



General Committee Meeting Agenda

**Tuesday, December 6, 2016
7 p.m.**

**Council Chambers
Aurora Town Hall**



**Town of Aurora
General Committee
Meeting Agenda**

Tuesday, December 6, 2016
7 p.m.
Council Chambers

Councillor Thompson in the Chair

- 1. Declaration of Pecuniary Interest and General Nature Thereof**
- 2. Approval of the Agenda**

Recommended:

That the agenda as circulated by Legislative Services be approved.
- 3. Determination of Items Requiring Separate Discussion**
- 4. Adoption of Items Not Requiring Separate Discussion**
- 5. Delegations**
 - (a) Denis Van Decker, Resident**

Re: Recommended Improvements to Aurora By-law Department
- 6. Presentations by the Advisory Committee Chair**

7. Consideration of Items Requiring Separate Discussion

8. Notices of Motion

9. New Business/General Information

10. Closed Session

11. Adjournment

Agenda Items

1. CAO16-007 – Update on Collaborative Municipal Initiatives of the Six Northern Municipalities of York Region

Recommended:

1. That Report No. CAO16-007 be received for information.

2. IES16-088 – Award of Recycling and Garbage Collection Contract for Northern Six Partnership

Recommended:

1. That Report No. IES16-088 be received; and
2. That Tender CRP2016-0210 for the collection of recycling and garbage materials be awarded to Green For Life Environmental Inc. for a period of eight (8) years starting January 1, 2018; and
3. That the Mayor and Town Clerk, in concert with the other five (5) municipalities of the Northern Six Municipalities of York Region, be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same; and
4. That the 2018 contract award value be \$2,290,000 excluding taxes for Aurora's waste collection cost; and
5. That annual increases be based on the cost escalation protocol established in the tender documents based on established inflationary benchmarks; and
6. That the Director of Infrastructure and Environmental Services be authorized to renew Tender CRP2016-0210 for an additional two (2), one (1) year optional years, pending an annual analysis and satisfactory performance review, for a total contract duration of up to ten (10) years; and
7. That the Director of Infrastructure and Environmental Services be authorized to approve additional expenditures within the scope of the contract to an

amount up to the approved annual operating budget for these services over the term of the contract.

3. CS16-014 – Governance Review Ad Hoc Committee Terms of Reference

Recommended:

1. That Report No. CS16-014 be received; and
2. That the Terms of Reference for the Governance Review Ad Hoc Committee, Attachment 2 to this report, be approved; and
3. That staff be directed to commence recruitment.

4. FS16-037 – 2017 Interim Property Tax Levy

Recommended:

1. That Report No. FS16-037 be received; and
2. That a by-law be adopted to authorize the levying of 2017 Interim Property Taxes on all rateable properties and to establish installment due dates.

5. FS16-038 – 2016 Surplus Control By-law

Recommended:

1. That Report No. FS16-038 be received; and
2. That a by-law be adopted to authorize the Treasurer and the Chief Administrative Officer to make any necessary year-end financial adjustments and to allocate any 2016 Operating Fund surplus in the following order of priority:
 - i. That any unspent funds from various reserve funds allocated in the 2016 Budget for specific expenditures be returned to the respective original reserve fund sources from which they came; and
 - ii. That any net Building Permit revenue surplus/deficit be allocated to/funded from the Building Permit Fees Reserve; and

- iii. That the remainder of any surplus be allocated to budget carry-forward items, being Council approved special projects or initiatives funded in the Operating Fund in the subject year, but not started by year end; and
- iv. That up to a maximum of \$389,600.00 of any then remaining surplus be allocated to the Tax Rate Stabilization Reserve Fund to assist with the stabilization of tax rates in future years which may be subject to fluctuations due to significant changes in service levels or municipal costs, or changes in expected revenues; and
- v. That the remainder of any surplus be allocated proportionately to the tax rate funded Repair & Replacement reserves; and

Or, alternatively, in the event of a year-end operating deficit, that adjustments i. and ii. above are authorized, with the remaining net shortfall being funded from the Tax Rate Stabilization reserve; and

3. That the provisions made within By-law 5928-16 be adopted to authorize the Treasurer and the Chief Administrative Officer to allocate any 2016 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and
4. That the adjustments authorized herein are to occur with an effective date of December 31, 2016, and which may be made prior to or after December 31, 2016; and
5. That the Treasurer and Chief Administrative Officer report to Council through General Committee after the year-end surplus/deficit control adjustments and allocations have been performed.

6. IES16-089 – Purchase Order Increase for HVAC Services

Recommended:

1. That Report No. IES16-089 be received; and
2. That the Contract for Carmichael Engineering Ltd, and Dunlis Mechanical Services as established through RFP IES 2015-35 be extended to the 2017 option year; and

3. That Purchase Order No. 713 in favour of Carmichael Engineering Ltd. be increased by \$170,000 from the amount of \$125,000 to \$295,000, excluding taxes, for the contract term of 2016 and 2017; and
4. That Purchase Order No. 714 in favour of Dunlis Mechanical Services be increased by \$270,000 from the amount of \$125,000 to \$395,000, excluding taxes, for the contract term of 2016 and 2017.

**7. IES16-090 – Acceptance of Municipal Services
Brookvalley Developments (Aurora) Ltd.
Registered Plan 65M-4084**

Recommended:

1. That Report No. IES16-090 be received; and
2. That ownership, operation and maintenance of the works within the roads, rights-of-way and other lands dedicated to the Town as contained within Registered Plan 65M-4084, being Brookvalley Development Residential Subdivision, be assumed; and
3. That the necessary by-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4084 and to establish as public highway any applicable reserves.

**8. PBS16-096 – Application for Exemption from Part Lot Control
Countrywide Homes at Aurora
Blocks 1, 2, 3, 4, 5, and 6, Plan 65M-4467
File Number: PLC-2016-14
Related File Numbers: SUB-2011-04, ZBA-2011-12**

Recommended:

1. That Report No. PBS16-96 be received; and
2. That the Application for Exemption from Part Lot Control submitted by Countrywide Homes at Aurora to divide Blocks 1, 2, 3, 4, 5, and 6, Plan 65M-4467, into 33 townhouse lots, be approved; and

3. That the implementing Part Lot Control Exemption by-law be presented at a future Council meeting.

9. PBS16-097 – Delegated Development Agreements, 2016 Summary Report

Recommended:

1. That Report No. PBS16-097 be received for information.

10. PBS16-101 – Planning Applications Status List

Recommended:

1. That Report No. PBS16-101 be received for information.

11. Community Recognition Review Advisory Committee Meeting Minutes of October 25, 2016

Recommended:

1. That the Community Recognition Review Advisory Committee meeting minutes of October 25, 2016, be received for information.

12. Accessibility Advisory Committee Meeting Minutes of November 2, 2016

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of November 2, 2016, be received; and
2. That the Accessibility Advisory Committee recommend to Council:
 2. **2017 Draft Repair & Replacement Capital Project Referred from Special General Committee – 2017 Capital Budget Meeting of October 15, 2016; Re: Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation**
 - (a) That Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation be approved as an initial accessible feature; and

- (b) That an accessible entranceway with automatic door openers and an accessible universal washroom be approved; and
- (c) That additional accessible features to facilitate possible future uses of the building, including visual and audible building alert and alarm signals, be considered; and
- (d) That any future proposed renovation plans for Victoria Hall be submitted to the Accessibility Advisory Committee for review and comment.

13. Heritage Advisory Committee Meeting Minutes of November 14, 2016

Recommended:

1. That the Heritage Advisory Committee meeting minutes of November 14, 2016, be received; and
2. That the Heritage Advisory Committee recommend to Council:
 - 1. HAC16-015 – Heritage Permit Application, 70-72 Centre Street, File Number: NE-HCD-HPA-16-09**
 - (a) That Heritage Permit Application NE-HCD-HPA-16-03 be approved to permit the demolition of a 9.25m² accessory structure (mudroom); and
 - (b) That, in the removal of the 9.25m² accessory structure, that the Owner minimize any damage to the main building.
 - 2. HAC16-016 – Request to Remove a Property from the Aurora Registrar of Properties of Cultural Heritage Value or Interest, 111 Metcalfe Street**
 - (a) That the property located at 111 Metcalfe Street remain listed on the Aurora Register of Properties of Cultural Heritage Value or Interest.

New Business Motion No. 1

1. That staff investigate opportunities for signage to identify the North East Heritage District.

14. Memorandum from Mayor Dawe

**Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights – October 28, 2016**

Recommended:

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights – October 28, 2016, be received for information.



Legislative Services
905-727-3123
CSecretariat@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: Tuesday December 6, 2016

SUBJECT: Recommended Improvements to Aurora By Law Department

NAME OF SPOKESPERSON: Denis Van Decker

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

C.H.A.B.L.O.

BRIEF SUMMARY OF ISSUE OR PURPOSE OF DELEGATION:

Recommendations for improving Customer service and reducing cost in the By Law Department.

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 council members Many times over the last 3 years. **DATE:**

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



Town of Aurora

General Committee Report No. CAO16-007

Subject: Update on Collaborative Municipal Initiatives of the Six Northern Municipalities of York Region

Prepared by: Doug Nadorozny, Chief Administrative Officer

Department: Office of the Chief Administrative Officer

Date: December 6, 2016

Recommendation

1. That Report No. CAO16-007 be received for information.

Executive Summary

This report is intended to provide Council with a status report with respect to various collaborative initiatives among the Northern Six (“N6”) Municipalities of York Region. A similar report will be provided to the Council of each respective municipality.

Background

As has been our practice, each N6 municipality takes on the leadership of one or more initiatives so that the effort is distributed and shared between and among the N6 municipalities. While some of the results of our efforts have already been reflected in various reports to Council, what follows below are some of the highlights of our more recent activities.

Analysis

Current and Ongoing Initiatives

Solid Waste Collection and Recycling

The N6 solid waste collection contract has had great success since its start in June 2007.

This initiative received national recognition from the Federation of Canadian Municipalities (FCM) and saved over a million dollars per year, collectively, compared to the previous contract in addition to incorporating Source Separated Organic collection.

Even with population growth in the N6, tonnages of material have been relatively constant for garbage, blue box, green bin and yard waste over the past nine years. This indicates the success of waste reduction initiatives and public education and outreach by both the local municipalities and the Region. The N6 partners have also been working closely with York Region and other municipal members in developing the SM4RT Living Plan that has previously been presented to all Councils. This Plan provides a long term road map on new initiatives aimed at increased recycling, recover, reuse and reduction.

With the ten year term contract for GFL ending in September 2017, N6 staff developed a Request for Proposal that was released in the Spring of 2016.

Staff will bring forward recommendations for Council approval by Council in December 2016. This lead time is required for the contractor to order new equipment upon award and for the municipalities to complete any outreach and education related to the new contract.

The RFP incorporated aspects such as enhanced customer service, additional penalties/liquidated damages and increased level of service requirements noted from the experience of the current contract. The new contract will take effect in late 2017.

Animal Services

Animal shelter services are currently provided by the Town of Georgina to the Towns of East Gwillimbury and Newmarket. The Township of King and the Town of Whitchurch-Stouffville are serviced by Vaughan Animal Services. The Town of Aurora is serviced by OSPCA. The N6 partners are exploring the long term servicing needs of the 6 municipalities with a view to developing a strategy that will address aggregate facility needs, standardized service levels and cost efficiency.

Insurance/Risk Management

In 2011 the N6 municipalities issued a joint RFP for insurance and risk management services. A contract was awarded to BFL Canada effective January 1, 2012. The collaborative savings in insurance premiums was approximately \$750,000 over the initial 18 months.

Following renewal of the initial policy terms, an increase in insurance premiums occurred from between 5% to 20% annually. This increase was felt province wide by all municipalities in Ontario. Many different factors have contributed to premium increases including precedent setting litigation, municipal facilities being upgraded, new facilities

being built, increase in assets (vehicles, equipment, property values), population increases, and municipalities which experienced large losses (fire).

In the fall of 2015 the Town of Aurora tested the market to see if the Town could achieve cost savings with a new broker. The results of the market test were unfavorable and did not result in a contract. In 2016 the Town of East Gwillimbury led an effort to have the N6 municipalities renew the contract with our current insurance broker, BFL Canada. The contract was renewed by all N6 municipalities and BFL Canada obtained quotes from different insurance markets. The contract renewal proved successful and BFL Canada was able to secure a 3.76% reduction in premiums from our current insurer resulting in a premium decrease of \$189,109 spread across all of the N6 municipalities. The contract was issued with a rate stabilization guarantee over two eighteen month terms.

The N6 municipalities' contract for adjusting services expires on December 31, 2016. As project lead, the Town of Aurora issued a RFP on behalf of the N6 municipalities which closed on November 17, 2016. It is expected that a new contract will be awarded by the N6 municipalities by December 16, 2016.

N6 Internal Audit Projects

For a number of years, we have had access to shared internal audit services on a basis that is facilitated by the Region of York. Each municipality is allocated a number of weeks of audit services to be used for individual projects. Where an area of common interest is identified, sufficient time is allocated to allow that project to be undertaken. The most recent collaborative audit related to the audit of our current waste collection contract. For 2016, it was timely to update our risk assessments as a collaborative project.

Over the years, individual audit projects have been undertaken on the following topics/themes: Public Works/Parks Operations; Purchasing/Procurement; Insurance Claims; Health and Safety; Cash Handling, and Capital Projects Management, to name a few.

On another note, we continue to derive the benefits of reduced costs and improved service for our annual external audit services derived from the RFP jointly issued in June 2012.

Fire and Emergency Services

In our last formal report, the N6 CAOs indicated that fire master planning created an opportunity for co-ordination and co-operation and agreed that developing some

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common terms of reference for our individual master plans would assist with the identification of such opportunities. The Towns of Newmarket and Aurora share full time services provided by Central York Fire Services and have recently completed their Fire Master Plan. They are actively exploring a shared arrangement with the Town of Richmond Hill.

The municipalities of East Gwillimbury, King, Georgina and Whitchurch-Stouffville, which operate with either a hybrid approach (using both full time and “volunteer” firefighters) or a “volunteer” service, have recently issued an RFP with common terms of reference for the purposes of preparing **individual** Fire Master Plans for the four respective Fire Departments/Emergency Services. In so doing, the work will also encompass one “Collaboration Initiative Analysis” i.e. an independent review to seek opportunities for innovation and coordination of fire protection services, with a focus on clear deliverables of public education and prevention aspects of service level and key performance indicators.

It is anticipated that the results of this joint approach to the preparation of the Fire Master Plans will contribute to the analysis of other opportunities that have been singled out by the N6 Fire Chiefs for further study (for joint procurement practices and combined firefighter training) . All N6 fire services are planning to participate in future phases of this collaborative exercise. The Fire and Emergency Services portfolio is one that has been closely monitored by the CAO’s group and many areas of opportunity are ripe for pursuing. These opportunities range from being policy related, to administrative, to tactical.

Training, Learning and Development

The partnership continues with the Northern 6 Municipalities (N6) as we developed and grew into the 2016 fiscal year for training and development. We continue to expand our repertoire of learning events to meet the needs of the N6 partners which allows for expanded capabilities in meeting strategic priorities.

By pooling our resources we have continued to offer extremely high quality programs with attendance increasing year over year. With increased participation, we have been able to gain even greater clarity on the needs of all the stakeholders.

Leadership development is considered key to ensuring organizational readiness, succession planning and continuous improvement. In 2015, we were able to offer The Franklin Covey Program, Inspiring Trust, to virtually all staff with management responsibilities. This program, which was very well received, would not have been affordable without our combined effort.

Coaching Skills for Leaders, Having Difficult Conversations, Personal Effectiveness, Project Management, The 7 Habits of Highly Effective People, Developing Personal Resilience, and Presenting with Impact were some of the other popular courses

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delivered in both 2014 and 2015. As we continue to develop our solutions, we strive to proactively accommodate the learning and development needs of our staff with an innovative and creative approach to learning, and identify and share best practices while recognizing financial constraints.

N6 Septic Maintenance Inspection Program

New provincial requirements related to mandatory septic inspections inspired the N6 Building Departments to collaborate on common septic maintenance inspection program processes. This collaboration commenced in the late spring of 2015 and was completed with a presentation to the N6 CAOs in January of 2016.

Collaboration on standardized practices provides continuity from municipality to municipality for property owners, consultants, sewage haulers, designers, etc. and results in improved customer service.

The harmonization effort is designed to be implemented by both the municipality and their forces, or through a third party inspection program whereby the municipality acts as the administrator.

At this point each municipality is implementing their own inspection program. Although each may vary slightly from one another, the foundations of each program are the same as identified through the N6 collaboration effort.

Northern York Region Economic Development Activities

Broadband access has long been identified as a significant economic development generator. Collaborating with the Region's Economic Development Department, the N6 municipalities were instrumental in the establishment of terms of reference for a Broadband Assessment and Business Model Feasibility Study. It remains critical that in order to ensure that the interests of the N6 municipalities remain in the forefront that we continue to work together as the strategy moves to its implementation phase.

Another strategic focus for the Northern York Region Economic Development partners remains on communications and marketing. The current major undertaking is launching a Northern York Region microsite to create a web presence for the area that

- Utilizes branding developed in 2011
- Profiles and links to each municipality, highlighting major employers and value proposition (location, etc.)
- Future landing site for any joint marketing efforts (i.e. web links for online advertisements)

- Potential for future additional features such as demographics generator or newsletter distribution (e.g. highlighting available property)
- Currently being beta tested, live/public launch expected Q2 2016

The N6 economic development officers group has renewed for 2016 our ongoing sponsorship of the Society of Industrial and Office Realtors (SIOR), which entitles the group to:

- A continued web presence on the SIOR Canada website.
- Presence on all banners, electronic signage and print collateral.
- Attendance at three events, including the Fall Seminar.

Other N6 Economic Development activities include:

- Consideration of a proposal to obtain a non-residential real estate market report–market data to be collected & reported by University of Guelph & a local firm
- Investigation of the feasibility of engaging an international expert/speaker on tourism & downtown revitalization for an event that would be held in 2016
- A local realtor is leading a TREB (Toronto Real Estate Board) Commercial Realtor York Region Conference, where the N6 should have a substantial audience, late 2016
- Co-positioning and joint advocacy on topics such as broadband, tourism and agriculture

Partnership Protocol and Resource Sharing Protocol

One of the most important benefits of the N6 collaboration is the opportunity it provides for partnering on selected projects and gaining access to specialized resources of others. As the N6 relationship has evolved over time and to provide a framework for its ongoing success, the CAOs have formalized the basis for the relationship and the general terms and conditions for access to resources. The CAOs have been working on a policy document and a sharing protocol that is nearing completion.

Identification of Future Shared Service Opportunities

A key initiative over the last two years was to undertake the “N6 Shared Services Study” which was accomplished with the secondment of Glenn Lang as our Project Leader. As noted, Mr. Lang presented his work to our respective Councils in the spring of 2015. From that work, 10 priority areas were identified, many of which are discussed above. Remaining priority areas for completion or commencement include

- Joint procurement opportunities in the Public Works area
- Emerald Ash Borer program (in progress)

- Asset Management – overview of each municipality’s progress with Asset Management Plan development and related programs
- Facilities Maintenance – consideration of contracting together and/or sharing in-house resources for common services such as electrical, plumbing and HVAC
- Inventory of upcoming special studies (in progress)

Future Trends/Opportunities

Some of the future initiatives have been outlined above and more are expected to be identified. The opportunities identified through the N6 Shared Services Study will continue to be explored as opportunities present themselves. The CAO group has observed that in order to drive some of these opportunities forward, seed funding may be required to engage external services to assist. The CAOs therefore continue to consider the merits of a proposal that each municipality create an N6 Initiatives Reserve that could be accessed by the CAOs for such purposes. The CAOs believe that the N6 activities have demonstrated significant direct or indirect cost savings such that it is appropriate to purposefully invest in future opportunities with appropriate controls and caps placed on the reserve.

Advisory Committee Review

Not applicable.

Financial Implications

Many of the N6 initiatives have saved the Town from incurring additional costs and/or have allowed existing budget allocations to achieve greater results.

The Town accommodates its share of N6 cost through its existing staff time and budget provisions, with any new projects considered as part of Council’s annual budget process.

Communications Considerations

There are no communication related issues.

Link to Strategic Plan

The ongoing collaborative of the N6 municipalities supports the Strategic Plan Vision “An innovative sustainable community where neighbours care and businesses thrive” by

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identifying opportunities to deliver services better making the Town financially sustainable and creating opportunities for innovation in service delivery.

Alternative(s) to the Recommendation

None.

Conclusions

The CAOs continue to believe that the N6 municipalities have developed a positive brand that recognizes the benefit of collaboration and partnership without compromising our individual community identities. The CAOs believe that speaking together on issues of common concern strengthens our individual messages.

The collaborative activities of the N6 have attracted the attention of others. CAO's have been invited to present to the Ontario Municipal Administrators Association and to the Western Municipal Conference hosted by the Ministry of Municipal Affairs. Other individual municipalities have contacted the CAOs to discuss the benefits of our ongoing collaboration and there was a feature article in Public Sector Digest that was followed up with a CAO led webinar sponsored by PSD.

The N6 municipalities continue to find the benefits and opportunities associated with our collaborative approach with respect to service delivery, co-ordination of effort, joint review of emerging issues, sharing of information, policies, procedures and resources, cost sharing and lower service or administrative costs.

Attachments

N/A

Previous Reports

CAO11-001 – May 3, 2011

CAO13-030 – December 3, 2013

CAO14-003 – February 4, 2014 - Update on Collaborative Municipal Initiatives of the Six Northern Municipalities of York Region

CAO Memo – March 24, 2015 - Northern Six Collaboration – Presentation of Upcoming Initiatives

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Pre-submission Review

Agenda Management Team review on November 17, 2016

Departmental Approval & Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



Town of Aurora

General Committee Report

No. IES16-088

Subject: Award of Recycling and Garbage Collection Contract for Northern Six Partnership

Prepared by: Ilmar Simanovskis, Director

Department: Infrastructure and Environmental Services

Date: December 6, 2016

Recommendation

1. That Report No. IES16-088 be received; and
2. That Tender CRP2016-0210 for the collection of recycling and garbage materials be awarded to Green For Life Environmental Inc. for a period of eight (8) years starting January 1, 2018; and
3. That the Mayor and Clerk, in concert with the other five municipalities of the Northern Six Municipalities of York Region, be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same; and
4. That the 2018 contract award value be \$2,290,000 excluding taxes for Aurora's waste collection cost; and
5. That annual increases be based on the cost escalation protocol established in the tender documents based on established inflationary benchmarks; and
6. That the Director of Infrastructure and Environmental Services be authorized to renew Tender CRP2016-0210 for an additional two (2), one (1) year optional years, pending an annual analysis and satisfactory performance review, for a total contract duration of up to ten (10) years; and
7. That the Director of Infrastructure and Environmental Services be authorized to approve additional expenditures within the scope of the contract to an amount up to the approved annual operating budget for these services over the term of the contract.

Executive Summary

To award a new contract for solid waste and recycling materials for the Town of Aurora as part of the N6 partnership relationship for waste collection services.

