



## Town of Aurora Council Meeting Minutes

**Date:** Tuesday, June 28, 2022  
**Time:** 7 p.m.  
**Location:** Council Chambers, Aurora Town Hall

**Council Members:** Mayor Tom Mrakas (Chair)  
 Councillor Wendy Gaertner\*  
 Councillor John Gallo  
 Councillor Rachel Gilliland  
 Councillor Sandra Humfries\*  
 Councillor Harold Kim  
 Councillor Michael Thompson

**Other Attendees:** Doug Nadorozny, Chief Administrative Officer  
 Allan Downey, Director of Operations  
 Marco Ramunno, Director of Planning and Development Services  
 Techa van Leeuwen, Director of Corporate Services  
 Rachel Wainwright-van Kessel, Director of Finance  
 Lisa Warth, Acting Director of Community Services  
 Phillip Rose, Manager, Aurora Town Square\*  
 Carley Smith, Manager, Corporate Communications\*  
 Daniel Bitonti, Corporate Communications\*  
 Patricia De Sario, Town Solicitor  
 Michael de Rond, Town Clerk  
 Linda Bottos, Council/Committee Coordinator

\*Attended electronically

### 1. Call to Order

The Mayor called the meeting to order at 7:01 p.m.

## 2. Land Acknowledgement

Mayor Mrakas acknowledged that the meeting took place on the Anishinaabe lands, the traditional and Treaty #20 territories of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day and that Aurora has shared responsibility for the stewardship of this land. It was noted that Aurora is part of the treaty lands of the Mississaugas of the Credit, recognized through Treaty #13 and the Williams Treaties of 1923.

## 3. Approval of the Agenda

**Moved by** Councillor Thompson

**Seconded by** Councillor Kim

That the agenda as circulated by Legislative Services be approved with the addition of Delegation 6.1 - John Hartman, Resident; Re: Motion 10.2 - Councillor Humfries; Re: Traffic Safety on Wells Street.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

**On a two-thirds majority vote the motion  
Carried (7 to 0)**

## 4. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

## 5. Community Presentations

None.

## 6. Delegations

### 6.1 John Hartman, Resident; Re: Motion 10.2 - Councillor Humfries; Re: Traffic Safety on Wells Street

John Hartman, on behalf of other Wells Street residents, expressed concerns regarding excessive speeding, increased traffic volume due to local construction, and increased safety risks for children. He spoke in

support of the motion and suggested the need for speed abatement, education, and enforcement.

**Moved by** Councillor Humfryes

**Seconded by** Councillor Gallo

That the comments of the delegation be received and referred to Motion 10.2.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfryes, Councillor Kim, and Councillor Thompson

**Carried (7 to 0)**

## **7. Consent Agenda**

**Moved by** Councillor Gilliland

**Seconded by** Councillor Thompson

That the Consent Agenda items, 7.1 to 7.5 inclusive, be approved.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfryes, Councillor Kim, and Councillor Thompson

**Carried (7 to 0)**

### **7.1 Council Meeting Minutes of May 24, 2022**

1. That the Council meeting minutes of May 24, 2022, be adopted as circulated.

**Carried**

### **7.2 Council Closed Session Minutes of May 17, 2022 (confidential attachment)**

1. That the Council Closed Session minutes of May 17, 2022, be adopted as circulated.

**Carried**

### **7.3 Council Closed Session Public Meeting Minutes of May 17, 2022**

1. That the Council Closed Session Public meeting minutes of May 17, 2022, be adopted as circulated.

**Carried**

### **7.4 Council Closed Session Minutes of May 24, 2022 (confidential attachment)**

1. That the Council Closed Session minutes of May 24, 2022, be adopted as circulated.

**Carried**

#### **7.5 Council Closed Session Public Meeting Minutes of May 24, 2022**

1. That the Council Closed Session Public meeting minutes of May 24, 2022, be adopted as circulated.

**Carried**

### **8. Standing Committee Reports**

**Moved by** Councillor Gilliland

**Seconded by** Councillor Thompson

That the Standing Committee Reports, items 8.1 to 8.3 inclusive, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.2.1, 8.2.2, and 8.2.3, which were discussed and voted on separately as recorded below.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

