



**GENERAL COMMITTEE
MEETING AGENDA**

TUESDAY, APRIL 7, 2015

7 P.M.

**COUNCIL CHAMBERS
AURORA TOWN HALL**

PUBLIC RELEASE
April 2, 2015



**TOWN OF AURORA
GENERAL COMMITTEE MEETING
AGENDA**

Tuesday, April 7, 2015
7 p.m.
Council Chambers

Mayor Dawe 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

9. NEW BUSINESS/GENERAL INFORMATION

10. CLOSED SESSION

11. ADJOURNMENT

AGENDA ITEMS

1. **PR15-006 – Aurora King Baseball Association Request for Waiving of User Fees** pg. 1

RECOMMENDED:

THAT Report No. PR15-006 be received; and

THAT Council provide direction on the request of the Aurora King Baseball Association (AKBA) waiving of user fees for Stewart Burnett Park Baseball Diamond (approximately \$6,000.00) for the 2015 playing season in consideration of AKBA maintaining the infield; and

THAT any approval of the waiving of user fees for Stewart Burnett Park Baseball Diamond be conditional upon the execution of a Licence Agreement between AKBA and the Town on terms approved by the Town Solicitor and the Director of Parks and Recreation Services; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

2. **BBS15-005 – Request for Sign Variance to Sign By-law No. 4898-07.P for the LCBO Store at 94 First Commerce Drive** pg. 7

RECOMMENDED:

THAT Report No. BBS15-005 be received; and

THAT a request for variance to Sign By-law No. 4898-07.P to allow five (5) signs on the west elevation and three (3) signs on the east elevation at 94 First Commerce Drive, whereas Sign By-law No. 4898-07.P permits only one (1) sign on each of these elevations, be approved; and

THAT a request for variance to Sign By-law No. 4898-07.P to allow internal illumination of all signs for the LCBO store at 94 First Commerce Drive be approved.

3. **IES15-025 – Award of Tender IES2015-02 – For the Reconstruction of Elderberry Trail, Springmaple Chase and Houdini Way** pg. 16

RECOMMENDED:

THAT Report No. IES15-025 be received; and

THAT Tender IES2015-02 – For the reconstruction of Elderberry Trail, from Yonge Street to 516m west of Springmaple Chase, Springmaple Chase and Houdini Way be awarded to C. Valley Paving Ltd. in the amount of \$1,103,362.50, excluding taxes; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

4. **IES15-026 – Award of Tender IES2015-03 – For the Reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent** pg. 21

RECOMMENDED:

THAT Report No. IES15-026 be received; and

THAT Tender IES2015-03 – For the reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent be awarded to C. Valley Paving Ltd. in the amount of \$1,381,353.70, excluding taxes; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

5. **IES15-027 – Speed Cushions on Roads Prone to Speeders** pg. 26

RECOMMENDED:

THAT Report No. IES15-027 be received for information.

6. **IES15-028 – Assumption of Municipal Services and Amendment to Subdivision Agreement – Whitwell Developments Limited and State Farm Mutual Automobile Insurance Company** pg. 33

RECOMMENDED:

THAT Report No. IES15-028 be received; and

THAT the Town assume ownership, operation and maintenance of the works within the roads, rights-of-way, and other lands dedicated to the Town contained within Plan 65M-3819, being the Whitwell Developments Limited and State Farm Mutual Automobile Insurance Company subdivision as detailed in Report No. IES15-028; and

THAT the necessary by-law be brought forward for enactment to assume for public use the highways within Plan 65M-3819 and to establish as public highway any applicable reserves.

7. CFS15-006 – Creation of Three Additional Reserve Fund Accounts pg. 37

RECOMMENDED:

THAT Report No. CFS15-006 be received; and

THAT By-law Number 5689-15, a by-law to amend the Reserve Fund By-law Number 5553-13 to add the Ontario Community Infrastructure Funding reserve fund, the Recreation Sponsorship reserve fund, and the John West Memorial Scholarship reserve fund, be presented to Council at a future meeting for adoption.

8. CFS15-015 – Confirmation of One-Third Tax-Free Council Compensation pg. 43

RECOMMENDED:

THAT Report No. CFS15-015 be received; and

THAT By-law Number 5253-10 (Attachment #1) be deemed to have been reviewed and confirmed to continue the one-third tax-free “deemed expenses” portion of the remuneration of members of Council.

9. PL15-027 – Application for Exemption from Part Lot Control pg. 47
Mattamy Aurora (Aurora) Limited
Blocks 100, 102, 104, 106, 109, 111, and 112, Plan 65M-4423
File No.: PLC-2015-01

RECOMMENDED:

THAT Report No. PL15-027 be received; and

THAT Council approve the Application for Exemption from Part Lot Control submitted by Mattamy (Aurora) Limited to divide Blocks 100, 102, 104, 106, 109, 111 and 112 on Plan 65M-4423 into 36 separate lots for townhouse units; and

THAT the necessary Part Lot Control Exemption By-law, as referred to in Report No. PL15-027, be enacted at the next available Council meeting.

10. CAO15-005 – Town of Aurora Strategic Plan (2015) Update pg. 54

RECOMMENDED:

THAT Report No. CAO15-005 be received; and

THAT an update to the Town of Aurora Strategic Plan based on the work plan outlined in this report be authorized; and

THAT staff be directed to prepare and issue a Request for Proposals for consulting services to assist with the Strategic Plan update.

11. CFS15-016 – 2015 Central York Fire Services Budget for Aurora Comment pg. 62

RECOMMENDED:

THAT Report No. CFS15-016 be received; and

THAT Council provide its comments by way of resolution(s) to be conveyed to Newmarket Council for consideration during their final budget reviews and approvals in respect of the 2015 budget for Central York Fire Services.



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PR15-006**

SUBJECT: *Aurora King Baseball Association Request for Waiving of User Fees*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. PR15-006 be received; and

THAT Council provide direction on the request of the Aurora King Baseball Association (AKBA) waiving of user fees for Stewart Burnett Park Baseball Diamond (approximately \$6,000.00) for the 2015 playing season in consideration of AKBA maintaining the infield; and

THAT any approval of the waiving of user fees for Stewart Burnett Park Baseball Diamond be conditional upon the execution of a Licence Agreement between AKBA and the Town on terms approved by the Town Solicitor and the Director of Parks and Recreation Services; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

PURPOSE OF THE REPORT

To provide Council with further information on the waiving of user fees in response to the delegation from the Aurora King Baseball Association (AKBA) representative at the 2015 Capital Budget meeting held on February 7, 2015.

BACKGROUND

Parks and Recreation Services Department staff have been working with the AKBA for many years in an effort to meet the baseball maintenance facility needs and expectations of the AKBA

These needs are primarily related to the baseball diamond at Stewart Burnett Park and to some extent the baseball diamond located at Lambert Willson Park.

April 7, 2015

- 2 -

Report No. PR15-006

Historically, Parks Division provides all aspects of facility maintenance at all parks sports facilities and staff are generally satisfied that current service levels are sufficiently achieved and that all facilities are consistently maintained and fit to safely play on. With the development of the second baseball facility at Stewart Burnett Park, AKBA considers this facility to be its premiere home field and as such AKBA has higher maintenance expectations, particularly for the baseball diamond infield area.

The following Maintenance Standard description has been extracted from the larger Parks Maintenance Standards document which is currently in draft form; however, the Standards for Class A facilities such as Stewart Burnett Park Baseball diamond as described below have been employed for many years.

Code 011 BALL DIAMOND INFIELD MAINTENANCE



Ball diamond maintenance will generally consist of ongoing maintenance activities based on each class of facility. Regular maintenance will commence on or about May 1st and continue until September 30 of each year

MAINTENANCE CYCLE STANDARD

- **Class "A"** facilities will be maintained on a once per day cycle
- **Class "B"** facilities will be maintained on a once weekly, cycle
- Line marking chalk shall be supplied and delivered to the ball diamond location on an as required basis
- Dust suppression application will be conducted as required,
- Facility to be visually inspected by field grooming staff during each cycle of infield grooming on the prescribed facility check list sheet

STANDARD APPEARANCE

Upon completion of a cycle of ball diamond infield maintenance the following conditions will be observed.

- Infield will be groomed to a smooth, level and true surface.
- Facility shall be free of debris, litter or garbage including players areas, dugouts, batting cages
- Home plate shall be in good condition, level with surrounding grade, swept clean, no ridges, rips or buckled edges.
- Warning track will be groomed smooth and level, weeds and unwanted vegetation may be present during the months of May and June

April 7, 2015

- 3 -

Report No. PR15-006

- Lips at infield edges and base paths may become more pronounced as the season progresses

KEY RESULT AREAS

- Pitcher's mound/area will be hand raked ,to fill in ruts , scouring and loose granular material
- Home plate area will be hand raked to fill in ruts ,scouring and loose granular material
- Anchor sockets for permanent bases shall be cleaned and plugs inserted where applicable
- Ball Diamond infield will be made smooth and level with a tractor/groomer combination
- Complete facility maintenance /inspection check list /report deficiencies to supervisor

ANNUAL FALL RESTORATION WORKS

- Back stop fencing shall be inspected and repaired as required including fence ties ,gates and posts
- Transition between infield area granular surfaces and turf shall be free of lips, worn edges or irregularities , mechanical removal of lips ,and re-sod as required
- Restraining and edge all infield turf edges where necessary to ensure straight and true lines

END OF CODE 011

The above standard of maintenance deals only with the Class "A" baseball infield, there is a separate standard for the outfield turf grass which would remain under the Town's maintenance responsibility.

The proposed maintenance to be provided by AKBA that exceeds our current maintenance standards is as follows:

- Work on mound, during the late evenings, after the evening games (10:00PM-11PM)
- Daily work on mound, and batters boxes...tamping and packing (1-2 hours daily)
- Dragging of infield, and re-leveling in areas of high usage.
- Re-build mound and batters boxes as required. (likely 3-4 times per year)
- Help re-seed and apply topsoil in the infield grass areas.

COMMENTS

There are several issues that should be examined and considered in determining what an appropriate level of service for a given facility. Typically all services levels have evolved from historic service levels that have been employed over many years for the particular facility and the current service level practised in the industry.

Quite often it is not uncommon that user expectations exceed the level of service being delivered; however, as facility providers, we continually strive to provide a consistent and equitable level of maintenance service of all recreation and sports facilities. Staff continue to measure these service levels by reflecting on the following questions:

- Is the current service level meeting or exceeding historic service levels provided for the facility;
- Is the service level generally equal to or better than a comparable municipality facility service level;(please see table 1 below)
- Is the level of service being provided enough to ensure that the facility is

April 7, 2015

- 4 -

Report No. PR15-006

sufficiently safe for its intended use and purpose;

- Has the level of service generally kept pace with growth in the municipality?

Staff remain confident that the answer to these questions continues to be “yes” and any enhancement or increase in service levels beyond those stated in both the draft Parks Maintenance Standards and historic service levels would require additional human resources.

For comparison purposes staff contacted their colleagues in several of the Northern 6 Municipalities and requested that they provide their service levels associated with baseball facility maintenance as noted below in Table 1

TABLE 1

Municipality	What is your frequency of grooming –	Do you chalk infields?	What supplies are provided to user groups	How much time is spent on your premier hardball diamond infield/mound maintenance
NEWMARKET	groomed when scheduled for use	Yes	No materials supplied	24 hours per week
EAST GWILLIMBURY	groom diamonds when scheduled for use May through August	No	Line marking chalk and liner	Do not have any facilities with mounds
WHITCHURCH-STOUFFVILLE	groomed when scheduled for use	Yes	line marking chalk ,and bases	30 minutes per day Portable mound ,no mound maintenance
MARKHAM	Daily	No Paint outfield lines only	Line marking chalk, liner , rakes and storage bins	Depending on conditions anywhere from 1-3 hrs per day
AURORA	Daily through out playing season	No Paint outfield lines only	Line marking chalk ,rakes shovels, surface, mound material, bases clay bricks for mound and home plate	1.5 hrs per day up to 3 hrs per day depending on condition

In the case of Stewart Burnett Park Baseball diamond, staff had presented the forecasted maintenance costs for the facility and included this information in several reports to Council preceding the final approval of the project. Upon approval and completion of the project sufficient maintenance funds have been allocated and approved in each annual operational budget.

In addition to the Town’s stated services levels, the Parks Division enjoys a close working relationship with AKBA by responding to any issues or maintenance related problems in a prompt and professional manor. As such, AKBA has taken a great deal of pride in their facilities and have gone above and beyond in their efforts to ensure their facilities remain in top notch condition and AKBA remains completely committed in this regard.

If Council decides to waive the AKBA user fees, the Town will need to enter into a

April 7, 2015

- 5 -

Report No. PR15-006

Licensing Agreement which will set out all relative Terms and Conditions that must be observed by both parties throughout the term of the Agreement. A draft Agreement was prepared for this purpose in 2014 when this matter was initially being discussed; however, due to a number of outstanding issues, both AKBA and the Town were not ready to move forward with a formal request for Council consideration at that time.

Staff has not yet re-introduced this Agreement to our Legal Services Department for final review and, as such, staff is recommending that in the event Council chooses to reduce or waive AKBA user fees that such a reduction be conditional upon the Legal Services Department's review and approval of the Licensing Agreement prior to entering into the Agreement.

LINK TO STRATEGIC PLAN

The waiving of user fees for the AKBA 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

1. Council can deny the request for the user fees to be waived for Stewart Burnett Park and continue to provide the current level of service.
2. Council could consider a partial reduction of AKBA 2015 user fees and enter a facility maintenance agreement with AKBA for the 2015 season.
3. Council approve the AKBA request to waive fees at Stewart Burnett Ball Diamond;
4. Further consideration of the AKBA maintaining the infield.
5. Further Options as Required.

FINANCIAL IMPLICATIONS

User fees paid by AKBA in 2014 total \$6,318.00, the 2015 Operating Budget would be adjusted if the fees are waived.

CONCLUSIONS

That Council consider the request for the waiving of AKBA user fees and direct staff accordingly.

April 7, 2015

- 6 -

Report No. PR15-006

PREVIOUS REPORTS

None.

ATTACHMENTS

None.

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting, Thursday, March 12, 2015.
Executive Leadership Team Meeting, Wednesday, March 25, 2015.

Prepared by: Jim Tree, Manager of Parks - Ext. 3222



Allan D. Dowhey
Director of Parks and Recreation



Neil Garbe
Chief Administrative Officer



**TOWN OF AURORA
GENERAL COMMITTEE**

No. BBS15-005

SUBJECT: *Request for Sign Variance to Sign By-law No. 4898-07.P
for the LCBO Store at 94 First Commerce Drive*

FROM: *Techa van Leeuwen, Director of Building and Bylaw Services*

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. BBS15-005 be received; and

THAT a request for variance to Sign By-law No. 4898-07.P to allow five (5) signs on the west elevation and three (3) signs on the east elevation at 94 First Commerce Drive, whereas Sign By-law No. 4898-07.P permits only one (1) sign on each of these elevations, be approved; and

THAT a request for variance to Sign By-law No. 4898-07.P to allow internal illumination of all signs for the LCBO store at 94 First Commerce Drive be approved.

PURPOSE OF THE REPORT

To evaluate the applicant's request and make recommendations on variances to Sign By-law No. 4898-07.P, as amended.

There are two variances required. The first is to permit the installation of additional signs on the west and east elevations whereas Sign by-law 4898-07.P restricts the number of signs on each elevation.

The second variance is to permit all signs to have internal illumination.

BACKGROUND

Building and Bylaw Services is in receipt of a sign variance application from Forward Signs Inc. on behalf of the LCBO for a new retail store at 94 First Commerce Drive. This is a new store and is being built under permit issued in May 2014 and is now occupied. The development is within a Business Park Zone.

This commercial development is bound by First Commerce Dr. to the east, Wellington St. E to the south, Leslie St. to the west and undeveloped Town land to the north. Access to the site is provided by two driveways, both from First Commerce Dr. The main access is located to the north of the LCBO store. The secondary access which is used primarily to exit the development is located south of the LCBO store.

April 7, 2015

- 2 -

Report No. BBS15-005

This site has ten commercial buildings around the perimeter and this LCBO store in the middle. The LCBO store is surrounded by parking areas on all sides. The front of the store faces south.

