following deputations and written submissions be received:
 - a) Ms. Joanne Mauti, on behalf of COVRA, 128 Wallace Street, Woodbridge, L4L 2P4 and written submissions dated January 26, 2004, March 25, 2004 and March 29, 2004;
 - b) Mr. Daniel Rodrigues, Columbus Trail Residents Association, 208 America Avenue, Maple, L6A 3E8;
 - c) Mr. Levant Tinaz, Maple Landing Ratepayers Association, 27 Broomlands Drive, Maple, L6A 2K2 and written submission;
 - d) Mr. Tony Alati, Carrying Place Ratepayers Association, 12 Golden Gate Circle, Woodbridge, L4H 1N4;
 - e) Mr. Robert Klein, KARA, 8 Daleview Court, Kleinburg, L0J 1C0;
 - f) Ms. Penney Kouvelos-Mastathis, 46 La Pinta Street, Maple, L6A 3H8, and written submissions dated January 23, 2004 and March 23, 2004;
 - g) Mr. Peter Larocque, Columbus Trail Residents Association, 38 Gale Way, Maple, L6A 3G1;
 - h) Ms. A. Viggers, 40 Melia Lane, Maple, L6A 3K7;
 - i) Mr. Nick Pinto, West Woodbridge Homeowners Association, 57 Mapes Avenue, Woodbridge, L4L 8R4; and
 - j) Ms. Nadia Magarelli, Weston Downs Ratepayers Association, 81 Blackburn Boulevard, Woodbridge, L4L 7J5; and
- 4) That the following written submissions be received:
 - a) Block 33 Residents Association, dated March 19, 2004;
 - b) Ms. Clara Astolfo, Vaughanwood Ratepayers Association, 15 Francis Street, Woodbridge, L4L 1P7, dated January 14, 2004;
 - c) Ms. Marilyn Richmond, Crestwood Springfarm Yorkhill Residents Association, 17 Jonathan Gate, Thornhill, L4J 5K3, dated January 8, 2004; and
 - d) Mr. Maxim Zavet, Beverley Glen Ratepayers Association, 77 King High Drive, Thornhill, L4J 3N2, dated January 21, 2004.

Council, at its meeting of June 23, 2003, adopted the following:

- 1) That this matter be referred to an evening meeting in January 2004; and
- 2) That the following written submissions be received:
 - a) Ms. Clara Astolfo, Vaughanwood Ratepayers Association, 15 Francis Street, Woodbridge, L4L 1P7, dated June 10, 2003; and
 - b) Ms. Joanne Mauti, Woodbridge Core Ratepayers Association, 128 Wallace Street, Woodbridge, L4L 2P4, dated June 10, 2003.

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004

Item 1, SPCW Report No. 34 – Page 2

Report of the City Clerk dated June 10, 2003

Recommendation

The City Clerk recommends:

- 1) That the attached Registered Ratepayers/Community Association Policy (Attachment 1) replace the current policy;
- 2) That Ratepayer Associations may choose one of the following options in order to comply with the requirement of providing proper public notification through their areas of representation:

OPTION 1

- a) The Ratepayer Association submit a written request to the City Clerk to publish the Annual General Meeting Notice in the Vaughan Citizen/Liberal "City Page", and to post the Notice on the City's website;
- b) That when, as may be the case with new subdivisions, the newspaper coverage does not reach the area of representation, the Clerk's office will post the Notice on the City's website only; and
- c) That the City Clerk's office provide the Mayor and Members of Council a copy of the said notification.

OR

OPTION 2

The Ratepayer Associations be responsible for providing their Annual General Meeting Notice to all residents within their area of representation and that a copy of the notification be filed with the City Clerk's office for distribution to the Mayor and Members of Council.

- 3) That the City Clerk's office send out the Registration/Application Form package to all Ratepayer Associations on or before January 15th and that the Ratepayer Associations return the completed forms to the office of the City Clerk on or before February 15th in order to be included in the Registry of Community & Ratepayer Associations for that year; and
- 4) That this Policy be effective immediately for all new Ratepayer Associations registering and that for those Ratepayer Associations currently listed on the City of Vaughan's Registry of Community and Ratepayer Associations for 2003, the Policy become effective January 1, 2004.

Purpose

Council, at its meeting of February 24, 2003, directed staff to revisit the current City of Vaughan policy that governs Ratepayers Associations and report to a future Committee of the Whole meeting with a proposed revision.

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004

Item 1, SPCW Report No. 34 – Page 3

Background - Analysis and Options

In accordance with Council's direction, attached is a revised Registered Ratepayers/Community Association Policy and Registration/Application Form package (Attachment 1). Attachment 2 is the current Policy and Registration Form.

Further, Council directed staff to provide a report regarding policies of area municipalities and address any legal issues on this matter.

Area Municipalities Policies

Several municipalities in the 905 area were contacted and the following responses were received:

- Town of Newmarket
 - register on an annual basis
 - conduct an annual meeting at which Executive Officers are elected
 - provide a list of the Executive Officers on an annual basis
- Town of Aurora
 - register on an annual basis
 - hold a general meeting at least every 12 months
 - be duly constituted by annually electing a formal executive team
- Town of Markham
 - register on an annual basis
 - hold a general meeting at least once every 12 months
 - be duly constituted by annually electing a formal executive team
- City of Mississauga
 - register on an annual basis
 - hold a regular meeting at which the board of directors is elected from the general membership

Legal Issues and Benefits of being recognized as a Registered Ratepayer/Community Association

There are no legal issues with respect to this matter. In response to the question that was raised at Committee as to whether the requirement to register with the City was legislated and provided for under the Municipal Act, this requirement is a City policy that provides for recognition as a registered Ratepayer/Community Association with the following benefits:

1. Consultation and Notice of various issues within the boundaries being represented by the Ratepayers/Community Association (e.g. land use, traffic, parks, planning, etc.)
2. Qualification as a Community Service Organization (C.S.O.) under the category "Ratepayers Association" with resulting services in kind opportunities.
3. Ability to use City and Library public meeting rooms at the C.S.O. preferred rate.
4. Deputation status before Council as an Association rather than an individual or group of individuals.

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004Item 1, SPCW Report No. 34 – Page 4

5. Hard copies of Agendas/Minutes free of charge for pick up at a Library or Community Centre if a written request is received by the City Clerk.

The following is an excerpt of Councillor Jackson's recommendation of February 17, 2003 (Attachment 3):

"That the revision to the current policy incorporates the following regulations:

- All executives of Ratepayer Associations be required to sign off on registration forms, minutes of Annual General Meetings, and Minutes of Bi-Annual Election Meetings.
- A list of Ratepayer Executive members be provided to the Clerk's Department on an annual basis.
- That Annual General Meetings be a requirement of registered Ratepayers Associations with proper public notification through their areas of representation and that these notifications be filed with the Clerk's Department for distribution to the Mayor and Members of Council".

Councillor Jackson's recommendations have been incorporated in the new Registered Ratepayers/Community Association Policy. The following is a comparison of the provisions under the current Policy and the new Policy:

CURRENT POLICY	NEW POLICY
Register on an annual basis.	Register on an annual basis.
Provide a copy of the organization's membership list showing a minimum of twenty-five (25) members in an urban area, ten (10) in a rural area.	Provide a copy of the Association's membership showing a minimum of twenty-five (25) members in an urban area and ten (10) in a rural area, including the names, addresses and signatures of the members.
The confirmation of a bi-annual general meeting being held at which executive officers have been duly elected.	Hold an Annual General Meeting at which the Executive Officers are duly elected and provide a list of the names, addresses and telephone numbers of the Executive Officers.
No requirement in the current policy to provide minutes of meeting.	Provide a signed copy of the Minutes of the Annual General Meeting held, state number of attendees and list names on a separate sheet.
No requirement in the current policy for notification of Annual General Meetings.	Provide proper public notification of Annual General Meetings through their areas of representation and that these notifications be filed with the Clerk's Department for distribution to the Mayor and Members of Council.

Notification of Annual General Meetings

Notification of Annual General Meetings has been included in the new Policy as a requirement. Staff are proposing two options to address this requirement. Should the Ratepayer Association choose Option 1, it would be the responsibility of the Ratepayer Association to ensure the Annual General Meeting notification is received in the office of the City Clerk in sufficient time to meet the Vaughan Citizen/Liberal "City Page" publication deadlines. It should also be noted that when, as may be the case with new subdivisions, the newspaper coverage does not reach the area of representation, the Clerk's office will post the Notice on the City's website only.

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EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004

Item 1, SPCW Report No. 34 – Page 5

Changes made to the Registration/Application Form

The following changes have been made to the Registration/Application Form:

- 1) Confirmation that an Annual General Meeting has been held, the date of the meeting, the number of attendees and a list of attendees; and
- 2) Signature of the President.

When this matter was before Committee of the Whole on February 17, 2003, Mr. Paul DeBuono made a deputation and the following summarizes his comments:

- City pay for advertising particulars of the annual general meeting. City be responsible for sending out notification of annual general meeting.
- City provide space for the annual general meeting.
- Executive officers and members of the association must reside in the area.
- Presidents (co-Presidents) not be permitted to serve for more than one term (the current policy provides for biennial meetings) unless no interest is expressed by another member.

