



General Committee Meeting Agenda

**Tuesday, November 7, 2017
7 p.m.**

**Council Chambers
Aurora Town Hall**



**Town of Aurora
General Committee
Meeting Agenda**

Tuesday, November 7, 2017
7 p.m., Council Chambers

Councillor Humfries 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

- (a) Adrian Kawun, Manager, Transit Service Planning, YRT/VIVA
Re: 2018 Transit Initiatives**

4. Delegations

- (a) Angela Sciberras, MSH Planning, representing 2567086 Ontario Inc.
Re: Item R2 – PBS17-079 – Proposal for Zoning By-law Amendment
Application**

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 C8 inclusive, be approved:

C1. PRCS17-034 – Culture and Recreation Grant Semi-Annual Allocation for September 2017

(Information Report dated October 17, 2017, included on agenda per Member of Council request)

Recommended:

1. That Report No. PRCS17-034 be received for information.

C2. Finance Advisory Committee Meeting Minutes of September 27, 2017

Recommended:

1. That the Finance Advisory Committee meeting minutes of September 27, 2017, be received for information.

C3. Accessibility Advisory Committee Meeting Minutes of October 4, 2017

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of October 4, 2017, be received for information.

C4. Environmental Advisory Committee Meeting Minutes of October 5, 2017

Recommended:

1. That the Environmental Advisory Committee meeting minutes of October 5, 2017, be received for information.

C5. Governance Review Ad Hoc Committee Meeting Minutes of October 10, 2017

Recommended:

1. That the Governance Review Ad Hoc Committee meeting minutes of October 10, 2017, be received for information.

C6. Finance Advisory Committee Meeting Minutes of October 12, 2017

Recommended:

1. That the Finance Advisory Committee meeting minutes of October 12, 2017, be received for information.

C7. Heritage Advisory Committee Meeting Minutes of October 16, 2017

Recommended:

1. That the Heritage Advisory Committee meeting minutes of October 16, 2017, be received for information.

C8. IES17-038 – Award of Tender IES 2017-102 – Supply and Delivery of One 2018 Single Axle Dump Truck and One 2018 Dual Axle Dump Truck

Recommended:

1. That Report No. IES17-038 be received; and
2. That Tender IES 2017-102 for the supply and delivery of one single axle dump truck and one dual axle dump truck be awarded to Currie Truck Centre, in the amount of \$413,747, excluding taxes; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

6. Consideration of Items Requiring Discussion (Regular Agenda)

R1. FS17-053 – 2018 Central York Fire Services Budget for Aurora Comment

Presentation to be provided by Ian Laing, Fire Chief, Central York Fire Services

Recommended:

1. That Report No. FS17-053 be received; and
2. That the draft 2018 Central York Fire Services budgets as recommended for approval by the Joint Council Committee be supported.

R2. PBS17-079 – Proposal for Zoning By-law Amendment Application

Recommended:

1. That Report No. PBS17-079 be received; and
2. That Council accept the Zoning By-law Amendment Applications related to the following Zoning By-law Proposals:
 - (a) L&B Aurora Inc. (Northeast Corner of Wellington Street East and John West Way);
 - (b) 2567086 Ontario Inc. (100 Tyler Street & 34-46 George Street); and
 - (c) 2419059 Ontario Inc. (103, 107 & 111 Metcalfe Street).

R3. PRCS17-037 – Aurora Outdoor Christmas Market

Recommended:

1. That Report No. PRCS17-037 be received; and
2. That the framework presented in this report be endorsed; and
3. That staff report back to Council on the need for additional staff for Special Events/Communications in Q1 of 2018; and

4. That the Aurora Outdoor Christmas Market be included as an option in the 2018 Budget; and
5. That the Aurora Christmas Outdoor Market not be approved in 2017.

R4. FS17-046 – 2018 Operating Budget

Presentation to be provided by Dan Elliott, Director of Financial Services - Treasurer

Recommended:

1. That Report No. FS17-046 be received; and
2. That the 2018 draft Operating Budget be referred to Budget Committee for review at its scheduled meetings commencing November 18, 2017; and
3. That, following the completion of the Budget Committee reviews, the Treasurer bring forward a final budget approval report reflecting all adjustments recommended by the Committee.

R5. PBS17-078 – Town of Aurora Official Plan Workplan Update

(Information Report dated October 17, 2017, included on agenda per Member of Council request)

Recommended:

1. That Report No. PBS17-078 be received for information.

R6. CS17-036 – Pre-Budget Approval for the Hiring of an Elections Coordinator

Recommended:

1. That Report No. CS17-036 be received; and

2. That pre-budget approval for a full-time Elections Coordinator for a one-year contract position in advance of the final approval of the 2018 Operating Budget, be provided.

R7. IES17-035 – Winter Sand/Salt Storage Facility Door

Recommended:

1. That Report No. IES17-035 be received; and
2. That 2017 Capital Project No. 72311 – Installation of Sand/Salt Facility Door be approved; and
3. That a total budget of \$25,000 be approved for Capital Project No. 72311 to be funded from the Growth and New Reserve Fund; and
4. That staff be authorized to proceed with Capital Project No. 72311 – Installation of Sand/Salt Facility Door prior to the 2017/18 winter season.

R8. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan

Recommended:

1. That Report No. IES17-037 be received; and
2. That Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora’s Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes conditional on the Capital Project No. 42809 approval in the 2018 capital budget; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

R9. Summary of Committee Recommendations Report No. 2017-10

Recommended:

1. That Summary of Committee Recommendations Report No. 2017-10 be received; and
2. That the Committee recommendations contained within this report be approved.