**Carried (7 to 0)**

#### **8.1 General Committee Meeting Report of June 7, 2022**

##### **8.1.1 Environmental Advisory Committee Meeting Minutes of May 4, 2022**

[Minutes](#)

1. That the Environmental Advisory Committee meeting minutes of May 4, 2022, be received for information.

**Carried**

##### **8.1.2 Finance Advisory Committee Meeting Minutes of May 9, 2022**

[Minutes](#)

1. That the Finance Advisory Committee meeting minutes of May 9, 2022, be received for information.

**Carried**

##### **8.1.3 Accessibility Advisory Committee Meeting Minutes of May 11, 2022**

[Minutes](#)

1. That the Accessibility Advisory Committee meeting minutes of May 11, 2022, be received for information.

**Carried**

#### **8.1.4 Anti-Black Racism and Anti-Racism Task Force Meeting Minutes of May 18, 2022**

##### [Minutes](#)

1. That the Anti-Black Racism and Anti-Racism Task Force meeting minutes of May 18, 2022, be received for information.

**Carried**

#### **8.1.5 CS22-037 - Administrative Monetary Penalty System (AMPS)**

##### [Report](#) [Attachment 1](#) [Attachment 2](#) [Attachment 3](#) [Attachment 4](#)

1. That Report No. CS22-037 be received; and
2. That staff be authorized to implement the necessary processes and procedures for the Administrative Monetary Penalty System (AMPS); and
3. That staff bring forward the Administrative Penalty By-law at a future Council meeting for enactment; and
4. That staff bring forward the Screening and Hearing Officer By-law at a future Council meeting for enactment; and
5. That staff bring forward amendments to the Parking Control By-law #4574-04.T, as amended, at a future Council meeting for enactment.

**Carried**

#### **8.1.6 OPS22-011 - Fleet Division Purchases**

##### [Report](#) [Attachment 1](#) [Attachment 2](#)

1. That Report No. OPS22-011 be received; and
2. That the Capital Budget authority for Project No.34436 – Six-ton Diesel Dump Plow/Sander Truck be increased by \$52,900 to a total of \$352,900, to be funded from the Fleet Repair and Replacement Reserve; and

3. That the planned 2023 capital budget authority of \$352,900 for Project No. 34564 – New Six-ton Diesel Dump Plow/Sander Truck, be advanced to 2022 and approved, to be funded from by \$317,800 from Roads & Related Development Charges and \$35,100 from the Growth and New Reserve; and
4. That staff be directed to implement an additional in-house winter maintenance route in 2024.

**Carried**

#### **8.1.7 FIN22-018 - 2023 Budget Timeline and Process**

##### [Report](#)

1. That Report No. FIN22-018 be received; and
2. That the proposed budget timeline as detailed in Table 3 be approved.

**Carried**

#### **8.1.8 FIN22-019 - Procurement Modernization Update - Annual Software Costs**

##### [Report Attachment 1](#)

1. That Report No. FIN22-019 be received; and
2. That the recommended changes, as summarized in Table 1, to the procurement policy and by-law in this report be approved; and
3. That staff be directed to bring forward the amending by-law to the June 28 Council meeting for approval; and
4. That a non-standard procurement for \$611,100 over a five-year term be awarded to WAMCO for the annual licencing and maintenance costs to support the automated water meter reading technology capital project number 40355.