In December 2014, Buildings and Bylaw Services received a Sign By-law permit application. The application included all the proposed signs and illumination. The application was revised to include only the signs that were compliant with the Sign By-law. The originally proposed non-compliant signs were removed from the application and a permit was issued for the compliant signs. The applicant is now requesting variances to permit the signs and illumination which were removed from the original application.

COMMENTS

The requested additional sign locations are consistent with the signs displayed on the site plan exemption.

This building was subject to a site plan exemption process. The site plan exemption has been approved, the building permit issued, and the building is now occupied. The proposed signs are consistent with the signs identified on the approved site plan. The site plan review noted that separate sign permits and variances would be required for the signs. A sign permit was issued for the signs that complied with Sign By-law No. 4898-07.P. That included one sign on the north, west, east elevations and multiple signs on the south elevation. The applicant is seeking a variance to permit additional signs on the west and east elevations. The applicant worked with staff to reduce the extent of the variances required by removing from the variance request an additional sign on the north elevation.

The signs are in keeping with the standardized signage for LCBO stores.

The applicant advised that they are seeking the variances from Sign By-law No.4898-07.P so that this new store will be consistent with the standardized signage for LCBO stores across the province. Typical store signage consists of awning signs with internal illumination over the windows and internally illuminated wall channel letters for the other areas.

The awning signs are designed to provide illumination to the walkways for improved accessibility.

There are walkways connecting the store and the parking to the south, east, and west sides of the building. There is an increased focus through AODA legislation and the Building Code on accessibility which for this building is aided by illuminating the walkways. The awning signs are designed to contain low wattage, energy efficient LED lights that provide a backlit effect for the sign lettering. The bottoms of the awnings are protected with an aluminium egg crating which act as diffusers to direct light downward onto the walkways. The applicant advised staff that this will provide additional convenience and improve accessibility for their customers. It should also be noted that additional building lighting could be provided without the need for a variance.

April 7, 2015

- 3 -

Report No. BBS15-005

The following table compares the proposal to the Sign By-law No. 4898-07.P:

Business Park Zone Signs									
Elevation	Wall Area	Sign Type	Prop. No. of Signs	Permitted No. of Signs	Prop. Sign Area	Allow. sign area	Current Illumination	Proposed Illumination	Variance Required
South	277m ²	Wall	1*	n/a	10.5m ² (3.7%)	28.9m ² (.75m ² /linear m of front wall)	internal	Internal	none
		Awning	5*				internal	Internal	none
West	259.m ²	Wall	1*	1	6.6m ² (2.5%)	38.8m ² (15%)	none	internal	<u>Internal illumination</u>
		Awning	<u>4</u>				n/a	internal	<u>1.Number of signs</u> <u>2.internal illumination</u>
North	273m ²	Wall	1*	1	15.6m ² (5.7%)	40.9m ² (15%)	none	internal	none
		Awning	<u>0</u>				n/a	n/a	none
East	254.m ²	Awning	1*	1	5.1 m ² (2.0%)	38.1m ² (15%)	none	internal	<u>1. Internal illumination</u>
		Awning	<u>2</u>				n/a	internal	<u>1.Number of signs</u> <u>2. internal illumination</u>

Table notes: * Permit previously issued;
bold font are areas that are non-compliant

As the above table shows variances are required for the number of signs and the internal illumination of the signs. The other provisions are met.

April 7, 2015

- 4 -

Report No. BBS15-005

The following table provides the criteria for assessing Sign By-law No. 4898-07.P variance approvals.

Table for Evaluating Sign Variance Criteria	
Criteria	Comment
<p>1. Physical difficulties <i>Where due to special circumstances, pre-existing condition of the building, layout or topography of the subject land, it is difficult to comply with the provisions of the Sign By-law.</i></p>	n/a
<p>2. Consistency with the architectural features of the building <i>Where the proposed sign blends well with the architectural features of the building and granting the sign variance will result in a more aesthetically pleasing visual appearance of the building for the community.</i></p>	The awnings form a distinct architectural feature of the building. The building was designed to have the awnings provide signage and to achieve the new look of LCBO stores.
<p>3. Consistency with the character of the neighbourhood <i>Where the Sign Variance, if granted, will not alter the essential character of the neighbourhood and will have no adverse impact on the Town's cultural heritage</i></p>	n/a
<p>4. No adverse impact to the adjacent property or general public <i>Such adverse impact may include but is not limited to: illumination, obstruction of other signage, obstruction of natural light, distance to the adjacent buildings and properties, etc.</i></p>	This is a commercial development located within the Smart Centre commercial business zone at First Commerce Dr. and Wellington St. E. The building is located in the centre of the development and is surrounded by other commercial buildings. These signs will have no adverse impact to the adjacent property of the general public.
<p>5. Adherence to Corporate Branding <i>Where not granting a Sign Variance results in a conflict in corporate branding requirements such as updated/new logos or trademarks.</i></p>	These signs are in keeping with the corporate signage for LCBO stores. Not granting the variance will result in a conflict in the corporate look of the store.
<p>6. Impact on safety, traffic and accessibility <i>The proposed Sign Variance, if granted, will not increase fire or traffic hazard or otherwise endanger public safety or negatively impact accessibility.</i></p>	The signs will not increase fire or traffic hazards or otherwise endanger the public safety. The building is set back from the road and is contained within the development property.
<p>7. Result in greater convenience to the public <i>Granting of the variance will result in greater convenience to the public in identifying the business location for which a sign variance is sought.</i></p>	Granting this variance will result in the public being more aware of this new store and will make it easier for the general public to identify the store both from the looks of the building and the illuminated signage.

April 7, 2015

- 5 -

Report No. BBS15-005

2 Variances requested:

1. Variance requested to permit four additional signs on the west elevation and two additional signs on the east elevation whereas Sign By-law No. 4898-07.P restricts these elevations to one sign.
2. Variance requested to permit the signs to be internally illuminated in lieu of the external illumination permitted by Sign By-law No. 4898-07.P

LINK TO STRATEGIC PLAN

Approving the requested variance to Sign By-law No. 4898-07.P supports the Strategic Plan goal of **Enabling a Diverse, Creative and Resilient Economy** through its accomplishment in satisfying requirements of the objective **supporting small business and encouraging a more sustainable business environment.**

FINANCIAL IMPLICATIONS

Nil.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council could deny the requested variances and impose the provisions of the Sign By-law. This would prevent the installation of the additional signs. This would not permit the signs to adhere to their new corporate standards. It should also be noted that internally illuminated awnings without signage is permitted.
2. Council could approve the additional signs and deny the internal illumination. This would permit the signs but require the applicant to provide external illumination if the applicant wants to illuminate the signs. This would not permit the signs to adhere to their corporate standards. This would potentially negatively impact accessibility of the walkways.

CONCLUSIONS

Staff determined that the variance being sought is in keeping with the general intent of the By-law. For reasons outlined in this report staff is recommending that Council approve the requested variances to allow the additional signs to be installed and to permit the signs to be internally illuminated.

April 7, 2015

- 6 -

Report No. BBS15-005

ATTACHMENTS

Attachment No. 1 -- Site Plan
Attachment No. 2 -- West Elevation and North Elevation
Attachment No. 3 -- East Elevation and South Elevation

PRE-SUBMISSION REVIEW

Executive Leadership Team – March 25, 2015

*Prepared by: Dale Robson
Manager of Code Review and Inspections – Ext. 4319*



Techa van Leeuwen
Director of Building and Bylaw Services

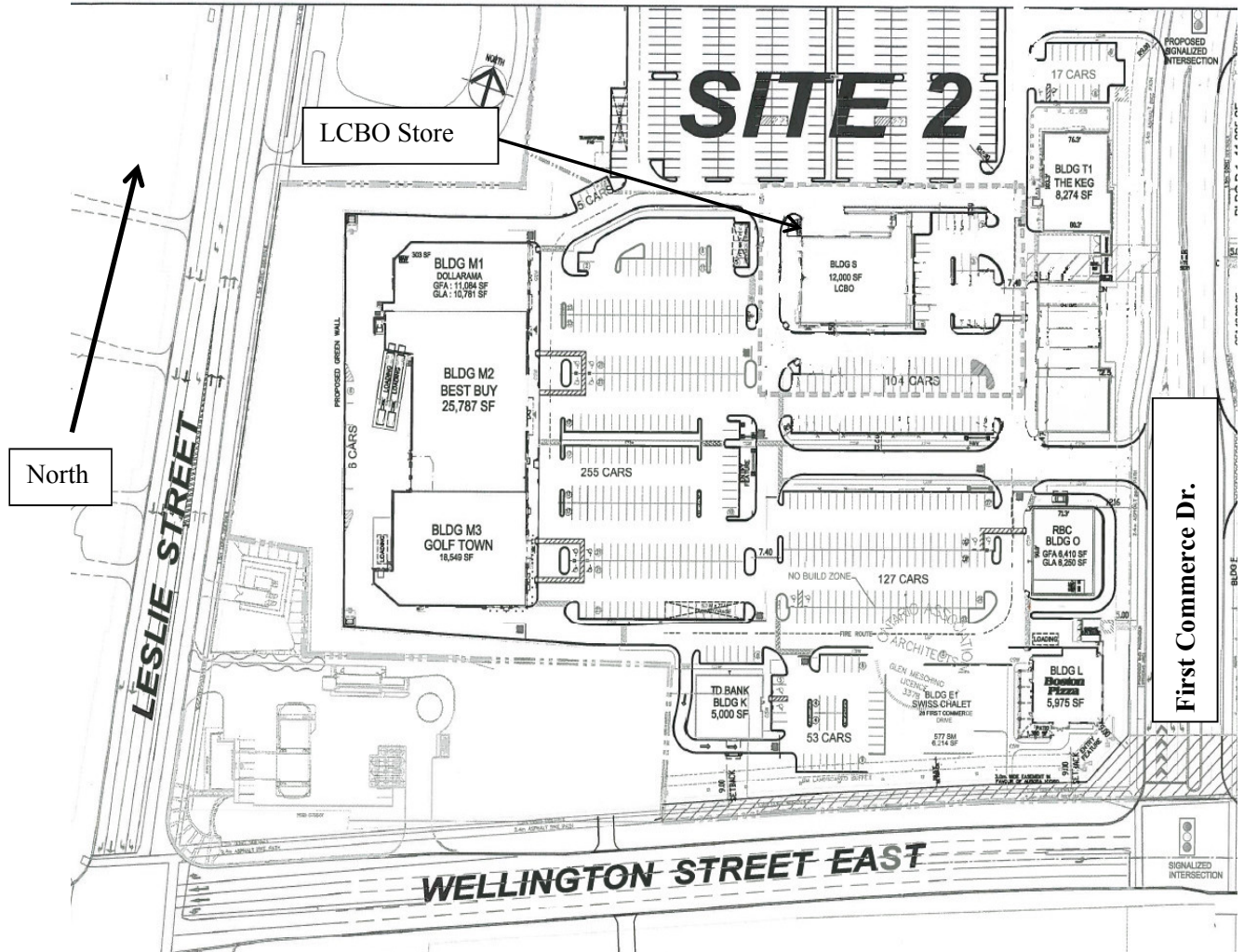


Neil Garbe
Chief Administrative Officer

April 7, 2015

- 7 -

Report No. BBS15-005



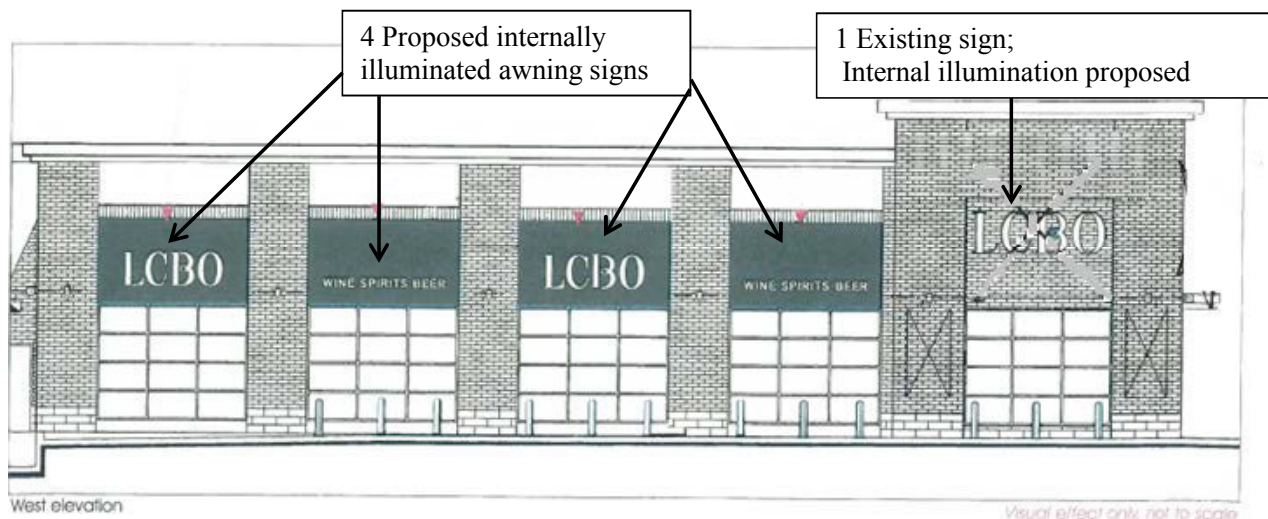
Site plan

Attachment No. 1

April 7, 2015

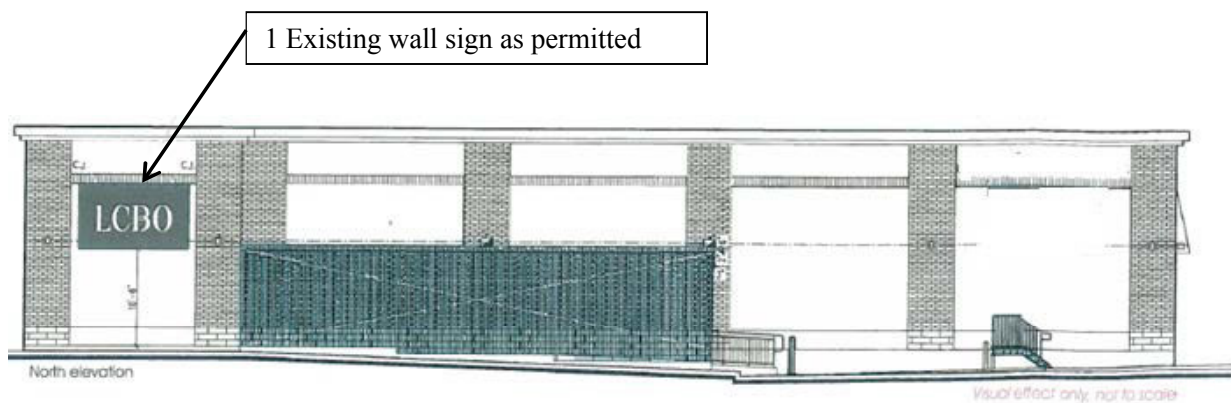
- 8 -

Report No. BBS15-005



West Elevation

Showing the 4 proposed internally illuminated awning signs requiring variances for the number of signs on this elevation and internal illumination; also showing the existing wall sign requiring a variance to permit internal illumination.



