

Public Release
October 13, 2017



**Town of Aurora
Additional Items to
General Committee Meeting Agenda**

Tuesday, October 17, 2017
7 p.m., Council Chambers

- **Revised General Committee Meeting Agenda Index**
- **Item C7 – Memorandum from Mayor Dawe; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of September 22, 2017**
- **Item R6 – CS17-032 – N6 Initiative – Animal Shelter Services – Memorandum of Understanding**
- **Item R7 – CS17-033 – Animal Control Service**
- **Notice of Motion (b) Councillor Kim; Re: Tree Lighting Ceremony**
- **Notice of Motion (c) Councillor Humfries; Re: Reduction of Council Size**



**Town of Aurora
General Committee
Meeting Agenda (Revised)**

Tuesday, October 17, 2017
7 p.m., Council Chambers

Councillor Humfryes in the Chair

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Presentations

4. Delegations

5. Consent Agenda

Items listed under the Consent Agenda are considered routine or no longer require further discussion, and are enacted in one motion. The exception to this rule is that a Member may request for one or more items to be removed from the Consent Agenda for separate discussion and action.

Recommended:

That the following Consent Agenda Items, C1 to C7 inclusive, be approved:

- C1. Accessibility Advisory Committee Meeting Minutes of September 6, 2017**

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of September 6, 2017, be received for information.

C2. Heritage Advisory Committee Meeting Minutes of September 11, 2017

Recommended:

1. That the Heritage Advisory Committee meeting minutes of September 11, 2017, be received for information.

C3. Governance Review Ad Hoc Committee Meeting Minutes of September 12, 2017

Recommended:

1. That the Governance Review Ad Hoc Committee meeting minutes of September 12, 2017, be received for information.

C4. Governance Review Ad Hoc Committee Meeting Minutes of September 26, 2017

Recommended:

1. That the Governance Review Ad Hoc Committee meeting minutes of September 26, 2017, be received for information.

C5. Central York Fire Services – Joint Council Committee Meeting Minutes of May 16, 2017

Recommended:

1. That the Central York Fire Services – Joint Council Committee meeting minutes of May 16, 2017, be received for information.

C6. PBS17-077 – Town of Aurora Strategic Plan Workplan Update

Recommended:

1. That Report No. PBS17-077 be received for information.

C7. Memorandum from Mayor Dawe

**Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights of September 22, 2017**

(Added Item)

Recommended:

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of September 22, 2017, be received for information.

6. Consideration of Items Requiring Discussion (Regular Agenda)

R1. CS17-031 – Winter Parking Restrictions to Facilitate Snow Clearing

Recommended:

1. That Report No. CS17-031 be received for information.

R2. PRCS17-036 – Space Accommodation for 52 and 56 Victoria Street

Recommended:

1. That Report No. PRCS17-036 be received; and
2. That Council recommend that the 140 Aurora Air Cadet Squadron, the Aurora Bridge Club, and the Faith Fellowship Baptist Church be provided subsidization as outlined in this report; and
3. That an increase to the Aurora Senior Centre Operating Budget in the amount of \$10,000 to deploy staff to open and close the facility be approved.

R3. PRCS17-030 – Sports Field and Parks Use Policy Revisions

Recommended:

1. That Report No. PRCS17-030 be received; and
2. That the revised Sports Field and Parks Use Policy be approved.

**R4. PBS17-075 – Application for Draft Plan of Condominium
BG Properties (Aurora) Inc. (Phase 2)
14222, 14314, 14358 and 14378 Yonge Street
Part Lot 17, Plan 132, Part Lots 74 and 75
Con. 1, Part 1 65R-35902
File Number: CDM-2017-04,
Related File Numbers: SUB-2012-03, ZBA-2012-16, and
CDM-2016-03**

Recommended:

1. That Report No. PBS17-075 be received; and
2. That the Application for Draft Plan of Condominium CDM-2017-04 (BG Properties (Aurora) Inc.) (Phase 2) to permit the development of the subject lands for 153 single detached dwelling units, subject to the conditions outlined in Appendix 'A' of this report be approved; and
3. That the Mayor and Town Clerk be authorized to execute any Agreement(s) referenced in the Conditions of Approval, including any and all documents and ancillary agreements required to give effect to same.