7. Notices of Motion

(a) Councillor Abel
Re: Affordable Housing Plan

(b) Councillor Abel
Re: Aurora Pow-Wow 2018

8. New Business

9. Closed Session

10. Adjournment

System Performance Update and 2018 Transit Initiatives

Presentation to
Town of Aurora

Adrian Kawun
November 7, 2017



Agenda

1. System Performance
2. 2018 Transit Initiatives
3. Questions



Increasing
Business Effectiveness



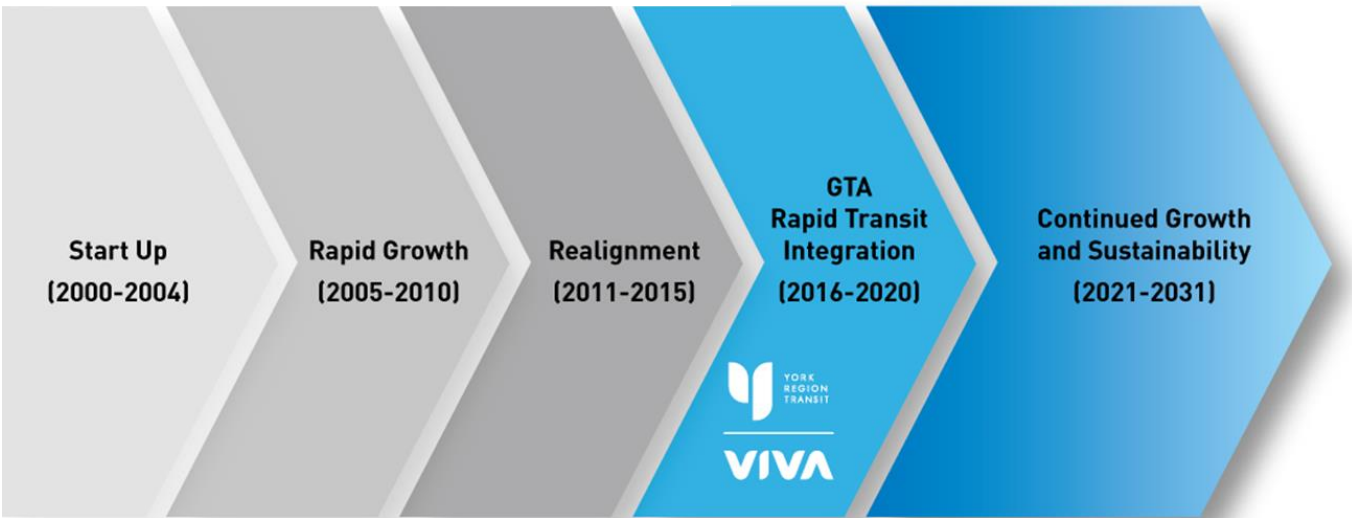
Enhancing
Traveller Experience



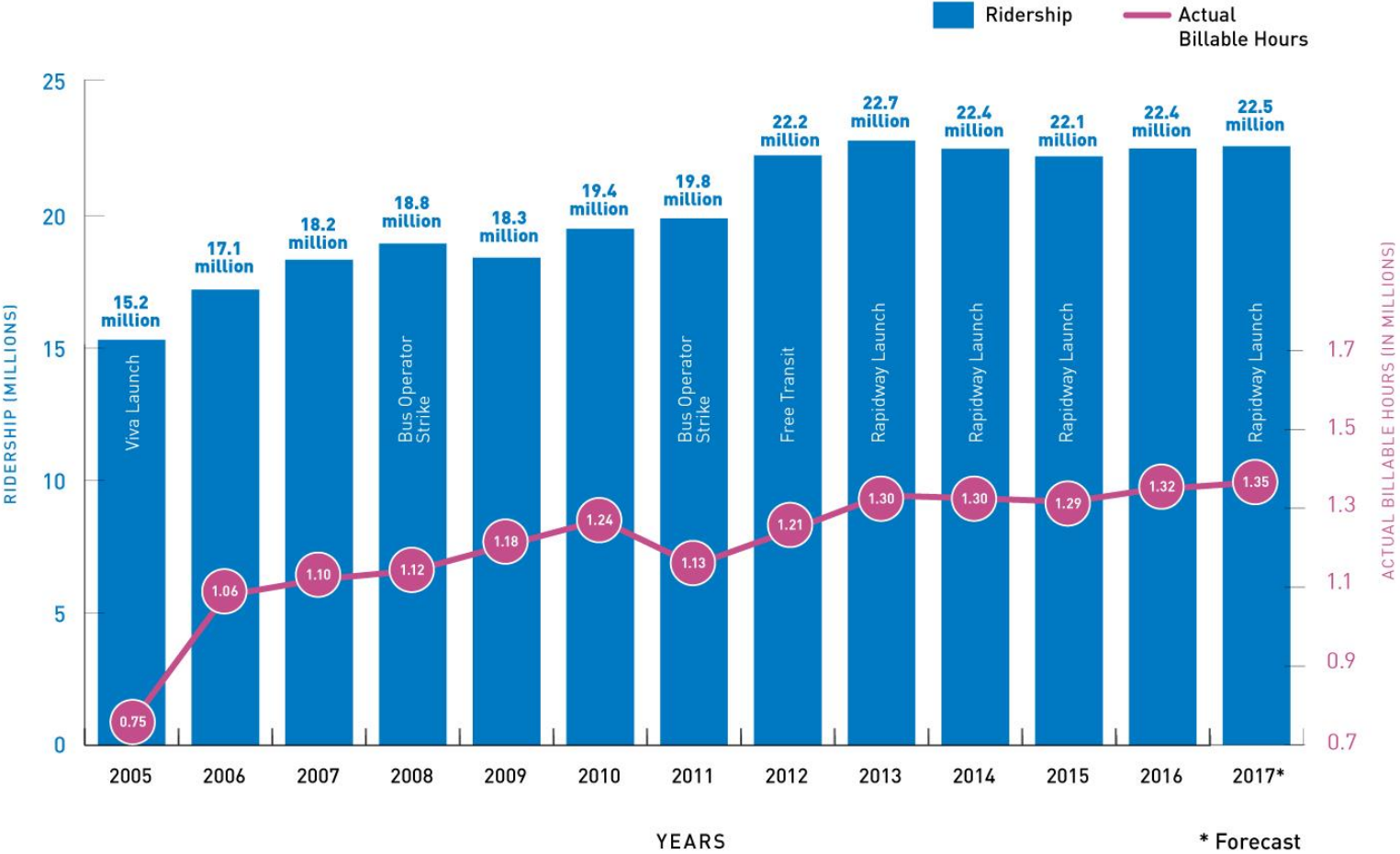
Building
System Improvements

MOVING TO 2020

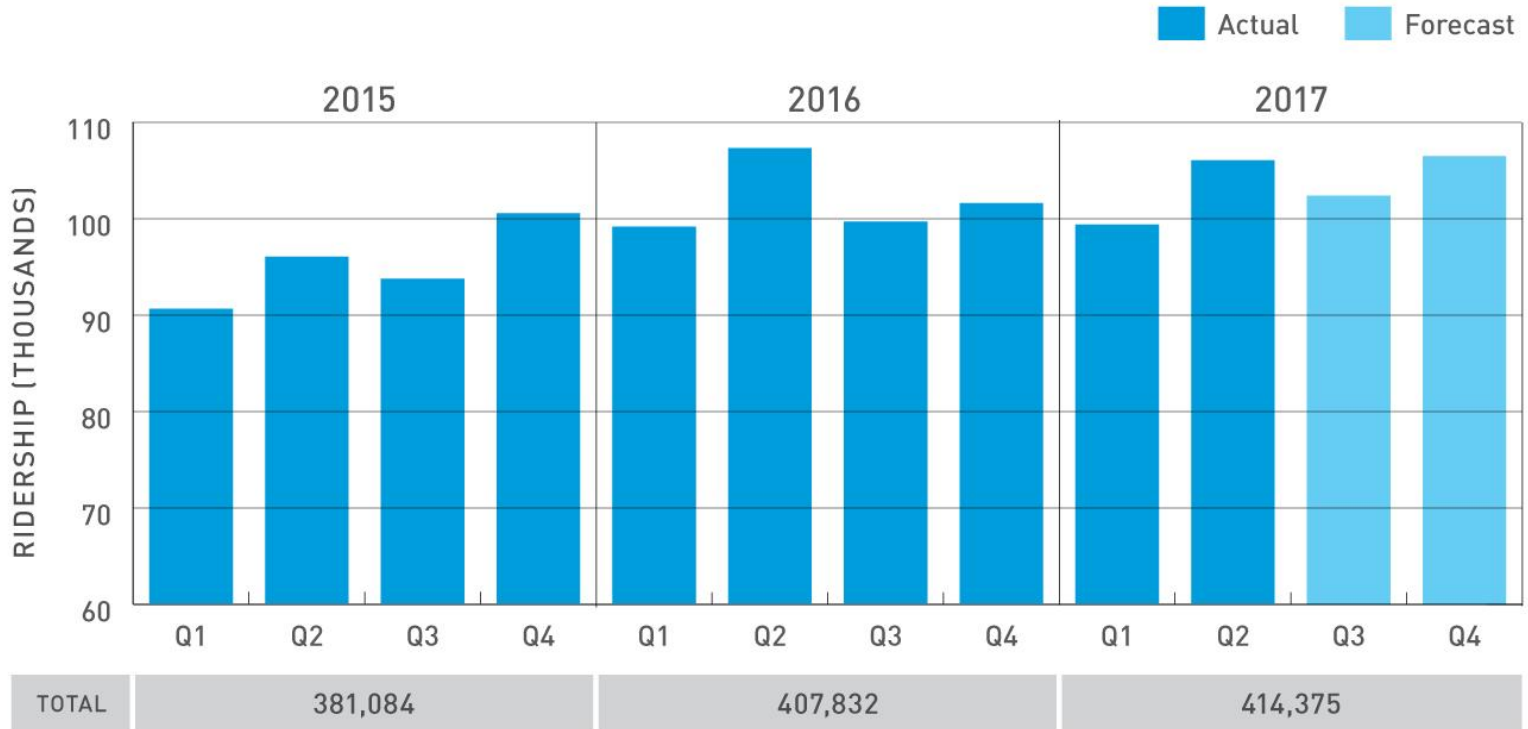
YRT/VIVA 2016-2020
STRATEGIC PLAN



Revenue Ridership

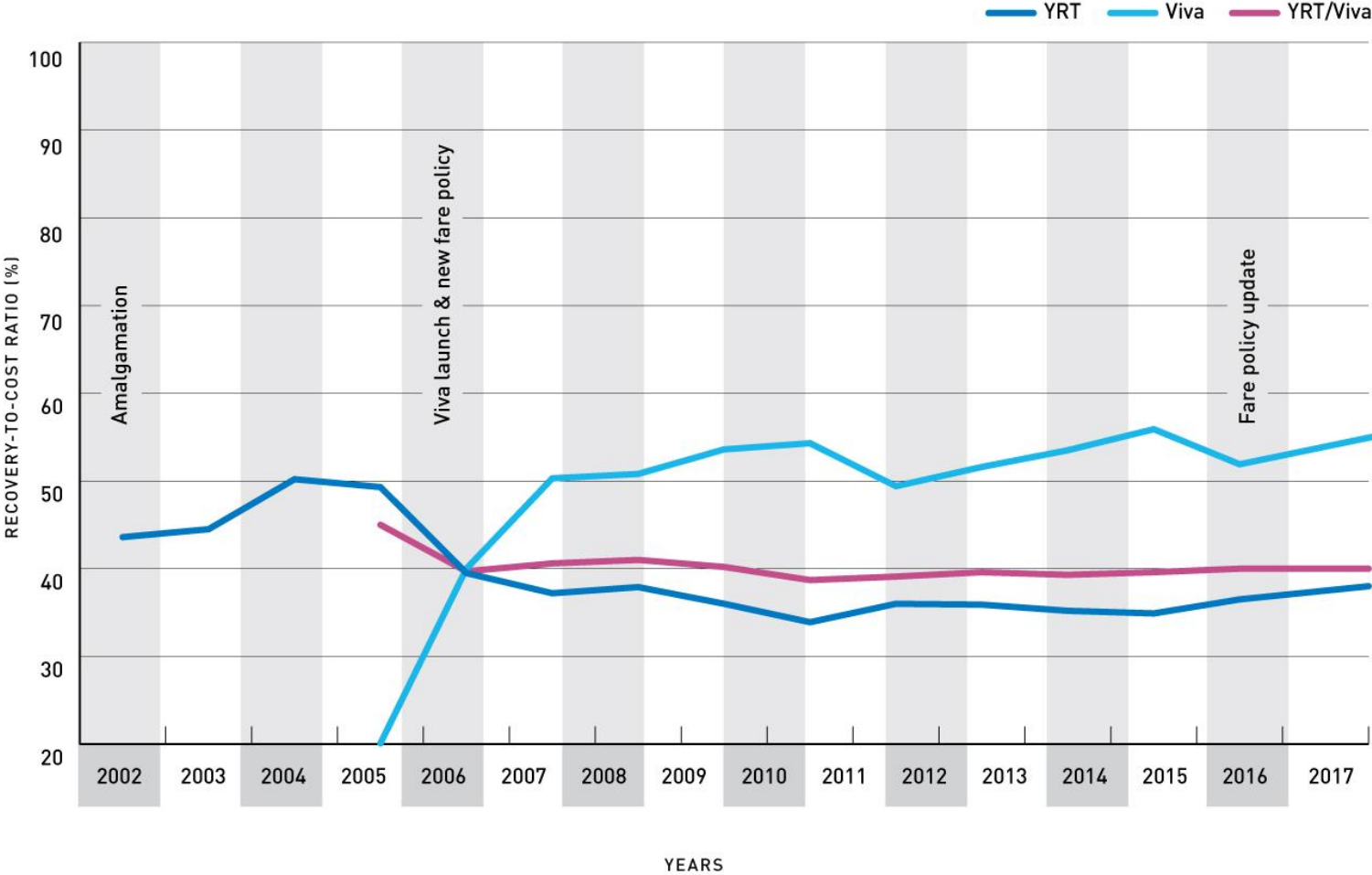


Mobility Plus Ridership

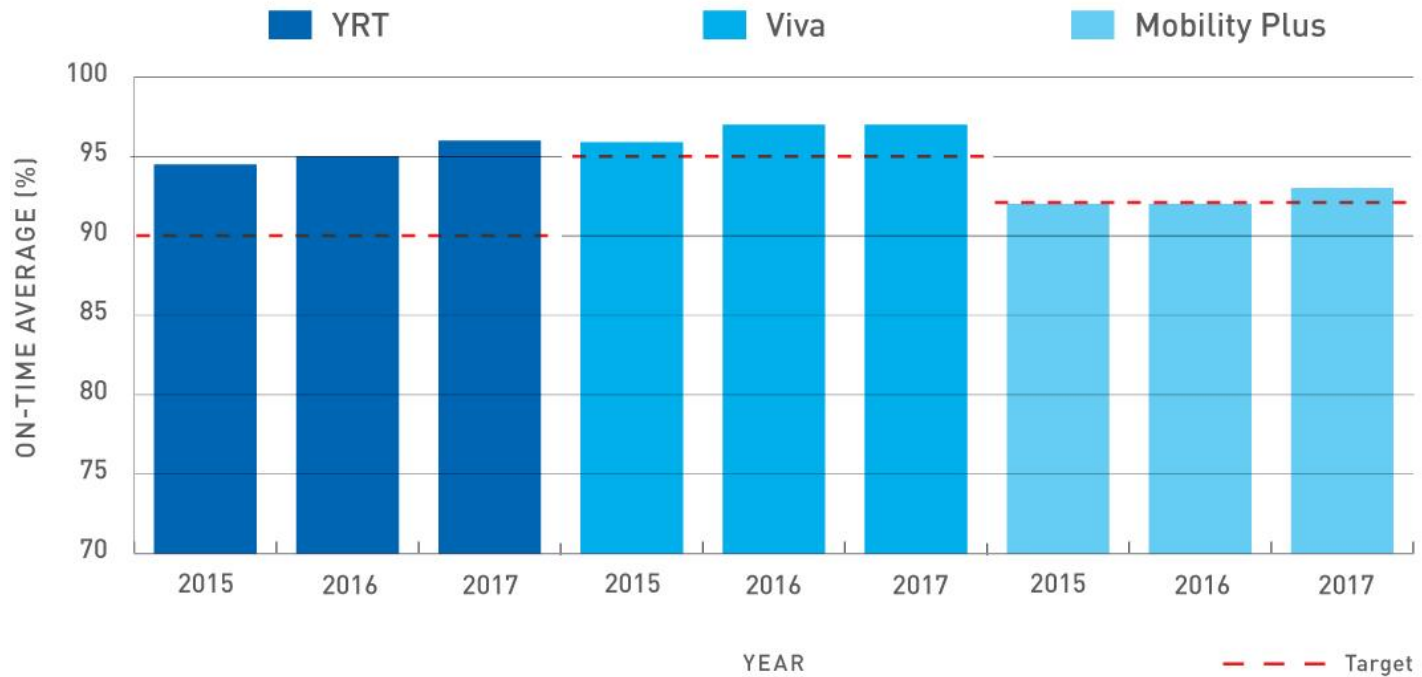


Mobility Plus ridership is expected to increase by two per cent in 2017

Revenue to Cost Ratio



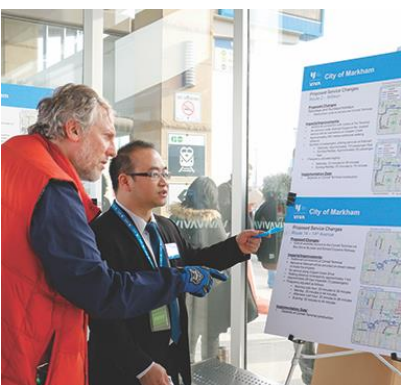
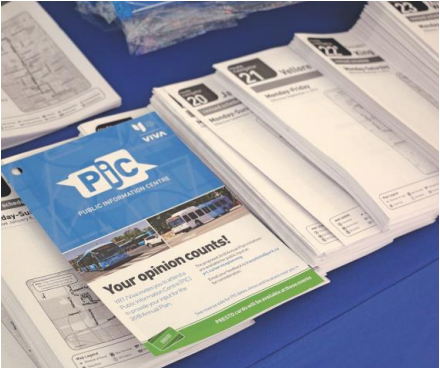
On-Time Performance



Continued reliability and quality service is YRT/Viva's focus

2018 Transit Initiatives





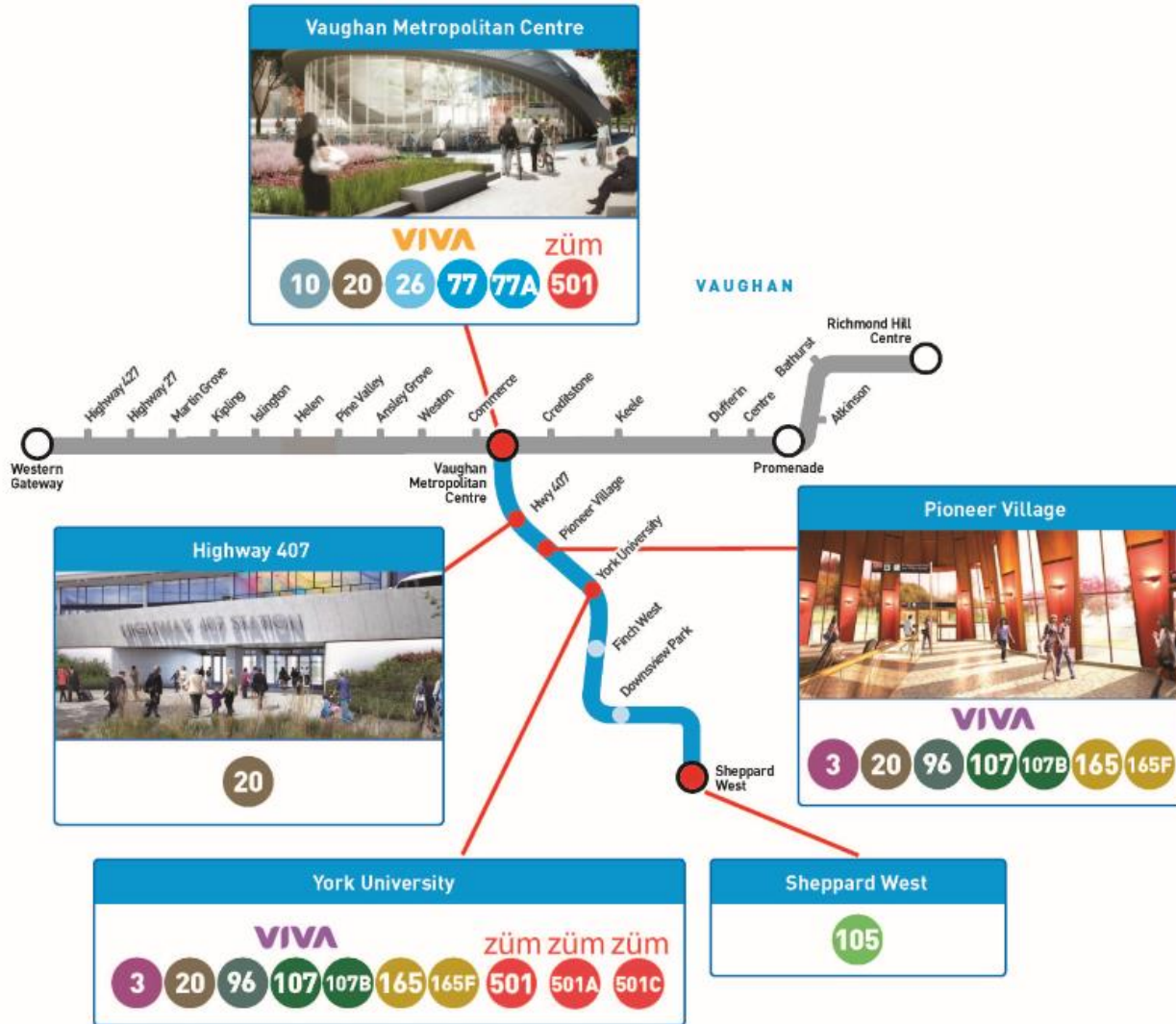
2018 Transit Initiatives

1. Toronto-York Spadina Subway Extension
2. Increased Traveller Capacity
3. Cornell Terminal
4. On-Demand Transit Strategy
5. Mobility Plus Cross-Boundary Service Enhancements

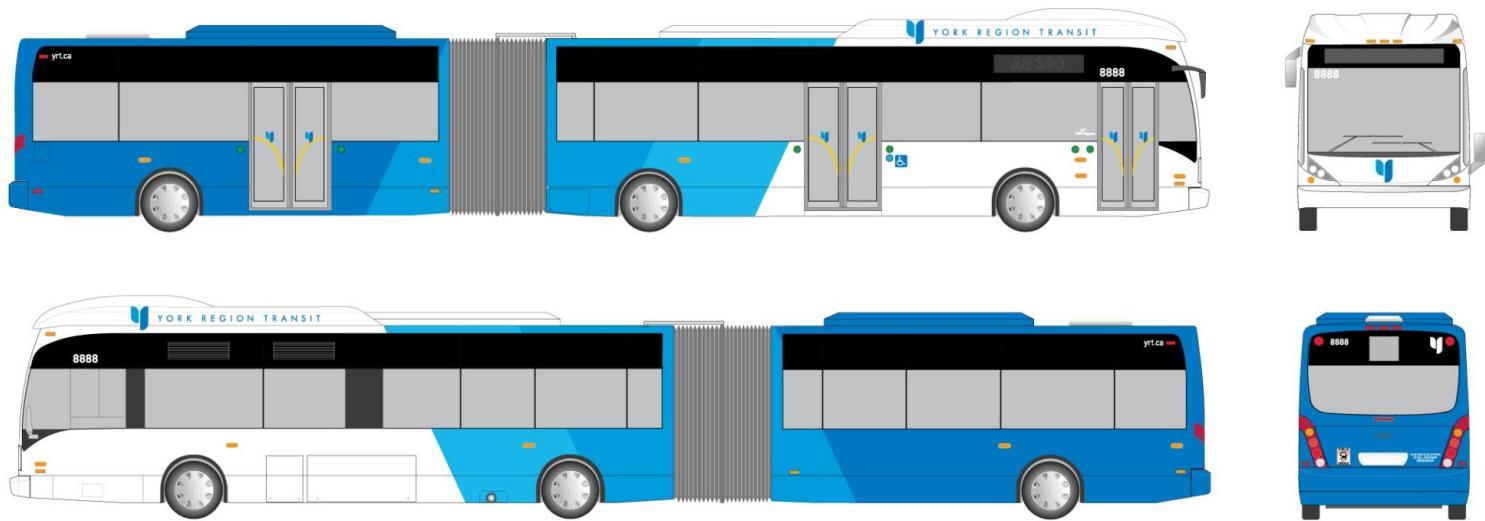


Thirty-four service changes are proposed in 2018;
each one supports the five key initiatives

Toronto-York Spadina Subway Extension



Increased Traveller Capacity



Operating 60-foot buses on high demand corridors is an efficient measure that also reduces the overall number of buses required

Cornell Terminal



Cornell Terminal will open in 2018 and would facilitate connections between GO Transit, Durham Region Transit and York Region Transit

On-Demand Transit Strategy



Travellers can request transit services when and where they need it

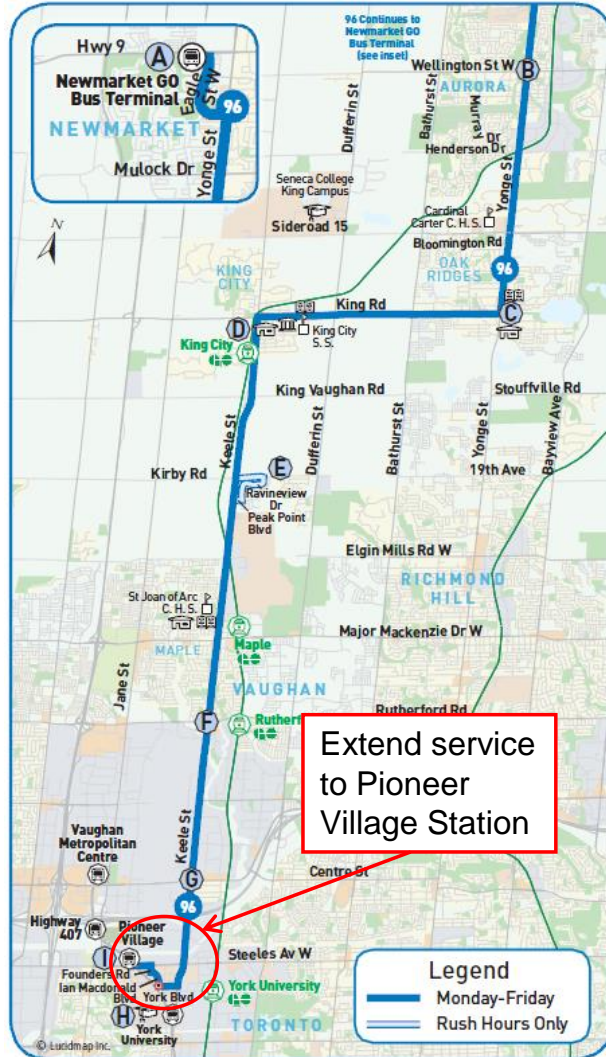
Mobility Plus Cross-Boundary Service Enhancements



Simplifies travel for clients while making more vehicles available for spontaneous travel

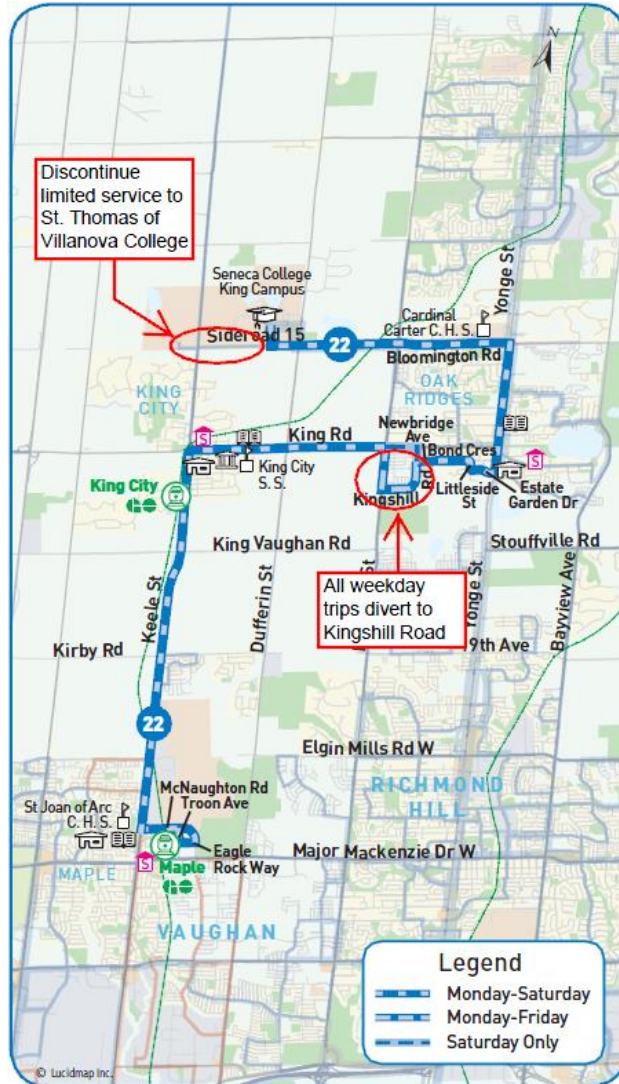
2018 Transit Initiatives Town of Aurora

Route 96 – Keele-Yonge

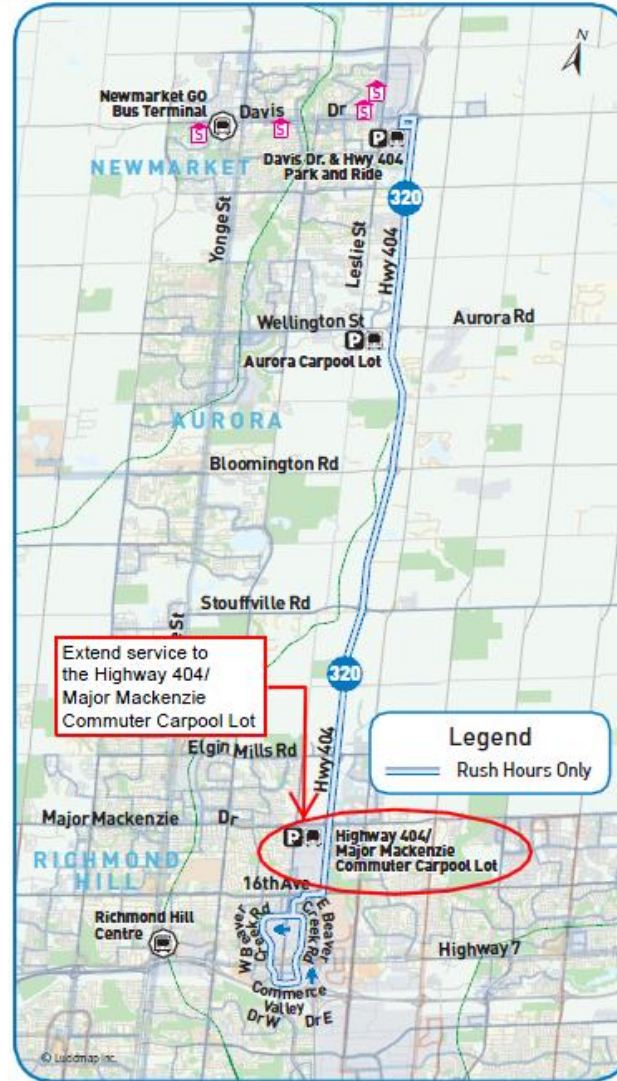


Extend service
to Pioneer
Village Station

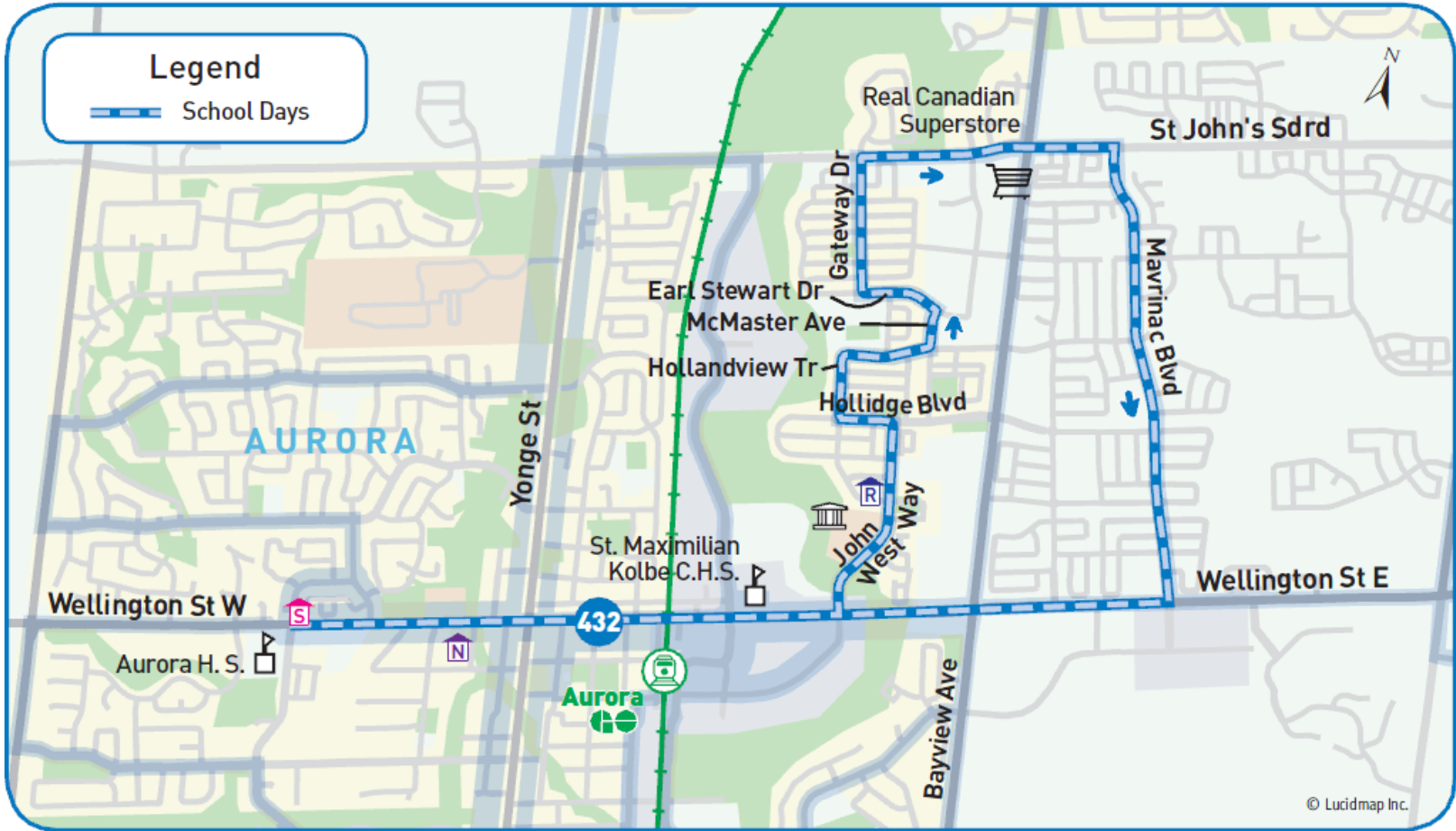
Route 22 – King City



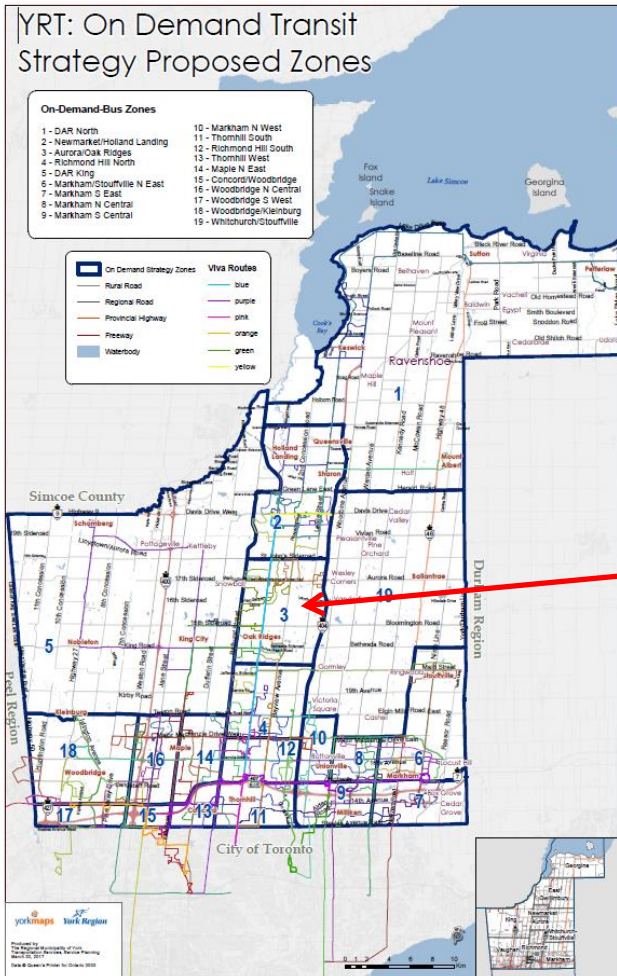
Route 320 – Newmarket-Beaver Creek Express



