



GENERAL COMMITTEE MEETING AGENDA

TUESDAY, MAY 19, 2015

7 P.M.

**COUNCIL CHAMBERS
AURORA TOWN HALL**

PUBLIC RELEASE
May 15, 2015



**TOWN OF AURORA
GENERAL COMMITTEE MEETING
AGENDA**

Tuesday, May 19, 2015
7 p.m.
Council Chambers

Councillor Gaertner 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

(a) Terry Kavar, Resident
Re: Cedar Trees Hedge

pg. 1

6. PRESENTATIONS BY THE ADVISORY COMMITTEE CHAIR

7. CONSIDERATION OF ITEMS REQUIRING SEPARATE DISCUSSION

8. NOTICES OF MOTION

- (a) **Councillor Gaertner** pg. 118
Re: Aurora Family Leisure Complex (AFLC) – Rear Door Access
- (b) **Councillor Gaertner** pg. 119
Re: Draft Tree Protection By-law
- (c) **Councillor Mrakas** pg. 121
Re: Community Recognition Review Ad Hoc Committee
- (d) **Councillor Abel** pg. 123
Re: Library Square Ad Hoc Committee
- (e) **Councillor Humfryes** pg. 124
Re: Pedestrian and Vehicle Traffic Concerns – Earl Stewart Drive, St. John’s Sideroad East, and Bayview Avenue

9. NEW BUSINESS/GENERAL INFORMATION

10. CLOSED SESSION

RECOMMENDED:

THAT General Committee resolve into Closed Session, following adjournment, to consider the following matters:

1. Litigation or potential litigation including matters before administrative tribunals, affecting the Town or a Local Board (section 239(2)(e) of the *Municipal Act*, 2001); Re: PL15-045 – Appeal to the Ontario Municipal Board re Pechen OMB Case No.: PL141323, Committee of Adjustment Variance Applications – D13-(32A-F)-14, 251 Willis Drive, Lot 23, Plan 65M-3219
2. Personal matters about an identifiable individual, including a Town or Local Board employee (section 239(2)(b) of the *Municipal Act*, 2001); Re: Staff Performance (Deferred by Council on May 11, 2015)

11. ADJOURNMENT

AGENDA ITEMS

1. **PL15-037 – Application for Site Plan Approval** pg. 2
Perwick Investments Limited
Northeast Corner of Wellington Street East and John West Way
File: SP-2013-13

RECOMMENDED:

THAT Report No. PL15-037 be received; and

THAT Site Plan Application File: SP-2013-13 (Perwick Investments Limited) be approved to permit the development of the subject lands for the construction of a one-storey 1,255 sqm Gross Floor Area (GFA) commercial plaza; and

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

2. **LLS15-035 – Request for an Encroachment Agreement** pg. 21
(29 Mendy's Forest)

RECOMMENDED:

THAT Report No. LLS15-035 be received; and

THAT the request of the owners of 29 Mendy's Forest to enter into an encroachment agreement with the Town be denied; and

THAT the owners of 29 Mendy's Forest be required to remove any encroachments from the Town's lands no later than July 15, 2015; and

THAT, if the owners refuse to remove any encroachments from the Town's lands, then Town staff shall remove the encroachments as soon as possible after July 31, 2015.

3. **LLS15-036 – Request for an Encroachment Agreement** pg. 34
(50 Pineneedle Drive)

RECOMMENDED:

THAT Report No. LLS15-036 be received; and

THAT the request of the owners of 50 Pineneedle Drive to enter into an encroachment agreement with the Town be denied; and

THAT the owners of 50 Pineneedle Drive be required to remove any encroachments from the Town's lands no later than July 15, 2015; and

THAT, if the owners refuse to remove any encroachments from the Town's lands, then Town staff shall remove the encroachments as soon as possible after July 31, 2015.

4. **PL15-041 – Proposed Zoning By-law** pg. 52
Medical Marihuana Production
File: ZBA-2014-02

RECOMMENDED:

THAT Report No. PL15-041 be received; and

THAT staff be directed to schedule the draft Implementing Zoning By-law regulating Medical Marihuana Production for the next Council meeting for enactment.

5. **PL15-042 – Bill 73 (Proposed *Smart Growth for our Communities Act, 2015*), An Act to Amend the Development Charges and Planning Acts** pg. 61

RECOMMENDED:

THAT Report No. PL15-042 be received; and

THAT Planning and Development Services be authorized to send comments to the Ministry of Municipal Affairs and Housing prior to their June 3, 2015, deadline.

6. **PL15-043 – Oak Ridges Moraine Conservation Plan Review (2015)** pg. 67

RECOMMENDED:

THAT Report No. PL15-043 be received; and

THAT Council endorse the comments prepared by staff regarding the 2015 Provincial Review of the Oak Ridges Moraine Conservation Plan; and

THAT Report No. PL15-043 and related Council resolution be forwarded to York Region and the Ontario Ministry of Municipal Affairs & Housing by their May 28, 2015, deadline.

7. **PR15-013 – Facility Sponsorship Program – Pfaff Motors Inc.** pg. 75

RECOMMENDED:

THAT Report No. PR15-013 be received for information.

8. **Memorandum from Director of Infrastructure & Environmental Services** pg. 77
Re: Water Restriction Policy and Sewer and Water Allocation

RECOMMENDED:

THAT the memorandum regarding Water Restriction Policy and Sewer and Water Allocation be received for information.

9. **IES15-037 – Facility Projects Status Report** pg. 79

RECOMMENDED:

THAT Report No. IES15-037 be received for information.

10. **IES15-038 – Strategy for Traffic Signs Installation** pg. 89

RECOMMENDED:

THAT Report No. IES15-038 be received; and

THAT traffic signs and posts in the Town be audited; and

THAT road signs be combined onto a single post wherever possible; and

THAT unnecessary or redundant signs and posts be removed.

11. **Memorandum from Manager of Special Projects** pg. 94
Re: Private Members Bill 74 – Housing Services Corporation
Accountability Act, 2015

RECOMMENDED:

THAT the memorandum regarding Private Members Bill 74 – *Housing Services Corporation Accountability Act, 2015* be received for information.

12. Aurora Family Leisure Complex Liaison Committee Meeting Minutes of April 24, 2015 pg. 96

RECOMMENDED:

THAT the Aurora Family Leisure Complex Liaison Committee meeting minutes of April 24, 2015 be received for information.

13. Finance Advisory Committee Meeting Minutes of April 28, 2015 pg. 101

RECOMMENDED:

THAT the Finance Advisory Committee meeting minutes of April 28, 2015 be received; and

THAT the following recommendation regarding Item 1 – Memorandum from Town Clerk; Re: Finance Advisory Committee – Terms of Reference, be approved:

THAT the Finance Advisory Committee Terms of Reference be amended to reflect the changes recommended by staff.

14. Accessibility Advisory Committee Meeting Minutes of May 6, 2015 pg. 106

RECOMMENDED:

THAT the Accessibility Advisory Committee meeting minutes of May 6, 2015 be received for information.

15. Aurora Family Leisure Complex Liaison Committee Meeting Minutes of May 7, 2015 pg. 112

RECOMMENDED:

THAT the Aurora Family Leisure Complex Liaison Committee meeting minutes of May 7, 2015 be received for information.

16. Memorandum from Mayor Dawe

pg. 115

**Re: Lake Simcoe Region Conservation Authority
Highlights – April 24, 2015 – Meeting of the Board**

RECOMMENDED:

THAT the memorandum regarding Lake Simcoe Region Conservation Authority Highlights – April 24, 2015 – Meeting of the Board be received for information.



Legal and Legislative Services
905-727-3123
councilsecretariatstaff@aurora.ca

Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

DELEGATION REQUEST

This Delegation Request form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to the Clerk's office by the following deadline:

4:30 P.M. ON THE BUSINESS DAY PRIOR TO THE REQUESTED MEETING DATE

COUNCIL/COMMITTEE/ADVISORY COMMITTEE DATE: May 19, 2015

SUBJECT: Cedar Trees Hedge

NAME OF SPOKESPERSON: Terry Kawar

NAME OF GROUP OR PERSON(S) BEING REPRESENTED (if applicable):

BRIEF SUMMARY OF ISSUE OR PURPOSE OF DELEGATION:

Explain to Council the background of this issue and the previous Town approval for the planting and the recent request to remove them.

PLEASE COMPLETE THE FOLLOWING:

Have you been in contact with a Town staff or Council member regarding your matter of interest?

YES **NO**

IF YES, WITH WHOM? All

DATE: February 2015

I acknowledge that the Procedural By-law permits five (5) minutes for Delegations.



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-037**

SUBJECT: *Application for Site Plan Approval*
 Perwick Investments Limited
 N/E Corner of Wellington Street East & John West Way
 File Number: SP-2013-13

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

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. PL15-037 be received; and

THAT Site Plan Application File: SP-2013-13 (Perwick Investments Limited) BE APPROVED to permit the development of the subject lands for the construction of a one-storey 1,255 sqm Gross Floor Area (GFA) commercial plaza; and

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

PURPOSE OF THE REPORT

The purpose of this report is to provide background information and details of a proposed site plan submitted by Perwick Investments Limited for the subject lands located at the north-east corner of Wellington Street & John West Way. The Owner proposes to construct a one (1) storey 1,254 sqm GFA multi-unit commercial plaza.

BACKGROUND

Applications to Amend the Official Plan (File:OP-2005-03) and Zoning By-law (File:ZBA-2005-16) were submitted to the Town to permit a proposed multi-unit commercial plaza with site specific development standards. The above mentioned planning applications were heard at the July 16, 2013 Council meeting at which time Council adopted the following resolution:

“THAT the memorandum regarding Additional Information to Planning Report No. PL12-043, Applications to Amend the Official Plan and Zoning By-law, Northeast Corner of John West Way and Wellington Street East, Perwick Investment Limited, Files: D09-03-05 and D14-16-05 be received; and

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THAT the following recommendations be adopted:

THAT Commercial School use be removed from the list of Shopping Centre Commercial (C4) Exception Zone permitted uses outlined in Report PL12-043; and

THAT Retail and Convenience Retail Uses be permitted provided that the combined floor area of all retail uses does not exceed forty percent (40%) of the total commercial floor area; and

THAT Application to Amend the Official Plan File: D09-03-05 be approved to redesignate the subject lands from "Aurora Promenade General" to "Aurora Promenade Special" to permit site specific development standards to facilitate a one storey 1,255m² (13,509ft²) multi-unit retail plaza; and

THAT Application to Amend the Zoning By-law File: D14-16-05 be approved, to rezone the subject lands from "Office Commercial (C6) Zone" to a site specific "Shopping Centre Commercial (C4) Exception Zone" to permit a one storey 1,255m² (13,509ft²) multi-unit retail plaza; and

THAT by-laws to adopt the Official Plan Amendment and implementing zoning be presented at a future Council Meeting for enactment."

Official Plan and Zoning By-law Amendment applications were subsequently approved by Council as Official Plan Amendment No. 4 and Zoning By-law 5544-13 (C4-24) and are in effect.

Location/ Land Use

The subject lands are located at the north-east corner of John West Way and Wellington Street East (see Figure 1). The subject lands have an area of approximately 0.89 hectares (2.20 acres), with a frontage of approximately 98 metres on the north side of Wellington Street East and a property depth of approximately 86 metres on the east side of John West Way. The subject lands have the following characteristics:

- located partially within the East Holland River Regional Storm Floodplain;
- lands for the purpose of providing a trail connection to the existing Nokiidaa Trail;
- vacant site with no existing buildings, structures or access;
- frontage and access proposed on Wellington Street East and John West Way; and
- contains an easement in favour of the Town along the west side of the subject.

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The surrounding land uses are as follows:

North: Open space lands, beyond which are existing residential lands;

West: John West Way, beyond which is an existing retail commercial plaza;

East: Open Space lands and the East Holland River; and

South: Wellington Street East, beyond which is an existing car dealership (Hyundai).

Policy Context

Town of Aurora Official Plan

The Town of Aurora Official Plan designates the subject lands as “Aurora Promenade-General” (see Figure 2). This designation permits a broad range of commercial uses including retail stores and restaurants. Official Plan Amendment No.4 (By-law 5543-13), to amend Aurora Promenade General performance standards, provided site specific policy related to minimum building heights, build-within zone and parking location. OPA 4 was enacted by Council on August 13, 2013.

Zoning By-law

As illustrated by Figure 3, the subject lands are zoned “Shopping Centre Commercial (C4-24) Exception Zone” and “Environmental Protection (EP) Zone” by the Town of Aurora Zoning By-law 2213-78, as amended. Council approved the re-zoning of the subject lands on August 13, 2013. The “C4-24” Exception Zone permits the following uses:

- retail stores and convenience retail stores (provided that the combined gross floor area of all retail uses does not exceed forty percent (40%) of the total gross floor area);
- bake shop, special;
- banks or financial establishments;
- business and professional offices;
- clinics;
- dry cleaning establishments;
- medical and dental laboratories;
- personal service shops;
- restaurants; and
- restaurants, take-out.

Site Design

As shown in Figure 4, the Owner has submitted an application to the Town for Site Plan approval to permit a one (1) storey, multi-unit commercial plaza totalling 1,254 sqm of Gross Floor Area (GFA). The pertinent site statistics are as follows:

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	Existing - Zoning By-law (C4-24)	Proposed Development
Lot Area (minimum)	8,800 sqm (2.2 Acres)	8,909 sqm (2.2 Acres)
Lot Frontage (minimum)	70.0 m	88.0 m
Front Yard (minimum)	2.0 m	17.2 m
Rear Yard (minimum)	10.0 m	26.29 m
Interior Side Yard (minimum)	10.0 m	26.65 m
Exterior Side Yard (minimum)	2.0 m	8.69 m
Lot Coverage (minimum)	14.0 %	14.08 %
Parking Requirements	3.5 parking spaces/ 100 sqm (minimum) (44 spaces) 4.5 parking spaces/ 100 sqm (maximum) (57 spaces)	57 spaces
Accessible parking (minimum)	1 space	2 spaces
Loading Spaces	2	2
Building Height	Five (5) storeys (maximum)	One (1) storey, 9.45 metres

Reports and Studies

Planning reports were previously submitted as part of the Official Plan Amendment and Zoning By-law Amendment applications. As part of the Site Plan application, the applicant has submitted the following studies, which have been reviewed by Town Staff:

- Stormwater Management Report;
- Tree Inventory Addendum and Analysis;
- Traffic Impact Study;
- Site Servicing and Grading plans;
- Erosion and Sediment Control Plan;
- Landscape Plan;
- Planting Plan; and
- North Bank Tree Restoration Plan.

COMMENTS

Town of Aurora Official Plan

As previously identified, the property is designated as “Aurora Promenade-General” by the Town of Aurora Official Plan. The Aurora Promenade General designation encourages a mixture of uses. High activity uses that animate the streetscape and encourage foot traffic, like retail are encouraged at-grade along Wellington Street. OPA 4 as approved by Council allowed site specific policy revisions to reflect the specifics of the subject development.

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The Promenade General designation focuses on ensuring a vibrant, inviting and appealing environment that will attract residents and new business, enhance the vitality of retail uses, encourage walking and resonate with visitors through great design and architecture. The site plan application was circulated to "The Planning Partnership" which has reviewed and are satisfied with the Architectural and Urban Design components of the application. Planning Staff are of the opinion that the proposed development conforms to the policies of the Official Plan.

Zoning By-law Amendment

As previously mentioned, the subject lands are currently zoned "Shopping Centre Commercial (C4-24) Exception Zone" and "Environmental Protection (EP) Zone" by the Town of Aurora Zoning By-law 2213-78, as amended. Staff have evaluated the proposed development and have determined the subject proposal meets the zoning provisions of the C4-24 and EP zoning categories. Planning staff are of the opinion that the proposed commercial development is appropriate and conforms to the Zoning By-law.

Site Plan Design

As shown in Figure 4, the Owner submitted an application for site plan approval to permit an L-shaped multi-unit commercial plaza with surface parking. The subject lands abut one arterial road (Wellington Street East) and one major collector road (John West Way). Two (2) points of access are proposed to the subject site. One access point will be located onto Wellington Street East and will be restricted to right-in, right-out access only. A second access point will be located onto John West Way across the existing driveway entrance to the neighbouring commercial plaza (Tim Hortons/ Wendy's restaurant).

The applicant has provided a feature wall at the Wellington Street and John West Way Street edges which will also screen the on-site parking. As indicated on Figure 5, the proposed wall will consist of a stone veneer and will incorporate Municipal way-finding signage to the Town Hall and Senior's Centre to the satisfaction of Town Communication Staff. The wall sign will have spot lighting to illuminate the wall sign in the evenings.

Parking has been removed from the north-east corner of Wellington Street East and John West Way to facilitate a landscaped, pedestrian friendly treatment and entrance feature to the site (Figure 4). The Owner has provided special paving, pedestrian connections and overhangs over entries. Staff have reviewed the proposed site plan and is satisfied with the overall commercial site layout.

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Traffic Impact Study

The Owner has submitted a Traffic Impact Study prepared by BA Consulting Group Ltd. in support of the proposed commercial development. Traffic forecasts and an evaluation of the future road network requirements for a 5-year planning horizon are documented in the Traffic Impact Study considering the weekday morning, weekday afternoon and Saturday (commuter) street peak hours. The Town's Traffic Transportation Analyst has reviewed the Traffic Impact Study for traffic impact and vehicular access to and from the site and concurs with the Owner's Transportation Study.

Parking

The overall site plan provides a vehicular orientated commercial design with parking surrounding the main building and landscaped vegetation proposed along the perimeter of the site. Extensive hard and soft landscaping has been proposed along Wellington Street and John West Way to minimize the visual impact of proposed parking. The site is also below the Wellington Street and John West Way grade which will further mitigate the impact of parking on the streetscape.

Due to the proximity to transit and intensification objectives, the Aurora Promenade – General provides alternative parking requirements to those currently required in the Zoning By-law. For non-residential development within the Promenade General Area all permitted retail uses, with the exception of hotels, shall provide a minimum of 3.5 and a maximum of 4.5 parking spaces per 100 square metres of Gross Floor Area. Based on the proposed Gross Floor Area of the subject lands, a minimum of 44 parking spaces and a maximum of 57 parking spaces are permitted on the subject lands. The Owner is proposing 57 parking stalls. The proposed parking is compliant with the parking provisions of the Shopping Centre Commercial (C4-24) Exception Zone.

Urban Design

The proposed development employs a contemporary architectural design that complements the existing character of the existing commercial plazas along Wellington Street East (Figure 6).

Building Elevations

The proposed development occupies a highly visible property along the Wellington Street Corridor with street exposure to Wellington Street East and John West Way. The proposed building is one storey in height using a mixture of masonry and visual glass and doorway awnings. The urban design and architectural components of the proposal are considered to be important to achieve a successful commercial development at this location in keeping with the objectives of the Official Plan.

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The corner condition has been treated to create a prominent feature at this location. Elevations illustrate a simplified façade design with a consistent massing style throughout the building. Projected columns along the façades and the inclusion of pedestrian light fixtures between the units add articulation and texture through shadowing. 2nd storey windows have been included to create the visual impact of a two storey streetscape (Figure 7). Canopies over unit entries have been included for weather protection. Two complementary brick colours have been used to create vertical breaks along the façades.

Overall, the proposed building is designed in a consistent manner and displays positive architectural qualities. The Planning Partnership have no objection to the Urban Design and Architectural elements proposed save for minor technical amendments.

Municipal Servicing

The Development Planning Engineer has reviewed the Site Plan application and has no major concerns with the application subject to provisions in the Site Plan Agreement relating to cost estimate and minor technical updates to the Stormwater Management Report and site grading plan. It will be necessary for the applicant to satisfy the requirements prior to the execution of the Site Plan Agreement.

Grading, Cutting and Adding of Fill

The subject lands are located partially within the East Holland River Regional Storm floodplain and development of the site will be subject to the regulations of the Lake Simcoe Region Conservation Authority. A woodlot is also located to the east of the subject site between the property line and the East Holland River. The site slopes downward in a north-easterly direction.

The proposed development of the subject lands will require that the site be graded to the existing boundary conditions of Wellington Street East and John West Way. The site slopes downward in a north-easterly direction. Due to the sloping nature of the site, fill will be required along the northern portion of the site to maintain proper grading.

Fill is proposed to be placed on the subject lands. The LSRCA requires that no additional fill be placed on floodplain lands without the removal (cut) of a proportional amount of fill (soil) from the floodplain; thereby mitigating the overall impact on the floodplain lands. A cut plan on the opposite side of the East Holland River is proposed to maintain a calibrated floodplain.

Town Staff and the LSRCA have reviewed the proposed reports and studies and are satisfied with the proposed cut/fill balance plan.

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Buffering/ Landscaping

The Parks and Recreation Services (PRS) department have reviewed the site plan application and are satisfied with the Site Plan submission. PRS staff have requested that the applicant provide an updated tree preservation report and obtain approval for silt fence location prior to the start of on-site works dealing with tree preservation issues and/or tree removals. The entry signage wall as shown on Figure 5 shall have a stone inset, with sandblasted letters and logo painted to Town standard colours in accordance with communication standards.

Trail Easement

An existing trail easement in favour of the Town of Aurora is currently registered on title on the subject lands. PRS advises that the existing easement is no longer required due to the easement conflicting with driveway and parking requirements of the proposed Site Plan. PRS staff will require an alternative easement to accommodate the existing trail, based on site conditions. The existing trail is currently gravel but will be paved (concrete) and widened as a result of the proposed Site Plan. The new easement will accommodate the widened concrete trail and expand to the northern limit of the subject lands. The new easement will be registered on title at the time of Site Plan Agreement Registration. PRS staff have requested that the existing trail head marker/stone for the Holland River Valley trail be re-located at the time of site construction to the north-west corner of the site (Figure 8).

Building and By-law Services

Building and By-law Services (BBS) have reviewed the application and have no objection to the approval of the application.

The Town's Accessibility Advisor has reviewed the site plan submission on behalf of the Accessibility Advisory Committee and has advised that they have no objection to the proposed Site Plan.

External Agency Comments

Central York Fire Services

Central York Fire Services have reviewed the proposed Site Plan and has no objection to the approval of the application.

Powerstream

Powerstream has reviewed the proposal and has no objection to its approval, subject to Owner or agent contacting Powerstream to discuss all aspects of the above project.

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Enbridge Gas

Enbridge Gas Distribution has reviewed the submitted Site Plan proposed and does not object to the proposal.

Regional Municipality of York

The Regional Municipality of York has reviewed the application and has no objection to the approval of the application subject to the Owner satisfying York Region with its technical conditions of approval related to encroachment, water resources, natural heritage & forestry services and financial & insurance requirements.

Lake Simcoe Region Conservation Authority

The Lake Simcoe Region Conservation Authority (LSRCA) has reviewed the information provided in support of the proposed commercial development and has no objection to the approval of the application subject to minor technical amendments. A portion of the subject property is located within the Regulatory Floodplain. The LSRCA has reviewed and is satisfied with the section drawings and cut/fill information along with the grading and servicing drawings. A permit will be required by the LSRCA prior to any development and site alteration commencing within a regulated area.

LINK TO STRATEGIC PLAN

Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business: By rezoning the subject lands to permit service commercial uses, this will help ***Develop plans to attract businesses that provide employment opportunities for our residents.***

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: By permitting service commercial uses in an underutilized property at a secondary gateway of Aurora, ***the review of surplus lands and structures to facilitate growth and revitalization in the community*** action item is realised.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Direct staff to report back to Council addressing any issues that may be raised at the General Committee Meeting; or
2. Refusal of the application with an explanation for the refusal.

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SERVICING ALLOCATION

Not applicable.

FINANCIAL IMPLICATIONS

The site is being developed through a site plan application; as such fees and securities will be required with the development agreement. The development of this site will also generate development charges. In addition, the proposed commercial development for this site will generate yearly tax assessment to the Town.

PREVIOUS REPORTS

Council Memorandum, Additional Information, Planning Report No. PL12-043, dated July 16, 2013.

Council Memorandum, Revised Elevation Drawings, Planning Report No. PL12-043, dated April 16, 2013.

Council Memorandum, Additional Information to Planning Report No. PL12-043, dated February 5, 2013.

General Committee Report No. PL12-043, dated December 11, 2012.

Public Planning Report No. PL11-046, dated September 26, 2011.