Attachment 4 are the comments received from the Ratepayers Associations in response to Councillor Jackson's communication sent in February 2003 to all Ratepayer Associations requesting any comments, questions or suggestions regarding the Policy be forwarded to the Clerk's Department.

Copies of policies received from the Town of Aurora, Town of Markham, Town of Newmarket and City of Mississauga will be provided for the information of the Mayor and Members of Council under separate cover.

Conclusion

The revised Registered Ratepayers/Community Association Policy should facilitate in ensuring fair representation of all residents and up-to-date information in the City's Registry of Community & Ratepayer Associations.

Attachments

- | | |
|--------------|--|
| Attachment 1 | Revised Registered Ratepayers/Community Association Policy and Registration/Application Form package |
| Attachment 2 | Current Policy and Registration Form |
| Attachment 3 | Council Extract February 24, 2003, Item 1, CW Report No. 17 |
| Attachment 4 | Comments from the Ratepayers Associations |

Report prepared by:

John D. Leach, City Clerk

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)

CITY OF VAUGHAN

**REGISTERED RATEPAYERS /
COMMUNITY ASSOCIATION POLICY**

AND

**REGISTRATION FORM / APPLICATION
FORM**

**REGISTERED RATEPAYERS / COMMUNITY ASSOCIATION
POLICY**

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1. In order to qualify as a registered Ratepayers/Community Association and be included in the City of Vaughan's official registry, groups must:
 - a) register on an annual basis with the City of Vaughan (registration in one year does not provide for or guarantee registration in subsequent years);
 - b) provide immediate notice to the City of Vaughan of any changes to the Executive Officers and/or contact information;
 - c) provide a copy of the Association's membership showing a minimum of twenty-five (25) members in an urban area and ten (10) in a rural area, including the names, addresses and signatures of the members;
 - d) hold an Annual General Meeting at which the Executive Officers are duly elected and provide a list of the names, addresses and telephone numbers of the Executive Officers;
 - e) provide a signed copy of the Minutes of the Annual General Meeting held; state number of attendees and list names on a separate sheet;
 - f) provide proper public notification of Annual General Meetings through their areas of representation and that these notifications be filed with the Clerk's Department for distribution to the Mayor and Members of Council; and
 - f) provide a statement of purpose and a copy of the Association's constitution and/or by-laws.
2. Associations not complying with the above criteria will not be included in the City of Vaughan's official Registry.
3. The City Clerk shall be authorized to delete from the City of Vaughan's official Registry those Associations that do not meet the above-mentioned criteria.

**BENEFITS OF BEING RECOGNIZED AS A REGISTERED
RATEPAYERS/COMMUNITY ASSOCIATION**

1. Consultation and Notice of various issues within the boundaries being represented by the Ratepayers/Community Association (e.g. land use, traffic, parks, planning, etc.)
2. Qualification as a Community Service Organization (C.S.O.) under the category "Ratepayers Association" with resulting services in kind opportunities.
3. Ability to use City and Library public meeting rooms at the C.S.O. preferred rate.
4. Deputation status before Council as an Association rather than an individual or group of individuals.
5. Hard copies of Agendas/Minutes free of charge for pick up at a Library or Community Centre if a written request is received by the City Clerk.

**RATEPAYER / COMMUNITY ASSOCIATIONS
REGISTRATION FORM / APPLICATION FORM**

1. Name of Ratepayer /Community Association:
PLEASE PRINT

2. Name of Contact Person: _____ Position: _____
PLEASE PRINT
Address: _____
PLEASE PRINT
City: _____ Postal Code: _____

Telephone Numbers
Residence: () _____ Business: () _____ Fax: () _____

E-Mail Address: _____

3. I, _____ confirm that an Annual General Meeting was held on: _____, attended by _____ (state number of attendees and list names on a separate sheet) at which the following Executive Officers were elected:

Executive Officers (PLEASE PRINT):

Name	Position	Address	Tel. No. Res. & Bus.

Minutes of Annual General Meeting of _____ attached YES NO

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4.	Please state the purpose of this Association:	
5.	Constitution / Bylaw Attached	YES NO
<small>((Sample attached – refer to page 6))</small>		
6.	Membership list Attached	YES NO
<small>* Note: minimum of twenty-five (25) members in an urban area and ten (10) in a rural area. Name, address and signature of member required.</small>		
7.	Please list the boundaries of the area the Association represents: (Attach a map)	
	North:	South:
	East:	West:
For further information please contact: Sybil Fernandes, City of Vaughan, Clerk's Department 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1 Tel: (905) 832-8585 Ext. 8628, Fax: (905) 832-8535		
<small>This personal information is collected under the legal authority of the <i>Municipal Act, R.S.O. 1990 and c.M.45, as amended</i>. This information is provided upon request to members of the public who are community minded individuals. This information is used by City Staff for circulation purposes. Questions about this collection can be addressed to the Freedom of Information and Protection of Privacy Co-ordinator, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1 Tel: (905) 832-2281.</small>		

_____ (Signature of President)

_____ (Date)

**RATEPAYERS / COMMUNITY ASSOCIATIONS
MEMBERSHIP LISTING**

	NAME	ADDRESS	SIGNATURE
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This personal information is collected under the legal authority of the Municipal Act, R.S.O. 1990 and c.M.45, as amended. This information will be used to establish and maintain an official registry of Community & Ratepayer Associations. This information is provided upon request to members of the public who are community minded individuals. This information is used by City Staff for circulation purposes. Questions about this collection can be addressed to the Freedom of Information and Protection of Privacy Co-ordinator, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1 Tel: (905) 832-2281
Ratepayers Policy & Registration/Application Form

**RATEPAYERS / COMMUNITY ASSOCIATIONS
ATTENDANCE AT ANNUAL GENERAL MEETING**

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Ratepayers Policy & Registration/Application Form

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- SAMPLE ONLY -
CONSTITUTION FOR THE ABC RATEPAYERS ASSOCIATION

Article 1 – Name

The Name of this organization shall be "The ABC Ratepayers Association".

Article 2 – Object

The object of this organization shall be to promote, protect and represent the general interests of those who reside in the area as defined in Article 3.

Article 3 – ABC Area Defined

The ABC area is that area bounded on the north by Street A, on the west by Street B, on the south by Street C and on the east by Street D.

Article 4 – Officers

- 4.1 The members of the association shall elect a Board of Directors, which shall be comprised of: President, Vice-President, Secretary, Treasurer and up to 8 Directors.
- 4.2 All Members of the Board shall be elected for 1 year and may stand for re-election.
- 4.3 Members of the Board of Directors shall be elected at Annual General Meeting held in November by simple majority of members in good standing present. Proxy votes shall be written and tendered consistent with such procedures and be duly witnessed.

Article 5 – Quorum

- 5.1 A quorum consists of a simple majority of active members of the Board of Directors, with the President, or Vice-President present, or a designated Director to preside over the meeting.
- 5.2 Any Member of the Board of Directors who is absent from 3 consecutive meetings, without a valid excuse, or who submits his/her resignation, shall be deemed to have vacated his/her position.
- 5.3 The Board of Directors is empowered to appoint new Directors to fill any vacancy, until the next election of the Board.

Article 6 – Duties of Directors

- 6.1 The President shall call and preside over all meetings and generally supervise the association's activities and shall give a report at the general meetings.
- 6.2 The Vice-President shall perform the duties of the President, in the latter's absence or request.
- 6.3 The Secretary shall keep all minutes and records except financial and shall attend to clerical work.
- 6.4 The Treasurer shall have charge of all finances and assets of the association, under the direction of the Board of Directors. He/she shall pay all bills approved by the President and/or the Vice-President and/or the Secretary and shall maintain records of all assets, liabilities, receipts and disbursements and present reports at all meetings. All cheques shall be countersigned by the designated Director.

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Article 7 - Members

- 7.1 All Members of the Association shall be residents or homeowners in the area as set out in Article 3.
- 7.2 Members of the Association shall be those who properly satisfy above requirements and have paid their annual dues of \$10, which amount may be revised from time to time by the Board of Directors.

Article 8 - Meetings

- 8.1 The annual general meeting shall be held in November.
- 8.2 Meetings of the Board of Directors shall be held every second month, or as needed.
- 8.3 Other meetings shall be held as required.
- 8.4 Notice of Members' meetings shall be distributed at least 7 days in advance.
- 8.5 The Association's fiscal year is from December 1st to November 30th.

Article 9 - Amendments

- 9.1 Motions for amendments to the constitution must be given in writing to the Board of Directors at least 14 days before the annual meeting.
- 9.2 Constitutional amendments must be approved by two thirds of the members in good standing present at the annual meeting.

Article 10 - Procedures and Arbitration

Since the ABC Association is registered with the Province under the Corporation Act, as a non-profit organization, all its by-laws and meeting procedures are governed under legislation of this act. This includes the holding of meetings under parliamentary procedures.