Route 432 – Aurora School Special



On-Demand Zone 3 – Aurora/Oak Ridges



Zone 3
Aurora/Oak Ridges



Questions





Legislative Services
905-727-3123
Clerks@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. Two (2) Days Prior to the Requested Meeting Date

Council/Committee/Advisory Committee Meeting Date: General Committee, November 7, 2017	
Subject: 100 Tyler & 34-46 George Streets	
Name of Spokesperson: Angela Sciberras c/o MSH Planning	
Name of Group or Person(s) being Represented (if applicable): 2567086 Ontario Inc. (Ms. Dolly Dossa), registered owner	
Brief Summary of Issue or Purpose of Delegation: Request to Council for Application Submission Permission for a Zoning By-law amendment and Site Plan Approval for the redevelopment of the subject site for a street townhouse development on a condominium road.	
Please complete the following:	
Have you been in contact with a Town staff or Council member regarding your matter of interest? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, with whom? Lawrence Kuk	Date: September/2017
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



**Town of Aurora
Information Report**

No. PRCS17-034

**Subject: Culture and Recreation Grant Semi-Annual Allocation for
September 2017**

**Prepared by: Allan D. Downey, Director of Parks, Recreation and Cultural
Services**

Department: Parks, Recreation and Cultural Services

Date: October 17, 2017

**In accordance with the Procedure By-law, any Member of Council
may request that this Information Report be placed on an upcoming
General Committee or Council meeting agenda for discussion.**

Executive Summary

The purpose of this report is to report on the semi-annual allocation of funds for the Culture and Recreation Grant. The total allocation for September 2017 is \$9,630 and is being distributed to:

- Great Canadian Songbook
- Central York Girls Hockey Association
- Aurora Minor Hockey Association
- Aurora United Church and Trinity Anglican Church
- St. Maximilian Kolbe Robotics Team
- Rotary Club of Aurora
- Aurora Community Band
- Terry Fox Foundation
- Aurora Garden & Horticultural Society
- Optimist Club of Aurora
- Music Aurora

Background

Each year Council allocates funds from the Operating Budget in support of the Culture and Recreation Grant. This Grant was combined with the former Arts & Culture Grant in 2010.

The Parks, Recreation and Cultural Services Department currently administers this Grant on a semi-annual basis. As per the Policy, applications are processed first in March and again in September of each calendar year.

Analysis

Breakdown of allocation

The Culture and Recreation Grant has been allocated a total of \$16,000 for 2017. For the September 2017 allocation seven applications were approved totalling \$9,630, as follows:

Organization / Individual	\$ Requested	Reason for Grant	GROUPS		
			1) Must be Non-profit and/or charitable organizations	ii) Must serve the residents of Aurora.	iii) Represent Aurora provincially, nationally or internationally
Great Canadian Songbook Event	\$1,000.00	Framing of one-of-a-kind and signed recycled vinyl for display at the Great Canadian Songbook Event (July 22) and Doors Open 2017	Yes	Yes	Yes
Central York Girls Hockey Association	\$1,000.00	Promote girls hockey and CYGHA / Aurora Panthers	Yes	Yes	Yes
Aurora Minr Hockey Association	\$950.00	Cost to put logo on icepads.	Yes	Yes	Yes
Aurora United Church and Trinity Anglican Church	\$340.00	To offset in the Joint worship service and BBQ for June 11, 2017 to be held at Aurora Town Park (Permit #1963)	Yes	Yes	No
FRC 4343 MaxTech Robotics Team	\$1,000.00	to assist with registration fees, marketing, building the robot and travelling to competitions.	Yes	Yes	Yes
Rotary Club of Aurora	\$1,000.00	To cover the cost of permit #1974 for Dance in the Park scheduled for July 1, 2017	Yes	Yes	No
Aurora Community Band	\$1,000.00	Expand services of the Aurora Community Band to develop a "Flex-Band" arrangement - pieces to be played with fewer instruments - this grant would allow them to acquire the necessary number of flex-band arrangements.	Yes	Yes	No
Terry Fox Foundation	\$340.00	To pay for permit #1970 for the use of Lambert Willson Park as part of their run.	Yes	Yes	Yes
Aurora Garden & Horticultural Society	\$1,000.00	AGHS celebrates its 100th anniversary in 2018 and would like to host a public flower show at the Cultural Centre - this grant would help offset costs to hold this event.	Yes	Yes	No
Optimist Club of Aurora	\$1,000.00	To cover the Optimist's share of costs for the Showcase Tournament and putting	Yes	Yes	No

		their logo on the ice.			
Music Aurora	\$1,000.00	Help Music Aurora to continue providing programming, further engaging and encouraging the participation of the community members in this growing and diverse municipality and also make further investment in the development of youth music programming, education and workshops.	Yes	Yes	No

Total -September 2017 \$9,630.00

Advisory Committee Review

None required.

Financial Implications

In 2017, \$16,000 has been allocated for the Culture and Recreation Grant program. A total of \$14,128.25 has been awarded in 2017, leaving a balance of \$1,871.75 to allocate for the remainder of the calendar year.

Communications Considerations

No communication considerations at this time.

Link to Strategic Plan

The allocation of funds for the Culture and Recreation Grant supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

Expand opportunities and partnerships that contribute to the celebration of culture in the community.

Alternative(s) to the Recommendation

None.

Conclusions

In accordance with the Culture & Recreation Grant Policy, staff have distributed the finds as noted within this report.

Attachments

None


Previous Reports

PRS17-016 Culture and Recreation Grant Semi-Annual Allocation for March 2017, May 2, 2017

Pre-submission Review

Agenda Management Meeting review on September 27, 2017.

Departmental Approval



Allan D. Downey
Director, Parks, Recreation and Cultural
Services

Approved for Agenda



Doug Nadrozny
Chief Administrative Officer



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

Date: Wednesday, September 27, 2017

Time and Location: 5:30 p.m., Holland Room, Aurora Town Hall

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

Member(s) Absent: None

Other Attendees: Doug Nadorozny, Chief Administrative Officer, Dan Elliott, Director of Financial Services/Treasurer, Jason Gaertner, Manager, Financial Planning, Karen Oreto, Financial Analyst, Tracy Evans, Financial Analyst, Budget, Samantha Yew, Deputy Town Clerk and Ishita Soneji, Council/Committee Secretary

The Chair called the meeting to order at 5:44 p.m.

1. Approval of the Agenda

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

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

Finance Advisory Committee Meeting Minutes
Wednesday, September 27, 2017

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3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of June 13, 2017

Moved by Mayor Dawe

Seconded by Councillor Kim

That the Finance Advisory Committee meeting minutes of June 13, 2017, be received for information.

Carried

4. Delegations

None

5. Consideration of Items

1. Review of Draft General Committee Report No. FS17-030 – Summary of Budget Consultation Meeting May 31, 2017

Staff gave an overview of the discussions from the previous meeting regarding the draft report. The Committee discussed the implications of the proposed Capital and Operating Budget requests. Staff noted that portions of the proposed Capital Budget requests were already incorporated for consideration in the draft Capital Budget Plan. Committee and staff further discussed the approval process of these requests.

Moved by Councillor Kim

Seconded by Mayor Dawe

1. That draft General Committee Report No. FS17-030 be received; and
2. That the comments and suggestions of the discussion regarding draft General Committee Report No. FS17-030 be referred to staff and that the report be brought forward to General Committee for approval.

Carried

2. FS17-042 – Summary of the Key Findings/Outcomes to Date Arising from the Finance Advisory Committee’s Rotating Annual Departmental Detailed Budget Reviews

Staff provided background to the report, outlining the findings of the Committee’s annual detailed budget review of three of the Town’s departments and the reporting framework. The Committee and staff briefly discussed the findings and agreed to include the report as part of the opening budget report to Budget Committee.

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

1. That Report No. FS17-042 be received for information.

Carried

3. FS17-040 – Budget Allocation 2018 – Cultural Partners

Staff provided background and an overview of the report, which outlines the designated budget allocation for the Town’s cultural partners.

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

1. That Report No. FS17-040 be received for information.

Carried

4. Walkthrough of the Online 2018 Citizen Budget Survey

**Motion to defer
Moved by Councillor Kim
Seconded by Mayor Dawe**

1. That the Walkthrough of the Online 2018 Citizen Budget Survey be deferred to the next Finance Advisory Committee meeting.

**Motion to defer
Carried**

5. Round Table Discussion: 2018 Operating Budget Pressures

Staff provided a detailed overview of how departmental budget targets are determined based on known allocated financial requirements and noted the effects of operating pressures on the target budget. The Committee and staff considered options that could help mitigate any target deficits, and agreed to discuss this matter further at a future meeting.

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

1. That the comments and suggestions of the discussion regarding 2018 Operating Budget Pressures be received and referred to staff for consideration and action as appropriate; and
2. That further discussion of this item be deferred to the next meeting of the Finance Advisory Committee.

Carried

6. Round Table Discussion: Next Meeting Dates

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

1. That the next Finance Advisory Committee meeting be held prior to the first 2018 Budget Committee meeting.

Carried

**7. Extract from Council Meeting of September 12, 2017
Re: Finance Advisory Committee Meeting Minutes of June 13, 2017**

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

1. That the Extract from Council Meeting of September 12, 2017, regarding Finance Advisory Committee meeting minutes of June 13, 2017, be received for information.

Carried

Finance Advisory Committee Meeting Minutes
Wednesday, September 27, 2017

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6. New Business

None

7. Adjournment

Moved by Councillor Kim

Seconded by Mayor Dawe

That the meeting be adjourned at 7 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



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

Date: Wednesday, October 4, 2017

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

Committee Members: Tyler Barker (Chair), John Lenchak (Vice Chair), James Hoyes, Gordon Barnes, Jo-anne Spitzer, and Councillor John Abel (departed 4:30 p.m.)

Member(s) Absent: None

Other Attendees: Chris Catania, Accessibility Advisor, and Nicole Trudeau, Council/Committee Secretary

The Chair called the meeting to order at 4 p.m.

1. Approval of the Agenda

**Moved by Gordon Barnes
Seconded by John Lenchak**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

Accessibility Advisory Committee Meeting Minutes
Wednesday, October 4, 2017

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3. Receipt of the Minutes

Accessibility Advisory Committee Meeting Minutes of September 6, 2017

Moved by Gordon Barnes

Seconded by James Hoyes

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

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Senior Policy Planner

Re: Site Plan Application, Time Development Group, 4 Don Hillock Drive, Lot 1, Registered Plan 65M-3974, (Northeast corner of Leslie Street and Don Hillock Drive), File Number: SP-2017-07

Staff provided an overview of the site plan application, and the Committee reviewed the site plan and drawings and discussed accessibility standards to be considered as part of the site plan application.

Moved by James Hoyes

Seconded by John Lenchak

1. That the memorandum regarding Site Plan Application, Time Development Group, 4 Don Hillock Drive, Lot 1, Registered Plan 65M-3974, (Northeast corner of Leslie Street and Don Hillock Drive), File Number: SP-2017-07, be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application be considered by staff:
 - (a) Request for a power door operator at the main entrance;

Accessibility Advisory Committee Meeting Minutes
Wednesday, October 4, 2017

Page 3 of 4

- (b) Request for a barrier-free path of travel extending from the lobby/reception/waiting area on the ground floor to the inside of each accessible suite and other public use areas including accessible turning spaces, doorway and corridor widths, counter height and signage, and power door operators; and
- (c) Request for accessible suites to have a barrier-free design, including accessible light and electrical switches, platform beds suitable for Hoyer lift transfers, and fire or emergency alarms with light, colour and pulse characteristics.

Carried

2. Memorandum from Planner

Re: Site Plan Application (Submission 3), Markangel Real Estate Assets Inc., 55 Eric T. Smith Way, Lot 6 and Part of Block 11, Registered Plan 65M-4324, File Number: SP-2016-06

Staff provided an overview of the site plan application, and the Committee reviewed the site plan and drawings and discussed accessibility standards to be considered as part of the site plan application.

Moved by Gordon Barnes

Seconded by Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application (Submission 3), Markangel Real Estate Assets Inc., 55 Eric T. Smith Way, Lot 6 and Part of Block 11, Registered Plan 65M-4324, File Number: SP-2016-06, be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application (Submission 3) be considered by staff:
 - (a) Request for curb cuts for accessible parking spaces; and
 - (b) Request for the applicant to provide the main level floor plan for all four (4) buildings, through a fourth submission of the application, to be circulated for comment by the Committee.

Carried

6. Informational Items

3. Extract from Council Meeting of September 12, 2017

Re: Accessibility Advisory Committee Meeting Minutes of June 7, 2017

Moved by John Lenchak

Seconded by Gordon Barnes

1. That the Extract from Council Meeting of September 12, 2017, regarding the Accessibility Advisory Committee meeting minutes of June 7, 2017, be received for information.

Carried

7. New Business

Staff reminded the Committee that the formal opening of the Queen's Diamond Jubilee Park will take place on Tuesday, October 10, 2017, at 5:30 p.m.

Tyler Barker provided an update on the status of the accessible washroom trailer which is now in use.

8. Adjournment

Moved by Gordon Barnes

Seconded by Jo-anne Spitzer

That the meeting be adjourned at 4:55 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



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

Date:	Thursday, October 5, 2017
Time and Location:	7 p.m., Leksand Room, Aurora Town Hall
Committee Members:	Councillor Paul Pirri (Chair), Irene Clement, Larry Fedec, Melville James, Sara Varty, Nancee Webb, and Kristina Zeromskiene
Member(s) Absent:	Councillor Tom Mrakas (Vice Chair) and Jennifer Sault
Other Attendees:	Christina Nagy-Oh, Program Manager, Environmental Initiatives, and Linda Bottos, Council/Committee Secretary

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

1. Approval of the Agenda

Moved by Nancee Webb

Seconded by Irene Clement

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

- Item 4 – Correspondence from Toronto and Region Conservation Authority (TRCA) dated September 29, 2017; Re: Appointments to the TRCA Regional Watershed Alliance 2017-2021

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

Environmental Advisory Committee Meeting Minutes
Thursday, October 5, 2017

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3. Receipt of the Minutes

Environmental Advisory Committee Meeting Minutes of June 15, 2017

Moved by Sara Varty

Seconded by Kristina Zeromskiene

That the Environmental Advisory Committee meeting minutes of June 15, 2017, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Program Manager, Environmental Initiatives Re: Corporate Environmental Action Plan (CEAP) Update

Staff provided background and a brief overview of the memorandum and CEAP Update, and noted that the Community Energy Plan would be developed over the next two years.

The Committee inquired about funding and resources, discussed various aspects of the CEAP Update, and made suggestions for improvement including the addition of implementation timelines, departmental assignments, prioritization, identification of recipients of outreach, outreach and education regarding invasive species, creation of a community environment component, inclusion of targets in addition to indicators, and more information on healthy and safe routes to schools.

Moved by Nancee Webb

Seconded by Sara Varty

1. That the memorandum regarding Corporate Environmental Action Plan (CEAP) Update be received; and

Environmental Advisory Committee Meeting Minutes
Thursday, October 5, 2017

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2. That the comments and suggestions of the Committee be referred to staff for consideration and action as appropriate.

Carried

6. Informational Items

2. Memorandum from Program Manager, Environmental Initiatives Re: Corporate Environmental Action Plan (CEAP) Progress Report 2016

Staff provided background and a brief overview of the memorandum.

The Committee requested clarification on several initiatives, and staff agreed to provide more detail to the Committee regarding the ongoing vegetation management and protection initiatives for new subdivision development areas and the ongoing ecological integrity monitoring of natural heritage areas within 2C development lands.

**Moved by Larry Fedec
Seconded by Melville James**

1. That the memorandum regarding Corporate Environmental Action Plan (CEAP) Progress Report 2016 be received for information.

Carried

3. Extract from Council Meeting of September 12, 2017 Re: Environmental Advisory Committee Meeting Minutes of June 15, 2017

**Moved by Nancee Webb
Seconded by Irene Clement**

1. That the Extract from Council Meeting of September 12, 2017, regarding the Environmental Advisory Committee meeting minutes of June 15, 2017, be received for information.

Carried

Environmental Advisory Committee Meeting Minutes
Thursday, October 5, 2017

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4. Correspondence from Toronto and Region Conservation Authority (TRCA) dated September 29, 2017

Re: Appointments to the TRCA Regional Watershed Alliance 2017-2021

The Chair noted that the Toronto and Region Conservation Authority is seeking an Aurora municipal representative to participate on the Regional Watershed Alliance. Staff advised that Aurora's watershed comprises two percent of the total watershed area, and encouraged anyone interested to contact the Clerk's Office by noon on October 6, 2017.

Moved by Kristina Zeromskiene

Seconded by Larry Fedec

1. That the Correspondence from Toronto and Region Conservation Authority (TRCA) dated September 29, 2017, regarding Appointments to the TRCA Regional Watershed Alliance 2017-2021, be received for information.

Carried

7. New Business

The Committee inquired about available grants in relation to the eradication of invasive plant species, and staff provided an update.

The Committee inquired about the disposition of items picked up in the Town's monthly textile collection, and staff provided an update.

The Committee inquired about the status of the planned nature reserve in the 2C lands. The Chair and staff agreed to follow up on the matter and provide an update at the next meeting.

The Committee noted that the Environmental Commissioner of Ontario has recently released a report, Beyond the Blue Box – Ontario's Fresh Start on Waste Diversion and the Circular Economy, which is available on the ECO website, eco.on.ca/our-reports/special-reports.