CONCLUSIONS

The Planning and Development Services department has reviewed the Site Plan application that proposes to develop a multi-unit commercial building with surface level parking on the subject lands in accordance with the provisions of the Town's Official Plan Amendment No. 4, Zoning By-law and in the context of the surrounding and future land uses. The Site Plan application has been reviewed and is considered to be in keeping with the development standards of the Town. Staff recommends approval of Site Plan application File: SP-2013-13 subject to the applicant satisfying the detailed requirements with respect to Urban Design, York Region, Development Engineering and Parks and Recreation Services prior to the execution of the Site Plan Agreement.

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ATTACHMENTS

- Figure 1 – Location Map
- Figure 2 – Official Plan Map
- Figure 3 – Zoning By-law Map
- Figure 4 – Proposed Site Plan
- Figure 5 – Proposed Municipal Sign Wall Detail
- Figure 6 – Proposed North and East Elevation
- Figure 7 – Proposed South and West Elevation
- Figure 8 – Landscape Plan

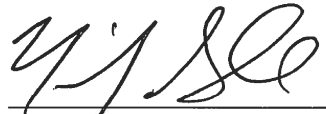
PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting – May 7, 2015

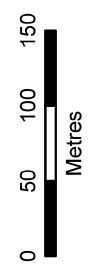
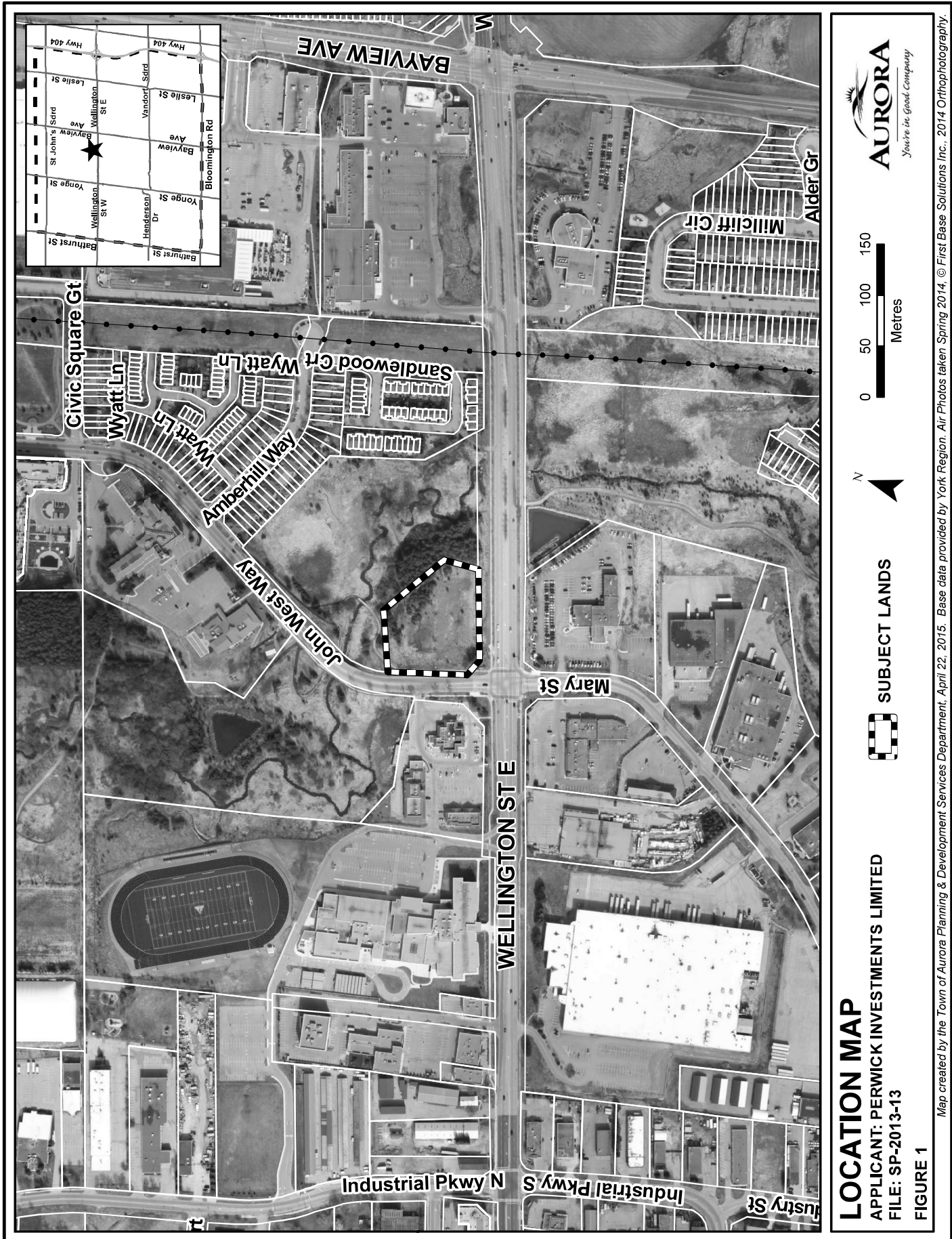
Prepared by: Drew MacMartin, Planner- Ext. 4347



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



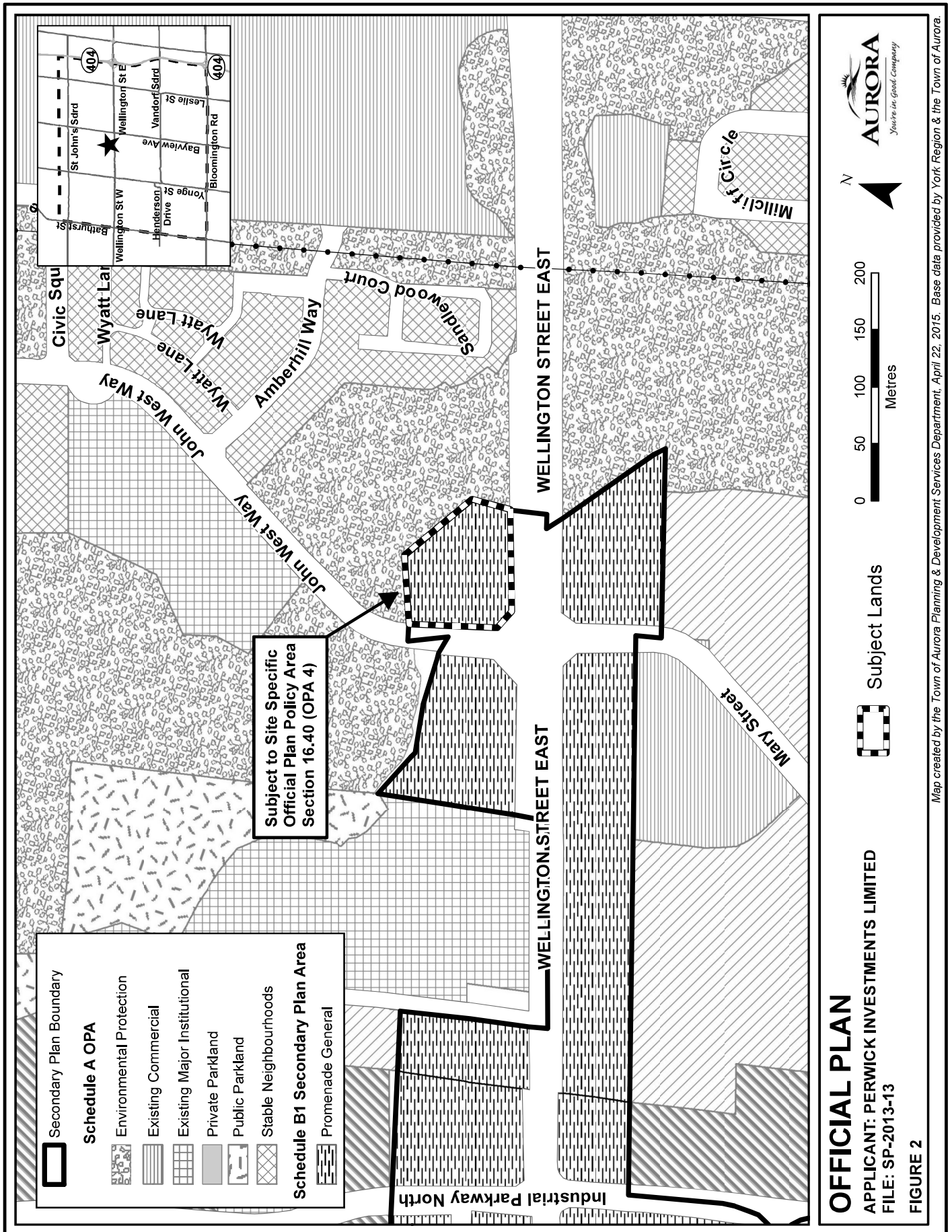
**Neil Garbe
Chief Administrative Officer**



 SUBJECT LANDS

LOCATION MAP
 APPLICANT: PERWICK INVESTMENTS LIMITED
 FILE: SP-2013-13
FIGURE 1

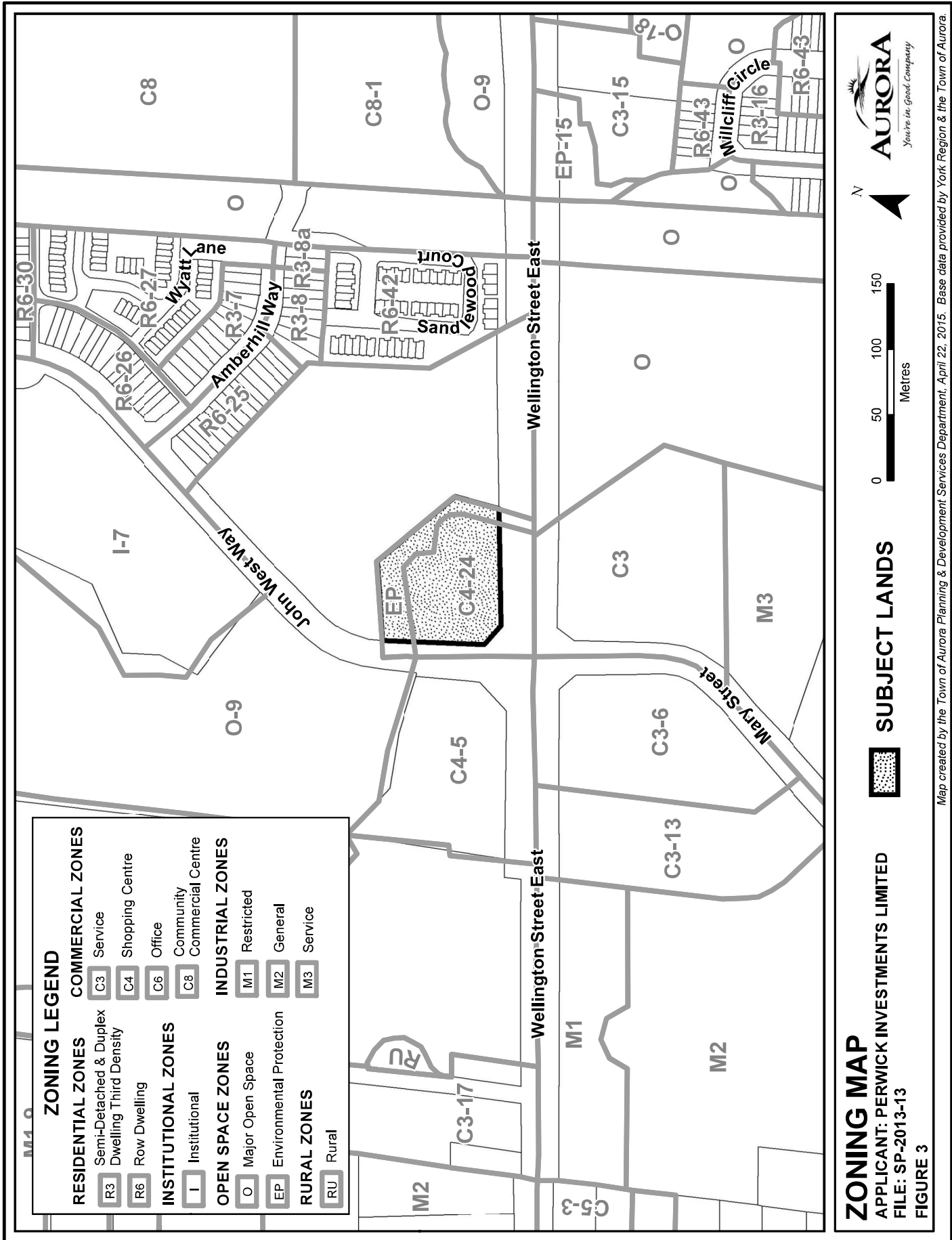
Map created by the Town of Aurora Planning & Development Services Department, April 22, 2015. Base data provided by York Region. Air Photos taken Spring 2014. © First Base Solutions Inc., 2014 Orthophotography.

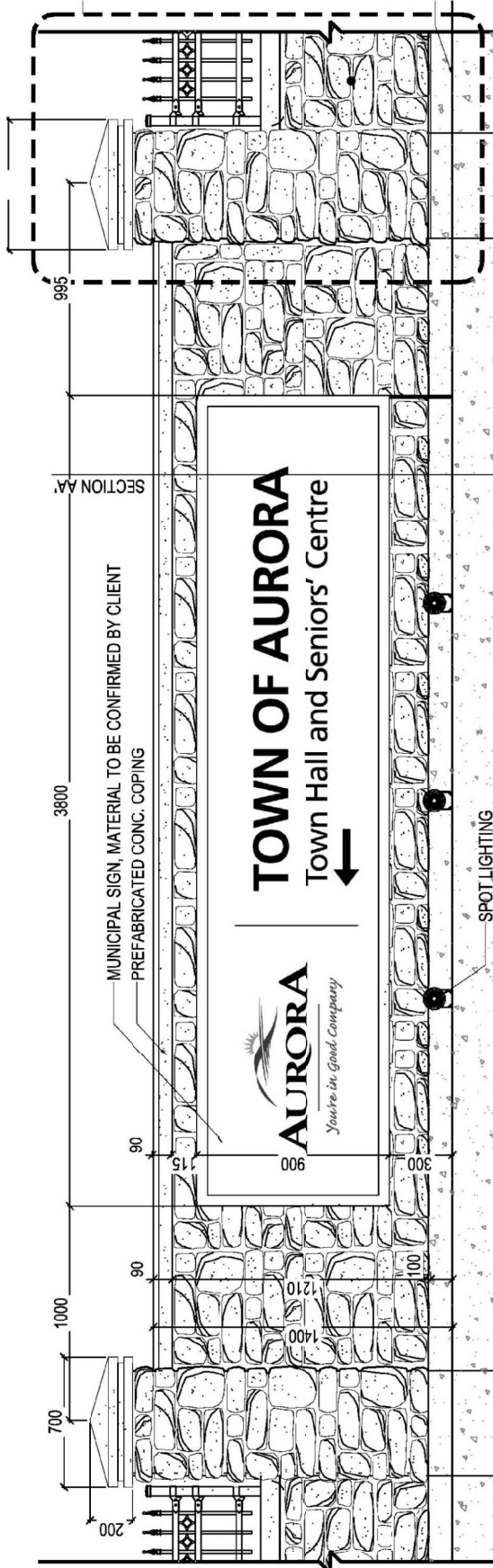


OFFICIAL PLAN
 APPLICANT: PERWICK INVESTMENTS LIMITED
 FILE: SP-2013-13

FIGURE 2

Map created by the Town of Aurora Planning & Development Services Department, April 22, 2015. Base data provided by York Region & the Town of Aurora.





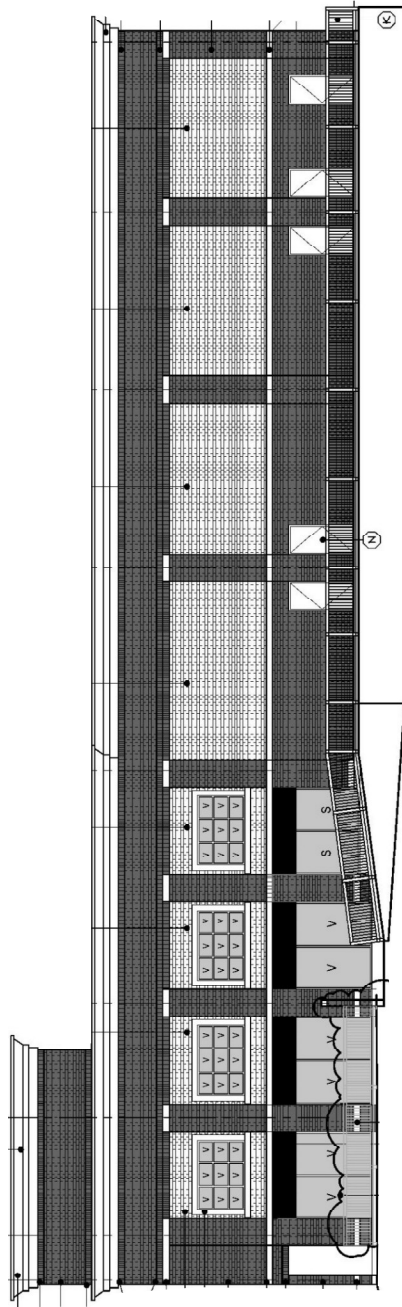
PROPOSED MUNICIPAL SIGN WALL DETAIL

APPLICANT: PERWICK INVESTMENTS LIMITED

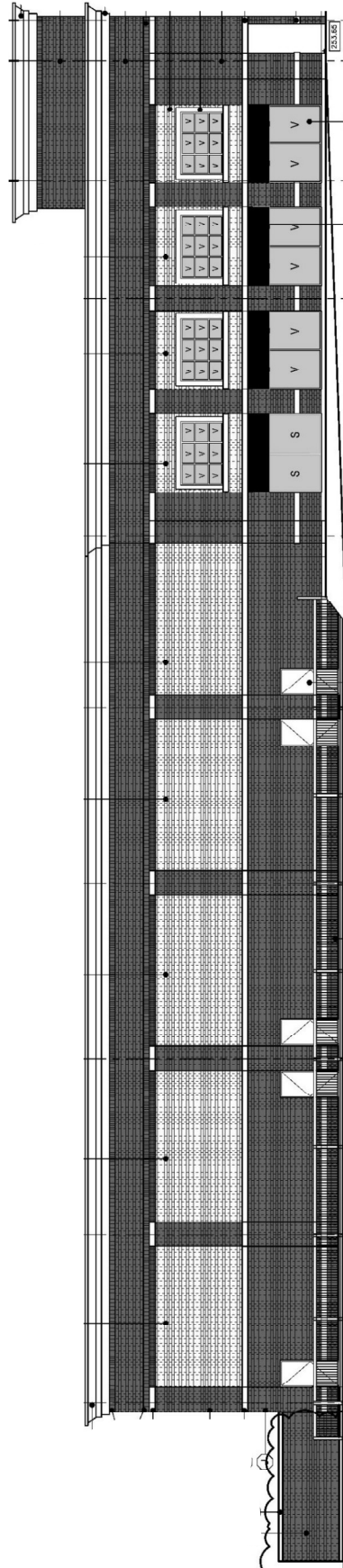
FILE: SP-2013-13

FIGURE 5

Map created by the Town of Aurora Planning Department, April 23, 2015. Base data provided by Vencharutti Gagliardi Architect Inc.



East Elevation



North Elevation

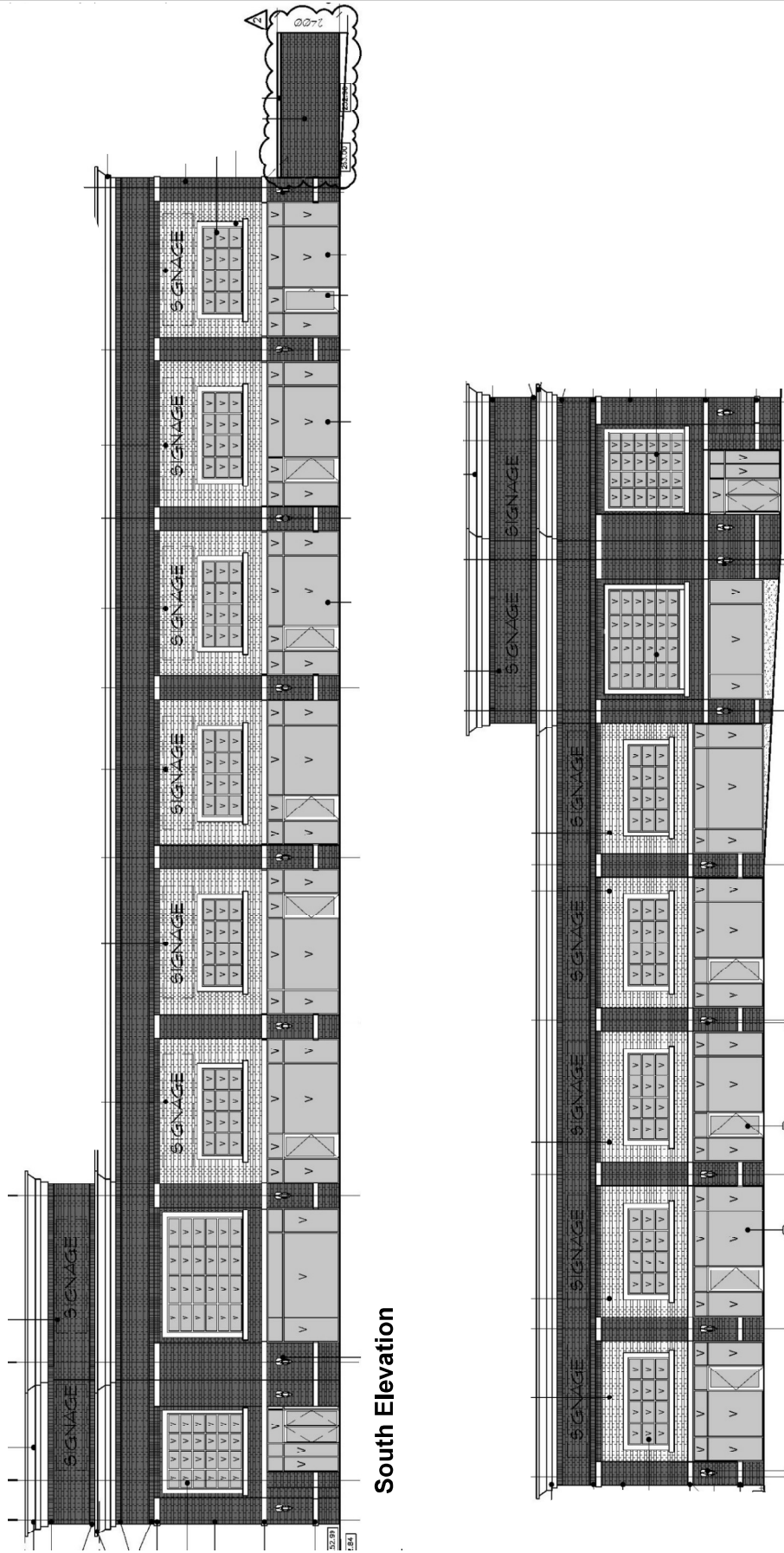
PROPOSED NORTH AND EAST ELEVATION

APPLICANT: PERWICK INVESTMENTS LIMITED

FILE: SP-2013-13

FIGURE 6





South Elevation

West Elevation

PROPOSED SOUTH AND WEST ELEVATION

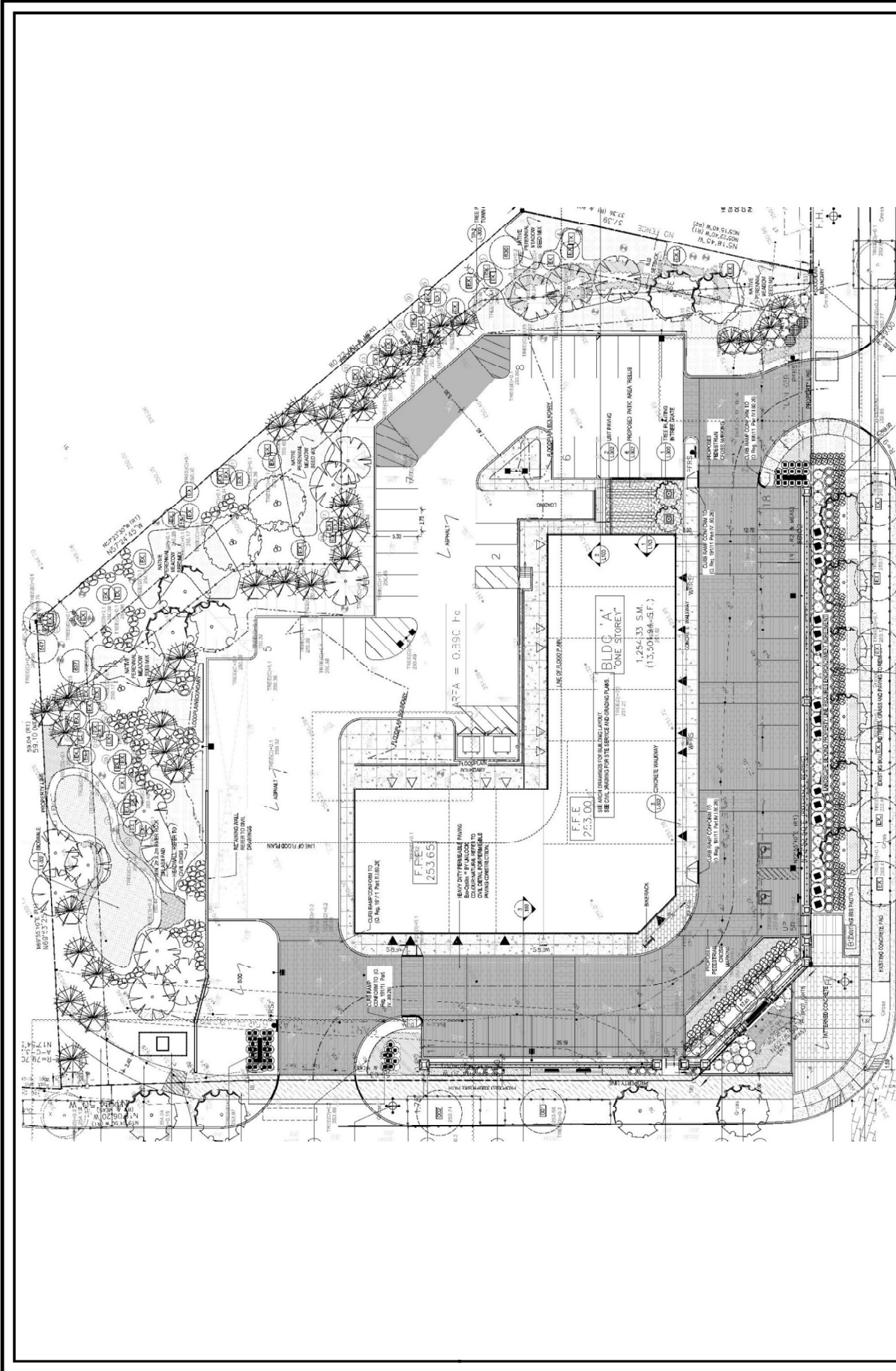
APPLICANT: PERWICK INVESTMENTS LIMITED

FILE: SP-2013-13

FIGURE 7



Map created by the Town of Aurora Planning Department, April 23, 2015. Base data provided by Vencharutti Gagliardi Architect Inc.