- The Town of Newmarket led the tendering process on behalf of the Northern Six municipalities
- A total of three proponents were evaluated and two met the technical requirements to be considered for further evaluation
- The successful proponent is Green For Life Environmental Inc. who is also the current service provider
- This outcome will simplify transitional issues and result in a less disruptive experience for the community
- The total N6 Contract value is \$10,306,502 for year 1 of which Aurora represents \$2,290,000
- The new contract is 28 percent higher in costs to the current contract representing a 2018 budget pressure of \$503,000

Background

In an effort to find cost efficiencies through leveraging common services, the municipalities of Aurora, East Gwillimbury, Georgina, King, Newmarket, and Stouffville collaborated to provide waste collection through a common contractor. This partnership is referred to as the Northern Six (N6) Waste Contract and has resulted in overall annual operating savings of 1.0M annual over the previous service arrangements since its initiation in 2007 to Dec 31 2017.

This report provides recommendations to award the next term of service to the successful contractor as a result of the joint procurement exercise for Tender CRP2016-0210 that was led by the Town of Newmarket.

Tender CRP2016-0210 was issued via e-bid on June 28, 2016 and closed September 13, 2016. A total of three proposals were received as follows:

- Emterra Group
- Green For Life Environmental Inc.
- Miller Waste Systems

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Report No. IES16-088

Although there were a number of companies that picked up the RFP, only six were large solid waste collection businesses. As there are a limited number of companies that can provide the service for the N6 population and meet the requirements of the RFP, two to four proposals were expected at the beginning of the RFP process. The actual number of submissions is consistent with expectations of the expert consultant assisting the N6 staff with the proposal process.

The proposals were evaluated by a team of reviewers representing each of the six partner municipalities.

Analysis

Proposals were evaluated in accordance with the multi-stage Evaluation process

Stage 1– Mandatory Requirements

Stage 1 consisted of a review to determine which proposals comply with all of the mandatory requirements. The mandatory requirements are:

- A current Commercial Vehicle Operator's Registration certificate (CVOR) with a minimum carrier safety rating of "Satisfactory"
- A certified copy of the proponent's Certificate of Approval for a Waste Management System issued by the Ontario Ministry of the Environment and Climate Change

Any Proponent failing to satisfy the above mandatory requirements was excluded from further consideration.

All Proponents were deemed to have passed Stage 1- Mandatory Requirements.

Stage 2 – Rated Criteria

In Stage 2, the Evaluation Committee consisting of staff from each of the N6 municipalities and facilitated by our Solid Waste Consultant, considered and evaluated the information submitted by each Proponent (excluding pricing). Table 1 shows the Evaluation Criteria and Weighting:

Table 1

Evaluation Criteria	Evaluation Weighting
1. Company Profile	8 Points
2. Experience	20 Points
3. Proposed Staff	7 Points
4. Health and Safety	5 Points
5. Training Plan	5 Points
6. Facilities	5 Points
7. Vehicles and Equipment	10 Points
8. Transition / Start-up / Operating Plan	7 Points
9. Quality Control / Quality Assurance Plan	5 Points
10. Customer Call Centre	20 Points
11. Innovation	4 Points
12. Environmental Sustainability	4 Points
Rated Criteria Score	100 Points

Proponents who did not meet the minimum threshold score of 70 percent in Stage 2 did not proceed to Stage 3 - Pricing.

Two of the three Proponents met the minimum score of 70 percent in Stage 2 Rated Requirements. One Proponent did not meet the minimum score threshold and did not move to Stage 3 – Pricing.

The pricing information for the two successful proponents were reviewed and were deemed compliant and incorporated into the evaluation process.

Selection of Top-Ranked Proponent

The ranking of proponents was based on the total score calculated by adding the Pricing Score to the Rated Criteria Score based on a weighting of 60 percent for the Rated Criteria Score and 40 percent for the Pricing Score. Total Score = (Rated Criteria Score x 60%) + (Pricing Score x 40%).

Green For Life Environmental Inc. scored the highest rating of 85.05 points out of a possible 100 points. The Evaluation team is confident that the recommended Proponent will provide exceptional service to the N6.

The final group evaluation ranking order (high to low), is shown in Table 2:

Table 2- Summary Scores

Proponents' Final Ranking
Green For Life Inc.
Miller Waste Management

Extension of existing contract has been granted by GFL

During tender evaluation, a request was made to extend the duration of the existing contract to allow sufficient time for the successful proponent to procure the new fleet. GFL had reservations in extending the current contract due to equipment concerns and cost considerations impacting the operation. Terms of a contract extension were agreed to as follows:

- For the period from September 1, 2017 to December 31, 2017 GFL would continue to provide service at a revised unit rate equal to an additional amount of 50 percent of the cost difference between the current unit prices and the tendered unit prices
- Should extension be required into 2018, GFL is open to extend the contract up to March 1, 2018 at the unit rates submitted in the tender

The purpose of this extension is to allow time for the successful proponent to procure new equipment. As GFL is the successful proponent, extension beyond Dec 31, 2017 is not a concern as the transition process will be a non-issue.

Advisory Committee Review

There are no advisory committees related to recycling and waste collection services.

Financial Implications

The contract is a unit rate costing model based on total tonnes of material collected. The cost submission for the N6 services was \$10,306,520. Based on the tendered unit rates and expected collection tonnages for Aurora for 2018, the calculated contract value is \$2,290,000 excluding taxes. This funding will be accounted for in the 2018 operating budget.

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Report No. IES16-088

The 2017 contract budget for waste collection is \$1,787,000 excluding taxes. The new contract represents a cost increase of \$503,000 or 28 percent. As part of the agreed service extension with GFL, there will be a marginal cost impact in 2017 for the services provided during September to December. This impact is estimated at \$80,000 however will be influenced by total tonnage collected.

Staff and the solid waste consultant have reached out to other municipalities for cost comparisons. Costs of recent tenders were analyzed. Although all municipalities are different, the costs within the N6 submissions were within reason. The garbage costs were higher than the comparators, SSO and recycling were on the lower end of the spectrum and yard waste collection was near the top end of the scale. Large roll off bin costing was significantly lower than current costing. Again, some municipalities were mostly urban, some mostly rural, some small, some large. Other municipal comparators also included processing with their quotes and others had recycling divided into two streams, while others had minimal yard waste collection.

Also, some of the contracts were awarded when the Canadian dollar was higher compared to the US dollar. Although most equipment is manufactured in Canada, they are made of US parts which will now have a higher cost compared to just a couple of years ago.

Overall, the consultant that has analyzed the pricing notes that all the quotes were within reason and recommends moving forward with the recommendation.

The unit rate pricing shall remain firm for the duration of the contract including option year(s) with the exception of two years from the effective date of the contract; the above pricing shall be subject to a seasonally annual increase based on the lesser of (i) 5 percent, or (ii) an escalation factor.

The escalation factor is calculated as follows:

Eighty percent of the value of the escalation factor is derived from the Canadian Consumer Price Index (CPI) Ontario ALL-Excluding Energy and Gasoline index, as published by Statistics Canada for the previous 12 months, and 20 percent of the value of the escalation factor shall be derived from the average retail prices for gasoline and fuel oil, by urban centre – Toronto area, for the immediately preceding seasonal year (June to June). No negative CPI will be used and if that is the calculation for any given year, the increase shall be zero. The annual rate increase will be between 0 percent and a maximum of 5 percent. The escalation factor is intended to accommodate cost

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increases on the contractor, thereby decreasing the risk of economic factors that have an impact on the operations.

Cost Savings Opportunities

The Town has several options to consider for either reducing total tonnage collected or increasing alternate revenue streams to assist in offsetting the new contract costs.

The first option is to implement an enforceable bag limit along with a bag tag program that would encourage less waste set out due to the added costs. The N6 municipalities are currently considering harmonizing on a two bag limit which will require further discussion. Alternately, a clear bag program has been shown to be successful in Markham and may assist in reducing total collected tonnages.

It is not expected that these options will eliminate the 2018 cost increases but will assist in closing the gap. Revenue forecasts are difficult to predict at this time but are not expected to generate significant funds.

Communications Considerations

Recycling and garbage collection is a very important service for the community and one that touches every household. There is a risk to the service levels when transitioning to a new service provider. As GFL is the successful proponent and they are our current service provider, there is minimal risk for transition due to their current operations being in place. However, a communication to the community will be beneficial to bring awareness to the services being provided by this company and the long term commitment that is being made through award of this tender.

Enhancements to Previous Contract Intended to Improve Service

Bag Limit

There was an option within the proposal for cost savings if all municipalities moved to a two bag limit for garbage collected every two weeks. The bids submitted did not contain any savings with respect to a uniformed bag limit however collection experience has shown that bag limits do result in increased diversion and are a source of revenue. Estimated revenue for Aurora for a 2 bag limit based on a \$3 bag tag cost is \$100,000 annually.

Customer Service Call-Centre Delivery Model

The waste collection RFP requested that the prospective bidders provide an enhanced centralized call centre service to manage all inquiries and service requests related to waste collection and will have to abide by Best Management Practices with respect to defined Levels of Service. The anticipated outcome is that residents' first call with a collection related concern will be received by the Contractor's customer service centre, and that the Contractor will address the majority of all service requests received. There are multiple Liquidated Damages that could be exercised if the Service Levels are not met, up to and including cancellation of the contract.

Blue and Green Bin Management

The delivery of blue bins and green bins to new property owners, along with the replacement of damaged blue and green bins is being transferred to the future waste collection contractor.

Curbside Collection of Dry-Cell Batteries

The N6 has requested that the Contractor provide pricing as a provisional item for the collection dry cell batteries from residential properties that receive collection of recyclable material. If approved, a collection day for batteries at the curb will be designated twice a year, or at such other times designated by the municipality. The Contractor is to provide appropriate collection services to collect these materials separate from all other waste streams and deliver the material to the Waste Management Site.

No Modifications to Collection Schedule and Service Levels

No significant changes are recommended at this time. The three-stream waste collection and diversion program is well understood by local residents and has achieved an estimated curbside diversion rate of 67 percent. The net diversion rate after deductions for contamination and residual waste after processing is 60-64 percent.

Other Improvements

There will also be additional information gathered during the contract such as weights of large bins at municipal and mixed use facilities, number of calls received, time of response to inquiries etc. This was included in the contract to increase service levels and create transparency with respect to key performance indicators and accountability.

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This also provides the Town and Region additional data so that solid waste service decisions are more informed and encompassing in order to provide more efficient and effective services in the future.

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: Maintain and expand infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility.

Alternative(s) to the Recommendation

The N6 waste collection program has been very successful both from a cost savings perspective as well as a service delivery and management model. The initial 2007 contract resulted in realized annual savings of \$1M for the N6.

Although there is an increase in the new tender, the value of proceeding as an N6 cooperative remains significant. Should Council desire to not proceed with award of the contract to GFL, there will be a need to retender the service on a standalone basis. This will require additional service time through GFL and will result in the need to issue a separate tender which would close Q1 2017 the earliest. It is doubtful that there would be any cost savings realized with this option as the scope of the contract would be much smaller and separate set up costs of a new entrant would be required.

Conclusions

Staff recommend awarding Tender CRP2016-0210 for the collection of recycling and garbage within the Town of Aurora as part of the N6 joint tender conducted by Newmarket to Green For Life Environmental Inc. for a period of eight (8) years for a year one contract value of \$2,290,000 excluding GST. The contract allows for an additional two (2) option years.

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Attachments

None

Previous Reports

IES15-011, March 3, 2015, Northern Six Waste Collection Contract Tender Preparation Update

IES15-065, November 2, 2015 Northern Six Waste Collection Contract Update

IES16-005, January 19, 2016, Northern Six Municipalities Waste Collection contract Renewal Update- MOU and Council Lobbying Framework

Pre-submission Review

Agenda Management Meeting review on November 17, 2016

Departmental Approval



Ilmar Simanovskis
Director
Infrastructure and Environmental Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

No. CS16-014

Subject: Governance Review Ad Hoc Committee Terms of Reference

Prepared by: Lisa Lyons, Town Clerk

Department: Corporate Services

Date: December 6, 2016

Recommendation

- 1. That Report No. CS16-014 be received; and**
- 2. That the Terms of Reference for the Governance Review Ad Hoc Committee, Attachment 2 to this report, be approved; and**
- 3. That staff be directed to commence recruitment.**

Executive Summary

In response to direction from Council, a Terms of Reference is being presented to establish a Governance Review Ad Hoc Committee for the purpose of providing advice to Council on issues including:

- Council compensation;
- Council structure, composition, and governance; and
- Election provisions.

Background

At the Council meeting of September 13, 2016, Council adopted the following motion to establish a Governance Review Committee:

Whereas the past practice has been for Aurora to appoint a Council Compensation Review Committee to make recommendations for the compensation of the next Council; and

Whereas the Province of Ontario recently passed Bill 181, *Municipal Elections Modernization Act*, which amended the *Municipal Elections Act* and which gave

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municipalities the authority to pass a by-law to use ranked ballot voting, beginning in the 2018 municipal elections; and

Whereas York Regional Council has initiated a review of its Regional Governance and will consider a number of issues including: Council Composition and Direct vs Double Direct Election of Members, either of which may potentially impact the Town of Aurora Council Structure; and

Whereas York Regional Council has set a targeted completion date for their Regional Governance review of no later than December 15, 2016; and

Whereas Council may, as a result of Regional or other Electoral changes, wish to reconsider the decisions made regarding the questions that were placed on the ballot of the 2014 Municipal Elections; and

Whereas any substantive changes to the Governance structure of Aurora Town Council would need to be passed by a by-law on or before December 31, 2017;

Now Therefore It Be Hereby Resolved That a Governance Review Advisory Committee be established to advise on, but not limited to, the following:

1. Council Compensation
2. Ranked Ballots
3. Aurora Town Council Composition, Structure and/or Governance; and

Be It Further Resolved That staff be directed to develop Terms of Reference for the Governance Review Advisory Committee, including proposed qualifications for Committee Members with a preference given to former members of Council, and an intended target of January 2017 for the commencement of the Committee.

Council has not established this type of committee in the past. A Council Compensation committee has been used to provide recommendations to sitting Council regarding the next Council's compensation. This has not been done on a consistent basis and the last committee was convened in 2012.

Analysis

Use and composition of governance committees

Municipalities, regardless of size, often face issues related to governance including:

- Policies and procedures governing municipal elections (election reform, use of voting equipment, financing, etc.);
- Council compensation and benefits;
- Council composition;
- Committee structures and procedures;
- Policies and procedures governing Council Members (procedure by-law, code of conduct, expenses, etc.);
- Policies and procedures regarding transparency and accountability to the public (citizen appointments); and
- The role and recruitment of Accountability Officers (Integrity Commissioner, Ombudsman, Closed Meeting Investigator, etc.).

In 2015, the City of Mississauga conducted a benchmarking exercise to determine whether municipal Councils had designated a committee to allow for conversations on the above-noted issues. The research also tried to determine whether a distinct committee was established for 'governance-type' decisions and whether citizens were involved as members of any of the committees. Nineteen municipalities across Canada were examined, and the review concluded that:

- The City of Mississauga and the City of Hamilton are unique in having a Committee specifically created for governance-type discussions.
- A number of cities have established committees to deal with the internal operations and administration of the Council Members' offices. These committees are typically made up of a small number of Councillors and the items before them include such things as protocols, shared resources and budgets, training, staffing, etc. There have also been ad hoc committees or task forces created with very specific outcomes (Council remuneration) and once they report their research to Council they are dissolved.
- Rarely is there any mention of citizens being directly involved in governance committees except perhaps for an ad hoc committee as described above. One anomaly is the City of Saskatoon which has a citizens-only 'commission' to review Councillor's remuneration, protocols and some election issues, but this is not a Committee of Council.

A copy of the Governance Committees Benchmarking review conducted by the City of Mississauga is attached as Attachment 1.

The City of Mississauga originally established a standing committee for governance, however, in 2015, a revised terms of reference was adopted to include citizen members in addition to members of Council, and was reconstituted as an advisory committee. The rationale for this change was that their experience had been that citizens were regularly coming forward to discuss their points of view and the governance committee

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felt that there was a lack of citizen engagement on governance issues. It was also stated that knowledgeable citizens with background in, or working in, municipal settings could provide valuable advice.

Ad hoc versus advisory committee

Should Council be seeking an independent report with citizen recommendations related to the matters of Council compensation, ranked ballots and Council composition, structure, and/or governance, it is staff's recommendation that the governance review committee be initially established as an ad hoc committee and the committee shall be terminated upon acceptance of the committee's final report by Council.

Advisory committees generally include members of Council as voting members. Council may wish to examine constituting a governance review advisory committee with an expanded mandate and membership as part of an overall Committee/Board review.

Terms of reference

The proposed terms of reference have been attached as Attachment 2.

Next steps

- December 13, 2016 – Council to approve Terms of Reference.
- Positions will be advertised for one month.
- Consideration of applications by Council during week of January 16, 2017, with appointments to be made during first cycle of meetings in January 2017.

Advisory Committee Review

Not applicable.

Financial Implications

There are no financial implications to establish this committee.

Communications Considerations

Communications would be consulted regarding advertising for members on the Town's website, the Notice Board, and local newspapers.

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Link to Strategic Plan

Establishing a governance review ad hoc committee supports the Strategic Plan objective of **strengthening the fabric of our community** – Identify new formats, methods and technologies to effectively and regularly engage the community.

Alternative(s) to the Recommendation

1. Council may amend the Terms of Reference or provide other direction.

Conclusions

A governance review ad hoc committee will provide independent advice on matters that require in-depth review. Recommendations from this committee would be presented to General Committee allowing for debate by all members of Council.

Attachments

Attachment 1 – Appendix 1, Governance Committees – Benchmarking to City of Mississauga Governance Committee Report re: Governance Committee, dated February 23, 2015

Attachment 2 – Governance Review Ad Hoc Committee Terms of Reference

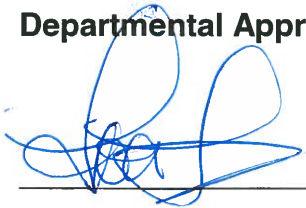
Previous Reports

Not applicable.

Pre-submission Review

Reviewed by Director of Corporate Services and CAO.

Departmental Approval



**Techa van Leeuwen
Director, Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Attachment 1

Governance Committee Review - Feb., 2015

APPENDIX 1

Governance Committees – Benchmarking

	CITY	Standing Committee Dealing with Governance Items (committees' structures, procedure bylaws, ethics, transparency and accountability, open government, code of conduct, council policies, election issues, CAO recruitment, Integrity Commissioner, citizen appointments to committees, etc.)	Standing Committee Dealing with Council Admin.* Items (council budgets, protocols involving councillors, international visits, delegations, council staffing, disagreements between Councillors, common travel, office space, resource allocations, training, compensation and benefits of Council and their staff)
1.	Vancouver, BC	<ul style="list-style-type: none"> • No mention - assume 'Council' 	
2.	Surrey, BC	<ul style="list-style-type: none"> • No mention - assume 'Committee-In-Council' 	
3.	Edmonton, AB	<ul style="list-style-type: none"> • 'Executive Committee' <ul style="list-style-type: none"> - 5 Council Members (Mayor as Chair) - rotation of 4 Councillors every 16 months 	<ul style="list-style-type: none"> • 'Council Services Committee' <ul style="list-style-type: none"> - all Council Members
4.	Calgary, AB	<ul style="list-style-type: none"> • 'Priorities and Finance Committee' <ul style="list-style-type: none"> - 7 Council Members - 1 year term 	<ul style="list-style-type: none"> • 'Priorities and Finance Committee' (this committee handles both Governance and Council Administration Items) • 'Coordinating Committee of Councillors' Offices' <ul style="list-style-type: none"> - up to 5 members - reports to the Priorities & Finance Committee - items: general operations of Councillors' offices and use of the common strategic initiatives fund
5.	Saskatoon, SK	<ul style="list-style-type: none"> • 'Executive Committee' <ul style="list-style-type: none"> - all Council Members 	<ul style="list-style-type: none"> • 'Saskatoon Municipal Review Commission' <ul style="list-style-type: none"> - independent: 5-10 citizens with expertise (no Council Members) - items: election expenses, Council conduct, spending allowances, remuneration

Governance Committee Review - Feb., 2015

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6.	Regina, SK	<ul style="list-style-type: none"> • 'Executive Committee' <ul style="list-style-type: none"> - all Council Members 	<ul style="list-style-type: none"> • 'Finance & Administration Committee' <ul style="list-style-type: none"> - 5 Council Members - items: Council support, travel policies
7.	Winnipeg, MB	<ul style="list-style-type: none"> • No mention - assume 'Executive Policy Committee' <ul style="list-style-type: none"> - 7 Council Members (Mayor as Chair) 	<ul style="list-style-type: none"> • 'Governance Committee' <ul style="list-style-type: none"> - 5 Council Members - items: Councillor office matters and operations
8.	London, ON	<ul style="list-style-type: none"> • 'Strategic Priorities & Policy Committee' <ul style="list-style-type: none"> - all Council Members 	
9.	Windsor, ON	<ul style="list-style-type: none"> • No mention - assume 'Executive Committee' <ul style="list-style-type: none"> - all Council Members (Mayor as Chair) 	
10.	Kitchener, ON	<ul style="list-style-type: none"> • No mention - assume 'Finance and Corporate Services Committee' <ul style="list-style-type: none"> - all Council Members 	
11.	Hamilton, ON	<ul style="list-style-type: none"> • 'General Issues Committee' <ul style="list-style-type: none"> - all Council Members - items: committees & boards, citizen appointments, public delegations • 'Audit, Finance & Administration Committee' <ul style="list-style-type: none"> - 5-7 Council Members - items: policies, procedures and protocols of staff and Council • 'Governance Review Subcommittee' <ul style="list-style-type: none"> - 5 Council Members - reports to Audit, Finance & Administration Comm. - items: governance structures, changes to procedures, citizen appointments 	

Governance Committee Review - Feb., 2015

APPENDIX 1

12.	Brampton, ON	<ul style="list-style-type: none"> • No mention - assume 'Corporate Services Committee' 	
13.	Toronto, ON	<ul style="list-style-type: none"> • 'Executive Committee' <ul style="list-style-type: none"> - 13 Council Members (Mayor as Chair) 	<ul style="list-style-type: none"> • 'Government Management Committee' <ul style="list-style-type: none"> - 6 Council Members - items: government assets & resources, administrative operations
14.	Ottawa, ON	<ul style="list-style-type: none"> • 'Finance and Economic Development Committee' <ul style="list-style-type: none"> - 11 Council Members (Mayor as Chair) - Items: governance structures, committees and citizen appointments, procedures, code of conduct 	<ul style="list-style-type: none"> • 'Member Services Sub-Committee' <ul style="list-style-type: none"> - 6 Council Members - items: Council staff, overall operations of their offices, councillor expenditures
15.	Kingston, ON	<ul style="list-style-type: none"> • No mention - assume 'Administrative Policies Committee' 	
16.	Fredericton, NB	<ul style="list-style-type: none"> • No mention - assume 'Council-in-Committee' <ul style="list-style-type: none"> - all Council Members 	
17.	Charlottetown, PEI	<ul style="list-style-type: none"> • 'Intergovernmental Affairs and Event Attraction Committee' <ul style="list-style-type: none"> - 3 Councillors (voting) plus CAO (non-voting) - items: election procedures, Council compensation, • 'Human Resources, Communications & Administration Committee' <ul style="list-style-type: none"> - 3 Councillors (voting) plus Mayor and CAO (non-voting) - items: committee procedures, issues not under another Standing Committees terms of reference, bylaws 	

Governance Committee Review - Feb., 2015

APPENDIX 1

18.	Halifax, NS	<ul style="list-style-type: none">• 'Executive Standing Committee'<ul style="list-style-type: none">- 8 members of regional Council and up to 5 at-large appointments (Mayor as Chair)- items: oversight of organizational structure, committees and appointments, CAO liaison and recruitment, procedures	
19.	St. John's, NL	<ul style="list-style-type: none">• No mention - assume 'Finance and Administration'	

NOTE:

- Information gathered is from official municipal websites.