**Carried**

#### **8.1.9 PDS22-089 - Community Improvement Plan Review - Public Meeting**

##### [Report Attachment 1](#)

1. That Report No. PDS22-089 be received for information.

Carried

#### 8.1.10 York Region Council Highlights of May 26, 2022

##### Regional Report

1. That the York Regional Council Highlights of May 26, 2022, be received for information.

Carried

#### 8.2 General Committee Meeting Report of June 21, 2022

##### 8.2.1 CMS22-036 - SARC Gymnasium Update - Final Design and Budget Update

##### Report Attachment 1 Presentation

**Moved by** Councillor Thompson

**Seconded by** Councillor Kim

1. That Report No. CMS22-036 be received; and
2. That total capital budget authority for capital project No. 72410 – SARC Gymnasium of \$11,125,000 be approved, representing an increase of \$2,925,000 to be funded from \$1,692,100 in additional Parks & Recreation DCs and \$1,232,900 from the Growth & New reserve; and
3. That in accordance with the Town of Aurora's Official Plan, 1% of the total estimated project cost contribution to the Public Art reserve fund be approved; and
4. That staff be authorized to proceed to tender and award for this project in accordance with procurement procedures; and
5. That the draft operating budget be approved and included in a future year.

Yeas (5): Mayor Mrakas, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (2): Councillor Gaertner, and Councillor Gallo

Carried (5 to 2)

##### 8.2.2 PDS22-102 - Town of Aurora Official Plan Review - Draft Official Plan Amendment

[Report Attachment 1 Presentation](#)

**Moved by** Councillor Gallo

**Seconded by** Councillor Gilliland

1. That Report No. PDS22-102 be received; and
2. That the Draft Official Plan Amendment be formally released for public review and comment; and
3. That staff report back to a future General Committee meeting in the next term of Council early 2023 to present the revised Official Plan Amendment based on feedback received.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

**Carried (7 to 0)**

**8.2.3 CMS22-029 - Aurora Town Square Governance - Town Staffing - Update 2**

[Report](#)

Council consented to vote on the second clause separately.

**Moved by** Councillor Kim

**Seconded by** Councillor Thompson

1. That Report No. CMS22-029 be received; and
2. That a Full-Time Facility Crew Lead position commence at the start of 2023 be approved and be funded from the Aurora Town Square operating budget; and
3. That a Full-Time Customer Service Representative position commence at the start of 2023 be approved and be funded from the Aurora Town Square and other operating budgets as outlined in this report; and
4. That allocation of Aurora Town Square operating funding be approved to support the Technical Specialist role on an interim basis until the governance matters are finalized.



Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

**First, third, and fourth clauses  
Carried (7 to 0)**

Yeas (5): Mayor Mrakas, Councillor Gallo, Councillor Gilliland, Councillor Humfries, and Councillor Thompson

Nays (2): Councillor Gaertner, and Councillor Kim

**Second clause  
Carried (5 to 2)**

#### **8.2.4 CMS22-030 - Diversity and Inclusion Mural - Design Approval**

##### [Report](#)

1. That Report No. CMS22-030 be received; and
2. That the Mural Design prepared by Moonlight Murals Collective be approved; and
3. That the mural be located on the side of building at 15105 Yonge Street.

**Carried**

#### **8.2.5 CS22-038 - Restricted Acts (Lame Duck)**

##### [Report](#) [Attachment 1](#)

1. That Report No. CS22-038 be received; and
2. That a by-law delegating authority to the CAO be brought forward to the July 12, 2022 Council meeting.

**Carried**

#### **8.2.6 PDS22-023 - Application for Zoning By-law Amendment, Site Plan and Heritage Permit, 2578461 Ontario Inc., 15356 Yonge Street, Plan 246, Lot 13, Pt Lot 14, RP 65R31151, Parts 1 to 3, File Numbers: ZBA-2017-06 and SP-2017-05**