R5. Summary of Committee Recommendations Report No. 2017-09

Recommended:

1. That Summary of Committee Recommendations Report No. 2017-09 be received; and
2. That the Committee recommendations contained within this report be approved.

R6. CS17-032 – N6 Initiative – Animal Shelter Services – Memorandum of Understanding

(Added Item)

Recommended:

1. That Report No. CS17-032 be received; and

2. That the Mayor and Town Clerk be authorized to execute a Memorandum of Understanding with the Towns of Newmarket, East Gwillimbury, and Georgina for the provision of Animal Shelter Services for a five-year term with an optional one-year extension; and
3. That the Director of Corporate Services be authorized to renew the agreement for an additional one (1) year period, pending an annual analysis and satisfactory performance review by the Director.

R7. CS17-033 – Animal Control Service

(Added Item)

Recommended:

1. That Report No. CS17-033 be received; and
2. That a new full-time Animal Control Officer position, and the attached Capital Project No. 24016 for Animal Control Start-up, be approved in advance of the 2018 Budget.

7. Notices of Motion

(a) Councillor Gaertner

Re: Review of Stable Neighbourhoods Policies

(b) Councillor Kim

Re: Tree Lighting Ceremony

(Added Item)

(c) Councillor Humfryes

Re: Reduction of Council Size

(Added Item)

8. New Business

9. Closed Session

10. Adjournment



100 John West Way
Box 1000
Aurora, Ontario
L4G 6J1
Phone: 905-727-3123 ext. 4746
Email: mayor@aurora.ca
www.aurora.ca

**Town of Aurora
Office of the Mayor**

Memorandum

Date: October 17, 2017
To: Members of Council
From: Mayor Geoffrey Dawe
Re: **Lake Simcoe Region Conservation Authority
Board Meeting Highlights of September 22, 2017**

Recommendation

That Council:

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



Board Meeting Highlights

September 22, 2017

Announcements:

a) Education and Outreach Vehicle

Members of LSRCA's Outreach Education team were pleased to show off their new hybrid vehicle that was provided through funding from the Lake Simcoe Conservation Foundation. The vehicle was acquired on a three-year lease and wrapped with engaging images and messaging to increase LSRCA's profile as it travels throughout the watershed. The addition of the new vehicle is helping to expand the geographic reach of the LSRCA's education and outreach programs to create a more connected and engaged watershed community.



LSRCA's Outreach Coordinator Dana Eldon and Outreach Educator Cassandra Connell were on hand to give Board members a first-hand look their new vehicle.

b) General Manager, Corporate & Financial Services

CAO Mike Walters was pleased to announce that Mark Critch has accepted LSRCA's offer of employment and will begin on October 2nd as General Manager, Corporate & Financial Services.

c) Low Impact Development (LID) Tour

CAO Mike Walters was pleased to announce that the first Stormwater Management Low Impact Development (LID) Tour took place on September 19th and was well attended by Council and staff of member municipalities. The tour took participants to four local demonstration sites where LID techniques and features have been incorporated to manage stormwater runoff. For more information on stormwater management practices, please contact Steve Auger, Manager Urban Restoration, 905-895-1281 or s.auger@lsrca.on.ca.

d) International Riversymposium

CAO Mike Walters was pleased to advise that LSRCA General Managers, Rob Baldwin and Brian Kemp, were currently in Australia representing LSRCA and presenting at the 20th International Riversymposium. He also announced that this year's Thies International Riverprize winner is San Antonio River in San Antonio, Texas. LSRCA was the proud winner of this prestigious award in 2009.

e) Specialist High Skills Major (SHSM) Program

Manager, Education, Nicole Hamley, provided Board members with the new brochure for the Specialist High Skills Major (SHSM) program, which allows students to focus their learning on a specific economic sector while meeting secondary school graduation requirements. She was pleased to note that this brochure has been distributed to six school boards across the Lake Simcoe watershed. For more information on this program, please click to following link: [LSRCA SHSM Program](#)



Presentations:

a) **George Barley Water Prize**

Sabrina Ternier, Research Analyst, Ontario Ministry of the Environment and Climate Change (MOECC), Environmental Innovations Branch, provided the Board with an overview of the George Barley Water Prize. She noted that her role at MOECC is to lead pilot projects and facilitate partnerships to test new ideas that drive better environmental outcomes in the water sector. Projects range from low impact development, resource recovery, competitions, and how stormwater can be regulated in the future.