Governance Review Ad Hoc Committee Terms of Reference

1. Purpose

The purpose of the Committee shall be to review and provide advice on governance issues related to the Town, including Council composition, structure, and compensation, and election provisions.

2. Membership

The Committee shall be comprised of three (3) or five (5) citizen Members.

In making its citizen appointments, Council will give preference to applicants who have experience participating on Council, Boards or Committees, demonstrated expertise in governance, municipal expertise, financial expertise, and/or legal expertise in municipal or ethical issues.

3. Term

The term of the Committee will terminate upon the acceptance of the Committee's final report to Council.

4. Remuneration

None.

5. Duties and Functions

The Committee shall review and make recommendations to Council at General Committee in the following areas:

- Policies and procedures governing elections;
- Composition and structure of Council; and
- Remuneration and benefits for Council Members.

6. Chair

At the first meeting of the Committee, the members will appoint from among their number, a Chair and Vice-Chair.

The Chair will preside at the meetings using the Town of Aurora's Procedure By-law and keep discussion on topic and focussed on the mandate of the Committee.

7. Meeting times and Locations

The Governance Review Ad Hoc Committee shall meet on an as required basis, with the specific dates and times for meetings determined by the Committee. Additional meetings may be called by the Chair. The Chair may cancel any meeting.

8. Staff Support

The Legislative Services division provides administrative support services to the Committee, including:

- Record and report its recommendations to General Committee; and
- Complete the minutes of the meeting which will be presented for adoption at the next meeting of the Governance Committee.

Other Staff representatives will attend Committee meetings when required.



**Town of Aurora
General Committee Report**

No. FS16-037

Subject: 2017 Interim Property Tax Levy

Prepared by: Paul Dillman, Manager of Revenues & Accounting, Deputy Treasurer

Department: Financial Services

Date: December 6, 2016

Recommendation

- 1. That Report No. FS16-037 be received; and**
- 2. That a by-law be adopted to authorize the levying of 2017 Interim Property Taxes on all rateable properties and to establish installment due dates.**

Executive Summary

To authorize the levying of interim property taxes for 2017 and adopting the necessary by-law in accordance with Section 317 of the Municipal Act, 2001 S.O. 2001, c.25 as amended (the "Act").

Background

Section 317 of the Act allows a municipality to levy interim property taxes on all rateable property prior to the adoption of final budgets for each tax year. The maximum allowable interim levy is 50% of the prior year's annualized total taxes.

Interim property tax levies for properties added to the assessment roll for 2017, which do not have prior year taxes, will be calculated using 50% of the 2016 property tax rates.

Analysis

Due Dates

Consistent with prior year's interim property tax levies, it is recommended that the 2017 Interim Property Tax Levy be due in two installments as follows:

First Installment	Wednesday, February 22, 2017
Second Installment	Monday, April 24, 2017

Historically, due dates have been set to four (4) business days prior to the month end to ensure that all payments have been processed prior to the application of interest charges on property taxes past due on the first business day of each month. This allows those ratepayers on fixed incomes an unofficial grace period to make their payments on or before the last day the month without incurring interest charges.

Application of Payments

Upon the request from a taxpayer, the Act gives the Treasurer or his designate the authority to apply a partial payment to an account in a manner different from the legislated payment application rules. Despite this flexibility, it is recommended that all payments be applied on a consistent basis to ensure fair and consistent treatment for all taxpayers. Accordingly, the by-law speaks to consistent payment application rules.

Adjustment to Interim Taxes as Levied

The bylaw also includes a provision to authorize the Treasurer or his designate to adjust the interim tax amount levy for a property if it is too high or low in relation to the estimated taxes for the year. This can occur when a property is severed for the current year thereby significantly reducing the returned assessment for that year. Levying 50% of the prior year taxes in these cases often results in the interim levy being much higher than 50% of the estimated taxes for the year. Such adjustments are permitted under Subsection 317(9) of the "Act".

Advisory Committee Review

Not applicable

Financial Implications

The interim property levy is required to provide the necessary cash flow to meet the obligations of the Town including interim payments to the Region of York and School Boards until the final tax rates of all three taxing organizations have been formally adopted and the final tax notices prepared in June of 2017.

Communications Considerations

As in the past, Financial Services staff will work with the Corporate Communications Team to prepare a brochure for mailing with the interim property tax bill.

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Report No. FS16-037

Link to Strategic Plan

The levying of Interim Property Taxes provides funding for operational activities of all Town departments, and thereby supports the advancement of the Strategic Plan.

Alternative(s) to the Recommendation

1. There are no practical alternatives to the recommendations contained in this report.
The interim property tax levy provides cash flow, avoiding the need for borrowing.

Conclusions

In order to provide the necessary cash flow requirements for the Town, Region and School Boards, the interim tax levy should be calculated, billed and collected as set out in this report.

Attachments

None


Previous Reports

None

Pre-submission Review

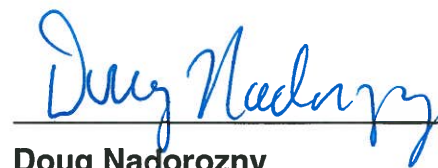
Reviewed by Chief Administrative Officer on November 18, 2016

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. FS16-038

Subject: 2016 Surplus Control Bylaw

Prepared by: Jason Gaertner, Manager of Financial Planning, Deputy Treasurer

Department: Financial Services

Date: December 6, 2016

Recommendation

- 1. That Report No. FS16-038 be received; and**
- 2. That a by-law be adopted to authorize the Treasurer and the Chief Administrative Officer to make any necessary year-end financial adjustments and to allocate any 2016 Operating Fund surplus in the following order of priority:**
 - i. That any unspent funds from various reserve funds allocated in the 2016 Budget for specific expenditures be returned to the respective original reserve fund sources from which they came; and**
 - ii. That any net Building Permit revenue surplus/deficit be allocated to/funded from the Building Permit Fees Reserve; and**
 - iii. That the remainder of any surplus be allocated to budget carry-forward items, being Council approved special projects or initiatives funded in the Operating Fund in the subject year, but not started by year end; and**
 - iv. That up to a maximum of \$389,600.00 of any then remaining surplus be allocated to the Tax Rate Stabilization Reserve Fund to assist with the stabilization of tax rates in future years which may be subject to fluctuations due to significant changes in service levels or municipal costs, or changes in expected revenues; and**
 - v. That the remainder of any surplus be allocated proportionately to the tax rate funded Repair & Replacement reserves; and**

Or, alternatively, in the event of a year-end operating deficit, that adjustments i and ii above are authorized, with the remaining net shortfall being funded from the Tax Rate Stabilization reserve; and

3. That the provisions made within By-law 5928-16 be adopted to authorize the Treasurer and the Chief Administrative Officer to allocate any 2016 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and
4. That the adjustments authorized herein are to occur with an effective date of December 31, 2016, and which may be made prior to or after December 31, 2016; and
5. That the Treasurer and Chief Administrative Officer report to Council through General Committee after the year-end surplus/deficit control adjustments and allocations have been performed.

Executive Summary

To propose a surplus control bylaw for the 2016 fiscal year end, similar to the one used in past years; thus allowing the town to control its year end surplus amounts by making specific allocations to various reserve funds. Should the town finish the year in a deficit position, this bylaw would also provide the necessary authority to allocate additional funds from its rate stabilization reserve in order to balance its operating budget. This report is an annual report to General Committee/Council prior to year-end.

Background

Surplus Control

Surpluses and deficits created by operating results must carry into the following budget years as set out in subsection 290(4) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (hereinafter the "Act"). Prior to 2010, the Town normally included the disposition of prior year surpluses as part of its annual budget process including them in the next year's budget as the Act states must be done. This approach is not always effective, as actual results may not be known at the time of setting such budgets. Any variance in results from those budgeted give rise to challenging budget, accounting, communication and reporting issues.

To manage the unpredictable impacts that such carry-overs could have on long range tax rates and budget pressures, the Town should control the year-end surplus amounts by making specific allocations to various reserve funds as part of the year end accounting close process. Any such allocation must be authorized by Council before the end of the fiscal year. Since the final results of the calendar year are not known for some time until after the close of the year, a formula approach to surplus allocations is

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Report No. FS16-038

necessary, followed by a detailed report back to Council. Today's report and bylaw will set this budget control approach in place for the current year. A number of municipalities utilize the same approach as it results in separating the disposition of surpluses of one year from the following year's budget process. It simplifies both the budget process, and the year-end reporting process, and assists with transparency to the community.

Budget Carry-Forwards

A Budget Carry-Forward is a technique utilized to move unused Operating Budget funding in relation to a specific project or initiative from one year into the next budget year, without the process of formally budgeting the item a second time. For example, the use of a budget carry-forward would be applicable if a major economic development initiative funded in one year as a special project in the operating budget did not get started by year end, and it was the intent to complete the project in the following year. Council could separately approve a budget carry-forward for this item, allocating budget dollars from the old year into the new-year, despite having already approved the new budget without its inclusion.

Any budget carry-forwards must be approved first by the Treasurer, followed by Council. Council would approve any such carry-forwards as part of the report from the Treasurer and CAO detailing the disposition of year end surplus/deficits.

Analysis

Staff are presently in the process of undertaking another review of the Town's forecasted 2016 financial position of which the results are not yet known. As of the previous forecast review which took place in early fall, the corporation was on track to conclude the fiscal year with a small deficit, which would result in a slightly smaller contribution to reserves than previously planned. Before the validating results from the above noted forecast review presently underway are known, a surplus or deficit financial outcome is possible.

Advisory Committee Review

Not applicable

Financial Implications

2016 Surplus/Deficit Control

The "Act" requires that any surplus or deficit be carried forward into the following year's budget, unless otherwise controlled as proposed in this report. Using the controls, the surplus or deficit will become zero, save for any validated budget carry-forwards as described above. In that event, the carry-forward amount or "surplus" then gets carried

December 6, 2016

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Report No. FS16-038

forward in accordance with the Act. The following outlines the formula for disposition of any year end surplus or deficits:

A) Operating Budget

If a surplus in Operating results for 2016, the following allocations are recommended:

- a) Any unexpended portions of the 2016 Operating Budget funding allocations provided from Reserves for specific expenditures are returned to their respective funding sources. The 2016 budget funding allocations from such Reserves to fund operating budget items were as follows:

<u>Reserve Fund</u>	<u>Amount</u>
Indoor Recreation Development Charges (Debt Payment)	320,500
Library Development Charges (Debt Payment)	289,500
General Government Development Charges	260,000
Engineering Fees	229,000
Roads & Related Repair & Replacement	203,500
Council Discretionary Reserve	170,000
Parks Development & Facilities Development Charge	156,400
WSIB	85,000
Building Repair & Replacement	79,800
Water System Development Charges	75,800
Cash-in-Lieu Parkland	50,000
Water	27,900
Landscape Fee	17,900
Wastewater	12,000
Arts and Cultural	5,000
Recreation Sponsorship Reserve	5,000

- b) As required for Bill 124, a Building Permit Fees Reserve Fund was established in which provisions for potential recessionary years may be made. Any surplus in these activities is required by legislation to be allocated to the Building Permit Fees Reserve Fund, while any deficit arising may be funded from this source. The 2016 Budget included a \$493,400 contribution to the building permit fees reserve fund reflecting a budgeted permit revenue surplus driven by 2C lands growth. Any budgetary surplus or deficit in the Building Services Division budget is to be allocated to or funded from the Reserve Fund.
- c) Any remaining surplus may be allocated toward approved carry-forwards to 2017, if any.
- d) It is wise for a municipality to maintain reserves specifically intended to stabilize or cushion annual tax rates from significant one-time or temporary pressures.

Such pressures could include the impacts from significant new service or facility costs, market conditions affecting revenues, adverse weather or climate events, or other factors. Staff recommend transferring up to a maximum of approximately 1% of tax revenue annually to the Stabilization reserve, until such time that this reserve's balance reaches approximately 10% of annual tax revenue, which is a benchmark used by many municipalities. For 2016, 1% of tax revenue equates to \$389,600.00.

- e) Any remaining surplus thereafter is allocated proportionately to the various tax rate funded Repair & Replacement reserves.
- f) Alternatively, should an operating deficit occur in 2016, adjustments a), and b) above are still required, with the remaining net shortfall to be funded from the tax stabilization reserve or other appropriate reserves, with such adjustment authorized to occur prior to or after December 31, 2016.

B) Water, Wastewater, Stormwater Budgets

It is recommended that any surplus or deficit in these budgets be allocated to or be funded from the appropriate related reserve fund(s). This will assist in meeting the requirements of Bill 175 which includes a full cost recovery provision for the replacement of water and wastewater infrastructure.

Communications Considerations

Finance and Corporate Communications staff will work together to ensure that this bylaw is accessible via the town's web site.

Link to Strategic Plan

Outlining a strategic approach to managing year end surpluses and/or deficits, and thereby avoiding the need to complicate the following year's budget with such matters, contributes to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

Alternative(s) to the Recommendation

1. Council could choose not to approve the Surplus/Deficit Control Bylaw and address any year end results by way of budget amendment following early budget approval.

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2. Council could direct staff to return to the process of past years of making informed estimates of year end positions, and making surplus allocations as part of the following year's budget approval process.

Conclusions

Staff are recommending that By-law 5928-16 be adopted which will authorize the Director of Financial Services – Treasurer and the Chief Administrative Officer to control the 2016 Operating Fund surplus/deficit and the surpluses or deficits in the Water, Wastewater, Stormwater budgets by giving them authority to make adjustments and allocate surplus funds or fund deficits strictly as itemized in this report. Not doing so will cause all fund surpluses or deficits to be carried forward into the 2017 budgets which would likely result in the budget adjustments being made after Council has already approved the Town's budget for 2017. As part of the year-end procedures, staff will report back to the General Committee as to the actual year-end results and the final surplus allocations made for 2015.

Attachments

None

Previous Reports

None: A new bylaw is required each year, this equivalent report for 2015 was CFS15-052 which went to General Committee on December 1, 2015.

Pre-submission Review

Reviewed by Chief Administrative Officer on November 22, 2016

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. IES16-089

Subject: Purchase Order Increase for HVAC Services

Prepared by: Philip Galin, Manager Facilities, Property and Fleet

Department: Infrastructure and Environmental Services

Date: December 6, 2016

Recommendation

- 1. That Report No. IES16-089 be received; and**
- 2. That the Contract for Carmichael Engineering Ltd, and Dunlis Mechanical Services as established through RFP IES 2015-35 be extended to the 2017 option year; and**
- 3. That Purchase Order No. 713 in favour of Carmichael Engineering Ltd. be increased by \$170,000 from the amount of \$125,000 to \$295,000, excluding taxes, for the contract term of 2016 and 2017; and**
- 4. That Purchase Order No. 714 in favour of Dunlis Mechanical Services be increased by \$270,000 from the amount of \$125,000 to \$395,000, excluding taxes, for the contract term of 2016 and 2017.**

Executive Summary

This report seeks council approval to extend the contract for 2017 for mechanical services for the two approved vendors as selected through RFP IES 2015-35.

- This RFP provides for contracted services from 2016 to 2020 being a total of 5 years with current approvals being confirmed for 2016 and 2017
- The total approved funding for 2016 is \$250,000 split between both vendors
- An additional \$100,000 is required in the favour of Dunlis Mechanical to address emergency equipment failure costs that are occurring in 2016
- Additionally, the PO for each contractor being increased by \$170,000 for the 2017 service needs

Background

Town staff prepared and released RFP IES 2015-35 for HVAC mechanical services at all Town of Aurora facilities. The contracts were awarded for one year for 2016 with the option to renew for an additional four, one year periods based on satisfactory performance of the Contractors. The services include both regular maintenance and hourly rates for unplanned breakdowns and emergency service needs.

These service requirements have been shared between two contractors to provide the Town with redundancy in case of service issues with either occurs.

Major equipment breakdowns have resulted in the need for approval of additional funding beyond the original threshold, this is a result of a series of events and unusually cold winter and hot summer conditions in 2016.

Analysis

A number of unexpected equipment failures have occurred in 2016 requiring repairs

The purpose for retaining these vendors is to provide planned maintenance services to our mechanical building equipment. However, periodic unplanned failures do occur resulting in the need for reactive maintenance or equipment replacement. The program has an allowance for a reasonable amount of unplanned work.

Several major equipment failures have occurred in 2016 resulting in over \$100,000 in repair costs related to emergency service requests including:

- Drive motor failure at Town Hall
- Roof top HVAC A/C failures at the Library
- Boiler equipment failures at the SARC
- Major roof-top unit failure at the ACC
- Ongoing critical repairs for the roof top unit at 52 Victoria

These failures have occurred even with the proactive maintenance that occurs for these sites. Root cause review has identified the factors of aging equipment, power voltage fluctuations, and extreme weather conditions (both heat and cold) that have stressed these assets to failure. Further information will be made available once the facility asset condition assessment report is completed which will better inform capital investment for these assets.

Although both contractors have supported this unplanned workload, the bulk of the effort was performed by Dunlis Mechanical due to their response efforts; therefore the request is to increase their 2016 purchase order by \$100,000 is to fund these additional services.

The Purchase Order for the two vendors be increased to include the service fees for 2017

The purchase order for the two vendors has been approved for 2016 services. Council approval is required to increase these purchase orders for the 2017 service year. Both vendors have performed satisfactorily and it is recommended that the 2017 budget of \$340,000 be split equally between the two vendors. This increase is recommended to be in the amount of \$170,000 and that this amount be added to both Dunlis Mechanical and Carmichael Engineering purchase orders.

Advisory Committee Review

Not applicable

Financial Implications

Table 1 summarizes the financial implications of this report.

Table 1- Purchase Order Change Summary

Carmichael Engineering- PO 713	
2016 Approved Purchase Order Value (Year 1)	125,000
2017 Request for Purchase Order Increase (Year 2)	170,000
Revised Purchase Order Value	295,000
Dunlis Mechanical- PO 714	
2016 Approved Purchase Order Value (Year 1)	125,000
2016 Request for Purchase Order Increase (Year 1)	100,000
2017 Request for Purchase Order Increase (Year 2)	170,000
Revised Purchase Order Value	395,000

Funding for these services is available in the 2016 and 2017 budgets.

December 6, 2016

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Report No. IES16-089

Communications Considerations

There is no external communication required.

Link to Strategic Plan

Maintaining the Town's facilities supports the Strategic Plan Goal of **Investing in Sustainable Infrastructure** by maintaining infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility.

Alternative(s) to the Recommendation

Council may choose to not authorize these purchase order increases which will result in the Town no longer having HVAC contract services available to maintain building HVAC equipment.

Conclusions

Staff recommends continuing with the contracts to Dunlis Mechanical Services Ltd. and Carmichael Engineering Ltd.

It is recommended that the Purchase Order for Carmichael Engineering be increased by \$170,000 for 2017 service needs to a revised value of \$290,000, excluding taxes.

It is recommended that the Purchase Order for Dunlis Mechanical be increased by \$270,000 for part of 2016 and 2017 service needs to a revised value of \$390,000, excluding taxes.

Attachments

None.

Previous Reports

IES16-039 - Purchase Order Increases PO No. 713 and PO No. 714 - HVAC Maintenance Services.

December 6, 2016

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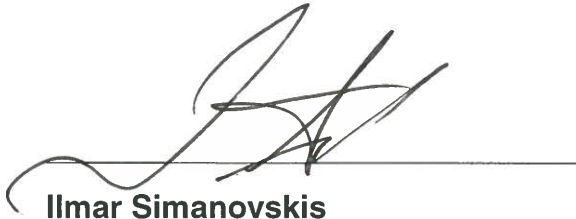
Report No. IES16-089

Pre-submission Review

Agenda Management Meeting review on November 17, 2016

Departmental Approval

Approved for Agenda



**Ilmar Simanovskis
Director
Infrastructure and Environmental Services**



**Doug Nadorozny
Chief Administrative Officer**



Town of Aurora

General Committee Report

No. IES16-090

Subject: Acceptance of Municipal Services – Brookvalley Developments
(Aurora) Ltd. – Registered Plan 65M-4084

Prepared by: Anca Mihail, Manager of Engineering and Capital Delivery

Department: Infrastructure and Environmental Services

Date: December 6, 2016

Recommendation

- 1. That Report No. IES16-090 be received; and**
- 2. That ownership, operation and maintenance of the works within the roads, right-of-ways and other lands dedicated to the Town as contained within Registered Plan 65M-4084, being Brookvalley Development Residential Subdivision be assumed; and**
- 3. That the necessary by-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4084 and to establish as public highway any applicable reserves.**

Executive Summary

To assume the works completed by the developer within any Town owned lands, roads and right-of-ways contained within the identified subdivision and to assume for public use the related highways.

Background

Brookvalley Residential Subdivision was completed under the Subdivision Agreement executed by the Town of Aurora and Brookvalley Developments (Aurora) Ltd. dated June 24, 2008.

Analysis

A Certificate of Acceptance from Infrastructure and Environmental Services will be issued as staff has reviewed all inspection reports for the subject development and are satisfied that the municipal roads and services are in good condition and have been completed in accordance with the terms of the Subdivision Agreement except for a few minor repairs, for which staff recommend holding \$100,000 of the present securities until such repairs are completed to the Towns' satisfaction.

Brookvalley Development (Aurora) Ltd. also agrees to issue a cash payment to The Town of Aurora in the amount of \$10,999.34 including HST, for the completion of the boulevard grading and sidewalk from the limits of Lot No. 33 and in front of Lot No. 34, which is a heritage house still under construction. All construction lien provisions have been satisfied.

Advisory Committee Review

Not applicable.

Financial Implications

As the Town will, upon issuance of the Certificate of Acceptance – Infrastructure and Environmental Services and adoption of the resolution set out in this report, be responsible for all future operational and maintenance costs for the municipal services within the specified areas, any remaining securities held in relation to this subdivision will be released, excepted for \$100,000 that will be held for some outstanding items and any other required holdbacks pertaining to retaining walls, acoustic fences and landscaping maintenance.

Communications Considerations

The by-law to enact the roads as public highways will be published on the website for public information.

December 6, 2016

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Report No. IES16-090

Link to Strategic Plan

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

Objective 2: Invest in sustainable infrastructure

Maintain and expand infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility

Alternative(s) to the Recommendation

As recommended.