**POLICY WITH RESPECT TO THE RECOGNITION OF
RATEPAYERS ASSOCIATIONS WITHIN THE CITY OF VAUGHAN**

1. a) An official registry of Ratepayer/Community Associations shall be kept by the Clerk's Department and in order to be recognized as a Ratepayer Association and be included in the City's official registry, associations shall be required to submit on an annual basis, a "Ratepayer/Community Association Registration Form" which would outline the following:
 - i) the confirmation of a bi-annual* general meeting being held at which executive officers have been duly elected;
 - ii) a list of the names, addresses and telephone numbers of the executive officers;
 - iii) a statement of purpose and a copy of the organization's constitution and/or by-laws;
 - iv) a copy of the organization's membership list showing a minimum of twenty-five (25) members in an urban area, ten (10) in a rural area;
 - v) the boundaries of the area that the association represents; and
 - vi) whether the association wishes to receive the agenda/minute delivery service at no cost at a library/community centre closest to the area from which the organization draws its membership.
- b) In the event that the agenda/minute delivery service has been requested and if they are not collected by the respective organization(s) for three (3) consecutive weeks, future deliveries will be suspended without further notice to the Association and only resumed after a request in writing for same has been received by the City Clerk;
2. The City Clerk shall notify all the current ratepayers/community associations of this policy and request compliance to the requirements within three (3) month's time; and
3. The City Clerk shall be authorized to delete those associations that do not meet the above-mentioned criteria from the City of Vaughan's official registry.

* - Amended by Council on September 14, 1998

RATEPAYER / COMMUNITY ASSOCIATIONS
2003 REGISTRATION FORM

TO REMAIN ON THE CURRENT RATEPAYERS' REGISTRY, PLEASE COMPLETE AND
RETURN BY MARCH 31, 2003 TO:

The City of Vaughan, Attention: Mrs. Sybil Fernandes, Clerk's Department, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1
or by Fax: (905) 832-8535. For further information contact Mrs. Sybil Fernandes (905) 832-8585 ext. 8628.

1.	Name of Ratepayer / Community Association: (PLEASE PRINT)			
2.	Name of Contact Person: _____ Position: _____ (PLEASE PRINT) <i>(For notification purposes, please provide mailing address of contact person.)</i> Address: _____ (PLEASE PRINT) City: _____ Postal Code: _____ Telephone Numbers: Residence: () _____ Business: () _____ Fax No: () _____ E-Mail Address: _____			
3.	Date of Bi-Annual General Meeting (between March 1, 2001 and March 31, 2003): _____ Minutes Attached YES NO			
4.	Executive Officers (PLEASE PRINT):			
	Name	Position	Address	Tel. No. Res. & Bus.
Complete Sections 5 to 8 ONLY if any of this information has changed since your last submission.				
5.	Please state the purpose of this Association:			
6.	Constitution / Bylaw Attached YES NO (A sample can be obtained from the Clerk's Dept.)			
7.	Membership list Attached YES NO <i>* Note: maximum of twenty-five (25) members in an urban area and ten (10) in a rural area. Name, address and signature of member required.</i>			
8.	Please list the boundaries of the area which the Association represents: (Attach a map) North: _____ South: _____ East: _____ West: _____			
<small>NOTE: Agendas/Minutes are posted on the City's Web Site. Hard copies will only be provided free of charge for pick up at a library or community centre close to your Association if a written request is received by the City Clerk. Agendas/Minutes are not collected by the respective organizations for three (3) consecutive weeks, future deliveries will be suspended without notice and only resumed upon receipt of a written request addressed to the City Clerk. This personal information is gathered under the legal authority of the Policy with Respect to the Recognition of Ratepayer Associations with the City of Vaughan. This information will be used to establish and maintain an official registry of Ratepayer Community Associations. This information is provided (also) released to members of the public who are community involved members. This information is used by City Staff for information purposes. Questions about this collection can be addressed to the Freedom of Information and Protection of Privacy Coordinator, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1. Tel: (905) 832-2289.</small>				

PLEASE COMPLETE THE CONSENT ON THE REVERSE OF THIS FORM

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- SAMPLE ONLY - 21

CONSTITUTION FOR THE ABC RATEPAYERS' ASSOCIATION

Article 1 - Name

The Name of this organization shall be "The ABC Ratepayers' Association".

Article 2 - Object

The object of this Association shall be to promote, protect and represent the general interests of those who reside in the area as defined in Article 3.

Article 3 - ABC Area Defined

The ABC area is that area bounded on the north by Street A on the west by Street B on the south by Street C and on east by Street D.

Article 4 - Officers

- 4.1 The members of the association shall elect a Board of Directors, which shall be comprised of: President, Vice-President, Secretary, Treasurer and up to 8 Directors.
- 4.2 All Members of the Board shall be elected for 1 year and may stand for re-election.
- 4.3 Members of the Board of Directors shall be elected at bi-annual general meetings held in November by simple majority of members in good standing present. Proxy votes shall be written and tendered consistent with such procedures and be duly witnessed.

Article 5 - Quorum

- 5.1 A quorum consists of a simple majority of active members of the Board of Directors, with the President, or Vice- President present, or a designated Director to preside over the meeting.
- 5.2 Any Member of the Board of Directors who is absent from 3 consecutive meetings, without a valid excuse, or who submits his/her resignation, shall be deemed to have vacated his/her position.
- 5.3 The Board of Directors is empowered to appoint new Directors to fill any vacancy, until the next election of the Board.

Article 6 - Duties of Directors

- 6.1 The President shall call and preside over all meetings and generally supervise the association's activities and shall give a report at the general meetings.
- 6.2 The Vice-President shall perform the duties of the President, in the latter's absence or request.
- 6.3 The Secretary shall keep all minutes and records except financial and shall attend to clerical work.

- SAMPLE ONLY -

CONSTITUTION FOR THE ABC RATEPAYERS' ASSOCIATION

6.4 The Treasurer shall have charge of all finances and assets of the association, under the direction of the Board of Directors. He/she shall pay all bills approved by the President and/or the Vice-President and/or the Secretary and shall maintain records of all assets, liabilities, receipts and disbursements and present reports at all meetings. All cheques shall be countersigned by a designated director.

Article 7 - Members

- 7.1 All Members of the Association shall be residents or homeowners in the area as set out in Article 3.
- 7.2 Members of the Association shall be those who properly satisfy above requirements and have paid their annual dues of \$10, which amount may be revised from time to time by the Board of Directors.

Article 8 - Meetings

- 8.1 The annual general meeting shall be held in November.
- 8.2 Meetings of the Board of Directors shall be held every second month, or as needed.
- 8.3 Other meetings shall be held as required.
- 8.4 Notice of all Members' meetings shall be distributed at least 7 days in advance.
- 8.5 The Association's fiscal year is from December 1st to November 30.

Article 9 - Amendments

- 9.1 Motions for amendments to the constitution must be given in writing to the Board of Directors at least 14 days before the annual meeting.
- 9.2 Constitutional amendments must be approved by two thirds of the members in good standing present at the annual meeting.

Article 10 - Procedures and Arbitration

Since the ABC Association is registered with the Province under the Corporation Act, as a non-profit organization, all its by-laws and meeting procedures are governed under legislation of this act. This includes the holding of meetings under parliamentary procedures.

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 24, 2003

Item 1, Report No. 17, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on February 24, 2003.

1 **PROPOSED REVISIONS TO THE CITY OF VAUGHAN POLICY**
RATEPAYER GROUPS

The Committee of the Whole recommends:

- 1) That the recommendation contained in the following report of Councillor Jackson, dated February 17, 2003, be approved;
- 2) That comments from the ratepayers' associations and Members of Council be referred to staff for consideration in the review of the policy;
- 3) That staff provide a report regarding the respective policies of area municipalities, and address any legal issues;
- 4) That the deputation of Mr. Paul DeBuono, Vellore Village Ratepayers Association, 1 George Gale Road, Woodbridge, L4H 2S7, be received; and
- 5) That the written submission from Ms. Diane Rembacz, North Maple Ratepayers' Association, 208 America Avenue, Maple, L6A 3E8, be received.

Recommendation

Councillor Linda D. Jackson recommends:

THAT staff be directed to revisit the current City of Vaughan policy that governs Ratepayer Associations and report to a future Committee of the Whole meeting with a proposed revision, and

THAT the revision to the current policy incorporates the following regulations:

- All executives of Ratepayer Associations be required to sign off on registration forms, minutes of Annual General Meetings, and Minutes of Bi-Annual Election Meetings.
- A list of Ratepayer Executive members be provided to the Clerks Department on an annual basis.
- That Annual General Meetings be a requirement of registered Ratepayers Associations with proper public notification through their areas of representation and that these notifications be filed with the Clerks Department for distribution to the Mayor and Members of Council.

Purpose

To ensure a fair and consistent representation of residents throughout the City of Vaughan by their respective Ratepayers Association.

Background - Analysis and Options

The current City of Vaughan policy, which governs the operation of Ratepayer Associations, has invited Ratepayers Associations to conduct business without the knowledge or input of area residents and the City of Vaughan does not always have up-to-date information regarding executive members.

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CITY OF VAUGHAN

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EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 24, 2003

Item 1, CW Report No. 17 – Page 2

Conclusion

Implementing the regulations outlined above will place members above suspicion while ensuring fair representation of all our residents.