##### [Report](#) [Figures 1-10](#) [Appendix A](#) [Appendix B](#)

1. That Report No. PDS22-023 be received; and

2. That Zoning By-law Amendment Application ZBA-2017-06 be approved to rezone the subject lands from “Promenade Downtown Shoulder- Special Mixed Density 'PDS4(380)' Exception Zone, Environmental Protection 'EP(381)' Exception Zone, and Environmental Protection (EP) Zone” to “Promenade Downtown Shoulder- Special Mixed Density 'PDS4(380)' Exception Zone and Environmental Protection 'EP' Zone”; and
3. That an implementing Zoning By-law Amendment be brought forward to a future Council Meeting for enactment; and
4. That Site Plan Application SP-2017-05 be approved to permit the development of a four-storey residential apartment with 35 units with two levels of underground parking; and
5. That Heritage Permit Application HPA-2022-05 be approved to permit the restoration of the Knowles-Readman House; and
6. That servicing be allocated to service the development with 35 units (60 persons equivalent); and
7. That in accordance with Section 45 (1.4) of the *Planning Act*, 1990 R.S.O., as amended, an exemption to the two-year moratorium on minor variance applications after adoption of a privately initiated zoning by-law amendment be granted to permit the submission of a minor variance application(s), if required, for consideration by the Committee of Adjustment.

**Carried**

#### **8.2.7 PDS22-042 - Review of the Aurora Register of Properties of Cultural Heritage Value or Interest**

[Report](#) [Attachment 1](#) [Attachment 2](#) [Attachment 3](#) [Attachment 4](#)  
[Attachment 5](#)

1. That Report No. PDS22-042 be received; and
2. That the “Town of Aurora Cultural Heritage Evaluation Checklist” to evaluate properties for cultural heritage interest be adopted; and
3. That the 30 properties contained within the Aurora Register of Properties of Cultural Heritage Value or Interest be designated

under Part IV of the *Ontario Heritage Act* in accordance with the Heritage Consultant's recommendations; and

4. That the Town Clerk be authorized to publish and serve Council's Notice of Intention to Designate the 30 properties in accordance with the requirements of the *Ontario Heritage Act*, and
5. That the designation by-laws for the 30 properties be brought before Council for adoption if no objections are received within the thirty (30) day period as per the *Ontario Heritage Act*, and
6. That 57 properties contained within the Aurora Register of Properties of Cultural Heritage Value or Interest be delisted in accordance with the Heritage Consultant's recommendations.

**Carried**

#### **8.2.8 PDS22-082 - Heritage Permit Application, File: HPA-2022-06, 20 Catherine Avenue**

[Report](#) [Attachment 1](#) [Attachment 2](#) [Attachment 3](#)

1. That Report No. PDS22-082 be received; and
2. That Heritage Permit Application HPA-2022-06 be approved to permit a two-storey rear addition to the existing dwelling at 20 Catherine Avenue.

**Carried**

#### **8.2.9 PDS22-103 - Snow Disposal Facility - Request for Additional Budget**

[Report](#) [Attachment 1](#)

1. That Report No. PDS22-103 be received; and
2. That the total approved capital budget authority for Project No. 34006 be increased to \$1,761,900.00, representing an increase of \$452,900 to be funded by \$312,500 in Roads & Related development charges and \$140,400 from the Storm Water Reserve.

**Carried**

### **8.3 Budget Committee Meeting Report of June 7, 2022**

1. That the Budget Committee Meeting Report of June 7, 2022, be received for information.

**Carried**

**9. Consideration of Items Requiring Discussion (Regular Agenda)**

None.

**10. Motions**

**10.1 Councillor Gilliland; Re: Natural Capital Asset Management Planning for Municipal Infrastructure**

**Moved by** Councillor Gilliland

**Seconded by** Councillor Gallo

Whereas the last economic value of natural capital assets associated with the Ecosystem Protection Review was in 2013, but did not fall in line with the Asset Management Planning for Municipal Infrastructure, O Reg 588/17; and

Whereas the land values have changed significantly in the last 10 years; and

Whereas natural capital assets are becoming more at risk of endangerment and identified as important key recommended assets in mitigating climate change and adaptation plans; and

Whereas a natural capital assets study should also include stewardship plans and maintenance best practices to enhance and protect these features; and

Whereas the Town of Aurora supported a climate emergency for the purposes of naming and deepening our commitment to protecting our eco systems;

1. Now Therefore Be It Hereby Resolved That a study to establish the economic value of the Town-owned natural capital assets be included in the 2023 Capital Budget for Council discussion and consideration; and
2. Be It Further Resolved That the study should align with the Asset Management Planning for Municipal Infrastructure, O Reg 588/17, with

recommended stewardship plans and maintenance best practices to enhance and protect these features.

Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

**Carried (7 to 0)**

## **10.2 Councillor Humfries; Re: Traffic Safety on Wells Street**

Council consented on a two-thirds vote to waive the provisions of the Procedure By-law to permit Members to speak for a third time on Motion 10.2.

Council consented to vote on each clause separately.

**Moved by** Councillor Humfries

**Seconded by** Councillor Kim

Whereas Wells Street has increasingly more traffic and high-speed vehicular activity; and

Whereas Wells Street at Connaught Avenue and Wells Street at Harrison Avenue have four-way intersections; and

Whereas with the development of our vibrant Downtown Core (The Aurora Town Square), vehicular traffic and speed will only increase;

1. Now Therefore Be It Hereby Resolved That staff be directed to install a four-way stop at the following intersection once the threshold of 80% of community support has been confirmed:
  - a. Wells Street and Connaught Avenue; and
2. Be It Further Resolved That staff be directed to install a four-way stop at the following intersection once the threshold of 80% of community support has been confirmed:
  - b. Wells Street and Harrison Avenue; and
3. Be It Further Resolved That a local resident survey provide options to choose one, both, or neither of the above locations for a potential four-way stop installation.

Yeas (6): Mayor Mrakas, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (1): Councillor Gaertner

**First clause  
Carried (6 to 1)**

Yeas (5): Mayor Mrakas, Councillor Gallo, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (2): Councillor Gaertner, and Councillor Gilliland

**Second clause  
Carried (5 to 2)**

Yeas (6): Mayor Mrakas, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (1): Councillor Gaertner

**Third clause  
Carried (6 to 1)**

## **11. New Business**

Councillor Thompson suggested that an item be added for Budget 2023 consideration regarding the development of a comprehensive traffic safety plan for the Town Park area, given the development of Aurora Town Square and other future developments. He further suggested consideration be given to re-establish a traffic safety advisory committee. Staff agreed to follow up on the matter.

Councillor Gaertner referred to complaints about noise, trucks, and speed on Henderson Drive and inquired about the process for public participation in considering traffic calming options. Staff agreed to investigate the matter.

Councillor Gaertner extended appreciation to Town staff for their efforts toward the new anti-idling signs.

Councillor Gaertner inquired about a reference for the PRESTO card program for Ukrainian refugees, and the Mayor agreed to forward the information.

Councillor Humfries expressed support for the re-establishment of a traffic safety advisory committee toward the development of an overall traffic safety master plan.

Councillor Humfries inquired about the status of the bridge construction off Royal Road, and staff agreed to follow up and provide a response.

Councillor Gilliland inquired about the notification process with reference to the construction on Walton Drive and the heavy machinery being stored on Birch Court, whose residents were not notified in advance. Staff agreed to follow up.

Councillor Gaertner requested clarification on the July Council meeting cycle and staff provided a response.

## 12. Public Service Announcements

Councillor Gilliland announced the following activities and events:

- Machell's Alley performances starting at 7 p.m. on Thursdays from June 23 to July 28, 2022.
- Canada Day celebrations at Aurora Legion will include live music from the band Tangent from 4 p.m. to 7 p.m.
- Aurora Cultural Centre is inviting artists to paint nine Aurora Bell Box Murals; visit [auroraculturalcentre.ca/bellboxmurals](http://auroraculturalcentre.ca/bellboxmurals) for information; the application deadline is June 30, 2022.
- Monthly art show exhibitions in Skylight Gallery on third floor at Town Hall.
- Go Green Challenge from July 1-30, 2022; download the GooseChase app to register; prizes will be awarded.
- Reminder about the invasive species LDD/Spongy Moth and to put burlap around trees to capture caterpillars and help keep the numbers down.