The George Barley Water Prize is one such project, using innovative crowdsourcing to generate solutions to phosphorus pollution with an offer of prize money. With a \$10 million grand prize, the Everglades Foundation is partnering with MOECC on this competition for a huge opportunity to solve one of the world's water problems. Ms. Ternier outlined the four stages of the competition, noting that Stage 1 is now complete and saw over 75 entries. Stage 2 is the evaluation of entries and the selection of 10 finalists who will move on to the pilot stage, Stage 3, which will be conducted at the Art Janse Pumping Station in Holland Landing and will have the 10 finalists test their technology over three months to see their solution's ability to remove phosphorus in cold water climates.

For more information on the competition, please click this link: www.barleyprize.com

Correspondence and Staff Reports:

Correspondence

The Board received a memo from Conservation Ontario dated September 6, 2017 regarding Gilmor v. Nottawasaga Valley Conservation Authority.

Budget Status Report

The Board received Staff Report No. 37-17-BOD, prepared by Manager, Finance, Katherine Toffan, which provided the Board with a summary of revenues and expenditures for the period ending August 31, 2017.

Lake Simcoe Phosphorus Offsetting Program Draft Policy

The Board received Staff Report No. 38-17-BOD, prepared by Chief Administrative Officer, Mike Walters, regarding the Lake Simcoe Phosphorus Offsetting Program. The Board approved the Phosphorus Offsetting policy with an effective date of January 1, 2018.

Campaign Feasibility Study Final Report

The Board received Staff Report No. 39-17-BOD prepared by Lake Simcoe Conservation Foundation Executive Director, Cheryl Taylor, which provided the Board with the final report on the Campaign Feasibility Study for the Scanlon Creek Conservation Area Nature Centre.



Lake Simcoe Water Level Management – Trent-Severn Waterways

The Board approved Staff Report No. 40-17-BOD, prepared by Chief Administrative Officer, Mike Walters, which requested that LSRCA participate in a joint resolution with the Chippewas of Georgina Island First Nation and the Town of Georgina for submission to Parks Canada and the Ministry of Natural Resources and Forestry to enter into discussions regarding the current and future management of Lake Simcoe water levels.

Purchasing Policy -

Design, Installation and Commission of a 40kw Photovoltaic System at LSRCA's Administrative Offices

The Board approved Staff Report No. 41-17-BOD, prepared by Manager, Environmental Science and Monitoring, David Lembcke that sought the Board's approval to proceed with a contract with Solera to design, install and commission a 40kW photovoltaic system at LSRCA's administrative offices under the FIT 4.0 program.

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



**Town of Aurora
General Committee Report**

No. CS17-032

Subject: N6 Initiative – Animal Shelter Services – Memorandum of Understanding

Prepared by: Techa van Leeuwen, Director of Corporate Services

Department: Corporate Services

Date: October 17, 2017

Recommendation

- 1. That Report No. CS17-032 be received; and**
- 2. That the Mayor and Town Clerk be authorized to execute a Memorandum of Understanding with the Towns of Newmarket, East Gwillimbury and Georgina for the provision of Animal Shelter Services for a five year term with an optional one year extension; and**
- 3. That the Director of Corporate Services be authorized to renew the agreement for an additional one (1) year period, pending an annual analysis and satisfactory performance review by the Director.**

Executive Summary

The purpose of this report is to present Council with a Northern Four (N4) municipal partnership for the provision of animal shelter services and seek approval to execute a Memorandum of Understanding for said services. A separate report will be presented to Council regarding Animal Control Services.