Attachments

None

Report prepared by:

Mirella Compagno, Council Administrative Assistant

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COMMENTS FROM THE RATEPAYERS ASSOCIATIONS

-

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-

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WOODBIDGE CORE RATEPAYERS' ASSOCIATION

128 Wallace Street
Woodbridge ON L4L 2P4
905 851 2808

April 3, 2003

Councillor Linda Jackson 905 832 8538
Clerks Department. Sybil Fernandes 905 832 8535

RE: Vaughan Policy – Ratepayer Groups

ELECTIONS:

The key factor with elections is that they be held and this must be mandatory. However the timing of the elections should be at the discretion of each group and according to their Constitution. Perhaps a suggested timing would be every 3 years to coincide with the City elections. Associations cannot be forced to have a bi-annual election if their Constitution says differently.

SIGNATURES OF EXECUTIVE MEMBERS:

The **majority** of executive members could be required to sign off on minutes of Annual meetings, not all members, as most executives make decisions by majority. Perhaps the list of executive members provided on the registration form to the Clerk's Dept. annually could have **all** the members sign, if a long enough time is given in case some members are away.

ANNUAL MEETINGS:

Annual meetings should be a requirement of ratepayer associations. However who and how people are notified would vary depending upon the individual associations. Each Association is an individual group with their individual Constitution and rules. There are many ways Annual meetings could be done. They could be open to all residents within the boundary, with notices posted in the library and/or Vaughan Citizen; or mailed to every individual within the boundaries; or mailed to only the members, but all are welcome; or the meeting could be for only the members, depending on what the group chooses to do. Individual notices to everyone within the boundaries is an horrendous endeavour. After all this is a volunteer group.

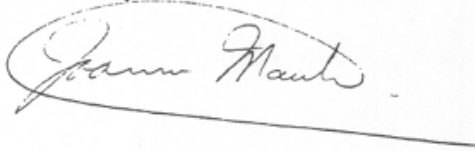
In our opinion, individual notices to only the members makes sense because again according to some association rules, only members can vote. However the final decision of how Annual Meetings are done should belong to the Association and according to their rules.

Membership should be open to all residents within the boundary. Efforts should be made to encourage people to join, but then again the method depends on the Association. People can be informed about the Association by word of mouth, presentations, mass mail outs etc. Perhaps the City could run an advertisement in the local newspaper encouraging people to join their local ratepayer associations, with a list of all the names of associations and contact persons. It would be a waste of paper and time to notify everyone individually within the boundaries of an Annual Meeting if they were not interested in joining the association in the first place.

When community meetings are initiated by the City then the City sends out the notices to all residents according to City rules, or if the developer is asked by Council to have a community meeting for his application, then the onus is on him to send out notices to ALL residents in the area and usually this goes beyond the boundaries of one Association. These are the meetings that are packed because people are interested in that particular subject, and maybe nothing else for the next 10 years, certainly not an Annual Meeting.

In conclusion, we think that some rules are necessary, but that the individual Associations must be allowed to run their associations as they see fit and according to their individual constitutions.

Yours truly



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FACSIMILE COVER PAGE

1.23

DATE: APR 4 / 03 TIME: _____

TO: COMPANY: CLERK'S DEPT
ATTENTION: Sybil Fernandes
FAX NUMBER: 905 832 8535

FROM: COMPANY: WINDBRIDGE CORP (EMPLOYERS' ASS)
CONTACT: JOANNE MAUTI

NUMBER OF PAGES being sent, including this cover page: 3

If total number of pages are not received/received poorly, please telephone (905) 851-2808 and ask for the facsimile operator.

COMMENTS:

1.21
Fernandes, Sybil

.29

From: Maril Rich [marilric@yahoo.com]
Sent: Thursday, March 20, 2003 9:13 PM
To: sybil.fernandes@city.vaughan.on.ca
Cc: susan.kadis@city.vaughan.on.ca
Subject: ratepayer groups

March 20, 2003

Here are comments on rules for ratepayer groups from Crestwood, Springfarm, Yorkhill Residents' Association (CSYRA). Marilyn Richmond, President

1. General meetings to remain as they are now as once every two years. (Not to be changed to once a year.)
2. Each Executive member does not have to sign at meeting. If City wants to confirm that a person is on the Executive of a Ratepayer group, City can contact each Executive member listed.
3. Minutes of meetings and Membership lists sent to City once every two years instead of once a year.
4. A ratepayer group is to consist of ten or more households that are located in the area that that ratepayer group represents. (Change from the current requirement of 25 members.)
5. A flat sum be given to each ratepayer group, as was done years ago, to use for expenses. Also, flyers, advertisements, meeting room rental, postage, paper to be paid for by City. Each ratepayer group will have authorization to use a City meeting room in their area as they choose with no rental fee and to use copy facilities, etc. at a City office near their area, i.e. the closest Community Center, with no fee.
6. Relatives of City employees and relatives of elected officials may not hold any Executive position of a ratepayer group.

Do you Yahoo!?
Yahoo! Platinum - Watch CBS' NCAA March Madness, live on your desktop!
<http://platinum.yahoo.com>

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Fernandes, Sybil

From: Compagno, Mirella
Sent: Tuesday, March 11, 2003 11:28 AM
To: Fernandes, Sybil
Cc: Jackson, Linda
Subject: FW: [SPAM] New President: Mimi Badali

Hi Sybil,

I will be forwarding to you any correspondence and/or voice communications we receive which may relate to the new Ratepayer Associations Policy.

For your records:

The email below outlines one groups constitution but alludes to some guidelines which you may want to consider.

In addition to this email I received phone calls and suggestions as follows:

Joanne Mauti - could notices of ratepayer meeting be accommodated on the City's web site and/or the City Page of the Vaughan Citizen? If this is not an option, can the City administrate the distribution of the notices?

Marilyn Richmond - AGM should be every 2 years, NOT each year, officers should not be required to "sign off", and the associations should be provided with funding from the City.

Mirella Compagno
Administrative Assistant
Office of Councillor Linda D. Jackson
(905) 832-8585
Ext. 8837

-----Original Message-----

From: Paul De Buono [mailto:vvra@pdb.ca]
Sent: Sunday, March 02, 2003 10:43 PM
To: City of Vaughan - Council
Subject: [SPAM] New President: Mimi Badali

Dear Members of Vaughan City Council:

It was a pleasure meeting you and working with you during the past year in my role as President of the Vellore Village Residents Association.

Some of you had asked for the Association's endorsement for your candidacy for this year's municipal election. Unfortunately, such an endorsement is prohibited by the Association's Constitution which, among other things, states the following:

- Members and Executive are limited to residents and property owners within the boundaries of Vellore

3/11/2003

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Village;

- The Executive are mandated to seek as much input as possible from the community for the purposes of administration and decision-making of the Association;
- The Annual General Meeting must be held annually in the winter, and must be scheduled and published under guidelines which encourage widespread awareness of the date;
- All Executive positions are to be elected annually;
- The President cannot be President for more than two years consecutively;
- The Association and/or its Executive cannot endorse a person elected or intending to be elected on City Council (besides other levels of government).

I believe that some of the above are reflections of your recent Committee of the Whole discussion on how resident associations can be improved.

New President:

I am pleased to announce that effective today, the Vellore Village Residents Association has a new President. Her name is Mimi Badali. I trust that you will afford her and the other new members of the Executive as much kindness as you afforded me.

Sincerely,

Paul De Buono, former President
Vellore Village Residents Association

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Fernandes, Sybil

From: Compagno, Mirella
Sent: Tuesday, March 11, 2003 11:30 AM
To: Fernandes, Sybil
Cc: Jackson, Linda
Subject: FW: Ratepayers

Sorry Sybil,

here are more comments from Joanne Mauti:

- do notices go out to all members only or to all residents within boundaries for AGMs?
- who pays for notice mailings?
- who votes - registered members only?
- fee for members?
- membership restricted to boundary residents?

Mirella

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Jackson, Linda

From: di [Diane.Rembacz@Sympatico.ca]
 Sent: Tuesday, February 18, 2003 10:40 AM
 To: linda.jackson@city.vaughan.on.ca
 Subject: [SPAM] Ratepayer Associations - Guidelines
 Importance: High

ITEM #

1
 ADDITIONAL
 INFORMATION
 CW Feb 17/03

Dear Linda,

I am in favour of enforcing the guidelines and rules of operation for ratepayer organizations.
 It allows the ratepayer organizations to function on an equitable and honest platform.
 Without having an Annual General Meeting once a year there is no way to have the residents come forward with their opinions.
 It allows for discussion to take place between the organizations leadership and the residents even if the discussion is not in the leaderships favour.
 It forces the leadership to address issues effecting their neighbourhood.
 Participation of the residents is a challenge but it is essential to have their participation in the meetings to allow for public input.
 There is a great responsibility involved in representing a large group of people and that responsibility should not be taken lightly.
 The ratepayer organization should be able to draw the people together through the Annal General Meetings.

Please let me know if I can be of any further assistance in this matter.
 I can be reached at (905) 832-5949 or at the above e-mail address.

Sincerely,

Diane Rembacz
 President
 North Maple Ratepayers' Association

2/17/2003

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Attachment 2A

**Additional Information received at the
Special Committee of the Whole meeting
of March 29, 2004**

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Fernandes, Sybil

From: Compagno, Mirella
Sent: Wednesday, January 14, 2004 12:38 PM
To: Fernandes, Sybil
Cc: Jackson, Linda
Subject: FW: ratepayers associations.