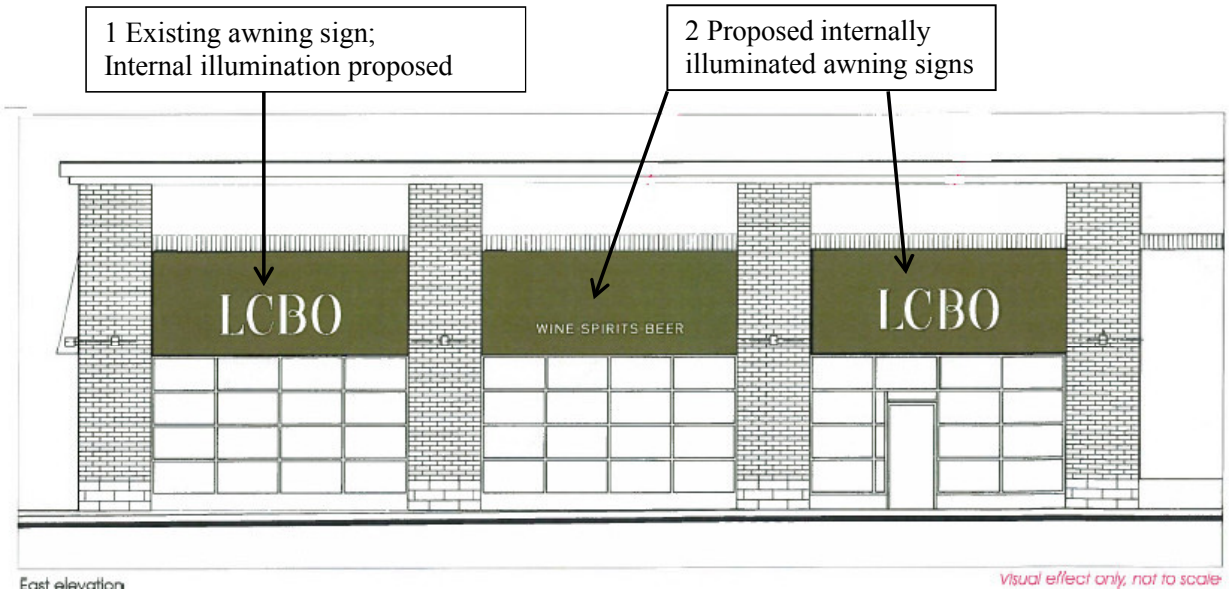
North Elevation

Showing 1 existing wall sign as permitted

April 7, 2015

- 9 -

Report No. BBS15-005



East Elevation

Showing the existing awning sign requiring a variance for internal illumination; and the 2 proposed internally illuminated awning signs requiring variances for the number of signs and the internal illumination.



South Elevation

Showing existing signs as permitted

Attachment No. 3



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-025**

SUBJECT: *Award of Tender IES2015-02 – For the reconstruction of Elderberry Trail, Springmaple Chase and Houdini Way*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. IES15-025 be received; and

THAT Tender IES2015-02 – For the reconstruction of Elderberry Trail, from Yonge Street to 516m west of Springmaple Chase, Springmaple Chase and Houdini Way be awarded to C. Valley Paving Ltd. in the amount of \$1,103,362.50, excluding taxes; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

PURPOSE OF THE REPORT

To receive Council's authorization to award Tender IES2015-02 to C. Valley Paving Ltd.

BACKGROUND

The reconstruction of Elderberry Trail, from Yonge Street to 516m west of Springmaple Chase, Springmaple Chase and Houdini Way are included in the Town of Aurora 10-Year Capital Reconstruction program for 2014 with design work having been completed in 2014.

This project has been presented to the community through a public open house and design modifications have been considered where possible to accommodate any comments received through the consultation process.

The capital funding for this project has been approved by Council for delivery in 2015 and this report provides the details of the tendering results and recommendation to proceed to construction.

April 7, 2015

- 2 -

Report No. IES15-025

COMMENTS

1.0 Project Description

All three streets in this project have a rural cross-section that includes gravel shoulders and ditches. The road reconstruction on Elderberry Trail will include a 7.2 m paved road, with 1.2 m of this width reserved for pedestrian use and delineated with a white line separating the pedestrian portion from the traffic portion.

The road reconstruction on Springmaple Chase and Houdini Way will include a 6.0 m paved road, with 0.6 m gravel shoulders on both sides.

The project includes pulverizing the existing asphalt, blending the pulverized material with the existing granular base, placing additional granular base and paving 75 mm of base asphalt and 50mm of surface asphalt.

2.0 Tender Opening

A total of 65 companies picked up the tender documents, and on March 5, 2015 the Tender Opening Committee received 5 compliant bids. The lowest compliant bidder for this tender was C. Valley Paving Ltd. as summarized in Table 1.

Table 1

	FIRM NAME	TOTAL BID (excluding taxes)
1	C. Valley Paving Limited	\$1,103,362.50*
2	IPAC Paving Limited	\$1,372,995.00*
3	Blackstone Paving & Construction Limited	\$1,657,659.00*
4	Melrose Paving Co. Ltd.	\$2,019,922.45*
5	614128 Ontario Ltd./ o/a Trisan Construction	\$2,697,557.00

* Corrected total due to math error(s) in Tender

Verification of the tenders was undertaken by Town staff. C. Valley Paving Ltd. has successfully completed similar projects including the reconstruction of Hawthorne Lane, the reconstruction of Nisbet Drive and Sandusky Crescent and the road rehabilitation and street lighting improvements on Hunters Glen Road and Fox Point and road rehabilitation on Hilldale Road, Hillside Drive and Kenlea Court.

3.0 Project Schedule

The Contract is expected to commence in May 2015.

April 7, 2015

- 3 -

Report No. IES15-025

LINK TO STRATEGIC PLAN

This project supports the **Strategic Plan Goal of Supporting an Exceptional Quality of Life** for all by investing in sustainable infrastructure. This ensures road safety is provided to meet the needs and expectations of our community.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

Council may choose to not award this project. The Tender evaluation process meets all requirements of the purchasing by-law and awarding this contract is the next step in fulfilling the requirements of the tendering process. If Council chooses to not award this contract, there will continue to be significant maintenance costs to provide safe vehicular access.

FINANCIAL IMPLICATIONS

Table 2 is a financial summary for Capital Project 31079 as based on the tender submitted by C. Valley Paving Ltd.

Table 2

Approved Budget	
Capital Project 31079	\$1,700,000.00
Total Approved Budget	\$1,700,000.00
Less previous commitments	\$0.00
Funding available for subject Contract	\$1,700,000.00
Contract Award excluding HST	\$1,103,362.50
Non-refundable taxes (1.76%)	\$19,419.18
Geotechnical Inspection (Under Separate P.O.)	\$7,000.00
Arborist Inspection (Under Separate P.O.)	\$5,000.00
Sub-Total	\$1,134,781.68
Contingency amount (10%)	\$113,478.17
Total Funding Required	\$1,248,259.85
Budget Variance	\$451,740.15

A cost savings was anticipated from tendering the project in February. Tenders issued early in the year typically generate aggressive bidding as evidenced from the two lowest bidders in Table 1.

April 7, 2015

- 4 -

Report No. IES15-025

CONCLUSIONS

The tender review has complied with the Procurement By-law requirements and it is recommended that Tender IES2015-02 – For the reconstruction of Elderberry Trail, from Yonge Street to 516m west of Springmaple Chase, Springmaple Chase and Houdini Way be awarded to C. Valley Paving Ltd. in the amount of \$1,103,362.50, excluding taxes.

PREVIOUS REPORTS

None

ATTACHMENTS

- Appendix 'A' – Key plan showing location of proposed road reconstruction.

PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of March 25, 2015

Prepared by: Steve Wilson, Coordinator Project Delivery - Ext. 4377

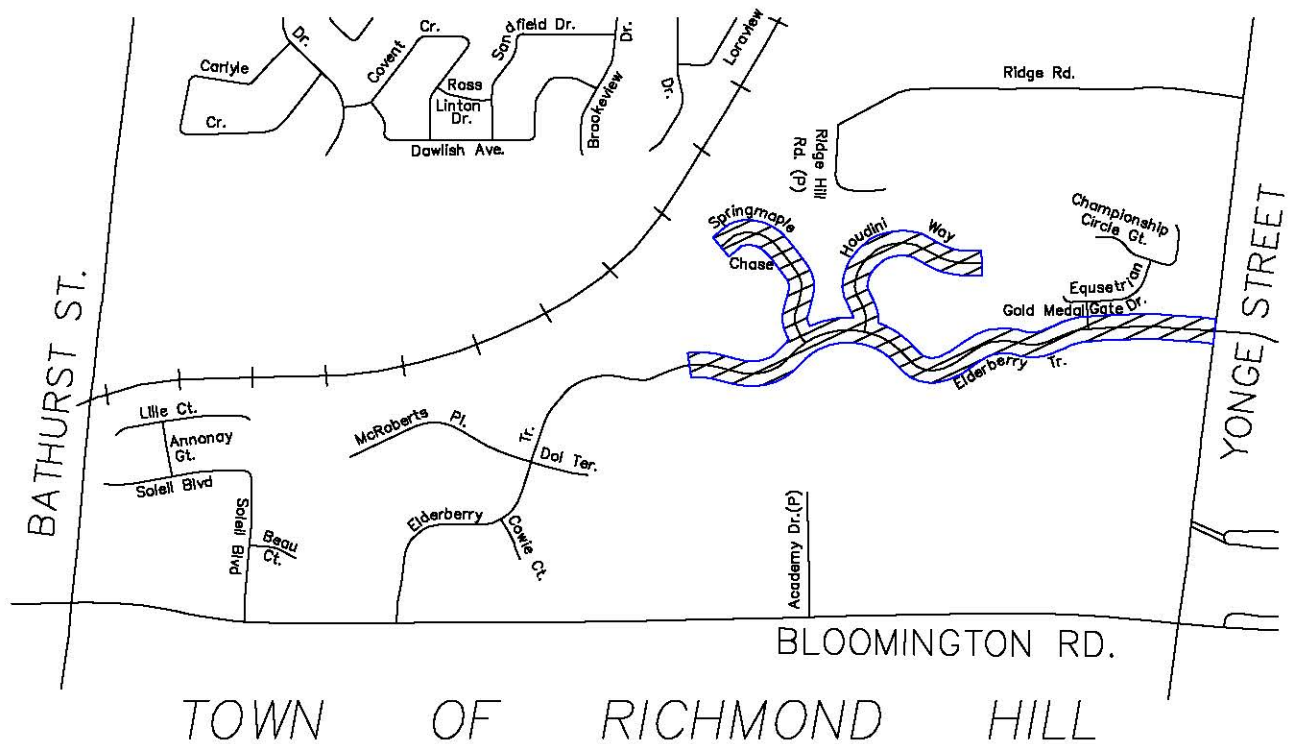


***Ilmar Simanovskis
Director, Infrastructure &
Environmental Services***



***Neil Garbe
Chief Administrative Officer***

Appendix "A"



 SITE

KEY PLAN SHOWING LOCATION OF PROPOSED ROAD RECONSTRUCTION



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-026**

SUBJECT: *Award of Tender IES2015-03 – For the reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. IES15-026 be received; and

THAT Tender IES2015-03 – For the reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent be awarded to C. Valley Paving Ltd. in the amount of \$1,381,353.70, excluding taxes; and

THAT the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

PURPOSE OF THE REPORT

To receive Council's authorization to award Tender IES2015-03 to C. Valley Paving Ltd.

BACKGROUND

The reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent are included in the Town of Aurora 10-Year Capital Reconstruction program for 2015 with design work having been completed in 2014.

This project has been presented to the community through a public open house and design modifications have been considered where possible to accommodate any comments received through the consultation process.

The capital funding for this project has been approved by Council for delivery in 2015 and this report provides the details of the tendering results and recommendation to proceed to construction.

COMMENTS

1.0 Project Description

All four streets in this project have a rural cross-section that includes gravel shoulders and ditches. The road reconstruction on Steeplechase Avenue will include a 7.2 m paved road, with 1.2 m of this width reserved for pedestrian use and delineated with a white line separating the pedestrian area from the travelled lane.

The road reconstruction on Bluegrass Drive and Skyview Lane will include a 6.0 m paved road, with 0.6 m gravel shoulders on both sides.

The road reconstruction on Woodsend Crescent will include a 6.0 m paved road, with 0.3 m gravel shoulders on both sides. The gravel shoulders have been reduced in width due to the steep road grades which have caused shoulder wash-outs in the past.

The project includes pulverizing the existing asphalt, blending the pulverized material with the existing granular base, placing additional granular base and paving 75 mm of base asphalt and 50 mm of surface asphalt.

2.0 Tender Opening

A total of 31 companies picked up the tender documents, and on March 12, 2015 the Tender Opening Committee received 4 compliant bids. The lowest compliant bidder for this tender was C. Valley Paving Ltd. as summarized in Table 1.

Table 1

	FIRM NAME	TOTAL BID (excluding taxes)
1	C. Valley Paving Limited	\$1,381,353.70*
2	IPAC Paving Limited	\$1,539,002.00
3	Wyndale Paving	\$1,602,095.35
4	Blackstone Paving & Construction Limited	\$1,811,506.00*

* Corrected total due to math error(s) in Tender

Verification of the tenders was undertaken by Town staff. C. Valley Paving Ltd. has successfully completed similar projects including the reconstruction of Hawthorne Lane, the reconstruction of Nisbet Drive and Sandusky Crescent and the road rehabilitation and street lighting improvements on Hunters Glen Road and Fox Point and road rehabilitation on Hilldale Road, Hillside Drive and Kenlea Court.

April 7, 2015

- 3 -

Report No. IES15-026

3.0 Project Schedule

The Contract is expected to commence in May 2015.

LINK TO STRATEGIC PLAN

This project supports the **Strategic Plan Goal of Supporting an Exceptional Quality of Life** for all by investing in sustainable infrastructure. This ensures road safety is provided to meet the needs and expectations of our community.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

Council may choose to not award this project. The Tender evaluation process meets all requirements of the purchasing by-law and awarding this contract is the next step in fulfilling the requirements of the tendering process. If Council chooses to not award this contract, there will continue to be significant maintenance costs to provide safe vehicular access.

FINANCIAL IMPLICATIONS

Table 2 is a financial summary for Capital Project 31096 as based on the tender submitted by C. Valley Paving Ltd.

Table 2

Approved Budget	
Capital Project 31096	\$1,800,000.00
Total Approved Budget	\$1,800,000.00
Less previous commitments	\$0.00
Funding available for subject Contract	\$1,800,000.00
Contract Award excluding HST	\$1,381,353.70
Non-refundable taxes (1.76%)	\$24,311.83
Geotechnical Inspection (Under Separate P.O.)	\$7,000.00
Arborist Inspection (Under Separate P.O.)	\$5,000.00
Sub-Total	\$1,417,665.53
Contingency amount (10%)	\$141,766.55
Total Funding Required	\$1,559,432.08
Budget Variance	\$240,567.92

April 7, 2015

- 4 -

Report No. IES15-026

A cost savings was anticipated from tendering the project in February. Tenders issued early in the year typically generate aggressive bidding as evidenced from the two lowest bidders in Table 1.

CONCLUSIONS

The tender review has complied with the Procurement By-law requirements and it is recommended that Tender IES2015-03 – For the reconstruction of Steeplechase Avenue, Bluegrass Drive, Skyview Lane and Woodsend Crescent be awarded to C. Valley Paving Ltd. in the amount of \$1,381,353.70, excluding taxes.

PREVIOUS REPORTS

None

ATTACHMENTS

- Appendix 'A' – Key plan showing location of proposed road reconstruction.


PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of March 25, 2015

Prepared by: Steve Wilson, Coordinator Project Delivery - Ext. 4377

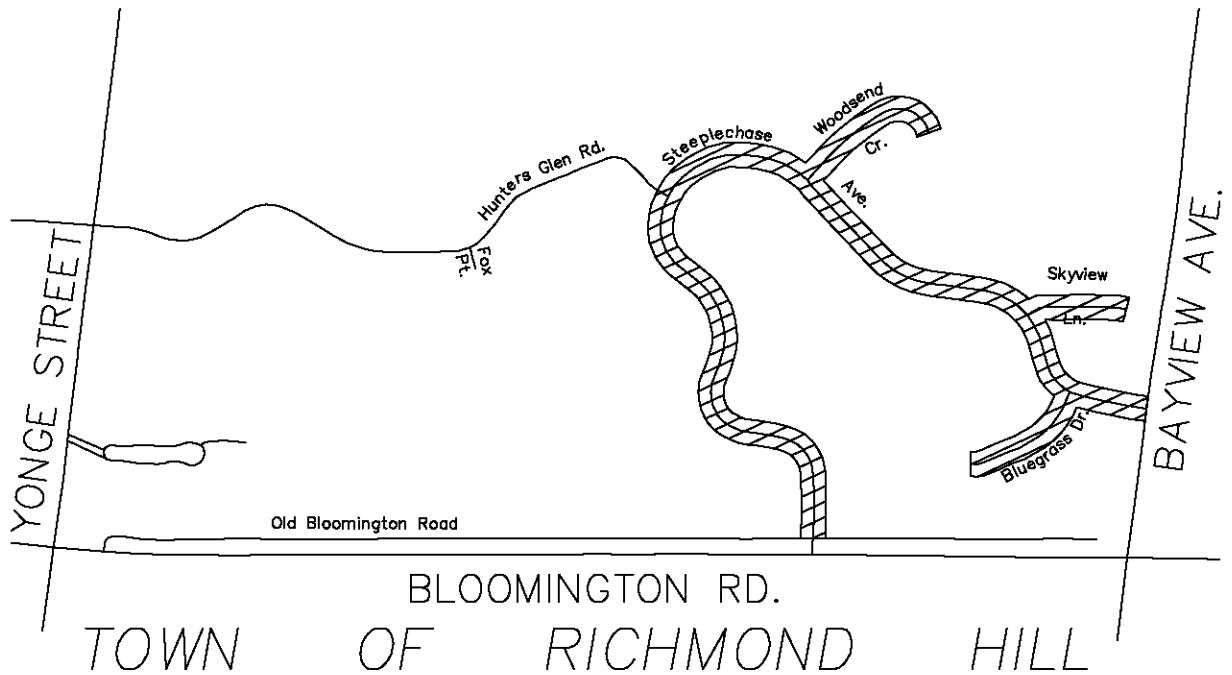


***Ilmar Simanovskis
Director, Infrastructure &
Environmental Services***



***Neil Garbe
Chief Administrative Officer***

Appendix "A"



 SITE

**KEY PLAN SHOWING LOCATION OF
PROPOSED ROAD RECONSTRUCTION**



SUBJECT: *Speed Cushions on Roads Prone to Speeders*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. IES15-027 be received for information.

PURPOSE OF THE REPORT

This report has been prepared to address council motion of December 16, 2014 - "Speed Cushions on Roads Prone to Speeders" and the request for installation of speed cushion at five locations as a pilot project in the Town to alleviate the issue of speeding at these locations and report back to Council with the results of an evaluation.

BACKGROUND

Council, at its meeting of December 16, 2014, adopted the following notice of motion regarding a request for the installation of speed cushions at five locations in the Town to deter motorists from speeding and obeying the posted speed limits:

WHEREAS a number of roads within residential areas in the Town of Aurora have certain criteria in common that put pedestrians at risk with vehicular traffic; and

WHEREAS the overriding concern is the excessive and dangerous speed of some vehicular traffic; and

WHEREAS the York Regional Police do not have adequate resources to patrol all local streets all of the time; and

WHEREAS speed cushions, which are gentler and softer to navigate in all vehicles including buses and fire trucks, but are also highly effective in reducing speed in long, straight roads that are prone to commuters speeding through our neighbourhoods; and

WHEREAS residents have identified a number of roads that have long, straight stretches and high volumes of traffic, such as Laurentide Avenue, Conover Avenue, Mavrillac Boulevard, and Kennedy Street West, that could benefit from such an installation to reduce speeders who disregard posted limits and endanger families.

April 7, 2015

- 2 -

Report No. IES15-027

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to report back to Council on providing for the installation of speed cushions at five (5) locations and to provide a one (1) year follow-up evaluation.

COMMENTS

Fact sheet on the use and effectiveness of speed cushions on reducing speeds and changing drivers' behaviour

A speed cushion is a raised area on road, is similar to speed hump but do not extend the full width of the road, the spacing recommended by the "Canadian Guide to Neighbourhood Traffic Calming" is between 80 and 125 metres, depending on the desired 85th percentile speed between speed cushions. One set of speed cushions would probably be sufficient for a road that is less than 150 metres between intersections.

Speed cushions are used on roadways with a posted speed limit ≤ 50 km/h and constructed two or three across depending on the road width. They have an effect on safety by reducing traffic volumes, speeds and changing drivers' behaviour. Figure 1 shows an example of three layout speed cushions on Mark Street in Aurora.

Figure 1 – Speed Cushions on Mark Street



Advantages and disadvantages of speed Cushions

- Effective in reducing the overall speeds
- More acceptable to public agencies / emergency service agencies, as they can slow normal size vehicles, but allows larger emergency vehicles to pass, without significant speed reduction.
- Increase and improve road safety for both motorists and pedestrians.

April 7, 2015

- 3 -

Report No. IES15-027

- May impact bicycles and motorcycles, where there is a risk of passing in the middle of the road.
- May impact snow clearance operation if poorly designed.
- May impact traffic patterns and diversion.
- May create noise due to extra breaking, decelerating and accelerating by motorists.
- Discomfort to local residents who must travel over them every day.
- Average installation cost could be up to \$5,000 per set of speed cushions

The main advantage of using speed cushions over other types of traffic calming measures such as speed humps as they can be easily negotiated by larger vehicles with a wide wheel base, such as School and Transit buses and emergency services vehicles (Ambulance and Fire), so they may pass through the speed cushions at a normal speed as opposed to typical speed hump with minimal disruption and delay. Smaller vehicles on the other hand have no choice but to drive on at least one speed cushion.

Speed cushions will require traffic signs and pavement markings to alert motorists and enhance their visibility

Warning advisory speed tab signs, speed hump signs and pavement markings are necessary and have to be installed in conjunction with speed cushions to alert drivers of their presence and make them visible during the winter. Figure 2 shows the “Ministry of Transportation” standard signage and pavement markings for speed cushions.

Figure 2 – Traffic Signs and Pavement Markings for Speed Cushions

SPEED HUMP Sign



Wa-74 45 cm x 45 cm

SPEED HUMP Tab Sign



Wa-74t 22.5 cm x 45 cm

ADVISORY SPEED Tab Sign



Wa-7t 45 cm x 45 cm



The Town of Aurora has a traffic Calming Policy that need to be followed when addressing traffic calming measures installation requests, which outlines the necessary warrants and guidelines

The definition used by the Transportation Association of Canada for traffic calming measure is that: *“Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour and improve conditions for non-motorized street users”* – Therefore the Town adopted Policy #62 – “Traffic Calming Policy” (the Policy) which outlines the necessary warrants and guidelines when considering the implementation of traffic calming measures on Town’s roadways. Traffic calming measures aim primarily to reduce the speed of motorists and traffic volumes which consequently increases safety and quality of life for residents.

In summary, the Policy requires that the following warrants must be met prior to the installation of any type of traffic calming measures:

Warrant #1: includes residents’ petition and impact on adjacent streets

Petition: a petition needs to be submitted and signed by at least 70% of household on the street requesting implementation of traffic calming measures.

Impact to adjacent streets: should the Department anticipate the proposed traffic

April 7, 2015

- 5 -

Report No. IES15-027

calming measures will have significant impact on traffic patterns and diverting traffic to adjacent streets as result of the traffic calming measures, then the area has to be modified accordingly.

Warrant #2: requires consultation with relevant stakeholders and measure the impact to their services and available pedestrian connectivity

This warrant consists of safety and infrastructure requirements, where police and emergency services, school boards and public transit services comments will be required. In addition, staff will review the area to ensure that pedestrian connectivity (i.e. sidewalks) is available as well as road grades have to be within certain thresholds.

Warrant #3: considers the traffic volumes and operating speed requirements of the study area

This warrant will look onto the technical requirements of the street: posted speed limit, traffic volumes, vehicle operating speed, location and street length.

Progress reports will be required to be presented to Council for their information and direction during the course of the traffic calming measures installation study.

Staff outlined a work plan for the installation of speed cushion pilot project to address Council motion as well as the traffic calming policy requirements

To address Council's motion of the installation of speed cushions on five roads in the Town; staff have outlined the following plan that will be carried out by staff:

- May/June 2015 – staff will conduct traffic volume and speed studies for 20 locations throughout the Town – selection of locations will be based on Council recommendation, staff experience and residents' complaints. The selected locations will be discussed with the Operations Division for their information and feedback.
- June 2015 - select five worst locations – where the traffic volumes and speed warrants are met according to the Policy (*Warrant # 3*).
- July 2015 - consult with emergency services; York Regional Police, York Fire Services, York Region Transit and School Boards and request their comments on the selected locations (*Warrant #2*).
- August 2015 - advertise in local newspapers (the Auroran and Aurora Banner) for general public information and awareness of the project (*Warrants #1 and #2*).

April 7, 2015

- 6 -

Report No. IES15-027

- September 2015 - design as per the Transportation Association of Canada “Neighbourhood Traffic Calming” guidelines to be completed for the selected locations.
- September 2015 - public information centre to be held for Town residents for their information and comments (*Warrants #1 and #2*).
- October/November 2015 Tendering and Installation of speed cushions
- November 2016 - traffic volumes and speed studies will be carried out to measure the effectiveness of the speed cushions at these five locations
- Early 2017 - report back to Council with findings of the study.

Consideration may be given for the use of rubberized vs other types of speed cushions on Town roads for the pilot project

Permanent speed cushions are generally made of asphalt or concrete and they are built to stay. However, rubberized speed cushions can be temporary and removed during the winter months if required for snow clearance operations. Though, this could create storage, time and resource concerns.

The key advantage of using rubberized speed cushions is to evaluate the operation and effectiveness of their installation at some locations prior to permanent commitment to the asphalt or concrete type speed cushions. Rubberized speed cushions can be installed quickly as they don't require excavation and might be a safe option as they can be removed if there is concern from area residents. The drawbacks of rubber speed cushions are, they can cause significant damage to the asphalt as new bolt holes need to be drilled every time they are removed and reinstalled, installation and removal is costly, and they are prone to vandalism

As part of a pilot project, consideration may be given to the use of rubberized speed cushions.

LINK TO STRATEGIC PLAN

Strategic Plan Goal of Supporting an Exceptional Quality of Life for All

Objective 1: Improve transportation, mobility and connectivity

Examine traffic patterns and identify potential solutions to improve movement and safety for motorists and pedestrians.

April 7, 2015

- 7 -

Report No. IES15-027

ALTERNATIVE(S) TO THE RECOMMENDATIONS

Council may choose to

1. Not move forward with the pilot project.
2. Proceed with only investigating the locations identified by the Council resolution.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. However, should Council recommend moving forward with the pilot project, subject to the number of speed cushions that are going to be installed an estimated budget of \$75,000 - \$100,000 will be required.

CONCLUSIONS

This report has been prepared to address the Council motion for the installation of speed cushions.

Recommendation to proceed with installation cannot be made by staff unless the Town's Policy warrants are satisfied or as directed by Council. Staff have prepared a work plan that outlines the necessary steps for a pilot project that would be necessary to fulfil the investigation requirements of the Policy.

PREVIOUS REPORTS

None

ATTACHMENTS

None

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting of March 25, 2015

Prepared by: Jamal Massadeh, Traffic Transportation Analyst - Ext. 4374



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



Neil Garbe
Chief Administrative Officer



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-028**

SUBJECT: *Assumption of Municipal Services and Amendment to Subdivision Agreement – Whitwell Developments Limited and State Farm Mutual Automobile Insurance Company*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. IES15-028 be received; and

THAT the Town assume ownership, operation and maintenance of the works within the roads, rights-of-way, and other lands dedicated to the Town contained within Plan 65M-3819, being the Whitwell Developments Limited and State Farm Mutual Automobile Insurance Company subdivision as detailed in Report No. IES15-028; and

THAT the necessary by-law be brought forward for enactment to assume for public use the highways within Plan 65M-3819 and to establish as public highway any applicable reserves.

PURPOSE OF THE REPORT

The purpose of this report is to assume the works completed by the developer within any Town owned lands, roads and rights-of-way contained within the identified subdivisions and to assume for public use the related highways.

BACKGROUND

The State Farm and Whitwell Subdivision was completed under the September 28, 2004 Subdivision Agreement between the Town, State Farm, and Whitwell for a business park and commercial/retail development on the northeast corner of Wellington Street East and Leslie Street, and two subsequent subdivision amendments, dated December 14, 2004 and December 16, 2014.

April 7, 2015

- 2 -

Report No. IES15-028

COMMENTS

A Certificate of Acceptance from Infrastructure & Environmental Services will be issued as staff have reviewed all inspection reports for the subject development and are satisfied that the municipal roads and services are in good condition and have been completed in accordance with the terms of the Subdivision Agreement with the exception of a few minor maintenance repairs that cannot be performed during the winter months. As such, the developer agreed to pay \$15,272 cash payment in lieu of repairs and the Town will arrange for the work to be completed when favorable temperatures are available.

All construction lien provisions have been satisfied.

LINK TO STRATEGIC PLAN

This project supports the **Strategic Plan Goal of Supporting an Exceptional Quality of Life for All** by maintaining and expanding infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None.

FINANCIAL IMPLICATIONS

As the Town will, upon issuance of the Certificate of Acceptance – Infrastructure and Environmental Services and adoption of the resolution set out in this Report, be responsible for all future operational and maintenance costs for the municipal services within the specified areas, any remaining securities held in relation to this subdivision will be released, save and except for any required holdbacks pertaining to landscape maintenance periods, if required.

CONCLUSIONS

The works pursuant to the Subdivision Agreement for the Whitwell Developments Limited and State Farm Mutual Automobile Insurance Company development, as indicated on the key map (attached as Attachment #1), being registered Plans 65M-3819, have been completed to the satisfaction of staff and there are no other outstanding issues required to be resolved. Upon Council's approval to assume ownership, operation and maintenance of the works and the enactment of the By-law to assume the related highways for public use, all remaining securities will be released, save and except for any required holdbacks pertaining to landscape maintenance periods, if required.

April 7, 2015

- 3 -

Report No. IES15-028

ATTACHMENTS

Appendix A – Key map showing location of services to be accepted.

PREVIOUS REPORTS

N/A

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting of March 12, 2015

Prepared by: Anca Mihail, Manager of Engineering and Capital Delivery - Ext. 4383

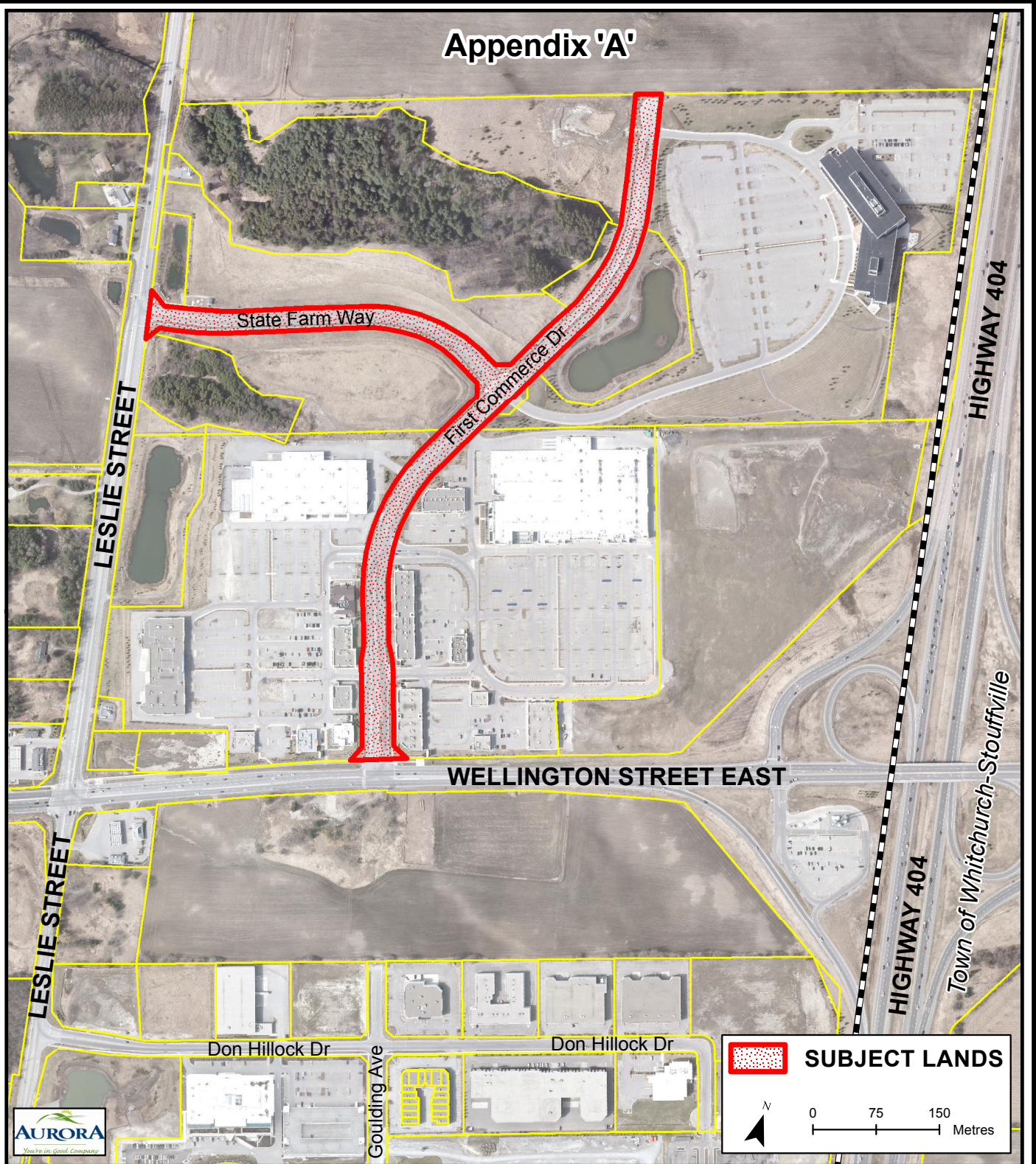


***Ilmar Simanovskis
Director of Infrastructure
& Environmental Services***



***Neil Garbe
Chief Administrative Officer***

Appendix 'A'



**KEY PLAN
LOCATION OF SERVICES TO BE ACCEPTED**

INFRASTRUCTURE AND ENVIRONMENTAL SERVICES DEPARTMENT

IES15-028

Map created by the Town of Aurora Infrastructure & Environmental Services Department, March 10th, 2015. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



TOWN OF AURORA
GENERAL COMMITTEE REPORT

No. CFS15-006

SUBJECT: *Creation of Three Additional Reserve Fund Accounts*
FROM: *Dan Elliott, Director, Corporate & Financial Services - Treasurer*
DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. CFS15-006 be received; and

THAT By-law Number 5689-15, a by-law to amend the Reserve Fund By-law Number 5553-13 to add the Ontario Community Infrastructure Funding reserve fund, the Recreation Sponsorship reserve fund, and the John West Memorial Scholarship reserve fund, be presented to Council at a future meeting for adoption.