- The consultant study commissioned by the N6 recommended a municipal collaboration model for shelter services and future partnership opportunities
- The N4 partnership is an initial step to a longer term goal of aligning animal control and shelter services within York Region
- A Memorandum of Understanding for a period of five years, with an optional one year extension, has been developed providing cost certainty and establishes a Management Board for the oversight of the agreement

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Report No. CS17-032

Background

The Ontario Society for the Prevention of Cruelty to Animals (OSPCA) has provided contracted animal control and shelter services to the Town since 2008. In September of 2015 Council approved a one year extension to the contract to allow staff to participate in an N6 Animal Control Shared Services initiative and a second one year extension was approved in 2016. The current contract with OSPCA ends December 31, 2017.

The Town of Georgina has provided Animal Shelter Services to the Town of Newmarket since 2001. In 2007, along with the municipalities of East Gwillimbury and Whitchurch-Stouffville, Newmarket entered into a five-year contract with Georgina for the provision of Animal Shelter Services. The contract provided for five, one-year extensions and the last extension year to that contract is complete in 2017. In staff's view, the current contract for shelter services and the municipal working relationship with Georgina has been positive and served the needs of their respective residents well.

In 2015, a Northern Six (N6) Animal Shelter Services Working Group was established at the direction of the N6 Chief Administrative Officers to undertake a study of potential options for Animal Shelter collaboration among the N6 municipalities of York Region. Georgina retained a consultant (AM FM Consulting Group Inc. "AM FM") to prepare a facility needs assessment study of the Georgina Animal Shelter and Adoption Centre. The study also included:

- Consultation with all municipalities in the Region of York and other neighbouring municipalities to determine interest in participating in joint animal shelter services;
- Consultation with private Animal Shelter Service providers to determine opportunities for partnership or to evaluate opportunities to contract the service to private business;
- Consultation with the Ontario Society for the Prevention of Cruelty to Animals (OSPCA) to determine interest in partnering for the provision of Animal Shelter Services;
- Identification of business models for the provision of animal shelter services including facility needs, established service levels and associated costs.

Analysis

The consultant study commissioned by the N6 recommended a municipal collaboration model for shelter services and future partnership opportunities

Upon completion of the study, AM FM identified numerous options, however the preferred model presented to the CAO's identified an immediate solution of maintaining the current municipal collaboration arrangement, with a longer-term model for

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consideration of seeking a partnership between the Vaughan and Georgina animal shelter facilities, which are the only municipally-run animal shelters in York Region.

This was identified as the most viable model to achieve efficiencies and potential cost savings by removing duplication and achieving economies of scale. Additionally, Georgina and Vaughan have established expertise in the delivery and management of animal shelter services, and a partnership could provide enhanced customer service and community outreach, mitigate risks through integrated business continuity and emergency preparedness and create cost savings through cooperative purchasing including shared veterinarian services.

The N4 partnership is an initial step to a longer term goal of aligning animal control and shelter services within York Region

At the present, the Georgina Animal Shelter services the towns of Georgina, East Gwillimbury and Newmarket. The Vaughan animal shelter services Vaughan, Whitchurch-Stouffville and King. The OSPCA currently services Aurora, Richmond Hill and Markham. Aurora's contract with the OSPCA is complete at the end of 2017, which presents an opportunity to align four of the N6 municipalities in a shared service agreement for a period whereby other municipal partnerships can be explored including the long-term model with Vaughan.

There are also further opportunities to improve and enhance animal services overall for the participating communities by aligning animal control services, wildlife services and education and pet licensing programs. These matters would all be further explored as part of the N4 agreement.

A Memorandum of Understanding for a period of five years, with an optional one year extension, has been developed providing cost certainty and establishes a Management Board for the oversight of the agreement.

The N6 CAOs and the Animal Shelter Working Group have agreed that a five year term contract (with an optional one year extension) between the Towns of Aurora, East Gwillimbury, Georgina and Newmarket is a partnership that will continue to provide efficiencies, service improvements and a level of cost certainty to all of the respective communities. The agreement establishes a Board of senior staff to oversee the agreement and identify additional opportunities for alignment of fees, by-laws, education and enforcement, and other potential municipal partners and/or facilities. The agreement also outlines animal shelter service standards.