ADDITIONAL INFORMATION
ITEM # 1
SP. CW – MARCH 29, 2004

Attached is fyi for additional information purposes for the Jan.26/04 Special CW dealing with the Ratepayer policy.

Thanks,

Mirella Compagno, ext.8837

-----Original Message-----

From: Clara Astolfo [mailto:castolfo@icsavings.ca]
Sent: Wednesday, January 14, 2004 12:18 PM
To: Compagno, Mirella
Cc: Jackson, Linda
Subject: ratepayers associations.

had a board meeting on Monday-12/04 reviewed new policy -overall we concur with the following exception: all ratepayers group provide an association constitution to be kept in file at the Clerks office.

other consideration, that we provide a signed list of members, and/or signed membership applications.

Mary will be forwarding a letter which will be signed by me.....

CONSTITUTION request may be a deterrant to the Association that appear out of nowhere.....thanks

1/14/2004

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Hardychuk, Gloria

ADDITIONAL INFORMATION
ITEM # 1
SP. CW – MARCH 29, 2004

From: finney1 [finney1@rogers.com]
Sent: Friday, January 23, 2004 10:55 AM
To: gloria.hardychuk@vaughan.ca
Subject: Fw: January 26, 2004 City of Vaughan Specail Committee of the Whole--Block 33East/Residence Association

Importance: High

----- Original Message -----

From: finney1
To: gloria.hardychuk@vaughan.on.ca
Cc: tony.carella@vaughan.ca ; sandra.racco@vaughan.ca ; peter.meffe@vaughan.ca ; dibiasem@city.vaughan.on.ca ; divonab@city.vaughan.on.ca ; ferrim@city.vaughan.on.ca ; Joyce Frustaglio ; Linda.Jackson@city.vaughan.on.ca
Sent: Friday, January 23, 2004 9:09 AM
Subject: Fw: January 26, 2004 City of Vaughan Specail Committee of the Whole--Block 33East/Residence Association

Clerks Office and Members of Council,

I would like to make a recommendation to the City of Vaughan Members of Council to direct the City of Vaughan clerks department to review the existing boundaries of Ratepayers associations in the City Vaughan due to the potential and existing growth in our communities. I would like to request the above attachments be recognized at the next City of Vaughan Special Committee of the Whole meeting scheduled January 26, 2004 at 7:00 p.m..

Sincerely,

Penney Kouvelos-Mastathis
Vice-President
Columbus Trail Association

----- Original Message -----

From: finney1
To:
Sent: Friday, December 05, 2003 8:38 AM
Subject: Block 33East/Residence Association
Please see attachments.
Thanks,
Penney

1/23/2004

Wednesday, December 3, 2003

Dear Michael DiBiase
Mayor, City of Vaughan
& Members of Council

Re: Block 33 East

The residents of Maple View Farm in Block 33 East are requesting another association due to potential growth in the area. As of August 31, 2003 the occupancy permits in block 33east are 2193 with a population of 7521. The OPA 600 planned units in block 33 are 4358 in the east and west. In the east the total aimed units are 2609 and in the west 1775 in the east. Here are the following reasons why we should have another ratepayers association in block 33East:

Advantages:

1. We will ensure that the development of the two communities takes place in an orderly way and in the best interests of the residents.
2. Hear views of the area residents and develop strategies to address quality of life issues.
3. Promote community spirit and sense of identity by organizing or supporting activities.
4. To represent, advocate, promote and look after the common interests of the residents.
5. Encourage residents to participate in local organizations.
6. Develop partnerships between the city and different community groups to address community concerns.

Disadvantages:

1. Our concerns are not being met with the current association.
2. Columbus Trail Residence Association does not recognize residence south of them as a whole.
3. Lack of meetings and notification to residence of Maple View Farm.
4. Columbus Trail Residence Association only concerned with "their own backyard" issues.
5. Currently this area is not receiving full representation from the current ratepayers association.

According to the Columbus Trail Residence Association constitution the members of the association are recognized only on the basis of paying their membership dues. With only 12 members legally registered, please see attachment. As the Vice President of the Columbus Trail Residence Association it is evident the Columbus Trail Resident Association does not meet

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the current registered requirements of 25 residents for an association to function within the City of Vaughan Ratepayers Associations.

With this said, we wish to be recognized as the Grandvalley Residence Association in block 33east. The boundaries are:

North Domingo (including Domingo)
South Major MacKenzie
East Jane St
West Highway 400

Your assistance in this matter is greatly appreciated.

Sincerely,

Penney Kouvelos
Vice President
Columbus Trail Residence Association

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Memberships

Date	Name	Amount
9/22/2003	Peter Larocque	\$ 10.00
9/22/2003	Arleen Amoroso	\$ 10.00
9/22/2003	Mohammed Hosein	\$ 10.00
9/22/2003	Angelo Caravaggio	\$ 10.00
9/22/2003	Claudio & Emily DiVito	\$ 10.00
9/22/2003	Domenica Mele	\$ 10.00
9/22/2003	Maria Russo	\$ 10.00
9/22/2003	Mary D'Ambrosio	\$ 10.00
9/22/2003	Jaime A. de Bem	\$ 20.00
9/22/2003	Franca Wood	\$ 10.00
9/22/2003	Sandra Lucente	\$ 10.00
9/22/2003	Gbenga Adejnyigbe	\$ 10.00
		\$ 130.00

CONSENT

I (Name) Perry Kouvelos representing

Grand Valley Residences Association
(Name of Association)

hereby authorize the City of Vaughan, Clerk's Department, to publish my name, address, telephone numbers (residential/business), as well as my facsimile number and e-mail address where provided, on the City's website and in a hard copy format, as the contact person for the above-noted Ratepayer/Community association.

DATED this 23 day of January, 2004.

Perry Kouvelos
(Signature)

June 22, 2004

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RATEPAYERS / COMMUNITY ASSOCIATIONS
MEMBERSHIP LISTING

	NAME	ADDRESS	SIGNATURE
1.	Sabrina Messeroda	2 Del Franco Way	[Signature]
2.	S. K. S. S. S. S.	10 Del Francesco Way	[Signature]
3.	AGNAN THAMMAYAR	50 LA PINTA ST	[Signature]
4.	ROB BOCCASSINO	124 DOMINGO ST	[Signature]
5.	ROD. TRICHI	9. DOMINGO ST	[Signature]
6.	Somagna Mani	80 Domingo St	[Signature]
7.	[Name]	41 LA PINTA	[Signature]
8.	L. Militello	102 Domingo St	[Signature]
9.	K. Malathy	40 LA PINTA ST.	K. Malathy
10.	[Name]	41 LA PINTA	[Signature]
11.	J. Di Lorenzo	112 Domingo St.	[Signature]
12.	A. Capor	96 Domingo St	[Signature]
13.	Valia Carreira	62 Domingo St.	[Signature]
14.	S. P. Russo	66 DOMINGO ST.	[Signature]
15.	[Name]	72 DOMINGO ST	[Signature]
16.	[Name]	70 LA PINTA ST.	[Signature]
17.	Gus Mastathis	46 LA PINTA ST	[Signature]
18.	F. Teixeira	34 DOMINGO ST	[Signature]
19.	Latita Hummer	8 DEL FRANCESCO	[Signature]
20.	A. Franco	20 Del Francesco	[Signature]
21.	Angela Giacchetta	22 Del Francesco	Angela Giacchetta
22.	Guissera Kaynak	28 Del Francesco	[Signature]
23.	Chelle C.	45 LA PINTA	[Signature]
24.	[Name]	106 Domingo St.	[Signature]
25.	M. L. L.	88 DOMINGO ST	[Signature]

This personal information is collected under the legal authority of the Municipal Act, R.S.O. 1990 and c.41 et. seq. This information will be used to establish and maintain an official registry of Community & Ratepayer Associations. This information is provided upon request to members of the public who are community minded individuals. This information is used by City Staff for circulation purposes. Questions about this collection can be addressed to the Freedom of Information and Protection of Privacy Co-ordinator, 2141 Main Mackenzie Drive, Vaughan, Ontario L4A 1T1 Tel: (905) 832-2281

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**RATEPAYER / COMMUNITY ASSOCIATIONS
2004 REGISTRATION FORM**

**TO REMAIN ON THE CURRENT RATEPAYERS' REGISTRY, PLEASE COMPLETE AND
RETURN BY MARCH 31, 2004 TO:**

The City of Vaughan, Attention: Mrs. Sybil Fernandes, Clerk's Department, 2141 Major Mackenzie Drive, Vaughan, Ontario, L6A 1T1
or by Fax: 905-832-8535. For further information contact Mrs. Sybil Fernandes 905-832-8585 ext. 8828.

