



**GENERAL COMMITTEE
MEETING AGENDA**

TUESDAY, FEBRUARY 17, 2015

7 P.M.

**COUNCIL CHAMBERS
AURORA TOWN HALL**



**TOWN OF AURORA
GENERAL COMMITTEE MEETING
AGENDA**

Tuesday, February 17, 2015
7 p.m.
Council Chambers

Councillor Humfries in the Chair

1. **DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
2. **APPROVAL OF THE AGENDA**
RECOMMENDED:
 THAT the agenda as circulated by Legal and Legislative Services be approved.
3. **DETERMINATION OF ITEMS REQUIRING SEPARATE DISCUSSION**
4. **ADOPTION OF ITEMS NOT REQUIRING SEPARATE DISCUSSION**
5. **DELEGATIONS**
6. **PRESENTATIONS BY THE ADVISORY COMMITTEE CHAIR**
7. **CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION**
8. **NOTICES OF MOTION**
 - (a) **Councillor Mrakas**
 Re: Liquidated Damages

- (b) **Councillor Humfryes** pg. 55
Re: Aurora Farmers' Market & Artisan Fair
- (c) **Councillor Thompson** pg. 56
Re: Development of a Sport Plan
- (d) **Councillor Mrakas** pg. 57
Re: Winter Maintenance Service

9. NEW BUSINESS/GENERAL INFORMATION

10. CLOSED SESSION

RECOMMENDED:

THAT General Committee resolve into a Closed Session meeting to consider:

1. Litigation or potential litigation including matters before administrative tribunals, affecting the Town or a Local Board; Re: Report No. PL15-006 – Appeal to the Ontario Municipal Board, re Pandolfo et al., OMB Case Number: PL141259 Draft Plan of Subdivision Application, 14070 Yonge Street File: SUB-2003-02 (Related Files: OPA-2012-03 & ZBA-2003-21)
2. Personal matters about an identifiable individual, including a Town or Local Board employee; Re: Report No. LLS15-015 – Appointments to the Economic Development Advisory Committee
3. Personal matters about an identifiable individual, including a Town or Local Board employee; Re: Report No. LLS15-016 – Appointments to the Environmental Advisory Committee
4. Personal matters about an identifiable individual, including a Town or Local Board employee; Re: Report No. LLS15-017 – Appointments to the Heritage Advisory Committee
5. Personal matters about an identifiable individual, including a Town or Local Board employee; Re: Report No. LLS15-018 – Appointments to the Parks and Recreation Advisory Committee
6. Personal matters about an identifiable individual, including a Town or Local Board employee; Re: Report No. LLS15-019 – Appointments to the Trails and Active Transportation Committee

11. ADJOURNMENT

AGENDA ITEMS

1. **CFS15-005 – Temporary Borrowing By-law** pg. 1

RECOMMENDED:

THAT Report No. CFS15-005 be received; and

THAT By-law Number 5686-15 be adopted to authorize the creation, maintenance, and, as necessary, utilization of temporary borrowing facilities by The Corporation of the Town of Aurora to meet the cash flow needs of the Town should the borrowing requirement arise, all subject to the authorizations and limitations of section 407 of the *Municipal Act*, 2001, S.O. 2001, c. 25 as amended.

2. **IES15-009 – Award of Single Source Contract to Wamco Municipal Products Inc.** pg. 5

RECOMMENDED:

THAT Report No. IES15-009 be received; and

THAT a single source contract in the amount of \$150,000 excluding taxes for the supply of Water Meters from Wamco Municipal Products Inc. be approved; and

THAT the Director of Infrastructure and Environmental Services be authorized to renew the contract at the same rate for an additional five (5) one-year terms pending an annual analysis and performance review by the Director.

3. **IES15-010 – Facility Projects Status Report** pg. 8

RECOMMENDED:

THAT Report No. IES15-010 be received; and

THAT, notwithstanding the provisions and requirements of the Town's Procurement By-law, MHPM Project Managers Inc. be retained for the fee of \$75,400 (excluding taxes) to provide part-time support for the project administration and oversight duties currently performed by the Town for the Joint Operations Centre.

4. **Memorandum from Director of Infrastructure & Environmental Services** pg. 18
Re: Widening of Industrial Parkway North and South

RECOMMENDED:

THAT the memorandum regarding Widening of Industrial Parkway North and South be received for information.

5. **LLS15-013 – Accountability and Transparency Policy** pg. 22

RECOMMENDED:

THAT Report No. LLS15-013 be received; and

THAT staff bring forward By-law Number 5690-15, "BEING A BY-LAW to define the accountability and transparency policies and procedures for The Corporation of the Town of Aurora" to a future Council meeting for enactment; and

THAT the Accountability and Transparency Policy, Town Administration Procedure No. 67, as amended, be repealed on the day that By-law Number 5690-15 comes into force.

6. **PL15-016 – Delegated Agreements, 2014 Summary Report** pg. 34

RECOMMENDED:

THAT Report No. PL15-016 be received for information.

7. **PL15-017 – Request for Street Name Approval** pg. 37
Casing Developments Inc.
1114 Wellington Street East
File: SUB-2006-01

RECOMMENDED:

THAT Report No. PL15-017 be received; and

THAT the following street name be approved for the proposed road within the approved Draft Plan of Subdivision, File SUB-2006-01:

STREET "A" ELYSE COURT

8. **PL15-018 – Authorization to Execute the Servicing Incentive Program (SIP) Tri-Party Agreement between York Region, Town of Aurora, and 2C West Subdivision Developers** pg. 42

RECOMMENDED:

THAT Report No. PL15-018 be received; and

THAT the Mayor and Town Clerk be authorized to execute each Tri-Party Agreement for the Servicing Incentive Program (SIP) between York Region, the Town of Aurora and each developer in the 2C West Landowners Group, including any and all documents and ancillary agreements required to give effect to same.

9. **PR15-004 – Canadian Tire Jumpstart Program** pg. 46

RECOMMENDED:

THAT Report No. PR15-004 be received for information.

10. **PR15-005 – Aurora Optimist Club Programs for Youth** pg. 49

RECOMMENDED:

THAT Report No. PR15-005 be received for information.

11. **Memorandum from Director of Building & By-law Services
Re: Overnight Parking Enforcement at Town Park** pg. 52

RECOMMENDED:

THAT the memorandum regarding Overnight Parking Enforcement at Town Park be received for information.



**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. CFS15-005

SUBJECT: *Temporary Borrowing Bylaw*

FROM: *Dan Elliott, Director of Corporate & Financial Services - Treasurer*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT report CFS15-005 be received; and

THAT By-law 5686-15 be adopted to authorize the creation, maintenance, and, as necessary, utilization of temporary borrowing facilities by The Corporation of the Town of Aurora to meet the cash flow needs of the Town should the borrowing requirement arise, all subject to the authorizations and limitations of section 407 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended.

PURPOSE OF THE REPORT

To adopt a bylaw which will facilitate, should the need arise, necessary temporary borrowing of funds required for the operation of The Corporation of the Town of Aurora (The 'Town') until such time as taxes are collected sufficient to fund those operations and to repay the temporary debt.

BACKGROUND

Section 407 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended provides that Council may authorize the borrowing from time to time such sums as may be necessary to meet the current expenditures of the Town until the property tax levies and other revenues are received by the Town.

The borrowing may also include amounts required in the year for:

- a) Reserve sinking and retirement funds;
- b) Principal and interest due on any debt of the municipality;
- c) School purposes;
- d) Other purposes the municipality is required to by law to provide for; and
- e) The amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default.

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Report No. CFS15-005

Statutory Limits on Temporary Borrowing

Except with the approval of the Ontario Municipal Board (OMB), the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:

- a) From January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year, or if not yet adopted, in the budget adopted for the prior year; and
- b) From October 1 to December 31 in the year, 25 per cent of the total estimated revenues for the municipality as set out in the budget adopted for the year, or if not yet adopted, in the budget adopted for the prior year.

COMMENTS

It is the practice of many municipalities to pass temporary borrowing bylaw annually, as has been the case for the Town. However, temporary borrowing is seldom used by the Town as cash reserves and operating working capital are available to meet the funding requirements of the Town until the tax levies are collected. Such bylaws are put in place in advance of any known need for temporary borrowing because such need would likely arise on an emergency basis and time would be of the essence to avoid any adverse impact on the operations of the Town. Further, such borrowing facilities are emplaced by way of preapproved lines of credit or overdraft protection with the Town's lead bank. The bank requires evidence of the temporary borrowing bylaw to approve these arrangements.

Rather than enacting a new bylaw each year, staff are proposing a bylaw for the same purpose which covers the full term of the current Council, plus three months. The bylaw requires a report to Council at the first opportunity following any actual borrowing, should any borrowing ever occur. No such borrowing on the authorized temporary borrowing facility has occurred for at least the last five calendar years.

LINK TO STRATEGIC PLAN

Ensuring temporary borrowing facilities have been negotiated and emplaced prior to any urgent borrowing needs demonstrated the Strategic Plan principle of responsible municipal management.

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Report No. CFS15-005

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Request staff to redraft the bylaw to authorize temporary borrowing only for the current year.

FINANCIAL IMPLICATIONS

There are no immediate financial implications to the Town at this time. Lines of credit for the Town exist on the basis of past temporary borrowing bylaws, however our current banker, TD Bank, is interested in updating their files in this regard. The Town is not in need of utilizing temporary borrowing now or in the foreseeable future.

Maintaining the credit facilities with the lead bank is prudent financial planning, and no additional charges are levied by the bank until such credit is utilized or drawn upon by the Town.

A temporary borrowing bylaw is required as timing differences may occur between the requirement to expend funds for current expenditures and the receipt of current revenues.

Although it has been the practice of the Town to borrow from its Reserves and Reserve Funds, the recommendations contained in this report also provide for borrowing from financial institutions in the event that sufficient Reserves and Reserve Funds are not available.

All municipalities in Ontario pass a borrowing bylaw. The Town's objective is to maximize the return on our excess cash and this requires accurately predicting the Town's cash flow. If we happen to be out by a day or two, without this bylaw, we would have to pre-cash an investment certificate which would result in a loss of revenue.

Certainly, both the Interim Property Tax Levy and resident participation in the Town's Pre-authorized Payment (PAP) plan mitigate the potential need for temporary borrowing.

CONCLUSIONS

That Council adopt By-law 5686-15 to authorize the necessary arrangements to be made with the Town's lead bank for temporary borrowing for the term of the current Council (plus three months), and to enable temporary borrowing with the Town's lead bank utilizing the prearranged credit should the need arise, subject to the limitations imposed by section 407 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended.

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Report No. CFS15-005

PREVIOUS REPORTS

CFS11-008 Temporary Borrowing Bylaw, Council April 2011, enacted expiring bylaw.

ATTACHMENTS

None. The draft bylaw will be presented in full detail on the Council agenda following General Committee adoption of the recommendations of this report.