PURPOSE OF THE REPORT

This report and recommendations are essentially administrative housekeeping matters.

For administrative and compliance purposes, staff require the creation of three additional reserve funds for the Town. All reserve funds are defined by bylaw for accountability and transparency purposes.

BACKGROUND

OCIF Grant Reserve

The Ontario Community Infrastructure Fund program administered by the province requires segregation of such funds by recipients in a special reserve fund until expended on a qualified project.

Recreation Sponsorship Reserve

To administer the recently approved Recreation Sponsorship program requires a separate reserve fund to hold such sponsorship funds received until disbursed through the intended purposes by the Parks & Recreation Department.

John West Memorial Scholarship Reserve

To properly segregate the John West Memorial Scholarship funding recently received from the estate of John West, as reported in staff report PRS15-009, a separate reserve fund should be established to hold funding as intended for the next fifteen years.

April 7, 2015

- 2 -

Report No. CFS15-006

All existing reserve funds are set out by bylaw, using separate schedules for each, to enable clarity for Council, staff and the public as to the purpose, sources of funding and intended uses for each. The necessary draft schedules for the three new proposed reserve funds are set out as Attachment 1, 2 and 3 to this report. These three schedules must be appended to the existing bylaw for completeness.

LINK TO STRATEGIC PLAN

Outlining and understanding the Town's purposes and uses of its financial contribute to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. May provide alternative directions with respect to the proposed reserve fund accounts.
2. May provide direction with alternative proposed wording for the draft bylaw schedules defining the proposed reserve funds.

FINANCIAL IMPLICATIONS

There are no direct financial implications of creating the proposed reserve fund accounts. No balances are being proposed for transfer at this time.

CONCLUSIONS

This housekeeping report is to formally establish by bylaw three new reserve fund accounts which are required; one for provincial compliance, one for administrative purposes to track and retain sponsorship funding received, and one to retain and track funding received for the John West Memorial, Leaders of Tomorrow Scholarship Award program.

PREVIOUS REPORTS

None

April 7, 2015

- 3 -

Report No. CFS15-006

ATTACHMENTS

- Attachment #1 – Proposed reserve fund bylaw schedule: Ontario Community Infrastructure Fund reserve fund
- Attachment #2 – Proposed reserve fund bylaw schedule: Recreation Sponsorships reserve fund.
- Attachment #3 – Proposed reserve fund bylaw schedule: John West Memorial Scholarship reserve fund.

PRE-SUBMISSION REVIEW

Executive Leadership Team - Thursday, March 26 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**

CFS15-006 Attachment #1

By-law 5553-13

Schedule:	RR13
Reserve Fund Category:	Infrastructure Sustainability/Repair and Replacement
Reserve Fund Name:	Ontario Community Infrastructure Fund (OCIF)

The Ontario Community Infrastructure Fund (OCIF) Repair and Replacement Reserve Fund (the "Fund") is hereby established to receive and hold all funds received from the Province of Ontario under their OCIF Program. Due to their nature, funds must be budgeted and recorded as a revenue in the annual Operating Budget, together with a matching contribution to this reserve.

Balances in the Fund will be planned for specific projects, compliant to the conditions of the OCIF program and the Contribution Agreement executed by the Town with the Province. Such funding allocations are to be recommended to or by Council during the annual budget process, or other times throughout the year.

The conditions of the OCIF program require that funds must be allocated to specific qualifying capital projects during the year in which funding is received by the municipality. Completion of the project by year end is not required. Accordingly, year end balances of this account are expected to be \$NIL.

Funds in this reserve must be used only for capital projects which qualify under the provincial funding program which may change from time to time. Council may not reallocate these funds for any non-qualifying purposes.

The Fund is to be established with a \$NIL balance.

This Reserve Fund schedule has been appended to existing By-law 5553-13 by amending By-law 5689-15, adopted by Council April 14, 2015

CFS15-006 Attachment #2

By-law 5553-13

Schedule:	SP8
Reserve Fund Category:	Special Purposes
Reserve Fund Name:	Recreation Sponsorships

The Recreation Sponsorships Reserve fund (the "Fund") is hereby established to receive and hold recreation sponsorship funds received from donors until allocated under the specific program administered by the Parks & Recreation Department.

Balances in the Fund will be planned for specific capital projects or operating initiatives to be recommended to or by Council during the annual budget process, or other times throughout the year in support of the purposes and intents of the on-going Sponsorships Program of the Town.

Due to the nature of this fund, there is no specific target balance identified.

As the funds in this reserve have been donated to the Town for specific purposes as set out in the Program, Council does not have the liberty to reallocate these amounts for any purpose other than those directly in support of the Program and purpose for which they were given.

The Fund is to be established with a \$NIL balance.

This Reserve Fund schedule has been appended to existing By-law 5553-13 by amending By-law 5689-15, adopted by Council April 14, 2015

CFS15-006 Attachment #3

By-law 5553-13

Schedule:	SP9
Reserve Fund Category:	Special Purposes
Reserve Fund Name:	John West Memorial Scholarship Award

The John West Memorial Scholarship Award fund (the "Fund") is hereby established to receive and hold one-time funding received from the estate of former mayor John West, in support of the John West Memorial, Leaders of Tomorrow Scholarship Award program. Funds will be held until allocated under the specific program administered by the Parks & Recreation Department as established by staff report PR15-009 adopted by Council March 31, 2015.

Balances in the Fund will be planned for the annual scholarships of the program during the annual budget process, or other times throughout the year in support of the purposes and intents of the Program.

Due to the nature of this fund, there is no specific target balance identified.

As the funds in this reserve have been donated to the Town for specific purposes as set out in the Program, Council does not have the liberty to reallocate these amounts for any purpose other than those directly in support of the Program and purpose for which they were given.

The Fund is to be established with a \$NIL balance, with the donation transferred to it upon receipt.

This Reserve Fund schedule has been appended to existing By-law 5553-13 by amending By-law 5689-15, adopted by Council April 14, 2015



**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. CFS15-015

SUBJECT: *Confirmation of One-Third Tax-Free Council Compensation*
FROM: *Dan Elliott, Director, Corporate & Financial Services - Treasurer*
DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. CFS15-015 be received; and

THAT By-law Number 5253-10 (Attachment #1) be deemed to have been reviewed and confirmed to continue the one-third tax-free “deemed expenses” portion of the remuneration of members of Council.

PURPOSE OF THE REPORT

To fulfil a statutory requirement of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended (the “Act”). This report is to review a single element of the compensation of the members of Council, and is not intended to be a comprehensive review of total compensation of Council and its appropriateness.

BACKGROUND

Council currently receives one-third of its salary as “deemed expenses” which is then tax free under provisions of the Municipal Act and the Income Tax Act as provided for in By-law 5253-10 (Attachment #1). To continue such arrangement, Council must review this bylaw at least once each term. Should the one-third status be discontinued, it cannot be restored in the future, as this option has now been removed by changes to the Municipal Act. Any existing arrangements are grandfathered under the new provisions, but must be confirmed at least once each term by resolution.

COMMENTS

During the last term of Council, a Council Compensation Ad Hoc Committee was appointed to review comprehensively the compensation of Council. In the final report of the Committee to Council, the following sections related to the one-third tax-free portion of Council compensation were included:

The Committee believes in the principles of transparency and accountability, particularly when it comes to compensation of elected members. Ideally,

April 7, 2015

- 2 -

Report No. CFS15-015

*compensation of Council should be readily understood by the public. The one-third tax free status may be seen to lack transparency, making comparisons difficult. To remove the one-third tax free status and gross up the base salaries to result in a similar net-pay for the recipients would cost the corporation approximately \$70,000 per year. In these times of fiscal restraint, the Committee cannot support such a change. **The Committee recommends Council review By-law 5253-10 and resolve to continue the one-third tax free status.***

LINK TO STRATEGIC PLAN

None: Reviewing the one-third tax-free status of Council compensation fulfils a statutory requirement of the Act.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

May determine to end the one-third tax-free compensation status by repealing By-law 5253-10. Under the Act, such action would not take effect until commencement of the year following the year in which such repeal was approved. During the interim period, staff could report on options and financial implications of revised compensation levels for members of Council.

Once repealed, the one-third tax-free status cannot be reinstated, as this option of compensation has been removed from the Act. Any arrangements in existence at the time of removal from the Act (such as Aurora's) have been grandfathered in the Act to continue indefinitely subject to review each term of Council.

FINANCIAL IMPLICATIONS

The current budgets of the Town set financial provisions to pay the current compensation of Council using the one-third tax free status. Should the bylaw be repealed, effective January 1, 2016, staff currently estimate that grossing up the current compensation levels to allow for a similar net-pay for the recipients would cost the corporation approximately \$76,000 additional for the 2016 tax year.

CONCLUSIONS

Council has an existing one-third tax-free compensation arrangement which is no longer available under the Act, however has been grandfathered subject to a review and confirmation once each term of Council. Failure to review and confirm such arrangements will result in the loss of such status, likely resulting in increased financial

April 7, 2015

- 3 -

Report No. CFS15-015

costs to the corporation. Adoption of the report recommendations will satisfy the review requirements to continue the one-third tax-free status of Council's compensation.

PREVIOUS REPORTS

Last review: Report CCAC12-001 Report of the Council Compensation Ad Hoc Committee, Council, March 26, 2013

ATTACHMENTS

Attachment #1 – By-law 5253-10 re: One-third salary as deemed expenses

PRE-SUBMISSION REVIEW

Executive Leadership Team – Wednesday March 25, 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***

Attachment #1

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 5253-10

BEING A BY-LAW to provide for one-third of the annual remuneration paid to the Mayor and Members of Council to be paid as deemed expenses.

WHEREAS section 283 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act"), authorizes the council of a local municipality to pass by-laws to remunerate and to pay the expenses of members of the council;

AND WHEREAS subsection 283(5) of the *Act* provides for the grandfathering of past resolutions of the council made under subsection 255(2) or (3) of the *Municipal Act*, R.S.O. 1990, c. M.45, as amended (the "old Act"), which provided for one-third of the remuneration paid to the elected members of the council to be deemed as expenses incident to the discharge of their duties as members of the council;

AND WHEREAS the one-third deemed expenses provision of the Council of The Corporation of the Town of Aurora (the "Town") was perpetuated previously by By-law Number 4206-00.C, the Council resolution made on September 24, 2002 under subsection 255(2) of the old *Act*, By-law Number 4459-03.C and by Bylaw Number 4859.06.F, respectively;

AND WHEREAS subsection 283(7) of the *Act* provides that on or after December 1, 2003, a council shall review a by-law under subsection 283(5) of the *Act* at a public meeting at least once during the four-year period corresponding to the term of office of its members after a regular election;

AND WHEREAS Council's resolution of September 24, 2002, made under subsection 255(2) of the old *Act*, has not been repealed and remains in effect;

AND WHEREAS subsection 283(5) of the *Act* provides that any resolution made pursuant to subsection 255(2) of the old *Act*, which is not revoked prior to January 1, 2003, is deemed to be a by-law of the municipality;

AND WHEREAS Council deems it appropriate to formally codify the perpetuation of the one-third deemed expenses resolution in a by-law separate from compensation amounts for periodic review;

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

1. THAT an annual remuneration shall be paid to each Member of Council in respect of their duties in their local elected position, the amount of which is to be determined by separate by-law.
2. THAT one-third of the annual remuneration paid to each Member of Council in respect of their local elected position shall be deemed as expenses incident to the discharge of their duties as Members of the Council.

READ A FIRST AND SECOND TIME THIS 22nd DAY OF JUNE, 2010.

READ A THIRD TIME AND FINALLY PASSED THIS 22nd DAY OF JUNE, 2010.

Approved as to Form
By Legal Services
Signature: Phyllis M. Morris
Date: June 18, 2010

Phyllis M. Morris
PHYLLIS M. MORRIS, MAYOR

John D. Leach
JOHN D. LEACH, TOWN CLERK



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-027**

SUBJECT: *Application for Exemption from Part Lot Control
Mattamy (Aurora) Limited
Blocks 100,102,104,106,109,111 and 112, Plan 65M-4423
File No.: PLC-2015-01*

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

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. PL15-027 be received; and

THAT Council APPROVE the Application for Exemption from Part Lot Control submitted by Mattamy (Aurora) Limited to divide Blocks 100, 102, 104, 106, 109, 111 and 112 on Plan 65M-4423 into 36 separate lots for townhouse units; and

THAT the necessary Part Lot Control Exemption By-law, as referred to in Report No. PL15-027, be enacted at the next available Council meeting.

PURPOSE OF THE REPORT

The purpose of this report is to seek Council's approval of a part lot control exemption by-law applying to Blocks 100, 102, 104, 106, 109, 111 and 112 on Plan 65M-4423.

Part Lot Control Exemption Defined

Section 50 of the *Planning Act* grants municipalities the authority to pass a By-law to exempt lands within a registered plan of subdivision from the Part Lot Control provisions in the Act. This process is used to lift Part Lot Control restrictions from lands within registered plans of subdivision to create parcels for sale and freehold title. It is primarily used for semi-detached and townhouse developments after construction has started to accurately set the boundary lines between the residential units.

BACKGROUND

Location/ Land use

The lands subject to the Part Lot Control application form part of the Aurora Northeast 2C Secondary Plan Development (See Figure 1). The subject lands are located north of

April 7, 2015

- 2 -

Report No. PL15-027

St. John's Sideroad and west of Leslie Street. The surrounding lands uses are as follows:

North: residential lands currently vacant
South: residential lands and St. John Sideroad
East: residential lands; and
West: residential lands.

In total, 36 townhouses units with a total area of 0.68 hectare was draft approved per the Draft Plan of Subdivision, File: SUB-2011-02. The Subdivision Agreement for this development was subsequently executed and the M-Plan was registered on October 2, 2014.

Proposal

The Owner, Mattamy (Aurora) Limited, is currently developing the subject lands identified as Blocks 100, 102, 104, 106, 109, 111 and 112 on Registered Plan 65M-4423 (see Figure 2). The subject blocks comprise a total of 36 street townhouse units fronting onto Payne Crescent and Stocks Lane. The dwellings are currently under construction and nearing completion.