Conclusions

The works pursuant to the Subdivision Agreement for the Brookvalley Residential Subdivision, as indicated on the attached key map, being registered Plan 65M-4084, have been completed to the satisfaction of staff except for some items to be resolved by the developer. Upon Council's approval to assume ownership, operation and maintenance of the works and the enactment of the by-law to assume the related highways for public use, all remaining securities will be released, save and except for any required holdbacks pertaining to retaining walls, acoustic fences and landscape maintenance periods, if required.

Attachments

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

Previous Reports

None.

Pre-submission Review

Agenda Management Meeting review on November 17, 2016

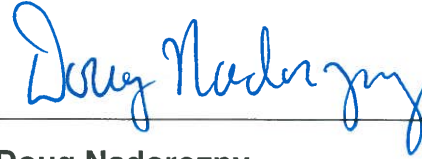
December 6, 2016

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Report No. IES16-090

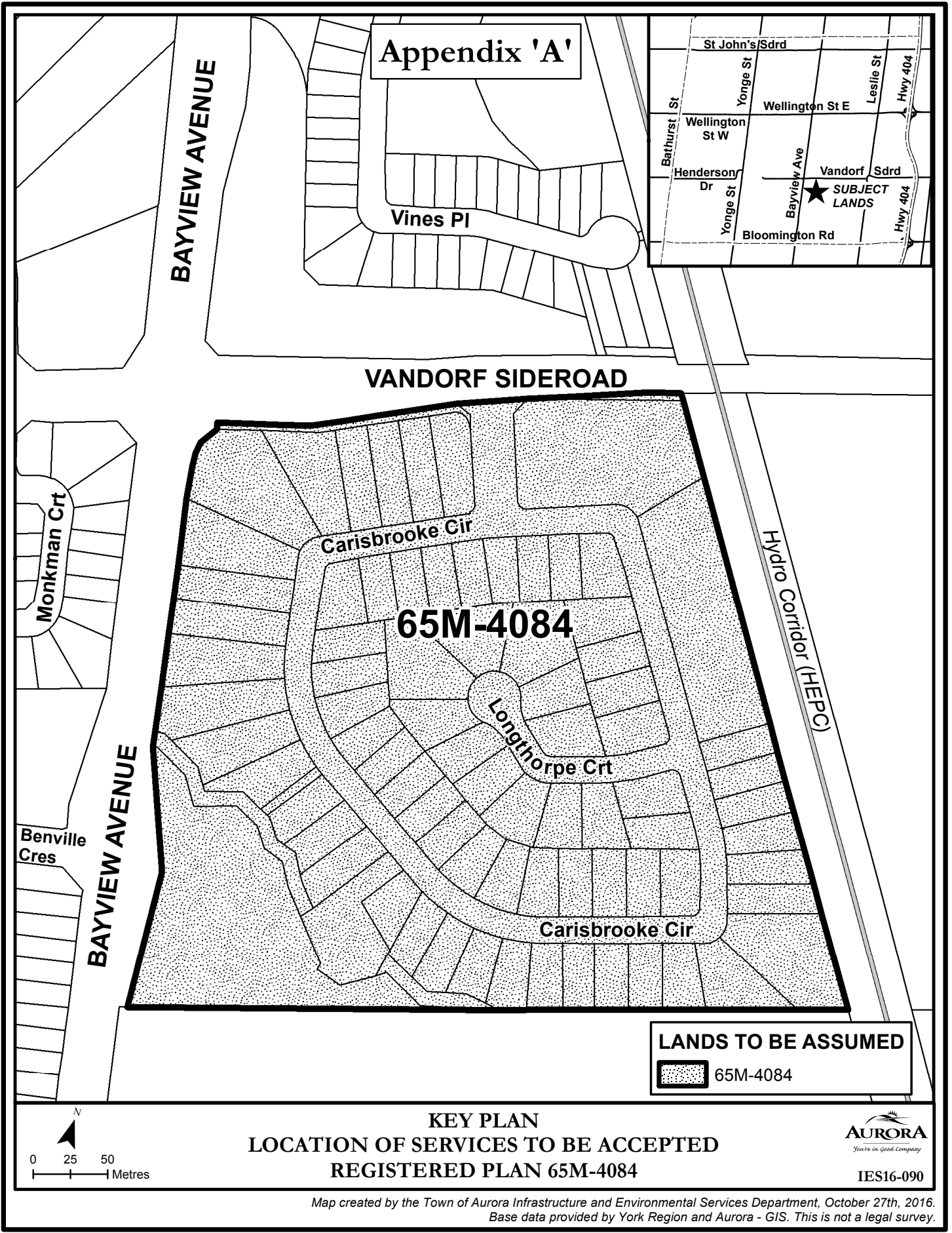
Departmental Approval

Approved for Agenda



Ilmar Simanovskis
Director
Infrastructure and Environmental Services

Doug Nadorozny
Chief Administrative Officer





**Town of Aurora
General Committee Report No. PBS16-096**

Subject: Application for Exemption from Part Lot Control
Countrywide Homes at Aurora
Blocks 1, 2, 3, 4, 5 and 6 Plan 65M-4467
File Number: PLC-2016-14
Related File Number: SUB-2011-04, ZBA-2011-12

Prepared by: Drew MacMartin, Planner

Department: Planning and Building Services

Date: December 6, 2016

Recommendations

- 1. That Report No. PBS16-096 be received; and**
- 2. That the Application for Exemption from Part Lot Control submitted by Countrywide Homes at Aurora to divide Blocks 1, 2, 3, 4, 5 and 6 Plan 65M-4467 into 33 townhouse lots be approved; and**
- 3. That the implementing Part Lot Control Exemption By-law be presented at a future Council Meeting.**

Executive Summary

This report seeks Council's approval of a Part Lot Control Exemption By-law applying to Blocks 1, 2, 3, 4 and 6 Plan 65M-4467.

- The subject proposal is consistent with the housing forms on the local streets within the registered plan;
- The subject lands are zoned "Row Dwelling "R6-60" Exception Zone by the Town of Aurora Zoning By-law 2213-78, as amended;
- The application will allow freehold ownership of the lands currently within Blocks 1, 2, 3, 4, 5 and 6 (Plan 65M-4467) into 33 townhouse lots; and
- No objections were received from all internal departments.

December 6, 2016

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Report No. PBS16-096

Background

Application History

A Plan of Subdivision, including the subject lots and blocks was registered on October 5, 2015.

Part Lot Control Exemption Defined

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

Location / Land Use

The lands subject to the Part Lot Control Application are within the Aurora 2C Secondary Plan Area (See Figure 1). The subject lands are located on the north side of William Graham Drive, municipally known as 329-471 William Graham Drive. The dwellings are currently under construction.

Surrounding Land Uses

The surrounding lands uses are as follows:

North: Towns Lane and Residential Lands;

South: William Graham Drive and York Region Christian Seniors Apartments;

East: Capreol Avenue and Residential Lands;

West: William Graham, Residential Lands and Ducks Unlimited Canada.

Proposed Applications

Proposed Part Lot Control Exemption

The Owner, Countrywide Homes at Aurora is currently developing the subject lands identified as Blocks 1, 2, 3, 4, 5 and 6 Plan 65M-4467 (see Figure 2). The subject lots comprise a total of 33 townhouse units fronting onto William Graham Drive. The dwellings are currently under construction.

December 6, 2016

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Report No. PBS16-096

Analysis

Town of Aurora Official Plan – Aurora 2C Secondary Plan – OPA 73

The subject lands are designated as “Urban Residential 2” by the Town of Aurora Official Plan Amendment No. 73. The Urban Residential 2 Designation permits townhouses. The subject proposal is consistent with the housing forms on the local streets within the registered plan.

Zoning By-law 2213-78, as amended

The subject lands are zoned Row Dwelling Residential “R6-60” Exception Zone within the Town of Aurora By-law 2213-78, as amended. The “R6-60” Exception Zone primarily permits residential uses such as townhouse units. The proposed development conforms to the Zoning By-law, as amended. The existing zoning map is detailed on Figure 1, as attached.

Department / Agency Comments

The proposed Part Lot Control application was circulated to all relevant internal departments for review and comments. In general, all circulated agencies are satisfied and have no further comments at this time.

The Applicant is requesting an exemption from Part Lot Control (as provided for under Section 50(7) of the Planning Act) for the following:

Blocks 1, 2, 3, 4, 5 and 6 on Plan 65M-4467 as a means of achieving the proposed lot divisions (see Figures 3 – 6).

Advisory Committee Review

Not applicable.

Financial Implications

There are no financial implications.

Communications Considerations

No Communication required.

December 6, 2016

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Report No. PBS16-096

Link to Strategic Plan

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

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

Alternative to the Recommendation

None.

Conclusions

The Applicant is requesting an exemption from Part Lot Control (as provided for under Section 50(7) of the Planning Act) for the following:

Blocks 1, 2, 3, 4, 5 & 6 Plan 65M-4467 as a means of achieving the proposed lot divisions (see Figures 3 to 5).

The subject Application was circulated to all relevant internal departments and no objections were received. The lots that comprise the subject Application comply with the provisions of both the Official Plan and the Zoning By-law and are consistent with the Subdivision Agreement (File No. SUB-2011-04) registered over the subject lands. The remaining blocks will be subject to a future Part Lot Control Application. No additional lots are being created to what was draft plan approved.

December 6, 2016

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Report No. PBS16-096

Attachments

- Figure 1 - Location/ Zoning Map - Countrywide Homes
- Figure 2 - Registered Plan of Subdivision – 65M-4467
- Figure 3 - Block 1 (Reference Plan – 65R-36723)
- Figure 4 - Block 2 (Reference Plan – 65R-36710)
- Figure 5 - Blocks 3, 4, 5 (Reference Plan – 65R-36713)
- Figure 6 - Block 6 (Reference Plan 65R-36712)

Previous Reports

General Committee Report No. PDS13-007, dated March 19, 2013.

Pre-submission Review

Agenda Management Meeting review on November 17, 2016.

Departmental Approval

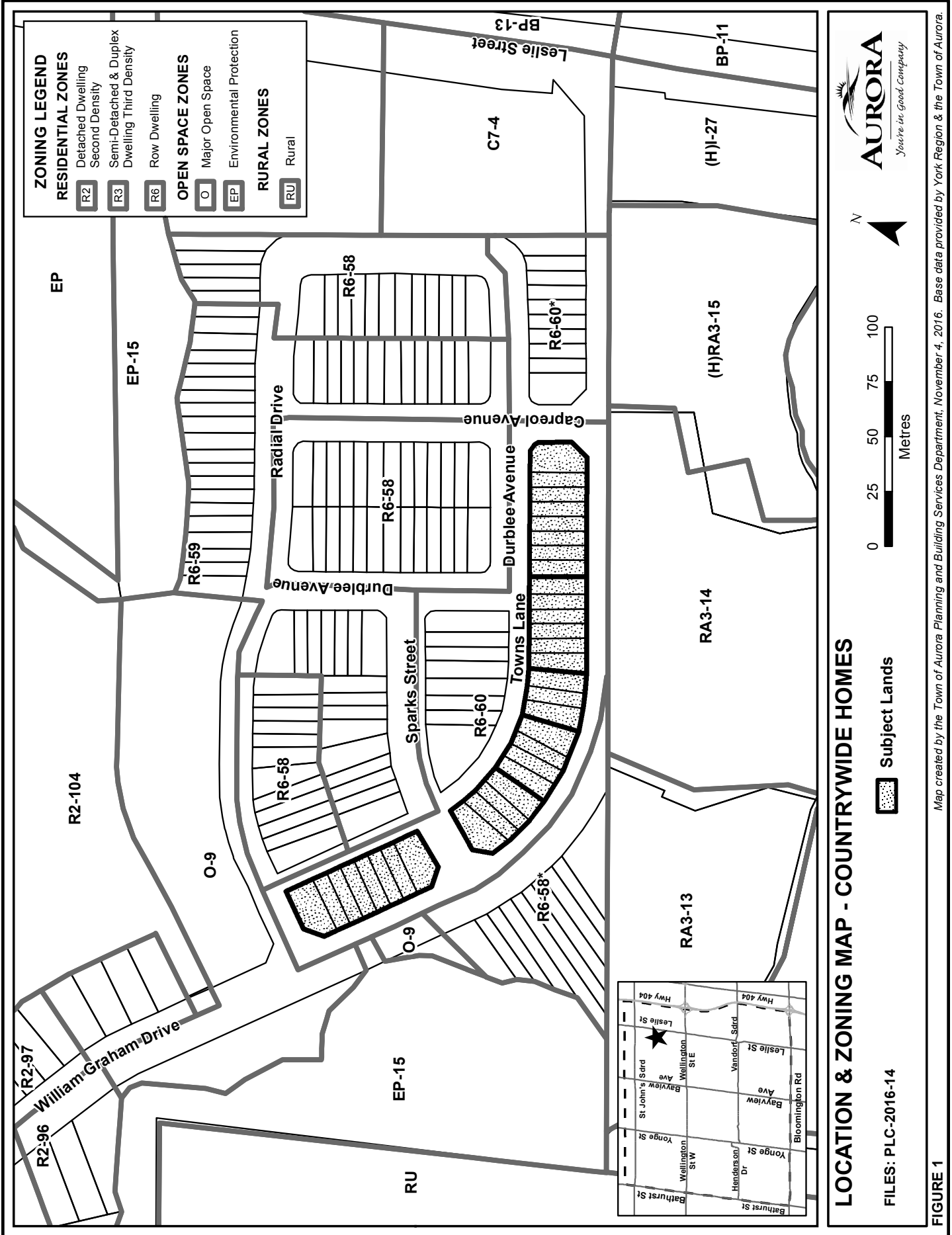
Approved for Agenda

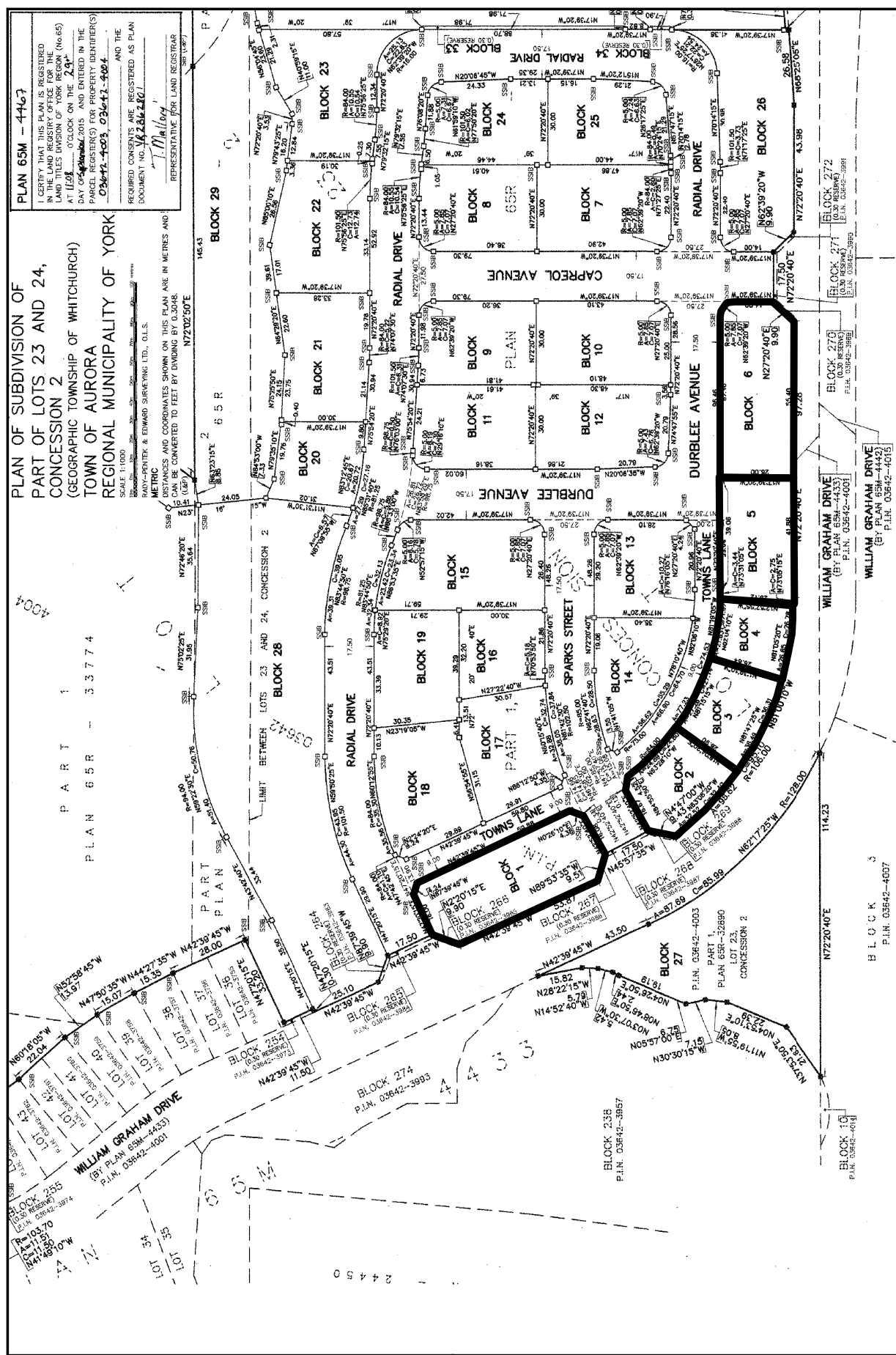


**Marco Ramunno, MCIP, RPP
Director
Planning and Building Services**



**Doug Nadorozny
Chief Administrative Officer**





65M

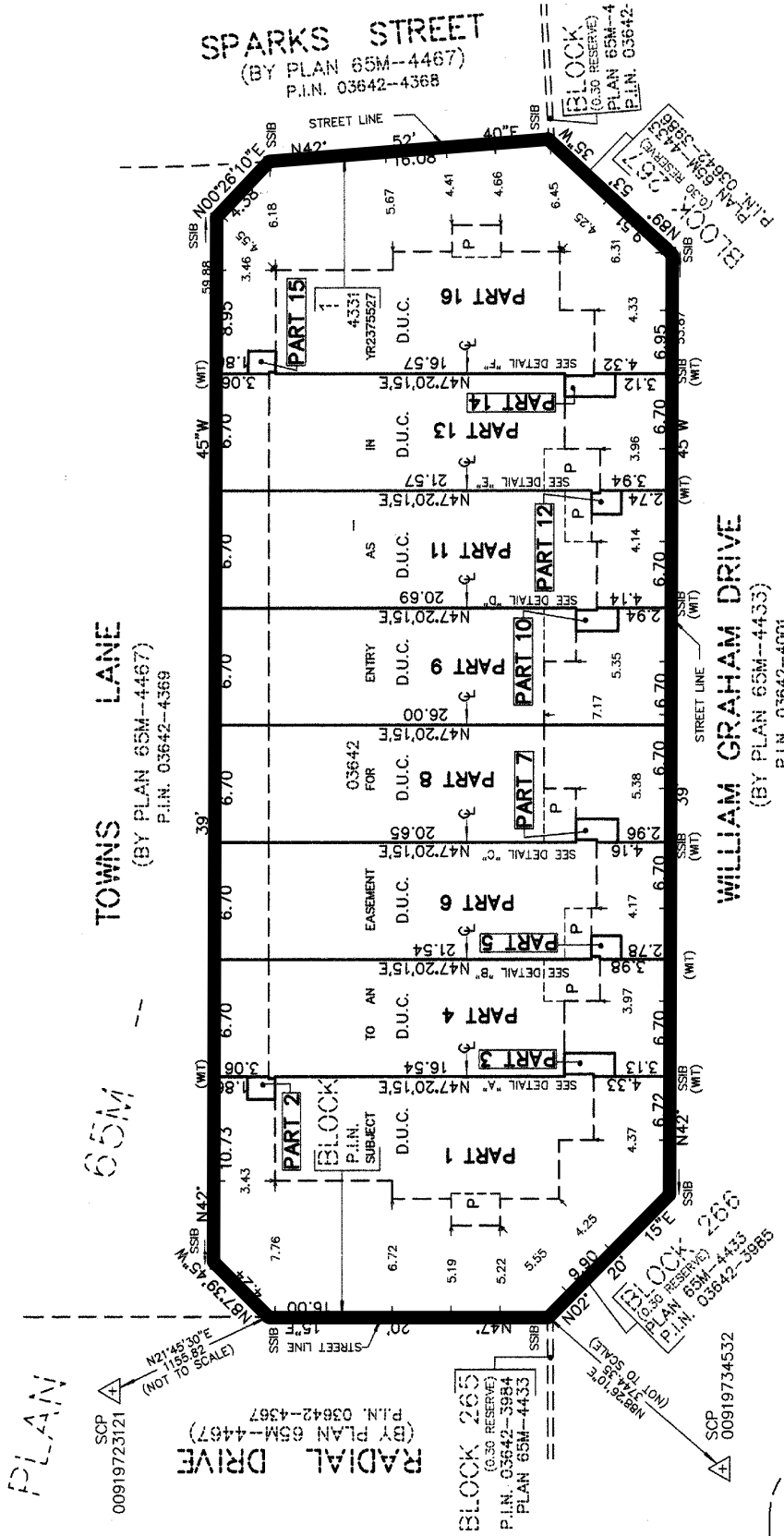
REGISTERED PLAN OF SUBDIVISION - 65M-4467

APPLICANT: COUNTRYWIDE HOMES AT AURORA
FILE: PLC-2016-14
FIGURE 2

□ SUBJECT BLOCK

AURORA
You're in Good Company

Map created by the Town of Aurora Planning and Building Services Department, November 4, 2016. Drawing provided by Randy-Pentek & Edward Surveying LTD.