PRE-SUBMISSION REVIEW

Executive Leadership Team - Thursday, February 5, 2015

Prepared by: Dan Elliott, Director of Corporate & Financial Services - Treasurer



***Dan Elliott, CPA, CA
Director of Corporate & Financial
Services - Treasurer***



***Neil Garbe
Chief Administrative Officer***



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-009**

SUBJECT: *Award of Single Source Contract to Wamco Municipal Products Inc.*

FROM: *Ilmar Simanovskis, Director of Infrastructure & Environmental Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Council approve a single source contract in the amount of \$150,000 excluding taxes for the supply of Water Meters from Wamco Municipal Products Inc.; and

THAT Council authorize the Director of Infrastructure and Environmental Services to renew the contract at the same rate for an additional 5 one-year terms pending an annual analysis, and performance review by the Director.

PURPOSE OF THE REPORT

To approve a contract in the value of \$150,000 for the supply of water meters from Wamco Municipal Products Inc. for the purpose of outfitting new homes with meters, the cost of which is fully reimbursed by the builder to the Town.

BACKGROUND

Water charges for commercial and residential consumption are based on flow meter readings. Every service connection is required to be metered for this purpose. During the construction of new homes, the builder is required to purchase and install new meters from the Town as a condition of turning on the water supply.

The process is to have meters purchased through the Town to ensure that the right meters are used and properly recorded into the system for billing purposes. The cost of these meters is charged back to the builders with full costs plus administration fees being collected.

This has been the practice for many years. The purpose of seeking Council approval for this year is due to the cost value exceeding \$100,000 which requires Council approval as per the Purchasing By-Law. Staff are expecting to exceed this threshold as a result of the large number of new homes requiring connection in the next few years due to the high development activity in the 2C lands.

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Report No. IES15-009

COMMENTS

Sensus is specified product for all Town metering

Sensus is the preferred water meter for the Town. This meter is an industry leader and provides reliable and long term accuracy. For consistency, staff recommend continued use of this meter. The meter is supplied through Wamco Municipal Products Inc. who is the certified distributor for this region.

Provisions of the Purchasing By-law allow for single source contracts when there is need for standardization, warranty, function or service such as technical qualifications. It is under these requirements that staff is recommending a single source approach to procuring the meters through Wamco Municipal Products Inc.

The cost of first time meter installations is fully recovered from the home builder

Funding for these meters is fully recovered from charges billed to the builder for all first time installations in a new building. This program is therefore fully cost recovered.

The actual expenditure is difficult to estimate as it is outside the control of the Town and is fully based on the timing of building completions and owner occupancies. However, it is recognized that any expenditures made are fully recovered from the builders.

LINK TO STRATEGIC PLAN

Objective 2: Invest in sustainable infrastructure

Maintain and expand infrastructure to support forecasted population growth through technology.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

Our current water metering system is equipped with Sensus water meters and Wamco Municipal Products Inc. is the only supplier of this type of water meter for this geographic area.

An alternative to Sensus would result in compatibility issues and the need to coordinate replacements and warranty support through multiple vendors. As a goal of the Town is to integrate the metering into a common communication network, there is additional benefit in continuing with the current product line.

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Report No. IES15-009

FINANCIAL IMPLICATIONS

The requested 2015 annual operating budget for Water Meters is \$150,000. This is offset by an equal revenue forecast based on fees charged for meters installed in new homes.

Over the next five years there is a requirement to maintain an inventory of the Sensus water meters to meet the demand of new homes being constructed in all new developments.

CONCLUSIONS

Water meters for new homes are provided to the builder through the Town. The preferred meter use within our system is the Sensus meter. Fees are charged to the builder for these meters and results in a net surplus to the Town based on fee plus administration charges.

A purchase of meters is required to have inventory for the expected demand in 2015. As Wamco Municipal Products Inc is the only supplier of these meters in our geographic area, it is recommended that a contract in the amount of \$150,000 plus taxes be approved for this vendor. It is also requested that the Director of IES be authorized to approve future contracts on an annual basis for a period of up to five years based on satisfactory performance at an amount not to exceed \$150,000.

PREVIOUS REPORTS

N/A

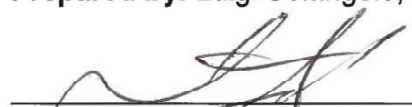
ATTACHMENTS

N/A

PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of February 5, 2015

Prepared by: Luigi Colangelo, Manager of Operations Services - Ext. 3446



Ilmar Simanovskis
**Director, Infrastructure &
Environmental Services**



Neil Garbe
Chief Administrative Officer



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-010**

SUBJECT: *Facility Projects Status Report*

FROM: *Ilmar Simanovskis, Director of Infrastructure and Environmental Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Report No. IES15-010 be received; and

THAT, notwithstanding the provisions and requirements of the Town's Procurement By-law, MHPM Project Managers Inc. be retained for the fee of \$75,400 (excluding taxes) to provide part time support for the project administration and oversight duties currently performed by the Town for the Joint Operations Centre.

PURPOSE OF THE REPORT

This report provides Council with an update on the following facility projects:

- Addition of the Community Space for Youth at the AFLC
- New joint operations centre

BACKGROUND

Council approved the following projects as part of the annual capital planning process:

- No. 74004 - Community Space for Youth
- No. 34217 - Joint Operations Centre

These projects are significant to both the community and the Town. To facilitate providing timely information, staff are providing monthly reports to Council on the progress of these projects. Additional approvals and requirements for Council direction will be either included in this monthly report or augmented with an additional staff report depending on the need.

The reporting process will continue until satisfactory completion of these projects or as directed by Council.

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COMMENTS

This report provides a brief update on progress for the above projects.

Community Space for Youth at AFLC

Project Summary

The scope of work for this tender includes a single storey 9,300 square foot addition and 18,400 square foot renovation to existing two storey Aurora Family Leisure Complex. Addition includes new fitness room, programme spaces, climbing wall, control desk, office spaces, new entry driveway and drop off area, parking, landscaping, and outdoor skateboard park. Renovation includes work in existing gymnasium and to suspended track, gym and pool change rooms, and fire exit corridors.

The tender for this project was awarded to Jasper Construction by Council on November 12, 2013 in the amount of \$6,039,000 excluding taxes. The facilities were vacated except for the ice component and the squash courts which will remain open for the public through the construction period. The project kick off meeting was held on November 19.

Activities completed since last report January 13, 2015 to January 31, 2015

- Mechanical/Electrical Fixtures – 99.9%
- Painting Renovations – 99% Addition – 95%
- Flooring & Wall Tile – Washrooms & Change Rooms – 100%
- Flooring – PT – 90% VCT-98%
- Glazing – 95%
- Security – 95%
- Elevator – 100%
- Landscaping – 35% Seasonal
- Climbing Wall – 95%
- Elevator – TSSA Inspection
- Fire Suppression – 95%
- Rubber Flooring – Fitness Room 100%
- Rubber Flooring – Running Track Material on site
- Wood Flooring – Material on site
- Mechanical Control – 99%

Activities planned for February 2015:

The building is to be open to the public on Saturday, February 28 and the following items are scheduled for completion this month:

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- Completion of maple wood flooring in studio and gym
- Commissioning of kitchen
- Completion of all systems to allow for full unimpeded occupancy by the public

Staff will be occupying the building starting February 17 to set up offices and facilities and the temporary gym at the SARC will be closed February 26 and 27 to allow for equipment removal and setup at the AFLC.

Milestone	Estimated Completion Date
Council Approval of Tender	November
Construction start	November
Interior Demolitions Phase 1	November to January
Excavation and earthworks	January to March
Exterior Foundations	March to May
Exterior Structure	February to July
Interior Partitions	February to October
Stair F Interior Demolitions Phase 2	March
Exterior site works	July to October
Skate Park	September to October
Occupancy	February 2015
Deficiencies and Landscaping	Spring 2015

Joint Operations Centre

Activities completed since last report January 13, 2015 to January 31, 2015

- Continued forming and concrete placement; foundations for garage bays 70 percent complete; second floor concrete floor 50 percent complete
- Retaining wall on north face of site prepared to start

Activities planned for February 2015:

- Continue concrete placement
- Start north retaining walls

Milestone	Estimated Completion Date
Site Works	Aug/14 to Dec/15
Office Building	
Foundations	Mar 2015
Basic Structure	May 2015
Building Water Tight	July 2015
Exterior Cladding	Sept 2015
Mechanical/electrical	July 2015
Interior Finishes	Dec 2015
Garage Areas	
Foundations	April 2015
Basic Structure	Jun 2015

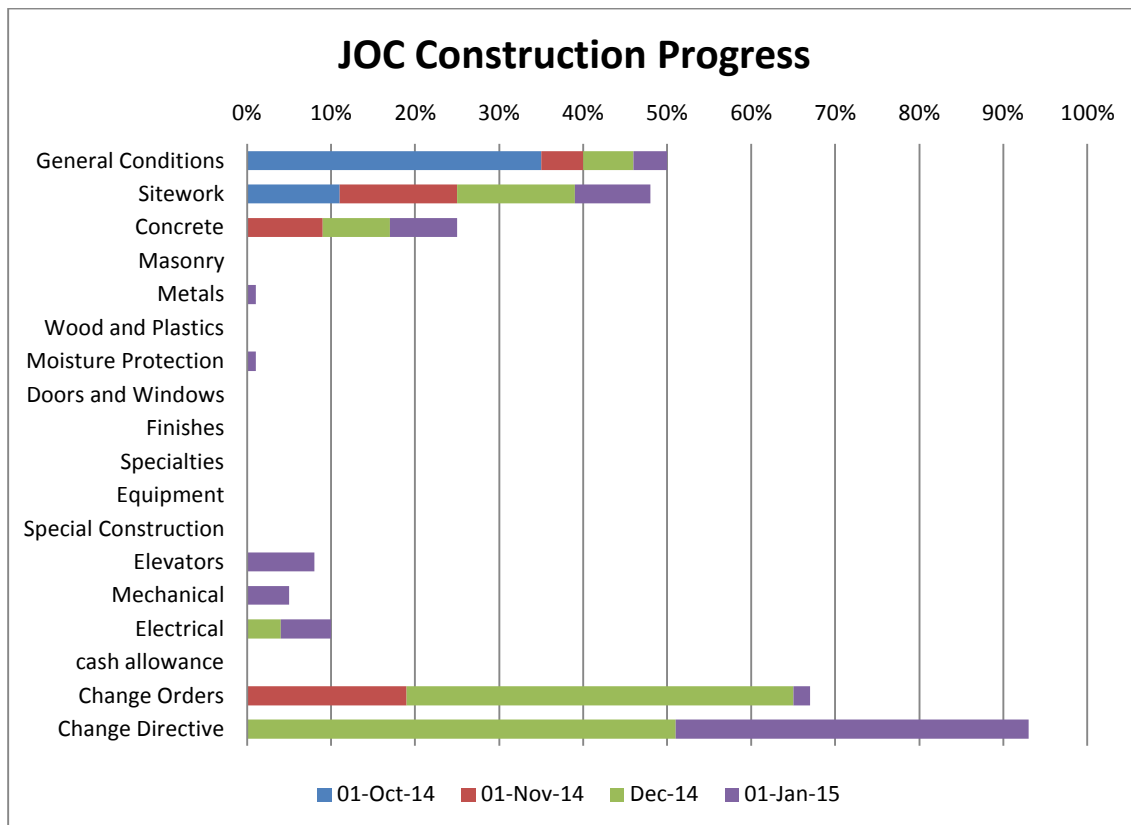
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Exterior Envelope	Aug 2015
Interior Finishes	Oct 2015
Final Commissioning and Closeout	Feb 2016
Move in activities	March 2016

The following figure provides a summary of progress to date based on construction components:



Financial Monitoring Task Force Meeting

The Financial Monitoring Task Force met on February 2, 2015 to review the project status and financial activities as summarized above.

