



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora  
**Committee of the Whole Report**  
No. CS25-023

---

**Subject:** Cannabis Retail Review Task Force Terms of Reference

**Prepared by:** Ishita Soneji, Deputy Town Clerk

**Department:** Corporate Services

**Date:** November 11, 2025

---

## Recommendation

1. That Report No. CS25-023 be received; and
2. That the Terms of Reference (Attachment 1) for the Cannabis Retail Review Task Force be approved.

## Executive Summary

This report seeks the adoption of the Terms of Reference for the Cannabis Retail Review Task Force.

- The draft Terms of Reference have been created to capture a clear mandate for the Task Force
- Citizen Member recruitment will take place in December 2025 for the Task Force

## Background

On October 28, 2025, Council established a Cannabis Retail Review Task Force to review the experience of the Town since opting in to retail cannabis stores.

## Analysis

The draft Terms of Reference have been created to capture a clear mandate for the Task Force

The draft Terms of Reference for the Cannabis Retail Review Task Force were developed using the motion adopted by Council and through consultation with Planning and Development Services and Bylaw Services.

### **Citizen Member recruitment will take place in December 2025 for the Task Force**

Following Council's approval of the Terms of Reference, staff will begin recruitment of the citizen members in December 2025. Staff will prepare the applications received for Council to complete appointments in January 2026. Additionally, staff will reach out to York Region Police to confirm their representative who will serve on the Task Force.

As set out in the motion, following the recruitment of members, the Task Force will hold its first meeting and report back to Council with findings and recommendations within six (6) months.

### **Advisory Committee Review**

None.

### **Legal Considerations**

None.

### **Financial Implications**

There are no direct financial implications from the recommendations in this report.

### **Communications Considerations**

Legislative Services staff will continue to work with Communications staff to ensure that the advertisement for Task Force citizen membership is posted in all locations including print media and Town's social media platforms and website.

### **Climate Change Considerations**

The recommendations from this report do not impact greenhouse gas emissions or impact climate change adaptation.

## Link to Strategic Plan

The approval of the Terms of Reference for the Cannabis Retail Review Task Force promotes **progressive corporate excellence and continuous improvement by implementing policy and processes** that reflect sound and accountable governance. As well as supporting **broad community outreach and engagement with partners, businesses, newcomers, and community groups to ensure inclusiveness** by affording residents the opportunity to provide insight to Council.

## Alternative(s) to the Recommendation

1. Council provide direction.

## Conclusions

The approval of the Terms of Reference will provide the Cannabis Retail Review Task Force with a strong sense of their mandate.

## Attachments

Attachment 1 – Draft Cannabis Retail Review Task Force Terms of Reference

## Previous Reports

None

## Pre-submission Review

Agenda Management Team review via email on October 29, 2025

## Approvals

Approved by Patricia De Sario, Director, Corporate Services/Town Solicitor

Approved by Doug Nadorozny, Chief Administrative Officer