LANDSCAPE PLAN
APPLICANT: PERWICK INVESTMENTS LIMITED
FILE: SP-2013-13
FIGURE 8



**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. LLS15-035

SUBJECT: *Request for an Encroachment Agreement (29 Mendy's Forest)*

FROM: *Warren Mar, Director of Legal & Legislative Services/Town Solicitor
and Ilmar Simanovskis, Director of Infrastructure & Environmental
Services*

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. LLS15-035 be received; and

*THAT the request of the owners of 29 Mendy's Forest to enter into an
encroachment agreement with the Town be denied; and*

*THAT the owners of 29 Mendy's Forest be required to remove any encroachments
from the Town's lands no later than July 15, 2015; and*

*THAT if the owners refuse to remove any encroachments from the Town's lands,
then Town staff shall remove the encroachments as soon as possible after July
31, 2015.*

PURPOSE OF THE REPORT

The purpose of this report is to respond to the request of the owners of 29 Mendy's Forest to enter into an encroachment agreement with the Town with respect to their cedar trees which encroach onto the Town's property.

BACKGROUND

In 2011, various residents complained to the Town that southbound vehicles on Mendy's Forest could not see westbound vehicles on Orchard Heights Blvd. as a result of cedar trees which were planted on the west side of the property located at 29 Mendy's Forest. Town staff investigated the complaints and the investigation revealed that sightline concerns existed due to overgrown cedar trees that were planted in the Town's boulevard.

A letter dated May 25, 2011 was sent to the homeowner requesting that the resident trim and maintain the cedar trees to a maximum height of 0.9 metres to alleviate the

May 19, 2015

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Report No. LLS15-035

sightline concerns, or alternatively that the trees be relocated onto the owner's property. A diagram created by the Town's Traffic and Transportation Analyst is attached as Attachment 2. The red line shows the clearance requirements for lines of sight at a stop sign. The cedar trees fronting on Orchard Heights Blvd. are clearly in front of the red line and show the cedar trees as causing a sightline obstruction.

In March 2014, the Town was clearing catchbasins to ensure that they were clear for melting snow to drain into the storm water management system. As the cedar trees prevented the placement of excess snow onto the Town's boulevard, operations staff made a decision to put the snow behind the cedar trees, but still on the Town-owned boulevard. As Council may recall, in the winter season of 2013/2014, there was significant snow accumulations and an ice storm. The resident contacted the Town and filed a formal complaint and requested compensation for the damaged cedar trees.

The Town investigated this matter and determined that the cedar trees were not being maintained to the Town's specifications for road safety and thus creating hazardous conditions for other users of the Town's roads. In addition, their placement was not leaving sufficient boulevard space for the Town to perform its routine winter maintenance operations. The Town sent a letter to the homeowner on December 2, 2014, advising that it was not feasible to permit the cedar trees to remain in their current location and further requested that the cedar trees be removed or relocated to their own lands within ten (10) business days.

The homeowners responded to the Town's correspondence and indicated that they did not want to move the cedar trees for various reasons, none of which were satisfactory to the Town's staff. The homeowner also alleged that the Parks Division approved the plantings. This allegation was investigated and there is no evidence to substantiate the allegation. As such, the Town sent the homeowners a further letter on January 7, 2015, permitting the cedar trees to remain on the Town's lands until April 30, 2015, subject to them being trimmed to the Town's specifications for sitelines. The Town further required that the cedar trees be moved to the homeowner's lands no later than April 30, 2015. This also was not acceptable to the homeowner. As such, Town staff met with the homeowners in person on January 15, 2015, at which time the Town's position was reiterated and other solutions were offered to the homeowner at the time to deal with this matter. The homeowner was also advised that encroachments of this type on the Town's right of way can only be authorized by Council through an encroachment agreement. Town staff advised the homeowner that staff would not be supportive of the request for an encroachment agreement due to the cedar trees interfering with road maintenance operations and the failure of the homeowner to maintain the cedar trees which results in sightline hazards for other users of the Town's roads.

During the investigation, it came to the Town's attention that the Regional Municipality of York (the "Region") also has a watermain easement over the homeowner's lands fronting on Orchard Heights Blvd. This easement prohibits this type of planting. The homeowner has since approached the Region to obtain their consent for the plantings

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Report No. LLS15-035

and has produced an email from the Region advising that the Region does not have concerns with this type of planting. Although the Region does not have any concerns with respect to its easement, this does not alleviate the Town's concerns with respect to the obstruction of the line of sight or the interference with winter maintenance operations.

COMMENTS

What is an encroachment?

An encroachment is to place an object unlawfully/without permission upon the lands or property of another.

Does the Town Typically Allow Encroachments on Town Lands?

The Town discourages encroachments on its lands unless applicants are able to prove that the need for the encroachment is reasonable, feasible, and no alternative options exist. In addition, encroachments must not jeopardize the health or safety of the public, must be in the public's best interest, and are minor in nature.

Encroachments are typically permitted through the site plan process in commercial developments or in exceptional circumstances with respect to residential properties. Provisions are made in encroachment agreements which require the land owner to indemnify the Town from any claims with respect to the encroachment. The maintenance obligations of the encroachment are typically the responsibility of the owners of the lands. Owners must also provide the Town with liability insurance covering any claims in relation to the encroachment.

The Town has approved encroachments in other limited circumstances, such as:

1. Where there is a necessary retaining wall (37 Wellington St. E.);
2. Pre-existing stairs on a heritage property (63 Victoria Street); and
3. To accommodate an accessibility ramp that is required to comply with legislation (15196 Yonge St.).

The Town's By-laws

The Town's by-laws prohibit encroachments without the consent of the Town.

By-law Number 4734-05.P is a by-law to regulate the planting of shade and ornamental trees upon the highways under the jurisdiction of the Town of Aurora. This By-law provides in section 2 that *"[n]o person or his agents, servants or employees shall plant any tree upon any highway in the Town of Aurora without having first obtained consent of the Director pursuant to the provisions of this By-law."*

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Report No. LLS15-035

By-law Number 4744-05.P is a by-law to regulate the obstruction of highways and the crossing of boulevards by delivery vehicles. This by-law provides in section 2.1 that *"[n]o person shall obstruct, encumber, injure or foul any highway or bridge in the Town."*

By-law Number 4752-05.P is a by-law to regulate the use and governance of parks and public places in the Town of Aurora. This by-law provides in section 9 that *"[n]o person shall encroach upon or take possession of any park or public place by any means whatsoever, including the construction, installation or maintenance of any fence or structure, the dumping or storage of any materials or plantings, or planting, cultivating, grooming or landscaping, thereon unless in accordance with the municipality encroachment policy and authorized by Council."* The definition of public place in the by-law includes any municipally-owned lands.

Encroachments are Problematic for the Town

Most homeowners that encroach on the Town's lands do so to improve the curb appeal of their property which helps beautify and add character to the Town; however, these encroachments can sometimes be problematic for the Town and Aurora residents.

These encroachments: (a) restrict and limit the use and enjoyment of public lands maintained by the Town for the benefit of all residents; (b) may pose a safety hazard to the public and give rise to a potential claim from resultant injuries; and (c) may result in taxpayers absorbing the costs related to resolving claims, removing the encroachment and restoring the lands.

The Town has a duty to the public to provide safe and well maintained infrastructure. As such, when the Town becomes aware of any encroachments they must be dealt with appropriately. In dealing with a typical encroachment which is brought to the Town's attention, the Town must perform the following actions:

1. Intake the complaint (IES Operations staff and Customer Service).
2. Investigate the complaint (i.e. send a Roads Crew to investigate the encroachment, take pictures and measurements, and perform a traffic safety evaluation).
3. Respond to the complainant.
4. Meet with other staff members to determine the course of action (this may involve IES Engineering, IES Operations, Parks and Legal Services Staff).
5. Correspond/communicate with the homeowner.
6. Take enforcement measures if the homeowner is uncooperative (which may also

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Report No. LLS15-035

involve assistance from By-law staff and Legal Services staff).

7. Remove the encroachment (IES Operations staff, Parks and in some instances a contractor may be required).
8. Restore the area (e.g., backfill holes, lay sod).

In the event the encroachment is not removed, the Town is then obligated to inspect it from time to time to ensure the homeowner is maintaining it, and ensure that the encroachment is not obstructing sightlines or causing any other issues with respect to the Town's maintenance duties. This process uses a significant amount of staff time and Town resources.

Liability and Risk Management

In addition to the other problems created by encroachments, the Town may be liable for any personal injuries which occur to users of the Town's roads, sidewalks and boulevards as a result of encroachments. In the event a party is successful in their claim against the Town, the Town could be liable for the damages, legal costs as well as the increased insurance premiums in relation to the loss.

In the event Council approves the encroachment agreement and the homeowner agrees to indemnify the Town and provides the Town with proof of insurance for the encroachment, due to the current joint and several liability provisions, the Town may still be required to pay a portion of any judgment in the event the homeowner's insurance cannot cover the total amount of a damages award.

Further, homeowners frequently file claims against the Town for damages to encroaching landscaping as a result of winter maintenance operations. Although the Town generally does not pay out these claims due to the existence of the encroachment, there is a significant amount of staff time required to respond to these claims.

Setting a Negative Precedent

If Council were to approve this encroachment agreement, it would be difficult to deny any other homeowner who wished to encroach on the Town's lands for the same purpose. There are approximately 15,000 properties in the Town and it is estimated by staff that 1 in 4 of those properties may have some sort of encroachment.

The Town generally has no issue with homeowners who attempt to improve the visual space of the Town, and Town staff only address significant and obvious encroachments which come to the Town's attention and cause concerns with respect to the Town's operations or public safety. In the current situation, Town staff believe that the encroachment is impacting both Town operations and public safety, as well as

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inappropriately enlarging the space upon which the homeowners have exclusive use of certain lands, to the detriment of the Town-owned boulevard. The matter at issue is not simply about the existence of the trees – it is about the required respect for the legal boundaries between the homeowners' property and the Town's property.

Need for a Council-Approved Policy to Manage Encroachments

In response to this matter and other encroachments onto Town property, staff have identified a need to research and develop a policy to address encroachment issues, as well as to delegate certain authority to staff to resolve encroachments onto Town property. Staff intend to bring forward such a policy for Council's consideration and approval as soon as possible.

LINK TO STRATEGIC PLAN

This supports the Strategic Plan Goal by **supporting an exceptional quality of life for all** through the objective of **improving, transportation, mobility and connectivity** by removing encroachments to provide safe highways for the public.

FINANCIAL IMPLICATIONS

Dealing with encroachments requires a significant allocation of staff time and resources as set out above.

If the encroachment agreement is approved, the owners are required to pay \$615.00 to Legal Services to draft the agreements; however, there would still be staff time and resources used to inspect the encroachment for compliance from time to time.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council may authorize the Town to enter into an encroachment agreement with the homeowner at 29 Mendy's Forest, to the satisfaction of the Town Solicitor and the Director of IES.

CONCLUSIONS

The owners of 29 Mendy's Forest have requested that the Town enter into an encroachment agreement with them regarding the cedar trees located in the Town's boulevard. Staff believe that this request for an encroachment agreement is not in the best interest of the Town or the members of the public in which it serves.

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Report No. LLS15-035

In permitting encroachments, the Town must always consider the paramountcy of the public's right to use the public highway, the Town's obligations to provide safe and well maintained infrastructure, how the encroachment impacts winter maintenance operations, and the risk the encroachment poses to the Town.

ATTACHMENTS

Attachment #1 – Pictures of Encroachment Area – 29 Mendy's Forest
Attachment #2 – Sightline Diagram – 29 Mendy's Forest

PRE-SUBMISSION REVIEW

Executive Leadership Team – May 7, 2015.

Prepared by: Sarah Gill, Law Clerk (Litigation/General Municipal) - Ext. 4230



Warren Mar
Director of Legal & Legislative
Services/Town Solicitor



Neil Garbe
Chief Administrative Officer



Ilmar Simanovskis
Director of Infrastructure &
Environmental Services



Attachment #1











Attachment #2





**TOWN OF AURORA
GENERAL COMMITTEE REPORT**

No. LLS15-036

SUBJECT: *Request for an Encroachment Agreement (50 Pineneedle Drive)*

FROM: *Warren Mar, Director of Legal & Legislative Services/Town Solicitor
and Ilmar Simanovskis, Director of Infrastructure & Environmental
Services*

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. LLS15-036 be received; and

*THAT the request of the owners of 50 Pineneedle Drive to enter into an
encroachment agreement with the Town be denied; and*

*THAT the owners of 50 Pineneedle Drive be required to remove any
encroachments from the Town's lands no later than July 15, 2015; and*

*THAT if the owners refuse to remove any encroachments from the Town's lands,
then Town staff shall remove the encroachments as soon as possible after July
31, 2015.*

PURPOSE OF THE REPORT

The purpose of this report is to respond to the request of the owners of 50 Pineneedle Drive to enter into an encroachment agreement with the Town with respect to various encroachments onto the Town's property.

BACKGROUND

In December 2014, staff of the Infrastructure & Environmental Services Department ("IES") contacted Legal Services staff to request assistance in dealing with an unmaintained encroachment at 50 Pineneedle Drive, as IES staff had reached out to the homeowner and were unable to resolve the situation.

Town staff assessed the property boundaries and the Manager of Operations sent a letter to the owner advising of the Town's concerns with respect to the encroaching cedar hedges. The Town requested that the hedges be trimmed to a distance of a minimum of two (2) feet from the edge of the sidewalk by January 18, 2015 and be

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Report No. LLS15-036

maintained within that two (2) feet limit. The Town further advised that the Town was currently investigating the placement of the hedges and in the event that the investigation revealed that the hedges were planted on the Town's lands, then the Town would take steps to have them removed in the spring of 2015.

The homeowner responded to the Town's letter in writing advising that he would pursue legal action against the Town in the event the Town took steps to remove any encroachments.

Due to the disputed nature of the property boundaries, the Town ordered an official property survey of the Town's lands and of the lands municipally known as 50 Pineneedle Drive. A copy of the survey is attached as Attachment 1. This survey revealed that there are significant encroachments into the Town's boulevard. As shown on the survey, the encroachments consist of hedges, trees, other vegetation, and what is described as a basketball post, swing and a wood gate.

The Town's concerns with respect to these encroachments are as follows:

1. The hedges interfere with the Town's ability to perform its winter maintenance operations.
2. The proximity of the hedges to the sidewalk eliminate the required space for snow accumulation on the boulevard which causes snow to fall back onto the sidewalk after being plowed, leaving the sidewalk unsafe for pedestrian traffic.
3. The hedges are partially overgrowing a fire hydrant located near the sidewalk which does not comply with Central York Fire Services clearance requirements and poses an access problem in the event there is a fire and the fire hydrant needs to be used.
4. The hedges create traffic sightline obstructions at the corner of Orchard Heights Drive and Pineneedle Drive.
5. Due to the proximity of the hedges to the sidewalk, the hedges scratch the Town's equipment causing damage while plowing the sidewalks and may potentially cause further significant damages to the equipment.

The Town followed up with the owners with a letter from the Town's Associate Solicitor, dated March 27, 2015. In summary, this letter requested that the encroachments be removed from the Town's lands by July 1, 2015, and advised the homeowner that encroachments on the Town's right-of-way can only be authorized by Council through an encroachment agreement. Town staff advised the owners that staff would not be supportive of the request to enter into an encroachment agreement due to the concerns noted above.

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Report No. LLS15-036

COMMENTS

What is an encroachment?

An encroachment is to place an object unlawfully/without permission upon the lands or property of another.

Does the Town Typically Allow Encroachments on Town Lands?

The Town discourages encroachments on its lands unless applicants are able to prove that the need for the encroachment is reasonable, feasible, and no alternative options exist. In addition, encroachments must not jeopardize the health or safety of the public, must be in the public's best interest, and are minor in nature.

Encroachments are typically permitted through the site plan process in commercial developments or in exceptional circumstances with respect to residential properties. Provisions are made in encroachment agreements which require the land owner to indemnify the Town from any claims with respect to the encroachment. The maintenance obligations of the encroachment are typically the responsibility of the owners of the lands. Owners must also provide the Town with liability insurance covering any claims in relation to the encroachment.

The Town has approved encroachments in other limited circumstances, such as:

1. Where there is a necessary retaining wall (37 Wellington St. E.);
2. Pre-existing stairs on a heritage property (63 Victoria Street); and
3. To accommodate an accessibility ramp that is required to comply with legislation (15196 Yonge St.).

The Town's By-laws

The Town's by-laws prohibit encroachments without the consent of the Town.

By-law Number 4734-05.P is a by-law to regulate the planting of shade and ornamental trees upon the highways under the jurisdiction of the Town of Aurora. This By-law provides in section 2 that "*[n]o person or his agents, servants or employees shall plant any tree upon any highway in the Town of Aurora without having first obtained consent of the Director pursuant to the provisions of this By-law.*"

By-law Number 4744-05.P is a by-law to regulate the obstruction of highways and the crossing of boulevards by delivery vehicles. This by-law provides in section 2.1 that "*[n]o person shall obstruct, encumber, injure or foul any highway or bridge in the Town.*"

By-law Number 4752-05.P is a by-law to regulate the use and governance of parks and public places in the Town of Aurora. This by-law provides in section 9 that "*[n]o person*

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shall encroach upon or take possession of any park or public place by any means whatsoever, including the construction, installation or maintenance of any fence or structure, the dumping or storage of any materials or plantings, or planting, cultivating, grooming or landscaping, thereon unless in accordance with the municipality encroachment policy and authorized by Council.” The definition of public place in the by-law includes any municipally-owned lands.

Encroachments are Problematic for the Town

Most homeowners that encroach on the Town’s lands do so to improve the curb appeal of their property which helps beautify and add character to the Town; however, these encroachments can sometimes be problematic for the Town and Aurora residents.

These encroachments: (a) restrict and limit the use and enjoyment of public lands maintained by the Town for the benefit of all residents; (b) may pose a safety hazard to the public and give rise to a potential claim from resultant injuries; and (c) may result in taxpayers absorbing the costs related to resolving claims, removing the encroachment and restoring the lands.

The Town has a duty to the public to provide safe and well maintained infrastructure. As such, when the Town becomes aware of any encroachments they must be dealt with appropriately. In dealing with a typical encroachment which is brought to the Town’s attention, the Town must perform the following actions:

1. Intake the complaint (IES Operations staff and Customer Service).
2. Investigate the complaint (i.e. send a Roads Crew to investigate the encroachment, take pictures and measurements, and perform a traffic safety evaluation).
3. Respond to the complainant.
4. Meet with other staff members to determine the course of action (this may involve IES Engineering, IES Operations, Parks and Legal Services Staff).
5. Correspond/communicate with the homeowner.
6. Take enforcement measures if the homeowner is uncooperative (which may also involve assistance from By-law staff and Legal Services staff).
7. Remove the encroachment (IES Operations staff, Parks and in some instances a contractor may be required).
8. Restore the area (e.g., backfill holes, lay sod).

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Report No. LLS15-036

In the event the encroachment is not removed, the Town is then obligated to inspect it from time to time to ensure the homeowner is maintaining it, and ensure that the encroachment is not obstructing sightlines or causing any other issues with respect to the Town's maintenance duties. This process uses a significant amount of staff time and Town resources.

Liability and Risk Management

In addition to the other problems created by encroachments, the Town may be liable for any personal injuries which occur to users of the Town's roads, sidewalks and boulevards as a result of encroachments. In the event a party is successful in their claim against the Town, the Town could be liable for the damages, legal costs as well as the increased insurance premiums in relation to the loss.

In the event Council approves the encroachment agreement and the homeowner agrees to indemnify the Town and provides the Town with proof of insurance for the encroachment, due to the current joint and several liability provisions, the Town may still be required to pay a portion of any judgment in the event the homeowner's insurance cannot cover the total amount of a damages award.

Further, homeowners frequently file claims against the Town for damages to encroaching landscaping as a result of winter maintenance operations. Although the Town generally does not pay out these claims due to the existence of the encroachment, there is a significant amount of staff time required to respond to these claims.

Setting a Negative Precedent

If Council were to approve this encroachment agreement, it would be difficult to deny any other homeowner who wished to encroach on the Town's lands for the same purpose. There are approximately 15,000 properties in the Town and it is estimated by staff that 1 in 4 of those properties may have some sort of encroachment.

The Town generally has no issue with homeowners who attempt to improve the visual space of the Town, and Town staff only address significant and obvious encroachments which come to the Town's attention and cause concerns with respect to the Town's operations or public safety. In the current situation, Town staff believe that the encroachment is impacting both Town operations and public safety, as well as inappropriately enlarging the space upon which the homeowners have exclusive use of certain lands, to the detriment of the Town-owned boulevard and the public as they attempt to use the sidewalk. The matter at issue is not simply about the existence of the hedges and other encroachments – it is about the required respect for the legal boundaries between the homeowners' property and the Town's property.

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Report No. LLS15-036

Need for a Council-Approved Policy to Manage Encroachments

In response to this matter and other encroachments onto Town property, staff have identified a need to research and develop a policy to address encroachment issues, as well as to delegate certain authority to staff to resolve encroachments onto Town property. Staff intend to bring forward such a policy for Council's consideration and approval as soon as possible.

LINK TO STRATEGIC PLAN

This supports the Strategic Plan Goal by **supporting an exceptional quality of life for all** through the objective of **improving, transportation, mobility and connectivity** by removing encroachments to provide safe highways for the public.

FINANCIAL IMPLICATIONS

Dealing with encroachments requires a significant allocation of staff time and resources as set out above.

If the encroachment agreement is approved, the owners are required to pay \$615.00 to Legal Services to draft the agreements; however, there would still be staff time and resources used to inspect the encroachment for compliance from time to time.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council may authorize the Town to enter into an encroachment agreement with the homeowner at 50 Pineneedle Drive, to the satisfaction of the Town Solicitor and the Director of IES.