Advisory Committee Review

N/A

Financial Implications

The financial model is based on a cost sharing model of fixed and actual usage contribution. 60% of the total costs are fixed (including salaries/benefits, training, cleaning supplies, clothing/uniforms, hydro/gas/water, insurance, telephone, office supplies/equipment and repairs, contracted services, building repairs/maintenance, bank charges and internet access) and are allocated equally amongst the participating municipalities. The remaining 40% are variable costs (including medical supplies, animal food, veterinary services, disposal of animals, advertising and travel/vehicle expenses) and are allocated based on each municipality's historical usage.

The agreement stipulates that the net shelter operations will be increased by 2% annually for inflation for the term of the contract.

The following represents the costs projected for the term of the agreement. Aurora is included at a transitional rate of \$122,400 for 2018 with the remaining costs being split proportionately between the other municipal partners. For years 2019 to 2022, Aurora is included at the full proportionate amount.

		East				
		Georgina	Gwillimbury	Newmarket	Aurora	TOTAL
2018	Net Shelter Operations	355,400	169,000	222,000	122,400	868,800
2019	Net Shelter Operations	347,200	164,400	216,400	158,100	886,100
2020	Net Shelter Operations	354,200	167,700	220,700	161,200	903,800
2021	Net Shelter Operations	361,300	171,000	225,100	164,500	921,900
2022	Net Shelter Operations	368,500	174,500	229,600	167,700	940,300
Total Over 5 Years:		1,786,600	846,600	1,113,800	773,900	4,520,900

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Report No. CS17-032

Staff are requesting that Council approve a single source with the Town of Georgina for a five year term (with an optional one year extension) for the provision of animal shelter services. Under Schedule "A" of the Town's Procurement By-law No. 5997-17, charges to and from other governmental bodies are exempt from the competitive procurement and purchase order requirements.

In this case, the Town of Georgina has the unique capability of providing animal shelter services to all of the N4 municipalities to ensure the consistency and standardization of the services provided throughout the northern York Region communities. This was ascertained through a review and analysis of shelter services study performed by AM FM.

The current 2018 Aurora budget to be presented to Council reflects this change in service delivery. The overall impact to the operating budget is a net savings of approximately \$60,000. A capital project and an additional staff position –related to Animal Control will be presented for pre-budget approval in a subsequent report.

Communications Considerations

Bylaw Services and Communications will work together to update the Town's website and all print material including education information regarding the Animal Control and Shelter Services. Communications will utilize all available channels, including social media, traditional media and advertising to ensure residents are aware of the change and what it means to them. Bylaw Services will also inform our pet licensing vendor Docupet to ensure all information on their website is accurate and reflects the change in service delivery.

Link to Strategic Plan

The recommendations in this report support the Community Goal of "Supporting an exceptional quality of life for all" by ensuring that we continue to seek innovative approaches and effective solutions that meet the needs of our community.

It also supports the strategic objective of "Strengthening the fabric of our community", specifically through the goal of exploring opportunities to further strengthen partnerships with neighbouring municipalities.

Alternative(s) to the Recommendation

1. Council could direct staff to issue an RFP for the provisions of animal control and/or shelter services. Animal control and shelter service providers are limited in this region. Going to RFP may increase service delivery costs.

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2. Council could direct staff to negotiate an extension to the current OSPCA contract.

Conclusions

The N6 Animal Shelter Services Working Group was established in 2015 to explore options for a municipal partnership. At this time the Northern Four being Aurora, Newmarket, East Gwillimbury and Georgina in consultation with the CAO's have agreed pending Council's approval, to enter into a five year term for the provisions of providing animal shelter services at the Georgina Animal Shelter and Adoption Centre.

A Management Board with representation from each of the four Municipalities will be established for the purpose of administering the requirements of the agreement and to explore further opportunities.