Staff also presented a proposal to retain Project Management support services on a part time bases for a six month period to assist Town staff in effectively delivering Town related responsibilities and to provide a third party oversight on overall project delivery. The merits of this proposal are:

- Having a dedicated resource to oversee the project and support town staff. Currently, the project is being administered by staff responsible for many

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other aspects of the department's services. This results in delays in other business responsibilities and limited ability to meet all duties in a timely manner. Other departmental functions are therefore delayed as priority attention is being diverted to the JOC.

- Third party oversight will benefit decision making effectiveness. Every project decision requires careful consideration of both immediate and long term impacts. The project team has been addressing these needs based on contributions from the architect, contractor and Town staff. An external perspective will bring decision making value to the project.
- Expectation that these services will be justified through increased savings in contingency expenditures. Having an additional overseer role should result in more pre-issue resolution and theoretically reduce the pressure for contingency funding expenditures.

Staff reviewed service providers in this field and have identified a specific individual employed through MHPM Project Managers Inc. as the preferred service provider. Staff are making this recommendation based on the skills and qualifications required and the reputation of the individual selected. An interview process verified these qualifications and confirmed that Guy Logan has the skills and experience to support the JOC project. Given the project timelines, it is imperative that this third party project manager commence work as soon as possible, necessitating the retainer of the service provider outside of the requirements of the Procurement By-law.

A proposal to provide part time support for up to 6 months was submitted to the Town at a discounted cost of \$75,400 excluding taxes. This funding would be provided from the existing contingency allowance of the project with no further budget implications. It was agreed by the committee that this approach would bring value to the overall project while allowing staff to properly support other functional responsibilities.

LINK TO STRATEGIC PLAN

The above projects support the Strategic Plan goal of **Supporting an exceptional quality of life for all** through their accomplishment in satisfying requirements in the following key objectives within this goal statement:

Investing in sustainable infrastructure: By using new technologies and energy and environmentally conscious design and building practices.

Encouraging an active and healthy lifestyle: Through new services and facilities focused on youth needs.

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Strengthening the fabric of our community: Through new and better formats to engage the community.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

Council may not support retaining the services of MHPM Project Leaders for part time project management support to the Town. This direction will require that staff continue to support Town administrative and project management functions. Internal resource constraints will require that other projects be delayed or deferred to provide sufficient support to the JOC.

FINANCIAL IMPLICATIONS

The financial approvals and commitments are presented for each project in the following sections. These figures are excluding HST.

Community Space for Youth at AFLC:

Contract Change Log

The following contract change log has been updated to capture approved change orders to date.

Contract Change Log

Change Order Group 1 added to contract value (Report IES14-027)	66,855.19
Change Order Group 2 added to contract value (Report IES14-032)	132,254.73
Change Order Group 3 added to contract value (Report IES14-032)	40,594.02
Change Order Group 4 added to contract value (Report IES14-052)	100,450.34
Change Order Group 5 added to contract value (Report IES14-057)	257,068.46
Change Order Group 6 added to contract value (Report IES15-001)	65,955.83
Subtotal	663,178.57
Electrical ECN 11	4,179.10
Electrical ECN 24	4,774.51
Electrical ECN 23, Security	2,238.48
RFCO 60 Future program room electric	3,927.83
Electrical basketball nets ECN 26 RFCO 63	5,530.64
Soil Conditions at Driveway RFCO 50	31,641.45
Structural RFCO 20, 23, 49	3,127.40
New gym grills RFCO 41	2,540.54
Change Order Group 7 to be added to contract value	57,959.95
Total Change Order value to date	721,138.52

Each change order group above represents those changes that have been reported to Council in earlier reports.

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Report No. IES15-010

Funding Summary

The following table summarizes the revised budget for the AFLC renovations:

Approved Funding and Contract Commitments

	Previous Approved	Additional Requirements	Revised Budget
Approved Budget	\$7,424,723		\$7,424,723
Less Committed Funds	\$525,373		\$525,373
Funding Available	\$6,899,349		\$6,899,349
Base Contract Award excluding HST	\$5,994,000		\$5,994,000
Gym Lights	\$20,000		\$20,000
Asphalt Driveway	\$25,000		\$25,000
Sub-Total	\$6,039,000		\$6,039,000
Contingency	\$603,900	\$346,100	\$950,000
FF&E	\$100,000	\$50,000	\$150,000
Inspections and Testing		\$15,000	\$15,000
Building Insurance Costs		\$27,147	\$27,147
Internal Start-up costs		\$40,000	\$40,000
Contractor Extended Admin Costs		\$160,000	\$160,000
Arch Fees based on Change Orders		\$80,000	\$80,000
Non-refundable HST (1.76%)	\$118,675	\$12,640	\$131,315
Total Funding Required	\$6,861,575	\$730,887	\$7,592,462
Less: 2C Facility Funding Contribution			(\$100,000)
Budget Variance	\$37,774		(\$593,113)

Contract Payments

Item	Transaction	Balance Remaining
Approved Contract Value		6,039,000
Payment Certificate #1 (Jan 6, 2014)	-169,164	5,869,836
Payment Certificate #2 (Jan 17, 2014)	-117,610	5,752,226
Payment Certificate #3 (Feb 25, 2014)	-162,529	5,589,697
Elevator Payment (Feb 28, 2014)	-147,000	5,442,697
Payment Certificate #4 (Mar 17, 2014)	-116,407	5,326,290
Payment Certificate #5 (April 25, 2014)	-358,172	4,968,118
Approved Change order group 1 (May 1, 2014)	66,855	5,034,973
Payment Certificate #6 (May 14, 2014)	-490,234	4,544,739
Approved Change order group 2 (May 27, 2014)	132,254	4,676,993
Payment Certificate #7 (June 12, 2014)	-437,267	4,239,726
Approved Change order group 3 (Jun, 2014)	40,594.02	4,280,320
Payment Certificate #8 (July 28, 2014)	-682,415	3,597,905
Payment Certificate #9 (August 22, 2014)	-440,917	3,156,988
Approved Change order group 4 (July/Aug), 2014)	100,450	3,257,438
Payment Certificate #10 (September 10, 2014)	-574,588	2,682,850
Payment Certificate #11 (October 27, 2014)	-682,184	2,000,666
Payment Certificate #12 (November 17, 2014)	-667,831	1,332,835
Approved Change order group 5 (Sept-Nov, 2014)	257,068	1,590,059
Payment Certificate #13 (December 19, 2014)	-438,844	1,151,215
Approved Change order group 6 (Dec, 2014)	65,733	1,216,948
Payment Certificate #14 (January 23, 2015)	-256,751	960,497
Approved Change order group 7 (Jan 23, 2015)	57,960	1,018,457

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Report No. IES15-010

Joint Operations Centre: Funding approvals and commitments for the Joint Operations Centre are summarized in the following table as based on Council recommendations from the August 12, 2014 Meeting.

Approved Funding and Contract Commitments

Construction and Related Costs:	
Buttcon Limited Contract Award (excluding optional items)	17,004,000
Non-refundable taxes (1.76%)	299,270
Fees for One Space Architects Unlimited	954,084
FF&E and Internal IT costs	125,000
Third party testing services (soils, concrete, building envelope)	150,000
Subtotal	18,532,354
Contingency Allowance (10%)	1,853,235
Project Construction Budget	20,385,589

Contract Change Log

Change Order Group 1 added to contract value (Report IES15-001)	653,632
Subtotal	653,632
Requirement for Geogrid to stabilize north lot subbase	93,000
Change Order Group 2 added to contract value	93,000
Total Change Order value to date	746,632

*This is not additional to the contract but has been transferred from the inspection budget to the Contractor to expedite inspection coordination.

Contract Payments

Item	Transaction	Balance Remaining
Approved Contract Value		17,004,000
Payment Certificate #1 (September 18, 2014)	-211,756	16,792,244
Payment Certificate #2 (October 17, 2014)	-497,468	16,294,776
Payment Certificate #3 (November 21, 2014)	-977,432	15,317,344
Payment Certificate #4 (December 16, 2014)	-1,164,015	14,153,329
Approve Change order group 1 (Sept/Dec)	653,632	13,499,697
Payment Certificate #5 (January 16, 2015)	-890,323	12,609,374
Approve Change order group 1 (Jan 2015)	93,000	12,702,374

Funding Sources Summary:

The funding summary for this project to the end of December 2014 is as follows:

Source	Approved Funding Budget	Received to Date: Dec.31/14
Development Charges	\$11,932,404	\$3,370,281
Sale of Municipal Lands	8,453,185	0
Interim Line of Credit if nec.		0
Total	\$20,385,589	\$3,370,281

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Report No. IES15-010

Funding received to date has been sufficient to fund the project payment requirements to date, without the need to draw advances on the approved Construction Line of Credit. In the event the line of credit is required, the interest rate is variable monthly, with the February 2015 monthly rate set by Infrastructure Ontario as 1.36% p.a. (January: 1.67%).

Balance on Construction Line of Credit, as at February 9, 2015, is \$NIL.

CONCLUSIONS

This report is provided to Council as an ongoing communication on the progress of the following two facilities projects; 1) Addition of the youth centre to the AFLC, 2) New joint operations centre.

In this report it is requested that Council approve a contract of \$75,400 for MHMP Project Leaders to provide part time support for the project administration and oversight duties for the Joint Operations Centre, notwithstanding the provisions of the Town's Procurement By-law. The cost of \$75,400 excluding taxes will be funded from the existing project contingency allowance that was previously approved by Council.