Town of Aurora Official Plan

The subject lands are designated as "Urban Residential 2" by the Town of Aurora Official Plan. The Urban Residential 2 Designation permits a range of residential dwelling units including townhouse dwellings. The subject proposal is consistent with the housing forms on Payne Crescent and Stocks Lane and conforms to the Official Plan.

Zoning By-law

The subject lands are zoned Row Dwelling Residential R6-58, R6-59 and R6-61 Exception Zone within the Town of Aurora By-law 2213-78, as amended. The "R6-58, R6-59 and R6-61" Exception Zone primarily permits residential uses such as townhouse units. The proposed development conforms to the zoning by-law. The existing zoning map is detailed on Figure 1, attached.

COMMENTS

The applicant is requesting an exemption from Part Lot Control (as provided for under Section 50(7) of the *Planning Act*) for Blocks 100, 102, 104, 106, 109, 111 and 112 Plan 65M-4423 as a means of achieving the proposed lot divisions (see Figures 3).

April 7, 2015

- 3 -

Report No. PL15-027

The subject application was circulated to all relevant internal departments and no objections were received. The lots that comprise the subject application comply with the provisions of both the Official Plan and the Zoning By-law and are consistent with the Subdivision Agreement (SUB-2011-02) registered over the subject lands.

LINK TO STRATEGIC PLAN

The subject application supports the Strategic Plan goal of ***supporting an exceptional quality of life for all*** through its accomplishment in satisfying requirements in the following key objective within this goal statement:

Strengthening the fabric of our community: approval of the subject application will assist in **collaborating with the development community to ensure future growth includes housing opportunities for everyone.**

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None.

FINANCIAL IMPLICATIONS

None.

PREVIOUS REPORTS

General Committee Report No. PL13-021, April 16, 2013 – Plan of Subdivision and Zoning Amendment Application.

CONCLUSIONS

The Planning and Development Services department has reviewed the subject Part Lot Control Exemption Application in the context of the Official Plan, the Zoning By-law and Subdivision Agreement respecting the subject lands. Planning and Development Services Staff support the subject Part Lot Control Exemption Application to facilitate the creation of 36 freehold lots for townhouse dwellings and accordingly, recommend that the Part Lot Control By-law be enacted at a future Council meeting.

April 7, 2015

- 4 -

Report No. PL15-027

ATTACHMENTS

Figure 1- Location/Zoning By-law Plan

Figure 2- Registered Plan of Subdivision – 65M-4423

Figure 3- Proposed Lot Division (Reference Plan – 65R-35511)

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting – March 26, 2015

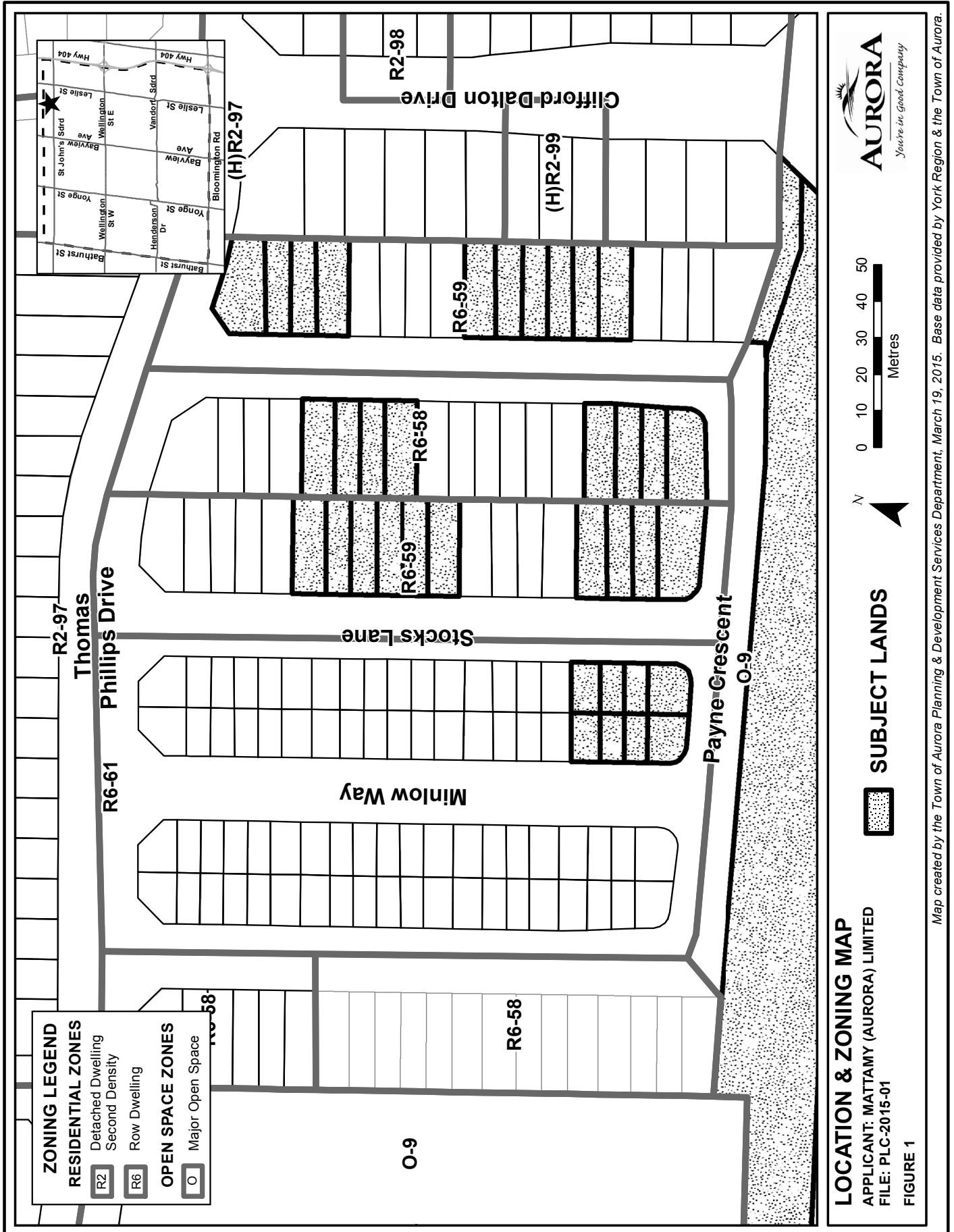
Prepared by: Lawrence Kuk, Planner - Ext. 4343



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



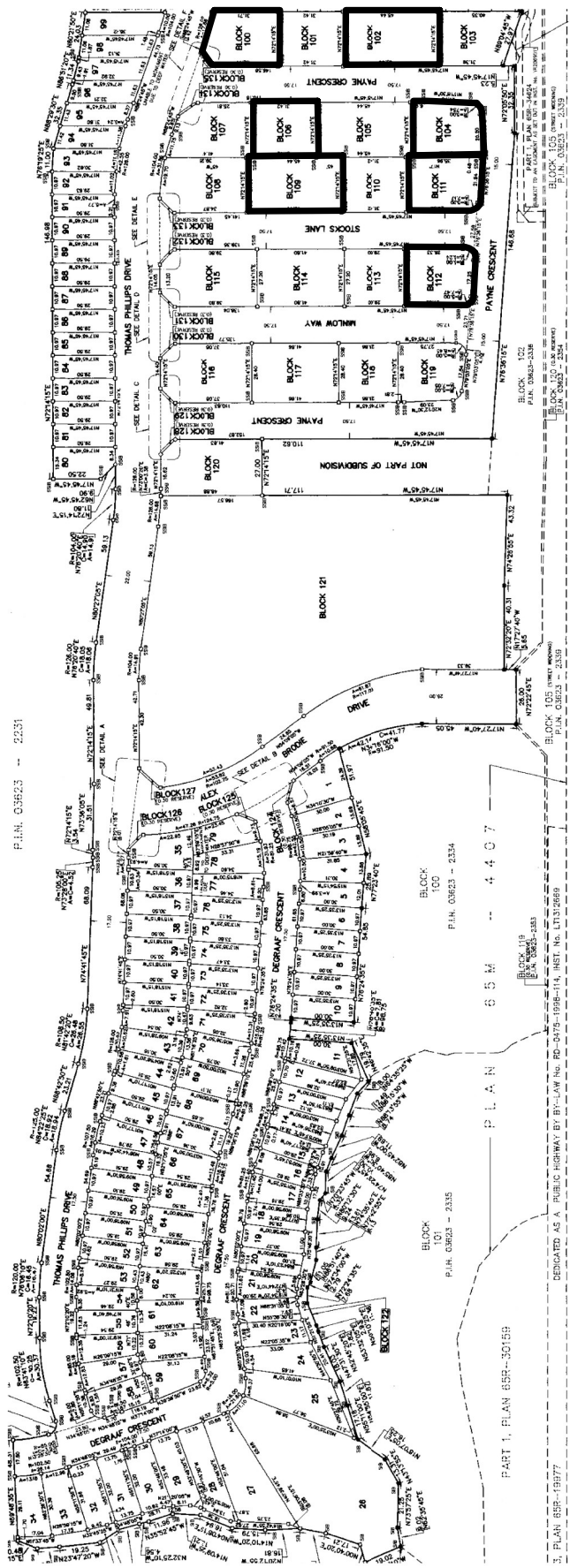
**Neil Garbe
Chief Administrative Officer**



**PLAN OF SUBDIVISION OF
 PART OF LOT 26,
 CONCESSION 2
 (GEOGRAPHIC TOWNSHIP OF WHITCHURCH)
 TOWN OF AURORA
 REGIONAL MUNICIPALITY OF YORK**
 SCALE 1:1000
 RADDY-PENTEK & EDWARD SURVEYING LTD., O.L.S.
 METRIC
 DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES
 AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

PLAN 65M - 4423
 I CERTIFY THAT THIS PLAN IS REGISTERED
 IN THE LAND REGISTRY OFFICE FOR THE
 LAND TITLES DIVISION OF YORK REGION (No.65)
 AT **14:02** O'CLOCK ON THE **7th**
 DAY OF **October**, 2014 AND ENTERED IN
 THE PARCEL REGISTER(S) FOR PROPERTY
 IDENTIFIER **03623-2231** AND THE
 REQUIRED CONSENTS ARE REGISTERED AS
 PLAN DOCUMENT NO. **182196393**

LINDA MOORE
 REPRESENTATIVE FOR LAND REGISTRAR
 THIS PLAN COMPRISES PART OF P.I.N. 03623-2231

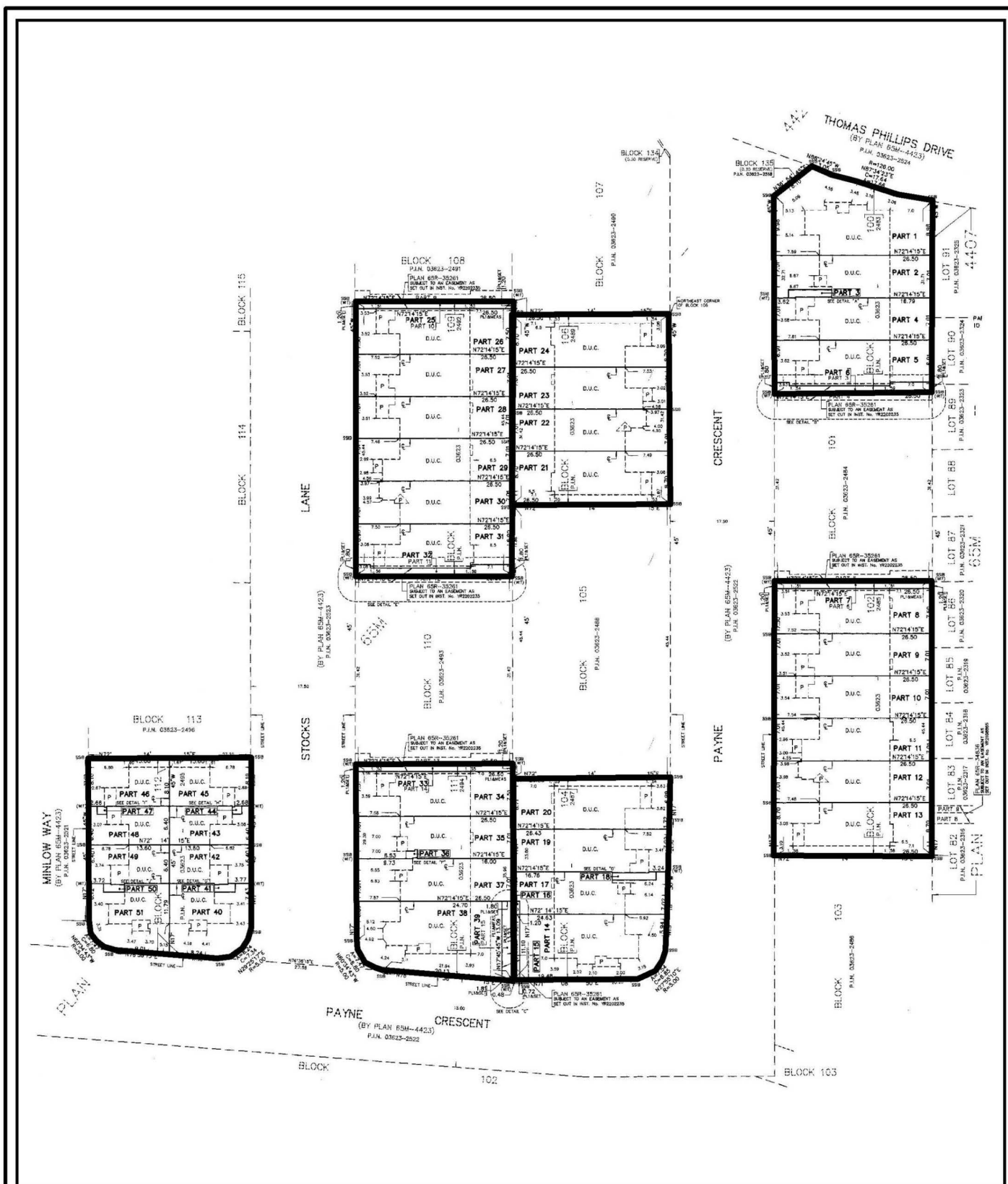


SUBJECT BLOCKS



REGISTERED PLAN 65M-4423
 APPLICANT: MATTAMY (AURORA) LIMITED
 FILE: PLC-2015-01
 FIGURE 2

Map created by the Town of Aurora Planning Department, March 18, 2015. Base data provided by Randy-Pentek & Edward Surveying LTD.



SUBJECT BLOCKS 100, 102, 104, 106, 109, 111 & 112 (REFERENCE PLAN – 65R-35511)

APPLICANT: MATTAMY (AURORA) LIMITED

FILE: PLC-2015-01



SUBJECT BLOCKS

FIGURE 3





**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. CAO15-005

SUBJECT: *Town of Aurora Strategic Plan (2015) Update*

FROM: *Neil Garbe, Chief Administrative Officer
Marco Ramunno, Director of Planning and Development Services*

DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. CAO15-005 be received; and

THAT an update to the Town of Aurora Strategic Plan based on the work plan outlined in this report be authorized; and

THAT staff be directed to prepare and issue a Request for Proposals for consulting services to assist with the Strategic Plan update.

PURPOSE OF THE REPORT

The purpose of the report is to seek Council authorization on terms of a reference and work plan for the proposed Strategic Plan update.

BACKGROUND

First Strategic Plan Approved in 1994

In 1992, the Town of Aurora established a Strategic Plan Steering Committee with the responsibility of developing the Town's first Strategic Plan. The purpose of the Plan was to "guide Aurora's overall growth and direction". The Plan was approved by By-law 3526-94 and adopted by Council in February 1994. Council also approved a process to update the Strategic Plan in 1998, 2006 and 2011.

On March 29, 2011, Council approved a work plan for the update of the Town's Strategic Plan and directed staff to prepare and issue a request for proposal for professional consulting related to the update of the Plan. Subsequently, a Strategic Plan Steering Committee comprised of members of Council and staff was established to guide the development of the Plan. The Plan was development using a sustainability framework and functions as both the Town's Strategic Plan and Sustainability Plan. The Plan was

April 7, 2015

- 2 -

Report No. CAO15-005

approved by Council on June 26, 2012.