1. Name of Ratepayer / Community Association:
(PLEASE PRINT) Grand Valley Residence Association

2. Name of Contact Person: Penny Kouvelos Position: V.P.
(PLEASE PRINT)
(For notification purposes, please provide mailing address of contact person.)
Address: 46 La Pinta Street
(PLEASE PRINT)
City: Maple Postal Code: L6A 3H8
Telephone Numbers:
Residence: 905-303-5809 Business: () Fax No: ()
E-Mail Address: liakoune@icq.com

3. Date of Biennial General Meeting (between March 1, 2002 and March 31, 2004): To be advised
Minutes Attached YES NO

4. Executive Officers (PLEASE PRINT):

Name	Position	Address	Tel. No. Res. & Bus.
<u>Lucy Muletello</u>	<u>President</u>	<u>102 Domingo St.</u>	<u>416-606-7315</u>
<u>Penny Kouvelos</u>	<u>V. President</u>	<u>46 La Pinta Street</u>	<u>905-303-5809</u>
<u>Sabrina Masciolo</u>	<u>Treasurer</u>	<u>2 Delfrancesco Way</u>	<u>905-417-9054</u>
<u>Dalia Carreiro</u>	<u>Secretary</u>	<u>? Domingo St.</u>	

Complete Sections 5 to 8 ONLY if any of this information has changed since your last submission.

5. Please state the purpose of this Association:
REPRESENTING RESIDENCE OF THE COMMUNITY

6. Constitution / Bylaw Attached (YES NO (A sample can be obtained from the Clerk's Dept.)
YES NO

7. Membership list Attached YES NO
* Note: minimum of twenty-five (25) members in an urban area and ten (10) in a rural area. Name, address and signature of member required.

8. Please list the boundaries of the area which the Association represents: (Attach a map)
North: DOMINGO South: MAJOR MACK
East: WYNSTONE ST West: HIQHWAY 400

NOTE: Agendas/Minutes are posted on the City's Web Site. Hard copies will only be provided free of charge for pick up at a library or community centre close to your Association if a written request is received by the City Clerk. If Agendas/Minutes are not collected by the respective organization(s) for three (3) consecutive weeks, future deliveries will be suspended without notice and only resumed upon receipt of

GRAND VALLEY RESIDENCE ASSOCIATION

ARTICLE 1 – NAME

The Name of this organization shall be Grand Valley Residence Association

ARTICLE 2- Object

The object of this association shall be to promote, protect and represent the general residence of those who reside in the area as defined in Article 3.

Article 3 ABC Area Defined

BLOCK - 33 EAST

NORTH: Domingo St (including Domingo).

SOUTH: Major Mackenzie

WEST: Jane St.

East: Hwy 400

Article 4 – Officers

- 4.1 The members of the association shall elect a Board of Directors, which shall be comprised of: President, Vice-President, Secretary, and Treasurer up to 8 Directors.
- 4.2 All Members of the Board shall be elected for 1 year and may stand for re-election.
Members of the Board of Directors shall be elected at bi-annual general meetings held in November by simple majority of members in good standing present. Proxy votes shall be written and tendered consistent with such procedures and be duly witnessed,

Article 5 – Quorum

- 5.1 A quorum consists of a simple majority of active members of the Board of Directors, with the President, or Vice-President present, or a designated Director to preside over the meeting.
- 5.2 Any member of the Board of Directors who is absent from 3 consecutive meetings, without a valid excuse, or who submits his/her resignation, shall be deemed to have vacated his/her position.
- 5.3 The Board of Directors is empowered to appoint t new Directors to fill any vacancy, until the next election of the Board.

Article 6- Duties of Directors

- 6.1 The President shall call and preside over all meetings and generally supervise the association's activities and shall give a report at the general meetings.
- 6.2 The Vice-President shall perform the duties of the President, in the latter's absence or request
- 6.3 The Secretary shall keep all minutes and records except for financial and shall attend to clerical work.

GRANDVALLEY RESIDENCE ASSOCIATION

- 6.4 The Treasurer shall have charge of all finances and assets of the association, under the director of the Board of Directors. He /she shall pay all bills approved by the President and /or the Vice President and/or the Secretary and shall maintain records of all assets, liabilities, receipts and disbursements and present reports at all meetings. A designated director shall countersign all cheques.

Article 7 – Members

- 7.1 All member of the Association shall be residents or homeowners in the area as set out in Article 3.
- 7.2 Members of the Association shall be those who properly satisfy above requirements and have paid their annual dues of TO BE DETERMINED, which amount may be revised from time to time by the Board of Directors.

Article 8 – Meetings

- 8.1 The annual general meeting shall be held in November.
- 8.2 Meetings of the Board of Directors shall be held every second month, or as needed.
- 8.3 Other meetings shall be held as required.
- 8.4 Notice of al Members' meetings shall be distributed at least 7 day in advance.
- 8.5 The Association's fiscal year is from December 1st to November 30.

Article 9 – Amendments

- 9.1 Motions for amendments to the constitution must be given in writing to the Board of Directors at least 14 days before the annual meeting.
- 9.2 Constitutional amendments must be approved by two thirds of the members in good standing present at the annual meeting.
- 9.3 Resignations shall be submitted to the President in writing and shall be Final for the duration of term of office.

Article 10- Procedures and Arbitration

Since the Grand Valley Residence Association is registered with the Province under the Corporation Act, as a non-profit organization, all its by-laws and meetings procedures are governed under legislation of this act. This includes the holding of meetings under parliamentary procedures.

Fernandes, Sybil

.45
ADDITIONAL INFORMATION
ITEM # 1
SP. CW - MARCH 29, 2004

From: Maril Rich [marilric@yahoo.com]
Sent: Thursday, January 08, 2004 11:02 AM
To: sybil.fernandes@city.vaughan.on.ca
Cc: susan.kadis@city.vaughan.on.ca; debi.traub@city.vaughan.on.ca
Subject: Ratepayer Groups/corrections and additional comments

Date: Thu, 8 Jan 2004 07:55:15 -0800 (PST)
From: Maril Rich <marilric@yahoo.com>
Subject: Ratepayer Groups/corrections and additional comments
To: sybil.fernandes@city.vaughan.on.ca
Cc: susan.kadis@city.vaughan.on.ca,
debi.traub@city.vaughan.on.ca

Please add 7. to this previous submission:

From: Maril Rich [mailto:marilric@yahoo.com]
Sent: Thursday, March 20, 2003 9:13 PM
To: sybil.fernandes@city.vaughan.on.ca
Cc: susan.kadis@city.vaughan.on.ca
Subject: ratepayer groups

March 20, 2003

Here are comments on rules for ratepayer groups from Crestwood, Springfarm, Yorkhill Residents' Association (CSYRA). Marilyn Richmond, President

1. General meetings to remain as they are now as once every two years.
(Not to be changed to once a year.) See 7. below.
2. Each Executive member does not have to sign at meeting. If City wants to confirm that a person is on the Executive of a ratepayer group, City can contact each Executive member listed.
3. Minutes of meetings and Membership lists sent to City once every two years instead of once a year.
4. A ratepayer group is to consist of ten or more members that are located in the area that that ratepayer group represents. (Change from the current requirement of 25 members.)
5. A flat sum be given to each ratepayer group, as was done years ago, to use for expenses. Also, flyers, advertisements, meeting room rental, postage, paper to be paid for by City. Each ratepayer group will have authorization to use a City meeting room in their area as they choose with no rental fee and to use copy facilities, etc. at a City office near their area, i.e. the closest Community Center, with no fee.
6. Relatives of City employees and relatives of elected officials may not hold any Executive position of a ratepayer group.
7. Rules need to be adapted to the needs of each

group. If a group is in an older/developed area, there will be a need for meetings only as issues arise. In newer, developing areas, meetings will probably need to be more frequent. Each group may decide on the number of meetings needed at any particular time and in any particular year. Also, each group may determine if they need to have an Annual General Meeting or a General Meeting once in two years (as required now). Groups may have as many meetings as they require, but not fewer than one General Meeting in any two year time frame. When groups have meetings, the City must provide, upon request, a meeting room, free of further charge, etc. (already paying taxes). See 5. above.

. 46

Do you Yahoo!?
Yahoo! Hotjobs: Enter the "Signing Bonus" Sweepstakes
<http://hotjobs.sweepstakes.yahoo.com/signingbonus>

BEVERLEY GLEN RATEPAYERS ASSOCIATION

.47

ADDITIONAL INFORMATION
ITEM # 1

January 21, 2004

SP. CW - MARCH 29, 2004

Clerks Department
City of Vaughan
2141 Major Mackenzie Drive
Vaughan ON
Canada L6A 1T1

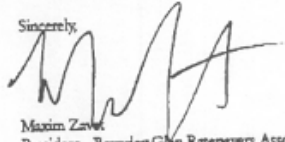
Cc. Sybil Fernandes
Cc. Sandra Yueng Rocco, Councilor Ward 4

Dear Sir or Madam:

Regarding the changes to the City of Vaughan Ratepayers policies, the Beverley Glen Ratepayers Association believes that:

- 1) Executive officers and members must live or own property in the Ratepayer boundary.
- 2) Annual general meetings (AGM) are mandatory once a year and are open to all residents living in the Ratepayer boundary.
- 3) Executive officers that are at meetings must sign, however in the event that an executive member cannot attend the meeting, he or she must submit a letter to the city stating their knowledge of the meeting.
- 4) Minutes of the meetings and a list of executive officers must be submitted every year.
- 5) The Ratepayer association is given a reasonable budget to cover expenses such as the mailing of notices via Canada Post and room rentals (within the Ratepayer's area) only for the AGM's. The funds should not go directly to the Ratepayers groups but rather should be some how facilitated through the city. Therefore notice must be given to all residents living within the Ratepayer boundary.
- 6) Ratepayers association should be included in the City of Vaughan website with links to the President's email and or home address.
- 7) All officers of the executive should be elected every three years at the AGM without a term limit. In the event that an executive officer chooses to disband before the three-year term is over, then someone who is elected by the remaining members of the executive will fill his or her position.