CONCLUSIONS

The owners of 50 Pineneedle Drive have requested that the Town enter into an encroachment agreement with them regarding the various encroachments located in the Town's boulevard. Staff believe that this request for an encroachment agreement is not in the best interest of the Town or the members of the public in which it serves.

In permitting encroachments, the Town must always consider the paramountcy of the public's right to use the public highway, the Town's obligations to provide safe and well maintained infrastructure, how the encroachment impacts winter maintenance operations, and the risk the encroachment poses to the Town.

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Report No. LLS15-036

ATTACHMENTS

Attachment #1 – Property Survey – 50 Pineneedle Drive (complete survey and magnified version)
Attachment #2 – Pictures of encroachments at 50 Pineneedle Drive

PRE-SUBMISSION REVIEW

Executive Leadership Team meeting – May 7, 2015.

Prepared by: Sarah Gill, Law Clerk (Litigation/General Municipal) - Ext. 4230



Warren Mar
Director of Legal & Legislative Services/Town Solicitor

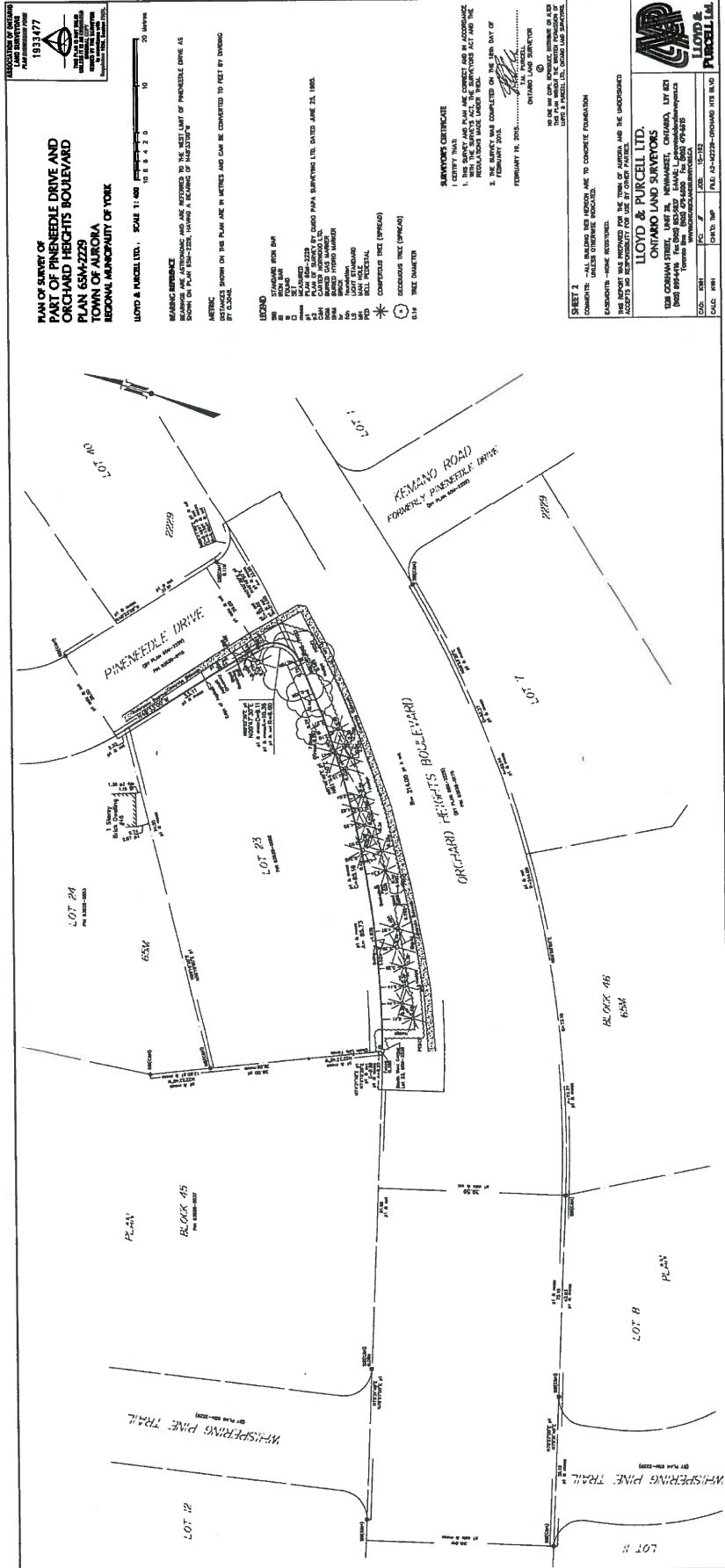


Neil Garbe
Chief Administrative Officer



Ilmar Simanovskis
Director of Infrastructure & Environmental Services

Attachment #1



Attachment #2

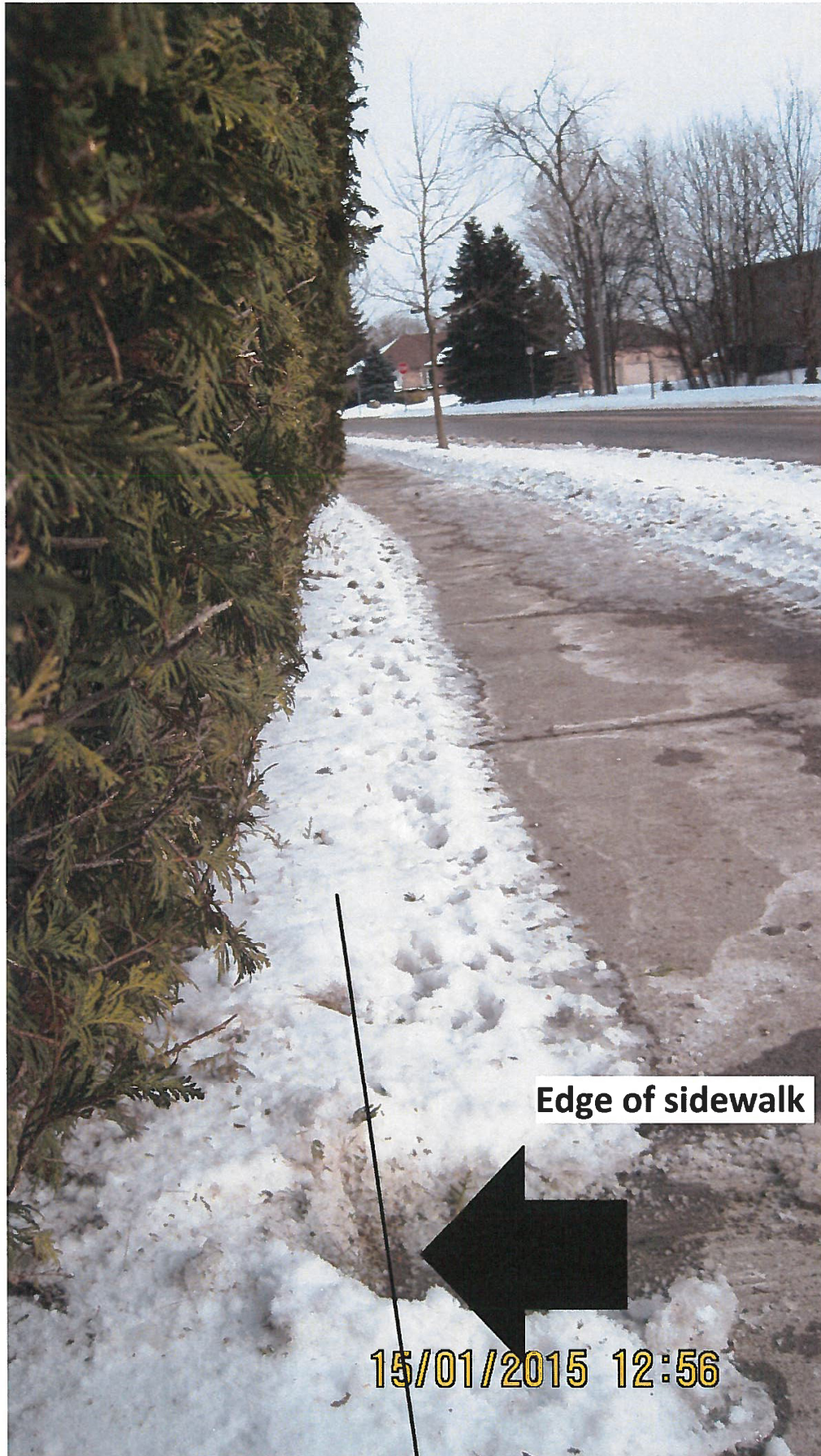




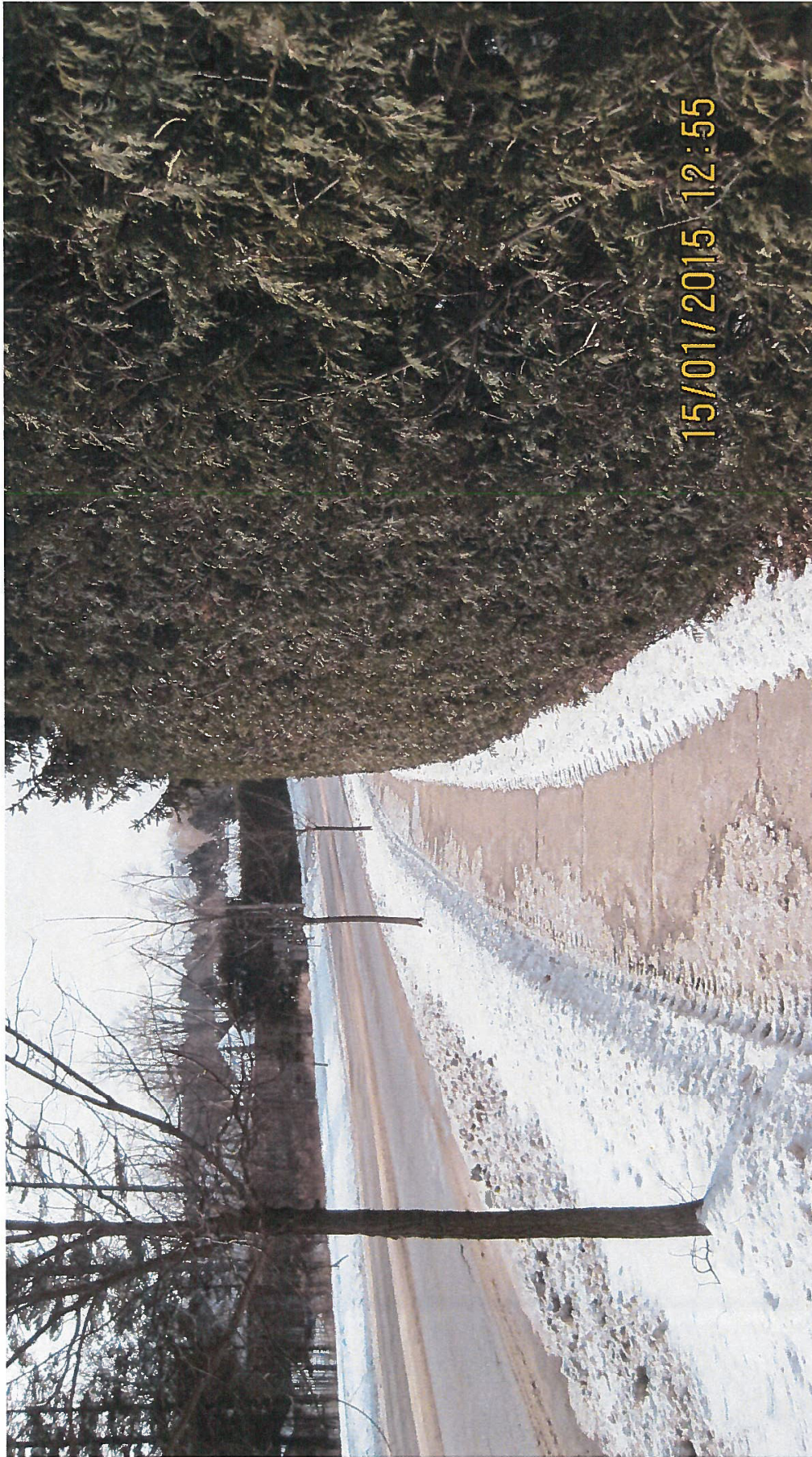


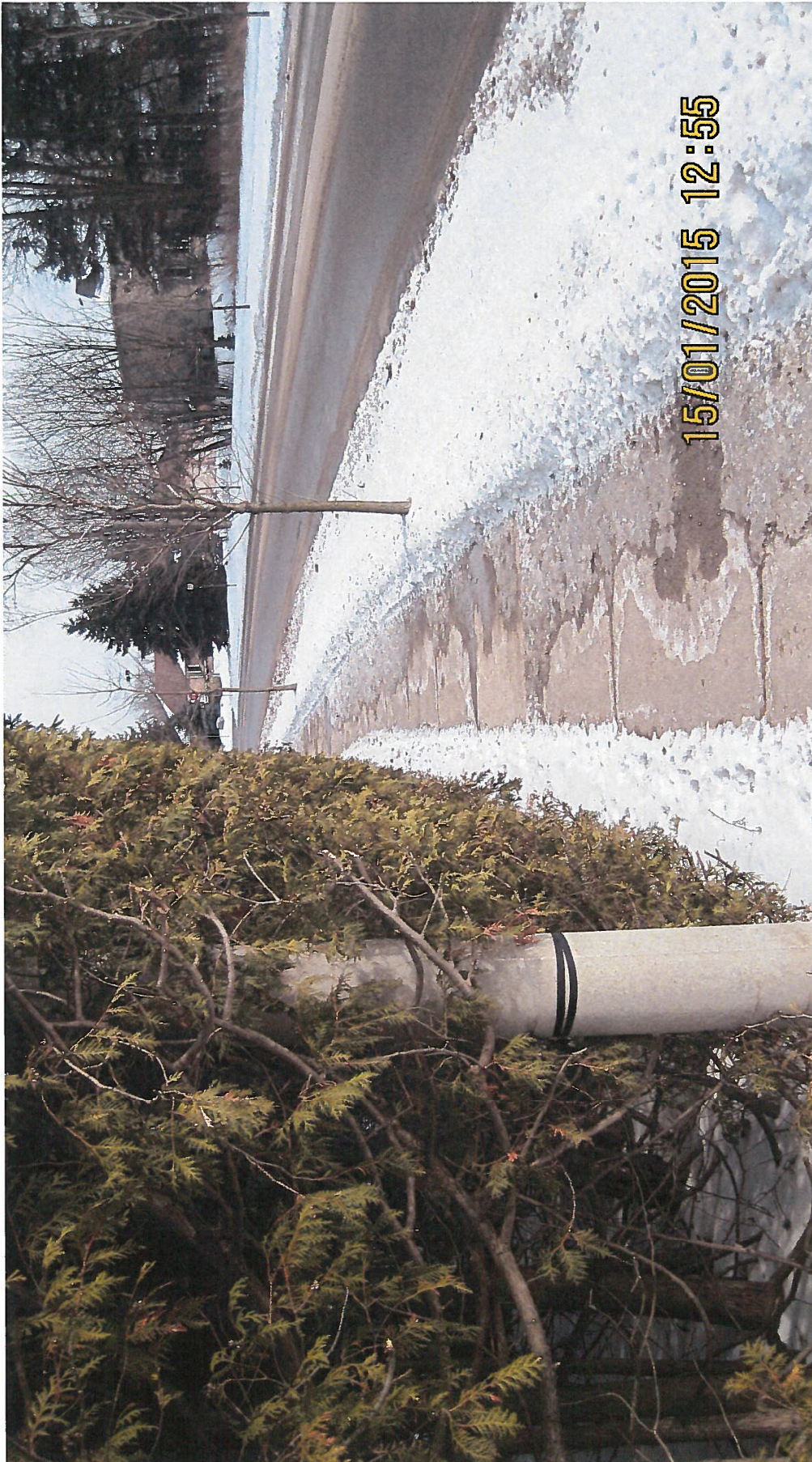














TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-041**

SUBJECT: *Proposed Zoning By-law
Medical Marihuana Production
File No. ZBA-2014-02*

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

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. PL15-041 be received; and

THAT staff be directed to schedule the draft Implementing Zoning By-law regulating Medical Marihuana Production for the next Council meeting for enactment.

PURPOSE OF THE REPORT

The purpose of this report is to report back to Council with respect to the Implementing By-law for Medical Marihuana Production and to seek Council's direction for enactment.

BACKGROUND

A Statutory Public Planning Meeting was held on April 8, 2015 to discuss the Town's Medical Marihuana Production Facilities (MMPFs) Study. The results of the Study and recommendations were presented to Council and members of the general public; and Council directed staff to draft an Implementing Zoning By-law for consideration at an upcoming General Committee meeting.

COMMENTS

Proposed Implementing Zoning By-law

Staff have prepared a draft Implementing By-law regulating Medical Marihuana Production for Council's consideration (Attachment 1). The provisions of the draft Implementing By-law are similar to those presented to Council at the Public Planning Meeting. The draft Implementing By-law was prepared based on best practices and consultations with other municipalities and industry representatives. The draft Implementing By-law contains the following provisions:

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Report No. PL15-041

- Medical Marihuana Production will only be permitted in the Business Park located along the Highway 404 corridor;
- 150 metres (492 foot) distance separation to any other zone;
- 150 metre (492 foot) distance separation to a sensitive land use;
- 150 metre (492 foot) distance separation between Medical Marihuana Production Uses;
- a lot containing a Medical Marihuana Production Use is not permitted to be used for any other purpose;
- on-site retail is prohibited;
- advertising is prohibited;
- all activities are required to be carried out in a wholly enclosed building;
- outdoor storage is prohibited; and
- loading spaces are required to be located in wholly enclosed buildings.

With the application of the 150 metre (492 foot) distance separation to sensitive land uses, the only viable location for Medical Marihuana Production within an employment area is the Business Park located between Leslie Street and Highway 404. The exception to this is the Industrial Parkway South and Engelhard Drive area. However, staff are recommending the Business Park located along the Highway 404 corridor for Medical Marihuana Production due to its location and because it is a greenfield development area.

Issues Raised by Council at the Statutory Public Planning Meeting

Although Council directed staff to draft an Implementing By-law, they did have some questions related to MMPFs that needed to be addressed. The questions have been addressed as follows:

Existing Licences to Produce

There was a question regarding what happens to existing production facilities once the Town's By-law is passed. Staff believe that licences to produce medical marihuana were given with an expiry date and existing producers would therefore be able to continue to operate until their licence expires.

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Report No. PL15-041

Unsightly Fencing

There was a concern expressed about the potential use of unsightly fencing. This concern can be addressed through the site plan approval process, where municipalities have the authority under the *Planning Act* to regulate the design of materials including fencing. It is staff's understanding that although the perimeter of a site being used for Medical Marihuana Production needs to be monitored at all times, it would not need to be fenced. The strictest level of security is reserved for areas where cannabis is present. In these areas, access is restricted to those individuals whose presence is required by their work responsibilities.

Groundwater Protection

There was a question/concern regarding the impact of Medical Marihuana Production on the Town's Well Heads and Ground Water. With the passing of the *Clean Water Act* in 2006 and the approval of the South Georgian Bay Lake Simcoe Source Protection Plan, regulation and protection of the Town's drinking water has never been greater. MMPFs would be subject to the same stringent source water protection regulations as any other commercial production facility.

Odour

There was a question regarding whether there was a unit of measurement available for measuring odour. Odour is one of the most difficult contaminants to control since there is no well-defined regulatory or otherwise acceptable limit given the subjective nature of odours. This is one of the reasons why there is a Provincial guideline for distance separation between industrial and sensitive land uses. Many municipalities are using a distance separation of 70 metres (230 feet) which is consistent with the Provincial guidelines for a light industrial use. However staff are recommending a 150 metre (492 foot) distance separation as an added precaution.

Municipal Licencing and Additional Inspections

With respect to requiring municipal licences or additional inspections for Medical Marihuana Production, staff believe that this would be redundant and without benefit. The new federal regulations have imposed stringent requirements both with respect to obtaining a licence and for production and security of the facility. Furthermore, by federal law, the only inspectors that would have access to areas where cannabis is present are federal inspectors. The Town's Building Inspectors would conduct their regular building inspections during the various stages of the construction process.

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Report No. PL15-041

LINK TO STRATEGIC PLAN

Assuring the appropriate location for Medical Marihuana Production will support the Strategic Plan goal of *supporting an exceptional quality of life for all*.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council can also direct staff to make changes to the draft Implementing By-law; including changes to the permitted locations for Medical Marihuana Production to include the Industrial Parkway South and Engelhard Drive area, as identified on Attachment 2.

FINANCIAL IMPLICATIONS

None.

The Medical Marihuana Production Study was conducted by Town staff.

PREVIOUS REPORTS

Report No. PL14-040 dated May 27, 2014; and
Report No. PL15-028 dated April 8, 2015.

CONCLUSIONS

Council passed Interim Control By-law No. 5626-14 to prohibit the use of the Town's Employment Lands for Medical Marihuana Production on May 27, 2014. This allowed staff to conduct a study of Medical Marihuana Production, including best practices being used by other municipalities, so that they can be properly regulated through the Town's Zoning By-law. Furthermore, an Implementing By-law has been drafted using best practices and through consultation with other municipalities and industry representatives. It is therefore recommended that Council enact the attached draft Implementing By-law for the purpose of properly regulating Medical Marihuana Production at their next meeting.

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Report No. PL15-041

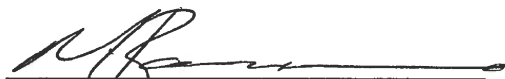
ATTACHMENTS

Attachment 1: Draft Implementing Zoning By-law - Medical Marihuana Production
Attachment 2: Location Map - Employment Lands Suitable for MMPFs

PRE-SUBMISSION REVIEW

Executive Leadership Team - May 7, 2015

Prepared by: Fausto Filipetto, Senior Policy Planner, Ext. 4342



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



Neil Garbe
Chief Administrative Officer

THE CORPORATION OF THE TOWN OF AURORA

By-law Number XXXX-15

**BEING A BY-LAW to
amend Zoning By-law
Number 2213-78, as
amended (Medical
Marihuana Production).**

WHEREAS section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, provides that the councils of local municipalities may pass zoning by-laws;

AND WHEREAS the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 2213-78, including amendments thereto (the "Zoning By-law");

AND WHEREAS the Council of the Town enacted By-law Number 5626-14, being a by-law to prohibit the use of the Town's Employment Zones for Medical Marihuana Production for a period of one year;

AND WHEREAS the Town has undertaken a study to determine the appropriate locations and zoning provisions to regulate Medical Marihuana Production;

AND WHEREAS the Council of the Town deems it necessary and expedient to amend the Zoning By-law in order to regulate Medical Marihuana Production;

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

1. THAT the Zoning By-law be and is hereby amended to add the following:

27.D.19 MEDICAL MARIHUANA PRODUCTION USE

27.D.19.1 "**Medical Marihuana Production Use**" means the use of land, buildings, or structures for the purpose of growing, cultivating, drying, harvesting, packing, processing, testing, treating, storing, shipping, and/or selling "marihuana", "dried marihuana", or "cannabis", as defined by Health Canada under Regulation SOR/2013-119, and includes facilities used for such purposes.

27.D.19.2 *Medical Marihuana Production Use* shall only be permitted on the lands zoned Business Park (BP) Zone and Business Park (BP) Exception Zone, subject to the following:

- i) *Medical Marihuana Production Use* shall have a minimum distance separation of 150 metres from any zone other than a Business Park (BP) Zone and Business Park (BP) Exception Zone.
- ii) *Medical Marihuana Production Use* shall have a minimum distance separation of 150 metres from any sensitive land use; such as but not limited to, dwelling units, long term care facilities, public schools, private schools, day nurseries, community centres, parks, places of worship and hospitals. For the purpose of this provision, minimum distance separation is the closest distance measured from the lot line on which the sensitive land use is located to the lot line of the lot on which the *Medical Marihuana Production Use* is located.

Despite the required minimum distance separation noted above, no *Medical Marihuana Production Use* lawfully established under these provisions shall be deemed to be

in violation under this section by the subsequent location of a sensitive land use constructed on another lot.