PREVIOUS REPORTS

Infrastructure and Environmental Services

1. January 18, 2011, IES11-002 – Award of RFP No.IES2010-73-Architectural Consulting Services for a New Operations Centre
2. March 20, 2012, IES12-012 – Town of Aurora Joint Operations Centre
3. April 3, 2012, IES12-017 – Town of Aurora Joint Operations Centre
4. July 17, 2012, IES12-039 – Town of Aurora Joint Operations Centre Site Selection
5. September 18, 2012, CFS12-032 – Follow-up Information: Funding Sources for New Joint Operations Centre Capital Project
6. October 2, 2012, IES12-052 – Town of Aurora Joint Operations Centre
7. October 23, 2012, IES Memo 09-12 – Cost Information for Leadership in Energy and Environmental Design for New Construction (LEED NC)
8. May 21, 2013, IES13-031 – Joint Operations Centre Status and Snow Disposal Site Consideration
9. July 16, 2013, CFS13-023 – Capital Financing of Youth Centre and Operations Centre Capital Projects
10. January 7, 2014- IES14-001 JOC Pre-tender scope and budget approval
11. February 18, 2014- IES14-009 Facility Project Status Report
12. April 15, 2014- IES14-024 Facility Project Status Report
13. May 20, 2014 – IES14-027 Facility Status Report
14. June 17, 2014 – IES14-032 Facility Status Report
15. July 29, 2014 – IES14-041 Facility Status Report
16. September 16, 2014 – IES14-052 Facility Status Report

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17. December 9, 2014 – IES14-057 Facility Status Report
18. January 13, 2015 – IES15-001 Facility Status Report

ATTACHMENTS

None

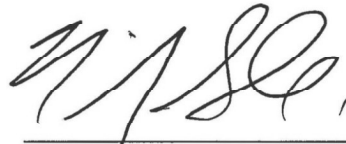
PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of February 5, 2015

Prepared by: Ilmar Simanovskis, Director Infrastructure and Environmental Services, Ext. 4371



***Ilmar Simanovskis
Director, Infrastructure &
Environmental Services***



***Neil Garbe
Chief Administrative Officer***



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**Infrastructure and Environmental
Services**

MEMORANDUM

DATE: February 17, 2015

TO: Mayor Dawe and Members of Council

FROM: Ilmar Simanovskis, Director of Infrastructure and Environmental Services

RE: **Widening of Industrial Parkway North and South**
Memo 07-15

RECOMMENDED

THAT the memorandum regarding “Widening of Industrial Parkway North and South” be received for information.

DISCUSSION

This memorandum is to provide Council with information regarding the feasibility and cost estimate of widening Industrial Parkway North and South from two (2) to four (4) lanes from Yonge Street to St. John’s Sideroad.

Existing road characteristics, traffic counts and road capacity

Industrial Parkway is a two-lane industrial collector roadway with an urban cross-section with 10.5 metre pavement width and a 50km/h and 60 km/h posted speed limits. The total length is 5.16 km from Yonge Street to St. John’s Sideroad. The Town constructed a sidewalk on Industrial Parkway South from Vandorf Sideroad to Industry Street in 2014.

Based on a 7-day traffic volume count using the Automated Traffic Counters, the average daily traffic on different sections of Industrial Parkway is as follow:

- Industrial Parkway South – 6,551 vehicles/day, counts were recorded between Yonge Street and Vandorf Sideroad in 2012
- Industrial Parkway North – 10,433 vehicles/day counts were recorded north of Wellington Street East in 2008

The percentage of truck traffic is in the range of 8% to 10%. The existing right-of-way is 20m (varies on some sections). The design speed for the entire road is 70 km/hour, which is 10 to 20 km/h above the posted speed limit.

The average daily traffic on Industrial Parkway is well below the maximum range expected for an industrial/commercial collector road, which typically has up 12,000 vehicles per day as per the Transportation Association of Canada guidelines.

Under ideal traffic flow conditions a roadway can carry up to 1,900 vehicle per hour per lane (vphpl) during peak hour times. Industrial Parkway peak hour traffic volume varied between 337 vphpl and 513 vphpl at the same locations indicated above; therefore the road has ample capacity to carry additional traffic. This suggests that the current road capacity is only 25 percent utilized.

Design criteria for the road widening

For a collector road with a design speed limit of 70 km/hour and a volume larger than 450 vehicle/hour at the peak hours (am and pm), the “Geometric Design Standards for Ontario Highways” recommends a width of 3.5 metre/lane to a total of 14 metres of pavement for four (4) lanes (edge-of-asphalt to edge-of-asphalt) and a total road allowance of 26 metres throughout. This would require an additional 6 metres of road allowance which in most cases would require expropriation.

Use of existing road configuration to accommodate three (3) traffic lanes

The existing pavement width may accommodate three (3) lanes, being a combination of either two lane traffic in one direction and one lane in the opposite direction, or a centre lane for turning movements. The long term traffic volumes do not warrant a second lane in either direction.

Current traffic patterns allow sufficient space for trucks to stop without obstructing traffic. This is a relatively regular occurrence when materials are being delivered to the businesses.

Traffic flow is also well accommodated when vehicles are making left hand turns into properties as the road width will accommodate for passing vehicles if the turning vehicle is properly situated.

Delineation of a centre turning lane is possible but is not expected to improve traffic flow and may impede current behaviours related to use of the curb lane for parking/stopping. Traffic volumes don't warrant the use of a centre lane.

A full assessment was not undertaken to verify acceptability of a third turning lane. If assumed that the road width is adequate for the full length, then the process would be primarily related to line painting and public awareness. To properly define the project, it is recommended that a budget of \$50,000 be approved to retain a design consultant. An estimated cost for implementation as described above is \$200,000.

As there is no warranted need for a left turn lane, staff are not recommending this option.

Cost Estimate of widening the road from two (2) to four (4) lanes

Various cost components for civil works, utility relocation, land acquisition, design, legal fees and project management are presented in Table A below:

Table A

Description	Estimated Total (\$)
Relocate Hydro Poles	3,000,000
Relocate bus pads	200,000
Relocate catch basins	2,000,000
Traffic signal relocation	250,000
Relocate sidewalk	2,500,000
Relocate curb (incl. subdrain)	1,600,000
Road excavation	1,000,000
Road base and Asphalt	6,000,000
Tree removal/replacement	400,000
Retaining wall construction	3,000,000
Guiderail	250,000
Relocate buried Bell, Cable	400,000
Land acquisition	5,200,000
Design and Project Management	1,500,000
Subtotal	27,000,000
Contingency	3,000,000
Total Budget	30,000,000

Project Feasibility and Schedule

This project would require acquisition of property to a total road allowance of 26m throughout, relocation of utilities, design and reconstruction of the new road. The overall project timeline is 7 to 10 years based on the following tasks.

- 1) **Design of the 4-lane road:** this assignment can be completed in 2 years.
- 2) **Land acquisition** necessary to increase the road allowance from the existing 20metres for a 2-lane road to the required 26metres for a 4-lane road. Land acquisition costs were estimated at \$3,200,000. Given the number of landowners to be involved in expropriation (over 77 approximately), it will take about 3 years to move through the process.
- 3) **Relocation of utilities** and in particular hydro poles relocation. It was establish that at least 108 hydro poles will have to be relocated for this undertaking to a total estimate cost of \$3,300,000. Utility relocation would require approximately 2 years to complete.
- 4) **Construction:** The construction of the road can be completed in 3 years upon completion of securing the necessary land for the widened right of way.

Should Council recommend a more detailed assessment, it would be advised that an external consultant be retained to complete preliminary design activities for the purpose of defining the scope and assessing physical requirements of the project. An estimated budget for this initial assignment would be \$200,000. All costs are based on a class D estimate level of accuracy.



TOWN OF AURORA
GENERAL COMMITTEE REPORT

No. LLS15-013

SUBJECT: *Accountability and Transparency Policy*
FROM: *Warren Mar, Director of Legal & Legislative Services/Town Solicitor*
DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Report No. LLS15-013 be received; and

THAT staff bring forward By-law 5690-15, "BEING A BY-LAW to define the accountability and transparency policies and procedures for The Corporation of the Town of Aurora" to a future Council meeting for enactment; and

THAT the Accountability and Transparency Policy, Town Administration Procedure No. 67, as amended, be repealed on the day that By-law 5690-15 comes into force.

PURPOSE OF THE REPORT

The purpose of this report is to update the current accountability and transparency policies and procedures of The Corporation of the Town of Aurora (the "Town").

BACKGROUND

Council previously requested that staff undertake a review and update all of its statutory corporate policies and procedures. The CAO has authority to approve certain administrative policy matters, while Council retains authority over the remainder of such policies, such as the accountability and transparency policy.

Town staff are now finalizing updated versions of policies within the approval authority of the Council and will be gradually bringing such to Council over the next few months for review and approval. Specifically, the policies that will be brought to Council will concern six areas that are required under the *Municipal Act, 2001*¹ as follows:

¹ S.O. 2001, c. 25.

February 17, 2015

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Report No. LLS15-013

270. (1) A municipality shall adopt and maintain policies with respect to the following matters:

- 1. Its sale and other disposition of land.*
- 2. Its hiring of employees.*
- 3. Its procurement of goods and services.*
- 4. The circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times notice shall be given.*
- 5. The manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.*
- 6. The delegation of its powers and duties.*

The first such policy, which is being brought before Council as part of this report, concerns the manner in which the Town will try to ensure accountability and transparency for its actions. The accountability and transparency policy, being one that is intended to be readily available to the public and an integral part of the Town's operation, has been drafted in the form of a by-law to be enacted by the Council. The remaining of the six policies will be gradually brought before Council in the coming months.

COMMENTS

The accountability and transparency policy of a municipality sets out the goals, objectives, principles and responsibilities of the Town, its staff, and Council members. The proposed policy/by-law addresses specific areas of concern and responsibilities, however, many of its provisions are expressed in the form of guiding principles and goals that should be applied. Practically speaking, it would not be feasible to attempt to address every type of scenario that Town staff or a Council member could encounter as part of fulfilling their responsibilities. In cases where no specific direction is provided by the provisions of this proposed by-law, individuals should be guided by the principles and guidelines contained therein as part of their decision making processes. The existing policy will be repealed upon adoption by Council of this new by-law.

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Report No. LLS15-013

Updated version of the policy is more expansive and comprehensive

The updated version of the policy expands on many of the areas addressed within the current policy and also contains some new provisions. The by-law is divided into two parts as follows:

Part 1 – This is the substance of the by-law and its principles:

- Sec. 1 – Defines a number of terms in order to assist in the interpretation of the by-law.
- Sec. 2 – This is a new provision that outlines the overarching vision, mission and values of the Town. Previously, values were addressed but the current version provides more guidance on how those values should be applied.
- Sec. 3 – This provision sets out the purposes, goals and objectives of the by-law. The current policy only states that the purpose is to provide guidance in the delivery of services in accordance with the principles of the policy. The new version goes beyond that and sets out a number of goals.
- Sec. 4 – This section addresses the accountability and transparency principles. The current version of the policy specifically addresses the principle of accountability and transparency, whereas the proposed by-law expands this with additional guiding principles.
- Sec. 5 – This provision clarifies its applicability to all Town staff and Council/Committee Members. The new provision also clarifies when the by-law should be applied.
- Sec. 6 – Specific responsibilities of Council and the Town in general are set out and assigned. The section addresses matters such as good government to constituents, Council meetings, financial dealings and internal governance. This provision is more expansive than it is in the current version.
- Sec. 7 – This provision emphasizes that Town processes, decisions, and management should also comply with other Town policies, codes of conduct and applicable legislation and sets out rules in case of conflict with other Town policies and by-laws.
- Sec. 8 – Clarification that disclosure of information must comply with certain applicable legislation, which would override Town by-law and policy.
- Sec. 9 – This provision emphasizes the Town's commitment to accessibility considerations. Such a statement is not part of the current policy.