Environmental Advisory Committee Meeting Minutes
Thursday, October 5, 2017

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8. Adjournment

Moved by Larry Fedec

Seconded by Sara Varty

That the meeting be adjourned at 8:09 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



**Town of Aurora
Governance Review Ad Hoc Committee
Meeting Minutes**

Date: Tuesday, October 10, 2017

Time and Location: 10 a.m., Holland Room, Aurora Town Hall

Committee Members: Anita Moore (Chair), Anna Lozyk Romeo (Vice-Chair), Steve Hinder, Bill Hogg, and Terry Jones

Member(s) Absent: None

Other Attendees: Dan Elliott, Director of Financial Services, Vesna Barbe, Acting Manager of Human Resources and Michael de Rond, Town Clerk

The Chair called the meeting to order at 10 a.m.

1. Approval of the Agenda

**Moved by Bill Hogg
Seconded by Steve Hinder**

That the agenda, as circulated by Legislative Services, be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

3. Receipt of the Minutes

Governance Review Ad Hoc Committee Meeting Minutes
Tuesday, October 10, 2017

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

Moved by Bill Hogg

Seconded by Anna Lozyk Romeo

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

Carried

4. Delegations

None

5. Matters for Consideration

**1. Round Table Discussion
Re: Council Compensation**

The Committee was provided draft copies of a final report regarding Council compensation. The Committee discussed the appropriateness of transition payments to the Mayor, as well as policies around long-term disability and accident insurance coverage. The Committee further discussed the salient points of the Council compensation process that should be articulated in the report.

Moved by Terry Jones

Seconded by Anna Lozyk Romeo

1. That the Round Table Discussion regarding Council Compensation be received and the comments of the Committee be referred to staff for consideration and action as appropriate.

Carried

6. Informational Items

None

7. New Business

The Chair recognized and thanked members of the Committee and Town staff for their contributions to the Committee.

8. Adjournment

**Moved by Steve Hinder
Seconded by Anna Lozyk Romeo**

That the meeting be adjourned at 11:30 a.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



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

Date: Thursday, October 12, 2017

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

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

Member(s) Absent: None

Other Attendees: Dan Elliott, Director of Financial Services/Treasurer, Jason Gaertner, Manager, Financial Planning, and Linda Bottos, Council/Committee Secretary

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

1. Approval of the Agenda

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

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

Finance Advisory Committee Meeting Minutes
Thursday, October 12, 2017

Page 2 of 4

3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of September 27, 2017

Moved by Councillor Kim

Seconded by Mayor Dawe

That the Finance Advisory Committee meeting minutes of September 27, 2017, be received for information.

Carried

4. Delegations

None

5. Consideration of Items

1. Walkthrough of the Online 2018 Citizen Budget Survey

Staff provided an online demonstration of the Town's 2018 Citizen Budget Survey at aurora.citizenbudget.com, noting that the primary purposes of the Survey are to educate residents on the Town's services and obtain feedback from residents on their priorities as to where they would like to see public funds focussed. The Committee discussed various aspects of the Survey and acknowledged the challenges of engaging citizens to participate in the Budget process.

Moved by Mayor Dawe

Seconded by Councillor Kim

1. That the Walkthrough of the Online 2018 Citizen Budget Survey be received for information.

Carried

Finance Advisory Committee Meeting Minutes
Thursday, October 12, 2017

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**2. Memorandum from Director of Financial Services/Treasurer
Re: Round Table Discussion: 2018 Operating Budget Pressures**

Staff provided a brief overview of the memorandum and attachments regarding the key 2018 Operating Budget pressures that are addressed within staff's recommended draft budget, resulting in a total tax levy increase of 2.9%, and the list of Council budget decision options over and above staff's recommended draft Budget. The Committee discussed various aspects including Budget presentation options, phase-in of the new provincial labour legislation (Bill 148), departmental key pressures and lost revenue, and a policy/principles-based framework under which third-party funding arrangements would be governed.

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

1. That the memorandum regarding Round Table Discussion: 2018 Operating Budget Pressures be received for information; and
2. That the comments and suggestions of the discussion regarding the 2018 Operating Budget Pressures be received and referred to staff for consideration and action as appropriate; and
3. **That the Finance Advisory Committee endorse the practice of using the Tax Rate Stabilization Reserve Fund to balance the Budget; and**
4. **That staff provide a report on the development of a policy/principles-based framework under which third-party funding arrangements would be managed.**

Carried as amended

6. New Business

The Committee agreed that the meetings scheduled for October 25, November 22, and December 14, 2017, be cancelled, and that any required meeting would be at the call of the Chair.

Finance Advisory Committee Meeting Minutes
Thursday, October 12, 2017

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7. Adjournment

Moved by Councillor Kim

Seconded by Mayor Dawe

That the meeting be adjourned at 8:21 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



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

Date:	Monday, October 16, 2017
Time and Location:	7 p.m., Holland Room, Aurora Town Hall
Committee Members:	Councillor Wendy Gaertner (Chair), Councillor Jeff Thom (Vice Chair) (arrived 7:12 p.m.), Neil Asselin, Barry Bridgeford, James Hoyes, Bob McRoberts (Honorary Member), Martin Paivio, and Ken Turriff
Member(s) Absent:	John Kazilis
Other Attendees:	Marco Ramunno, Director of Planning and Building Services, Jeff Healey, Planner, and Ishita Soneji, Council/Committee Secretary

The Chair called the meeting to order at 7:02 p.m.

1. Approval of the Agenda

**Moved by Martin Paivio
Seconded by Bob McRoberts**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

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

3. Receipt of the Minutes

Heritage Advisory Committee Meeting Minutes of September 11, 2017

Heritage Advisory Committee Meeting Minutes
Monday, October 16, 2017

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**Moved by James Hoyes
Seconded by Neil Asselin**

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

Carried

4. Delegations

- (a) **Joanne Russo, Owner**
Re: Item 1 – HAC17-022 – Heritage Permit Application, 29 Mark Street,
File: NE-HCD-HPA-17-15

Ms. Russo provided an overview of the details and intent of the proposed second storey-addition, and responded to questions from the Committee.

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

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

Carried

5. Matters for Consideration

1. **HAC17-022 – Heritage Permit Application**
29 Mark Street
File: NE-HCD-HPA-17-15

Staff provided a brief overview of the application and provided details of the proposed second-storey addition.

The Committee discussed various aspects of the proposed addition including roof height, the typology of design, the impact of the structure on the neighbourhood, and inquired about required variances that would be addressed at Committee of Adjustment.

**Moved by Neil Asselin
Seconded by Councillor Thom**

1. That Report No. HAC17-022 be received; and

2. That the Heritage Advisory Committee recommend to Council:

- (a) That Heritage Permit Application NE-HCD-HPA-17-15 for a 118.8 m² second-storey addition and a 3 m² rear addition be approved.

Carried

2. HAC17-020 – Request to Designate under Part IV of the *Ontario Heritage Act*, 49 Wells Street “Town Park”

Staff provided an overview of the report and provided details on the historical and associative value of Town Park, and advised that a designation by-law would be brought forward to Council to designate Town Park under Part IV of the *Ontario Heritage Act*.

The Committee discussed the specific heritage attributes and their significance, and agreed to amend the Summary of Heritage Attributes.

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

1. That Report No. HAC17-020 be received; and
2. That the Heritage Advisory Committee recommend to Council:
 - (a) That the Town Park located at 49 Wells Street be designated under Part IV of the *Ontario Heritage Act* as a property of cultural heritage value or interest; and
 - (b) That the Town Clerk be authorized to publish and serve Council's Notice of Intention to Designate as per requirements of the Act; and
 - (c) That the designation by-law be brought before Council for passing if no objections were received within the thirty (30) day objection period as per requirements of the Act; **and**
 - (d) That the following amendments to the Summary of Heritage Attributes be included:**
 - **The overall park setting, including the natural landscape of the existing park;**
 - **The presence of a Band Shell;**
 - **The presence of a baseball diamond; and,**
 - **A playground.**

Carried as amended

3. HAC17-023 – Doors Open Aurora 2017 – Event Summary Report

Staff gave an overview of the Doors Open Aurora 2017 event and noted the efforts of volunteers, summer students and staff.

The Committee commended the efforts of all those involved in making this a successful event.

Moved by Ken Turriff

Seconded by Councillor Thom

1. That Report No. HAC17-023 be received; and
2. That the Heritage Advisory Committee extend a thank you to the following individuals and groups for their support of Doors Open Aurora 2017:
 - (a) All site owners/operators;
 - (b) All volunteers and site staff;
 - (c) The Auroran newspaper; and
 - (d) The Mayor, Members of Council, and supporting Town staff.

Carried

4. Memorandum from Acting Manager of Parks

Re: Tree Removal Permit Application #064 for 52 Centre Street

Staff provided an overview of the application and gave details about the tree in question.

The Committee inquired about the process for contracted arborists to operate in the Town and the methods to inform home owners of the Tree By-law regulations, specifically within the Heritage District. Staff noted that the development of suitable communication measures to residents is in progress.

Moved by Bob McRoberts

Seconded by Councillor Thom

1. That the memorandum regarding Tree Removal Permit Application #064 for 52 Centre Street be received; and

2. That the Heritage Advisory Committee recommend to Council:
 - (a) That Tree Removal Permit Application #064 for the removal of one black walnut tree at 52 Centre Street be approved.

Carried

6. Informational Items

5. **Extract from Council Meeting of September 12, 2017**
Re: Heritage Advisory Committee Meeting Minutes of July 17, 2017

Moved by Bob McRoberts
Seconded by Martin Paivio

1. That the Extract from Council Meeting of September 12, 2017, regarding the Heritage Advisory Committee meeting minutes of July 17, 2017, be received for information.

Carried

6. **Extract from Council Meeting of September 12, 2017**
Re: Summary of Committee Recommendations Report No. 2017-08

Moved by Bob McRoberts
Seconded by Martin Paivio

1. That the Extract from the Council Meeting of September 12, 2017, regarding Summary of Committee Recommendations Report No. 2017-08, be received for information.

Carried

7. New Business

The Chair welcomed Ken Turriff to the Committee.

Staff provided an update regarding the archaeological excavation at the Aurora United Church site.

Staff provided an update on the Collis Leather factory site at 45 Tyler Street.

Staff provided an update on the status of the Brookland Avenue culvert and road reconstruction work, stating that work was delayed and will be completed, weather permitting.

Heritage Advisory Committee Meeting Minutes
Monday, October 16, 2017

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Staff provided an update on the site construction at 32 Wellington Street East, and displayed plans of the proposed construction.

Staff provided an update on the 32 Wells Street reconstruction, stating that the lot coverage is within required provisions.

Staff noted that the business signage on a Mosley Street residential property is under investigation.

Staff informed that the light armoured vehicle (LAV) will be installed at Aurora's War Memorial Peace Park in time for Remembrance Day.

The Committee inquired about the inventory of architectural attributes of existing Heritage properties on Yonge Street, and staff noted that they are in the process of gathering information and a report will be brought to the Committee at a future meeting.

The Committee inquired about the status of the grade separation at Wellington Street by Metrolinx, and staff provided clarification.

8. Adjournment

Moved by Neil Asselin

Seconded by James Hoyes

That the meeting be adjourned at 8:27 p.m.

Carried

Committee recommendations are not binding on the Town unless otherwise adopted by Council.



**Town of Aurora
General Committee Report**

No. IES17-038

Subject: Award of Tender IES 2017-102 – Supply and Delivery of one Single axle Dump Truck and one Dual axle Dump Truck

Prepared by: Greg McClenny, Facilities & Fleet Supervisor

Department: Infrastructure and Environmental Services

Date: November 7, 2017

Recommendation

- 1. That Report No. IES17-038 be received; and**
- 2. That Tender IES 2017-102 for the supply and delivery of one single axle dump truck and one dual axle dump truck be awarded to Currie Truck Centre, in the amount of \$413,747, excluding taxes; and**
- 3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.**

Executive Summary

This report seeks Council approval to award Tender IES 2017-102 for the supply and delivery of one single axle dump truck and one dual axle dump truck for the Infrastructure & Environmental Services (IES) Department.

Background

The 10 Year Capital Plan includes, for 2018, one replacement 6 ton dump/snow plow truck (#34410) and one additional 6 ton dump/snow plow truck (#34168). There is a 12 month lead time to acquire these vehicles from the manufacturer.

On June 20, 2017, staff submitted Report No. IES17-030 seeking Council approval to proceed with the Procurement Process for 2018 Capital Projects #34168 and #34410 for one replacement six ton snow plow/dump truck in the Repair and Replacement capital budget and one additional snow plow/dump truck for Infrastructure & Environmental Services Department from the Roads DC Reserve Fund.

Analysis

Table 1 is a summary of the bids received for this project:

Table 1

	Company Name	Total Bid (excluding taxes)
1	Currie Truck Centre	\$413,747

Verification of the Tenders was undertaken by Town staff. The only compliant bid was submitted by Currie Truck Centre in the amount of \$413,747, excluding taxes, for the supply of one 2018 single axle dump truck and one 2018 dual axle dump truck.

Advisory Committee Review

Not applicable.

Financial Implications

Table 2 is a summary of the money forecasted for these projects:

Table 2

	Capital Project #	Approved Budget	Actual Cost
1	#34168	\$250,000	\$218,522
2	#34410	\$200,000	\$195,225

Table 3 is a financial summary as based on the Tender submitted by Currie Truck Centre:

Table 3

Approved Budget	
2017 In year Capital request	\$450,000.00
Total Approved Budget	\$450,000.00
Less previous commitments	\$0.00
Funding available for subject Contract	\$450,000.00
Contract Award excluding HST	\$413,747.00
Non-refundable taxes (1.76%)	\$7,281.95
Total Funding Required	\$421,028.95
Budget Surplus	\$28,971.05

Communications Considerations

There is no external communication required.

Link to Strategic Plan

Maintaining our fleet of roads vehicles 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

1. Council may choose to not award this project. The Tender evaluation process meets all requirements of the Procurement By-law and awarding this contract is the next step in fulfilling the requirements of the Tendering process. If Council chooses to not award this contract, repair costs will continue which will not be recouped upon the sale of the existing single axle dump truck. Also, service levels will be below the Town's expectation without the additional tandem axle dump truck acquisition.

Conclusions

The Tender review has complied with the Procurement By-law requirements and it is recommended that Tender IES 2017-102 of one 2018 single axle dump truck & one 2018 dual axle dump truck be awarded to Currie Truck Centre in the amount of \$413,747, excluding taxes.

Attachments

None.

Previous Reports

IES17-030 Procurement of 2018 Capital Projects #34168 Single Axle Dump Truck and #34410 Tandem Axle Dump Truck in 2017, June 20, 2017

November 7, 2017

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Report No. IES17-038

Pre-submission Review

Agenda Management Meeting review on October 19, 2017

Departmental Approval



Al Downey
Acting Director
Infrastructure and Environmental Services

Approved for Agenda





Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

No. FS17-053

Subject: 2018 Central York Fire Services Budget for Aurora Comment

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

Department: Financial Services

Date: November 7, 2017

Recommendation

- 1. That Report No. FS17-053 be received; and**
- 2. That Council support the draft 2018 Central York Fire Services budgets as recommended for approval by the Joint Council Committee.**

Executive Summary

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

- This report presents the draft 2018 Operating and Capital Budgets of CYFS.
- Aurora's multi-year phase-in of expected CYFS cost increases has been in place for three years
- The recommendations of this report, and any comments of Council made by amendment will be conveyed to Newmarket Council by the Clerk's Office.

Background

Central York Fire Services (CYFS) is a consolidated fire service that strives to provide excellence in fire protection, prevention, public fire education and emergency services to the residents of Aurora and Newmarket.

CYFS operates under the direction of a six-member Joint Council Committee (JCC) comprised of three members from each of the Town Councils of Aurora and Newmarket. The Joint Council Committee provides and administers a borderless, single tier of fire protection and prevention services throughout both Towns in

accordance with the Consolidated Fire Services Agreement, the Fire Services Master Plan, and the *Fire Protection and Prevention Act*.

Under the joint services agreement between Newmarket and Aurora, the operating costs of CYFS are shared on a proportional basis, using three factors combined: share of call volume, share of combined population, share of combined assessment values. The sharing formula is based upon a multi-year weighted averaging of the above factors, alleviating the severity of annual fluctuations in any of the three factors or their average. This year, Aurora's share increased from 40.6% in 2017 to 40.65% of the total cost for 2018 fire services. This change in share results in an additional cost to the Town of Aurora of \$125,000.

For 2015, a new Fire Master Plan was approved by the Joint Council Committee (JCC) resulting in a significant impact on the cost of fire services, due primarily to the addition of a new fire hall and pumper truck, including a new 20 person crew to staff this new apparatus. These costs are being introduced over several years including 2018's budget.

Analysis

The draft 2018 CYFS Operating and Capital Budget report is attached.

The attached report is the CYFS 2018 budget report prepared by Newmarket staff and the Fire Chief. This budget has been reviewed and approved by the Joint Council Committee (JCC) at its meeting of October 25, 2017. The Fire Chief will be making a short presentation in connection with this report, and will field any questions the Committee may have.

Aurora Council may provide any comments on this budget to Newmarket Council for consideration during their final approval deliberations of their entire budget, which includes the budget for CYFS.

Aurora's multi-year phase-in strategy of cost increases for CYFS has been in place for three years.

Initially, the incremental costs of implementing all recommendations of the Fire Master Plan update were identified. As the timing of the implementation of these costs over the coming six years was not clear at the time, for 2015 budget, Aurora adopted a six year phase-in strategy to smooth the impacts of the new costs to the tax rate. The implementation of the new costs has taken longer than initially expected. The 2018 CYFS budget is below the initial expectations of both Newmarket and Aurora staff. Aurora's phase-in strategy, if continued would lead to over budgeting for 2018.

November 7, 2017

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Report No. FS17-053

Accordingly, the draft Aurora 2018 budget was adjusted to reflect the draft CYFS budget for 2018.

Staff are satisfied that the 2018 draft CYFS budget reflects the financial resource needs of the fire service. As previously noted, it is less than initially anticipated. JCC had very little concern or discussion on this budget. The report to JCC prepared by Newmarket staff and the Fire Chief is included as Attachment #1, and is self-explanatory.

Any comments of Aurora Council will be conveyed to Newmarket through the Clerk's Office.

The recommendation presented in this report is one which, if adopted, would convey Aurora's support for the final approval of the CYFS draft budgets by Newmarket. Any comments of Council may be added by amendment to the resolution. The final adopted resolutions will be conveyed to Newmarket Council through the Clerk's Office.

Advisory Committee Review

None

Financial Implications

The Aurora share of the CYFS budget for 2018 is approved by JCC at the amount of \$10,490,381, being an actual increase of \$473,746 over the JCC approved budget for 2017.

For 2018, had Aurora continued with its full planned phase-in strategy, the 2018 budget and levy would have been materially overstated compared with the draft CYFS budget. Accordingly, for 2018, the Aurora budget for CYFS was adjusted downward from the planned amount to an earlier draft budget amount for CYFS. The budget savings realized by the reduction have been reallocated to other budget pressures within the Town's draft 2018 overall operating budget to be presented to General Committee on November 7, 2018. Subsequent to our adjustment, minor changes by Newmarket have occurred; however, Aurora's draft CYFS budget estimate amount for 2018 remains valid.

Communications Considerations

The CYFS budget is one component of the Town's 2018 Operating Budget. Comments of Aurora will be communicated to Newmarket Council by the Clerk's Office.

Link to Strategic Plan

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

Alternative(s) to the Recommendation

1. Council may choose to provide comments on the draft 2018 JCC approved CYFS budget by way of making amendments to the staff recommendations of this report.

Conclusions

The 2018 CYFS draft budget presented has been recommended for approval by the Joint Council Committee overseeing the department. Aurora Council now has the opportunity to provide comments for consideration by Newmarket Council when they move to approve a final budget for CYFS.

Attachments

Attachment #1 Draft CYFS 2018 Operating and Capital Budgets – Updated report, (as approved by JCC on October 25, 2017, and recommended for approval by Newmarket Council in the coming weeks.)

Pre-submission Review

CAO only, due to timing requirements of Newmarket Council.

Departmental Approval



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

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



October 10, 2017

**JOINT CENTRAL YORK FIRE SERVICES AND CORPORATE SERVICES REPORT
FINANCE 2017- 44**

TO: Joint Council Committee

SUBJECT: Draft 2018 Operating and Capital Budgets - Update

ORIGIN: Central York Fire Services – Fire Chief
Director, Financial Services/Treasurer

RECOMMENDATIONS

1. That Joint CYFS / Corporate Services Report – Finance 2017-44 dated October 10, 2017 regarding the Draft 2018 Operating and Capital Budgets - Update be received and the following recommendations be adopted:
 - a. That the Joint Council Committee (JCC) receive and review the draft budgets; and
 - b. That the October 25, 2017 JCC meeting be used to finalize a recommendation to be sent to Aurora Council for review and then to Newmarket Council for approval.