- iii) *Medical Marihuana Production Uses* shall have a minimum distance separation of 150 metres from one another; measured from the closest lot line to the closest lot line.
- iv) A lot containing a *Medical Marihuana Production Use* shall not be used for any other purpose.
- v) Retail is prohibited on any lot which a *Medical Marihuana Production Use* is located.
- vi) Advertising is prohibited on any lot which a *Medical Marihuana Production Use* is located.
- vii) All activities associated with a *Medical Marihuana Production Use* shall be carried out in a wholly enclosed building.
- viii) Outdoor storage of goods, materials or supplies is prohibited on any lot which a *Medical Marihuana Production Use* is located.
- ix) Loading Spaces for a *Medical Marihuana Production Use* shall be located in a wholly enclosed building.

27.D.19.3 Notwithstanding the provisions of Section 27.D.19.2, *Medical Marihuana Production Use* shall not be permitted on the lands zoned Business Park Holding (BP-3) Exception Zone and Business Park (BP-3) Exception Zone.

- 2. THAT this By-law shall come into full force subject to compliance with the provisions of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended, and subject to compliance with such provisions, this By-law will take effect from the date of final passage hereof.

READ A FIRST AND SECOND TIME THIS 26th DAY OF MAY, 2015.

READ A THIRD TIME AND FINALLY PASSED THIS 26th DAY OF MAY, 2015.

GEOFFREY DAWE, MAYOR

STEPHEN M.A. HUYCKE, TOWN CLERK

By-law Number XXXX-15

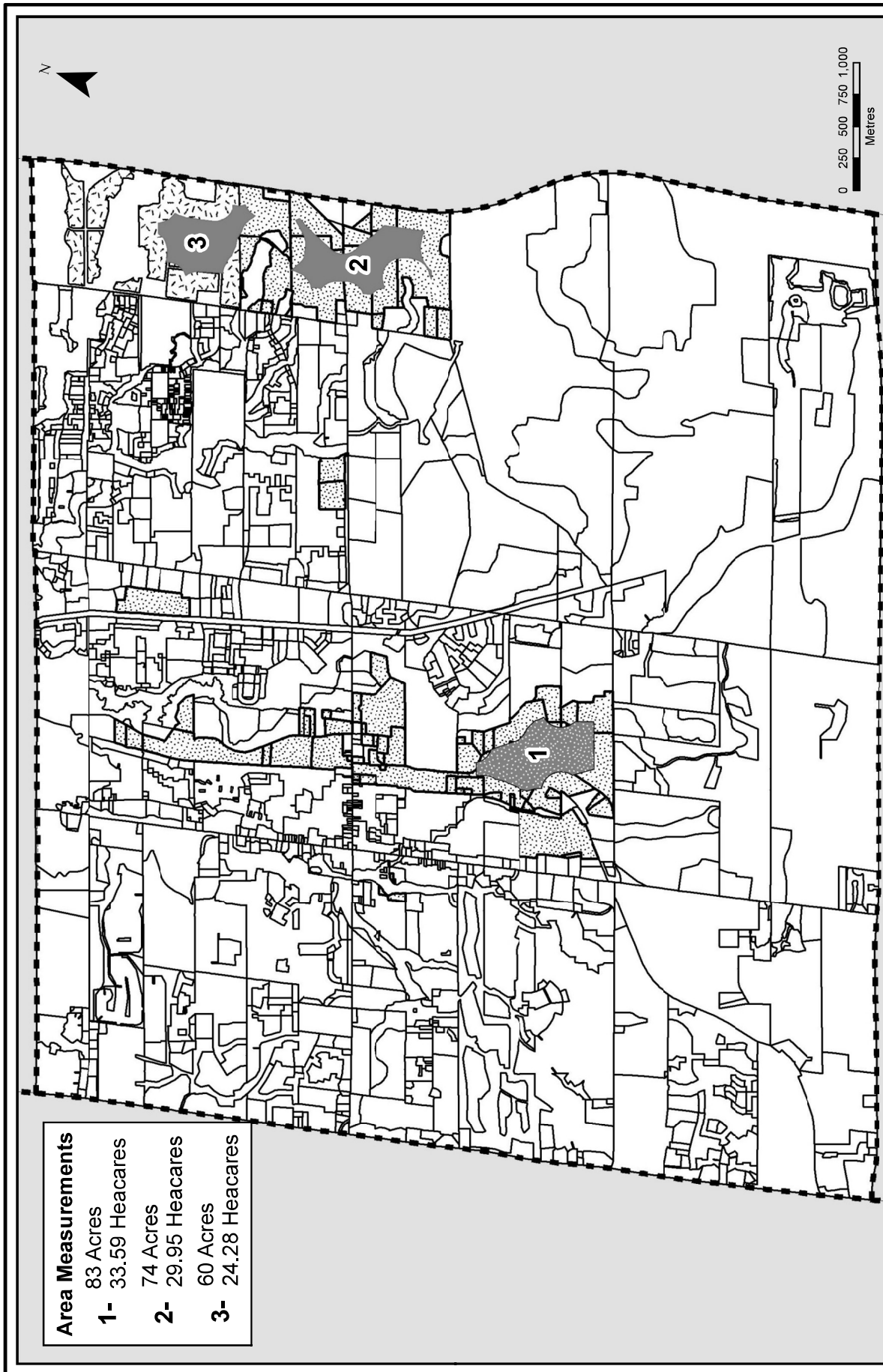
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Explanatory Note

Re: Zoning By-law Number XXXX-15

By-law Number XXXX-15 has the following purpose and effect:

To amend By-law Number 2213-78, as amended, being the Zoning By-law in effect in the Town of Aurora, to regulate the location and zoning standards with respect to Medical Marihuana Production.



Area Measurements

1-	83 Acres
2-	33.59 Heacares
3-	74 Acres
	29.95 Heacares
	60 Acres
	24.28 Heacares

LOCATION MAP - EMPLOYMENT LANDS SUITABLE FOR MMPF'S
(APPLYING A 150M BUFFER)

- Employment Lands
- Future Employment Lands
- Potential Location of MMPF's
- Potential Location of MMPF's - Not Recommended



** Does not account for legal non-conforming uses
 ** Does not account for sensitive land uses in the employment lands

Attachment 2

Map created by the Town of Aurora Planning & Development Services Department, May 8, 2015. Base data provided by York Region & Aurora - GIS.



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-042**

SUBJECT: *Bill 73 (Proposed Smart Growth for our Communities Act, 2015)
An Act to Amend the Development Charges and Planning Acts*

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

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. PL15-042 be received; and

THAT Planning & Development Services be authorized to send comments to the Ministry of Municipal Affairs and Housing prior to their June 3, 2015 deadline.

PURPOSE OF THE REPORT

The purpose of this report is to summarize some of the proposed changes to the Development Charges (DC) and Planning Acts and to seek Council authorization to send comments to the Ministry of Municipal Affairs and Housing (MMAH) prior to their June 3rd deadline.

BACKGROUND

In 2013 the MMAH undertook a scoped review of the Land Use Planning, Appeals and Development Charges Systems. The purpose of the review was to improve predictability, transparency and cost effectiveness of the systems. Consultation took place from October 2013 to January 2014 across the Province with the public, municipalities and stakeholders on what changes to the systems are required. Planning & Development Services conducted consultations with other departments and the comments were presented to Council on December 3, 2013. What resulted from the Provincial review was Bill 73, which received first reading on March 5, 2015.

COMMENTS

Bill 73 Highlights

Planning Act

Some of the proposed changes to the *Planning Act* which staff believe to be most relevant to Council are as follows:

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Report No. PL15-042

- The Provincial Policy Statement is to be reviewed every 10 years instead of every five years.
- Mandatory Planning Advisory Committees for upper and single tier municipalities containing at least one member who is neither a councillor or municipal employee.
- An Official Plan would be required to contain a description of the measures and procedures for informing and obtaining the views of the public in respect of proposed amendments or revisions to the Official Plan, proposed Zoning By-laws, proposed Plans of Subdivision and proposed Consents.
- Notices would be required to explain the effect of written and oral submissions on their decisions regarding the Official Plan, Zoning By-law, Plans of Subdivision and decisions of the Committee of Adjustment.
- Prohibiting the global appeals of new Official Plans.
- Prohibitions on appeals of a new Official Plan with respect to the boundaries of: a vulnerable area as defined in the *Clean Water Act*; the Lake Simcoe Watershed as defined in the *Lake Simcoe Protection Act*; the Oak Ridges Moraine as defined by the Oak Ridges Moraine Conservation Plan; and Settlement Areas.
- Prohibitions on appeals of a new Official Plan with respect to the population and employment forecasts as allocated to the lower-tier municipality in the upper-tier municipality's Official Plan.
- Decision makers are permitted to use mediation, conciliation and other dispute resolution techniques in appeals related to Official Plans, Zoning By-laws, Plans of Subdivision and Consents. In these cases, the time for submitting the record to the Ontario Municipal Board is extended by 60 days.
- The appeal timeframes for a non-decision regarding an amendment to the Official Plan may be extended by up to 90 days, increasing the timeframe to 270 days instead of 180 days.
- During the two year period following the adoption of a new Official Plan or the global replacement of a municipality's Zoning By-law, no applications for amendments are permitted.

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Report No. PL15-042

- During the two year period following an owner initiated site-specific Zoning By-law amendment, applications for Minor Variances are permitted only with Council approval.
- Currently a municipality is required to revise its Official Plan at five year intervals, to ensure that it aligns with provincial plans and policy statements and has regard to matters of provincial interest. The revisions schedule is adjusted to require revision ten years after the Plan comes into force and at five year intervals thereafter;
- Money collected under Section 37 (Bonusing) would need to be kept in a special account, on which the Treasurer is required to make an annual financial statement.
- Before a municipality adopts Official Plan policies allowing it to pass by-laws under Section 42 (3) regarding alternative requirements for parkland, it must have a Parks Plan that examines the need for parkland in the municipality. Cash-in-lieu collected under the alternative requirement is limited to one hectare of land for each 500 dwelling units proposed instead of the previous one hectare per 300 dwelling units.

Development Charges Act

The key principles underlying the proposed changes to the *Development Charges Act* are increased cost recovery and transparency; aiming to move to a “growth paying for growth” system. Changes proposed by the Bill include:

- Greater guidance on area specific rates;
- requiring Asset Management Plans to form part of the DC Background Study, and a requirement to demonstrate that all of the new infrastructure in the Asset Management Plan is financially sustainable over their full life cycle;
- greater stringency and specificity with respect to the reporting requirements for the DC Reserve; and
- an end to extralegal agreements regarding fees, charges and contributions in respect of projects or initiatives over and above those permitted in the DC Act, and the power of the Minister of Municipal Affairs and Housing to conduct investigations into the agreements and to recover the costs for those investigations from the municipalities - this would likely preclude collection of the Town of Aurora’s Community Improvement Benefit and Heritage Contribution Charges.

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Report No. PL15-042

Currently the Town collects a Community Improvement Benefit of \$3,000 per dwelling and would like to maintain the ability to collect this charge.

Staff Comments

Staff have prepared some comments in response to the proposed Bill 73 changes as follows:

Planning Act

- Overall staff are satisfied with the changes proposed by Bill 73, as they strengthen the Town's Land Use Planning Policies by eliminating the ability to appeal an Official Plan in its entirety and eliminate the ability to appeal certain policies.
- Staff are also supportive of the increased time allocated to review planning applications and are happy to see an increased focus on public involvement in the land use planning process.
- Staff do have some concerns with the moratorium on the ability to amend an Official Plan or Comprehensive Zoning By-law for two years after they are adopted/passed. In this regard, staff would be in favour of the current system, which allows private applications to amend the documents, subject to a municipal review, public process and Council approval. Staff believe that this is a process that is beneficial to all parties involved. Staff would therefore request Council's direction to make this comment to the MMAH.
- The other issue of concern is the reduction in parkland dedication, particularly in light of the high level of population growth and population projections within the Greater Toronto Area. Staff are in favour of maintaining the current requirement and are therefore requesting that Council direct them to make this comment as well.

Development Charges Act

- Staff are awaiting further details through consultations and regulations related to the DC Act changes proposed. It is not expected that such changes will come into effect until sometime during 2016.
- Some concern has been raised regarding the implications of the requirement to "demonstrate that all of the new infrastructure in the Asset Management Plan is financially sustainable over their full life cycle", how that will be done, and the issue of general infrastructure funding deficits in many municipalities.

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Report No. PL15-042

- Until further details are revealed, staff have no specific comments to offer the Province regarding the proposed changes to the DC Act; with the exception of indicating their desire to keep collecting a Community Improvement Benefit of \$3,000 per dwelling.

LINK TO STRATEGIC PLAN

By participating in the consultation and supporting the changes proposed by Bill 73, all of the Strategic Plan goals are being achieved and supported. This was achieved through the Bill's increased strength of planning and environmental policy and an increased focus on citizen participation within the land use planning process.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council may wish not to provide any additional comments to the MMAH if they are satisfied with Bill 73 as proposed.

FINANCIAL IMPLICATIONS

Not applicable.

PREVIOUS REPORTS

Report No. PL13-068 dated December 3, 2013.

CONCLUSIONS

Staff have reviewed the changes to the Planning and Development Charges Acts as proposed by Bill 73 and are generally supportive of the Bill as described in this report. Staff do have concerns regarding the moratorium on the ability to amend an Official Plan or Comprehensive Zoning By-law for two years after they are adopted/passed; and the reduction in parkland dedication to municipalities. Staff would also like to express their desire to keep collecting a Community Improvement Benefit Charge of \$3,000 per dwelling. Staff are therefore seeking Council authorization to provide these comments to the MMAH prior to their deadline of June 3, 2015.

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Report No. PL15-042

ATTACHMENTS

None.

Bill 73 is available on the Province of Ontario's Website at the following location:

<http://www.mah.gov.on.ca/Page11014.aspx>

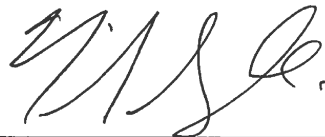
PRE-SUBMISSION REVIEW

Executive Leadership Team - May 7, 2015

Prepared by: Fausto Filipetto, Senior Policy Planner, Ext. 4342



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



**Neil Garbe
Chief Administrative Officer**



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PL15-043**

SUBJECT: *Oak Ridges Moraine Conservation Plan Review (2015)*
FROM: *Marco Ramunno, Director of Planning & Development Services*
DATE: *May 19, 2014*

RECOMMENDATIONS

THAT Report No. PL15-043 be received; and

THAT Council endorse the comments prepared by staff regarding the 2015 Provincial Review of the Oak Ridges Moraine Conservation Plan; and

THAT Report No. PL14-043 and related Council resolution be forwarded to York Region and the Ontario Ministry of Municipal Affairs & Housing by their May 28, 2015 deadline.

PURPOSE OF THE REPORT

The purpose of this report is to obtain Council's endorsement of the staff comments regarding the Provincial review of the Oak Ridges Moraine Conservation Plan (ORMCP). This report represents an update to Council Report No. PL14-043, which has been revised to report on the comments received at the Public Information Session hosted by the Town on May 4, 2015.

BACKGROUND

Oak Ridges Moraine Conservation Plan & Greenbelt Plan

In November 2001, the Province introduced Bill 122 entitled *The Oak Ridges Moraine Conservation Act 2001*. This legislation provided the underlying authority to establish an overall ORMCP. In April 2002, the ORMCP was established by Provincial Regulation (*Ontario Regulation 140/02*). Through the *Oak Ridges Moraine Conservation Act, 2001*, and the accompanying ORMCP, the Province of Ontario established a policy framework for protecting the Oak Ridges Moraine. Municipal planning decisions are required to conform to the ORMCP, which prevails over municipal official plans.

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Report No. PL15-043

Under the *Oak Ridges Moraine Conservation Act 2001*, municipalities were given eighteen months from the time the ORMCP was filed as a regulation to prepare Official Plan Amendments and Zoning By-law Amendments, which conform to and implement the ORMCP. The Town's ORMCP conformity exercise was adopted by Council on October 22, 2003 as Amendment No. 48 to the Town's Official Plan. Official Plan Amendment No. 48 was approved by the Minister of Municipal Affairs on October 21, 2004, with modifications. These policies were implemented by way of a Zoning By-law Amendment which was adopted by Council on October 22, 2003 and approved by the Minister with modifications on May 17, 2006.

In 2005, the Province passed the Greenbelt Act which enabled the creation of the Greenbelt Plan (2005). The Greenbelt Plan protects about 1.8 million acres of environmentally sensitive and agricultural land in the Golden Horseshoe from urban development. It includes and builds on about 800,000 acres of land within the Niagara Escarpment Plan and the ORMCP. The Greenbelt extends 325 km from the eastern end of the Oak Ridges Moraine, near Rice Lake, in the east, to the Niagara River in the west. The Greenbelt Plan contains policies for providing permanent agricultural and environmental protection as well as providing for a wide range of recreation, tourism and cultural opportunities in the area. The Act requires that decisions made under the *Ontario Planning and Development Act, 1994*, the *Planning Act* and the *Condominium Act, 1998* conform to the Greenbelt Plan.

Staff Comments

Staff prepared a report to Council on July 15, 2014 with their comments in anticipation of the current review of the ORMCP. At this meeting, Council directed staff to consult with the public and report back. Staff therefore held a Public Information Session on May 4, 2015 in accordance with Council's direction. Comments obtained at the Public Information Session are discussed in the Comments section of this report.

COMMENTS

Provincial and Regional Public Consultations

The Province is currently undertaking a coordinated review of the ORMCP, Greenbelt Plan, Niagara Escarpment Plan and Growth Plan for the Greater Golden Horseshoe. The Province has held several Public Meetings in this regard, including one here in Aurora on Monday April 13, 2015. Prior to this, York Region held two consultation workshops in 2014 for the purpose of getting feedback from local stakeholders to include in their comments to the Province. Furthermore, the Region also held three Public Open Houses for the purpose of providing information and receiving comments from local residents and businesses which will be provided to the Province.

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Report No. PL15-043

The Public Open Houses were held on the evenings of:

- Tuesday, June 3, 2014 at the Town of Whitchurch-Stouffville Municipal Offices;
- Tuesday, June 10, 2014 at the King City Arena and Community Centre; and
- Wednesday, June 11, 2014 at the East Gwillimbury Sports Complex.

Staff from Planning & Development Services attended the Open House held on June 10, 2014 in King City for the purpose of assisting the Region with the consultation. Staff from the Township of King and the City of Vaughan were also in attendance.

As directed by Council, Report No. PL14-043 appeared on the Environmental Advisory Committee's agenda on April 2, 2015. The report was provided for information and Planning & Development Services staff were in attendance to give a brief description of the ORMCP review process and take questions. No comments or recommendations were forwarded to Council from the Committee.

Staff Comments

Town staff have been working with the ORMCP since 2003 and have prepared comments to provide to the Province with respect to ORMCP review. All of Aurora's Greenbelt is located on the Oak Ridges Moraine and therefore staff will concentrate their comments on the ORMCP. Planning & Development Services held an interdepartmental meeting to present the draft comments and to obtain input. The comments prepared by staff are as follows:

- Consideration should be given to providing greater flexibility with respect to the land severance policies for large parcels in the Countryside Designation; providing that there would no adverse impact on any Natural Heritage or Hydrological Features. Consideration should also be given to allowing municipal facilities in the Countryside Designation; again where it could be demonstrated that there would no adverse impact on any Natural Heritage or Hydrological Features.
- The Water Resource Policies of the ORMCP require updating based on completed watershed plans, Lake Simcoe Protection Plan and Clean Water Act.
- Consideration should be given to providing greater flexibility in the ORMCP policies in the review of small-scale developments; for example, eliminating the need for onerous approval requirements such as zoning amendments and minor variances for minor expansions to existing permitted uses.
- The Infrastructure Policies of the ORMCP require updating to include wind power, solar power and other green energy infrastructure.

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Report No. PL15-043

- The Province held workshops regarding Tree Preservation and Site Alteration By-laws with the goal of developing common examples to be implemented; however the Province did not require the implementation of such by-laws. Without implementing by-laws, municipalities are unable to enforce tree cutting or site alteration that occurs outside of the realm of a *Planning Act* application. It is therefore recommended that the Province require municipalities to update their Tree Preservation and Site Alteration By-laws in order to implement the policies of the ORMCP.
- The definition of “Site Alteration” is too general and as a result is overly restrictive. The definition should be revised to specifically prohibit the exact activities which are intended to be controlled.
- In addition to requiring municipalities to revise their Site Alteration By-laws to conform to the ORMCP, the Province should require conservation authorities to revise any policies, by-laws, practices and procedures related to fill permits to comply with the ORMCP as well. Furthermore, given municipalities are responsible for ensuring ORMCP compliance, conservation authorities should be required to report any fill permits issued on the Moraine to the municipality so that they can ensure compliance with the ORMCP and implementing documents.
- For the most part, settlement area boundaries should not require expansion through the ORMCP review process. Regional municipalities and local municipalities, as part of Provincial Growth Plan Conformity have planned for the accommodation of growth to the year 2031. In the case of Aurora, the required growth to the year 2031 can be accommodated without any boundary adjustments. However, should a municipality be in the unique position of requiring expansion into the Countryside Area based on Growth Plan Conformity, expansions could be considered. Furthermore, if there were inaccuracies in other internal boundaries then this process provides a good opportunity for correction.
- The Province required the Town to include by-law provisions to require amendment or relief (minor variance) from the by-law for almost all applications in a Landform Conservation Area. Almost the entire Oak Ridges Moraine in Aurora is within a Landform Conservation Area and such clause is overly restrictive for minor applications.
- Aurora has one of the largest settlement areas on the Moraine and was successful in getting several flexibility clauses approved by the Province for development in the settlement area; the revised ORMCP should accommodate such flexibility.

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Report No. PL15-043

- The Province has historically been very hesitant to provide any interpretation on specific aspects of the Plan, which leads to inconsistent interpretation by municipalities and consultants. The Province should adopt a more active approach in interpretation and prepare FAQ's on common interpretation issues. The Province should also consider providing support regarding interpretation of the ORMCP by assigning dedicated staff.

Public Comments

As previously mentioned, Staff held a Public Information Session on May 4, 2015 for the purpose of obtaining public input, as directed by Council. Although only 13 people signed the "sign-in sheet", staff estimate that the total attendance was approximately 40 people. The vast majority of the people in attendance were citizens concerned about the proposed development of the Highland Gate Golf Course. Therefore, the majority of the questions were related specifically to how the ORMCP applies to those lands and the planning review process in general. Although a portion of the Highland Gate Golf Course is on the Oak Ridges Moraine, it is located within the "Settlement Area". An ORMCP Conformity exercise, Natural Heritage Evaluation and Landform Conservation Assessment was submitted with the Highland Gate planning applications and will be reviewed as part of the planning review process.

The purpose of the Public Information Session was to provide information and obtain comments with respect to the ORMCP review which is currently being undertaken by the Province. Written comments which were submitted specific to the proposed development of the golf course will be filed in those planning files. Public comments made regarding the review of the ORMCP are summarised as follows:

- There should be no further development permitted on the Oak Ridges Moraine.
- Concern was expressed regarding the staff comments with respect to allowing more flexible land severance policies and municipal facilities in the "Countryside" Designation. Furthermore, concern was expressed that this comment is too general; ie. what is considered a large parcel and what type of municipal facility should be allowed.
- There was agreement about the requirement for municipalities to amend their Site Alteration By-laws and a comment was made that there should be stricter enforcement for fill and dumping.
- ORMCP, NEP and Greenbelt Plans should be seen as the "conservation" base on which to build the "development" plans of the Growth Plan etc. and take precedence for protecting the very resources on which increased populations and the health of local communities will rely.

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Report No. PL15-043

Aurora has the opportunity now to speak out along with other communities to insist that the Province reconsider and redirect growth targets based on land carrying capacity. Continued loss of Class 1 soils, food and water security and species diversity for the sake of meeting Growth Plan targets does nothing for community futures.

- There was some disagreement with staff's comment regarding flexibility clauses in the "Settlement Area." A comment was made that there is opportunity for better definition and consistency across municipalities and plans.
- A sunset clause should be assigned to development applications filed prior to the ORMCP.
- Provincial support should include a mechanism for collecting, aggregating and reporting back to moraine communities for information related to severances, plan amendments and changes to use on moraine lands. This will help communities to better understand the cumulative impact of local decisions on this important multi-regional feature.
- Funding and resources should be made available at the provincial, regional and local levels with respect to securing off-road trails on the Oak Rides Moraine; so that people are able to see and appreciate the positive contributions of the ORMCP.

The staff comments contained in this report appeared on the Environmental Advisory Committee's agenda for their meeting of April 2, 2015, where they were received for information. No comments and/or recommendations resulted from this meeting.