Part 2 – These provisions consist of a number of general matters relating to the administration of the by-law itself.

Generally, the content of the proposed Accountability and Transparency By-law is much more comprehensive than the current version of the policy. Also, the new provisions are

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Report No. LLS15-013

expressed in a way to provide more clarity as to how the different principle and guidelines should be applied.

LINK TO STRATEGIC PLAN

Strengthening the fabric of our community by ensuring that residents know how the Town's operations and decision making should be conducted by Council and Town staff.

FINANCIAL IMPLICATIONS

None.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. THAT Council direct staff to not to update the accountability and transparency policy at this time and keep the existing policy in place.
2. Further options as Council may direct

CONCLUSIONS

Town Staff has been directed to review and update a number of Town policies, including the Accountability and Transparency policy that is addressed in this report by introducing a new by-law in its place. The proposed Accountability and Transparency By-law satisfies this request and also the requirements of the *Municipal Act, 2001*. In addition, the new version of the policy provides an updated and a much more comprehensive direction as to how principles of accountability and transparency are to be considered and applied by the staff.

Consequently, staff recommends that Council approve the proposed draft of the Accountability and Transparency By-law for enactment.

ATTACHMENTS

- Attachment 1: Accountability and Transparency By-law No. 5690-15
Attachment 2: Current Accountability and Transparency Policy – Procedure No. 67

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Report No. LLS15-013

PRE-SUBMISSION REVIEW

Executive Leadership Team, February 5, 2015.

Prepared by: Slawomir Szlapczynski, Associate Solicitor – ext. 4745.



Warren Mar
**Director of Legal & Legislative
Services/Town Solicitor**



Neil Garbe
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5690-15

**BEING A BY-LAW to
define the accountability
and transparency policies
and procedures for The
Corporation of the Town of
Aurora.**

DRAFT
BY-LAW

WHEREAS paragraph 5 of subsection 270(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended provides that a municipality shall adopt and maintain policies with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions and the manner in which it will try to ensure that its actions are transparent to the public;

AND WHEREAS on November 27, 2007 the Town adopted a corporate policy regarding procedures by which the Town will try to ensure that it is accountable to the public for its actions and that its actions are transparent to the public, being Town Administration Procedure No. 67;

AND WHEREAS it is deemed necessary to adopt a policy by by-law with respect to the Town's accountability and transparency to replace Administration Procedure No. 67;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA HEREBY ENACTS AS FOLLOWS:

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- (b) to deliver high quality services while promoting the efficient use of public resources;
- (c) to avoid conflicts between the interests of the Town and those of the Town's employees and elected officials;
- (d) to foster an environment that invites and encourages citizen participation and engagement; and
- (e) to incorporate, where applicable, the requirements of the AODA in practices of the Town as well as any requirements contained in other legislation (either provincial or federal) which may impact the practices of the Town.

4. ACCOUNTABILITY AND TRANSPARENCY PRINCIPLES AND PRACTICES

Accountability and transparency affect and are affected by the public sector organization as a whole, and the community it serves, whether at the local, provincial, or national level. Accountability and transparency are standards of good governance that enhance public trust. Therefore, the Town has adopted Accountability and Transparency Principles and Practices, as follows:

Accountability:

Taking ownership and being responsible to stakeholders for our actions or inactions. This value is essential to preserve the public trust and to protect the public interest.

Efficiency:

Efficient management of the Town. This value is essential to ensure issues and needs of the public are responded to in a timely fashion.

Ethics:

Acting in a manner true to the values listed herein. Acting ethically is essential to preserve the public's trust.

Impartiality:

Unbiased decision-making and action. This value is essential to ensure fairness for the public good.

Professionalism:

Upholding high standards of job performance and ethical behavior. This value is essential to balance diverse public interests.

Service:

Obligation to assist stakeholders. This value is essential to support the public good.

Transparency:

Easily accessible and understandable policies and processes. This value is essential to ensure active encouragement and fostering of public participation in the Town's decision-making.

5. APPLICATION

- 5.(1) This by-law shall apply to all members and committees of Council and employees of the Town with respect to their roles in the political processes, decision-making and administrative management of the Town.

6. RESPONSIBILITIES

- 6.(1) Council is responsible for providing good government for its constituents in an accountable and transparent manner by:

- (d) fostering meaningful and effective public participation at Town meetings, by disclosing information in a timely manner on various media, which may include print media and websites, where such information may include, but is not limited to, the following:
- (i) Procedural By-law;
 - (ii) Code of Ethics for Councillors;
 - (iii) Strategic Plan;
 - (iv) development of the Customer Service Strategy;
 - (v) employee satisfaction survey, action plan and report card;
 - (vi) membership with Excellence Canada and related action plans;
 - (vii) Delegation By-law and policy;
 - (viii) Records Retention By-law and policy;
 - (ix) corporate records and documents management plan;
 - (x) Public Notice By-law and policy;
 - (xi) provincial and municipal benchmarking;
 - (xii) financial information reporting;
 - (xiii) online availability of the Town's Operating and Capital Budget/Business Plans;
 - (xiv) the maintenance of an inventory of the Town's landholdings;
 - (xv) Annual Community Report, which includes the Town's performance results in the Municipal Performance Measurement Program;
 - (xvi) audited financial statements, which shall be compliant with the Public Sector Accounting Board requirements;
 - (xvii) salary information, released in accordance with the *Public Sector Salary Disclosure Act, 2006*;
 - (xviii) information required by the AODA;
 - (xix) by-laws, agendas, minutes and reports of General Committee and Council, provided on the Town's website;
 - (xx) the Town's Emergency Plan, provided on the Town's website; and
 - (xxi) live streaming of General Committee meetings, and local broadcast of Council meetings, where both recordings will be available online following the meeting on an on-demand basis.
- 6.(5) With respect to Closed Meetings, the Town shall be responsible for ensuring accountability and transparency to its constituents by:
- (a) ensuring the Town's procedural by-law and practices enable detailed compliance with the requirements of the *Municipal Act, 2001*, as amended, for holding a Closed Meeting;

12. **SHORT TITLE**

12.(1) This by-law may be referred to as the "Accountability and Transparency By-law".

13. **IN FORCE**

13.(1) This by-law shall come into full force and effect on the date of final passage hereof.

READ A FIRST AND SECOND TIME THIS 24th DAY OF FEBRUARY, 2015.

READ A THIRD TIME AND FINALLY PASSED THIS 24th DAY OF FEBRUARY, 2015.

GEOFFREY DAWE, MAYOR

STEPHEN M.A. HUYCKE, TOWN CLERK



Administrative Policies & Procedures
Accountability and Transparency Policy
Policy No. 67

Legal Services Department

Topic:	Accountability and Transparency	Affects:	All Employees & Elected Officials
Section	Legal	Replaces:	NEW
Original Policy Date:	November 27, 2007	Prior Revision Date:	n/a
Effective Date:	November 27, 2007	Next Revision Date:	
Prepared By:	Administration	Approval Authority:	CAO and Council

1. PURPOSE/APPLICATION

The *Municipal Act, 2001* (the Act) requires that all municipalities adopt and maintain a policy with respect to the manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public. The purpose of this policy is to provide guidance for the delivery of the Town's activities and services in accordance with the principles as outlined herein. This policy has been developed in accordance with the Act to comply with section 270.

2. DEFINITIONS

- i) **Accountability** – The principle that the Town will be responsible to its constituents for decisions made and policies implemented, as well as its actions or inactions.
- ii) **Transparency** – The principle that the Town actively encourages and fosters constituent participation and openness in its decision making processes. Additionally, transparency means that the Town's decision making process is open and clear to the public.

3. POLICY STATEMENT

The Council of the Town acknowledges that it is responsible to provide good government for its constituents in an accountable and transparent manner by:

- Encouraging public access and participation to ensure that decision making is responsive to the needs of its constituents and receptive to their opinions;
- Delivering high quality services to our citizens; and
- Promoting the efficient use of public resources.

Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the Town adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its constituents. In addition, wherever possible, the Town will engage its constituents throughout its decision making process which will be open, visible and transparent to the public.

4. CORPORATE VALUES

The Town of Aurora believes that its fundamental corporate values are important and critical to its future. These fundamental values include the following:

- Quality Service;
- Working Relationships;

- Management Style;
- Accountability;
- Education and Training; and
- Work Environment

5. POLICY REQUIREMENTS

The principles of accountability and transparency shall apply to the political process and decision making and to the administrative management of the Town.

i. Financial Matters

The Town will be open, accountable and transparent to its constituents in its financial dealings as required under the Act. Examples of how the Town provides such accountability and transparency are as follows:

1. Internal/external audits;
2. Reporting/statements;
3. Long term financial planning;
4. Asset management;
5. Purchasing/procurement;
6. Sale of land; and
7. Budget process

ii. Internal Governance

The Town's administrative practices ensure specific accountability on the part of its employees through the following initiatives:

1. Code of conduct for staff;
2. Performance management and evaluation;
3. Hiring policy;
4. Orientation/continuing education;
5. Compensation/benefit
6. Health and safety; and
7. Responsibility for ensuring that administrative practices and procedures recognize Council's commitment to accountability and transparency.

iii. Public Participation and Information Sharing

The Town ensures that it is open and accountable to its constituents through implementing processes outlining how, when and under what rules meetings will take place. The Town's meetings are open to the public when and as required under the Act, and members of the public have an opportunity to make delegations or comments in writing on specific items at these meetings. In addition, the Town has adopted policies which ensure that participation by the public can be meaningful and effective, through timely disclosure of information by various means including print media and websites. Some specific examples include:

1. The Town's procedure by-law;

2. The Code of Ethics for Councillors and the development of a Code of Conduct for Councillors;
3. The Town's strategic plan;
4. The development of a delegation policy;
5. The Town's records retention by-law;
6. The Town's public notice by-law and policy;
7. The Town's corporate values, including the fundamental value of quality service and accountability;
8. Provincial/municipal benchmarking;
9. The Town's participation in the Character Community initiative;
10. The Town's participation in Financial Information Reporting;
11. The maintenance of an inventory of the Town's landholdings;
12. The production of an Annual Community Report by the Town, which includes the Town's performance results in the Municipal Performance Measurement Program;
13. The production of audited financial statements, which will be compliant with the Public Sector Accounting Board policy in 2009;
14. The release of salary information in accordance with the *Public Sector Salary Disclosure Act, 2006*;
15. The Town's compliance with the *Ontarians with Disabilities Act, 2001*; and
16. The posting of by-laws, agendas, minutes and reports of General Committee and Council, as well as the Town's Emergency Plan on the Town's website.



**TOWN OF AURORA
GENERAL COMMITTEE REPORT No. PL15-016**

SUBJECT: *Delegated Agreements, 2014 Summary Report*

FROM: *Marco Ramunno, Director of Planning & Development Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Report No. PL15-016 be received for information.