SUBJECT BLOCK

SUBJECT BLOCK 1 (REFERENCE PLAN - 65R-36723)

APPLICANT: COUNTRYWIDE HOMES AT AURORA
 FILE: PLC-2016-14
 FIGURE 3



SUBJECT BLOCK

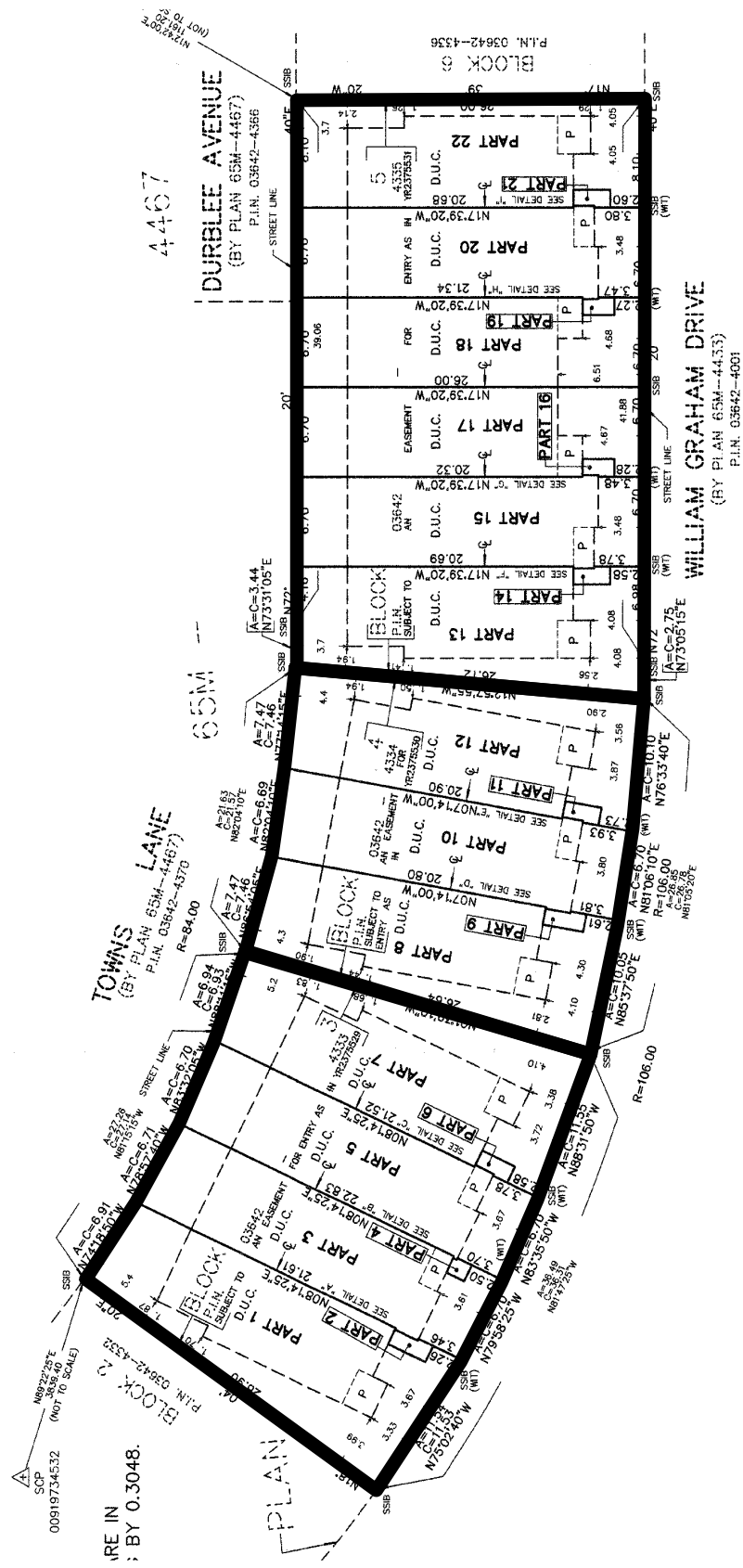


SUBJECT BLOCK 3, 4, 5 (REFERENCE PLAN - 65R-36713)

APPLICANT: COUNTRYWIDE HOMES AT AURORA
 FILE: PLC-2016-14

FIGURE 5

Map created by the Town of Aurora Planning and Building Services Department, November 4, 2016. Drawing provided by Randy-Pentek & Edward Surveying LTD.





Town of Aurora

General Committee Report No. PBS16-097

Subject: Delegated Development Agreements, 2016 Summary Report

Prepared by: Glen Letman, Manager of Development Planning

Department: Planning and Building Services

Date: December 6, 2016

Recommendation

- 1. That Report No. PBS16-097 be received for information.**

Executive Summary

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

- A total of two Delegated Agreements/ Letters of Undertaking have been processed and signed since last reported to Council on May 17, 2016.

Background

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

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

of all simplified development agreements entered into by the Town.

To streamline processing timelines of approvals, where appropriate and staff have introduced Letters of Undertaking to replace Simplified Development Agreements.

Analysis

The following is a listing of Committee of Adjustment conditional approvals requiring Simplified Development Agreements for both Minor Variance and Consent Applications:

File	Proposal	Status
11 Hawthorne Lane MV-2016-12 (2496343 Ontario Inc)	To permit construction of detached dwelling with ground floor area of 270 m ² .	Letter of Undertaking completed October 26, 2016.
405 St. John's Sideroad MV-2016-13A	To permit construction of detached dwelling and cabana with combined ground floor area of 1200 m ²	Letter of Undertaking completed August 26, 2016.

Advisory Committee Review

Not applicable.

Financial Implications

None.

Communications Considerations

This report is prepared for Council and public information on a semi-annual basis to notify of delegated agreements finalized by staff. This report is also available on the Town's web site.

Link to Strategic Plan

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

December 6, 2016

Page 3 of 3

Report No. PBS16-097

Alternative(s) to the Recommendation

None.

Conclusions

Pursuant to Delegation Bylaw No. 5540-13 staff have provided a summary report of the two Development Agreements/ Letters of Undertaking that has been executed by the Director of Planning & Development Services since May 2016.

Attachments

None.

Previous Reports

General Committee Report PL12-001 dated June 18, 2013; and
General Committee Report PDS16-036 dated May 17, 2016.

Pre-submission Review


Agenda Management Team Meeting review on November 17, 2016.

Departmental Approval



**Marco Ramunno MCIP, RPP
Director
Planning and Building Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



Town of Aurora

General Committee Report

No. PBS16-101

Subject: Planning Applications Status List
Prepared by: Glen Letman, Manager of Development Planning
Department: Planning and Building Services
Date: December 6, 2016

Recommendation

- 1. That Report No. PBS16-101 be received for information.**

Executive Summary

This report provides a summary and update of development applications that have been received by Planning and Building Services since its previous report of September 2016. No Council action is required.

Background

Attached is a list updating the status of applications being reviewed by Planning and Building Services. The list supersedes the September 20, 2016 Planning Applications Status list and is intended for information purposes. The text in bold italics represents changes in status since the last update of the Planning Applications Status List. It is noted that Part Lot Control Applications are no longer included on this list as these properties were previously approved for development and are processed through Council approval to allow freehold title to described parcels of land.

Analysis

Since the preparation of the last status list, three new planning applications have been filed with Planning & Building Services as follows:

- Zoning By-law Amendment and Site Plan Applications to allow an office in the existing building, parking on site, (File No. ZBA2016-10, SP2016-07).
- Zoning by-law Amendment to legalize two existing semi-detached dwelling units (File No. ZBA-2016-11).

Advisory Committee Review

Not applicable.

December 6, 2016

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Report No. PBS16-101

Financial Implications

There are no financial implications.

Communications Considerations

No communication required. The Planning Application Status List is posted on the Town's website under the Planning and Building Services link.

Link to Strategic Plan

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

Strengthening the fabric of our community: approval of the subject Applications will assist in collaborating with the development community to ensure future growth includes development opportunities.

Alternative(s) to the Recommendation

None.

Conclusions

Planning & Building Services will continue to provide this update to inform Council of the number and status of planning applications filed with the Town.

Attachments

Figure 1 – Planning Applications Status Map*

Figure 2 – Secondary Plan Map

Figure 3 – Planning Applications Status List – December 6, 2016

[*Planning Applications Status Map \(large colour version available via Town's website or by visiting Planning and Building Services\)](#)

Previous Reports

General Committee Report No. PDS16-072, dated September 20, 2016.

December 6, 2016

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Report No. PBS16-101

Pre-submission Review

Agenda Management Team Meeting review on November 17, 2016.

Departmental Approval



**Marco Ramunno, MCIP, RPP
Director
Planning and Building Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

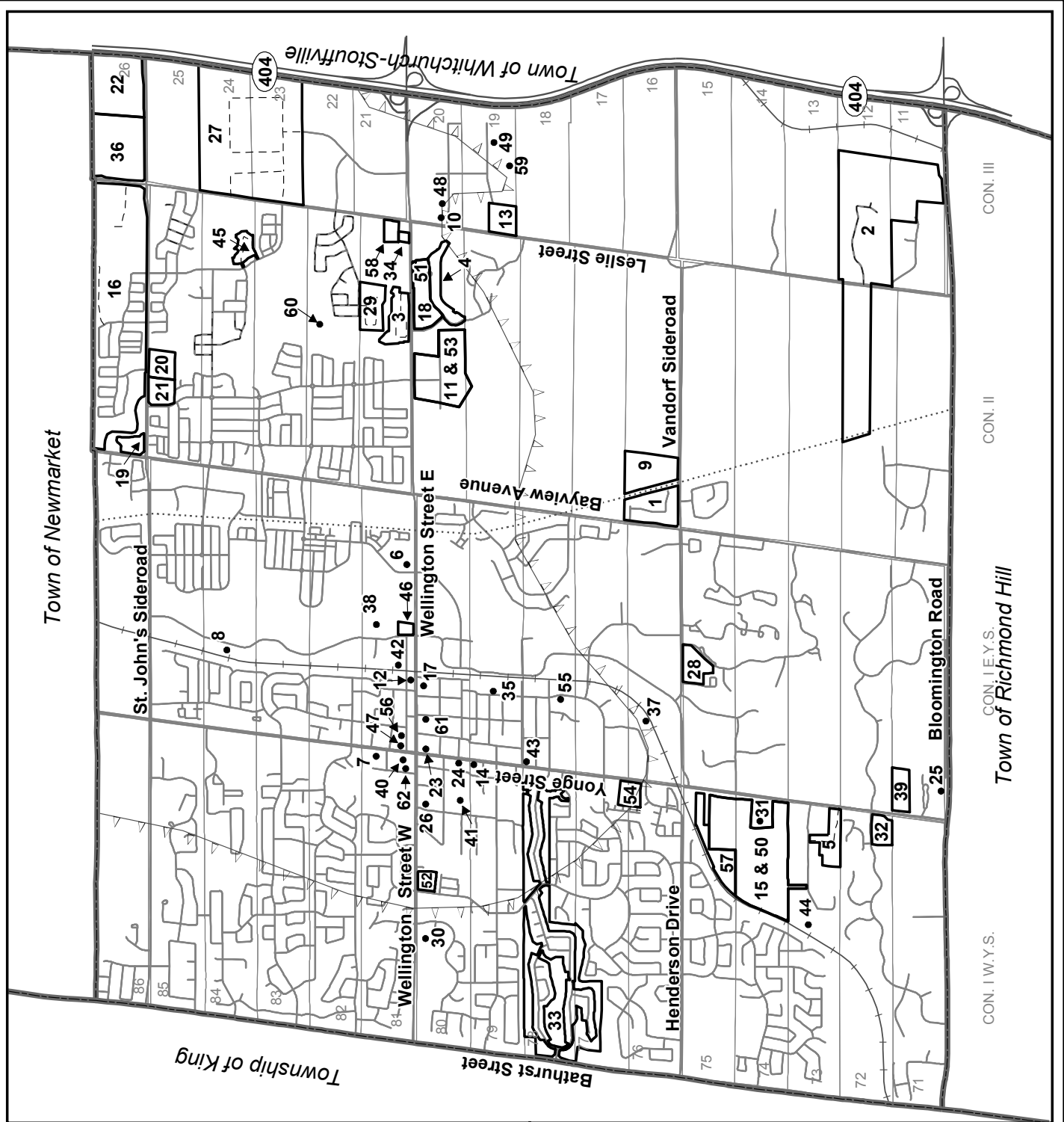


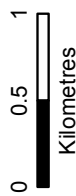
FIGURE 1

PLANNING APPLICATIONS MAP

LEGEND

APPLICATIONS

- Approximate Location
- Large Application
- Municipal Boundary
- Street
- - - Proposed Street
- Oak Ridges Moraine Boundary Line
- Railway
- Hydro Corridor
- Concession Line



Planning Applications Map created by the Town of Aurora Planning & Development Services Department, November 12th, 2002. Updated on August 23, 2016. Base Data provided by the Region of York.

Town of Newmarket

St. John's Sideroad

Wellington Street E

Bayview Avenue

Leslie Street

Vandorf Sideroad

Bloomington Road

Henderson Drive

Township of King

Town of Whitchurch-Stouffville

CON. III

CON. II

CON. I E.Y.S.
Town of Richmond Hill

CON. I W.Y.S.

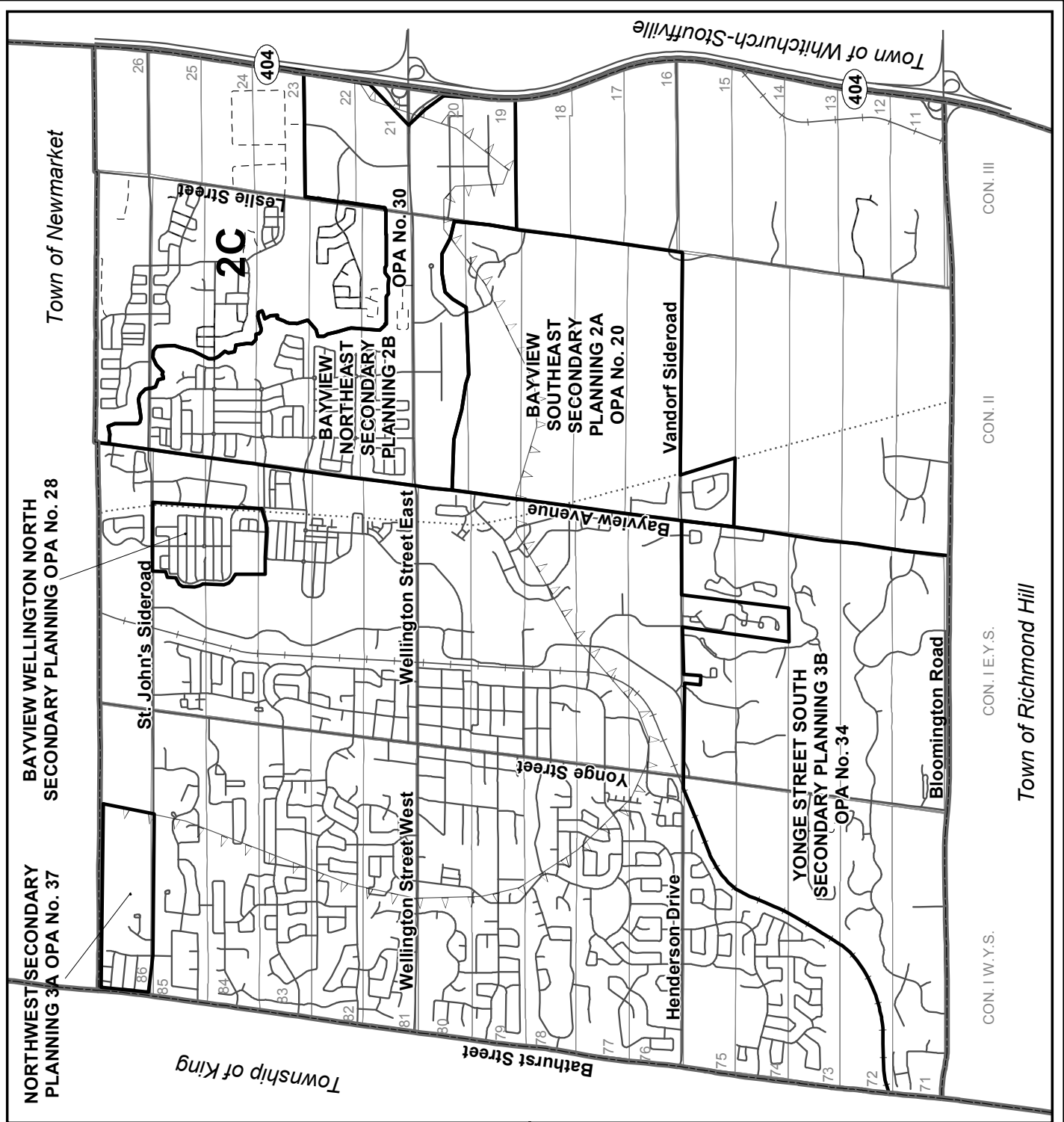


FIGURE 2

SECONDARY PLANS MAP

LEGEND

- Secondary Plan
- Municipal Boundary
- Street
- Proposed Street
- Oak Ridges Moraine Boundary Line
- Railway
- Hydro Corridor
- Concession Line



*Secondary Plans Map created by the
Town of Aurora Planning & Development
Services Department, November 12th,
2012. Updated on November 10, 2016.
Base Data provided by the Region of York.*

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
1.	<p>Genview Development Corp. 14575 Bayview Avenue Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext. 115 Files: ZBA-2001-04 & SUB-2001-01</p>	<p>Plan of Subdivision to permit 61 residential lots.</p>	<p>Jan.4, 2001</p>	<p>Phase 1 consisting of 56 lots was registered on October 20, 2011. Registered Plan 65M-4292. Phase II (5 lots) to be developed with adjacent lands: SUB-04-07. Detailed Engineering Drawings submitted to the Town for review.</p>	<p>Glen Letman Ext. 4346</p>
2.	<p>Lebovic Enterprises Limited <i>(Formerly Westhill Redevelopment Co.)</i> 13927 & 14012 Leslie Street and 1796 Bloomington Road GHD Investments. Attn:Glen Easton 905-752-4369 Files: OPA-2000-04, ZBA-2000-12 & CDM-2000-03 OMB Case No. PL030997, PL080014 OMB File Nos. O030373 Z030149 S030085</p>	<p>Applications for Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision and Draft Plan of Condominium to permit 75 condo units and 18 hole golf course.</p>	<p>May 3, 2000</p>	<p>Ontario Municipal Board Hearing held September 14, 2010 to January 5, 2011. Ontario Municipal Board approved appeals on April 14, 2011. Ontario Municipal Board issued Order approving; OPA 74, ZBA 5361-11 Plan of Subdivision and Condominium Draft Plan approval on September 15, 2011. OMB issued Order approving Draft Plan of Subdivision on November 14, 2011. Top soil removal permit issued. Subdivision Agreement Executed by Owner and Town.</p>	<p>Glen Letman & Lawrence Kuk Ext. 4346</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>3. MI Developments Inc. Part of Lot 21, Con 2 Stronach Group Attn: Dan Robert 905-726-7805 Files: SUB-2006-01 & ZBA-2006-03</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Application for 134 townhouse units.</p>	<p>Jan. 3, 2006</p>	<p>Council approved Draft Plan of Subdivision on August 14, 2007 and implementing Zoning By-law on November 27, 2007. On September 29, 2015 the Removal of Holding 'H' By-law was enacted. Subdivision Agreement Executed by Owner and Town. Plan Registered as 65M-4478. File Closed.</p>	<p>Lawrence Kuk Ext. 4343</p>
<p>4. MI Developments Inc. Leslie & Wellington Street E. Stronach Group Attn: Ari Huber 905-726-7607 Files: ZBA-2003-19 & CDM-2003-03</p>	<p>Zoning By-law Amendment and Vacant Land Condominium Applications to permit 14 units detached residential.</p>	<p>May. 5, 2003</p>	<p>Revised Draft Plan of Condominium approved on October 9, 2012. Notice of Decision issued. Certification of notification with Draft Plan of Condominium sent out on November 13, 2012. Applicant to clear conditions. Inactive.</p>	<p>Lawrence Kuk Ext. 4343</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>5. Pandolfo, et al. Lot 8, Part Lots 20 & 21, Plan 132 14070 Yonge Street</p> <p>Templeton Planning Consulting Attn: Gary Templeton 905-727-8672</p> <p>Files: OPA-2012-03, ZBA-2003-21 & SUB-2003-02</p>	<p>Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision to permit 29 single detached dwellings and two (2) open space blocks.</p>	<p>May. 7, 2003</p>	<p>Public Planning Meeting held February 27, 2013. Additional Public Planning Meetings held November 27, 2013 and March 26, 2014. Official Plan Amendment and Zoning By-law Amendment Applications approved by General Committee on June 17, 2014. Official Plan Amendment No. 6 (By-law 5656-14) and Zoning By-law Amendment 5657-14 enacted by Council on August 12, 2014 are in full force and effect. Draft Plan of Subdivision approved by Council on September 23, 2014. OMB Appeal to Council's Decision to Draft Plan Approval. OMB Decision / Minutes of Settlement issued April 23, 2015, Case No. PL141259. Subdivision Agreement being prepared.</p>	<p>Glen Letman Ext. 4346</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
6.	<p>Perwick Inv. (Deltera) Part of Lot 81, Con 1 N/E corner Wellington & John West Way Tridel Attn: Gouled Osman 416-661-9290 Files: OPA-2005-03, ZBA-2005-16 & SP-2013-13</p>	<p>Application to Amend the Official Plan and Zoning By-law to permit a 1,255m2 multi-unit retail commercial plaza. Site Plan Application to develop a 1,255 sqm one storey commercial plaza.</p>	<p>Oct. 11, 2005 Revised Appl. Rec'd June 1, 2011. Dec.23, 2013</p>	<p>Council Approved Report July 16, 2013. Official Plan Amendment adopted by Council on August 13, 2013. Regional approval granted November 5, 2013. Site Plan Application received as complete and circulated. Site Plan Application approved by Council on May 26, 2015. Inactive.</p>	<p>Glen Letman Ext. 4346</p>
7.	<p>1087931 Ontario Ltd. c/o Bruce Spragg Lot 13, Part Lot 14, Plan 246 15356 Yonge Street Planning Partnership Attn: Bruce Hall 416-686-3563 Files: ZBA-2006-11 & SP-2006-13</p>	<p>Zoning By-law Amendment Application to permit a single existing detached and 5 new townhouse residential infill development.</p>	<p>Apr. 12, 2006 (ZBA) May 31, 2006 (Site Plan)</p>	<p>Zoning By-law Amendment and Site Plan Application approved by Council on November 10, 2009. LSRCA approval granted. Site Plan Agreement drafted. Owner working on revised Development Application.</p>	<p>Glen Letman Ext. 4346 Jeff Healey Ext. 4349</p>
8.	<p>Hamil Inc. 260 Industrial Parkway North Blocks 1, 2, 3 & Part Block 4, 65M-2718 Attn: Michael Langer 416-398-0747 File: SP-2007-09</p>	<p>Minor Site Plan Application to permit an addition to an existing 4,879 m² industrial building.</p>	<p>May 25, 2007</p>	<p>Applicant has requested the File to be held in abeyance. Inactive.</p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>9. Genview, formerly Clifford Sifton 908 Vandorf Sdrd. Malone Given Parsons Ltd. Attn: Joan MacIntyre 905-513-0170 Ext. 115 Files: BLK-2007-04 & ZBA-2007-12</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Application to allow for a 20 lot residential development within Settlement Area of the Oak Ridges Moraine.</p>	<p>Oct. 15, 2007</p>	<p>Draft Plan of Subdivision approved on August 1, 2012. Zoning By-law passed at Council on June 26, 2012 and is now in full force and effect. Detailed Engineering Drawings submitted to the Town for review.</p>	<p>Glen Letman Ext. 4346</p>
<p>10. 2292863 Ontario Inc. (Best Western Hotel) 4 Don Hillock Drive Turner Fleischer Attn: Claudio Rabalino 416-425-2222 Ext. 245 File: SP-2008-06</p>	<p>Revised Site Plan Application for four (4) storey hotel with pool, bar/lounge and convention facilities.</p>	<p>Revised proposal by new owner, Dec. 23, 2011</p>	<p>Awaiting final Site Plan submission. Inactive.</p>	<p>Glen Letman Ext. 4346</p>
<p>11. 1207309 Ontario Inc. 337, 375 & 455 Magna Drive Stronach Group Attn: Frank Tozzi 905-726-7607 File: SP-2008-02</p>	<p>Site Plan Application for three (3) storey 9600m² (103,333ft²) Arts and Education building.</p>	<p>Mar. 14, 2008</p>	<p>Applicant required to obtain Infrastructure Easement prior to executing Site Plan Agreement. Inactive.</p>	<p>Lawrence Kuk Ext. 4349</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
12. Farid Ameryoun 118 Wellington Street East Intelliterra Inc. Attn: Bruce Hall 416-525-1133 Files: ZBA-2008-19 & SP-2014-03	Zoning By-law Amendment Application to permit a personal service shop (hair salon) & business & professional office within existing building. Site Plan Application to permit business and professional offices, and personal shop uses, as well as related parking on the subject lands.	Nov. 3, 2008 Jun. 9, 2014	Public Planning Meeting held May 27, 2009. Public Planning Meeting held November 27, 2013. Zoning By-law Application approved by Council on August 12, 2014. Zoning By-law 5652-14 passed by Council on September 9, 2013 is in full force and effect. Site Plan, approved by Council on August 12, 2014. Site Plan Agreement being prepared.	Glen Letman Ext. 4346
13. Richardson House Developments Inc. (Bellwood) 14985 Leslie Street Rend/ Associates Attn: Martin Rendl 416-291-6902 File: SP-2010-01	Site Plan Application to permit four (4) storey health and wellness centre.	Apr. 13, 2010	Site Plan Application approved by Council on September 14, 2010. Inactive.	Glen Letman Ext. 4346
14. Malfaro, Giorgio, Buccioli 15086 – 15088 Yonge Street Soscia Engineering Attn: Sandro Soscia 416-707-3868 File: SP-2009-10	Site Plan Application to permit two (2) storey Montessori school.	Oct. 8, 2009	File Closed.	Lawrence Kuk Ext. 4343