A supplementary staff report is being presented to address the issue of animal control for the Town of Aurora, as this municipal partnership is for animal shelter services only.

Attachments

N/A

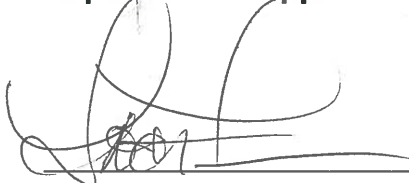
Previous Reports

N/A

Pre-submission Review

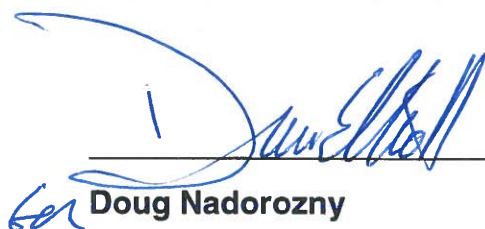
CAO Review - October 13, 2017

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. CS17-033

Subject: Animal Control Service

Prepared by: Techa van Leeuwen, Director of Corporate Services

Department: Corporate Services

Date: October 17, 2017

Recommendation

- 1. That Report No. CS17-033 be received; and**
- 2. That a new full-time Animal Control Officer position and the attached Capital Project 24016 for Animal Control Start Up, be approved in advance of the 2018 budget.**

Executive Summary

The current contract with the Ontario Society for the Prevention of Cruelty to Animals (OSPCA) for the provisions of animal control and shelter service ends December 31, 2017. The purpose of this report is to obtain early budget approval for the necessary resources to provide animal control and enforcement services in-house commencing January 1, 2018.

- The Municipal partnership as outlined in Report No. CS17-032 is for Animal Shelter Service only and does not include Animal Control and Enforcement.
- Bringing Animal Control and Enforcement in-house enhances accountability and better meets the needs of our community.
- Early budget approval is required to ensure we have the necessary resources to deliver animal control services within our community commencing January 1, 2018.
- The 2018 draft operating budget to be presented to Council reflects the new full time position and change in shelter service costs producing a net savings of approximately \$60,000.

Background

The Ontario Society for the Prevention of Cruelty to Animals (OSPCA) has provided contracted animal control and shelter services to the Town since 2008. In September 2015, Council approved a one year extension of the contract to allow staff to participate in an N6 Animal Control Shared Services initiative and a second, one year extension was approved in 2016. The current contract with OSPCA ends December 31, 2017.

Staff has been participating on the Animal Shelter Services Working Group and have agreed on the concept of a Northern Four (N4) partnership for the provisions of animal shelter services to be provided at the Georgina Animal Shelter and Adoption Centre as outlined in Report No. CS17-032 effective January 1, 2018. This requires the Town of Aurora to find an alternate service delivery model for animal control and enforcement.

Analysis

The Municipal partnership as outlined in Report No. CS17-032 is for Animal Shelter Service only and does not include Animal Control and Enforcement

A municipal partnership for the provision of shelter services commencing in 2018 will result in the Town of Aurora ending their service relationship with the OSPCA. The Town of Aurora Bylaw Services division is proposing to proceed with providing animal control and enforcement in-house. This will require Council approval for an additional full time Bylaw Officer dedicated to animal control and a capital project budget for the purchase of a vehicle, equipment and training.

A municipal partnership agreement establishes a Management Board of senior staff from each participating municipality. The mandate of the Board is to oversee the agreement and identify additional opportunities such as alignment of bylaws and fees, enhanced enforcement and education programs and review of other potential municipal partnerships and/or facilities.

Bringing Animal Control and Enforcement in-house enhances accountability and better meets the needs of our community.