The location of the Oak Ridges Moraine in Aurora is depicted on Schedule "A", Map 1 of the Town's Oak Ridges Moraine Zoning Map; which has been attached to this report as Figure 1. This schedule also illustrates the Oak Ridges Moraine Designations and Zones.

LINK TO STRATEGIC PLAN

By providing comments to the Province regarding the review of the ORMCP, the Town is aiming to have the ORMCP revised in a manner which will maximize environmental protection and efficiency for residents and land owners. This supports the Strategic Plan goals of ***supporting an exceptional quality of life for all*** and ***supporting environmental stewardship and sustainability***. The supporting Strategic Plan objectives include ***encouraging the stewardship of Aurora's natural resources*** and ***promoting and advancing green initiatives***.

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Report No. PL15-043

ALTERNATIVE(S) TO THE RECOMMENDATIONS

1. Council has the option of not endorsing staff's comments. If this option is chosen, staff will still have the opportunity to review the Province's proposed changes which are anticipated to be released this autumn; at that point staff will report back to Council.

FINANCIAL IMPLICATIONS

Not applicable.

PREVIOUS REPORTS

PL14-043, dated July 15, 2014.

CONCLUSIONS

Staff have prepared the comments outlined in this report for the purpose of providing them to the Province with respect to their review of the ORMCP. Staff have also attended stakeholder consultation workshops at the Region of York and the comments presented in this report are consistent with the comments being expressed by other municipalities. Staff are therefore recommending Council endorse the comments outlined in this report and that the comments be forwarded to the Province as part of the ORMCP review by their May 28, 2015 deadline.

ATTACHMENTS

Figure 1: Schedule "A" to By-law No. 4469-03.D, Oak Ridges Moraine Zoning Map, Map 1

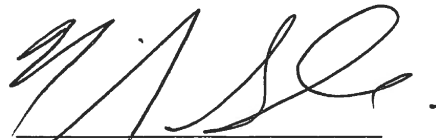
PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting - May 7, 2015

Prepared by: Fausto Filipetto, Senior Policy Planner, Extension 4342



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



**Neil Garbe
Chief Administrative Officer**

SCHEDULE 'A' TO BY-LAW 4469-03.D OAK RIDGES MORaine ZONING MAP

Map No. 1

- Legend**
- Boundary Line
 - Boundary of Oak Ridges Moraine Conservation Plan Area Ontario Regulation 140/02
 - Boundary of Oak Ridges Moraine Area Ontario Regulation 01/02
 - Municipal Boundary
 - Road
 - Proposed Road
 - Railway
 - Hydro
 - Oak Ridges Moraine Settlement Area
 - Oak Ridges Moraine Countryside Area
 - Oak Ridges Moraine Natural Core Area
 - Oak Ridges Moraine Natural Linkage Area

By-Law 4469-03.D consists of Schedules "A" to "E" inclusive and according to each schedule shall be considered in the determination of zoning provisions pertaining to individual properties.

Updated September 2014

NOTE: ZONING LINES AND PROPERTY LINES ARE FOR INFORMATION PURPOSES ONLY. REFERENCE SHOULD BE MADE TO THE CORRESPONDING PLANS AND REGISTERED PLAN.

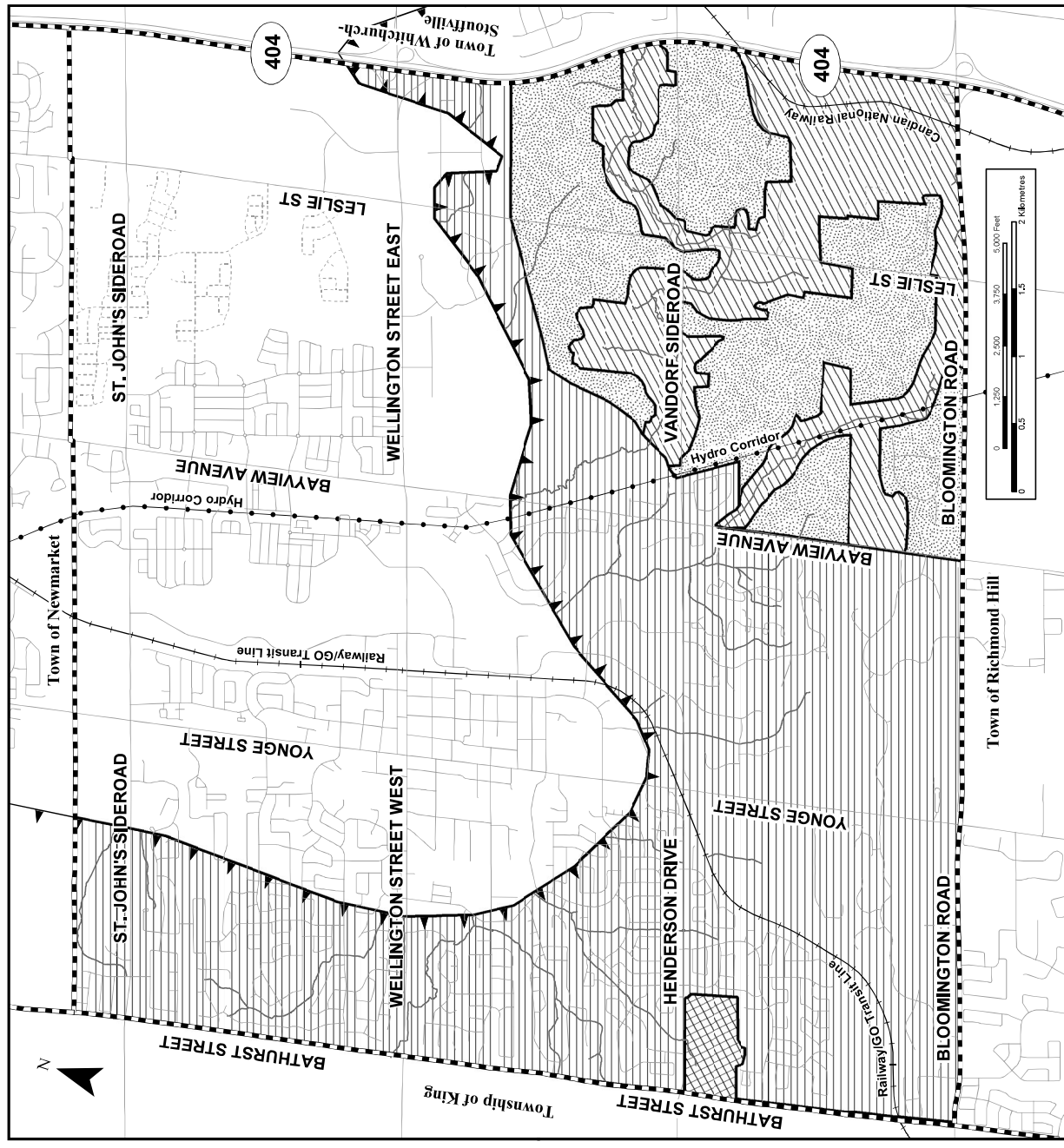
THE BOUNDARIES OF THE ENVIRONMENTAL PROTECTION ZONE WARNING FROM THE LAKE SHORELINE AND CONSERVATION OAK RIDGES MORaine ARE FOR INFORMATION PURPOSES ONLY. FOR MORE INFORMATION ON THIS REGULATORY MATTER, CONTACT THE LOCAL GOVERNMENT REPRESENTATIVE FOR THE REGION OF YORK.

FIGURE 1

NO.	DATE	REVISIONS	BY
1	02/07	Update Base Map	SLA
2	01/01	Add New By-Laws	JK
3	07/01	Add Parks and Trails	JK
4	08/01	Add Wetland	JK
5	07/04	Add Transitional Lands	CF & JS
6	08/05	Change CRR Zones	CF & JS
7	07/08	CRR Consolidation	CF & JS
8	11/08	Coordinate Migration	CF & JS
9	05/11	Amendation	CF & JS

AURORA

DRAWN BY: NIL
 UPDATED BY: ML
 DATE: 09/20/2014
 FILE NAME: 9/20/14
 Revision:





TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. PR15-013**

SUBJECT: *Facility Sponsorship Program – Pfaff Motors Inc.*
FROM: *Allan D. Downey, Director of Parks and Recreation Services*
DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. PR15-013 be received for information.

PURPOSE OF THE REPORT

To inform Council of the Facility Sponsorship commitment from Pfaff Motors Inc., to rename the Stronach Aurora Recreation Complex (SARC) East Arena to the “Pfaff Arena”.

BACKGROUND

At its meeting of June 11, 2013, Council adopted the Sponsorship Signage program for facility sponsorships. In 2014 staff started the process of soliciting potential recreation facility sponsors and has now received a commitment from Pfaff Motors Inc.

COMMENTS

Pfaff Motors Inc. has agreed to a five-year commitment at \$10,000.00/year for the naming rights of the Pfaff Arena. The East arena at the SARC will be renamed to the Pfaff Arena, and Pfaff Motors Inc. shall pay to the Town a sponsorship fee of \$10,000.00/year for five years.

In accordance with Report CFS15-006 these funds, less sponsorship program expenses (ie: signage), will be placed in the Recreation Sponsorships Reserve account to be drawn upon for Youth Programming.

This sponsorship is effective Friday, April 24, 2015 with a formal launch to be scheduled at a later date.

May 19, 2015

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Report No. PR15-013

LINK TO STRATEGIC PLAN

Facility sponsorship supports the Strategic Plan goal of Enabling a diverse, creative and resilient economy through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

Leverage partnerships with local boards, chambers and business organizations to promote Aurora as a preferred location for business.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

N/A

FINANCIAL IMPLICATIONS

The Town shall receive additional revenue of \$50,000.00 paid at \$10,000.00 per year from 2015 through 2019, less program expenses.

CONCLUSIONS

That Council receive this report for information.

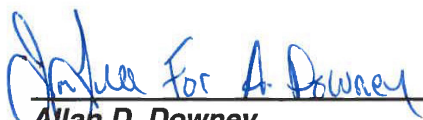
ATTACHMENTS

None.

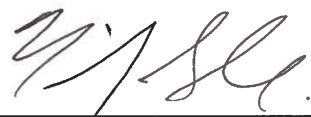
PRE-SUBMISSION REVIEW

Executive Leadership Team, Thursday, May 7, 2015.

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



Allan D. Downey
Director of Parks and Recreation



Neil Garbe
Chief Administrative Officer



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Box 1000,
Aurora, ON L4G 6J1
Phone: 905-727-3123 ext. 4371
www.aurora.ca

**Infrastructure and Environmental
Services**

MEMORANDUM

DATE: May 19, 2015

TO: Mayor Dawe and Members of Council

FROM: Ilmar Simanovskis, Director of Infrastructure and Environmental Services

RE: **Water Restriction Policy and Sewer and Water Allocation**
Memo 11-15

RECOMMENDATIONS

THAT the memorandum regarding Water Restriction Policy and Sewer and Water Allocation be received for information.

BACKGROUND

This memo is in response to Council's request to provide information on the Town's policy on water restrictions as well as the water and sewer allocation process.

Water Conservation Policy and Water Demand

Summer water use is a significant component of a water conservation policy as outdoor water usage can create peak flows two to three times higher than average demands. The purpose of managing summer water demands is to avoid large investments in infrastructure required to meet these peak periods. Since these demands are seasonal and generally short lived, it is not financially prudent to overbuild the water treatment and distribution system based on expected sustained high peak demands.

For this reason, most municipalities have water conservation By-laws in place. The Town has had a by-law in place to regulate summer water usage as early as 1967. The current By-law (By-law 4420-03.E) was enacted March 2003 and outlines conditions under which water restrictions apply. These restrictions fall under three categories being:

- Standard watering restrictions- Take place between May 15 and Sept 30 and provides guidelines to limit outdoor water use.
- Stage 1 outdoor water advisory- is to refrain from outdoor water use.
- Stage 2 outdoor water ban- is to cease outdoor water use.

The standard restrictions are automatically in effect. The stage 1 or 2 levels must be declared by the Regional Director based on supply constraints deemed severe enough to impact community safety for basic water supply and fire protection demands.

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Water Restriction Policy and
Sewer and Water Allocation

The primary driver for water restrictions is hot dry weather. Much effort has been taken by municipalities to educate the community on outdoor water use and management of lawns and gardens.

The secondary driver is water supply constraints that impede overall water delivery to the end consumer and for fire protection. In the case of Aurora, this combination of factors was more acute prior to the introduction of lake based water in about 2006. In fact the last time a water restriction was declared in Aurora by the Region was in 2003.

The application of summer water restrictions therefore isn't related to insufficient water to meet consumer needs, it is related to the peak demands that occur when users significantly increase their water demand related to outdoor water use. Infrastructure is built to service current and future demands based on reasonable consumption patterns and not to meet sustained high summer water demands.

Water and Sewer Allocation

From a servicing allocation perspective, the system constraint is wastewater (sewer), as opposed to water supply.

As outlined in the February 24, 2015 memo to Council titled "Potential Impacts of Upper York Servicing Solution (UYSS) Delay, York Region 10 Year Capital Plan", based on current development growth projections, the Town of Aurora has approximately a three-year supply of allocation, to cover until 2018/2019. This allocation is for approximately 3,500 persons, divided into three pools (South Aurora, which would flow through Richmond Hill; the Aurora Promenade; and an 'unrestricted' pool). This remaining pool is above and beyond the development in the 2C Planning Area, which have already received allocation.

Allocation is essentially awarded to specific developments on a first-come, first-served basis, at the time of development application approval. Allocation is assigned from the Region in persons, because servicing infrastructure, such as wastewater pipes, are engineered to accommodate a certain amount of flows per person per day. It is no longer assigned directly in units, because different structure types will have differing household sizes. For example, a single detached dwelling in Aurora accommodates 3.28 persons per unit (PPU) on average, while an apartment accommodates only 1.71 persons. At these two extremes, the current allocation balance could accommodate approximately 1,100 to 2,000 units.

ATTACHMENTS

None



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-037**

SUBJECT: *Facility Projects Status Report*

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

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. IES15-037 be received for information.

PURPOSE OF THE REPORT

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

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

BACKGROUND

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

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

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

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

May 19, 2015

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Report No. IES15-037

COMMENTS

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

Community Space for Youth at AFLC

Project Summary

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

The tender for this project was awarded to Jasper Construction by Council on November 12, 2013 in the amount of \$6,039,000 excluding taxes.

The project is now substantially complete and occupancy was received February 28, 2015. The building was also opened to the public and program delivery has resumed as of February 28, 2015.

Construction activities will continue related to exterior finishes and landscaping elements. Interior activities are now primarily related to deficiencies and completion of any outstanding work which is currently minor in nature.

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

Project closeout activities are underway for the months of May and June. Staff are taking every precaution to ensure successful project completion and full accountability by the Contractor as can be enforced through the contract. The goal is to have work completed as soon as possible while retaining as much financial leverage as permitted by the contract.

May 19, 2015

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Report No. IES15-037

Joint Operations Centre

Activities completed since last report ending April 30, 2015

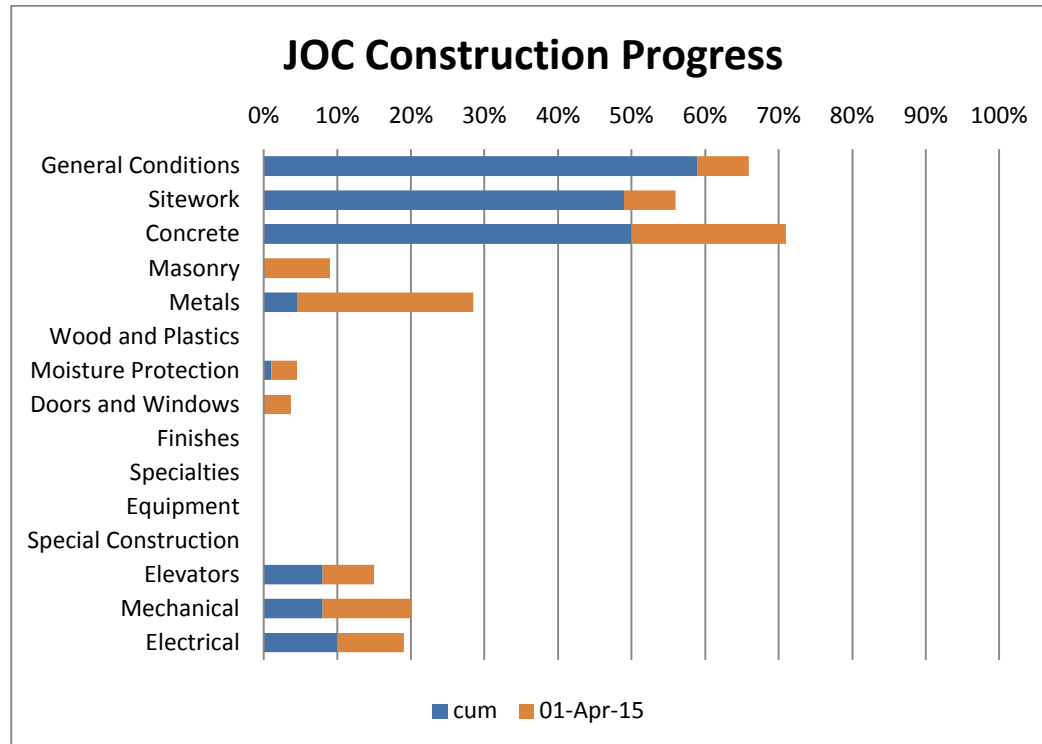
- Concrete work for building complete
- Overall concrete completion 70 percent
- Retaining wall on north face of site 50 percent complete
- Garage bay metal structure erection complete

Activities planned for May 2015:

- Begin closing in of building
- Complete north face retaining wall
- Proceed with lower parking lot granular base
- Start south face materials storage structure

Milestone	Estimated Completion Date
Site Works	Aug/14 to Dec/15
Office Building	
Foundations	Mar 2015
Basic Structure	May 2015
Building Water Tight	July 2015
Exterior Cladding	Sept 2015
Mechanical/electrical	July 2015
Interior Finishes	Dec 2015
Garage Areas	
Foundations	April 2015
Basic Structure	Jun 2015
Exterior Envelope	Aug 2015
Interior Finishes	Oct 2015
Final Commissioning and Closeout	Feb 2016
Move in activities	March 2016

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



Financial Monitoring Task Force Meeting

The Financial Monitoring Task Force met on May 4, 2015 to review the project status and financial activities. Material in this report has been reviewed by the Financial Monitoring Task Force.

LINK TO STRATEGIC PLAN

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

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

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

May 19, 2015

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Report No. IES15-037

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

ALTERNATIVE(S) TO THE RECOMMENDATIONS

None.

FINANCIAL IMPLICATIONS

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

Community Space for Youth at AFLC:

Contract Change Log

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

Contract Change Log

Change Order Group 1 added to contract value (Report IES14-027)	66,855.19
Change Order Group 2 added to contract value (Report IES14-032)	132,254.73
Change Order Group 3 added to contract value (Report IES14-032)	40,594.02
Change Order Group 4 added to contract value (Report IES14-052)	100,450.34
Change Order Group 5 added to contract value (Report IES14-057)	257,068.46
Change Order Group 6 added to contract value (Report IES15-001)	65,955.83
Change Order Group 7 added to contract value (Report IES15-010)	57,959.95
Change Order Group 8 added to contract value (Report IES15-023)	41,845.75
Change Order Group 9 added to contract value (Report IES15-032)	36,168.89
Subtotal	799,153.16
Change Order Group 10 to be added to contract value	nil
Total Change Order value to date	799,153.16
Approved Contingency for Contract Changes	950,000.00
Remaining Value	150,846.84

Each change order group above represents those changes that have been reported to Council in earlier reports. Note that outstanding changes are continuing to be negotiated between the contractor and the architect. The value is estimated at between \$35,000 and \$50,000 which is well within the remaining contingency value.

May 19, 2015

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Report No. IES15-037

Funding Summary

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

Approved Funding and Contract Commitments

	Previous Approved	Additional Requirements	Revised Budget
Approved Budget	\$7,424,723		\$7,424,723
External Funding Source			\$100,000
Additional Approved Budget			\$433,113
Total Approved Budget			\$7,957,836
Less Committed Funds	\$525,373		\$525,373
Funding Available	\$6,899,349		\$7,432,463
Base Contract Award excluding HST	\$5,994,000		\$5,994,000
Gym Lights	\$20,000		\$20,000
Asphalt Driveway	\$25,000		\$25,000
Sub-Total	\$6,039,000		\$6,039,000
Contingency	\$603,900	\$346,100	\$950,000
FF&E	\$100,000	\$50,000	\$150,000
Inspections and Testing		\$15,000	\$15,000
Building Insurance Costs		\$27,147	\$27,147
Internal Start-up costs		\$40,000	\$40,000
Arch Fees based on Change Orders		\$80,000	\$80,000
Non-refundable HST (1.76%)	\$118,675	\$12,640	\$131,315
Total Funding Required	\$6,861,575	\$730,887	\$7,432,462

Contractor may claim extended admin costs which the Town does not support. Previous reports show this number as \$160,000.

Contract Payments

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

May 19, 2015

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Report No. IES15-037

Approved Change order group 6 (Dec, 2014)	65,733	1,216,948
Payment Certificate #14 (January 23, 2015)	-256,751	960,497
Approved Change order group 7 (Jan 23, 2015)	57,960	1,018,457
Payment Certificate #15 (February 27, 2015)	-212,025	806,432
Payment Certificate #16 (March 25, 2015)	-137,730	668,702
Approved Change order group 9 (March 2015)	36,169	704,871
Payment Certificate not paid in April	nil	704,871

Note that April payment for the March draw was not processed due to low amount and lack of work progress. Next report will include payment for March and April to be paid in May. Staff and the Architect are currently in the process of final inspections and final deficiency completion. Status of these inspections and possible final payment status will be reported at that time.

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

Approved Funding and Contract Commitments

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

Contract Change Log

Change Order Group 1 added to contract value (Report IES15-001)	653,632
Change Order Group 2 added to contract value (Report IES15-010)	93,000
Change Order Group 3 added to contract value (Report IES15-023)	100,048
Change Order Group 4 added to contract value (Report IES15-032)	nil
Subtotal	846,681
Supply and install temporary snow fence to meet LSRCA requirements	5,657
Foundation drain changes	15,466
Addition of light standard in parking lot	,456
Addition of sanitary line in garage bay area	\$4,764
Change Order Group 5 added to contract value	31,343
Total Change Order value to date	878,024
Approved Contingency for Contract Changes	1,700,400
Remaining Value	822,376

It is noted that staff have seen immediate benefits after retaining additional project management support. In particular, tangible cost avoidance has occurred based on prior pending claims being either denied or reduced in scope. More detail on the magnitude of the cost avoidance actions will be provided in a future report.

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Report No. IES15-037

Contract Payments

Item	Transaction	Balance Remaining
Approved Contract Value		17,004,000
Payment Certificate #1 (September 18, 2014)	-211,756	16,792,244
Payment Certificate #2 (October 17, 2014)	-497,468	16,294,776
Payment Certificate #3 (November 21, 2014)	-977,432	15,317,344
Payment Certificate #4 (December 16, 2014)	-1,164,015	14,153,329
Approve Change order group 1 (Sept/Dec)	653,632	13,499,697
Payment Certificate #5 (January 16, 2015)	-890,323	12,609,374
Approve Change order group 2 (Jan 2015)	93,000	12,702,374
Payment Certificate #6 (February 17, 2015)	-695,814	12,006,560
Approve Change order group 3 (Feb 2015)	100,048	12,106,608
Payment Certificate #7 (March 2015)	-316,976	11,789,632
Approve Change order group 4 (March 2015)	nil	11,789,632
Payment Certificate #8 (April 2015)	-733,357	11,056,275
Approve Change order group 5 (April 2015)	31,343	11,087,618
Payment Certificate #9 (May 2015)	Final payment info not available at time of reporting	

Funding Sources Summary:

The funding summary for the Joint Operations Centre project to March 31, 2015 is as follows:

Source	Approved Funding Budget	Received to Date: March 31, 2015
Development Charges	\$11,932,404	\$3,433,596
Sale of Municipal Lands	8,453,185	0
Interim Line of Credit if nec.		0
Total	\$20,385,589	\$3,433,596

Project Costs Paid to Date to March 31, 2015	\$ 6,135,721
Funding Received to Date	3,433,596
Draw on Line of Credit May 1, 2015	\$2,702,125

Project to date costs incurred have now exceeded funding received to date. A draw on the approved Construction Line of Credit will be made during April for \$2,702,125, plus any amounts needed to make payments occurring during April. The Line of Credit from Infrastructure Ontario carries an interest rate which varies monthly. The interest rate for the month of April is currently 1.37% (March 1.37%).