PURPOSE OF THE REPORT

The purpose of this report is to provide Council with a summary report of Development Agreements that have been processed by the Planning Department based on Council's Delegated Approval Bylaw 5540-13.

BACKGROUND

In February 22, 1995 Council enacted Bylaw 3604-95.1 designating portions of the Town as site plan control areas. The Site Plan control bylaw has been further amended since that time including Bylaw 4933.07.P which granted delegated approval authority to the Director of Planning & Development Services. Delegated approval applies to agreements which, in the opinion of the Director are considered to be minor in nature, and amendments to existing agreements where the terms and plans remained substantially unaltered.

The Planning Act allows Committees of Adjustment, in granting minor variances or consents, to impose terms or conditions to the approval, and can require the owner to enter into one or more agreements with the municipality to fulfill the terms and conditions set out in its decision. As such on July 16, 2013 Council approved Bylaw 5540-13 granting Delegated Approval Authority to the Director of Planning & Development Services to approve and execute Simplified Development Agreements, Oak Ridges Moraine Agreements, and other minor development agreements required by the conditional approval of the Committee of Adjustment. The provisions of that Bylaw also provides that the Director present a summary report on a semi-annual basis of all simplified development agreements entered into by the Town.

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Report No. PL15-016

COMMENTS

The following is a listing of Committee of Adjustment conditional approvals requiring Simplified Development Agreements for both Minor Variance and Consent applications and one Site Plan Amending Agreement.

File and Name	Status	Description of Application	Agreement Date
MV-2014-22, 553 St. John's Sideroad (Fiorini)	Completed	ORM Simplified Development Agreement to allow construction of a cabana in conformity with an approved Natural Heritage Evaluation	August 14, 2014
C-2013-06,07 200 Wellington Street West and 7 Kenlea Court (Baker)	Completed	ORM Simplified Development Agreement to allow single detached home in conformity with an approved Natural Heritage Evaluation. Applied for new lot to be created.	November 14, 2014
MV-2013-26,27,28 C-2013-08,09,10 14222, 14314, 14338 and 14378 Yonge Street and 222 Ridge Road (Coutts)	Completed	Development Agreement to allow severances and variances which implement the conditions of Draft Plan Approval and permit development of one lot in accordance with an approved Natural Heritage Evaluation	November 14, 2014
MV 2013-40 16 Woodsend Crescent (Bishop-Lajoie)	Completed	ORM Simplified Development Agreement to allow a structure to be built in conformity with an approved Natural Heritage Evaluation.	April 30, 2014
MV2014-07 18 Ing Court (Tatarinova)	Completed	ORM Simplified Development Agreement to allow a structure to be built in coformity with an approved Natural Heritage Evaluation.	July 16, 2014
SP-2014-04 444-446 Hollandview Trail (Sun Life Assurance Company/ Symposium)	Completed	Amending Stie Plan Agreement to allow outdoor patio, roof top screening and revised parking layout.	November 26, 2014

LINK TO STRATEGIC PLAN

Supporting small business and encouraging a more sustainable business environment: By providing a more streamlined administrative approvals process for simplified agreements and reporting to Council on a regular basis on the numbers and status of these agreements.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None

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Report No. PL15-016

FINANCIAL IMPLICATIONS

None

PREVIOUS REPORTS

General Committee Report PL12-001, June 18, 2013- Delegation Authority for Minor Development Agreements.

General Committee Report PL14-026, April 29, 2014- Delegated Agreements 2013-2014 Summary Report.

CONCLUSIONS

Pursuant to Delegation Bylaw 5540-13 staff have provided a summary report of the six (6) Development Agreements that have been executed by the Director of Planning & Development Services since June 2013.

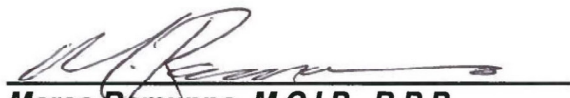
ATTACHMENTS

None

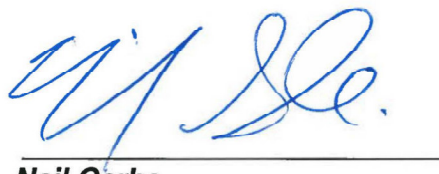
PRE-SUBMISSION REVIEW

Executive Leadership Team – February 5, 2015

Prepared by: Glen Letman, M.C.I.P., R.P.P., Manager of Development Planning, Ext. 4346



***Marco Ramunno, M.C.I.P., R.P.P.
Director of Planning & Development
Services***



***Neil Garbe
Chief Administrative Officer***



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-017**

SUBJECT: *Request for Street Name Approval*
 Casing Developments Inc.
 1114 Wellington Street East
 File: SUB-2006-01

FROM: *Marco Ramunno, Director of Planning & Development Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT staff report PL15-017 be received; and

THAT the following street name BE APPROVED for the proposed road within the approved Draft Plan of Subdivision, File SUB-2006-01.

STREET "A"

ELYSE COURT

PURPOSE OF THE REPORT

To seek Council approval of a street name proposed by Casing Developments Inc. The name was not selected from the Town of Aurora's approved bank of street names but has been approved by York Region and Central York Fire Services.

BACKGROUND

In accordance with the Town of Aurora's Street Naming Policy, developers have the option of requesting specific street names for proposed new developments, pending obtaining clearance by the York Region Planning Department and acceptance by the Town's Fire Department, and subsequently Council's approval. The applicant has indicated their desire to proceed with the clearance of conditions of approval, working towards the preparation of the subdivision agreement and registration of the plan. It is appropriate that the street name be approved for the site at this time.

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Report No. PL15-017

COMMENTS

The proposed name was brought forward by Casing Developments Inc., who first had the opportunity of reviewing the Approved Bank of Street Names. After careful consideration, the applicant has proposed that Street A take the name of ELYSE Court. The proposed name is the of Property owner's eldest Daughter's name. The proposed name has been approved by Central York Fire Services and by the Regional Municipality of York.

LINK TO STRATEGIC PLAN

The proposed draft plan of subdivision supports the Strategic Plan goal of **Supporting and exceptional quality of life for all** through its accomplishment in satisfying requirements in the objectives of **strengthening the fabric of our community**.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council has the option to not approve the proposed name, at which point the developer would have to re-submit alternate requests to the applicable agencies for review and a future report.

FINANCIAL IMPLICATIONS

None

PREVIOUS REPORTS

None

CONCLUSIONS

In keeping with Council's resolution respecting the naming of roads, staff recommends that the name ELYSE Court be considered for the road servicing the proposed development.

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Report No. PL15-017

ATTACHMENTS

Figure 1 – Location Map
Figure 2 – Draft Plan of Subdivision

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting – February 5, 2015.

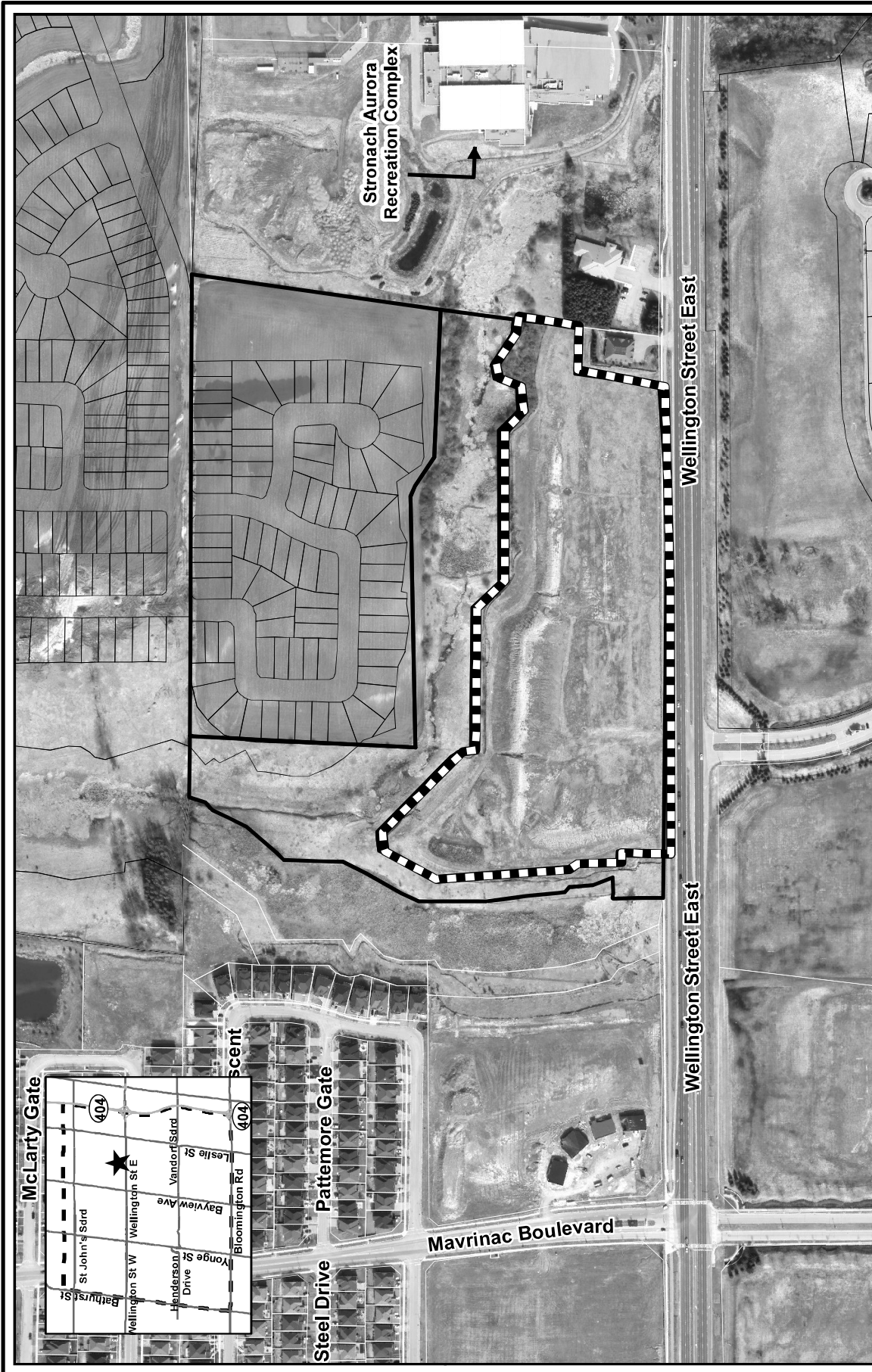
Prepared by: Mark Lemmon, GIS Analyst - Ext. 4348