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
15.	<p><i>BG Properties (Aurora) Inc. (formerly, Rod Coutts & Brian Coutts)</i> 222 Ridge Roads & 14222, 14314, 14338 & 14378 Yonge Street <i>Brutto Consulting</i> Attn: Matthew King 905-851-1201 Ext. 225 Files: SUB 2012-03 & ZBA-2012-16</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications proposing 195 residential units.</p>	<p>Dec. 17, 2012</p>	<p>Draft Plan of Subdivision was approved by Council on June 26, 2013. Zoning By-law 5836-16 enacted on April 26, 2016. Zoning By-law in effect for Phase I.</p>	<p>Glen Letman Ext. 4346</p>
16.	<p><i>Mattamy (Aurora) Ltd.</i> 2C (West) Area Part Lot 26, Concession 2 (NE corner of Bayview Avenue and St. John's Sideroad) <i>Malone Given Parsons Ltd.</i> Attn: Joan MacIntyre 905-513-0170 Ext. 115 Files: SUB-2011-02 & ZBA-2011-08</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications to permit a 760 unit residential subdivision.</p>	<p>Aug. 25, 2011</p>	<p>Applications received as complete and circulated. Public Planning Meeting held on June 27, 2012. General Committee Meeting held on April 16, 2013. Zoning By-law Amendment and Plan of Subdivision Draft Plan approved by Council April 23, 2013. Zoning By-law 5522-13 approved by Council, is in force and effect. Council approved Lifting of "H" symbol on December 10, 2013. Subdivision Agreements Executed by the Town and the Owner. The Plan of Subdivision Registered as Numbers 65M-4407, 65M-4408 and 65M-4423. Subdivision Agreement (Phase 3) Registered as 65M-4461. Subdivision Agreement (Phase 4) Registered as 65M-4520.</p>	<p>Lawrence Kuk Ext. 4343</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
17.	<p>99 Wellington Street Limited 99 Wellington Street East Part of Lot 15, Plan 68 Lepek Consulting Inc. Attn: Helen Lepek 416-485-3390 Files: ZBA-2011-10 & SP-2012-06</p>	<p>Zoning By-law Amendment Application to permit business and professional office use. Site Plan Application to convert the existing house to 177.6 m² of office space.</p>	<p>Oct. 31, 2011 June. 7, 2012</p>	<p>Zoning By-law 5490-13 approved by Council on February 26, 2013, is in force and effect. Site Plan second submission comments provided to Applicant. Inactive.</p>	<p>Marty Rokos Ext. 4350</p>
18.	<p>Stronach Group 1289 Wellington Street MHBC Attention: Mr. Ryan Moore 905-761-5588 File: ZBA-2012-03 Site Plan Application: Adena Wellington Developments Inc. Attn:Mr. Andrew Gerth 905-726-0995 File: SP-2012-08</p>	<p>Zoning By-law Amendment Application to permit four (4) residential condominium buildings consisting of 116 units, a sales/recreation centre; and tennis courts. Site Plan Application to implement the above proposal.</p>	<p>Mar. 15, 2012</p>	<p>Application for Zoning Approved by Council on October 9, 2012. By-law to proceed in conjunction with Site Plan Application. Site Plan Application received as complete and circulated. Inactive.</p>	<p>Lawrence Kuk Ext. 4343</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>19. RCG Aurora North Limited Partnership 800 St. John's Sideroad (North East corner of Bayview Ave. and St. John's Sdtd.) Rice Group Attn: Michael Mendes 905-888-1277 Ext. 227 Files: OPA-2012-02 & ZBA-2012-09</p>	<p>Official Plan Amendment and Zoning By-law Amendment Applications seek to permit a commercial development including three (3) one (1) storey buildings having an approximate gross floor area of 5600 m².</p>	<p>Jun. 5, 2012</p>	<p>Applications received as complete and circulated. Public Planning Meeting held on September 24, 2012. File Maintenance Fees received on November 6, 2013. Revised Official Plan and Zoning Amendment received and circulated for comments. Public Planning Meeting held March 25, 2015. Council Adopted the Official Plan Amendment No. 11 and enacted the Zoning By-law on August 9 2016. OPA No. 11 approved by York Region.</p>	<p>Lawrence Kuk Ext. 4343</p>
<p>20. Luvian Homes (Aurora) Limited 1001 St. John's Sideroad East GHD Inc. Attn: Glen Easton 905-752-4300 Files: SUB-2012-04 & ZBA-2012-12</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications to permit 30 single detached dwellings and a 2.03 ha open space block.</p>	<p>Oct. 3, 2012</p>	<p>Applications received as complete and circulated. Public Planning Meeting held March 27, 2013. Inactive.</p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>21. Edenbrook (Aurora) Inc. 929 St. John's Sdrd E Evans Planning Attn: Murray Evans 905-669-6992 Files: SUB-2012-06 & ZBA-2012-15</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications to allow 33 single detached lots.</p>	<p>Nov. 29, 2012</p>	<p>Applications received as complete and circulated. Public Planning Meetings held on March 27, 2013 and June 25, 2014. Draft Plan of Subdivision approved by Council on July 29, 2014. Zoning By-law 5659-14 approved by Council on September 9, 2014, is in force and effect. Subdivision Agreement being prepared.</p>	<p>Marty Rokos Ext. 4350</p>
<p>22. Coppervalley Estates Inc. formally Northern Thoroughbred Equine Production Ltd. (Sikura) 1756 St. John's Sideroad KLM Planning Partners Inc. Attn: Roy Mason 905-669-4055 Files: ZBA-2015-09 & SUB-2015-05</p>	<p>Application for a Draft Plan of Subdivision & Zoning By-law Amendments for 101 single family detached lots.</p>	<p>Nov. 13, 2012</p>	<p>Applications received as complete and circulated. Comments provided to Applicant. Application File closed and transfer to a new File Number. Public Planning Meeting held on October 14, 2015.</p>	<p>Lawrence Kuk Ext. 4343</p>
<p>23. Yonge Developments Inc. 15217 Yonge Street Markets on Mainstreet Inc. Attn: Jack Dougan 416-759-1093 File: SP-2013-04</p>	<p>Site Plan Application to construct a 5 storey mixed-use building including 12 residential units and 195 m² of commercial space.</p>	<p>Apr. 9, 2013</p>	<p>Application received as complete and circulated. Site Plan Application approved by General Committee on March 4, 2014. Revised Plans received and circulated. Inactive.</p>	<p>Jeff Healey Ext. 4349</p>

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PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
24. Joe Cara 15132 Yonge Street 647-300-2272 File: SP-2013-05	Site Plan Application to construct a three (3) storey mixed use building including 12 residential units and 240 sqm of commercial space.	Apr. 24, 2013	Application received and circulated. Comments provided to Applicant. Second submission received and circulated.	Glen Letman Ext. 4346
25. Stirling Cook Aurora Ltd. 74 Old Bloomington Road YRVLCP – 1159 Level 1, Unit 22 Macaulay, Shiomi, Howson Ltd. Attn: Angela Sciberras 905-868-8230 File: ZBA-2013-04	Zoning By-law Amendment Application to permit six (6) row house units on the subject lands. Site Plan Application to permit six (6) row house units on the subject lands.	Nov. 15, 2013 Aug. 6, 2014	Application received as complete and circulated. Public Planning Meetings were held on March 26, 2014 and May 28, 2014. Zoning By-law 5661-14 passed by Council on September 23, 2013. Site Plan Application received as complete and circulated. Site Plan Application approved by Council on September 23, 2014. Site Plan Agreement sent to the Owner for execution.	Glen Letman Ext. 4346

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
<p>27. 2351528 Ontario Limited and Aurora-Leslie Developments Limited (Emery Investments) 15625 and 15775 Leslie Street KLM Planning Attn: Bill Tam 905-669-4055 Files: ZBA-2014-01 & SUB-2014-01</p>	<p>Zoning By-law Amendment Application and a Draft Plan of Subdivision Application to develop a business park over the 76.6 hectare of land. The business park development proposes Employment Blocks, Office Employment Blocks, a Retail Block, an Institutional Block, a Park Block and open space, woodlot, stormwater management, buffers and road widening.</p>	<p>Mar. 26, 2014</p>	<p>Applications received as complete and circulated. Public Planning Meeting held June 25, 2014. Draft Plan of Subdivision and Zoning By-law Applications approved by Council on September 16, 2014. By-law approved by Council on November 25, 2014. No appeals, Zoning Bylaw Amendment in effect. Subdivision Agreement being prepared.</p>	<p>Lawrence Kuk Ext. 4343</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
28.	<p>Brookfield Homes (Ontario) Limited 155 Vandorf Sideroad</p> <p>Malone Given Parsons Ltd. Attn: Adrian Cammaert 905-513-0170 Ext. 148</p> <p>Files: OPA-2014-01, ZBA-2014-03 & CDM-2016-01</p>	<p>Official Plan Amendment, and Zoning By-law Amendment, for a condominium development 56 single detached units.</p> <p>Condominium Application</p>	<p>Apr. 28, 2014</p> <p>Feb 23, 2016</p>	<p>Applications received as complete and circulated. Comments provided to Applicant.</p> <p>Public Planning Meetings held on January 28, 2015 and April 22, 2015.</p> <p>Official Plan Amendment and Zoning By-law Amendment approved by Council on June 9, 2015.</p> <p>Official Plan Amendment No. 8 (By-law 5748-15) and Zoning By-law Amendment 5749-15 enacted by Council on July 14, 2015 are in full force and effect.</p> <p>Condominium Application approved by Council on June 28, 2016.</p> <p>Condominium Agreement being prepared.</p>	<p>Marty Rokos Ext. 4350</p>
29.	<p>Eyelet Investment Corp 1114 Wellington Street East</p> <p>Malone Given Parsons Ltd. Attn: Joan MacIntyre 905-513-0177</p> <p>Files: SUB-2014-03 & ZBA-2014-08</p>	<p>Draft Plan of Subdivision and Rezoning Applications for 82 single detached lots and a 0.3 hectare community park.</p>	<p>Aug. 22, 2014</p>	<p>Application received as complete and circulated.</p> <p>Public Planning Meeting held on December 14, 2014.</p> <p>Report scheduled for General Committee on March 24, 2015.</p> <p>Subdivision and Zoning By-law Amendment Applications approved by Council on March 31, 2015.</p> <p>Zoning By-law 5735-15 enacted on June 9, 2015.</p> <p>Subdivision Agreement registered as YR2560143.</p> <p>File closed.</p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
30.	2419059 Ontario Inc. 497 Wellington St. West Markets on Main Street Inc. Attn: Jack Dougan 416-759-1093 Files: ZBA-2014-07 & SP-2015-01	A Zoning By-law Amendment to permit 22 Row house units. Site Plan Application to permit 22 Row house units.	Sept. 3, 2014 Feb. 2, 2015	Application received as Complete and circulated. Public Planning Meeting held on February 25, 2015. Public Planning Meeting held on September 21, 2015. Zoning By-law Amendment Application refused by Council at the Public Planning Meeting. Owner appealed Applications to OMB. Appeal allowed by OMB, Interim Order Issued on August 10, 2016. Awaiting final Site Plan submission to prepare Site Plan Agreement.	Jeff Healey Ext. 4349
31.	David Frattaroli 14288 Yonge Street Brutto Consulting Attn: Matt King 905-761-9890 Files: SUB-2014-04 & ZBA-2014-08	Draft Plan of Subdivision and Re-Zoning Applications for nine (9) townhouse units and two (2) semi-detached units.	Sept. 29, 2014	Application received as complete and circulated. Comments provided to Applicant. Public Planning Meeting held March 25, 2015. Awaiting 2 nd Draft Plan of Subdivision Submission.	Glen Letman Ext. 4346
32.	P.A.R.C.E.L S/W Corner of Yonge & Elderberry Trail Weston Consulting Attn: Mark Emery 905-738-8080 Ext. 240 File: SP-2014-07	A Site Plan Application to facilitate a wellness living and health centre, 20 unit adult living facility and doctor's residence.	Oct. 8, 2014	Application received as complete and circulated. Second submission comments provided to Applicant for review and resubmission. Awaiting third submission.	Glen Letman Ex. 4347

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
35.	<p>The Priestly Holding Corporation 125 Edward Street Hunter & Associates Limited Attn: Diana Mercier 416-444-8095 File: ZBA-2015-03</p>	<p>Zoning By-law Amendment to permit the existing use of the existing business and professional office building with By-law exceptions on the subject lands.</p>	<p>Apr. 23, 2015</p>	<p>Application received as complete and circulated. Comments provided to the Applicant. Public Planning Meeting held May 21, 2015. By-law approved May 10, 2016. Bylaw in effect. File Closed.</p>	<p>Lawrence Kuk Ext. 4343</p>
36.	<p>2352017 Ontario Inc. 1588 St. John's Sideroad Humphries Planning Group Inc. Attn: Rosemarie Humphries 905-264-7678 Ext. 244 Files: SUB-2015-02 & ZBA-2015-05</p>	<p>Zoning By-law Amendment and Draft Plan of Subdivision Applications to develop a 10 block business park and 10 ha EP on the 19.8 ha lands.</p>	<p>May. 29, 2015</p>	<p>Applications received as complete and circulated. Comments provided to the Applicant. Public Planning Meeting held November 16, 2015. Second Submission received and circulated.</p>	<p>Glen Letman Ext. 4346</p>
37.	<p>Green Storage Inc. 27 Allaura Blvd Attn: Al Azevedo 905-424-2947 File: SP-2015-07</p>	<p>Site Plan Application to construct a self-storage facility with four buildings with 8,596 m² gross floor area.</p>	<p>Jul. 13, 2015</p>	<p>Application received as complete and circulated. Comments provided to the Applicant. Second submission circulated for comments. Site Plan Application Approved by Council on</p>	<p>Marty Rokos Ext. 4350</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
38.	1525366 Ontario Ltd. 67 Industrial Parkway North AECOM Canada Ltd. Attn: Arthur Diamond 905-668-9363 Ext. 2212 File: SP-2015-05	Site Plan Application to build a 334 m ² addition and a new 156 m ² storage structure.	Jul. 27, 2015	October 25, 2016. <i>Site Plan Agreement being prepared.</i> Application received as complete and circulated. Comments provided to Applicant. Site Plan Application approved by Council on October 13, 2015. Site Plan Agreement sent to Applicant.	Marty Rokos Ext. 4350
39.	Ashlen Holdings Ltd. 13859, 13875, & 13887 Yonge St. Brutto Consulting Attn: Matthew King 905-761-5497 Ext. 225 Files: OPA-2015-03, ZBA-2015-08 & SUB-2015-04	Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision Application to develop 30 single detached dwellings.	Aug. 6, 2015	Application received as complete and circulated. Comments provided to Applicant. Public Planning Meeting held on November 30, 2015. Second Public Planning Meeting held on April 20, 2016. Official Plan Amendment and Zoning By-law Amendment refused by Council on June 28, 2016. Owner appealed Official Plan, Zoning By-law Amendment and Plan of Subdivision Applications to OMB.	Marty Rokos Ext. 4350

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
40.	<p>Carpino Construction Inc. c/o Treasure Hill Homes 15278 Yonge Street</p> <p>Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext.115</p> <p>Files: OPA-2015-04, ZBA-2015-10 & SP-2015-08</p>	<p>Official Plan Amendment, Zoning By-law Amendment and Site Plan Application to develop a 126 unit stacked townhouse development.</p>	<p>Aug. 20, 2015</p>	<p>Application received as complete. Comments provided to Applicant. Public Planning Meeting held November 25, 2015. Second Public Planning Meeting held March 30, 2016. Official Plan Amendment No. 9 (By-law 5862) Approved June 14, 2015. OPA 9 in effect. Zoning By-law 5873-16 approved July 12, 2016. By-law in effect. Site Plan Approved by Council July 12, 2016. Drafting Site Plan Agreement being prepared. Site Plan Agreement to be executed by the Mayor and Clerk.</p>	<p>Glen Letman Ext: 4347</p>
41.	<p>Charleville Developments Ltd. 45 Tyler Street</p> <p>Groundswell Urban Planners Inc. Attn: Kerigan Kelly 905-597-8204</p>	<p>Official Plan Amendment, Zoning By-law Amendment to develop a 68 unit condominium townhouse development.</p>	<p>Aug. 20, 2015</p>	<p>Application received as complete and circulated. Public Planning Meeting held May 25, 2016.</p>	<p>Lawrence Kuk Ext. 4343</p>

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
	Files: OPA-2015-02 & ZBA-2015-06				
42.	Small Steps Programs Inc. 138 Centre Street LARKIN+ Land Use Planners Attn: Matt Bagnall 905-895-0554 Files: ZBA-2015-11 & SP-2015-09	Zoning By-law Amendment and Site Plan Application to allow a day nursery use and develop a 103.2 m ² addition onto the existing 65.8 m ² building.	Aug. 27, 2015	Application received as complete and circulated. Comments provided to Applicant. Public Planning Meeting held on November 25, 2015. By-law approved on May 24, 2016. Site Plan Agreement executed . File Closed.	Marty Rokos Ext. 4350
43.	Grossi, Nunzio 7, 15, 19 Cousins Drive MPlan Inc. Attn: Michael Mannett 905 889-6309 File: ZBA-2015-12	Zoning Bylaw Amendment Application to allow four (4) new and one retained lots.	Sept. 8, 2015	Application received as complete and circulated. Comments provided to Applicant. Public Planning Meeting held on November 25, 2015. Second Submission received and circulated for comment. Comments provided to Applicant.	Marty Rokos Ext. 4350

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
44.	Frank Luciani 340 Ridge Road Brutto Consulting Attn: Matthew King 905-761-5497 Ext. 225 File: ZBA-2015-13	Zoning By-law Amendment Application to facilitate a severance on the subject lands, to create one (1) additional residential lot.	Sept. 23, 2015	Application received as complete and circulated. Comments provided to Applicant. Public Planning Meeting held January 27, 2016. Second Submission received and circulated for comment.	Jeff Healey Ext. 4349
45.	Brookfield Homes (Ontario) Aurora Ltd. 15778 Leslie Street Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext.115 Files: CDM-2015-01	Draft Plan of Condominium Application to allow 49 single detached dwelling units on a private condominium road.	Oct. 6, 2015	Application received as complete and circulated. Comments provided to Applicant. Draft Plan of Condominium Conditions of Approval approved by Council on January 26, 2016. Notice of Confirmation of Draft Plan of Condominium Approval issued Feb 18, 2016. Common Elements Condominium Agreement Executed and Registered. Final Condo Plan Registered YRCECP No. 1327.	Glen Letman Ext. 4346
46.	Metropolitan Square Inc. 180, 190 & 220 Wellington Street East MSH Ltd. Attn: Angela Sciberras 905-868-8230 Files: OPA-2015-05 & ZBA-2015-15	Official Plan Amendment, Zoning By-law Amendment to develop two (2) 10 – storey buildings for a total of 296 residential condominium units.	Nov. 6, 2015	Application received as complete and circulated. Public Meeting held January 27, 2016. Second Public Planning Meeting held June 29, 2016.	Lawrence Kuk Ext. 4343

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
47.	Kaitlin Estates Ltd, 15277 Yonge Street Kaitlin Corporation Attn: Kelvin Whalen 905-642-7050 File: CDM-2015-03	95 residential unit, 3 commercial Draft Plan of Condominium.	Dec. 22, 2015	Application approved at March 1, 2016 General Committee Meeting. Council approved the Plan of Condominium on April 2016.	Lawrence Kuk Ext. 4343
48.	2450290 Ontario Inc. 32 Don Hillock Drive A. Fazel Architect Inc. Attn: Alireza Fazel 416-444-5480 File: SP-2016-02	2 storey office building with a total gfa of 4,265 m2	Feb. 5, 2016	Application received and circulated for comment. Comments provided to Applicant and awaiting second submission.	Lawrence Kuk Ext. 4343
49.	MHJH Holdings Inc. 75 Eric T Smith Way Hallmark Design Build Attn: Scott Byers File: SP-2016-01	One storey industrial building with a total gfa of 3,611.5 m2	Jan. 25, 2016	Application received and circulated for comment. Comments provided to Applicant and awaiting second submission. Site Plan Application approved by Council on May 17, 2016. Site Plan Agreement being finalized.	Lawrence Kuk Ext. 4343

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
50.	BG Properties (Aurora) Inc. 14222, 14314, 14358 & 14378 Yonge Street Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 ext. 115 File: CDM-2016-03	42 Residential single detached dwelling units (Phase 1) Draft Plan of Condominium.	Apr. 25, 2016	Application received and circulated for comment. Draft Plan of Condominium conditions of Approval and Report scheduled for Nov. 15, 2016 General Committee.	Glen Letman Ext. 4346
51.	Leslie-Wellington Developments Inc. 1289 Wellington Street East Macaulay, Shiomi, Howson Ltd. Attn: Angela Sciberras 416.487.4101 ext. 309 Files: SUB-2016-01, OPA-2016-01 & ZBA-2016-03	Official Plan Amendment, Zoning By-law Amendment Application, and a Draft Plan of Subdivision Application to develop a residential subdivision. The Draft Plan of Subdivision proposes 145 lots for single detached dwellings and an Environmental Protection block.	May 6, 2016	Application received with addendum reports received on May 25, 2016 and circulated for comment. Public Planning Meeting held June 29, 2016.	Lawrence Kuk Ext. 4343

**PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
52.	FGKW Retirement Living Inc. 145 Murray Drive Fieldgate Properties Attn: Todd Cullen 416-221-3335 ext. 422 File: SP-2016-04	Rear addition to allow 78 additional retirement home suites/units on the subject lands.	May 20, 2016	Application received and circulated for comment. Site Plan Approved by Council on October 25, 2016.	Glen Letman Ext. 4346
53.	455 Magna Drive Inc. 455 Magna Drive Delta Urban Inc. Attn: Templar Trinaistich 905-660-7667 ext. 231 File: ZBA-2016-04	Temporary Use By-law to permit a Butcher Shop within the existing building on Magna Drive for a period of 3 years.	May 18, 2016	Application received and circulated for comment. Public Planning Meeting held June 29, 2016. By-law Approved by Council on September 27, 2016 File Closed.	Lawrence Kuk Ext. 4343
54.	Canadian Tire Corporation 14700 Yonge Street Hunter & Associates Ltd Attn: Diana Mercier 416-444-8095 File: ZBA-2016-05	Zoning By-law Amendment Application to allow a wider range of commercial uses.	June 3, 2016	Application received and circulated for comment. Public Planning Meeting held on September 28, 2016.	Marty Rokos Ext. 4350
55.	The Gathering Place of Aurora 210 Edward Street IBI Group Attn: Mike Crough 905-546-1010 ext. 2017 Files: OPA-2016-02 & ZBA-2016-06	Official Plan Amendment and Zoning By-law Amendment to allow a place of worship.	June 6, 2016	Application received and circulated. Public Meeting scheduled for December 15, 2016.	Marty Rokos Ext. 4350

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

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	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
56.	1428420 Ontario Limited. 22 & 26 Centre Street Urban & Rural Planning Consultants Attn: Peter J. Smith 416-409-4867 File: ZBA-2016-08	A Zoning By-law Amendment to permit 12 Row house units.	July 20, 2016	Application received and circulated.	Jeff Healey Ext. 4349
57.	Ballymore Building (South Aurora) 14452 Yonge Street Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Files: SUB-2016-02, ZBA-2016-09 & CDM-2016-04	Zoning By-law Amendment and Draft Plan of Subdivision for 40 single detached residential units.	Aug 11, 2016	Application received and circulated. Public Planning Meeting held October 26, 2016.	Glen Letman Ext. 4346
58.	1754260 Ontario Limited (Polo Club) 15286 & 15036 Leslie Street Groundswell Urban Planners Inc. Attn: Kerigan Kelly 905-597-8204 ext. 111 Files: OPA-2016-03, ZBA-2016-07	Official Plan Amendment and Zoning By-law Amendment for two (2) 6-storey apartment buildings that contain 150 units each for a total of 300 units with 2 levels of underground parking.	June 16, 2016	Application received and circulated. Public Planning Meeting held September 28, 2016.	Lawrence Kuk Ext. 4343

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

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OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
59. Markangel Real Estate Assets Inc. 55 Eric T. Smith Way Attn: Ilean and Josie Tait 416-648-2887 File: SP-2016-06	Site Plan Application for three (3) 4-storey buildings with 6,246.6 m ² total gross floor area.	Aug 16, 2016	Application received and circulated. Comments provided to Applicant.	Marty Rokos Ext. 4350
60. Shimvest Investments Ltd. Scrivener Drive 65M-4485, Block 161 Lindvest Attn: Edward Mak 416-373-7682 File: SP-2016-05	Site Plan Application for 11 townhouse and semi-detached dwellings.	July 19, 2016	Application received and circulated.	Marty Rokos Ext. 4350
61. Marie Debono 24 Larmont Street The Planning Partnership Attn: Bruce Hall 416-975-1556 ext. 234 Files: ZBA-2016-10, SP-2016-07	Zoning By-law Amendment and Site Plan Applications to allow an office in the existing building, parking on site.	Sept. 28, 2016	Application received and circulated.	Marty Rokos Ext. 4350

PLANNING APPLICATION STATUS LIST – FIGURE 3
December 6, 2016

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
62.	<p><i>Rob Worthman and Bernadette Cwenar 19-21 Machell Avenue Templeton Planning Ltd. Attn: Gary Templeton 905-727-8672 File: ZBA-2016-11</i></p>	<p><i>Zoning by-law Amendment to rezone the subject lands from C2 to R5-XX exception zone to legalize two existing semi-detached dwelling units on two lots on the subject lands.</i></p>	<p><i>Nov. 2, 2016</i></p>	<p><i>Application received and circulated. Public Planning Meeting scheduled for December 15, 2016.</i></p>	<p><i>Glen Letman Ext. 4346</i></p>



**Town of Aurora
Community Recognition Review
Advisory Committee Meeting Minutes**

Date:	Tuesday, October 25, 2016
Time and Location:	2 p.m., Council Chambers, Aurora Town Hall
Committee Members:	Councillor Tom Mrakas (Chair), Councillor Sandra Humfryes (Vice Chair) (arrived 2:29 p.m.), Steven Hinder, Tim Jones, Brian North, and Jo-anne Spitzer
Members Absent:	Diane Buchanan
Other Attendees:	Councillor John Abel, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Shelley Ware, Supervisor, Special Events, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 2:15 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 Tim Jones

Seconded by Brian North

That the agenda as circulated by Legislative Services be approved.

Carried

Community Recognition Review Advisory Committee Meeting Minutes
Tuesday, October 25, 2016

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3. Receipt of the Minutes

Community Recognition Review Advisory Committee Meeting Minutes of June 14, 2016

**Moved by Councillor Humfryes
Seconded by Jo-anne Spitzer**

That the Community Recognition Review Advisory Committee meeting minutes of June 14, 2016, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. 2017 Awards Event Details – Update and Discussion

Staff and Committee members discussed various aspects of the 2017 Community Recognition Awards event including date, location, program, theme, potential link to Canada 150, award categories, nomination process, networking, timing, sponsorships, advertising, food and refreshments, and task assignment. It was agreed that the next Awards event will be held on May 29, 2017, in the Council Chambers at Town Hall.

Committee members agreed to hold a Working Group session, to further discuss the arrangements in detail, within the next couple of weeks.

**Moved by Councillor Humfryes
Seconded by Steve Hinder**

1. That the comments of the Committee regarding the 2017 Awards Event Details – Update and Discussion be referred to staff for consideration.

Carried

Community Recognition Review Advisory Committee Meeting Minutes
Tuesday, October 25, 2016

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6. Informational Items

- 2. Extract from Council Meeting of June 28, 2016
Re: Community Recognition Review Advisory Committee Meeting
Minutes of June 14, 2016**

**Moved by Tim Jones
Seconded by Steve Hinder**

1. That the Extract from Council Meeting of June 28, 2016, regarding the Community Recognition Review Advisory Committee meeting minutes of June 14, 2016, be received for information.

Carried

7. New Business

None

8. Adjournment

**Moved by Brian North
Seconded by Steve Hinder**

That the meeting be adjourned at 2:59 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, November 2, 2016

Time and Location: 4 p.m., Leksand Room, Aurora Town Hall

Committee Members: Tyler Barker (Chair), John Lenchak (Vice Chair), and James Hoyes

Member(s) Absent: Gordon Barnes, Jo-anne Spitzer, and Councillor Sandra Humfryes

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

The Chair called the meeting to order at 4:17 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 Legislative Services be approved.

Carried

3. Receipt of the Minutes

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 2, 2016

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Accessibility Advisory Committee Meeting Minutes of October 5, 2016

Moved by James Hoyes

Seconded by John Lenchak

That the Accessibility Advisory Committee meeting minutes of October 5, 2016, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Planner

Re: Site Plan Application (Submission #2)

**Joe Cara, 15132 & 15136 Yonge Street, Part of Lots 4 & 5,
Registered Plan 9, File No. SP-2013-05**

Staff provided background and an overview of the proposed site plan, and the Committee discussed aspects of the application, including access to living units and accessible washrooms.

Moved by John Lenchak

Seconded by James Hoyes

1. That the memorandum regarding Site Plan Application (Submission #2), Joe Cara, 15132 & 15136 Yonge Street, Part of Lots 4 & 5, Registered Plan 9, File No. SP-2013-05 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application (Submission #2) be considered by staff:
 - Request to encourage builder to consider providing accessible living units where possible, e.g., elevator access; and
 - Request to ensure that all public washrooms are accessible.

Carried

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 2, 2016

Page 3 of 5

**2. 2017 Draft Repair & Replacement Capital Project Referred from Special General Committee – 2017 Capital Budget Meeting of October 15, 2016
Re: Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation**

Staff provided background and the Committee discussed the proposed ramp access, accessible washroom, and other accessible features.

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

1. That Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation be received; and
2. That the Accessibility Advisory Committee recommend to Council:
 - a. That Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation be approved as an initial accessible feature; and
 - b. That an accessible entranceway with automatic door openers and an accessible universal washroom be approved; and
 - c. That additional accessible features to facilitate possible future uses of the building, including visual and audible building alert and alarm signals, be considered; and
 - d. That any future proposed renovation plans for Victoria Hall be submitted to the Accessibility Advisory Committee for review and comment.

Carried

**3. Memorandum from Accessibility Advisor
Re: Capital Accessibility Initiatives 2017-2023**

Staff provided a brief overview and update of items in the appendices to the 2017-2023 Accessibility Plan, and requested that Committee members consider and identify items that could be added to Appendix B as Recommended Accessibility Items, for further discussion at the meeting of December 1, 2016.

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 2, 2016

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

1. That the memorandum regarding Capital Accessibility Initiatives 2017-2023 be received for information.

Carried

6. Informational Items

4. **Extract from Council Meeting of October 25, 2016
Re: Accessibility Advisory Committee Meeting Minutes of October 5, 2016**

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

1. That the Extract from Council Meeting of October 25, 2016, regarding the Accessibility Advisory Committee meeting minutes of October 5, 2016, be received for information.

Carried

7. New Business

James Hoyes noted that there is an approximate lift of one inch between the sidewalk and asphalt surfaces on Industrial Parkway South from Wellington Street East.

Staff noted that the top coat of asphalt at the Joint Operations Centre remains incomplete, which will pose a physical barrier for the next year.

Tyler Barker suggested that a visit to the Abilities Centre, a fully accessible, multi-use facility in Whitby, would be worthwhile for Committee members. He proposed to also invite representatives of Activate Aurora and local officials of provincial and federal government.

Tyler Barker suggested contacting the Toronto Blue Jays organization to request that a number of free Blue Jays game tickets be made available during the 2017 National Access Awareness Week.

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 2, 2016

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Staff noted that member Gordon Barnes had suggested that there should be more collaboration between the Accessibility Advisory Committee and the Trails and Active Transportation Committee toward better access for non-motorized means of transportation and connectivity.

8. Adjournment

Moved by John Lenchak

Seconded by James Hoyes

That the meeting be adjourned at 6 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council at a later meeting.



**Town of Aurora
Heritage Advisory Committee
Meeting Minutes**

Date: Monday, November 14, 2016

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

Committee Members: Councillor Jeff Thom (Chair), Councillor Wendy Gaertner (Vice Chair), Neil Asselin (arrived 7:08 p.m.), Barry Bridgeford, Bob McRoberts (Honorary Member), Carol Gravelle (arrived 7:16 p.m.), James Hoyes (arrived 7:13 p.m.), and John Kazilis

Member(s) Absent: Martin Paivio

Other Attendees: Councillor Tom Mrakas, Marco Ramunno, Director of Planning and Development Services, Jeff Healey, Planner, and Samantha Kong, Council/Committee Secretary

The Chair called the meeting to order at 7:04 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 Kazilis
Seconded by Councillor Gaertner**

That the agenda as circulated by Legislative Services, with the following additions, be approved:

Heritage Advisory Committee Meeting Minutes
Monday, November 14, 2016

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- Delegation (a) Larry Ghegin, Applicant, and Joan Burt, representing Oaklane Home Building; Re: Item 1 – HAC16-015 – Heritage Permit Application, 70-72 Centre Street, File Number NE-HCD-HPA-16-09
- Delegation (b) Tina Motavalli Haghighi and Farshad Ahmadzadeh, Applicants; Re: Item 3 – HAC16-017 – Heritage Permit Application, 82 Centre Street, File Number: NE-HCD-HPA-16-10

Carried as amended

3. Receipt of the Minutes

Heritage Advisory Committee Meeting Minutes of October 17, 2016

**Moved by Bob McRoberts
Seconded by John Kazilis**

That the Heritage Advisory Committee meeting minutes of October 17, 2016, be received for information.

Carried

4. Delegations

- (a) Larry Ghegin, Applicant, and Joan Burt, representing Oaklane Home Building
Re: Item 1 – HAC16-015 – Heritage Permit Application, 70-72 Centre Street, File Number NE-HCD-HPA-16-09**

Ms. Burt provide an overview of the subject property and indicated that the Applicant proposes to demolish the mudroom located at the rear of 70 Centre Street. She indicated that the removal of the structure would not affect the main structure as it is not structurally connected.

**Moved by Councillor Gaertner
Seconded by Barry Bridgeford**

That the comments of the delegation be received and referred to Item 1.

Carried

Heritage Advisory Committee Meeting Minutes
Monday, November 14, 2016

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- (b) Tina Motavalli Haghighi and Farshad Ahmadzadeh, Applicants
Re: Item 3 – HAC16-017 – Heritage Permit Application, 82 Centre Street,
File Number: NE-HCD-HPA-16-10**

Ms. Motavalli Haghighi indicated that she and Mr. Ahmadzadeh have been working closely with staff to consider the comments from the Committee from the last meeting in regards to the previous Heritage Permit Application. They have submitted a new application to address the alterations to the front porch, and have offered \$1,800 to the Heritage Reserve Fund.

**Moved by John Kazilis
Seconded by Bob McRoberts**

That the comments of the delegation be received and referred to Item 3.

Carried

5. Matters for Consideration

The Committee consented to consider Item 3 following Item 1.

- 1. HAC16-015 – Heritage Permit Application, 70-72 Centre Street, File
Number: NE-HCD-HPA-16-09**

Staff indicated that the owner is seeking conformity to the Compliance Order that has been placed on the property. The Committee inquired if there was a door that provided access to the main structure from the mudroom, and if there were other outstanding Compliance Orders on the property. Staff confirmed that a door between the mudroom and main structure has been sealed shut, and that there are other orders on the property that are currently being addressed by the owner.

**Moved by Barry Bridgeford
Seconded by Bob McRoberts**

1. That Report No. HAC16-015 be received; and
2. That the Heritage Advisory committee recommend to Council:

Heritage Advisory Committee Meeting Minutes
Monday, November 14, 2016

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- (a) That Heritage Permit Application NE-HCD-HPA-16-03 be approved to permit the demolition of a 9.25m² accessory structure (mudroom); and
- (b) That, in the removal of the 9.25m² accessory structure, that the Owner minimize any damage to the main building

Carried

2. HAC16-016 – Request to Remove a Property from the Aurora Registrar of Properties of Cultural Heritage Value or Interest, 111 Metcalfe Street

Staff provided an overview of the subject property and stated that the owners are requesting to remove property from Registrar, with no intentions to demolish. The Committee inquired about how the heritage house co-exists in an industrial zoned area and expressed concerns about removing the property from the Registrar.

**Moved by Bob McRoberts
Seconded by Barry Bridgeford**

- 1. That Report No. HAC16-016 be received; and
- 2. That the Heritage Advisory Committee recommend to Council:
 - (a) That the property located at 111 Metcalfe Street **remain listed on** the Aurora Register of Properties of Cultural Heritage Value or Interest.

Carried as amended

3. HAC16-017 – Heritage Permit Application, 82 Centre Street, File Number: NE-HCD-HPA-16-10

Staff indicated that the owners revised their initial proposal to specifically address the concerns raised at the previous meeting in regards to the front porch. The Committee suggested the following revisions: the stone finish at the front porch be kept below deck, incorporate wood panelling above deck, reinstall one or more windows that were bricked in on the east elevation, and

the brick columns be maintained if possible or clad with wood if it was damaged.

**Moved by Neil Asselin
Seconded by Barry Bridgeford**

1. That Report No. HAC16-017 be received; and
2. That the Heritage Permit Application NE-HCD-HPA-16-10 be deferred to the next regular meeting of the Heritage Advisory Committee; and
3. That staff consider the comments provided by the Heritage Advisory Committee and work with the owners to revise the drawings and conditions of Heritage Permit Application NE-HCD-HPA-16-10.

Carried

6. Informational Items

4. Memorandum from Planner Re: Approval of Wood Plaque Applications, 85 Metcalfe Street

Staff provided an overview of the history of 85 Metcalfe Street and proposed that the wording for the wood plaque state: Worker's House, 1 of 6 similar homes financed by T.H. Lennox.

**Moved by Carol Gravelle
Seconded by John Kazilis**

1. That the memorandum regarding Approval of Wood Plaque Application, 85 Metcalfe Street, be received for information.

Carried

7. New Business

The Committee inquired if staff would be able to provide an information package to potential buyers or new owners of heritage properties and/or provide signage for the heritage district to increase awareness.

Heritage Advisory Committee Meeting Minutes
Monday, November 14, 2016

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**New Business Motion No. 1
Moved by Neil Asselin
Seconded by Barry Bridgeford**

1. That the Heritage Advisory Committee recommend to Council:
 - (a) That staff investigate opportunities for signage to identify the North East Heritage District.

Carried

The Committee inquired about receiving a list of all homes on the Registrar in the southeast quadrant. Staff stated that there is a comprehensive list available online as well as a map that illustrates all the properties.

The Committee expressed concerns about the brick colour that was used on the condominium development located at 15277-15291 Yonge Street, as it appears the structure is clad with a cream colour brick instead of a red brick that was illustrated on the renderings approved by Council.

8. Adjournment

**Moved by Carol Gravelle
Seconded by Barry Bridgeford**

That the meeting be adjourned at 9:26 p.m.

Carried

Committee recommendations are not binding on the Town unless otherwise adopted by Council at a later meeting.

Attachment 1 - Item 2 - Report No. HAC16-016 - Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest, 111 Metcalfe Street



**Town of Aurora
Heritage Advisory Committee Report No.HAC16-016**

Attachment 1

Subject: Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest
111 Metcalfe Street

Prepared by: Jeff Healey, Planner

Department: Planning and Building Services

Date: November 14, 2016

Recommendation

1. That Report No. HAC16-016 be received; and
2. That the Heritage Advisory Committee recommend to Council:
 - a) That the property located at 111 Metcalfe Street be considered for removal from the Aurora Register of Properties of Cultural Heritage Value or Interest; and
 - b) That future building elevations are subject to approval of Planning Staff to ensure the proposed new dwelling will maintain the heritage character of the area.

Executive Summary

The purpose of this report is to provide Council with direction from the Heritage Advisory Committee regarding the request to remove the property located at 111 Metcalfe Street from the Aurora Register of Properties of Cultural Heritage Value or Interest.

- The structure was constructed circa 1890 and is an example of a Victorian Gothic, Ell-shaped architectural style
- The owner does not intend to demolish the structure, but does intend to sell the property in the future
- The property is zoned General Industrial (M2) which permits a wide variety of industrial uses on the property, a new building will require appropriate planning approvals and will need to demonstrate heritage conformity

November 14, 2016

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Report No. HAC16-016

Background

The owner of the property located at 111 Metcalfe Street submitted an Application to request that the subject property be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest on October 28, 2016.

Provisions of the Ontario Heritage Act for delisting process

According to Section 27 of the *Ontario Heritage Act*, a Municipal Register of Cultural Heritage Value or Interest may include properties that have not been designated under the *Ontario Heritage Act*, but that the Council of a Municipality believes to be of cultural heritage value or interest.

The principal implication of properties non-designated and listed on the Aurora Register pertains to subsection 27. (3) of the *Ontario Heritage Act* where,

If property included in the register under subsection (1.2) has not been designated under section 29, the owner of the property shall not demolish or remove a building or structure on the property or permit the demolition or removal of the building or structure unless the owner gives the council of the municipality at least 60 days notice in writing of the owner's intention to demolish or remove the building or structure or to permit the demolition or removal of the building or structure. 2006, c. 11, Sched. B, s. 11 (2).

The purpose of providing Council with 60 days to determine the Notice of Intention is to provide time to determine whether or not the property should be designated under the *Ontario Heritage Act*. According to subsection 27(1.3) of the *Ontario Heritage Act*, the Council of a Municipality shall, before removing the reference to such a property from the Register, consult with its Municipal Heritage Committee.

Location

The subject property is located on the south side of Metcalfe Street between Berczy Street and Edward Street (see Attachment 1). The property is listed and non-designated on the Aurora Register of Properties of Cultural Heritage Value or Interest and can be described as a 1 ½ storey Ell-Shaped House. The construction date of the building cannot be determined, however the house was likely constructed circa 1890 (see Attachment 4).

Analysis

History of the Property

The first owner of the house was Asa Sider, who owned the house, but did not reside in the home. The house was sold to George Obee in 1894. George Obee worked for the Grand Trunk Railway and later worked for the Radial Railway (streetcar), which ran along Yonge Street Aurora, north towards Newmarket and Lake Simcoe. After the

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deaths of George Obee in 1917 and his wife Eliza Obee (nee. Knight) in 1923, the house passed into the ownership of their son Lindsay. Lindsay Obee was one of 9 children of George and Eliza Obee, he was identified as a shoemaker and a machinist. Lindsay Obee would continue to own the home until 1952 and passed away in 1954. Other notable residents after 1952 include W.J. Knowles & Mirriam Knowles, John McIlveen & Mary McIlveen, Allan Oster and Wm. F & Vera Heaney. The builder of the home is not known. For more information on the history of the property please find the letter prepared by Jacqueline Stuart (see attachment 4).

Heritage Features of the Existing Building

The existing building can be described as a 1 ½ storey structure with a gable roof. The architectural design of the house reflects an Ell-shape Victorian Gothic style. The front façade displays a single double hung window on the upper floor and a single bay window on the lower floor. It is noted that the bay window is not unique to the structure, the bay window previously featured two double hung windows on the first floor (see Figure 1). The front porch has been enclosed with vinyl siding, but still serves as the front entrance to the building. The building comprises of vinyl siding on all elevations, the original siding has likely been covered or removed. According to Cityview records, a rear addition was added to the building circa 1989. A yard shed is located at the rear yard of the property. Although a number of alterations have occurred to the property, the Ell-shape Victorian Gothic architecture of the building remains intact.



Figure 1: 111 Metcalfe Street circa 2003.

The neighbourhood comprises of Listed Heritage Properties

Metcalfe Street, between Berczy Street to the east and Edward Street to the west, encompasses a total of seven (7) properties, five (5) of which are listed on the Aurora Register of Properties of Cultural Heritage Value or Interest. The street can be described as a transition of residential uses to the west and industrial uses to the east towards Berczy Street. The primary architectural styles along this portion of Metcalfe

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Street, are Ell-shaped Victorian Gothic and Worker's House styles. It is noted that 102 Metcalfe Street is identical to 111 Metcalfe Street in architectural style, although many of the original elements such as the front porch and first storey windows remain unaltered. 102 Metcalfe Street has a wood plaque on the property (identified as the "Joseph Davis House, 1886").