The Balance on Construction Line of Credit as at March 31, 2015, was \$NIL, as the above noted draw will occur on May 15, 2015.

CONCLUSIONS

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

May 19, 2015

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Report No. IES15-037

PREVIOUS REPORTS

Infrastructure and Environmental Services

1. January 18, 2011, IES11-002 – Award of RFP No. IES2010-73-Architectural Consulting Services for a New Operations Centre
2. March 20, 2012, IES12-012 – Town of Aurora Joint Operations Centre
3. April 3, 2012, IES12-017 – Town of Aurora Joint Operations Centre
4. July 17, 2012, IES12-039 – Town of Aurora Joint Operations Centre Site Selection
5. September 18, 2012, CFS12-032 – Follow-up Information: Funding Sources for New Joint Operations Centre Capital Project
6. October 2, 2012, IES12-052 – Town of Aurora Joint Operations Centre
7. October 23, 2012, IES Memo 09-12 – Cost Information for Leadership in Energy and Environmental Design for New Construction (LEED NC)
8. May 21, 2013, IES13-031 – Joint Operations Centre Status and Snow Disposal Site Consideration
9. July 16, 2013, CFS13-023 – Capital Financing of Youth Centre and Operations Centre Capital Projects
10. January 7, 2014- IES14-001 JOC Pre-tender scope and budget approval
11. February 18, 2014- IES14-009 Facility Project Status Report
12. April 15, 2014- IES14-024 Facility Project Status Report
13. May 20, 2014 – IES14-027 Facility Status Report
14. June 17, 2014 – IES14-032 Facility Status Report
15. July 29, 2014 – IES14-041 Facility Status Report
16. September 16, 2014 – IES14-052 Facility Status Report
17. December 9, 2014 – IES14-057 Facility Status Report
18. January 13, 2015 – IES15-001 Facility Status Report
19. February 17, 2015 – IES15-010 Facility Status Report
20. March 24, 2015 – IES15-023 Facility Status Report
21. April, 2015 – IES15-032 Facility Status Report

ATTACHMENTS

N/A

May 19, 2015

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Report No. IES15-037

PRE-SUBMISSION REVIEW

Executive Leadership Team meeting of May 7, 2015

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



for
Ilmar Simanovskis
Director, Infrastructure &
Environmental Services



Neil Garbe
Chief Administrative Officer



TOWN OF AURORA
GENERAL COMMITTEE REPORT **No. IES15-038**

SUBJECT: *Strategy for Traffic Signs Installation*

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

DATE: *May 19, 2015*

RECOMMENDATIONS

THAT Report No. IES15-038 be received; and

THAT traffic signs and posts in the Town be audited; and

THAT road signs be combined onto a single post wherever possible; and

THAT unnecessary or redundant signs and posts be removed.

PURPOSE OF THE REPORT

This report has been prepared to address council motion of December 16, 2014 - "Strategy to Remove Excessive Road Signage" on Town roads and formulate a strategy to combine signs on posts and eliminate extra traffic signs.

BACKGROUND

Council, at its meeting of December 16, 2014, adopted the following notice of motion regarding a strategy to remove excessive road signage in the Town of Aurora:

WHEREAS road signs are an essential communication tool for vehicular traffic; and

WHEREAS road signs identify streets and parking, direct tourists, create pedestrian awareness, identify school zones, and serve many other purposes; and

WHEREAS some signs pose an imposition to property owners; and

WHEREAS signs in some areas tend to clutter

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to formulate a strategy to combine signs on posts, and report back to Council with options to mitigate the number of signs posted, to give our neighbourhoods a cleaner look.

May 19, 2015

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Report No. IES15-038

COMMENTS

Traffic signs are required to provide for the safe and orderly movement of vehicles and pedestrians

Traffic signs, signals and pavement markings are essential tools for communicating with road users (motorists and pedestrians) and need to be concise so as to be easily understood.

Traffic signs regulate traffic flow and warn of hazards which may not be evident. There are also a variety of signs that provide information to motorists and pedestrians about directions, destinations and points of interest.

In order for the traffic signs and information signs to be effective they should:

- Convey a clear and simple message that is easily understood by road users.
- Allow enough time to motorists and pedestrians to respond and react.
- Meet the industry standards – shape, type, size, sign material, reflectivity and installation.

Traffic signs in The Town of Aurora are installed as per the industry standards and requirements

The traffic signs in the Town are installed as per the Town's standard drawing R-207, attached as Appendix "A", in conformance to the Ontario Traffic Manuals (OTM) of the Ministry of Transportation, Manual on Uniform Traffic Control Devices (MUTCD) and Highway Traffic Act (HTA) requirements. The standard is strictly enforced by the Town in new developments and whenever new traffic signs have to be installed.

Sign cluttering often happens over time, where additional signs are installed without proper consideration of the existing signs

This can be the case when traffic signs are cluttered in certain areas with higher vehicle traffic and pedestrian volumes. Consideration should be given to the existing signs prior to installation of new signs as this will determine whether their existence is necessary. Staff generally combine signs where possible considering other area features such as trees or obstacles.

It is noted that regulatory and warning signs are a must and need to be installed for safety and to inform the road users of a variety of road conditions such as posted speed limits, stop controlled intersection, parking restrictions etc. As such there is a liability for the Town to install the regulatory and warning signs as required.

May 19, 2015

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Report No. IES15-038

There is also a variety of other signs that provide information to motorists and pedestrians about directions, destinations and points of interest. Any signs that are unnecessary and unlawful should be removed in order to provide a cleaner look of the area and make space for necessary signs to be installed.

Traffic sign audits will be conducted to investigate the possibility of reducing the number of road signs and posts in the Town

Notwithstanding the industry standards requirements, the Town does emphasize in the Design Criteria Manual, that where possible to reduce the number of sign posts by combining two or more signs onto a single post rather than using a separate post for each sign.

Therefore, it is recommend that traffic signs in the Town be audited by the Traffic/Transportation Analyst and Operations Division on a regular basis during the spring and summer months to explore the options of mitigating the number of road signs by combining two or more signs onto a single post. Using engineering judgement and local knowledge during the audit, staff will find the opportunities where traffic signs can be reduced without compromising the effectiveness of the signs and ensuring adherence to industry standards.

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.

ALTERNATIVE(S) TO THE RECOMMENDATIONS

As recommended by Council.

FINANCIAL IMPLICATIONS

There are no financial implications associated with this report. However, time will be required for the Traffic/Transportation Analyst and Operations Division to carry out the traffic sign audits. The initial audit is expected to be completed in 2015.

CONCLUSIONS

Traffic signs, signals and pavement markings are essential tools for communicating with road users (motorists and pedestrians) and need to be concise so as to be easily understood. Proper use of signs is significant to their effectiveness in terms of

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conveying the right message. However, installation of too many signs in close proximity could have a negative impact on the environment and dilute more important messages that road users have to pay attention to in addition to the information overload that road users could encounter.

In order to evaluate any traffic sign cluttering in the Town it is recommended that the Traffic/Transportation Analyst and Operations Division audit traffic signs during the spring and summer months to explore the options of mitigating the number of road signs by combining two or more signs wherever possible onto a single post and removing the unnecessary and redundant sign and posts.

PREVIOUS REPORTS

None

ATTACHMENTS

Appendix "A" – R-207 "Traffic Sign and Pavement Marking Installation Detail Drawing"

PRE-SUBMISSION REVIEW

Executive Leadership Team Meeting of May 7, 2015

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



Ilmar Simanovskis
Director, Infrastructure &
Environmental Services



Neil Garbe
Chief Administrative Officer





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Town of Aurora
Administration Department

MEMORANDUM

DATE: May 19, 2015

TO: Mayor Dawe and Members of Council

FROM: Jim Kyle, Manager of Special Projects

RE: **Private Members Bill 74 – Housing Services Corporation Accountability Act, 2015**

RECOMMENDATIONS

THAT the memorandum regarding Private Members Bill 74 – Housing Services Corporation Accountability Act, 2015 be received for information.

BACKGROUND

On March 31, 2015, Council directed:

THAT the memorandum regarding Correspondence from MPP Ernie Hardeman, Oxford – *Housing Services Corporation Accountability Act, 2015* be received and referred to staff for further information.

MPP Ernie Hardeman of the Progressive Conservative's has introduced a Private Members Bill entitled *Housing Services Corporation Accountability Act, 2015*.

The Bill intends to amend the *Housing Services Act, 2011* in the following ways:

- Save affordable housing providers money on natural gas and insurance by removing the mandatory requirement to purchase them through the Housing Services Corporation (HSC); (staff note: The Bill proposes to provide options)
- Restore accountability by requiring HSC to report salaries over \$100,000 as municipalities and government agencies do; and
- Give the Provincial Auditor the authority to audit the HSC without requiring a Minister's request.

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Private Members Bill 74
Housing Services Corporation
Accountability Act, 2015

COMMENTS

The main purpose of the Bill is an attempt to save rent geared to income (affordable) and special needs housing providers' money on the purchase of insurance and natural gas. The Bill also seeks accountability for employees of the Housing Services Corporation with the requirement of reporting salaries of over \$100,000 in a similar fashion to government employees.

According to the current *Housing Services Act, 2011* (the "Act"), Service Managers of affordable and special needs housing projects shall purchase insurance and the natural gas through plans/ schemes managed and directed by the Housing Services Corporation. The Minister may exempt the Service Managers from this requirement but according to the MPP there is an opt out fee associated with this.

The Government of Ontario has already ordered a review of the Ontario Mortgage and Housing Corporation which is to be completed in the spring, which may include a review of the issues raised in the Private Members Bill.

York Region coordinates Housing York Inc. which manages Social Housing and is the seventh largest social housing provider within Ontario. The Town of Aurora is not an affordable housing provider under the Act and thus not directly impacted by the Bill. As such, it would be more appropriate for York Region to consider the pro's and con's associated with the Bill and results of the Government Review and make a determination pertaining to support.

In conclusion, it does appear that the Bill is based on good intentions to save costs on insurance and natural gas for affordable housing providers. However, since the Town is not an affordable housing provider, there is no way to quantify or qualify such cost saving claims at the municipal level. As such, it would be appropriate to take no action on the request and allow York Region, being the housing service provider, to take a broader view of the issues.

ATTACHMENTS

None



**TOWN OF AURORA
AURORA FAMILY LEISURE COMPLEX (AFLC)
LIAISON COMMITTEE MEETING MINUTES**

Date: Thursday, April 24, 2015

Time and Location: 2 p.m., Program Room B, Aurora Family Leisure Complex

Committee Members: Councillor Sandra Humfryes (Chair), Councillor John Abel, Councillor Michael Thompson, Deni Crescenzi, Juergen Daurer, Wendy Frappier, Janet Matthews, Gene Scherrer, and Jo-anne Spitzer

Member(s) Absent: Frans LeRojj

Other Attendees: Councillor Tom Mrakas, Neil Garbe, Chief Administrative Officer, Al Downey, Director of Parks & Recreation Services, Ilmar Simanovskis, Director of Infrastructure & Environmental Services, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 2 p.m.

1. INTRODUCTIONS

The Chair asked the Committee Members and other attendees to briefly introduce themselves and express their interest in, or connection with, the Aurora Family Leisure Complex (AFLC). Introductions were made around the table.

2. PURPOSE OF COMMITTEE

The Chair reviewed the purpose of the Committee in assisting with the tracking and implementation of improvements related to the AFLC. Suggestions were offered for the approach to be taken in reviewing the AFLC Outstanding Deficiency List, determining priorities, and identifying the items that staff may address quickly.

3. REVIEW OF AFLC OUTSTANDING DEFICIENCY LIST

The Committee discussed various elements of the AFLC deficiencies with reference to “Attachment 1 – Memorandum from Director of Infrastructure & Environmental Services (dated April 14, 2015); Re: Aurora Family Leisure Complex (AFLC) Outstanding Deficiency List”, as well as the “AFLC List of Concerns – Space by Space” (dated April 23, 2015) and photographs of various areas of the AFLC, which were provided by citizen members at the meeting. The following items were highlighted (staff comments in brackets):

Deficiencies	Comments/Suggestions
Approach	Prioritize deficiencies; identify action items; determine feasibility, accountability, dates; use holistic approach based on user needs; find ways to make it work
Accountability	Too many layers, e.g., contractors, subcontractors, supervisors; need accountability at all layers; need single point of contact; identify name and responsibility; need continued accountability afterwards (Phillip Galin oversees changes)
Communication to users	Need communication to users on regular basis; weekly or bi-weekly; display lists on easels; should indicate if temporary fix; add column on chart for interim solution; need orientation or meet and greet
Communication from users	Need to determine process for users to communicate issues to staff; need more user engagement; task someone to survey members; hold open houses and meet with groups to get feedback (already have suggestion box and message board)
Communication within staff	Staff are overwhelmed; need to be informed of their “go to” staff person
Design	Seems done by novices; if wish to attract new members, need to focus on accommodating more members
Quality control	Determine responsibility; some deficiencies not resolved professionally
Back door locked – inaccessible	Four programs for seniors; too far to walk to front door; mobility issue for seniors; use of back door worked well before; need fob system or monitoring; need staff to investigate options (discussed during design phase; more efficient with one control desk; challenge is control and safety; staff to park in back lot with key entry at back door)

Deficiencies	Comments/Suggestions
Change room – benches	Two benches insufficient; need two more; (previously no lockers in fitness change room; design added lockers; need to remove lockers to add benches to maintain wheelchair accessibility; staff to place warning stickers on lockers to be removed to accommodate added benches)
Change room – floor mats	Previously had perforated floor mats; need mats returned to help prevent slippery floors
Change room – hair dryers	Too high; one dryer dropped down (quick fix); need all hair dryers lowered
Change room – handicapped	Need more hooks
Change room – men’s shower	Hot water tap releases cold water and cold water tap releases hot water; potential liability issue (staff will test each shower head)
Change room – women’s cubicles	Two cubicles insufficient and too large; need minimum of four cubicles
Change room – women’s shower	Low water pressure; replace eco shower heads with regular heads; use same heads as new ones at SARC which work well; test pressure vs. SARC
Change room – women’s shower	Soap dishes missing; plastic soap dish was affixed to wall (quick fix)
Construction garbage	General construction garbage present on site
Fitness centre – aerobics/yoga room	Privacy issue; use kraft paper temporarily; (blinds have been ordered; staff will check delivery date and report back)
Fitness centre – equipment	Orientation of equipment (staff responsible; could meet with members to discuss changes needed)
Fitness centre - program room size	Too small to accommodate number of users; users asking if gymnasium space could be used when not in use for youth
Fitness centre - program room and track temperature	Users complaining rooms are too hot; no windows open; wires draped; not enough outlets; no water available; suggested using fan to take heat out; wall control not working; liability issue (staff will investigate and report back)
Fitness centre – windows	Sun and dimpled glass causing visual discomfort; users suggested that classes and equipment face the other direction, away from sun
Garden atrium	Uneven; need to check for proper base
Lockers	Too small; unable to fit bag, coat (same lockers, no issues previously; new lockers only in Family change room)

Deficiencies	Comments/Suggestions
Parking – accessibility	Need more than four handicapped parking spaces (sufficient per rules; can designate four more)
Parking – Sports Dome users	Saturday morning issues when Sports Dome users park at AFLC (overflow is Legion parking lot but space is limited; part of agreement with Sports Dome is to use AFLC parking lot; Town is receiving benefit)
Skateboard park	Cracks already in concrete (contractor responsible); sharp stones around edges should be moved back to sidewalk; need grass buffer; area lacking supervision; need more signage respecting indemnity and responsibility
Squash area	Need to reach out to key users for feedback
Suit water extractor	Located in change room with no drain; bucket was placed underneath; needs monitoring (quick fix)
Wristbands	Staff to provide costs

4. DETERMINATION OF TOP PRIORITIES

The Committee agreed on the following priorities:

Top Priorities	Actions
Communication	<ul style="list-style-type: none"> • Staff to post current list of deficiencies/status in AFLC lobby • Staff to report back with updated, consolidated list • Staff to post updated list in AFLC lobby, make paper copies available for pickup, and e-mail updates to AFLC members • Communications staff to assist in communicating with AFLC members • Staff to be kept informed of developments
Back door locked – inaccessible	<ul style="list-style-type: none"> • Staff to investigate and report back on options, costs, and feasibility of opening back door
Parking – accessibility	<ul style="list-style-type: none"> • Staff to designate four additional handicapped parking spaces at front of facility and post signage
Skateboard park	<ul style="list-style-type: none"> • Staff to remove sharp stones from proximity to skateboarders

AFLC Liaison Committee Meeting Minutes
Thursday, April 24, 2015

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5. NEXT MEETING

The Committee agreed to meet next on Thursday, May 7, 2015, at 2 p.m. in Program Room B of the Aurora Family Leisure Complex. It was also agreed that the meeting would include a tour of the AFLC facility.

6. ADJOURNMENT

The meeting was adjourned at 3:53 p.m.

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.



**TOWN OF AURORA
FINANCE ADVISORY COMMITTEE
MEETING MINUTES**

Date: Tuesday, April 28, 2015

Time and Location: 5 p.m., Leksand, Aurora Town Hall

Committee Members: Councillor Michael Thompson (Chair), Councillor Harold Kim, and Mayor Geoffrey Dawe

Member(s) Absent: None

Other Attendees: Councillor John Abel, Councillor Tom Mrakas, Neil Garbe, Chief Administrative Officer, Dan Elliot, Director of Corporate and Financial Services/Treasurer, Jason Gaertner, Manager of Financial Planning, Stephen Huycke, Town Clerk, and Samantha Kong, Council/Committee Secretary

The Town Clerk called the meeting to order at 4:55 p.m.

APPOINTMENT OF COMMITTEE CHAIR

Stephen M. A. Huycke, Town Clerk, opened the floor to nominations for Chair of the Finance Advisory Committee for the 2014-2018 Term.

Mayor Dawe nominated Councillor Thompson as Chair of the Finance Advisory Committee (FAC). There being no other nominations, Councillor Thompson was appointed Chair of the Committee.

Councillor Thompson assumed the Chair at 5:02 p.m.

1. DECLARATION OF PECUNIARY INTEREST

There were no declarations of pecuniary interest under *the Municipal Conflict of Interest Act*.

2. APPROVAL OF THE AGENDA

**Moved by Mayor Dawe
Seconded by Councillor Kim**

THAT the agenda as circulated by Legal and Legislative Services be approved.

CARRIED

3. RECEIPT OF THE MINUTES

None

4. DELEGATIONS

- (a) **Paul Duggan, Director of Audit Services, York Region and Travis Waite,
Senior Internal Auditor, York Region
Re: N6 Internal Audit Services**

Mr. Duggan and Mr. Waite were present to provide an overview of the N6 Internal Audit Services which brings systematic and disciplined approaches to evaluate and improve the effectiveness of risk management, control, and governance processes. Mr. Duggan identified and examined areas of risk and discussed the Town's 2015 Audit Plan.

**Moved by Mayor Dawe
Seconded by Councillor Kim**

THAT the delegation by Paul Duggan and Travis Waite be received for information.
CARRIED

5. CONSIDERATION OF ITEMS

- 1. Memorandum from Town Clerk
Re: Finance Advisory Committee – Terms of Reference**

The Chair noted that the recommended revisions to section 6 of the approved FAC Terms of Reference, titled "Meetings, Times and Locations" is to ensure that the Committee has the flexibility to schedule its meetings to accommodate the attendance of all committee members.

**Moved by Councillor Kim
Seconded by Mayor Dawe**

THAT the memorandum regarding Finance Advisory Committee – Terms of Reference be received; and

THAT the Finance Advisory Committee Terms of Reference be amended to reflect the changes recommended by staff.

CARRIED

2. 2015 Budget Process Debrief – Discussion

Staff noted that the 2015 budget process has been progressing well thus far and stated that the approach towards service levels has allowed Council to focus on areas of interest. Staff further noted that a key performance indicators (KPI) report card will be brought to Council in the near future. Staff recommended that a multi-year budget approach should be implemented throughout the coming years and that a line-by-line approach should be exercised at the committee level. Staff further recommended that a budget target be determined at the beginning of the budget process. The Committee agrees that a multi-year budget approach should be implemented as a high level strategy with latitude to acquire detail to address variances. It was suggested that a detailed view of the budget be presented in the first year of the term to determine a baseline for the upcoming budget years, or alternatively focusing detail reviews on one or two departments each year on a planned cycle.

Moved by Mayor Dawe
Seconded by Councillor Kim

THAT the comments of the Finance Advisory Committee regarding 2015 Budget Process Debrief be referred to staff for consideration.

CARRIED

3. CFS15-021 – Multi-Year Budget Approach

Staff presented an overview of the implementation of multi-year budgets which would improve operational efficiency of the municipality through improved long range planning and integration of Strategic Plan objectives, as well as promote discussion of service levels, rather than considering each budget line item throughout the corporation annually. Staff indicated that such an approach would allow Council to consider the budget across a longer time horizon and plan for service level changes. The Committee supports a multi-year budget approach and inquired about the establishment of guiding principles and a municipal price index (MPI), as well as the incorporation of new services each year. The Committee suggested that a budget workshop be included as part of the council orientation for new councillors.

Moved by Councillor Kim
Seconded by Mayor Dawe

THAT Report No. CFS15-021 be received; and

THAT the comments of the Finance Advisory Committee regarding Report No. CFS15-21 be referred to staff for consideration.

CARRIED

4. Memorandum from Director of Corporate & Financial Services/Treasurer
Re: Financial Information Systems – Pending Replacement Request

Staff provided a brief overview of the systemic constraints with the financial system that were identified prior to 2015 and noted that they have been working to optimize the existing systems in an attempt to bring internal resolutions to the issues. Staff further stated that a detailed report outlining the need for a financial system replacement would be presented to Council and would seek a mid-year budget amendment to add consulting funding to the 2016 capital budget. The Committee supported the request to replace the current financial information system and inquired about the types of financial systems the N6 municipalities possess.

Moved by Mayor Dawe
Seconded by Councillor Kim

THAT the memorandum regarding Financial Information Systems – Pending Replacement Request be received for information.

CARRIED

5. Agenda Items for Future Meetings – Discussion

- **Citizen Budget**
- **Investment Income**
- **Other**

Staff introduced agenda items to be considered at future meetings and the Committee approved.

Moved by Councillor Kim
Seconded by Mayor Dawe

THAT the Agenda Items for Future Meetings as identified by the Finance Advisory Committee be referred to staff.

CARRIED

6. NEW BUSINESS

None

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7. ADJOURNMENT

**Moved by Councillor Kim
Seconded by Mayor Dawe**

THAT the meeting be adjourned at 6:35 p.m.

CARRIED

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS
ADOPTED BY COUNCIL AT A LATER MEETING.



**TOWN OF AURORA
ACCESSIBILITY ADVISORY COMMITTEE
MEETING MINUTES**

Date: Wednesday, May 6, 2015

Time and Location: 7 p.m., Leksand Room, Aurora Town Hall

Committee Members: Tyler Barker (Chair), John Lenchak (Vice Chair), Gordon Barnes (arrived 7:29 p.m.), James Hoyes, and Councillor Sandra Humfries

Member(s) Absent: David Newton

Other Attendees: Councillor Tom Mrakas, Chris Catania, Accessibility Advisor, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 7:04 p.m.

The Chair relinquished the chair to the Vice Chair at 8:14 p.m. during the discussion of Item 2 and resumed the Chair at 8:29 p.m.

1. DECLARATION OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

2. APPROVAL OF THE AGENDA

**Moved by John Lenchak
Seconded by James Hoyes**

THAT the agenda as circulated by Legal and Legislative Services be approved.

CARRIED

3. RECEIPT OF THE MINUTES

Accessibility Advisory Committee Meeting Minutes of April 1, 2015

Moved by James Hoyes
Seconded by Councillor Humfryes

THAT the Accessibility Advisory Committee meeting minutes of April 1, 2015, be received for information.

CARRIED

4. DELEGATIONS

The Accessibility Advisory Committee consented, on a two-thirds vote, to allow Ms. Rebecca Beaton to speak to an additional matter following her initial delegation.