Marco Ramunno, MCIP, RPP
Director of Planning & Development
Services



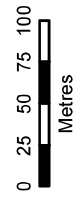
Neil Garbe
Chief Administrative Officer



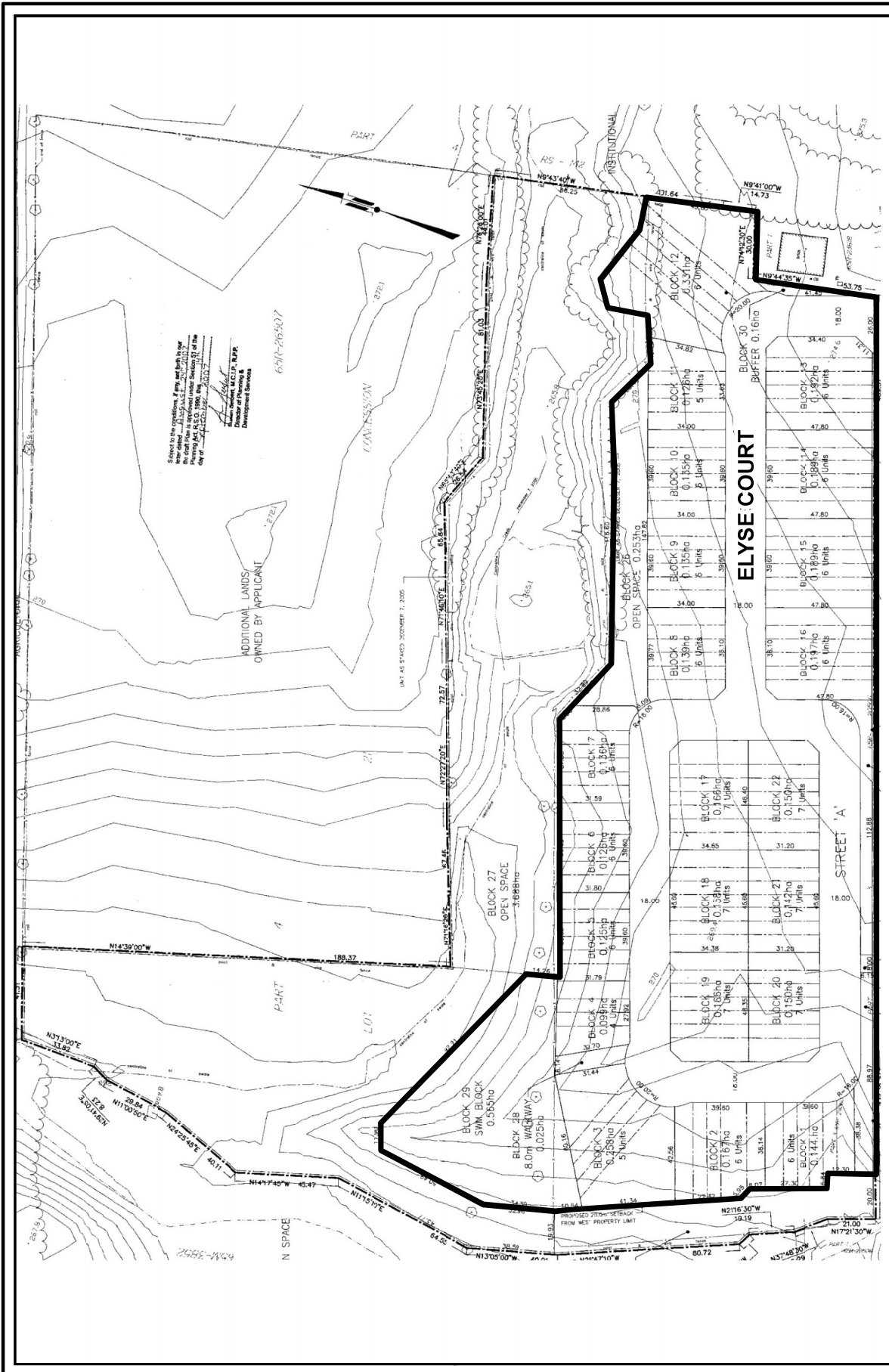
LOCATION MAP
 APPLICANT: CASING DEVELOPMENTS INC.
 FILE: SUB-2006-01
 FIGURE 1



**Limits of Plan of
 Subdivision SUB-2006-01**



Map created by the Town of Aurora Planning & Development Services Department, January 19, 2015. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2014. © First Base Solutions Inc., 2014 Orthophotography.



DRAFT PLAN OF SUBDIVISION

APPLICANT: CASING DEVELOPMENTS INC.
 FILE: SUB-2006-01

FIGURE 2

Map created by the Town of Aurora Planning & Development Services Department, January 19, 2015. Drawing provided by Rady-Pentek & Edward Surveying Ltd.



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-018**

SUBJECT: *Authorization to Execute the Servicing Incentive Program (SIP)
Tri-Party Agreement between Region of York, Town of Aurora and
2C West Subdivision Developers*

FROM: *Marco Ramunno, Director of Planning & Development Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT report PL15-018 be received; and

THAT the Mayor and Town Clerk be authorized to execute each Tri-Party Agreement for the Servicing Incentive Program (SIP) between the Region of York, the Town of Aurora and each developer in the 2C West Landowners Group, including any and all documents and ancillary agreements required to give effect to same.

PURPOSE OF THE REPORT

The purpose of the report is to provide Council with background information on the Servicing Incentive Program (SIP) initiated by the Region of York, and obtain authorization for the Mayor and Clerk to execute the Tri-Party Agreement. The focus of the program is to promote water efficiency and reduce waste water flow from residential grade-related developments and buildings up to three storeys high in York Region.

BACKGROUND

The program offers additional servicing capacity assignment as an incentive to promote more sustainable grade related developments and buildings up to three storeys high in York Region.

By meeting all the program criteria, the developer becomes eligible for additional servicing capacity credits in the amount of 20% based on population. This percentage is based on the number of residential units requiring standard allocation from the local municipality. There is a cost to the developers in implementing the sustainable development initiatives required in the program.

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Report No. PL15-018

COMMENTS

The Aurora 2C Secondary Plan (OPA 73) includes green development and design standards. All new development is to achieve green development and design through a number of initiatives related to environmental protection, community design, energy efficiency, water conservation, waste reduction, noise reduction, improved indoor air quality and residential education. The 2C West Developers Group has initiated and applied many elements in order to create a healthy, compact and sustainable community that meets or exceeds the requirements.

Program Requirements

As an incentive to further enhance the water efficiency and waste water reduction goals of the Region, through the program the Region is promoting further enhancements to the green development requirements already in place:

Water Efficiency

Reduce indoor and outdoor potable water waste through integrating efficient fixtures and appliances and rainwater harvesting systems in new homes.

Waste Water Flow Reduction

Reduce waste water flow reduction through the implementation of improved design and construction techniques and flow monitoring. New requirements for sanitary maintenance holes and sewers, bulk heads, extraneous flow performance testing and inspection, and sanitary flow monitoring.

Recognizing that the developments have already been approved and there will be additional costs to implement the additional water saving and waste water changes, the Region is offering the development industry servicing capacity assignment or bonus as an incentive to implement the changes.

Town Initiatives

Through consultation with the Region and the development community in anticipation of the SIP, the Town, through the design approval and inspection review process, has already implemented the design and construction techniques that would reduce the waste water flows. It is anticipated that the design and construction changes will also reduce the Town's long term anticipated maintenance costs for this type of development.

The main obligation on the Town under the Tri-Party Agreement is that the Town will enforce the Town initiatives with each developer to reduce waste water flows which are a part of the program. These initiatives are already a part of each subdivision

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Report No. PL15-018

agreement, and the Town would enforce these provisions against each developer prior to assumption of servicing works, regardless of the existence of the Tri-Party Agreement.

Securities for the Program

To ensure that the program is implemented to the required standards, the Region requires that a letter of credit be posted by each developer and that the Town and the developer are in agreement with the SIP requirements. It is not the intent of the Region to “double secure” for the work done by the developers to reduce waste water flows, as the Town initiatives and requirements to achieve these objectives are already built into the existing subdivision agreements between the Town and the developers. As such, the Region and the Tri-Party Agreement recognize that certain servicing works and requirements of the program are already secured through letters of credit posted by each developer to the Town, and the Town already has the ability to enforce compliance with these aspects of the program through these subdivision agreements.

The capacity incentive or bonus will not be provided directly to the Developer by the Region. It will be extended to the Town and assigned in accordance with the allocation policy based on the Tri-Party Agreement.

In order to receive the allocation, it is intended that each developer will be required to enter into a Tri-Party Agreement with the Town and the Region. The agreement outlines the terms and conditions of compliance with the program, including the requirements that must be met in order to secure the servicing capacity assignment credit and the requirement to post additional program security directly to the Region. The Town will maintain its own rights to the security provided from each developer in each subdivision agreement, and the Region will not have drawing rights on such securities – they remain for the benefit of the Town to ensure compliance with the terms of the subdivision agreements.

Execution of the Tri-Party Agreement with each developer in 2C West will allow for the continued development of the overall site and ensure the continued achievement of the OPA 73 objectives. The additional positive benefit of the Tri-Party Agreement is that the 2C West developers will be able to obtain an additional 20% servicing allocation capacity through the Region’s program, without drawing from or impacting the Town’s overall existing allocation from the Region.

LINK TO STRATEGIC PLAN

The Servicing Incentive Program (SIP) supports the strategic plan goal of **Supporting an exceptional quality of life** for all through its accomplishment in satisfying requirements in the following key objectives: **Strengthening the Fabric of Our Community**: tracking and planning for future residential growth supports the action item to **collaborate with the development community to ensure future growth includes**

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Report No. PL15-018

housing opportunities for everyone.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. THAT Council simply receive the report and refuse to enter into the Tri-Party Agreements.

FINANCIAL IMPLICATIONS

None. As noted above, the Region will not have drawing rights on securities provided by each developer through individual subdivision agreements; such securities remain for the benefit of the Town to ensure compliance with the terms of the subdivision agreements.

PREVIOUS REPORTS

None.

CONCLUSIONS

Staff have undertaken a review of the terms and conditions of the Tri-Party Agreement between the Region, the Town, and each 2C West developer, and request that Council authorize the Mayor and Town Clerk to execute the SIP Tri-Party Agreement on behalf of the Town.

ATTACHMENTS

None.

PRE-SUBMISSION REVIEW

Warren Mar, Director of Legal & Legislative Services/Town Solicitor

Prepared by: Bill Butler, P.Eng., Engineer, Development Planning, ext 4353.



Marco Ramunno, MCIP, RPP
Director of Planning & Development
Services



Neil Garbe
Chief Administrative Officer



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PR15-004**

SUBJECT: *Canadian Tire Jumpstart Program*

FROM: *Allan D. Downey, Director of Parks and Recreation Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Council receive Report No. PR15-004, for information.

PURPOSE OF THE REPORT

To inform Council of the community impact resulting from the partnership between the Town of Aurora and the Canadian Tire Jumpstart Foundation.

BACKGROUND

The Canadian Tire Jumpstart Foundation (Jumpstart) works with Community Partner organizations to identify families in financial need and provide funding to assist with the costs associated with participating in organized sports and physical activity programming.

Until January of 2011, Jumpstart did not have a Community Partner organization based in Aurora, and as a result Aurora families looking for support from Jumpstart had to apply to the Town of Newmarket for assistance. Given the lack of awareness of the program in Aurora, a limited number of families (less than 10 per year) living in Aurora were identified and provided with Jumpstart funding.