Building Evaluation

The Evaluation Working Group met to perform an objective evaluation of the subject property on Wednesday November 2, 2016 (See Attachment 3). The Evaluation Criteria for assessing the cultural heritage value of cultural heritage resources have been developed by the Town in consultation with its Municipal Heritage Committee. As per Section 13.3 e) of the Official Plan, Priority will be given to designating all Group 1 heritage resources in the Register.

The purpose of the Evaluation is to identify the design/physical value, historical/associative value, and contextual value of the property as per Ontario Regulation 9/06, which outlines the criteria for determining cultural heritage value or Interest under the *Ontario Heritage Act* in order to conserve significant heritage resources.

The Evaluation found the subject property to score at the low end of Group 2, suggesting that the property is "significant, worthy of preservation".

According to the Heritage Evaluation Guide for buildings scored within Group 2:

- The designation of the building pursuant to the *Ontario Heritage Act* will be encouraged;
- The retention of the structure in its existing location is encouraged;
- Any development application affecting such a structure should incorporate the identified building; and
- Appropriate alternative uses for the building will be encouraged when necessary to ensure its preservation.
- A Letter of Credit may be required to ensure the protection and preservation of the building in connection with a redevelopment application.

The conservation of remaining physical attributes of the property would require formal designation under Part IV of the *Ontario Heritage Act*, making it necessary for owners to obtain Heritage Permits for proposed work.

The *Ontario Heritage Act* provides criteria for determining cultural heritage value or interest with Ontario Regulation 9/06. This Regulation requires that a building must exhibit significant design/physical, or associative, or contextual value to warrant designation. The Evaluation working group found the highest rated category for the building was to have Associative/ Historical value associative value, rated 55/100. Design/physical value for the building was rated 50/100. The contextual value for the building was rated 41/100.

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It is noted that the contextual value of the subject building was lower primarily due to the existing surrounding industrial uses. Although the property has historically been linked between industrial and residential uses, the existing industrial buildings do not contribute to the historical character of the neighbourhood.

Zoning By-law

According to the Town's Zoning By-law 2213-78, the property is zoned General Industrial (M2). The General Industrial Zone permits a wide variety of industrial uses including, but not limited to, warehouses, commercial self-storage facilities, motor vehicle body shops, offices (provided the use serves as part of a multi-unit premises), repair shops and transportation terminals. The property currently serves as a residential use, which is a non-conforming use according to By-law 2213-78. It is noted that a minor variance was approved by the Committee of Adjustment in 1988 to allow the construction of the rear addition for the non-conforming use.

No Concept Plan has been submitted by the Owners

The Owner's request is to remove the property from the Aurora Register as a non-designated 'listed' property. No plans for a new structure have been provided by the Owners to date. There is no immediate plan for the demolition of the structure and the Owners have indicated their intention to sell the property in the near future.

Due to the industrial zoning on the property, the property may be converted into an industrial use or remain as a non-conforming residential use. Should the existing house be demolished, a new residential building will require an amendment to the zoning by-law. A new industrial building will require site plan approval and appropriate amendments to the zoning by-law.

In the event that the property is removed from the Aurora Registrar and plans are submitted for demolition/ new construction, Planning Staff will work with the new owner on detailed aspects of the building during the site plan process. If the new owner decides to construct an industrial building, heritage conformity to adjacent heritage resources will be difficult to accomplish.

Financial Implications

There are no financial implications.

Communications Considerations

No Communication Required.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in objective Celebrating and Promoting our Culture.

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Alternatives to the Recommendation

1. Allow the application and recommend that the property be removed from the Aurora Registrar of Properties of Cultural Heritage Value or Interest.
2. Refuse the application and recommend that the property remain listed on the Aurora Registrar of Properties of Cultural Heritage Value or Interest.

Conclusions

After analysis of the existing structure and supporting documents, planning staff recommend that the structure remain as a Listed heritage property. The subject building was evaluated using the Town of Aurora Heritage Building Evaluation Guide and was rated in the low end of Group 2, which encourages the retention of the building as well as designation under the *Ontario Heritage Act*.

The Industrial zoning on the property creates an opportunity for a wide range of permitted uses on the property. Further planning approvals will be required should the building be demolished and replaced with a new residential or industrial use.

It is recommended that the proposed elevations are subject to approval of Planning Staff to ensure a future new dwelling will maintain the heritage character of the area. The request to remove 111 Metcalfe Street from the Registrar of Properties of Cultural Heritage Value or Interest be considered by the Heritage Advisory Committee.

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Attachments

Attachment #1 – Location Map

Attachment #2 – Heritage Resource Brief (2010)

Attachment #3 – Evaluation Working Group Score, 111 Metcalfe Street

Attachment #4 – Letter by Jaqueline Stuart, 111 Metcalfe Street

Previous Reports

None.

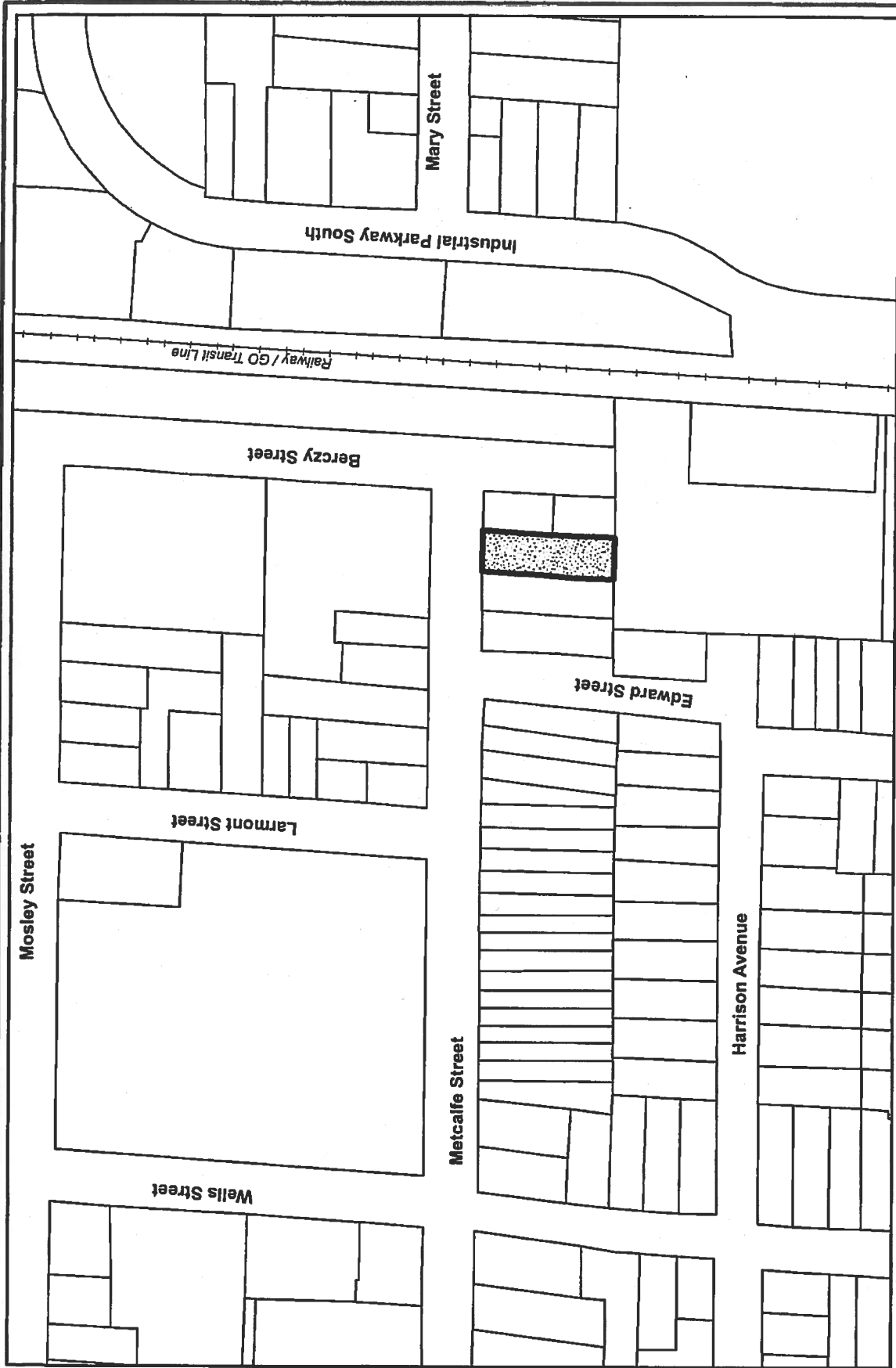
Pre-submission Review

Reviewed by the Chief Administrative Officer and Director of Planning and Building Services.

Departmental Approval



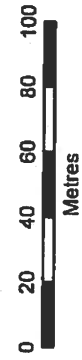
**Marco Ramunno
Director, Planning and Building Services**



LOCATION PLAN
HAC16-016
111 METCALFE STREET
ATTACHMENT 1




SUBJECT LANDS



Map created by the Town of Aurora Planning Department, October 26, 2016. Base Data Provided by York Region.

Attachment 2

**AURORA REGISTER OF PROPERTIES OF CULTURAL
HERITAGE VALUE OR INTEREST (Updated 2010)**

SITE	<p>Address: 111 Metcalfe Street Former Address: Legal Description: PLAN: 68 PART LOTS: 20, 21</p>
STATUS	<p>Current Use: Residence Original use: Residence Heritage Status: Listed By-law No. & Date: Official Plan: Urban residential Zoning: M2 (Industrial general) HCD: Plaques:</p>
PHOTOGRAPH	
KEY MAP	<p></p>

Attachment 3

HERITAGE BUILDING EVALUATION: SCORE SHEET

Municipal Address: <u>111 Metcalfe Street</u>					Group: <u>2</u>
Legal Description: _____		Lot: _____		Cons: _____	
Date of Evaluation: <u>Nov 2 /16</u>		Name of Recorder: <u>JH</u>			
HISTORICAL	E	G	F	P	TOTAL
Date of Construction	30	(20)	10	0	20 /30
Trends/Patterns/Themes	40	(27)	14	0	27 /40
Events	15	10	5	(0)	0 /15
Persons/Groups	15	10	(5)	0	5 /15
Archaeological (Bonus)	10	7	3	(0)	0 /10
Historic Grouping (Bonus)	10	7	(3)	0	3 /10
Construction Date (Bonus)	10				/10
HISTORICAL TOTAL					55 /100
ARCHITECTURAL	E	G	F	P	TOTAL
Design	20	13	(7)	0	7 /20
Style	30	20	(10)	0	10 /30
Architectural Integrity	20	(13)	7	0	13 /20
Physical Condition	(20)	13	7	0	20 /20
Design/Builder	10	7	3	(0)	0 /10
Interior (Bonus)	10	7	3	(0)	0 /10
ARCHITECTURAL TOTAL					50 /100
ENVIRONMENTAL					TOTAL
Design Compatibility	40	27	(14)	0	14 /40
Community Context	20	13	(7)	0	7 /20
Landmark	20	13	(7)	0	7 /20
Site	20	(13)	7	0	13 /20
ENVIRONMENTAL TOTAL					41 /100
SCORE	INDIVIDUAL		OLD AURORA		
Historical Score	X 40% = _____		55 X 20% = <u>11</u>		
Architectural Score	X 40% = _____		50 X 35% = <u>17.5</u>		
Environmental Score	X 20% = _____		41 X 45% = <u>18.45</u>		
TOTAL SCORE	<input type="text"/>		<input type="text" value="47"/>		
GROUP 1 = 70-100		GROUP 2 = 45-69		GROUP 3 = 44 or less	

Attachment 4

25 August 1988

Pamela Kuyt,
111 Metcalfe Street,
Aurora,
Ontario L4G 1E9

Dear Ms Kuyt:

At last. It is not fair that houses with addresses on Metcalfe Street should be on lots that legally are on Berczy Street, with the same lot numbers as adjacent lots on Metcalfe Street itself: it just leads to confusion and time-wasting!

Unfortunately, the complete absence or the incomplete state of some official records makes it impossible to pin down the date of the construction of your house. Of course, you may one day have the great good luck of your neighbour, Mrs. Fox, and find the date recorded in the house itself.

The lot, at that time composed of the easterly one hundred feet of lots 20, 21, and 22 which were planned to front on Berczy, was still vacant at the time of the assessment for 1889 taxation purposes (see enclosed notes). The assessment usually took place early in the taxation year. By the time of the 1892 assessment the house had been built and was occupied by tenant Richard Field, and still owned by Asa Sider. So, it would seem that your house was built in 1889, 1890, or 1891.

George Obee purchased the property in 1894. He worked for the Grand Trunk Railway and later for the radial railway, the electric line which ran from north Toronto through Aurora and on up to Lake Simcoe. George and his wife, the former Eliza Knight, had nine children! One of them was William (born 1884), whose only child was Grace Obee, who married F. Delroy Babcock, long-time principal of Aurora Public School/Wells Street School.

...2

2.

George Obee died in 1917. After his widow's death in 1923 the property passed into the hands of their son Lindsay. Lindsay, who married relatively late in life, died in his 68th year in 1954, two years after selling the Metcalfe Street house.

I have found nothing about the Knowles or the McIlveens. W. Frederick or Ted Heaney died in June of 1985. His wife's maiden name was Vera Willson, one of the huge family of Willsons whose most famous member was David, leader of the Children of Peace who built Sharon Temple. The Heaneys had two children: a girl, and a boy who died when only a few years old, in 1947.

I'm out of order here: I should have said above that I know nothing about Allan Oster, either!

I do hope that you find this information of interest.

Sincerely,



Jacqueline Stuart
Curator, Aurora Museum

From Abstract Index for Lot 20, west side Berczy Street, Plan 68, Aurora

<u>Instrument No</u>	<u>Inst. Date</u>	<u>Reg'n Date</u>	<u>Grantor</u>	<u>Grantee</u>	<u>Cons'n (\$)</u>	<u>Notes</u>
1819	B&S 9 Apr 1866	9 Jul 1887	Hy. M. Mosley <i>et al.</i> , executors	Asa Sider	100.00	west half of es half, <i>int. &</i>
2711	B&S 23 Jun 1894	26 Jul 1894	Asa Sider	George Obee	300.00	"
4146	Tax Deed 15 May 1911	10 Oct 1911	Corp. Town of Aurora	George Obee	60.00	lots 20,21,22
6579	Grant 15 Dec 1923	18 Sep 1924	heirs of Eliza Obee	Lindsay Obee	2000.00	east 100 feet, lots 20,21,22
8888	Grant 5 May 1943	17 Jan 1944	Lindsay Obee	Earl Attridge	50.00	east 50 feet, <i>int. &</i>
10901	Grant 28 Feb 1952	6 Mar 1952	Lindsay Obee	W J Knowles & Mirriam Knowles	v.c. + 1.00	east 100 feet less east 50 fee
11267	Grant 11 May 1953	29 May 1953	W J. & M. Knowles	John D. McIlveen & Mary M. McIlveen	v.c. + 1.00	"
12013	Grant 11 Jun 1955	15 Jun 1955	J.D. & M.M. McIlveen	W J. & M. Knowles	v.c. + 1.00	"
59820A	Grant 9 Jul 1962	31 Aug 1962	W J. & M. Knowles	Allan Oster	v.c. + 1.00	"
51771B	Renewal Agreement 18 Jul 1968	30 Jul 1968	Allan Oster	Wm. F. & Vera Heaney		
133671	Executors' Deed 29 Sep 1972	22 Feb 1973	Executors of Allan Oster	Wm. F. & Vere Heaney	v.c. + 1.00	west 50 feet of east 100 feet of lot (0L)
419669	Grant 19 Dec 1986		Estate of Wm. F. Heaney	Barbara Armstrong		"
429838	Grant 16 Apr 1987		Estate of Wm. F. Heaney	Barbara Armstrong		"
428941	Grant 16 Apr 1987		B. Armstrong	Pamela J. Kuyt		"

Note: All the above transactions also apply to lots 21 and 22 on the west side of Berczy Street.

Notes from Aurora assessment rolls re 111 Metcalfe Street

- 1888 Asa Sider, labourer, freeholder; non-resident (Markham); vacant lot, 1/4 acre; assessed value \$100
- 1889 as above
- 1890 names only listed: no details
- 1891 roll does not survive
- 1892 Asa Sider, farmer, freeholder; non-resident; tenant: Richard Field, agent; assessed value \$425
- 1894 Asa Sider, freeholder; tenant: Charles Hand, labourer, assessed value \$425
- 1899 George Obee, foreman, aged 51, freeholder; assessed value \$450
- 1910 George Obee, railway foreman, aged 62, freeholder; assessed value of land \$75, of building(s) \$375 (also owns vacant lot at corner of Metcalfe and Berczy)
- 1920 Mrs. Eliza Obee, widow, freeholder; tenant: Lindsay Obee; east part lots 20,21,22; assessed value of land \$600 (space for value of building not completed)
- 1930 Lindsay Obee, shoemaker, owner, assessed value of land \$600, of building(s) \$800
- 1940 Lindsay Obee, machinist, aged 53, owner; assessed value of land \$600, of building(s) \$800
- 1948 Lindsay Obee, gentleman, aged 59, owner



**Town of Aurora
Office of the Mayor**

Memorandum

Date: December 6, 2016
To: Members of Council
From: Mayor Geoffrey Dawe
Re: **Lake Simcoe Region Conservation Authority
Board Meeting Highlights – October 28, 2016**

Recommendations

1. That Council:
 - Receive the correspondence for information
 - Endorse the recommendations
 - Provide direction



Board Meeting Highlights

October 28, 2016

Announcements:

LSRCA Annual Conservation Awards

CAO Mike Walters reminded Board members that LSRCA's Annual Conservation Awards ceremony is being held on Thursday, November 3rd at Madsen's Gardens in Newmarket.

Beaver River Wetland Trail Ribbon Cutting Ceremony

CAO Mike Walters was pleased to advise that the Beaver River Wetland Trail ribbon cutting ceremony took place in Cannington on October 26th and marked the completion of the final eight kilometres of trail that now connects the communities of Uxbridge, Blackwater, Sunderland and Cannington. Township of Brock Board member Debbie Bath thanked staff and especially Brian Kemp and his passion for beautifying the Beaver River Wetland Trail.

LSRCA Annual Conservation Awards

CAO Mike Walters was pleased to announce that Influx Magazine recently featured LSRCA's David Lembcke and Bill Thompson in an article regarding salt in urban stormwater run-off. To read this article, please click the following link and proceed to Page 12: [Influx Magazine - Fall 2016](#)

Presentations:

LSRCA Landholding Assessment 2016

General Manager, Conservation Lands, Brian Kemp, provided the Board with a presentation on LSRCA's 2016 Landholding Assessment, noting that the purpose of this assessment is to provide account of all holdings, identify out-of-date records, and inform future land management decisions. He noted that at present, LSRCA owns, manages or holds easement over approximately 2,425 ha (5,992 ac) of conservation lands across the watershed, divided into 35 main conservation landholdings, embodying a range of landscapes, ecosystem types and recreational opportunities.

GM Kemp explained that this landholding assessment assists in moving towards a more sustainable approach to land management and that by identifying information gaps and developing a plan for populating and maintaining a complete and accurate record of all information, LSRCA will be better positioned to shift from a reactive to an active or proactive land management approach.

This presentation and the accompanying Staff Report No. 40-16-BOD contained a number of recommendations, the approval of which were deferred until the next meeting.

Aquatic Plants in Lake Simcoe

Limnologist, Brian, Ginn, provided the Board with a presentation on aquatic plants, noting that aquatic plants are any plants living above, below or on the water, they are naturally present in healthy lakes, and they are important for fish habitat plant species. Aquatic plants currently found in Lake Simcoe include coontail, Eurasian watermilfoil, and muskgrass and water soldier. LSRCA studies over 200 sites every five years, with recent years seeing the decrease in Eurasian watermilfoil and an increase in muskgrass. Dr. Ginn went on to explain that sunlight, water temperatures, water clarity and competition with other species all play a role in controlling aquatic plants. Invasive mussels contribute to water clarity. Zebra mussels were prominent in Lake Simcoe from 1991–1995 but were then overtaken by quagga mussels in later years. The impact of these changes on the lake was very complex and interconnected. Invasive mussels are filter feeders, so they take phosphorus from the water column and transfer it into the sediment in the near shore lake bottom. By doing so, the mussels are helping the aquatic plants to grow by creating a very fertile lake bottom. The enhanced water clarity also created by the mussels has allowed for great clarity and sunlight penetration, which is also contributing to an overabundance of aquatic plants. The plants die off in the fall and release nutrients when they decompose. During this process, valuable oxygen in the bottom waters is used up, which then impacts on the health of the coldwater fishery.

He explained that in order to manage aquatic plants, the underlying issues must be managed as well. Harvesting or removing plants is restricted by DFO and MNRF as the plants provide habitat for fish. Harvesting aquatic plants usually causes them to spread, and using herbicides to kill the plants can allow other plants such as algae to fill the void. In Ramara, treatment of the Lagoon City canals to kill all the aquatic plants resulted in a massive bloom of Cyanobacteria (blue green algae), which is toxic.

In conclusion, Dr. Ginn noted that ecological improvements are being seen in Lake Simcoe (nutrients, fish), and the best way to control aquatic plants is to limit nutrients to the lake. Regardless, improvements will take time.

Correspondence and Staff Reports:

Correspondence

The Board received a copy of a letter from the Honourable Catherine McKenna, Federal Minister of Environment and Climate Change regarding the continuation of funding for the Lake Simcoe/south-Eastern Georgian Bay Clean-up Fund.

Budget Status Report

The Board received Staff Report No. 41-16-BOD, prepared by Manager, Finance, Katherine Toffan, which provided the Board with a summary of revenues and expenditures for the period ending September 30, 2016, as they relate to the 2016 budget approved by the Board on April 29, 2016.

LSRCA Planning and Development Fees

The Board approved Staff Report No. 42-16-BOD prepared by General Manager, Planning & Development, Rob Baldwin, which sought the Board's approval on a new Planning and Development Fees Policy to be effective January 1, 2017. In keeping with LSRCA's Strategic Plan initiative for the Planning and Development program to be at 100% cost recovery on fees by 2019, this staff report recommended changes for a number of the fees.

Update – Conservation Authorities Act Review

The Board received Staff Report No. 43-16-BOD prepared by Chief Administrative Officer, Michael Walters, which provided an update on the Ministry of Natural Resources and Forestry's review of the *Conservation Authorities Act*.

Durham Regional Forest Standing Timber Sale

The Board approved Staff Report No. 44-16-BOD prepared by Manager, Forestry and Stewardship, Philip Davies, which recommended the tender for Durham Regional Forest standing timber sales be awarded to Gee's Lumber and Logging in St. Williams, Ontario.

Update - LSRCA Signing Officers

The Board approved Staff Report No. 46-16-BOD prepared by Chief Administrative Officer, Michael Walters, which sought to name Renee Jarrett, General Manager, Communications and Education, as a signing officer for LSRCA's account at the Bank of Nova Scotia. The appointment of the General Manager, Communications and Education as a signing officer replaces the General Manager, Corporate and Financial Services position, which is currently vacant.

For more information or to see the full agenda package and/or the presentations, please click the link below for LSRCA's Board of Directors' webpage: [LSRCA Board Meetings](#)