(a) Rebecca Beaton, Resident
Re: Residential Garbage/Recycle Collection for Disabled and/or Elderly Residents

Ms. Beaton referred to a service provided by the City of Toronto and several other municipalities, including Albuquerque, New Mexico, whereby elderly or disabled residents who are unable to carry their waste to the curb, including garbage, recycle bins, and yard waste, may apply for assistance. She noted that the application form, which is completed and signed by a physician, does not stipulate the illness and indicates only that assistance is required. Ms. Beaton suggested that the Town of Aurora make this service available for only those who require assistance in order to allow them to live in their own home as long as possible, including those who may need help on a temporary basis. She requested that, if this service were to be offered, any advertising also remind residents to keep an eye out for and assist their elderly or disabled neighbours.

The Committee expressed support for the concept and agreed to raise the matter under New Business.

Staff noted that the Town of Aurora offers a similar service, whereby residents may request special assistance.

Moved by Councillor Humfryes
Seconded by James Hoyes

THAT the comments of the delegation be received for information.

CARRIED

Ms. Beaton noted that there are several streets remaining in Town where residents must continue to maintain the ditches fronting their properties, whereas newer subdivisions or rehabilitated streets have sidewalks instead that are maintained by the Town. She stated that some residents are getting older, are having difficulty in maintaining these Town-owned ditches, and should not have to pay for their maintenance. Ms. Beaton requested that the Town hire a summer student to mow the ditches of homeowners who need assistance.

Moved by James Hoyes
Seconded by John Lenchak

THAT the comments of the delegation be received for information.

CARRIED

5. MATTERS FOR CONSIDERATION

1. Memorandum from Accessibility Advisor **Re: Mattamy Phase 2 Neighbourhood Park – Accessibility Considerations**

Staff provided an on-screen presentation of the Neighbourhood Park site and concept plans for the Committee's review. The Committee discussed various elements of the site and provided feedback. Staff agreed to forward the Queen's Diamond Jubilee Park booklet to the Committee for information.

Moved by Gordon Barnes
Seconded by Councillor Humfries

THAT the memorandum regarding Mattamy Phase 2 Neighbourhood Park – Accessibility Considerations be received; and

THAT the following Accessibility Advisory Committee comments regarding accessibility for Mattamy Phase 2 Neighbourhood Park be considered by staff:

1. Include proper curb cutting and delineation in the parking lot (in addition to those used as access aisles for the accessible parking spaces) to provide access for other transportation/mobility devices;
2. Include various sensory elements (e.g., tactile, auditory, visual), such as Braille stations, chess board/table, sound tubes;
3. Include play structures with barrier-free access;
4. Include accessible picnic tables, mats on grass;
5. Include water troughs at splash pad;
6. Include developmental workstations along paths;
7. Include lower basketball nets and multi-use flexibility in basketball area; and
8. Include universal washroom structure with adjacent watering station.

CARRIED

6. INFORMATIONAL ITEMS

2. Memorandum from Accessibility Advisor
Re: Accessible Changes to Ontario Building Code (OBC)

Staff advised on changes that have been made to the OBC, which took effect on January 1, 2015, and will be discussed further at the June meeting through a presentation from the Director of Building and By-law Services. In response to questions from the Committee, staff explained various aspects of the OBC in relation to its scope, facility classifications, safety, and accessibility.

Moved by Councillor Humfryes
Seconded by Tyler Barker

THAT the memorandum regarding Accessible Changes to Ontario Building Code (OBC) be received for information.

CARRIED

3. Memorandum from Accessibility Advisor
Re: AODA 10th Anniversary Event

Staff provided a brief overview of events celebrating the introduction of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). He noted that the Association of Municipal Clerks and Treasurers of Ontario (AMCTO) is inviting communities to recognize and nominate individuals for the AODA 10th Anniversary Champion Awards and further information would be provided to the Committee at the June meeting.

Moved by Gordon Barnes
Seconded by John Lenchak

THAT the memorandum regarding AODA 10th Anniversary Event be received for information.

CARRIED

4. Memorandum from Accessibility Advisor
Re: National Access Awareness Week – May 31 to June 6, 2015

Staff advised that the Town of Aurora would be celebrating National Access Awareness Week in alignment with York Region and that webinars were being planned with the Region. Staff indicated that further event information would be forwarded to the Committee and members were invited to submit any ideas or initiatives for the Week to the Accessibility Advisor.

**Moved by Councillor Humfryes
Seconded by James Hoyes**

THAT the memorandum regarding National Access Awareness Week – May 31 to June 6, 2015, be received for information.

CARRIED

7. NEW BUSINESS

The Committee suggested that National Access Awareness Week would be an appropriate time to honour the accomplishments of the Special Olympics Ontario-Aurora Bocce Team during a General Committee or Council meeting. Councillor Humfryes noted that the Aurora Rollers participated in the 2015 International Special Olympics Bocce Tournament, which was hosted at the Seneca College King Campus on April 30 to May 3, 2015, and achieved third place out of the twenty teams left in the secondary round robin, from a total of 24 teams that participated.

The Committee inquired about the accessible parking signage at the École secondaire catholique Renaissance, at Bathurst Street and Bloomington Road, where all of the accessibility signs except for one were recently seen to have been covered by bags. Staff advised that municipalities do occasionally have cause to bag signage, and he encouraged Committee members to advise him by e-mail or phone immediately when issues are observed.

Councillor Mrakas inquired whether any information had been processed through the Committee regarding Canada Post community mailboxes and accessibility issues. Staff advised that nothing had been submitted, but information could be shared with the Committee.

The Committee noted that the previous Accessibility Advisory Committee (AAC) provided comments on the Aurora Family Leisure Complex (AFLC) renovation site plans, including the need for power doors and door levers, and observed that the doors of the main public washrooms are not power-operated. Councillor Humfryes advised that this issue would be raised at the next AFLC Liaison Committee meeting. Staff reviewed elements of the previous AAC's feedback and indicated that he would follow up to ensure that all of the accessibility concerns were addressed.

The Committee addressed the request of Delegation (a) regarding residential garbage/recycling collection and discussed various approaches through which the Town may engage residents who face particular challenges. The Committee put forward the following motion:

**New Business Motion No. 1
Moved by Councillor Humfryes
Seconded by James Hoyes**

THAT staff be directed to investigate the opportunity for the Town to provide additional services for residents requiring special assistance in the collection of waste from their homes.

CARRIED

The Committee acknowledged that the subject of the delegation's additional comments regarding ditch maintenance was not within the scope of the Accessibility Advisory Committee and staff agreed to contact Ms. Beaton in this regard.

Staff announced that a Queen's Diamond Jubilee Park open house would be held on May 14, 2015, at 7 p.m. in the Holland Room at Town Hall, with the purpose of providing an updated landscape master plan based on public input and comments received at the first public meeting held on January 15, 2014.

The Committee inquired about the process for including items on future Committee agendas and members were invited to forward any suggestions to the Chair and the Accessibility Advisor. Staff noted that the Annual Accessibility Plan would be submitted for the Committee's review in the fall.

8. ADJOURNMENT

**Moved by James Hoyes
Seconded by Gordon Barnes**

THAT the meeting be adjourned at 9:12 p.m.

CARRIED

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.



**TOWN OF AURORA
AURORA FAMILY LEISURE COMPLEX (AFLC)
LIAISON COMMITTEE MEETING MINUTES**

Date: Thursday, May 7, 2015

Time and Location: 2 p.m., Program Room B, Aurora Family Leisure Complex

Committee Members: Councillor Sandra Humfryes (Chair) (arrived 2:04 p.m.), Councillor John Abel, Councillor Michael Thompson, Wendy Frappier (departed 3:05 p.m.), Frans LeRoi, Janet Matthews, Gene Scherrer, and Jo-anne Spitzer

Member(s) Absent: Deni Crescenzi and Juergen Daurer

Other Attendees: Neil Garbe, Chief Administrative Officer, Phillip Galin, Manager, Facilities, Property and Fleet Services, Chris Catania, Accessibility Advisor, and Linda Bottos, Council/Committee Secretary

Councillor Thompson, in the absence of the Chair, called the meeting to order at 2:02 p.m.

Councillor Humfryes assumed the Chair at 2:08 p.m.

1. OPENING REMARKS

Mr. Garbe suggested that the Committee refer to the updated AFLC Outstanding Deficiency List, included in the meeting agenda as Item 3, to continue with the prioritization of issues. Copies of the blueprints, marked with the proposed changes, were distributed to the members. The Committee members were invited to each identify their top three priorities and to add any items that may have been missing from the List. Councillor Humfryes reiterated the intent of the List and purpose of the Committee in helping to interpret the issues and represent the AFLC users. She noted that staff have committed to expediting the Committee's top three priorities, including communication and progress updates of the priorities.

AFLC Liaison Committee Meeting Minutes
Thursday, May 7, 2015

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2. PREVIOUS MEETING MINUTES OF APRIL 24, 2015

The Aurora Family Leisure Complex Liaison Committee meeting minutes of April 24, 2015, were provided for information.

3. REVIEW OF UPDATED AFLC OUTSTANDING DEFICIENCY LIST

The Committee was provided with an updated AFLC Outstanding Deficiency List for review, which included additional columns for Estimated Cost, Recommendation, Target Completion, and Status.

4. DETERMINATION OF TOP PRIORITIES

The Committee identified the following top priorities (staff comments in brackets):

Top Priorities	Comments/Suggestions
Back door access, security	Estimated 50-60 users would need back door access; proposed double-layer fob system for parking and door access; option to install camera and buzzer at back door; front door not secure as not everyone checks in at front desk (primary driver is security and public safety; fob systems, etc. still provide opportunities for risk; additional accessible parking at front and side; if individuals need help, staff could accommodate)
Change room issues	Need more benches, etc. per Outstanding Deficiency List
Gym space allocation	Gym often empty; could be used for overflow; should be open/utilized when not being used by youth; Why can't kids show up and shoot hoops outside of scheduled program times? (staff will discuss with programmers; space is meant to generate revenue)
Program space allocation, including fitness studio	Need to look at how building is utilized in relation to programs; building should serve users; fitness studio and other spaces now too small; need to reconsider space allocation; re-evaluate use of space
Slippery floors	Floors should be resurfaced to provide a non-slip surface in wet areas (mats will not be returned as they are considered a health hazard)

Top Priorities	Comments/Suggestions
Storage for coats, boots, bags	Need more hooks, larger and more cubbies and lockers; SARC has good size (staff have ideas on how to reorganize the fitness studio for storage; need advice on sizes needed)
Ventilation, heating and cooling air management	Yoga class and other program areas too hot; consider options, e.g., large fans, ceiling fans, heat retractors; install large scale thermometers on walls and window area (each room has thermostat; will advise staff to monitor; new HVAC system will take time to balance and calibrate in each space through the seasons; blinds to be installed in gym today; portable air units should alleviate issues in mean time)
Water fountain	Need water available (water fountain bottle fill to be installed)
Water pressure	Water pressure too low; investigate alternate shower heads that would meet OBC standards (mandated to use low flow restrictors; unable to guarantee completion within 16 weeks)

5. REVIEW OF FEEDBACK PROCESS

The Committee was provided with a “Facility Service Request Workflow” chart for information.

6. NEXT MEETING

The Committee agreed to meet next during the week of May 25, 2015, (at a time later than 2 p.m.) in Program Room B of the Aurora Family Leisure Complex.

7. ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.



Town of Aurora
Office of the Mayor

MEMORANDUM

DATE: May 19, 2015
TO: Members of Council
FROM: Mayor Geoffrey Dawe
RE: **Lake Simcoe Region Conservation Authority**
Highlights – April 24, 2015 – Meeting of the Board

RECOMMENDATION

THAT Council:

- Receive the correspondence for information
- Endorse the recommendations
- Provide direction



Board Meeting Highlights

April 24, 2015

Presentations:

Maple Lake Estates – Permit Application by Metrus Developments (DG Group)

The Board of Directors passed a resolution directing staff to not consider a permit application submitted April 16, 2015 by Metrus Development (now known as DG Group) and to return it along with the associated fee to DG Group. This decision was based on the legal, written promise (an undertaking) by Metrus Developments to LSRCA that an application would not be submitted prior to April 30, 2015.

The Board of Directors resolved to support a transfer of development rights from the original Maple Lake Estates site to the adjacent property owned by the ownership group and located directly to the south of the current plan approved site, in order to protect the natural heritage features on what is known as Maple Lake Estates. The Board of Directors also directed staff to continue to work with all parties and notify the Province, the Regional Municipality of York and the Town of Georgina of the Board's decisions.

The Board of Directors support the negotiation of a transfer of development rights as the best way to protect the wetland and forest features. By passing this resolution, they have reaffirmed LSRCA staff's participation in the land transfer discussions along with the property owner, DG Group, the Town of Georgina, York Region and the Province.

LSRCA 2014 Audit Findings by BDO Canada LLP

Representatives from LSRCA's audit firm, BDO Canada LLP, Mr. Michael Jones and Ms. Trudy White, were in attendance to report to the Board of Directors regarding the 2014 audit findings of LSRCA. Mr. Jones noted that the audit of LSRCA's financial statements as at December 31, 2014 proved to be a very clean audit, with no significant errors or exclusions discovered. Ms. White explained to Board members that a fraud assessment forms part of the audit, and BDO Canada LLP assessed internal control procedures and found no unusual or fraudulent activity.

Staff Reports:

2014 Draft Audited Financial Statements

The Board approved Staff Report No. 19-15-BOD, prepared by Jocelyn Lee, General Manager, Corporate & Financial Services, which sought the Board's approval of the 2014 Draft Audited Financial Statements, as well as the appropriations to reserve from operations and the new government transfer standard as outlined in financial statements.



LSRCA Revised Watershed Development Guidelines

The Board approved Staff Report No. 20-15-BOD, prepared by Beverley Booth, Manager, Planning, Regulations & Enforcement, which sought the Board of Directors' approval on the April 24, 2015 Watershed Development Guidelines, with an implementation date of June 1, 2015.

Watershed Restoration Key Performance Indicators for LSRCA Stewardship and Forestry Program Delivery, 2014 Program Delivery Update

The Board received Staff Report No. 21-15-BOD, prepared by Philip Davies, Manager, Forestry and Stewardship, which provided Board members with an update on the ongoing development of the Key Performance Indicators for reporting on the outcomes of LSRCA Stewardship and Forestry program delivery.

Authorization to Approve Awarding of LSRCA Funding Grants to Lake Simcoe Watershed Municipalities

The Board approved Staff Report No. 22-15-BOD, prepared by Jocelyn Lee, General Manager, Corporate & Financial Services, which authorized the Chief Administrative Officer/Secretary-Treasurer, along with the Chair or Vice-Chair, to approve LSRCA grants awarded to watershed municipalities for environmental restoration projects.

Naming of LSRCA Assets and Facilities Policy

The Board received Staff Report No. 23-15-BOD, prepared by Brian Kemp, General Manager, Conservation Lands, regarding a new policy for naming of LSRCA assets and facilities. The Board recommended some revisions to the draft policy and instructed staff to bring a revised policy back to the May 2015 Board of Directors' meeting for approval.

2015 Proposed Budget

The Board approved Staff Report No. 24-15-BOD, prepared by Jocelyn Lee, General Manager, Corporate & Financial Services, which sought the Board of Directors' approval of LSRCA's 2015 Proposed Budget estimates, projected revenues, the net reserve appropriations, as well as distribution to member municipalities. The Board also supported that each member municipality be formally advised of its respective share of general and special capital levies.



NOTICE OF MOTION

Councillor Wendy Gaertner

Date: May 19, 2015

To: Mayor and Members of Council

From: Councillor Gaertner

Re: Aurora Family Leisure Complex (AFLC) – Rear Door Access

WHEREAS an increasing number of Aurora residents are utilizing the Aurora Family Leisure Complex pool and fitness areas for therapeutic and rehabilitation activities; and

WHEREAS the Town of Aurora offers eleven Aqua Fitness classes in the AFLC pool each week, including two classes that are specifically designed to help those suffering with arthritis, many of which are utilized by “older adults”, and two classes that are offered specifically to those persons over 55 years of age; and

WHEREAS many of these members are not disabled, just getting older, and do not display a disability parking permit in their vehicle; and

WHEREAS the rear entrance of the Complex has offered easier access for those residents with mobility issues for nearly 30 years, but no longer does so; and

WHEREAS the parking area at the rear of the Complex is now unusable due to the long walk back to the front entrance; and

WHEREAS much of the parking lot at the Complex has a substantial grade encumbering those with mobility issues; and

WHEREAS the rear and side parking lot provides the only flat, even area to walk to the Complex; and

WHEREAS ensuring that this facility is as accessible as possible, not just to meet legal compliance, but to demonstrate the Town of Aurora's philosophy and spirit of accessibility and inclusivity to enhance the quality of life for all Aurora residents; and

WHEREAS resuming access to the Aurora Leisure Complex via the rear door entrance would be in keeping with this spirit;

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to study the options and costs for users to access the rear door to enter the AFLC and bring this information back to Council as expediently as possible.



NOTICE OF MOTION

Councillor Wendy Gaertner

Date: May 19, 2015
To: Mayor and Members of Council
From: Councillor Gaertner
Re: Draft Tree Protection By-law

WHEREAS on January 25, 2011, Council of the Town of Aurora directed the formation of a Town staff, multi-department, Tree Protection By-law Committee, to review the Town's current Tree By-law; and

WHEREAS the purpose of the committee was to review the existing Tree By-law and suggest changes and revisions for Council's consideration; and

WHEREAS the process to develop the Draft Tree Protection By-law was to include consultation with the public and all stakeholders; and

WHEREAS public and stakeholder consultation was accomplished through comprehensive staff discussions with stakeholders, an online survey, and a Public Planning meeting held on April 25, 2012; and

WHEREAS staff Report No. PR12-016 was presented at the Public Planning meeting; and

WHEREAS staff Report No. PR12-016 spoke to the advantage of the Draft Tree Protection By-law to enable residents to receive better service in the processing of permits, and better enforcement and tree protection for the municipality; and

WHEREAS the public and stakeholder consultation process allowed for input and advice on the actual By-Law changes; and

WHEREAS the Public Planning meeting was well-attended and included representation from all stakeholders; and

WHEREAS the Council direction from the meeting was that the recommendations from staff Report No. PR12-016 be received, and that comments presented at the Public Planning meeting be addressed in a comprehensive report outlining recommendations and options at a future General Committee meeting, and that all parties expressing interest at the Public Planning meeting and stakeholders be advised of the General Committee meeting date; and

May 19, 2015

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Notice of Motion
Draft Tree Protection By-law

WHEREAS that meeting was held on October 8, 2013, and Council directed staff to make further revisions and bring the Draft Tree Protection By-law back to Council for comments prior to releasing it again to the public for their input; and

WHEREAS the Draft Tree Protection By-Law was discussed by Council again on January 14, 2014, and January 21, 2014; and

WHEREAS Council referred the Draft Tree Protection By-law report back to staff without clarifying any next steps in the process; and

WHEREAS the Town's February 2015 Pending List makes notes that the matter is "Complete" along with the notation that Town staff reviewed the revised Tree Protection By-law in accordance with the Council direction of January 21, 2014, and determined that the current Tree By-law is satisfactory, and staff will continue to monitor the operation and enforcement of the current Tree By-law and may bring it forward for review to Council should the need arise; and

WHEREAS this public process started in 2011 and no Council decision has been made to date on the Draft Tree Protection By-law;

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff place the matter of the Draft Tree Protection By-law on a future General Committee agenda for discussion and direction, with a copy of all previous staff reports dealing with this matter as well as a copy of the Town's current Tree By-law and Tree Destruction Permit; and

BE IT FURTHER RESOLVED THAT staff be directed to prepare and bring a comprehensive report to General Committee prior to the end of September 2015 containing a written summary of the review process and all written or verbal input received from the general public at the Public Planning meeting and other Council meetings outlined in this motion; and

BE IT FURTHER RESOLVED THAT that staff be directed to provide Council with options for meeting dates for Council to invite the public to comment and offer input on the Draft Tree Protection By-law.



NOTICE OF MOTION

Councillor Tom Mrakas

Date: May 19, 2015

To: Mayor and Members of Council

From: Councillor Mrakas

Re: Community Recognition Review Ad Hoc Committee

WHEREAS volunteers are the driving force of community and without the support of volunteers facilitating the many events, sporting activities and community functions Aurora has become known for, our quality of life would not be the same; and

WHEREAS recognizing the value and contributions volunteers make in the Town of Aurora is of primary importance to the municipality; and

WHEREAS the Town recognizes the contribution of volunteers to the community through an annual event held each year; and

WHEREAS significant annual events should be reviewed from time to time to ensure that the event is the best and most effective it can be; and

WHEREAS the annual Community Recognition Event has not been reviewed for a number of years;

NOW THEREFORE BE IT HEREBY RESOLVED THAT a "Community Recognition Review Ad Hoc Committee" be established; and

BE IT FURTHER RESOLVED THAT the mandate of the Community Recognition Review Ad Hoc Committee be to review and make recommendations to Council on all aspects of the current Community Recognition event including:

1. the criteria and process by which various community recognition awards are currently bestowed; and
2. in the context of other similar community events, ensuring that the Aurora Community Recognition Event demonstrates how important and special our volunteers are and how deserving they are of recognition; and

BE IT FURTHER RESOLVED THAT the Community Recognition Review Ad Hoc Committee be comprised of two (2) Members of Council and five (5) citizen members; and

May 19, 2015

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Notice of Motion
Community Recognition
Review Ad Hoc Committee

BE IT FURTHER RESOLVED THAT in appointing citizen members of the Community Recognition Review Ad Hoc Committee, Council will give preference to applicants who have experience in the volunteer sector and/or community recognition awards; and

BE IT FURTHER RESOLVED THAT staff be directed to advertise, in accordance with the provisions of the "Policy for Ad Hoc/Advisory Committees and Local Boards", for applications from members of the public for appointment to the Community Recognition Review Ad Hoc Committee; and

BE IT FURTHER RESOLVED THAT the Chief Administrative Officer be directed to appoint one or more appropriate staff liaisons to support the work of the Community Recognition Review Ad Hoc Committee; and

BE IT FURTHER RESOLVED THAT the Community Recognition Review Ad Hoc Committee be required to report back to Council with recommendations for approval in time for preparation of the 2016 Community Recognition Awards.



NOTICE OF MOTION

Councillor John Abel

Date: May 19, 2015
To: Mayor and Members of Council
From: Councillor Abel
Re: Library Square Ad Hoc Committee

WHEREAS the Town of Aurora has declared the old Library and the old Fire Hall, both on Victoria Street, as surplus properties; and

WHEREAS during the last term of Council, the Town engaged the community as to what uses the Library Square might have to better enhance the community at large;

NOW THEREFORE BE IT HEREBY RESOLVED THAT that a "Library Square Ad Hoc Committee", to provide Council with advice on a potential vision and design for Library Square, be established; and

BE IT FURTHER RESOLVED THAT the Library Square Ad Hoc Committee be comprised of the Mayor, three (3) Councillors, and up to four (4) citizen members; and

BE IT FURTHER RESOLVED THAT in appointing citizen members to the Library Square Ad Hoc Committee, Council will give preference to applicants who have experience in planning, architecture, and community gathering design; and

BE IT FURTHER RESOLVED THAT staff be directed to advertise, in accordance with the provisions of the "Policy for Ad Hoc/Advisory Committees and Local Boards", for applications from members of the public for appointment to the Library Square Ad Hoc Committee; and

BE IT FURTHER RESOLVED THAT the Chief Administrative Officer be directed to appoint one or more appropriate staff liaisons to support the work of the Library Square Ad Hoc Committee.



NOTICE OF MOTION

Councillor Sandra Humfries

Date: May 19, 2015

To: Mayor and Members of Council

From: Councillor Humfries

Re: Pedestrian and Vehicle Traffic Concerns – Earl Stewart Drive, Pedersen Drive, St. John’s Sideroad East, and Bayview Avenue

WHEREAS at the Public Planning meeting of February 25, 2015, Report No. PL15-010 was presented to propose a zoning by-law amendment for approval of a Motor Vehicle Sales Establishment; and

WHEREAS pedestrian and vehicle traffic concerns were reported by several residential owners in the area bounded by Earl Stewart Drive, Pedersen Drive, St. John’s Sideroad East, and Bayview Avenue; and

WHEREAS residents noted both vehicle and pedestrian accidents at these particular intersections;

NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to work with York Region to perform appropriate traffic studies in the area bounded by Earl Stewart Drive, Pedersen Drive, St. John’s Sideroad East, and Bayview Avenue, and to report back to Council on the results of those studies including any recommendations for additional safety measures that may be required.