Effective January 2011, the Town of Aurora, Parks and Recreation Services Department signed on as the Community Partner with Jumpstart. Through the Town's website, Recreation Program Guide, on-site information at the Town's recreation facilities, and working in partnership with community sports organizations we have created a much greater awareness of the Jumpstart program in Aurora.

As a Community Partner, Town staff receive, review and process applications for funding from Aurora residents applying for funding for children between the ages of 4 – 18 to participate in organized sport or physical activity programming.

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Report No. PR15-004

COMMENTS

To date, the Town, as a Jumpstart Community Partner has provided over \$53,000 in Jumpstart funding to 320 children and youth.

Year	# of Children Funded	Total Funds Dispersed
2011	51	\$9,450
2012	73	\$10,936
2013	90	\$14,897
2014	106	\$17,768
TOTAL	320	\$53,051

In addition to the direct funding provided through Jumpstart, the Town has developed partnerships with local organizations such as the Aurora Youth Soccer Club and Aurora Minor Hockey Association, who have provided additional support to community youth in situations where the maximum allowable Jumpstart funding did not meet the need.

The Town continues to work with Jumpstart to ensure financially disadvantaged children and youth in our community are provided with the opportunity to participate in organized sport and physical activity programming.

LINK TO STRATEGIC PLAN

This project supports the ***Strategic Plan Goal of Supporting an Exceptional Quality of Life for All*** by **encouraging an active and healthy lifestyle**. Develop a long-term needs assessment for recreation programs, services and operations to march the evolving needs of the growing and changing population.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None.

FINANCIAL IMPLICATIONS

None.

CONCLUSIONS

Programs such as Jumpstart play an important role in reducing the financial barriers that many families encounter in their ability to participate in organized sports.

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Report No. PR15-004

PREVIOUS REPORTS

None.

ATTACHMENTS

None

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting, Thursday, February 5, 2015.

Prepared by: John Firman, Manager of Business Support - Ext. 4328



Allan D. Downey
Director of Parks and Recreation



Neil Garbe
Chief Administrative Officer



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PR15-005**

SUBJECT: *Aurora Optimist Club Programs for Youth*

FROM: *Allan D. Downey, Director of Parks and Recreation Services*

DATE: *February 17, 2015*

RECOMMENDATIONS

THAT Council receive Report No. PR15-005, for information.

PURPOSE OF THE REPORT

To inform Council of the community impact resulting from the partnership between the Town of Aurora and the Aurora Optimist Club in promoting awareness and identifying families in need of support.

BACKGROUND

The Aurora Optimist Club has provided service to this community, specifically in support of youth for several decades. Recently, the Optimist Club has worked in partnership with the Town of Aurora, Parks and Recreation Services Department to promote some of its programs.

Given the Town's role in the processing of Jumpstart program applications, Town staff are able to identify individuals who are in need of financial assistance through a simple means test. Working in cooperation with the Canadian Tire Jumpstart Foundation, the Town has modified the Jumpstart application providing applicants with the opportunity to be notified of other programs that they may be interested in participating in. As a result the Town has been able to assist in connecting financially disadvantaged residents with the Optimist Club for various programs.

COMMENTS

To date, the Town and the Optimist Club have worked in partnership to:

- To provide funding for Opti-Hockey registration;
- To promote the distribution of free bicycles and helmets;

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Report No. PR15-005

- To promote the collection and distribution of free ice skates; and
- To promote the distribution of free school supplies.

In September, 2014 the Optimist Club in partnership with Staples Business Depot provided almost 70 Aurora youth with approximately \$75 each in back to school supplies.

LINK TO STRATEGIC PLAN

These programs support the ***Strategic Plan Goal of Supporting an Exceptional Quality of Life for All*** by **encouraging an active and healthy lifestyle**. Develop a long-term needs assessment for recreation programs, services and operations to march the evolving needs of the growing and changing population.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None.

FINANCIAL IMPLICATIONS

None.

CONCLUSIONS

Community organizations such as the Optimist Club and their generosity help define a community and serve not only the members of their organization, but reach out in significant ways to improve the lives of others. Programs such as these enable students to begin the school year with enthusiasm and give relief to those parents that need it most when their children want to participate in organized sport.

PREVIOUS REPORTS

None.

ATTACHMENTS

None

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Report No. PR15-005

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting, Thursday, February 5, 2015.

Prepared by: John Firman, Manager of Business Support - Ext. 4328



Allan D. Downey
Director of Parks and Recreation



Neil Garbe
Chief Administrative Officer



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**Town of Aurora
Building and By-law Services**

MEMORANDUM

DATE: February 17, 2015
TO: Mayor and Members of Council
FROM: Techa van Leeuwen, Director of Building and By-law Services
RE: Overnight Parking Enforcement at Town Park

RECOMMENDATIONS

THAT the memorandum regarding Overnight Parking Enforcement at Town Park be received for information.

BACKGROUND

Building and By-law Services Report No. BBS15-002, regarding parking regulations and enforcement, was brought forward to the General Committee meeting of January 13, 2015. The report outlined overnight parking restrictions on our public streets and at our Town parks. The report advised that the Town Park parking lot was being used by residents and commuters and the intent to enforce parking restrictions at Town Park commencing March 1, 2015 with an education and awareness program leading up to that date.

At the Council meeting of January 20, 2015 the following motion carried:

THAT Report No. BBS15-002 be received; and

THAT staff report back to Council on the feasibility of implementing an on-street parking permit and an online just-in-time parking permit system in the Town of Aurora.

COMMENTS

Town Park parking enforcement will remain inactive.

Concerns have been raised regarding enforcement of the overnight parking restrictions at Town Park in the absence of an alternative solution such as parking permits. Understanding that there may have been an expectation that a parking permit system would be in place prior to March 1, 2015, staff is advising that parking enforcement at Town Park will remain

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inactive until the feasibility study is completed and recommendations are adopted by Council.

A Town wide parking strategy will be developed as part of a comprehensive traffic impact study.

Staff is committed to reviewing the feasibility of a parking permit system at all our facilities and on our roads. A Town-wide parking strategy will be developed as part of a comprehensive traffic impact review, with stakeholder engagement. The review will be led by Infrastructure & Environmental Services (IES). A project work plan will be brought to Council at a future meeting for adoption.



NOTICE OF MOTION

Councillor Tom Mrakas

Date: February 17, 2015

To: Mayor and Members of Council

From: Councillor Mrakas

Re: Liquidated Damages

WHEREAS most forms of building contracts include a clause referred to as "liquidated damages" that specifies the amount of damages that a contractor may be responsible for should the contractor fail to meet project timelines, including the completion date; and

WHEREAS "liquidated damages" are a tool that can be used to ensure that projects meet timelines and the completion date; and

WHEREAS the ability to meet time of delivery or performance of contractual obligations is an important factor in the award of any contract, and the Town may reasonably expect to suffer financial damages if performance targets and/or project timelines are not met; and

WHEREAS the Town currently includes "liquidated damages" clauses in its tender/RFP documents that form part of the construction contract between the contractor and the Town; and

WHEREAS the absence of a "liquidated damages" clause in a construction contract does not prevent the Town from recovering any financial losses against a contractor due to breach of contract terms such as a failure to meet a completion date, but its inclusion does serve as an important tool and warning to contractors that project timelines and completion dates must be met.

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff place "liquidated damages" clauses in all future construction project contracts; and

BE IT FURTHER RESOLVED THAT if staff determines that a "liquidated damages" clause should not be included in a construction project contract, then staff must obtain the approval of Council prior to the removal of such clause.



NOTICE OF MOTION

Councillor Sandra Humfryes

Date: February 17, 2015
To: Mayor and Members of Council
From: Councillor Humfryes
Re: Aurora Farmers' Market & Artisan Fair

WHEREAS the Aurora Farmers' Market & Artisan Fair provides a valuable community service to our Town where citizens can purchase fresh local produce, healthy food items, and artisan wares; and

WHEREAS the Aurora Farmers' Market has proven to be a popular visitor and tourist attraction to Aurora in its ever-increasing growth by being a family-friendly and culturally rich destination that supports tourism and culture; and

WHEREAS the Aurora Farmers' Market runs weekly outdoors during the months of May to October at 49 Wells Street, and sporadically during winter months; and

WHEREAS to enable the community to experience the Farmers' Market on a continual basis during the winter months, the Aurora Farmers' Market is considering running a winter Farmers' Market & Artisan Fair at the Aurora Armoury; and

WHEREAS the Aurora Armoury rental fee of \$375 per day is a deterrent to hold an indoor winter market more frequently and cannot be sustained successfully by the Aurora Farmers' Market.

NOW THEREFORE BE IT HEREBY RESOLVED THAT rental fees for an indoor winter Farmers' Market at the Aurora Armoury be waived as the Aurora Farmers' Market & Artisan Fair contributes an abundance of enjoyment, convenience and usefulness to citizens of Aurora and beyond.



NOTICE OF MOTION	Councillor Michael Thompson
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Date: February 17, 2015
To: Mayor and Members of Council
From: Councillor Thompson
Re: Development of a Sport Plan

WHEREAS the Town of Aurora recently proclaimed 2015 the Year of Sport in Aurora; and

WHEREAS Aurora’s Strategic Plan identifies “Supporting an exceptional quality of life for all” as a primary goal and “Encouraging an active and healthy lifestyle” as one of the key objectives to achieving this goal; and

WHEREAS people who are physically active tend to live longer, healthier lives and feel that it adds not only to their well-being but to the quality of their lives as well; and

WHEREAS sporting activities can provide character building activities and teach our children character building traits like; leadership, respect, responsibility, perseverance and many other positive traits; and

WHEREAS Aurora has been identified as a potential Canadian Sport for Life Community (CS4L) and organized meetings have occurred in the Town to help develop Aurora as one of Canada’s healthiest communities; and

WHEREAS the Federal Government revised their Canadian Sport Policy in 2012 to better reflect the importance of enhanced collaboration amongst all stakeholders to achieve the goals of enhanced participation, excellence, capacity and interaction in sport; and

WHEREAS a Sport Plan is a strategic document that is intended to provide direction and recommendations to support the sustainability and growth of sport in a given community.

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff report to Council on the development of a Sport Plan for the Town of Aurora.



NOTICE OF MOTION

Councillor Tom Mrakas

Date: February 17, 2015

To: Mayor and Members of Council

From: Councillor Mrakas

Re: Winter Maintenance Service

WHEREAS residents of and businesses in Aurora have raised concerns about the adequacy of winter maintenance service levels; and

WHEREAS the residents of and businesses in Aurora expect and deserve the best service possible at the best price.

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to return the winter maintenance service levels to those in effect for the 2013-2014 winter maintenance season; and

BE IT FURTHER RESOLVED THAT staff be directed to report to Council, following the end of the 2014-2015 winter maintenance season, with recommendations on how to provide the residents of and businesses in Aurora with better winter service provisions especially as it speaks to snow removal.