COMMENTS

Purpose

The purpose of this report is to provide an overview of the Operating and Capital Budget requests for 2018.

Budget Impact

The proposed budgets are within the funding envelopes for the operating budget – tax impact established by both municipalities.

Summary

The 2018 budget continues to address implementation of the 2014 Fire Department Master Plan Update (FDMPU) over a 5-year period.

BACKGROUND

On September 26, 2017 JCC was presented with Report 2017- 42 which provided an overview of the draft operating and capital budgets for CYFS. Since that time, staff has reviewed the budget and propose some revisions that will slightly increase the tax impact, while remaining within the targets set and without negatively impacting the current service level.

This report consolidates the details from the original report and should be received as a replacement for it. Changes are noted and highlighted in yellow.

DRAFT BUDGETS

Operating Budget

Wages and benefits

Based on recent contract settlements and arbitration awards, sufficient provision has been included. However, with the current contract in the hands of an arbitrator, it is possible that revisions may be required.

Overtime

Overtime can fluctuate greatly, as evidenced by results in the last several years. Overtime in 2015 was \$299,000 (budget: \$220,000), while in 2016 overtime was \$185,000 compared to a budget of \$220,000. At the end of the second quarter of 2017, overtime expenditures are \$79,000, which is below the year-to-date budget of \$100,000. The 2018 budget request has retained overtime budget funding at the 2017 level of \$200,000.

New hires

4 new firefighter positions are budgeted to be hired in April of 2018, with a corresponding provision for 75% of their annual salary. The budget also includes annualization for the remaining 25% for the 4 new firefighters hired in April 2017. This will be the case again in 2019 when the remaining 25% for the 2018 new hires will be included.

In addition to the hiring of 4 additional firefighters, the 2018 draft budget includes the allocation of costs from IT for a new Application Support Analyst. The new position, to be hired in March, 2018 by Newmarket's IT department, would assist CYFS by overseeing the technology needs of the department with respect to the records management software (Firehouse). The position would also act as a liaison with York Regional Police, Richmond Hill Emergency Services, and other outside agencies that may address the IT needs of CYFS. The FDMPU outlined the hiring of this position last year but it was deferred.

The wages and benefits will be charged to CYFS as a support cost allocation.

Fleet Maintenance

The Fire fleet is costly to maintain and over the last several years actual expenses have increasingly been over budget. This trend is expected to continue, with 2017 year-to-date expenses already exceeding the annual budget. Work order charges were increased in 2017 by 23% to reflect full cost recovery. In 2018 the cost has been increased by 3%. Fleet maintenance includes the cost of parts, as well as the hourly charges by Newmarket staff (2017 budget - \$218,960). There is a risk that the

2018 budget will be exceeded in which case we will have to manage the overage with offsetting decreases in other expenses or by drawing on reserves.

Support costs

The Town of Newmarket allocates a proportional share of its overhead costs to CYFS. This includes a share of human resources, payroll, accounting, procurement, legal, insurance, and communications. These costs have been increased by 5.8% before the addition of the costs for the new IT hire. Support costs as a percentage of total expenses have increased from 3.6% to 4.0%.

Dispatch Service

The budget for dispatch services was decreased in 2017 by \$45,000 to better reflect the actual charges from York Region and Richmond Hill Fire Services. Actual costs incurred in 2016 were \$440,000 compared to a budget of \$460,000. The budget has been maintained at the 2017 level.

Infrastructure Levy / Asset Replacement Fund (ARF)

CYFS / Finance Report 2017-14, Capital and Asset Replacement Fund Forecast, presented options to JCC on how to deal with the infrastructure deficit. The contributions to the Asset Replacement Fund have been increased by \$249,600 to meet the requirements as set out in the capital budget. \$49,600 of the increase represents an allocation of previous years' transfers which are no longer required.

Training

Since 2011 CYFS has been using the former Timothy Street Operations Centre as an interim training facility. Newmarket is unable to use the land or the facility for other planned purposes, as there is no current suitable alternative location for fire training. The 2018 budget request has maintained annual facility rental charges at the 2017 level of \$30,000.

Cost Allocation

The 2017 budget reflects a 0.05% change in the cost allocation – Newmarket's share being decreased to 59.35% (2017 - 59.4%) and Aurora's share increasing to 40.65% (2017 - 40.6%). This is a shift of \$129,000 in annual operating costs.

Capital Budget

Replacement

Capital replacements are funded by the Asset Replacement Fund (ARF). This includes the following for 2018:

- Replacement of Personal Protective Equipment - \$55,000
- Replacement of Fire Equipment - \$100,000

A 10-year projection of future replacement requirements indicates that there will be a funding deficiency. As a result, the ARF contributions have been increased by \$249,600 for 2018.

Growth

As part of the budget request for the 4 additional firefighters, personal protective equipment and uniforms for the new recruits (\$27,000) have been requested. An additional fire prevention vehicle (\$38,500) has been requested for the position budgeted and hired in 2017. The chassis (\$400,000) for a new fire engine for Station 4-5, with a total budget of \$985,000, has been included in order to

start the procurement process in 2018 for delivery in 2019 to align with the completion of the new fire station. Development Charges (DC's) are the funding source for all of these items.

Other

In conjunction with an app created by Newmarket GIS, tablets (\$19,500) will allow for better record management for CYFS's "Stay Fire Smart" door-to-door campaign to educate residents on the importance of working smoke and carbon monoxide alarms and home escape planning. The Prevention division will also use tablets during onsite inspections to generate reports, take pictures and send the owner the electronic report from the site. This amount will be funded from the CYFS Reserve Fund.

US Exchange

Major capital purchases tend to be from American suppliers. As such, the increase in the exchange rate for U.S dollars has had a significant impact on capital costs and reserves. This is the major reason for the increase in capital funding requirements.

To reduce the risk of fluctuations, exchange rates are based on current values and will be locked in as soon as the budget is approved.

Reserves

Financial Services Report 2015-46 recommended a target level for the CYFS reserve fund. This was adopted by JCC. The three components are:

1. 50% of CYFS' total annual budget for the most volatile expenditure items such as overtime, fuel, repairs, utility costs, and legal costs. This provision would be about \$615,000;
2. Net contributions for light vehicle purchases, which will be \$331,000 at the end of 2017;
3. Other contingency amounts defined by JCC from time to time. \$19,500 will be required to fund the purchase of the tablets.

The target for the CYFS Reserve would be \$965,500. Before any adjustments for 2017 operating results, the projected balance is \$941,000.

At a future meeting, a proposal will be made to consolidate the light vehicle program into the asset replacement fund.

IMPACT ON THE MASTER FIRE PLAN

This report is consistent with the budget methodology set out in the 2008 Master Fire Plan and it includes certain staffing recommendations from the 2014 Fire Department Master Plan Update (FDMPU) and sets the foundation for the needs of the Fire Service.

Implementation of the Fire Master Plan

The implementation staffing option selected by JCC was a phased approach over 5 years. This included hiring four firefighters on an annual basis and additional support staff – HR Consultant, Fire Inspector, Administrative Assistant, and IT resources. The draft 2018 budget deferred some of these hirings for future consideration.

CONSULTATION

This report has been prepared by the Treasurer for the Town of Newmarket in consultation with the Fire Chief. The Treasurer for the Town of Aurora has reviewed this report.

BUDGET IMPACT

Operating Budget (Current and Future)

Aurora Council has set a 1.3% tax increase target for Fire Services. Aurora's share of the proposed operating budget is an increase of \$473,748, which is equivalent to a 1.10% tax increase.

Newmarket Council adopted a budget target for 2018 which included an additional \$725,000 (1.29% tax increase) for Fire Services. Newmarket's share of the proposed operating budget is an increase of \$661,337 (1.18% tax increase).

These amounts include the increased contributions to the Asset Replacement Fund. The difference in taxation bases and change in the allocation account for the discrepancy in the increases.

Capital Budget


The capital budget will be within the funding envelope as outlined in Joint CYFS / Finance Report 2017-14, Capital and Asset Replacement Fund Forecast. This report did a review of future funding requirements and recommended increases in contributions to the Asset Replacement Fund (ARF).

CONTACT

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



Ian Laing, Fire Chief
Central York Fire Services



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

Reviewed by:

Dan Elliott, Director Financial Services
Treasurer
Town of Aurora

DS/lm

Attachments:

- 2018 CYFS Draft Operating Budget
- 2018 CYFS Capital Budget Summary

**CENTRAL YORK FIRE SERVICES
2018 OPERATING BUDGET**

Updated: October 18, 2017

OBJECT ACCOUNTS	2017	2018 Budget				Increase/(Decrease)	
	Budget	Base	G & E	Revisions	Total	\$	%
Expenses							
4011 Management Salaries	627,788	641,841			641,841	14,053	2.2%
4021 Regular Salaries & Wages	14,708,729	15,001,684	280,489		15,282,173	573,444	3.9%
4024 Standby/Callback	86,000	86,000			86,000	-	0.0%
4025 Overtime	200,000	200,000			200,000	-	0.0%
4026 Lieu Time Paid	617,000	617,000			617,000	-	0.0%
4031 Casual/Seasonal Wage	20,000	20,000			20,000	-	0.0%
4109 Direct Payroll Benefits	4,801,000	4,893,592	81,342		4,974,934	173,934	3.6%
Sub Total Salaries and Benefits	21,060,517	21,460,117	361,830	-	21,821,947	761,430	3.6%
4216 Stationery & Office Supplies	15,000	15,000			15,000	-	0.0%
4217 Photocopier Lease & Supplies	5,000	5,000		2,500	7,500	2,500	50.0%
4219 Emergency Mgmt. Materials	4,000	6,500		(2,500)	4,000	-	0.0%
4229 Janitorial Supplies	20,000	20,000			20,000	-	0.0%
4232 Fuel for Vehicles	110,000	110,000		(5,000)	105,000	(5,000)	-4.5%
4261 Uniforms, Clothing	132,000	127,000		12,000	139,000	7,000	5.3%
4269 Misc.	11,000	18,000		(7,000)	11,000	-	0.0%
4272 Vehicle Repairs & Maintenance	130,000	130,000		37,800	167,800	37,800	29.1%
4273 Building Repairs & Maintenance	120,000	157,800		(37,800)	120,000	-	0.0%
4278 Equipment Repairs & Maintenance	148,500	148,500		10,000	158,500	10,000	6.7%
4299 Capital Acquisitions	67,800	77,800		(17,800)	60,000	(7,800)	-11.5%
4303 Cell Phone	21,650	13,850		10,300	24,150	2,500	11.5%
4311 Hydro	90,000	92,500			92,500	2,500	2.8%
4321 Heat	50,000	52,500		(7,500)	45,000	(5,000)	-10.0%
4331 Water	15,000	10,000		5,000	15,000	-	0.0%
4404 Consulting Services	60,000	60,000			60,000	-	0.0%
4425 Education/Corporate Tuition Assist.	11,000	11,000		(2,500)	8,500	(2,500)	-22.7%
4462 Fire Prevention	28,000	25,500		12,500	38,000	10,000	35.7%
4463 Fire Investigation	2,500	2,500			2,500	-	0.0%
4464 Association Allowance	3,000	13,000		(10,000)	3,000	-	0.0%
4465 Dispatch Service	460,000	460,000			460,000	-	0.0%
4466 Wellness Program	145,000	145,000			145,000	-	0.0%
4471 Mileage/Parking/Tolls	4,000	4,000		(1,000)	3,000	(1,000)	-25.0%
4472 Memberships & Subscriptions	7,500	7,500			7,500	-	0.0%
4474 Medical Oversight	15,000	14,000		1,000	15,000	-	0.0%
4474 Training	100,000	100,000			100,000	-	0.0%
4478 Conferences & Seminar Fees	20,000	20,000			20,000	-	0.0%
4667 Property Lease	30,000	30,000			30,000	-	0.0%
4511 Street Snowploughing Contract	10,000	10,000			10,000	-	0.0%
4662 Contingency Account	45,000	45,000			45,000	-	0.0%
5105-5109 Work Order Charges	218,960	225,000			225,000	6,040	2.8%
5151- 5162 Support Cost Allocation	911,482	934,508	110,761		1,045,269	133,787	14.7%
4911 Transfer to Capital	6,600	-			-	(6,600)	-100.0%
4936 Asset Replacement Fund	850,000	1,099,600			1,099,600	249,600	29.4%
Total Expenses	24,928,509	25,651,175	472,591	-	26,123,766	1,195,257	4.8%
Revenues							
7431 Fire Dept. Recoveries	290,000	307,172			307,172	17,172	5.9%
7471 Misc. Charges	10,000	10,000			10,000	-	0.0%
Total Revenues	300,000	317,172	-	-	317,172	17,172	5.7%
Net Expenditure Before Transfers	24,628,509	25,334,003	472,591	-	25,806,594	1,178,085	4.8%
Transfers to/(from) Reserve Fund							
4922 Transfer to Reserve Fund	55,000	-			-	(55,000)	-100.0%
7542 From Reserve Fund	(12,000)	-			-	12,000	-100.0%
Net Expenditure	24,671,509	25,334,003	472,591	-	25,806,594	1,135,085	4.6%
Newmarket's share(2018-59.35%; 2017-59.40%)	14,654,876	15,035,731	280,483		15,316,214	661,337	4.5%
Aurora's share(2018-40.65%; 2017-40.60%)	10,016,633	10,298,272	192,108		10,490,381	473,748	4.7%
	24,671,509	25,334,003	472,591	-	25,806,594	1,135,085	4.6%

2018 CAPITAL BUDGET

FIRE SERVICES	
Project Description	
Tablets for Suppression and Prevention	
Life Cycle Replacement of Personal Protective Equipment	
Personal Protective Equipment & Uniforms for New Recruits	
Purchase of an Additional Prevention Vehicle	
Replacement of Equipment	
New Fire Engine for Station 4-5	
TOTAL - Central York Fire Services	

EXPENDITURES		FINANCING					Remarks
Total Cost	2018 Cost	Asset Replace. Fund	Develop. Charges	Reserves & Reserve Funds	Operating Fund	Other	
19,500	19,500			19,500			
55,000	55,000	55,000					
27,000	27,000		27,000				
38,500	38,500		38,500				
100,000	100,000	100,000	100,000				
985,000	400,000		400,000				
\$ 1,225,000	\$ 640,000	\$ 155,000	\$ 565,500	\$ 19,500			



Town of Aurora

General Committee Report No. PBS17-079

Subject: Proposal for Zoning By-law Amendment Application

Prepared by: Glen Letman, Manager of Development Planning

Department: Planning and Building Services

Date: November 7, 2017

Recommendation

- 1. That Report No. PBS17-079 be received, and;**
- 2. Staff recommend that Council accept Zoning By-law Amendment Applications related to the following Zoning By-law Proposals:**
 - a) L&B Aurora Inc. (Northeast Corner of Wellington Street East and John West Way);**
 - b) 2567086 Ontario Inc. (100 Tyler Street & 34-46 George Street); and**
 - c) 2419059 Ontario Inc. (103, 107 & 111 Metcalfe Street).**

Executive Summary

On June 27, 2017 Council passed Comprehensive Zoning By-law 6000-17 and pursuant to Section 34 (10.0.0.2) of the *Planning Act* passed a Resolution to only accept certain classes of Zoning By-law Amendment Applications. The purpose of this report is to provide Council with an owner's request of a Zoning By-law Amendment proposal. A Council resolution is required to receive, or not receive, the Zoning By-law Amendment Applications.

The Owner's description of their proposal and accompanying plans are attached for Council information and consideration.

Proposals (3):

- a) L&B Aurora Inc. (Northeast Corner of Wellington Street East and John West Way). The owner proposes to develop the property with a six storey residential apartment building with a gross floor area of 15,330 square metres and a total of 132 dwelling units.**

- b) 2567086 Ontario Inc. (100 Tyler Street & 34-46 George Street). The Owner proposes to redevelop the subject site for 26 ground related 3 –storey freehold townhouse units on a common elements condominium road. The property at 100 Tyler Street will be maintained as a single detached lot.
- c) 2419059 Ontario Inc. (103, 107 & 111 Metcalfe Street). A prospective buyer proposes to redevelop the subject site for 24 3 1/2-storey stacked townhouse units located within 3 blocks on a common elements condominium road.

Background

On June 27, 2017 Council enacted Comprehensive Zoning By-law 6000-17.

As reported in staff report PBS17-056 the provisions of Bill 73, incorporated into the *Planning Act* provides that once a Comprehensive Zoning By-law is approved by Council by simultaneously repealing and replacing all zoning By-laws in effect no new site-specific zoning by-law amendments (Section 34) and no new minor variance applications (Section 45) can be submitted to the Town for a period of two (2) years, unless Council passes a resolution permitting a specific application, a class of application or in respect of such applications generally.

With respect to this on June 27, 2017 Council passed the following resolution:

“That Report No. PBS17-056 be received; and

That, pursuant to Section 45 (1.4) of the Planning Act, Council declares that Committee of Adjustment minor variance applications be permitted; and

That, pursuant to Section 34 (10.0.0.2) of the Planning Act, Council declares that Industrial/Employment, Commercial and Institutional (ICI) By-law amendment applications be permitted.”

The subject proposal does not fall within either of the classes in which Council has passed a resolution. As such, in order for an applicant to submit a complete application to the Town for a Section 34, Zoning By-law Amendment, Council shall, by resolution direct that the application can be received and processed. If accepted all applicable processing provisions of the *Planning Act* would apply to the application.

Analysis

The three proposals under consideration are accompanied with a brief summary and plans which are attached to this report for Council review and information. All

October 17, 2017

Page 3 of 5

Report No. PBS17-079

applicants have requested Delegation status to outline their proposal. A description of the proposals is as follows:

- a) L&B Aurora Inc. (Northeast Corner of Wellington Street East and John West Way). The owner proposes to develop the lands for a six storey residential apartment building with a gross floor area of 15,330 square metres and a total of 132 dwelling units, with 164 parking spaces.

The subject lands are currently zoned "Community Commercial C4(427) Exception Zone" and "Environmental Protection (EP) Zone" by By-law 6000-17. A Zoning By-law Amendment application is required to permit the development.

The rationale to accept the receipt of the Zoning By-law Amendment application is that a preliminary review of the proposal reveals that the use conforms to the Aurora Promenade Secondary Plan and preconsultation with the applicant on the development proposal occurred prior to Council approval of Bylaw 6000-17. Upon submission of the complete Zoning Bylaw Amendment application staff will undertake a review of built form and compatibility of the proposed development to determine conformity to the policies of the Official Plan

- b) 2567086 Ontario Inc. (100 Tyler Street & 34-46 George Street). The Owner proposes to redevelop the subject site for 26 ground related 3-storey freehold townhouse units on a common element condominium road.

The subject lands are currently zoned "Detached Third Density Residential (R3)" by By-law 6000-17. A Zoning By-law Amendment application is required to permit the development.

The rationale to accept the receipt of the Zoning By-law Amendment application is that the proposal is an infill residential development within the "Stable Residential" designation of the Official Plan and a preliminary review of the proposal reveals that the use conforms to the Official Plan. Staff had discussions with the landowners of this property prior to Council approval of Bylaw 6000-17. Upon submission of the complete Zoning Bylaw Amendment application staff will undertake a review of built form and compatibility of the proposed development to determine conformity to the policies of the Official Plan

- c) 2419059 Ontario Inc. (103, 107 & 111 Metcalfe Street). A prospective buyer proposes to redevelop the subject site for 24 3 1/2-storey stacked townhouse units located within 3 blocks on a common elements condominium road.

The subject lands are currently zoned "Detached Third Density Residential (R3)" by By-law 6000-17. A Zoning By-law Amendment application is required to permit the development.

October 17, 2017

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Report No. PBS17-079

The applicant has recently acknowledged that the proposed building height would not conform to the maximum height specified by the “Stable Residential” designation and would therefore require an Official Plan Amendment. The rationale to accept the Zoning Bylaw Amendment application is that the proposal is an infill residential development within the “Stable Residential” designation and conforms to the use of the Official Plan. It is noted that a pre-consultation occurred with the applicant on this proposal. Upon submission of a complete Zoning Bylaw Amendment application, staff will undertake a review of built form and compatibility of the proposed development to determine conformity to all policies Official Plan.