Sincerely,



Maxim Zavel
President - Beverley Glen Ratepayers Association

77 KING HIGH DRIVE • THORNHILL • L4J 3N2
PHONE: (416) 290-6369 • FAX: (416) 325-0869
EMAIL: MAXIM770@ROGERS.COM

BEVERLEY GLEN RATEPAYERS ASSOCIATION

.48

Handwritten signature

FACSIMILE TRANSMITTAL SHEET

TO: City of Vaughan Clerk's Dept.	FROM: Maxim Zavet
COMPANY:	DATE: 1/21/2004
FAX NUMBER: 905-832-8535	TOTAL NO. OF PAGES INCLUDING COVER: 2
PHONE NUMBER: 905-832-2281	SENDER'S REFERENCE NUMBER:
RE: Ratepayers policy change's	YOUR REFERENCE NUMBER:

URGENT FOR REVIEW PLEASE COMMENT PLEASE REPLY PLEASE RECYCLE

NOTES/COMMENTS:

Here are the comments from the Beverley Glen Ratepayers Association to be considered at the Special Committee of the Whole meeting January 26th, 2004.

(CLICK HERE AND TYPE RETURN ADDRESS)

.49 1

**Co-operative of Vaughan Ratepayers Association
(COVRA)**

**c/o 81 Blackburn Blvd.
Woodbridge Ontario
L4L 7J5**

**ADDITIONAL INFORMATION
ITEM # 1
SP. CW - MARCH 29, 2004**

January 26, 2004

Mayor and Members of Council
The City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario

Dear Mayor and Members of Council,

RE: REGISTERED RATEPAYERS/COMMUNITY ASSOCIATION POLICY

We do not support the proposed new Ratepayers/Community Association Policy. The following is COVRA's position with respect to the policy:

REGISTRATION

- *THAT it be mandatory for Ratepayers/Community Associations (Associations) to register on an annual basis.*
- *THAT it is sufficient to note any changes to the Executive Officers on the annual registration form, rather than providing the City with immediate notification.*
- *THAT it be mandatory to provide a copy of the Association's membership showing a minimum of 25 members in an urban area and 10 in a rural area, including the names and addresses (but not the signatures), only upon the initial formation of the group.*

.50

2

MEETINGS

- *THAT General Meetings be held in accordance with the respective constitutions of the individual Associations.*
- *THAT Executive Officers be duly elected at a General Meeting according to the respective constitutions of each individual Association, but no less than once every three years.*
- *THAT the Ratepayer Associations submit a written request to the City Clerk to publish the General Meeting Notice in the Vaughan Citizen/Liberal "City Page" and post the Notice on the City's website. Requirements for additional notification should be according to the individual Association's respective Constitution. Invitation to the Mayor and Members of Council is the choice of the individual Associations.*
- *THAT a use of a facility located within each Association's respective boundaries, for the General Meeting be provided at no cost to the respective Association.*
- *THAT the City provides the required insurance for Association's respective General Meetings.*
- *THAT it not be mandatory that the minutes of General Meetings, the number of attendees and a list of their names be submitted to the City.*

BOUNDARIES

- *THAT another Association not be recognized within the boundaries of an existing Association that is in good standing with the City.*

Thank you for your time and consideration.

Yours truly,

COVRA

FACSIMILE COVER PAGE

.51

DATE: MAR. 25/04 TIME: _____

TO: COMPANY: CITY CLERK
ATTENTION: SYBIL FERNANDES
FAX NUMBER: 905 832 8535

FROM: COMPANY: COVRA
CONTACT: JOANNIE MAUTI

NUMBER OF PAGES being sent, including this cover page: 3

If total number of pages are not received/received poorly, please telephone (905) 851-2808 and ask for the facsimile operator.

COMMENTS:

The LIST OF PARTICIPATING ASSOCIATIONS WILL FOLLOW.
FOR ANY CLARIFICATION,
CALL ME @ 905 851-2808

Joanne

.52

**Co-operative of Vaughan Ratepayers Association
(COVRA)**

**c/o 81 Blackburn Blvd.
Woodbridge Ontario
L4L 7J5**

ADDITIONAL INFORMATION
ITEM # 1
SP. CW - MARCH 29, 2004

March 25, 2004

Mayor and Members of Council
The City of Vaughan
2141 Major Mackenzie Drive
Vaughan Ontario

Dear Mayor and Members of Council,

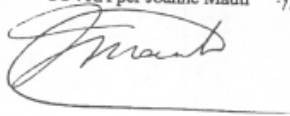
The following members of COVRA are in agreement with COVRA's letter dated January 26, 2004 regarding the REGISTERED RATEPAYERS/COMMUNITY ASSOCIATION POLICY. The position of the remaining members is undetermined to date.

Woodbridge Core Ratepayers' Association	per Joanne Mauti
Weston Downs Ratepayer Association	per Nadia Magarelli
Lakeview Estates Ratepayers Association	per Jack Wortzman
Concord West Ratepayers Association	per Cathy Ferlisi
Islington Woods Community Association	per Anthony Greco
Maple Landing Ratepayers Association	per Levant Tinaz
Belvedere Estates Ratepayers Association	per Frances D'Aversa

Please note that this is a preliminary list and the final list will be submitted as soon as possible.

Yours truly,

COVRA per Joanne Mauti 905 851-2808



FACSIMILE COVER PAGE

.53

DATE: MAR. 25/04 TIME: _____

TO: COMPANY: CITY CLERK
ATTENTION: SYBIL FERNANDES
FAX NUMBER: 905 832 8535

FROM: COMPANY: COURA
CONTACT: JOANNE MAUTI

NUMBER OF PAGES being sent, including this cover page: 2

If total number of pages are not received/received poorly, please telephone (905) 851-2808 and ask for the facsimile operator.

COMMENTS:

The LIST OF PARTICIPATING ASSOCIATIONS WILL FOLLOW.

FOR ANY CLARIFICATION, CALL ME @ 905 851-2808

Joanne

.54

ADDITIONAL INFORMATION
ITEM # 1
SP. CW – MARCH 29, 2004

Dear Clerks Office
& Members of Council

I would like to make the following recommendations to the City of Vaughan Members of council and to direct the City of Vaughan clerks department to review the existing boundaries in Block 33East, Columbus Trail Residents Association.

1. Residents should be allowed to have more than one association in their community due to potential growth.
2. A President of an Associations should not be allow allowed to run for more than two years.
3. An election committee is formed to organize the election process.
4. If re-elections are to take place it should be opened to the whole community and not only to paid members.
5. Proxy votes should not be allowed. Who will duly witness them when a Ratepayers association does not have a clerk's office. There is no way of verifying whether these proxies are legitimate or not.

Maple View Farm (Grand Valley) should be granted a ratepayers associations. As the needs of residents are not being met by Columbus Trail. There is unfair representation from this association to the residents of Grandvalley. Block 33 East has 2193 homes to date with a population of 7521 residents. The total aimed units are 2609 upon completion of Block 33East. Only 22 members showed up at the so-called re-election March 21, 2004 it is evident that there is lack of participation.

The majority of members for the Columbus Trail are located on America Ave and the adjacent streets.

With everything that has transpired with the existing association residents are being reimbursed with their membership fees. Residents feel robbed and misrepresented by Columbus Trail Residents Association.

I ask you to show some compassion on March 29, 2004 to this community Maple View Farm and the Ahmidyaa community to allow us to function as one and let us form our group openly and honestly and do as you please south: of Tierra and north: Murray Farm Lane /Mainland Cres.

Respectfully,

Penney Kouvelos-Mastathis

Fax Cover Sheet

.55

Elliot

23/03/2004

To : john.leach@vaughan.ca Leach

From :

Company :

Company :

Fax Number : 905-832-8535

Fax Number : 905-303-5809

Pages including this cover page : 2

Voice :

Subject : FW:

Message :

I wish the above attachment to be included a deputation to the special committee of the
Whole March 29, 2004
Penney Kouvelos-Mastathis

.56

ADDITIONAL INFORMATION
ITEM # 1
SP. CW - MARCH 29, 2004

March 19, 2004

RE: Registered Ratepayers/Community Association Policy

The City Of Vaughan
2141 Major Meckenzie Drive
Vaughan, ON
L6A 1T1

Dear Mayor and Members of Council,

The association has read and agrees with the changes to the policy. We would like to advise that we are operating in accordance to the new policy requirements; however, there are some changes that we would like to address.