Councillor Gaertner extended congratulations to the Aurora Cultural Centre for their Constellations Music Festival held in Town Park on June 25, 2022.

Councillor Gaertner extended congratulations to Brian Kemp, General Manager, Conservation Lands, on his achievements and 30 years at Lake Simcoe Region Conservation Authority.

Councillor Humfries announced that Canada Day celebrations at the Aurora Legion will also include a barbecue from 11:30 a.m. to 1:30 p.m. and from 5 p.m. to 7 p.m.

Councillor Humfries extended a reminder about the Aurora Farmers' Market and Artisan Fair held each Saturday from 8 a.m. to 1 p.m. at Town Park, including live music or DJ on most weekends.

Mayor Mrakas announced that Aurora's Canada Day celebrations will include: Dance in the Park and the Rotary Beer Garden on June 30 in Town Park; Canada

Day Parade on July 1, 2022, on a new route travelling north from Murray Drive to Aurora Heights Drive; and festivities and fireworks at Lambert Willson Park.

### **13. By-laws**

- 13.1 By-law Number 6426-22 - Being a By-law to regulate and license Short-Term Rentals in the Town of Aurora.**
- 13.2 By-law Number 6427-22 - Being a By-law to amend By-law Number 5558-13, to create the Aurora Appeal Tribunal and to establish its Rules and Procedure.**
- 13.3 By-law Number 6428-22 - Being a By-law to amend By-law Number 6000-17, as amended, respecting the lands municipally known as 15296, 15306 and 15314 Yonge Street (File No.ZBA-2021-03).**
- 13.4 By-law Number 6429-22 - Being a By-law to regulate and prescribe the standards for fences and pool enclosures.**
- 13.5 By-law Number 6430-22 - Being a By-law to amend By-law Number 6404-22, to enact a Procurement Policy for the Town.**
- 13.6 By-law Number 6431-22 - Being a By-law to establish a Compliance Audit Committee for compliance audit applications received during the 2022 to 2026 Term of Council.**
- 13.7 By-law Number 6432-22 - Being a By-law to amend By-law Number 6106-18, to designate a site plan control area.**
- 13.8 By-law Number 6433-22 - Being a By-law to establish lands on Plans 65M-3851 and 65M-3852 as highways.**
- 13.9 By-law Number 6434-22 - Being a By-law to appoint a Deputy Clerk and to delegate certain authority to the Deputy Clerk on behalf of The Corporation of the Town of Aurora.**

**Moved by Councillor Thompson**

**Seconded by Councillor Kim**

That the By-laws, items 13.1 to 13.9 inclusive, be enacted, with the exception of items 13.3 and 13.8, which were voted on separately as recorded below.



Yeas (7): Mayor Mrakas, Councillor Gaertner, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson  
**Carried (7 to 0)**

Yeas (5): Mayor Mrakas, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (2): Councillor Gaertner, and Councillor Gallo

**Item 13.3, By-law Number 6428-22**  
**Carried (5 to 2)**

Yeas (6): Mayor Mrakas, Councillor Gallo, Councillor Gilliland, Councillor Humfries, Councillor Kim, and Councillor Thompson

Nays (1): Councillor Gaertner

**Item 13.8, By-law Number 6433-22**  
**Carried (6 to 1)**

#### **14. Closed Session**

None.

#### **15. Confirming By-law**

**15.1 By-law No. 6435-22 Being a By-law to confirm actions by Council resulting from a Council meeting on June 28, 2022**

**Moved by Councillor Thompson**

**Seconded by Councillor Kim**

That the confirming by-law be enacted.

**Carried**

#### **16. Adjournment**

**Moved by Councillor Gilliland**

**Seconded by Councillor Thompson**

That the meeting be adjourned at 9:36 p.m.

**Carried**

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Tom Mrakas, Mayor

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Michael de Rond, Town Clerk