Advisory Committee Review

Not applicable.

Financial Implications

None.

Communications Considerations

Not applicable.

Link to Strategic Plan

Not applicable.

Alternative to the Recommendation

That Council not accept receipt of the Zoning By-law Amendment application.

Conclusions

A Council resolution is required to receive, or not receive the subject application. Staff recommend that Council accept the three (3) applications.

Attachments

1. L&B Aurora Inc. Proposal Letter dated September 25, 2017
 - Figure 1: Location Map
 - Figure 2: Conceptual Site Plan
 - Figure 3: Conceptual Building Elevations

October 17, 2017

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Report No. PBS17-079

2. 2567086 Ontario Inc. Proposal Letter dated September 29, 2017
Figure 1: Location Map
Figure 2: Conceptual Site Plan
3. 2419059 Ontario Inc. Proposal Letter dated September 21, 2017
Figure 1: Location Map
Figure 2: Conceptual Site Plan

Previous Reports

None.

Pre-submission Review

Agenda Management Review Meeting on October 19, 2017

Departmental Approval

Approved for Agenda



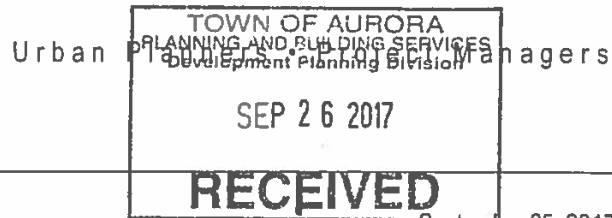
Marco Ramunno, MCIP, RPP
Director
Planning and Building Services



105

Doug Nadorozny
Chief Administrative Officer

Attachment 1



September 25, 2017

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

Attn: Ms. Caitlin Graup, Planner

Re: Request to Amend the Town of Aurora Zoning By-law
305 Wellington Street East
Town of Aurora

Evans Planning Inc. acts on behalf of L&B Aurora Inc., the owner of a 0.89 hectare (2.20 acre) property located at the north east corner of Wellington Street East and John West Way. The property is municipally described as 305 Wellington Street East and legally described as Part of Lot 81, Concession 1 in the Town of Aurora. The site is currently vacant with no existing buildings, structures or access.

In 2013, the previous owners of the land, Perwick Investments Limited, (Perwick) obtained approvals for an Official Plan Amendment and Zoning By-law Amendment, to allow the land to be developed with a one storey 1,245 square metre multi-unit commercial plaza.

Through that Official Plan Amendment, the subject land was re-designated to Promenade General Special and was the subject of Site Specific Policy No. 40 within the Town's Official Plan. The Promenade General designation permits a variety of residential, institutional and commercial uses. Site Specific Policy No. 40 provides that the Development Policies of Section 11.6.2 of the Official Plan, which pertain to the Promenade General Special designation, do not to apply to the subject lands and that the development performance standards, land uses and development policies will be implemented through the implementing zoning by-law.

The Perwick application rezoned the subject lands to Shopping Centre Commercial Exception Zone (C4-24) and Environmental Protection Zone (EP). The implementing by-law (5544-13) was approved in August 2013, and had the effect of limiting the permitted uses on the site to retail stores, bake shops, banks, medical and dental laboratories, personal service shop and restaurants. Development standards for these uses were also set out by the by-law.

On June 27, 2017, Town of Aurora Council approved Town-wide Comprehensive Zoning By-law 6000-17. The new Zoning By-law had the effect of rezoning the property to Community Commercial Zone (C4), subject to Exception No. 427, and Environmental Protection Zone (EP). The rezoning of the property merely updated the zoning category on the subject lands and definitions for permitted uses. The permissions contained within the new by-law are consistent with the previously approved site-specific zoning for the site.

The new owner of the site, L&B Aurora Inc., is now interested in pursuing the approvals necessary to develop the site with a six storey apartment building. The proposed use is permitted by the Promenade General Special policies of the Official Plan. However, it will be necessary to amend the Town's Zoning By-Law to permit the proposed use and building design.



The concept plan for the site proposes the development of the lands with a six storey apartment building with a gross floor area of 15,330 square metres and a total of 132 dwelling units. The building will be oriented towards the two street frontages with decorative landscaping elements located at the corner of Wellington Street East and John West Way. A total of 30 parking spaces will be located at grade to the rear of the building, and 134 parking spaces will be located below ground.

A pre-submission meeting was held with Town of Aurora Staff on May 26, 2017. Staff confirmed that the use of this land, as proposed, will require a Zoning By-law Amendment and Site Plan Approval. A number of submission requirements were outlined by Town Staff.

Following the pre-submission meeting of May 26, 2017, Council approved the Comprehensive Zoning By-law 6000-17 on June 27, 2017. The amendment to the zoning of the property triggered Section 34 (10.0.0.1) of the Planning Act which states that applications for zoning by-law amendment are prohibited for a two year period following the approval of a comprehensive municipal zoning by-law. However, Section 34 (10.0.0.2) states that Subsection 10.0.0.1 does not apply if the Council of a municipality has declared by resolution that such an amendment is permitted.

As such, the enclosed submission respectfully requests Town of Aurora Council's permission to submit a zoning by-law amendment application for the lands located at 305 Wellington Street East. The application will consider the rezoning of the property to allow the development of a residential apartment building.

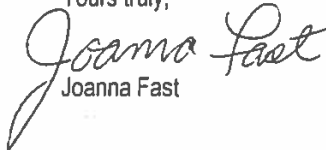
Given the Official Plan's direction of designating the subject land as Promenade General, which permits the proposed apartment building use, we believe that the requested zoning by-law amendment is appropriate and will not affect the Town's long-term vision for the area, as set out by the Official Plan. The proposed apartment building use will contribute to a vibrant Downtown Core and will be designed in a manner that will create an attractive Primary Entryway to the downtown.

To aid in the consideration of this request, please find enclosed the following materials for your review:

- Three copies of a Conceptual Site Plan;
- Three copies of Conceptual Floor Plans;
- Three copies of Conceptual Elevation Plans/Renderings;
- A Review Fee of \$500.00;
- One CD containing digital copies of the submitted materials.

I trust that these materials are sufficient for your review. Should you require any additional information, please contact the undersigned at your earliest convenience.

Yours truly,


Joanna Fast

cc. L&B Aurora Inc.

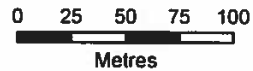


LOCATION MAP

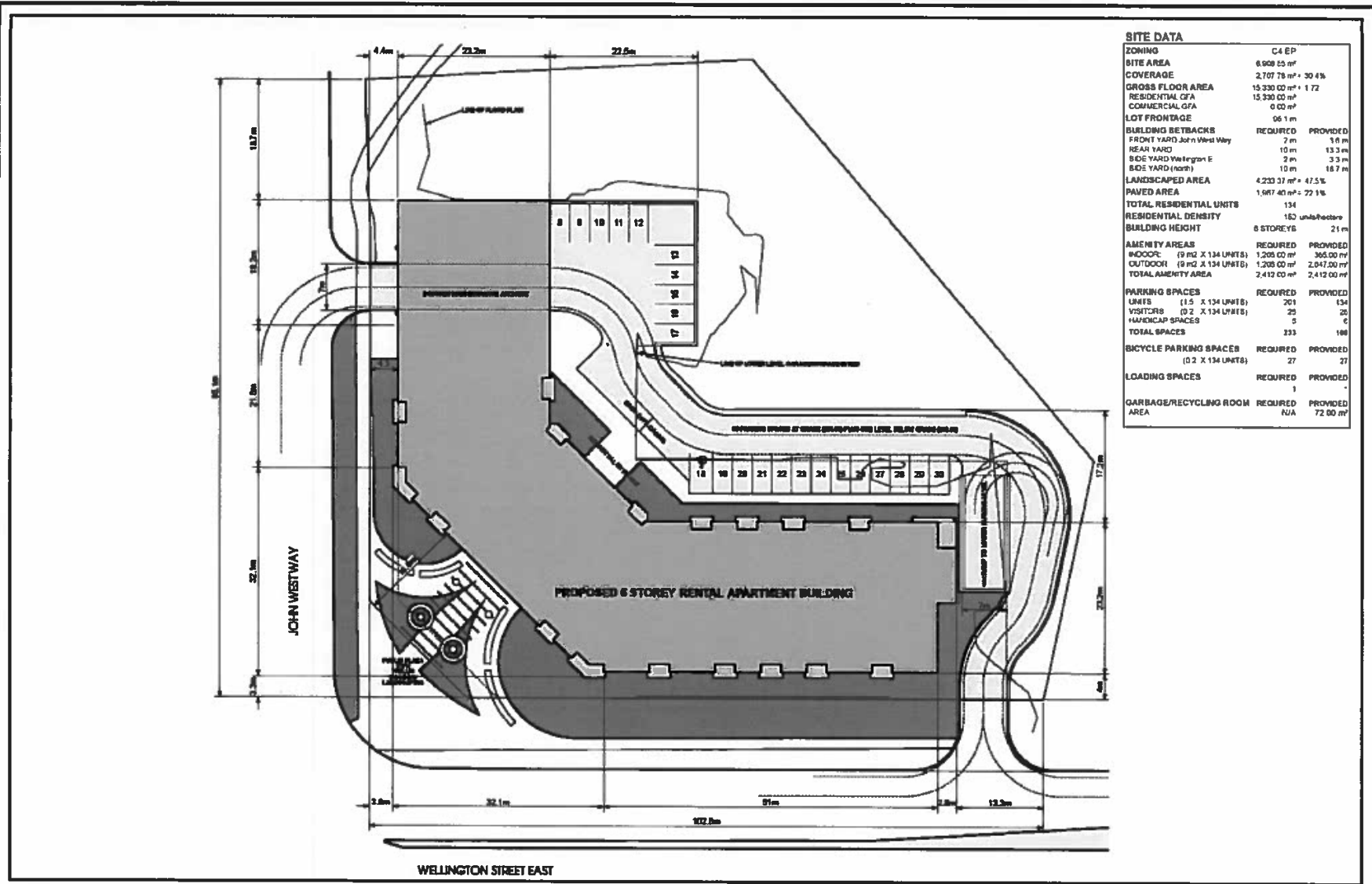
APPLICANT: L&B Aurora Inc.
 FILE: ZP-2017-06
 FIGURE 1



SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department, October 10, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016. © First Base Solutions Inc., 2016 Orthophotography.



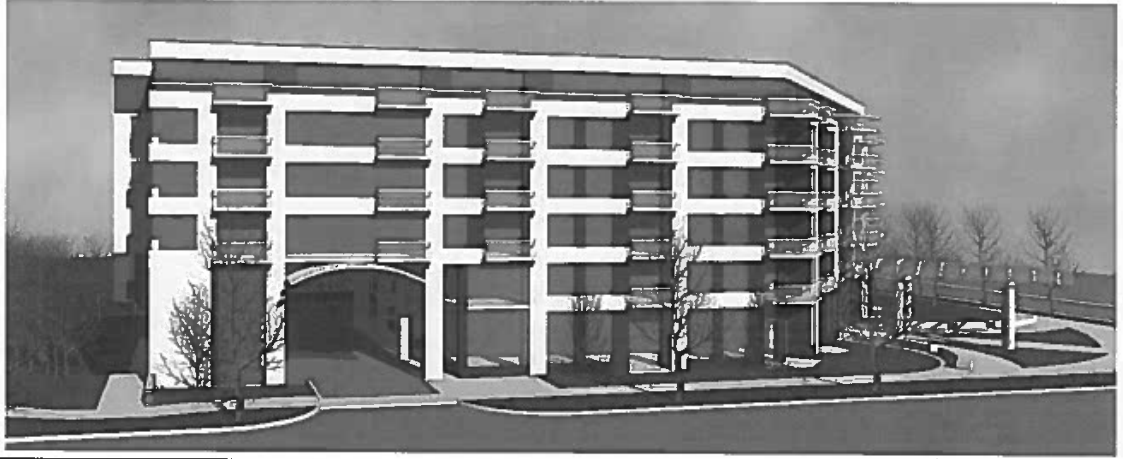
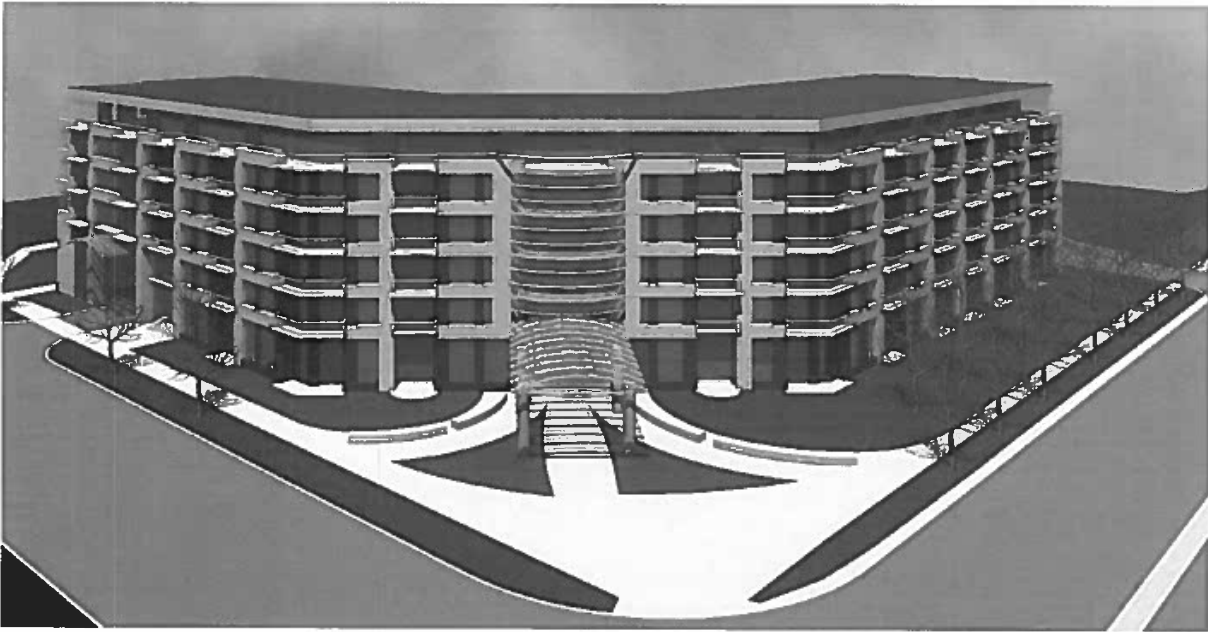
CONCEPTUAL SITE PLAN

APPLICANT: L&B Aurora Inc.
 FILE: ZP-2017-06

FIGURE 2



Map created by the Town of Aurora Planning and Building Services Department, October 10, 2017. Drawing provided by Penwick Investments Limited.



CONCEPTUAL BUILDING ELEVATIONS

APPLICANT: L&B Aurora Inc.
FILE: ZP-2017-06

FIGURE 3



Map created by the Town of Aurora Planning and Building Services Department, October 3, 2017 Drawing provided by Stantec

Attachment 2



600 Annette Street
Toronto, ON M6S 2C4
T 416.487.4101
F 416.487.5489

520 Industrial Pkwy S
Suite 202
Aurora ON L4G 6W8
T 905.503.3440
F 905.503.3442

September 29, 2017

Town of Aurora
Planning & Development Services
100 John West Way
Box 1000
Aurora ON L4G 6G1



Attention: Mr. Lawrence Kuk, Planner

Dear Lawrence:

**Re: Council Request for Application Submission
Zoning By-law Amendment
34 – 46 George Street & 100 Tyler Street**

Macaulay Shiomi Howson Ltd. (MSH) is acting on behalf of 2567086 Ontario Inc. (Ms. Dolly Dossa), registered owner of the above referenced properties. Ms. Dossa purchased the properties (subject site) prior to the Town of Aurora Council passing its new Zoning By-law 6000-17.

It is Ms. Dossa's intention to redevelop the subject site for 26 ground related 3-storey freehold townhouse units on a common elements condominium road. Further, it is proposed that the property at 100 Tyler Street be maintained as a single detached dwelling lot.

Background

The subject site is comprised of four (4) single detached dwellings located on the west side of George Street (municipally known as 34, 38, 42 & 46 George Street); and, one (1) single detached lot located on the north side of Tyler Street (municipally known as 100 Tyler Street) which backs onto the rear yards of the George Street properties.

The subject properties on George Street are generally 1 ½ storeys in height, each with a detached garage located at the rear of the property. The dwelling on Tyler Street is a bungalow with no garage.

The surrounding properties on George Street between Wellington Street and Tyler are a mix of housing densities and built form but are predominantly occupied by 3-4 storey residential buildings. A 1 ½ storey detached dwelling is located just across from the subject site at 29 George Street; however, it has recently received approval for the development of a 4-storey, 12-unit, condominium apartment building.

A 3-4 storey apartment building is located at the south west corner of George Street and Wellington Street and abuts 34 George, with a similar building located at the south east corner. A 3-storey, long term care facility, including surface parking, is located on the east side of George, across from the subject site.

Request for Application Submission
34 – 46 George Street & 100 Tyler Street
September 29, 2017

2

A 2-storey apartment building is located across from 48 George Street.

George Street south of Tyler Street is predominantly single detached dwellings demonstrating a more heritage characteristic.

Tyler Street is predominantly single detached dwellings of varying size and height including heritage and new build construction.

The properties at 38, 42 & 46 George Street are currently listed but not designated on the Aurora Register of Properties of Cultural Heritage Value or Interest. 34 George Street is a Pending List property.

A request by the previous owner was submitted to the Heritage Advisory Committee to have the George Street properties removed from the list with the intention for demolition. The request was deferred by the Committee pending further information from the current owner. We will revisit this process when deemed appropriate.

Official Plan

The subject site is designated “Stable Neighbourhoods” in the Town’s Official Plan. The Official Plan states that the “Intent” of the designation is:

to ensure that the areas designated ‘Stable Neighbourhoods’, as identified on Schedule ‘A’, are protected from incompatible forms of development and, at the same time, are permitted to evolve and be enhanced over time. All new development shall be compatible with its surrounding context and shall conform with all other applicable policies of this Plan.

There are no physical or site specific policy constraints affecting the subject site. The Stable Neighbourhoods designation permits “ground-related residential uses” including townhouses, subject to a rezoning application, a site plan agreement being entered into with the Town, and various other criteria including height and site plan control restrictions.

The subject site is located within the Heritage Resource Area as identified on Schedule ‘D’ of the Official Plan. As previously indicated, the surrounding properties are predominantly 3-4 storey residential apartment buildings and a long term care facility. Recently, the Town has approved a 4-storey, 12-unit residential condominium building of modern architectural design at 29 George Street.

Although it is noted that none of the developments, including the recently approved condominium at 29 George, have been required to address the heritage characteristics of the area, it is intended that the proposed townhouse development be sympathetic to the heritage character found further south on George Street and provide for architectural detail along the George Street façade. This will provide an appropriate transition both in terms of housing density, scale and character within the immediate and surrounding area.

Zoning

The subject site is zoned “Detached Third Density Residential (R3)” in the Town’s recently approved Zoning By-law No. 6000-17. A zoning amendment to an appropriate category would be required to permit the proposed townhouse development. No variances to the Town’s provisions are anticipated for the 100 Tyler Street property; therefore, the existing R3 provisions would continue to apply.

Request for Application Submission
34 – 46 George Street & 100 Tyler Street
September 29, 2017

4

I trust you will find the enclosed information satisfactory; however, should you have any questions or require additional information regarding the above-referenced matter, please do not hesitate to call.