In addition to the Town's Strategic Plan, Council has also approved a number of Action Plans and Master Plans that also provide strategic direction. Examples include the Parks and Recreation Master Plan, the Corporate Environmental Action Plan, the Town Official Plan and the Aurora Promenade Study. Moreover, Council, through the annual budget, provide direction on specific operating and capital expenditures. In support of Council's strategic direction, staff have also developed departmental plans and individual performance plans.

COMMENTS

Plan acts as the Town's primary planning document

The Strategic Plan is intended to act as the Town's primary strategic planning document that will set corporate strategic priorities over the short, medium and long term. It guides Council and staff in the development and provision of services to meet the expectations of Aurora residents. It also provides guidance to Council in making decisions and moving ahead to achieve the kind of community our citizens told us they want Aurora to be in 2031.

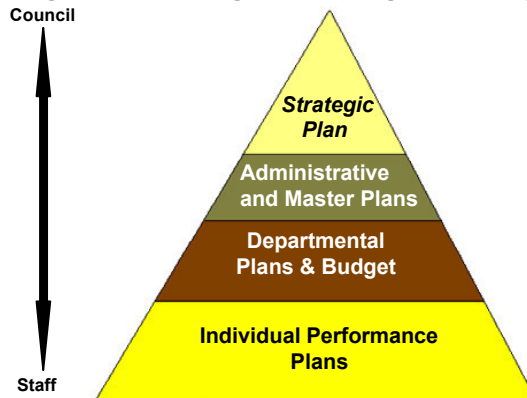
Plan sets vision for the Town of Aurora

In addition to providing strategic direction over the term of Council, the Strategic Plan also sets a long term vision for the Town of Aurora. The Strategic Plan update will allow residents and stakeholders the opportunity to validate the vision for the Town and make adjustments as required. This approach is consistent with the "living plan" approach that was envisioned in 2011.

Plan to be linked to corporate and departmental plans and Budget

The Aurora Strategic Plan will continue to provide direction to corporate plans, departmental plans, business plans, budget and individual performance plans. In order to properly execute the direction of the strategic plan, staff will ensure that all other strategic policy is consistent with the direction of the Strategic Plan. Figure 1, below, further illustrates the Strategic Planning Hierarchy:

Figure 1: Strategic Planning Hierarchy



Source: Town of Aurora, 2015

Plan to be managed by Council appointed committee

Staff are proposing that Council appoint a steering committee chaired by the Mayor to provide direction for the project. The proposed committee structure would include four members of Council including Mayor Dawe. This governance model is similar to previous Strategic Plan updates.

Update to validate current Strategic Plan

Staff are proposing that the 2015 Strategic Plan update be focused on validating and calibrating the current Strategic Plan. This process will utilize the current Strategic Plan Vision, Principles, Goals and Objectives as the basis for consultation activities. The process will also seek feedback on potential action items to advance the Town towards its 2031 vision. This approach was envisioned as part of the 2011 Strategic Plan process to allow for a consistent long term vision for the community.

Plan to be developed based on public consultation

An effective strategic plan accurately reflects that goals of the community and Council. In order to understand these goals, staff are proposing a public consultation process that considers public feedback to validate the vision, goals, objectives and action items within the Plan. Planned consultation activities include stakeholder interviews, a Council workshop, an online survey and two community open houses. These activities will be promoted in print, online and through the use of social media technologies and other tools to engage the local community.

Plan to build on sustainability theme

The 2011 Strategic Plan update included a sustainability theme as the primary framework for the development of the Plan. The Plan was developed within the context of a triple

April 7, 2015

- 4 -

Report No. CAO15-005

bottom line sustainability approach that considers the interconnectedness of: a) the natural environment; b) the economy; and, c) the community. This allows the Strategic Plan to function as the Town's Corporate Sustainability Plan.

Although there are many definitions of sustainability, typically the common theme between them is the implicit need to integrate the competing, but equally important, community, environmental and economic interests. Common sustainability definitions include:

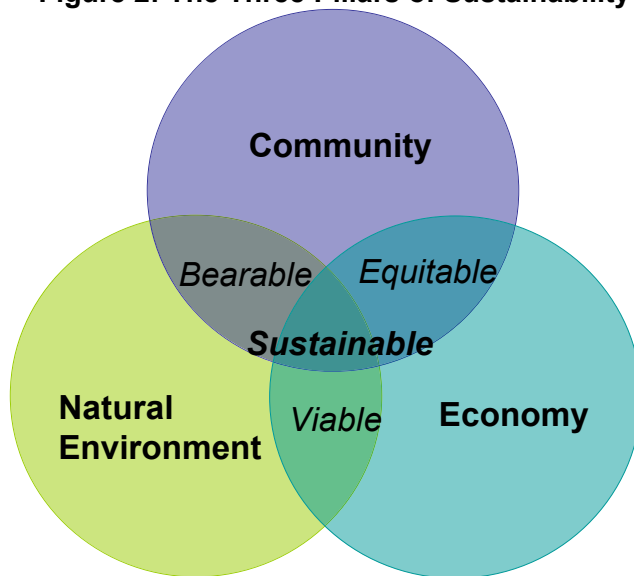
Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Improving the quality of human life while living within the carrying capacity of supporting eco-systems.

Living better, not living without.

Figure 2, below, further illustrates the concept of sustainability. Sustainability requires that decision makers consider the possible impacts of a course of action on the community, the natural environment and the economy (i.e. the three pillars of sustainability). A truly sustainable action positively impacts all three sustainability pillars.

Figure 2: The Three Pillars of Sustainability



The 2015 Strategic Plan update will attempt to further emphasize the sustainability theme as a framework for future decision making.

April 7, 2015

- 5 -

Report No. CAO15-005

Emerging issues and trends to influence the development of the Plan

Trends serve to influence the services required by our residents and stakeholders in the future. In understanding global and local trends, Council can respond effectively to community needs with high-quality programs and services. Staff propose that the following preliminary list of key trends (Table 1) be used to inform the update of the Plan:

Table 1: Summary of Key Trends

Community	Environmental	Growth & Infrastructure	Economic	Good Government
Human Health - 21st Century epidemics	Enhanced Natural Heritage	City Building, Intensification	Responding to a changing Economy	Accessibility & Customer Service
Rapid Population Growth	Climate Change - Adaptation, Mitigation, Resiliency	Reinventing Community Design	Aging of the Labour Force	Accountability - Fiscal and Social
Aging Population	Energy Use, Efficiency, Production, Renewables	Reducing the Demand for Infrastructure	Service Oriented Jobs Outpacing traditional goods producing jobs	Value for dollar
Increased Diversity	Green Buildings, Building Resilience	Infrastructure Efficiency & Resiliency	Immigration will account for 100% net labour force growth	Increased concern about political integrity
Increasing Low Income Population	New Approach to Water Management	Increased Transit Service & Use	Green Industry	Communication revolution
More Non-Traditional Families	Oak Ridges Moraine Preservation	Green Infrastructure	Knowledge-based economy	Instant access to information & response
Less Affordable Housing		Timing and Affordability of Infrastructure	Increased demand for high skilled labour	Providing services to match resident needs
Connection between Human Health & the Built Environment			Escalating Fuel/Transportation Costs	Fiscal responsibility
Youth Unemployment			Jobs creation to match labour force	
			Globalization	

Proposed goals, objectives and anticipated outcomes

The primary goal of the Town of Aurora Strategic Plan update process is to validate the 2011 Strategic Plan and make the appropriate adjustments to reflect the strategic direction of Council and the community. In order to achieve this goal, a series of objectives have been developed to guide the creation of the Plan. Key objectives include:

1. *To clearly articulate corporate priorities;*
2. *To promoting a triple bottom line approach to decision making;*

April 7, 2015

- 6 -

Report No. CAO15-005

3. *To better leverage future opportunities;*
4. *To mitigate potential risk through proactive planning;*
5. *To better understand community needs and expectations;*
6. *To improve communication with staff and the public;*
7. *To better coordinate work between corporate departments; and,*
8. *To define responsibilities and accountabilities.*

The program is also anticipated to generate a number of outcomes through implementation. The following provides a high level summary of the anticipated results:

- Develop a strong understanding of the key considerations facing Aurora ratepayers over the next four years.
- Better understand the longer term strategic issues affecting Aurora rate payers over the next 20 years.
- Develop a set of clear and concise actions to help guide future Council decisions and staff implementation.
- Enhance inter-municipal cooperation and communication.
- Continue to integrate the concept of sustainability into the strategic planning and decision making process.
- The preparation of an updated Strategic Plan for Council consideration in the 4th Quarter of 2015.

Work plan and Timelines

Staff are proposing a work plan that targets the development of a draft Strategic Plan in November 2015. The project team will consult with Members of Council, staff and key stakeholders to develop the key themes of the Plan. Staff have also requested funds in the 2015 Budget to retain an external consultant to assist with consultation activities. The following work plan is proposed:

April 7, 2015

- 7 -

Report No. CAO15-005

Table 2: 2015 Strategic Plan Update Work Plan

Q1	Q2	Q3	Q4
<ul style="list-style-type: none"> • Complete a terms of reference and work plan for Council consideration • Budget approval for requested capital funding 	<ul style="list-style-type: none"> • Appoint a Strategic Plan Steering Committee consisting of four members of Council to guide the development of the Strategic Plan document • Prepare and issue Request for Proposals for consulting services related to project • Complete background research, environmental scan and analysis of key trends • Consult with Council, staff and key stakeholders to the key themes of the plan 	<ul style="list-style-type: none"> • Prepare consultation materials • Launch online Survey • Schedule two public consultation sessions • Prepare “What we heard” document outlining feedback received • Present “What we heard” document and proposed revisions to the Plan to Council for approval 	<ul style="list-style-type: none"> • Present revised/updated Strategic Plan • Present Plan to Council for final approval.

Next Steps

Staff are proposing that Council approve the above described work plan and have requested funds in the 2015 Budget to implement the proposed work plan. Upon work plan and budget approval, staff are recommending that Council appoint a Strategic Plan Steering Committee and plan to issue an RFP for professional consulting services related to the project. Consulting services will be limited in scope and focussed on support for consultation activities.

April 7, 2015

- 8 -

Report No. CAO15-005

ALTERNATIVE(S) TO THE RECOMENDATIONS

1. Council may choose to not authorize the update of the Town of Aurora Strategic Plan.

FINANCIAL IMPLICATIONS

Staff are proposing the hiring of an external consultant to assist with the project. The funds required to retain the consultant have been included in the 2015 Budget.

CONCLUSIONS

Council has periodically directed staff to coordinate an update of the Town's Strategic Plan. The last strategic planning process was completed in 2011 with an update planned for 2015. The Strategic Plan is intended to act as the Town's primary strategic planning document that will set corporate strategic priorities over the short, medium and long term. The Plan will also guide Council and staff in the development and provision of services to meet the expectations of residents.

ATTACHMENTS

None

PRE-SUBMISSION REVIEW

Executive Leadership Team – March 12, 2015

***Prepared by: Anthony Ierullo, Manager of Long Range and Strategic Planning -
Ext. 4742***



Marco Ramunno
Director of Planning & Development
Services



Neil Garbe
Chief Administrative Officer

SUBJECT: *2015 Central York Fire Services Budget for Aurora Comment*
FROM: *Dan Elliott, Director, Corporate & Financial Services - Treasurer*
DATE: *April 7, 2015*

RECOMMENDATIONS

THAT Report No. CFS15-016 be received; and

THAT Council provide its comments by way of resolution(s) to be conveyed to Newmarket Council for consideration during their final budget reviews and approvals in respect of the 2015 budget for Central York Fire Services.

PURPOSE OF THE REPORT

For Central York Fire Services (CYFS), Newmarket has final budget approval authority under the agreement; however, Aurora must be given the opportunity to provide comments to Newmarket for consideration prior to their final approval.

This report presents the draft 2015 Operating and Capital Budgets of CYFS. This budget has been reviewed by the Joint Council Committee (JCC) which oversees CYFS on behalf of the two municipalities. JCC has recommended it for adoption by Newmarket Council, however it must first come to Aurora Council for an opportunity to provide comment. Comments from Aurora will be received by Newmarket Council at the time they consider final budget approval for CYFS.

BACKGROUND

Attached is the complete report presenting the 2015 CYFS budget to JCC, as discussed by JCC at its meeting of March 3, 2015. The Fire Chief will be making a short presentation in connection with this report, and will field any questions the Committee may have.

COMMENTS

JCC is currently faced with a number of recommendations arising from the 2014 draft Fire Master Plan Update (FMPU). The budget originally presented by staff to JCC incorporated some initiatives and new staffing requests left outstanding from the existing FMP, as well as some recommended items from the updated FMP. The budget

April 7, 2015

- 2 -

Report No. CFS15-016

recommended now by JCC for adoption for 2015 does not include any significant items from the FMPU other than a new wellness initiative, while including all outstanding items previously deferred arising from the expiring FMP.

Both municipalities have adopted a fixed annual percentage tax rate approach for the next six years for CYFS budget pressures.

It is expected that between 2014's budget and that expected in 2020, the CYFS budget will experience an \$8.1 million cost increase as follows:

• 2014 to 2015 base budget increases recommended by JCC	\$545,158
• New items now included in JCC recommended 2015 budget in addition to base increase above:	\$476,611
• Additional base budget inflationary pressures 2015 to 2020	\$3,454,886
• Additional fire crew and station full year cost by 2020	\$2,810,042
• Additional support positions, programs, wellness by 2020	<u>785,081</u>
	\$8,071,779

Due to these significant pressures and unknown timing of implementation of some or all of the recommendations in the 2014 Fire Master Plan Update, both Newmarket and Aurora budget committees have considered implementing a long term ramp up of CYFS funding over the coming five or six years. The intent of the deliberate and equal ramp up of funding is to avoid sudden and variable impacts to the annual tax rate pressures of the municipality.

FINANCIAL IMPLICATIONS

The Town of Aurora funds approximately 40% of the costs of the CYFS seamless service, based on an agreed formula. For 2015 to 20120, the Town Budget Committee has approved recommendations to strategically increase tax rate by 1.3% for each of these years strictly for fire services expansion, being our expected 40% share of the above noted \$8.1Million cost increases expected. In equalizing the tax pressure, the JCC is now free to implement the FMPU at their discretion, setting an annual budget for the Fire Chief's operations of CYFS independent of the budgets of Newmarket and Aurora. Any variance from the actual budget and the 1.3% tax rate increase will be funded from or contributed to the respective tax rate stabilization reserve funds in each municipality.

April 7, 2015

- 3 -

Report No. CFS15-016

The Aurora share of the draft CYFS budget attached is \$9,900 higher than the 1.3% tax rate pressure approved funding for 2015. Accordingly, a \$9,900 draw from stabilization reserve has been incorporated into the Town's budget as follows:

Budget Committee 1.3% funding approved	(A)	\$9,271,500
Draft JCC recommended CYFS Budget – Aurora share	(B)	9,281,400
(A-B=C) (draw from)contribution to Stabilization Reserve Fund	(C)	(\$ 9,900)

LINK TO STRATEGIC PLAN

CYFS is a municipal shared services arrangement unique in Ontario. Providing input to the CYFS budget by Aurora Council demonstrates the Strategic Plan principle of leveraging partnerships and leadership in corporate management.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council may choose to provide no comment on the draft 2015 JCC approved CYFS budget due to the overriding funding strategy already recommended by Budget Committee.

CONCLUSIONS

The 2015 CYFS draft budget presented has been recommended for approval by Newmarket Council by the Joint Council Committee overseeing the department. Aurora Council must be given the opportunity to provide comments for consideration by Newmarket Council when they move to approve a final budget for CYFS.

PREVIOUS REPORTS

Report CFS15-012: "CYFS Budget Update and Funding Strategy", GC - Budget Committee, March 9, 2015.