In accordance with the policy, each association is required to communicate to all community residents concerning issues "on the table". It has been our experience that sending out flyers to our community has cost us in excess of \$400.00 per flyer and given the expansion of our boundaries the cost will be greater. As we depend solely on non-profit means, it will be extremely difficult to comply with this policy. Surely we expect our members to assist us with distribution of such communications; however, we cannot expect this of them during the harsh winter months. The association recognizes Council's attempt to utilize the local newspaper, the Vaughan Citizen, as a means of communication. The effectiveness of this form of communication lies solely on the regular weekly distribution of said paper. We have confirmed that receipt of our local newspaper is sporadic and not guaranteed. It is our position that, although the local paper is a good attempt and first step, it remains unreliable and we feel that funding be budgeted by The City Of Vaughan to support Registered Ratepayers/Community Associations in order for compliance to be 100%.

Respectfully,

Block 33 Residents Association

RECEIVED
MAR 28 2004
CLERK'S DEPT

.57

urgent

f a c s i m i l e

To: City of Vaughan
Fax Number: 905-832-8535

From: Daniel
Fax Number: Rodrigues
Business Phone:
Home Phone:

Pages: 2
Date/Time: 3/26/2004 9:40:52 AM
Subject: Special Committee of the Whole

Attn: City Clerk

Ps see our submission for the meeting on March 29th, 2004 at 7pm.

Regards
Block 33 Residents Association

RECEIVED
MARCH 27 2004
CITY OF VAUGHAN

**POLICY WITH RESPECT TO THE RECOGNITION OF
RATEPAYERS ASSOCIATIONS WITHIN THE CITY OF VAUGHAN**

1. a) An official registry of Ratepayer/Community Associations shall be kept by the Clerk's Department and in order to be recognized as a Ratepayer Association and be included in the City's official registry, associations shall be required to submit on an annual basis, a "Ratepayer/Community Association Registration Form" which would outline the following:
 - i) the confirmation of a bi-annual* general meeting being held at which executive officers have been duly elected;
 - ii) a list of the names, addresses and telephone numbers of the executive officers;
 - iii) a statement of purpose and a copy of the organization's constitution and/or by-laws;
 - iv) a copy of the organization's membership list showing a minimum of twenty-five (25)* members in an urban area, ten (10) in a rural area;
 - v) the boundaries of the area that the association represents; and
 - vi) whether the association wishes to receive the agenda/minute delivery service at no cost at a library/community centre closest to the area from which the organization draws its membership.
- b) In the event that the agenda/minute delivery service has been requested and if they are not collected by the respective organization(s) for three (3) consecutive weeks, future deliveries will be suspended without further notice to the Association and only resumed after a request in writing for same has been received by the City Clerk;
2. The City Clerk shall notify all the current ratepayers/community associations of this policy and request compliance to the requirements within three (3) month's time; and
3. The City Clerk shall be authorized to delete those associations that do not meet the above-mentioned criteria from the City of Vaughan's official registry.

* Signatures/names /addresses

* - Amended by Council on September 14, 1998

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 24, 2003

Item 1, Report No. 17, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on February 24, 2003.

1 **PROPOSED REVISIONS TO THE CITY OF VAUGHAN POLICY**
RATEPAYER GROUPS

The Committee of the Whole recommends:

- 1) That the recommendation contained in the following report of Councillor Jackson, dated February 17, 2003, be approved;
- 2) That comments from the ratepayers' associations and Members of Council be referred to staff for consideration in the review of the policy;
- 3) That staff provide a report regarding the respective policies of area municipalities, and address any legal issues;
- 4) That the deputation of Mr. Paul DeBuono, Vellore Village Ratepayers Association, 1 George Gale Road, Woodbridge, L4H 2S7, be received; and
- 5) That the written submission from Ms. Diane Rembacz, North Maple Ratepayers' Association, 208 America Avenue, Maple, L6A 3E8, be received.

Recommendation

Councillor Linda D. Jackson recommends:

THAT staff be directed to revisit the current City of Vaughan policy that governs Ratepayer Associations and report to a future Committee of the Whole meeting with a proposed revision, and

THAT the revision to the current policy incorporates the following regulations:

- All executives of Ratepayer Associations be required to sign off on registration forms, minutes of Annual General Meetings, and Minutes of Bi-Annual Election Meetings.
- A list of Ratepayer Executive members be provided to the Clerks Department on an annual basis,
- That Annual General Meetings be a requirement of registered Ratepayers Associations with proper public notification through their areas of representation and that these notifications be filed with the Clerks Department for distribution to the Mayor and Members of Council.

Purpose

To ensure a fair and consistent representation of residents throughout the City of Vaughan by their respective Ratepayers Association.

Background - Analysis and Options

The current City of Vaughan policy, which governs the operation of Ratepayer Associations, has invited Ratepayers Associations to conduct business without the knowledge or input of area residents and the City of Vaughan does not always have up-to-date information regarding executive members.

.60

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 24, 2003

Item 1, CW Report No. 17 – Page 2

Conclusion

Implementing the regulations outlined above will place members above suspicion while ensuring fair representation of all our residents.

Attachments

None

Report prepared by:

Mirella Compagno, Council Administrative Assistant

. 61

Attachment 5

1

**Co-operative of Vaughan Ratepayers Association
(COVRA)**

**c/o 81 Blackburn Blvd.
Woodbridge Ontario
L4L 7J5**

**ADDITIONAL INFORMATION
ITEM # 1
SP. CW - MARCH 29, 2004**

January 26, 2004

Mayor and Members of Council
The City of Vaughan
2141 Major Mackenzie Drive
Vaughan, Ontario

Dear Mayor and Members of Council,

RE: REGISTERED RATEPAYERS/COMMUNITY ASSOCIATION POLICY

We do not support the proposed new Ratepayers/Community Association Policy. The following is COVRA's position with respect to the policy:

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. 62

2

MEETINGS

- *THAT General Meetings be held in accordance with the respective constitutions of the individual Associations.*
- *THAT Executive Officers be duly elected at a General Meeting according to the respective constitutions of each individual Association, but no less than once every three years.*
- *THAT the Ratepayer Associations submit a written request to the City Clerk to publish the General Meeting Notice in the Vaughan Citizen/Liberal "City Page" and post the Notice on the City's website. Requirements for additional notification should be according to the individual Association's respective Constitution. Invitation to the Mayor and Members of Council is the choice of the individual Associations.*
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- *THAT the City provides the required insurance for Association's respective General Meetings.*
- *THAT it not be mandatory that the minutes of General Meetings, the number of attendees and a list of their names be submitted to the City.*

BOUNDARIES

- *THAT another Association not be recognized within the boundaries of an existing Association that is in good standing with the City.*

Thank you for your time and consideration.

Yours truly,

COVRA

Submitted at SPCW March 29/04

Attachment 6

.63

Co-operative of Vaughan Ratepayers Association
(COVRA)
c/o 81 Blackburn Blvd.
Woodbridge Ontario
L4L 7J5

March 29, 2004

Mayor and Members of Council
The City of Vaughan
2141 Major Mackenzie Drive
Vaughan Ontario

Dear Mayor and Members of Council,

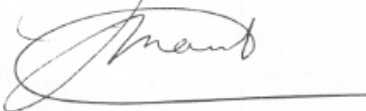
The following members of COVRA are in agreement with COVRA's letter dated January 26, 2004 regarding the REGISTERED RATEPAYERS/COMMUNITY ASSOCIATION POLICY. The position of the remaining members is undetermined to date.

Woodbridge Core Ratepayers' Association	per Joanne Mauti
Weston Downs Ratepayer Association	per Nadia Magarelli
Lakeview Estates Ratepayers Association	per Jack Wortzman
Concord West Ratepayers Association	per Cathy Ferlisi
Islington Woods Community Association	per Anthony Greco
Maple Landing Ratepayers Association	per Levant Tinaz
Belvedere Estates Ratepayers Association	per Frances D'Aversa
West Woodbridge Ratepayers Association	per Nick Pinto
Crestwood, Springfarm, Yorkhill Residents' Ass.	per Marilyn Richmond
COLUMBUS TRAIL RESIDENTS' ASS.	per Diane Embac2
CARRINGTON PLACE RATEPAYERS' ASS.	per TOMY ALATI

Please note that this is the updated list as of March 29, 2004.

Yours truly,

COVRA per Joanne Mauti 405-851-2808



.64

EXTRACT FROM COUNCIL MEETING MINUTES OF APRIL 26, 2004

Item 54, Report No. 37, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on April 26, 2004.

54

**NEW BUSINESS – PROPOSED PREAMBLE TO
RATEPAYERS' ASSOCIATION**

The Committee of the Whole recommends that the document titled "Proposed Preamble to Ratepayers' Association" submitted by Councillor Carella be referred to staff for consideration in the review of the Ratepayers' Association policy.

The foregoing matter was brought to the attention of the Committee by Councillor Carella.

Proposed Preamble to Ratepayers' Association

Every member of the public has the right to address council on his or her own behalf (or in the case of an agent, on behalf of his or her principal), either at Committee of the Whole, with the agreement of Council members, or at Council itself.

At the same time, duly elected representatives of groups of citizens---organized and registered with the City as associations of ratepayers or residents---may address Council as spokespersons of such associations.

In support of these associations, the City of Vaughan provides the following to them:

- (1) _____
 - (2) _____
 - (3) _____
- } List to be determined & approved by Council.

For their part, all ratepayers' are expected to be bound by the following policies, all the while recognizing that an unwillingness to be bound by such policies does not preclude personal representation at any time.