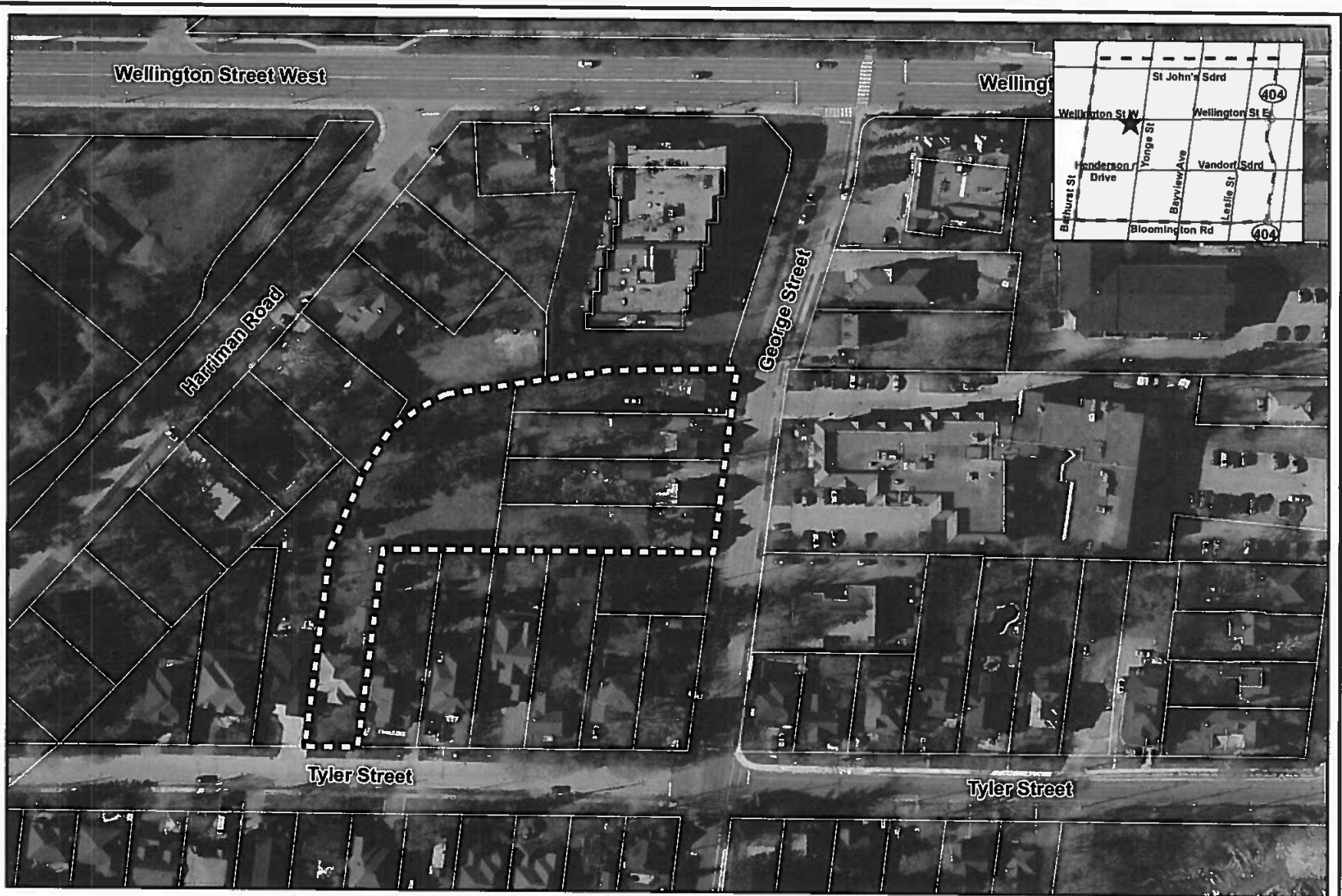
Sincerely,

MACAULAY SHIOMI HOWSON LTD.



Angela Sciberras, MCIP, RPP
Principal
Encls.

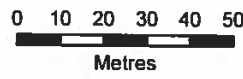
Cc: Dolly Dossa



LOCATION MAP

APPLICANT: 2567086 Ontario Inc.
 FILE: ZP-2017-08
 FIGURE 1

 SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department, October 5, 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016, © First Base Solutions Inc., 2016 Orthophotography.



CONCEPTUAL SITE PLAN

APPLICANT: 2567086 Ontario Inc.
FILE: ZP-2017-08

FIGURE 2



Map created by the Town of Aurora Planning and Building Services Department, October 5, 2017. Drawing provided by Perwick Investments Limited.

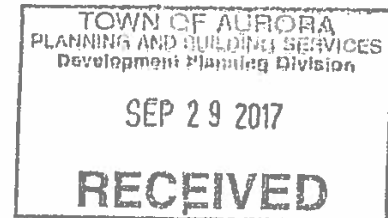
Attachment 3

Markets On Main Street Inc.

280 Birkdale Rd, Toronto ON M1P 3S4 416 759-1093 jackdougan@rogers.com

September 21, 2017

Jeff Healey
Planning & Building Services
Town of Aurora
100 John West Way
Aurora ON L4G 6J1



Dear Mr. Healey,

Re: Request for Approval to Apply for Rezoning

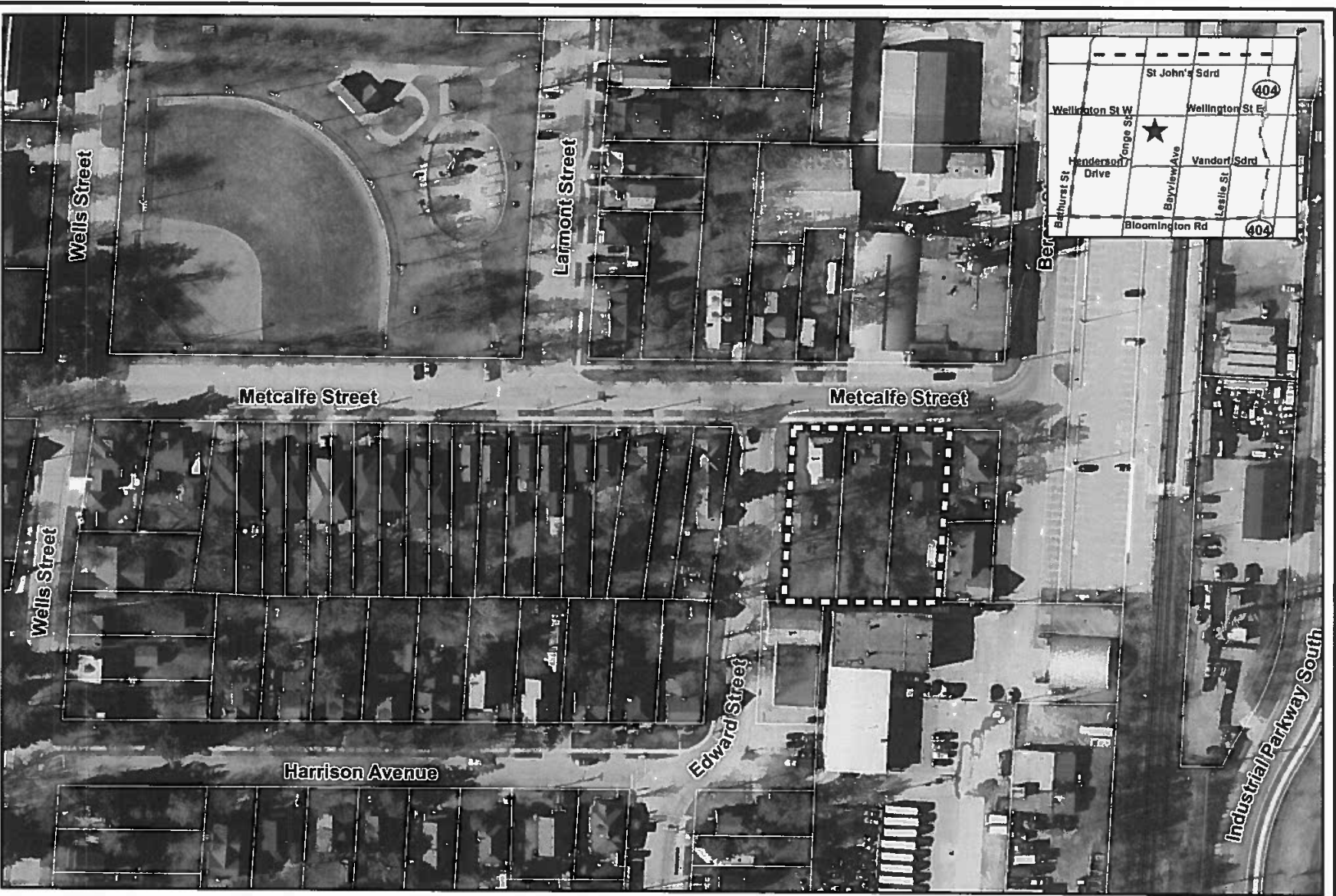
Markets On Main Street Inc. is the planning consultant and agent for the beneficial owner of 103, 107 and 111 Metcalfe St., 2419059 Ontario Inc..

The owner is proposing to develop this property for 24 stacked townhouses as shown on the attached conceptual site plan by Flanagan Beresford Patteson Architects. The buildings will face both Edward and Metcalfe Streets and will be 3 1/2 storeys in height. All parking will be provided at the rear of the buildings. The result will be very attractive street frontages that are pedestrian oriented and free of all parking. The building design will be complimentary to the character and heritage of the neighbourhood. The project will provide 24 units of new, moderately priced accommodation that will be an asset to Downtown Aurora.

Yours sincerely,

A handwritten signature in cursive script that reads "Jack Dougan".

Jack Dougan RPP
Markets On Main Street Inc.
416 759-1093
jackdougan@rogers.com

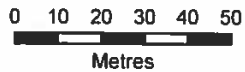


LOCATION MAP

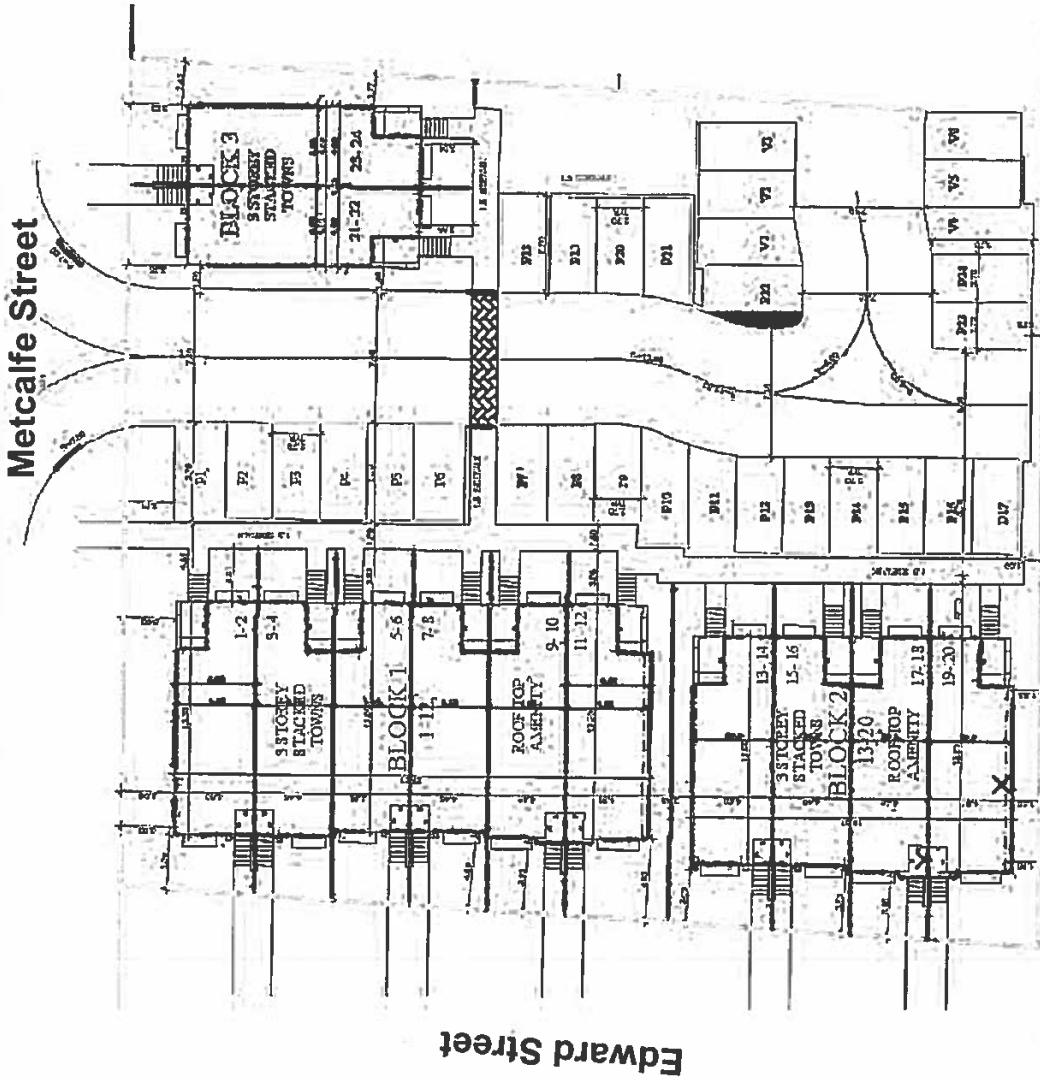
BUYER: 2419059 Ontario Inc.
 FILE: ZP-2017-07
 FIGURE 1



SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department October 6 2017. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2016, © First Base Solutions Inc. 2016 Orthophotography.



CONCEPTUAL SITE PLAN

BUYER: 2419069 Ontario Inc.
FILE: ZP-2017-07

FIGURE 2



Map created by the Town of Aurora Planning and Building Services Department, October 6, 2017. Drawing provided by Perwick Investments Limited.



Town of Aurora

General Committee Report No. PRCS17-037

Subject: Aurora Outdoor Christmas Market

Prepared by: Shelley Ware, Supervisor – Special Events
Lisa Warth, Manager of Recreation

Department: Parks, Recreation and Cultural Services

Date: November 7, 2017

Recommendation

1. That Report No. PRCS17-037 be received; and
2. That the framework presented in this report be endorsed; and
3. That staff report back to Council on the need for additional staff for Special Events/Communications in Q1 of 2018; and
4. That the Outdoor Christmas Market be included as an Option in the 2018 Budget; and
5. That the Aurora Christmas Outdoor Market not be approved in 2017.

Executive Summary

This report evaluates the feasibility of an outdoor Aurora Christmas Market at Library Square and the timelines required to plan a successful market. For an Aurora Christmas Market to be authentic, successful and memorable, sufficient time to research, plan and promote is essential. The considerations for the potential outdoor market contained in this report are:

- Christmas Markets are common celebrations for families to gather, buy gifts and enjoy festive entertainment and activities
- Sufficient time is required to research, plan and promote a successful Christmas Market
- A vision for Aurora's Christmas Market
- Significant staff resources required

Background

At the September 26, 2017 Council meeting, Councillor Mrakas presented a Notice of Motion regarding a potential outdoor Christmas Market in Aurora. This is the report back to Council regarding this Notice of Motion.

Analysis

Christmas Markets are common celebrations for families to gather, buy gifts and enjoy festive entertainment and activities

The Toronto's Distillery District's Christmas Market (DDCM) is ranked one of the top 10 Holiday Markets in the world. The development of this market started in the 1950s with significant support from the City of Toronto. One of the key features to success at the DDCM is that it continues to celebrate the romance and magic of Christmas while creating connections with residents and tourists. The DDCM has become an annual tradition for more than 200,000 visitors each season.

Sufficient time is required to research, plan and promote a successful Christmas Market

When establishing a new event such as the outdoor Christmas Market in Aurora, particularly with an overall objective of revitalizing the downtown core, it is important to gather information on best practices and features compared with similar successful events. This can take approximately 1 to 2 months prior to any planning and, ideally, would include visiting other markets.

Many of the vendors, entertainment, buskers, carolers, and other features required to have a successful and authentic Christmas market would need to be procured 6 to 12 months in advance of the event in order to secure a commitment as the Holiday season is typically a very busy time of year for these services. Sourcing out these services and planning the logistics, such as road closure permits, site set-up, electrical and acoustic services etc., takes considerable time to plan properly.

Community collaboration such as partnering with Churches, the Cultural Centre, the Library, the Chamber of Commerce, the Farmers Market, businesses and numerous other potential local partners should also start several months in advance of the event to ensure a common vision, goals and strategies and to allow the market to be successful and grow.

November 7, 2017

Page 3 of 7

Report No. PRCS17-037

As the Holiday season is a busy time for families, the Aurora Christmas Market must be unique and enticing to ensure people will want to attend. A comprehensive promotional plan should start 1 to 2 months in advance of the event.

Significant staff resources required

Special Events and communications staff are being asked to produce and support new events each year. Currently, staff resources are maximized and there is little capacity to support new events.

An event of this nature will require significant staff resources for production and execution, totaling approximately 200 hours. This time is needed for procuring vendors, entertainment, food and beverages, equipment and more, developing a safety and emergency management plan, recruiting and training volunteers, meetings, community collaboration, securing logistics, administrative tasks such as processing invoices and other responsibilities.

Corporate Communications advises that a comprehensive advertising campaign, requiring print advertising, promotional materials and digital advertising will require a minimum 40 hours of staff time in advance of promotion beginning. This time is required to do graphic design, digital design, media buying, advertising scheduling, sponsor approvals and media relations planning. Larger campaigns can take approximately 80 hours of staff time. This does not include the costs related to advertising and printing.

A vision for Aurora's Christmas Market

With proper planning, Aurora's Christmas Market could include a variety of features such as:

- Suitable site that includes sufficient space and access for vendors, activities and parking. The site must be safe, free of ice and snow and well-lit and must be able to support event infrastructure such as electrical service, toilets and garbage disposal. The site should have some indoor space as a back-up for inclement weather;
- Road closures that could be transformed into pedestrian walkways with festive names such "Candy Cane Lane";
- Artisan and Artist vendors including fine crafts, jewelry, home décor, art and culinary specialties, roving buskers, Carolers, Sing-a-longs, children's activities including visits with Santa and music to include live musical performances;
- Light displays and unique décor;

- “How to” workshops;
- Food and Beverage;
- Community organization displays, booths and activities;
- Ice carvings.

Challenges with planning a Christmas Market in 2017

Procurement of quality vendors, entertainment etc.

Key features of the event such as artisans, artists, buskers, entertainment, food and beverage vendors, etc., would be very difficult for staff to procure at this late date. The Holiday season is extremely busy for these types of services and many of them are booked well in advance of the season. Permits and contracts would have to be expedited and may not meet prescribed timelines.

Community Involvement

Conversations with community partners such as the Aurora Cultural Centre, the Aurora Public Library, the Farmers’ Market, churches, etc. must begin immediately to ensure their ability to participate; however, there would be little time for proper collaboration and the development of common goals and vision.

Communications

A Communication Plan should begin 1 to 2 months in advance of the event. Currently, there isn’t enough time in 2017 to properly execute a Communication Plan.

Physical Site

A suitable site for a successful outdoor Christmas Market must include sufficient space and access for vendors, activities and parking. Additionally, the site must be safe for high pedestrian traffic and must properly lit, it is mandatory to have electrical service, running water, toilets and garbage disposal and should have indoor space for inclement weather and activities which are not suitable being held outdoors.

Funding

There is no funding source identified for an outdoor Christmas Market to be held in 2017.

Staff Resources

Staff resources are limited and work plans for the remainder to the end of year have been established. Additional resources would be required and overtime and lieu time would likely be necessary.

Advisory Committee Review

None Required.

Financial Implications

The Operating expenses to establish a Christmas Market would include:

Signage, equipment rentals, operating materials related to logistics	\$5,000
Entertainment (carolers, buskers, musical performers)	\$5,000
Children's Activities (face painting, crafts, Santa's workshop etc.)	\$3,000
Complimentary Food & Beverages	\$1,000
Promotions/Advertising (newspaper ads, printing)	\$3,000 to \$10,000
Décor and lights	\$2,000
Volunteer Management and permit fees	\$500
Support staff for event (set-up, supervision, clean up, first aid)	\$3,000
Total (depending on promotions/advertising)	\$22,500 to \$29,500

Alternate sources of funding such as grants, sponsorships, vendor fees, donations and services in-kind will be pursued to offset the impact to the operating budget.

Communications Considerations

For all Town events, Corporate Communications is responsible for developing and executing a comprehensive communications plan requiring a minimum of 40 to 80 hours of staff time, along with costs for advertising and public relations. Additional time may be required to support pre and post event materials such as sponsorship packages, signage, sponsor recognition etc.

Link to Strategic Plan

This event would support Objective 3: *Celebrating and promoting our culture and* Objective 5: *Strengthening the fabric of our community* in the Town's Strategic Plan.