The benefits to providing animal control and enforcement services within the Bylaw Services Division include:

- Increased accountability, control and performance

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Report No. CS17-033

- Enhanced community outreach and engagement
- More flexibility to respond to community needs through cross training
- Opportunities for innovative approaches to create a dog-friendly community
- Greater compliance with animal control and pet licensing bylaws

Early budget approval is required to ensure we have the necessary resources to deliver animal control services within our community commencing January 1, 2018

The 2018 budget request is for one full-time Animal Control Position and a Capital Project for a vehicle and the necessary equipment and training required to deliver Animal Control services within our community. In order to provide the lead time required for recruitment of staff and the acquisition of equipment, staff are requesting early budget approval. This will allow for a relatively seamless transition and minimal service disruption to our residents and will provide Bylaw Services with sufficient time during the winter months to develop an animal control strategy moving into the spring and summer months when there is increased animal-related activities.

Advisory Committee Review

N/A

Financial Implications

The N4 municipal partnership agreement for animal shelter identifies a five year cost model. Aurora is included at a transitional rate of \$122,400 for 2018 with the remaining costs being split proportionately between the other municipal partners. For years 2019 to 2022, Aurora is included at the full proportionate amount.

The 2017 OSPCA contract for animal control and shelter service is approximately \$276,000. If Council approves the municipal partnership and a full time Animal Control Officer at an annual rate of \$85,000, the total 2018 operating costs for animal control and shelter will be approximately \$217,400 which include \$10,000 for emergency call outs. This will result in a savings of approximately \$60,000 in operating costs. In 2019 through to 2022 the costs for animal shelter service will increase as Aurora will be included at its full proportionate amount but will continue to experience operating savings through this service delivery model.

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Report No. CS17-033

There is a 2018 Capital Project associated with this model in the amount of \$100,000 for a vehicle, equipment and specialized training. The 2018 operating budget to be presented to Council does include the additional full time position and the shelter service costs as presented in Report No. CS17-032. The overall impact to the operating budget is a net savings of approximately \$60,000 for animal control and shelter service combined.

Communications Considerations

Bylaw Services and Communications will work together to update the Town's website and all print material including education information regarding the Animal Control and Shelter Services. Communications understands that animal control is a topic of interest to many residents and is committed to using social media, traditional media and advertising to ensure residents understand the changes and the benefits to them. Bylaw Services will also inform our pet licensing vendor Docupet to ensure all information on their website is accurate and reflects the change in service delivery.

Link to Strategic Plan

The recommendations in this report support the Community Goal of "Supporting an exceptional quality of life for all" by ensuring that we continue to seek innovative approaches and effective solutions that meet the needs of our community.

It also supports the strategic objective of "Strengthening the fabric of our community", specifically through the goal of exploring opportunities to further strengthen partnerships with neighbouring municipalities.

Alternative(s) to the Recommendation

1. Council could direct staff to issue an RFP for Animal Control and/or shelter services. Animal control and shelter service providers are limited in this region. Going to RFP may increase service delivery costs.

Conclusions

Report No. CS17-032 recommends that Aurora enter into a five year municipal partnership with the Towns of Newmarket, East Gwillimbury and Georgina for the provision of Animal Shelter Services. The partnership does not include provisions for animal control and enforcement. Assuming Council approves the partnership staff is

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Report No. CS17-033

recommending that Animal Control be delivered in-house through Bylaw Services Division. This will require the approval of a full time animal control officer and the associated capital project. Staff is requesting early budget approval to ensure sufficient lead time for recruitment of staff and acquisition of equipment.

Attachments

Attachment #1 – 2018 Capital Project 24016 – Animal Control Start Up

Previous Reports

CS17-032 – N6 Initiative – Animal Shelter Services – Memorandum of Understanding

Pre-submission Review

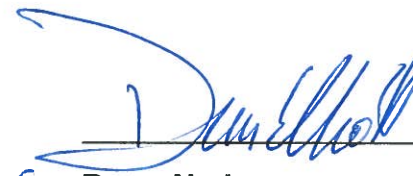
CAO Review – October 12, 2017

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Special General Committee

**2018 BUDGET Draft 1
Town of Aurora**

Saturday, October 14, 2017

Capital Projects

Project	24016 Animal Control Start Up		
Department	Corporate Services		
Version	Draft 1	Year	2018