ATTACHMENTS

Attachment #1 – JCC recommended 2015 CYFS Operating and Capital Budget report

April 7, 2015

- 4 -

Report No. CFS15-016

PRE-SUBMISSION REVIEW

Executive Leadership Team - Thursday, April 2, 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

Attachment #1



CENTRAL YORK FIRE SERVICES

February 27, 2015

**JOINT CENTRAL YORK FIRE SERVICES AND CORPORATE SERVICES REPORT
- FINANCIAL SERVICES 2015-11**

TO: Joint Council Committee

SUBJECT: Proposal for the 2015 CYFS Operating and Capital Budgets

ORIGIN: Central York Fire Services – Fire Chief
CAO's & Treasurers for Aurora and Newmarket

RECOMMENDATION

THAT Joint CYFS / Corporate Services Report – Financial Services – 2015-11 dated February 27, 2015 regarding the Proposal for the 2015 CYFS Operating and Capital Budgets be received and that the proposed approach to the CYFS 2015 budget, as outlined in this report, be recommended by JCC to the Town of Aurora for review and the Town of Newmarket for approval.

COMMENTS

Purpose

To propose an interim solution for dealing with the Fire Department's Master Plan Update (FDMPU).

Budget Impact

The 2015 proposed operating budget includes an increase in the base operations of \$545,158 (2.47%), \$130,500 in mandatory and \$346,111 in growth items pertaining to the FDMPU. The total requested increase is \$1,021,769 (4.63%).

When taking into account a change in the cost-sharing allocation for 2015 and differing tax bases, this represents a tax increase of approximately 1.33% for the Town of Aurora and 1.09% for the Town of Newmarket.

Summary

An interim solution is proposed for 2015 which addresses certain staffing issues from the previous (2008) FDMPU and allows JCC time to consider options for implementation of the new plan.

Background

The Joint Council Committee (JCC) met on February 3, 2015 for the presentation of the CYFS budget. The Fire Department Master Plan Update (FDMPU) was also presented at that meeting. The operating and capital implications of the FDMPU are very significant and JCC determined that it required additional time to review and consult with council colleagues before making their recommendation.

The Joint Services Agreement requires that the budget recommendation be sent to Aurora Council for review and then to Newmarket Council for approval.

Analysis & Options

Operating Budget

It is likely that JCC will not be in a position to provide its recommendation on the FDMPU in time for the targeted budget approval dates for Aurora and Newmarket. For this reason, the CAO's and Treasurers from the two municipalities met with the Fire Chief to develop an interim recommendation. This proposal generally deals with certain staffing recommendations from the previous Fire Master Plan.

The growth and mandatory requests include:

- An assistant deputy chief - \$167,700
- An additional training officer - \$137,998
- Converting a part-time administrative assistant position full-time - \$15,413
- A new training initiative - \$25,000
- Enhanced wellness program - \$130,500

The total cost of these items is \$476,611 – a reduction of \$505,972 from the original request. The Fire Chief has advised that these are the top priority items.

These items have been included at their fully annualized costs for sustainability and any unspent funds will be transferred to CYFS Reserve Fund.

The full allowance for the enhanced wellness program has been included; however, the actual program details and estimated costs will be the subject of a separate report.

Fire Department Master Plan Update (FDMPU)

It is recommended that JCC take the appropriate time to consider these options, but that this consideration should not delay the budget process.

Capital Budget

No change to the capital budget is proposed. The FDMPU may result in the requirement to acquire land in 2015, but that could be addressed through a supplementary budget.

Details on two of the capital budget requests are included in Appendices A and B.

IMPACT ON THE MASTER FIRE PLAN

This report is consistent with the budget methodology set out in the Master Fire Plan. It includes certain staffing recommendations from the 2008 plan and sets the foundation for the 2014 Update.

CONSULTATION

The CAO's and Treasurers from the Towns of Newmarket and Aurora met with the Fire Chief to create this proposal.

BUDGET IMPACT

Operating Budget (Current and Future)

The 2015 proposed operating budget includes an increase in the base operations of \$545,158 (2.47%), \$130,500 in mandatory and \$346,111 in growth items, pertaining to the FDMPU. The total requested increase is \$1,021,769 (4.63%).

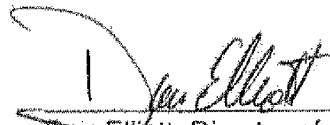
When taking into account a change in the cost-sharing allocation for 2015 and differing tax bases, this represents a tax increase of approximately 1.33% for the Town of Aurora and 1.09% for the Town of Newmarket.

CONTACT

For more information on this report, contact: Mike Mayes at 905-953-5300, ext. 2102 or via e-mail at mmayes@newmarket.ca




Ian Laing, Fire Chief
Central York Fire Services




Dan Elliott, Director of Finance/Treasurer
Town of Aurora

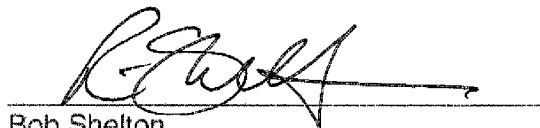
Joint CYFS/Corporate Services Report -- Financial Services -- 2015-11
February 27, 2015
Page 4 of 4



Mike Mayes, CPA, CGA
Director, Financial Services/Treasurer
Town of Newmarket



Neil Garbe
Chief Administrative Officer
Town of Aurora



Bob Shelton
Chief Administrative Officer
Town of Newmarket

MM:FW/nh
Attachments

- Appendix A - Capital Request - Replacement of Four Light Vehicles
- Appendix B - Capital request - Replacement of a 1996 Telesquirt

APPENDIX A

Capital request - Replacement of Four Light Vehicles

In 2010, CYFS made recommendations to the JCC (report 2010-03) proposing changes in the light vehicle fleet replacement plan. Prior to the acceptance of the plan and subsequent implementation, CYFS was leasing all light vehicles. Cost analysis of the lease program versus a vehicle ownership program indicated there were financial advantages to move away from the more costly leasing option. Savings were estimated at \$19,200 per year, which currently reflects a total savings of approximately \$80,000 over the past four years. A number of vehicles were "bought out" at the end of the lease program and are subject to an annual review of their condition, mileage and ability to meet the department's current needs.

The 2015 budget request for 4 light vehicles includes:

2007 Chevrolet Uplander van, assigned to the Training Division. Current odometer reading 56,097 km. This vehicle was formally utilized as the back-up vehicle for the Platoon Chief when the primary response unit was out of service. This scenario is no longer required and we are requesting the vehicle be replaced with a pick-up truck which is more suitable to the needs of the department. The operating budget contains a request for an additional Training Officer position and this vehicle could be repurposed to that new position.

2010 Ford Escape with a current odometer reading of 99,777. This truck has been undergoing warranty repairs for rust perforation for the previous two years. A component of the fleet replacement plan was to cycle the replacement of these vehicles to avoid the high maintenance costs after the expiration of the manufacturer's warranty. This vehicle was scheduled to be replaced in 2014 and was deferred. Recommend replacing this vehicle in the 2015 budget cycle.

2011 Ford Explorer with a current odometer reading of 95,669. This truck recently underwent \$2300 in repairs due to brakes and wheel bearings. There are two identical vehicles in the fleet currently and this one in particular has undergone significantly more repairs than the other vehicle. Service costs for this vehicle are averaging \$900 per year. Recommend replacing this vehicle in the 2015 budget cycle.

2011 Ford Explorer with a current odometer reading of 48,608. This vehicle is scheduled to be repurposed to the Assistant Deputy Chief position requested in the 2015 budget process. Repairs have been significantly less than the vehicle listed above and its condition warrants keeping the truck and reviewing replacement options at a later date.

Appendix B

Capital request - Replacement of a 1996 Telesquirt

Additional information was requested on the apparatus scheduled for replacement. While the budget document outlines the truck as a pumper, it is in reality, an aerial device which accounts for the \$900,000 replacement cost.

The Master Fire Plan outlines the industry standard for apparatus replacement is 15 years of frontline service with a maximum of 5 years as a reserve apparatus dependent on vehicle condition. There are a number of other jurisdictions that shorten this lifecycle timeframe to avoid the most costly maintenance period and take advantage of higher trade-in values to offset the vehicle replacement cost. CYFS regularly analyses apparatus condition as well as operating costs for all of our fleet and make adjustments in the 10 year Capital Asset Replacement plan as required.

The CYFS fleet replacement schedule is a guideline that works toward ensuring the apparatus are replaced when appropriate to ensure the most reliable vehicles are available for use either as frontline apparatus or part of the reserve apparatus fleet. The reserve trucks form the core of the fleet and ensure our frontline apparatus are available for scheduled and non-scheduled maintenance. While these apparatus are not specifically assigned to a station, they are in service regularly as either replacements to the frontline apparatus or available for use for call back events. With most of the reserve apparatus in excess of 15 years of service, they are generally in need of added service and parts availability can become an issue.

The 2015 budget request to replace this 1996 truck was originally scheduled for 2013, however, due to the mechanical condition other apparatus have taken priority and this 1996 apparatus was pushed back to 2015 as the scheduled replacement date.

The apparatus is a 1996 Freightliner FL80 with a hydraulic aerial ladder assembly. We are planning on replacing the current version with a 55 foot aerial device which will be placed in frontline service and the truck being replaced will become a reserve apparatus. Each year the Fleet Services Team assesses the vehicle condition and makes recommendations based on our operating costs and anticipated repairs. This apparatus has cost \$131,000 to maintain over the past 6 years and is due for annual pump and ladder testing this year with a major aerial testing scheduled for next year as the truck will have been in service 20 years.

As noted in the apparatus specifics below, the Fleet Manager has outlined concerns about successfully passing the scheduled annual third party pump testing and aerial ladder testing. The most recent CYFS apparatus acquisition was over 14 months from the contract signing to delivery date. Ordering a replacement apparatus in 2015 should see the replacement apparatus delivered to CYFS by the summer of 2016.

APPARATUS SPECIFICS	
1996 Freightliner FL80	Odometer 173,510 kms.
Engine hours 12,165	Listed by Newmarket Fleet Services as "poor condition"
Parts and Labour:	Third party pump and ladder testing could be a concern
2009 - \$15,128	
2010 - \$13,072	
2011 - \$32,674	
2012 - \$17,330	
2013 - \$43,745	
2014 - \$8,717	

CENTRAL YORK FIRE SERVICES
2015 DRAFT OPERATING BUDGET

Updated: 02/26/2015

OBJECT ACCOUNTS	2014		2015 Budget			Increase/(Decrease)	
	Budget	Actual	Base	G & E	Total	\$	%
Expenses							
4011 Management Salaries	427,694	464,568	471,619		471,619	43,925	10.3%
4021 Regular Salaries & Wages	13,073,114	13,057,131	13,411,624	295,699	13,707,323	634,209	4.9%
4024 Standby/Callback	86,000	53,153	86,000		86,000	-	0.0%
4025 Overtime	220,000	175,045	220,000		220,000	-	0.0%
4026 Lieu Time Paid	617,000	603,585	617,000		617,000	-	0.0%
4031 Casual/Seasonal Wage	12,000	39,916	12,000		12,000	-	0.0%
4035 Regular Part-Time Wages	35,671	21,012	52,543	(51,512)	1,031	(34,640)	-97.1%
4106 Workers' Compensation	93,500	93,504	93,500		93,500	-	0.0%
4109 Direct Payroll Benefits	4,183,671	4,170,680	4,296,689	76,924	4,373,613	189,942	4.5%
Sub Total Salaries and Benefits	18,748,650	18,678,593	19,260,975	321,111	19,582,086	833,436	4.4%
4216 Stationery & Office Supplies	15,000	14,407	15,000		15,000	-	0.0%
4217 Photocopier Lease & Supplies	5,000	6,930	5,000		5,000	-	0.0%
4219 Emergency Mgmt. Materials	4,000	3,369	4,000		4,000	-	0.0%
4229 Janitorial Supplies	20,000	13,573	20,000		20,000	-	0.0%
4232 Fuel for Vehicles	110,000	103,445	120,000		120,000	10,000	9.1%
4261 Uniforms, Clothing	130,000	110,521	115,000		115,000	(15,000)	-11.5%
4269 Misc.	4,000	12,070	8,000		8,000	4,000	100.0%
4272 Vehicle Repairs & Maintenance	349,366	304,043	304,656		304,656	(44,710)	-12.8%
4273 Building Repairs & Maintenance	101,700	132,198	101,700		101,700	-	0.0%
4278 Equipment Repairs & Maintenance	102,000	114,670	140,000		140,000	38,000	37.3%
4299 Capital Acquisitions	67,000	68,466	67,000		67,000	-	0.0%
4303 Cell Phone	20,000	19,727	20,000		20,000	-	0.0%
4311 Hydro	70,000	80,712	90,000		90,000	20,000	28.6%
4321 Heat	53,000	28,444	53,000		53,000	-	0.0%
4331 Water	15,000	11,257	17,000		17,000	2,000	13.3%
4404 Consulting Services	60,000	38,942	60,000		60,000	-	0.0%
4425 Education/Corporate Tuition Assist.	11,000	764	11,000		11,000	-	0.0%
4462 Fire Prevention	21,000	27,585	23,000		23,000	2,000	9.5%
4463 Fire Investigation	4,500	1,329	4,500		4,500	-	0.0%
4464 Association Allowance	2,500	3,000	3,000		3,000	500	20.0%
4465 Dispatch Service	505,000	427,106	505,000		505,000	-	0.0%
4466 Wellness Program	14,500	14,783	14,500	130,500	145,000	130,500	900.0%
4471 Mileage/Parking/Tolls	2,600	2,400	2,600		2,600	-	0.0%
4472 Memberships & Subscriptions	1,500	6,013	4,500		4,500	3,000	200.0%
4474 Training	70,000	60,228	70,000	25,000	95,000	25,000	35.7%
4478 Conferences & Seminar Fees	12,000	13,165	15,000		15,000	3,000	25.0%
4511 Street Snowploughing Contract	11,275	9,802	11,275		11,275	-	0.0%
4662 Contingency Account	45,000	237,142	45,000		45,000	-	0.0%
5151- 5162 Support Cost Allocation	832,431	832,431	857,404		857,404	24,973	3.0%
4911 Transfer to Capital	14,000	20,600	6,600		6,600	(7,400)	-52.9%
4936 Asset Replacement Fund	850,000	850,000	850,000		850,000	-	0.0%
Total Expenses	22,272,022	22,247,716	22,824,710	476,611	23,301,321	1,029,299	4.6%
Revenues							
7431 Fire Dept. Recoveries	251,000	254,815	258,530		258,530	7,530	3.0%
7471 Misc. Charges	15,000	8,888	15,000		15,000	-	0.0%
Total Revenues	266,000	263,703	273,530	-	273,530	7,530	2.8%
Net Expenditure Before Transfers	22,006,022	21,984,013	22,551,180	476,611	23,027,791	1,021,769	4.6%
Transfers to/(from) Reserve Fund							
4922 Transfer to Reserve Fund	55,000	65,009	55,000		55,000	-	0.0%
7542 From Reserve Fund	(12,000)		(12,000)		(12,000)	-	0.0%
Net Expenditure	22,049,022	22,049,022	22,594,180	476,611	23,070,791	1,021,769	4.6%
Newmarket's share(2014-60.05%; 2015-59.77%)	13,240,438	13,240,438	13,504,542	284,870	13,789,412	548,974	4.1%
Aurora's share(2014-39.95%; 2015-40.23%)	8,808,584	8,808,584	9,089,639	191,741	9,281,379	472,795	5.4%
	22,049,022	22,049,022	22,594,180	476,611	23,070,791	1,021,769	4.6%

2015 CYFS Growth & Enhancement Summary

Initiative	Growth	Mandatory
Assistant Deputy Chief	\$167,700	
Admin Assistant from Part-Time to Full-Time	15,413	
Training Officer	137,998	
Training Initiative	25,000	
Wellness and Fitness		130,500
TOTAL	\$346,111	\$130,500
Aurora's Share	\$139,241	\$52,500
Newmarket's Share	\$206,871	\$78,000

2015 CAPITAL BUDGET

CENTRAL YORK FIRE SERVICES

Project Description	G/L Account No.
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EXPENDITURES	FINANCING					Remarks
Total Cost	Asset Replace. Fund	Develop. Charges	Reserves & Reserve Funds	Operating Fund	Other	

Replacement of Four Light Vehicles	
Replacement of Bunker Gear	
Replacement of a 1996 Telesquirt	
Replacement of Equipment	

200,000	200,000					
44,000	44,000					
900,000	900,000					
50,000	50,000					

TOTAL - CENTRAL YORK FIRE SERVICES	
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\$ 1,194,000	\$ 1,194,000					
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