Description
TARGET START DATE AND END DATE: Use format Q4 2017 - Q1 2018
Q1 2018 - Q4 2018
PROJECT DESCRIPTION:
Provide a brief overview of the project and include the key goals, objectives and performance measures.
As of January 01 2018, By-Law services intends to bring Animal Control in house and eliminate the yearly contract with the current provider. As a result there will be some initial start-up costs associated with equipment and training to ensure a seamless service delivery to the public. The goal of bringing Animal Control in house is to provide a higher level of service as has been requested by the public and to increase the level of accountability with Animal Control staff.
PROJECT JUSTIFICATION/CAPITAL SERVICE LEVEL IMPACT:
Provide the reasons the project should be approved and what will be the impact of the project to service levels.
The impact to the budget over 5 years will be expense neutral, however there is likely to be an increase in revenue as there will be a higher level of enforcement. Service levels will rise as there will be several back up officers available to assist the A/C officer, and there will be back up for vacations, sick time and training days. Hours of regular service would be extended outside of the current 8 am - 4 pm service hours. Having full time staff in house will insure better communication, accountability and will have a positive impact on the community.
PROJECT BENEFITS:
Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits.
Animal Control complaints are continually rising with the growth of the Town of Aurora. Having in house trained officer(s) will provide more visibility and joint patrols with other in house municipal officers will increase compliance. Cross training with an Animal Control Officer will also provide growth opportunities for staff interested in broadening their experience. Citizens with complaints would have easier access to officers and service delivery would be expedited as there would not be the delay that currently exists by forwarding calls to a contractor dispatch and the delay that it takes to get to a contracted officer.
IMPACT TO THE ORGANIZATION IF THE PROJECT WAS NOT APPROVED:
Please provide an explanation of what the outcomes would be if the project was not approved.
Failure to approve the project would mean that the Town would have to go to RFP for Animal Control and rely on standards of service delivery determined by another organization. These costs are continually rising and the Town has no option to review or tighten the budget.

	Budget							
	Total	2018	2019	2020	2021	2022	2023	Future
Expenditures								
Estimated Expenditures								
CONTRACTS	100,000	100,000						
	100,000	100,000						
Expenditures Total	100,000	100,000						
Funding								
Other Funding Sources								
GROWTH & NEW RES CONT'N	100,000	100,000						
	100,000	100,000						
Funding Total	100,000	100,000						
Total Over (Under) Funded								



Notice of Motion	Councillor Harold Kim
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Date: October 17, 2017

To: Mayor and Members of Council

From: Councillor Kim

Re: **Tree Lighting Ceremony**

Whereas the Tree Lighting Ceremony, held annually at Town Hall, is well known to be a Christmas Tree; and

Whereas, when the ceremony began in 2005, the word "Christmas" was not included for reasons unknown;

1. Now Therefore Be It Hereby Resolved That the annual "Tree Lighting Ceremony" be called the "Christmas Tree Lighting Ceremony" beginning with the 2017 Christmas season.



Notice of Motion	Councillor Sandra Humfryes
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Date: October 17, 2017

To: Mayor and Members of Council

From: Councillor Humfryes

Re: Reduction of Council Size

Whereas Council deemed it appropriate to undertake a review of the Town's governance model to ensure that it best serves the future needs of our residents; and

Whereas in the 2014 municipal election a question was put on the ballot asking voters if they were in favour of reducing the number of Aurora Councillors from eight (8) to six (6); and

Whereas nearly two-thirds of those who voted said they were in favour of reducing the size of Council; 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;

1. Now Therefore Be It Hereby Resolved That the composition of the Council of The Corporation of the Town of Aurora be changed from nine (9) members to seven (7) members, comprised of one (1) Mayor, who shall be the Head of Council, and six (6) Councillors; and
2. Be It Further Resolved That the change in the composition of Council come into force for the 2018 municipal election in accordance with the provisions of the *Municipal Act*; and
3. Be It Further Resolved That staff be directed to bring forward the necessary by-law prior to December 31, 2017, to change the composition of Council for The Corporation of the Town of Aurora from nine (9) members to seven (7) members, comprised of one (1) Mayor, who shall be the Head of Council, and six (6) Councillors.