Alternative(s) to the Recommendation

1. Council may choose to host a preview/mini-market at the 2017 Tree Lighting event scheduled for Wednesday, December 6 at Town Hall/Seniors Centre. This event is already established and the site is suitable to adding vendors to the footprint. Staff would make every effort to recruit appropriate, quality vendors for the event. In order to secure vendors, staff recommend that vendor fees be waived for the 2017 event and will encourage key community partners such as the Aurora Cultural Centre, Aurora Public Library, Farmers Market to participate.

Additional funding in the amount of \$3,000 would be required to support a preview/mini market at the Tree Lighting event for additional promotions, lighting and staff support.

That a 2017 mini Christmas market be held at the Tree Lighting event, funded in the amount of \$3,000, from the Council Operating Contingency Fund.

Conclusions

This event could help revitalize the downtown core and become a feature event in York Region. For an outdoor Christmas Market to be authentic, successful and memorable, sufficient time to research, plan and promote is essential.

November 7, 2017

Page 7 of 7

Report No. PRCS17-037

Attachments

None.

Previous Reports

None

Pre-submission Review

Agenda Management Meeting review on October 19, 2017

Departmental Approval

Approved for Agenda



Al Downey
Director
Parks, Recreation and Cultural Services



Dou Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

No. FS17-046

Subject: 2018 Operating Budget

Prepared by: Dan Elliott, Director, Financial Services - Treasurer

Department: Financial Services

Date: November 7, 2017

Recommendation

- 1. That Report No. FS17-046 be received for information; and**
- 2. That the 2018 draft Operating Budget be referred to Budget Committee for review at its scheduled meetings commencing November 18; and**
- 3. That following the completion of the Budget Committee reviews, the Treasurer bring forward a final budget approval report reflecting all adjustments recommended by the Committee.**

Executive Summary

Proposed budget less than July 4th Council mandate to staff

On July 4, 2017, Council directed staff to prepare the 2018 Operating Budget, with a target tax rate increase equal to inflation. Inflation was subsequently reported as 2.1%. The budget was also to include a further 1% increase for fiscal strategies and infrastructure. This report presents the 2018 draft Operating Budget for review by Budget Committee.

The 2018 draft operating budget recommended by staff results in a total tax levy pressure of 1.9% which is 0.2% lower than the maximum ceiling allotted by Council resulting in a total of \$94,800 being available for additional Council funding decisions within the original target. This recommended budget:

- respects council's defined tax pressure ceiling;
- addresses current budget underfunding in identified areas;
- provides the Library Board, the Cultural Centre Board, and the Historical Society with their designated budget funding amounts;

- continues with the town's phase-in budget strategy for the Fire Services expansion;
- supports Council's fiscal strategy objectives of reducing the town's reliance upon Supplementary tax and hydro fund proceed revenues; as well as continuing to grow the Town's contributions in support of its infrastructure renewal.

Background

At its meeting of July 4, 2017, Council adopted the following resolutions arising from staff Report No. FS17-023:

THAT the increase for the Aurora portion of the residential tax bill for the 2018 Base Operating budget be limited to the reported 12 months to June 2017 Consumer Price Index (CPI) for the Toronto Area; and

THAT all fees, rates and charges be indexed by the same CPI reported value unless precluded by legislation, and new revenue sources identified where possible; and

THAT new tax revenue from new buildings be incorporated into the base budget and be used to extend existing service levels to these new properties, residents and businesses; and

THAT for strategic priorities separately identified by Council, a further increase be levied for such new funding; and

THAT once the CPI factor is known, and the growth estimated, the Finance Advisory Committee provide each of the Library Board, the Cultural Centre Board, and the Historical Society a designated 2018 budget funding amount for their respective budget development work; and

THAT a "current plus three year forecast" operating budget be prepared, and include a staffing needs analysis and forecast for the same period.

THAT the phase-In budget strategy currently approved for Fire Services expansion be funded from within the inflationary and growth components of the Base Operating Budget, as applicable, with any excess planned increase being a separate component of the overall tax increase; and

November 7, 2017

Page 3 of 10

Report No. FS17-046

THAT in addition to the base budget increase for inflation, up to 1% dedicated Fiscal Strategy tax levy increase be imposed to fund additional contributions to Infrastructure Reserves in accordance with the long range fiscal strategies adopted in the recent 10 Year Capital and Asset Management Plan, and any other fiscal strategy items.

Analysis

Draft budget prepared by staff allows funding room for subsequent Council funding decisions

Staff are pleased to present the draft 2018 Operating Budget which reflects Council's direction, resulting in an average town share tax increase of 1.9% plus 1% for fiscal strategies for residential properties, representing an amount that is 0.2%, or \$94,800, below Council's defined tax pressure target of 3.1%. Budget Committee will be able to allocate the \$94,800 towards budget options and service changes and still maintain the budget target of 3.1%.

The 12 month June to June CPI for the Toronto area was recently reported by Statistics Canada at 2.1% (data table 326-0020, filtered to Toronto only). This is the reference index approved by Council for use in the annual budget process.

Key funding pressures identified have been addressed

The following items of key interest to Council have been reflected in the draft budget:

1. Funding of estimated incremental salary and benefit costs of \$605,000 that are anticipated as a result of the province's proposed changes to Employment Standards legislation should they be approved.
2. Funding of increased costs arising out of town's new waste collection contract which will become effective in 2018.
3. The continued implementation of funding strategy that addresses current budget underfunding in identified areas such as utilities, part time and full time salaries, and certain program revenue line items.
4. Increased contributions to infrastructure reserves equal to 0.5% of tax levy.
5. Reduced reliance on interest from hydro proceeds reserve fund, reducing last year's reliance of \$100,000 to zero for 2018.
6. Reduced planned reliance on supplementary tax revenues in accordance with our financial strategy by \$75,000 to only \$350,000 for 2018.
7. Continued phase-in of expected cost increases for the expanding Central York Fire Services. The Town had previously adopted a phase-in strategy of increasing fire services budget by 1.3% of Aurora's tax levy each year for six years. In past years, the phase-in approach has resulted in the Town's budget

for fire being higher than actual in each year. For 2018, the fire budget has been more closely aligned with the draft budget of CYFS.

8. All rates, fees, and charges of the Town have been indexed where permissible by 2.1% representing inflation as reported for the 12 month period July, 2016 to June, 2017.
9. All revenue estimates have been carefully considered in the context of the inflated rates and fees, as well as expected activity volumes and reflected in the budget.

Anticipated new revenues were quickly consumed by identified budget pressure areas

Attachment #6 outlines the anticipated new revenues, and the immediate commitment of those revenues to the above items and others, being new and incremental costs expected for 2018. After allocating new revenues to all of these pressures, there were no new revenues left to allocate to operational expense increases resulting from inflation for all other costs of the town. Departments were asked to find savings in other line items in order to absorb inflation to the best of their ability. Ultimately, staff were able to hold the line, except for a total net increase of \$226,600 on these other pressures.

The cost increases of the new waste management contract have been phased in over two years using tax rate stabilization reserves as endorsed recently by the Finance Advisory Committee.

The cost increases of the new pending labour legislation have been phased-in over two years using tax rate stabilization reserves also as recommended by the Finance Advisory Committee. This approach will allow the legislation to become clear, the impacts fully quantified and allow the Town to consider alternative methods of financing the remaining portion of these new costs, possibly through user rate increases, further tax increases or a combination of both.

The 2018 budgetted draw from the Tax Rate Stabilization reserve fund for these two aforementioned items is \$569,000. The balance in this reserve fund is currently \$3.77 million prior to this draw.

Despite the above constraints, staff have been able to achieve a base budget reflecting a 1.9% tax levy increase by utilizing new growth revenues arising from the recent growth of the 2C area, together with the above noted revenue changes, as well as constraining wherever possible the costs of operations of the Town. A further 1% increase has been included as directed by Council to fund fiscal strategies such as increased contributions to infrastructure reserves and further reduction in the town's reliance upon hydro fund investment proceeds and supplementary tax revenues. A further 0.2% in funding room within the original target of 3.1% remains available for subsequent Budget Committee decisions. By having a clear direction from Council,

November 7, 2017

Page 5 of 10

Report No. FS17-046

staff were able to focus their attention to developing a budget which would meet Council's goal.

Attachment #2 outlines the operating expenses of each department, net of their respective non-tax revenues. The total Net Operating budget area of the schedule shows the distribution of the total proposed 2018 tax revenue of \$44,454,900. Attachment #3 outlines all revenues by type, showing the total combined revenues of \$64,050,600. Attachment #4 shows this information in tabular format in addition to staff's projected operating budget requirements for three outlook years (2019 to 2021). While Attachment #4 also shows the Town's draft budget requirements for 2019-2021, these figures have been included for illustrative purposes only. Staff are committed to producing budgets for these outlook years that fall within established Council mandates such as the one approved by Council for this budget in July.

Attachment #5 outlines graphically the key budget pressures and influences encountered in compiling the 2018 budget, ending with a 3.1% tax increase which includes the available 0.2% in additional funding available for subsequent Council decisions. The nine previously noted budget highlights are included in these graphics. The presented graphics flow from the bottom left corner of the page upwards, then right, and back down to the bottom right corner of the page. A more detailed summary of the Town's key 2018 operating budget pressures are presented under Attachment #6.

The 2018 operating budget binder will be distributed today, and its contents will be made available on the Town's website shortly thereafter. Tab #15 of the Budget Binder includes a 2017 departmental objectives scorecard which will be distributed to the committee prior to its first review meeting scheduled on November 18th.

Binder Tab #3 captures a summary of the 2018 Budget Option Decision Units that have not been included in the Town's currently proposed draft operating budget as well as a summary of the cost neutral new staffing items that have been included in the draft operating budget. Also included under this tab is a detailed business case for each of the items listed. Binder Tabs #4 to #14 contain the business plans and information regarding each operating department of the Town.

Each department's 2018 objectives are captured in their respective departmental business plans. Some of the highlights of these objectives include:

- Lead the development of an expanded economic development mandate and the creation of an Office of Economic Development;
- Work with the Economic Development Board to prepare a community wide economic development strategy;
- Lead the Town's development of its Cultural Precinct and Library Square;
- Implementation of recommendations coming out of the Cultural Master Plan;
- Implementation of three year plan for the Aurora Museum & Archives;

- Development of a Public Art Policy;
- Implementation of the new Facility Advertising and Sponsorship Program;
- Detailed design and tender preparation for Wildlife Park;
- Advancement of recommendations from the Parks & Recreation Master Plan and Sports Plan;
- Prepare neighbourhood development guidelines;
- Facilitation and oversight of the 2018 election including the implementation of internet voting;
- Implementation of an alternative animal control and shelter service delivery model;
- Continue to expand the Town's customer service relationship (CRM) and telephony tools;
- Implementation of e-billing for water utilities;
- Initiate the implementation of a Town wide stream erosion management plan;
- Conduct a review of the winter roads and sidewalk maintenance operation to determine if resources are sufficient to sustain established service levels;
- Initiate the review of the condition of the town's existing linear infrastructure other than roads which were completed in 2016;
- Complete review of Towns' methodology for calculating its stormwater rates;

Advisory Committee Review

The Financial Advisory Committee is not charged with reviewing the annual operating budget, however they are charged with reviewing the detailed budgets of each Town department on a rotating basis. This approach allows the Budget Committee to focus their review on the key changes and pressures arising in the annual budget, while relying upon the work of the Finance Advisory Committee in regards to the review of each department's ongoing core operating budget details. Attachment #1 includes a recent summary report of the work of the Finance Advisory Committee and the outcomes of its detailed reviews.

The Finance Advisory Committee was apprised of the budget pressures outlined in Attachment #6, and the use of stabilization reserves in order to phase-in the new costs arising from the new waste collection contract and the newly proposed labour legislation which were endorsed by the Committee.

Financial Implications

Residential tax bill impacts align close to inflation

Residential tax bills contain three different property taxes. Taxes collected for provincial education purposes represents approximately 20.6% of a residential tax bill, while taxes for York Region are approximately 42.9%, with the remaining 36.5% being retained by the Town for Town purposes.

The Town's 3.1% tax increase budget adds \$9.82 per year to the town share of the tax bill for each \$100,000 of assessment, or less than \$50 for a home assessed at \$500,000. For the average Aurora home assessed at \$770,000, this budget will add \$76 per year for the Town share of the tax bill. For reference, Attachment #7 sets out a history of Aurora's tax rate increases in recent years.

When combined with the York Region's expected 2.35% tax rate and the revenue neutral education rate to be set by the Province (not until April 2018), the expected combined tax impact to a residential property is 2.07%. The June 2016 to June 2017 CPI index for Toronto was 2.1% (Statistics Canada CANSIM table 326-0020 filtered to Toronto only).

Total operating budget expenditures surpass \$64 million

The proposed budget sets out planned expenditures totalling \$64,050,600 including \$94,800 in expenditures yet to be allocated by Council, funded with non-tax revenues of \$19,595,700, such as investment income, user fees, Federal Gas Tax grants, and fines & penalties. The remaining \$44,454,900 requirement is to be raised through property taxes, requiring a 3.1% average tax increase.

Three major budget pressures are addressed as part of staff's recommended 2018 operating budget. Those pressures being the anticipated financial impacts resulting from the province's proposed changes to Employment Standards legislation via its "Fair Workplaces, Better Jobs Act, 2017" ("Bill 148") estimated at \$605,000, incremental costs of \$518,000 arising out of the Town's new waste collection contract, and the continued right sizing of current budget underfunding in identified areas such as utilities, part time and full time salaries, and certain program revenue line items.

Staff are presenting service increase options for consideration at extra cost

A suite of 2018 budget options totaling \$234,560 which relate to town service enhancements are presented for the budget committee's consideration over and above staff's recommended core 2.9% tax pressure. The \$94,800 or 0.2%, being the currently unallocated amount within Council's defined tax threshold pressure of 3.1% can be

used to fund some of these. Any funding allocated towards these options beyond the \$94,800 will result in tax rate increases above the 3.1% level should Budget Committee so choose.

The list of budget options which have not been included in the current proposed operating budget includes all of the operating budget type requests which were received from community stakeholder groups at the Town's May 31, 2017 Community Budget Consultation meeting. The details for all of these budget decision units can be found in Tab #3 of the 2018 budget binder package.

Communications Considerations

This report will be posted to the Town's Budget and Financial Information web page for transparency and accountability as part of the overall annual budget communications and engagement plan. Each budget meeting will be separately communicated through various channels to the community, including a synopsis of the topics planned. A final press release with budget highlights will be issued upon approval by Council.

Budget Committee meetings for review of the 2018 Operating Budget have been set as follows:

1. Saturday November 18, 2017, 9:00 a.m. (expected to last until approximately 4:00 p.m.)
2. Monday November 20, 2017, 7:00 p.m. (cultural partners presentations)
3. Monday November 27, 2017, 7:00 p.m.

Budget meetings may be cancelled or added, or starting times changed by the Chair. All meeting updates will be reflected on the Town's website as soon as changes are approved.

Link to Strategic Plan

Developing the annual budget supports all aspects of the Strategic Plan. Specifically, this report supports the Plan principles of Leadership in Corporate Management, Leveraging Partnerships, and Progressive Corporate Excellence and Continuous Improvement.

Alternative(s) to the Recommendation

1. None: General Committee will consider the presented draft budget in detail, reviewing materials from each operating department, as well as materials presented by the Library Board, the Aurora Cultural Board, and the Aurora Historical Society. Shortly, the approved 2018 detailed budget for Central York Fire Services, as reviewed and recommended by the Joint Council Committee will be presented to Committee for comment.

The Committee may make recommendations for changes to the 2018 draft budget at any time during its review process.

Conclusions

Council established a budget target for the 2018 operating budget of inflation plus 1% in support of fiscal strategies, representing a maximum 3.10% tax increase. Staff have responded in developing a comprehensive budget producing a lower total required core tax increase of 2.9%; making available 0.2%, or \$94,800 within Council's defined maximum allotted spending increase ceiling in order to fund subsequent Council funding decisions. Of this recommended tax levy increase, 1.9% relates to the town's core operations; the remainder of 1.0% is fiscal strategy driven. As directed, all revenue rates, fees and charges have been indexed for inflation wherever possible. All operating lines continue to be examined for opportunities for constraint, while maintaining services to our growing community. All revenue targets were examined for expected volumes of activities. Through careful review, the 2.9% tax increase budget meets all of Council's criteria and goals set out in their directives to staff.

During the past year, staff have heard of a number of new service level initiatives suggested by members of Council as well as from its public consultation which was held on May 31, 2017. Where these are indeed new service levels or enhancements, staff have identified costs and details, however have not included these in the 2.9% draft budget. These items are separately described as Budget Option Decision Units, as these can be selected for funding by Council individually. Funding requirements for any chosen by Council can firstly be funded with the remaining 0.2% in tax rate increase room within Council's defined maximum allotted tax rate increase of 3.1%, with any remaining excess requirements representing a required tax increase over and above 3.1%.

November 7, 2017

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Report No. FS17-046

Attachments

- Attachment # 1 – FS17-042 FAC Summary of Results Achieved From Detailed Budget Reviews Undertaken to Date
- Attachment # 2 – Net Operating Budget by Department
- Attachment # 3 – Total Revenues by Source
- Attachment # 4 – 2017 Draft Operating Budget – Summary by Department
- Attachment # 5 – Key Budget Drivers Summary (graphical)
- Attachment # 6 – Summary of Key Town 2018 Operating Budget Pressures
- Attachment # 7 – Tax Rate History

Previous Reports

CFS17-023, 2018 Budget Preparation Directions – to Council on July 4, 2017.

Pre-submission Review

Agenda Management Meeting review on October 24, 2017

Departmental Approval



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

Approved for Agenda


for

Doug Nadorozny
Chief Administrative Officer



Attachment #1

Subject: Summary of the key findings / outcomes to date arising from the Finance Advisory Committee's rotating annual departmental detailed budget reviews

Prepared by: Jason Gaertner, Manager, Financial Planning

Department: Financial Services

Date: September 27, 2017

Recommendation

1. That Report No. FS17-042 be received for information.

Executive Summary

The purpose of this report is in response to the Finance Advisory Committee's (FAC) request that staff provide it with a summary of the key findings / outcomes to date arising from the FAC's rotating annual departmental detailed budget reviews.

Background

As per Council's approved budget review and approval process, the Finance Advisory Committee commenced its rotating annual departmental detailed budget reviews with the Parks, Recreation & Cultural Services (PRCS) department at its February 16, 2016 scheduled meeting. The agenda materials for this review and all subsequently completed reviews included the following core information:

- a. Line by line details, including grouping summaries of identified areas of Committee interest;
- b. 2016 Business Plan; and
- c. A presentation by each Director on the approaches used to prepare their budget.

To date, the FAC has completed departmental detailed budget reviews for the following list of departments:

- Parks, Recreation and Cultural Services commencing on February 16, 2016;
- Corporate Accounts commencing on May 24, 2016;
- Planning and Building Services (PBS) commencing on March 22, 2017;

Attachment #1

Analysis

The FAC's departmental detailed budget reviews are bearing results

Over the course of its detailed departmental budget reviews, the FAC has made several key findings which have resulted in multiple tangible actions being undertaken by staff. These key findings / outcomes from each of these said completed departmental detailed budget reviews to date are as follows:

Parks, Recreation & Cultural Services

- It was determined that the Town's community program delivery contracts budgets was insufficient. It was also noted that select recreational program revenue targets had become out of alignment with reality. The FAC concluded that right-sizing of these items was in order.

This finding has resulted in the formal right-sizing of both the community programs delivery contract budgets and select recreational program revenue targets as part of the 2017 Operating Budget.

- Identified a few categories of community programs that were being excessively subsidized by the Town and agreed to explore options for addressing through strategies such as further user fee rate increases, select program discontinuation, boosting of alternative revenue sources and consideration of a more selective program subsidization framework.

This finding has resulted in staff increasing select community program 2017 user fee rates and significantly expanding planned sponsorship revenues as part of the 2017 Operating Budget. In addition, staff developed and brought to the FAC for its review and comment a draft comprehensive community program subsidization policy / framework entitled Aurora Assist.

- It was noted that the flat rate billing of PRCS' Park Operations division for Town Park water consumption was placing a material pressure on this division's operating budget.

This finding has resulted in the discontinuation of the flat rate billing of Park Operations for Town Park water consumption as part of the 2017 Operating Budget.

- Recognition that uncontrollable staffing activity such as staff turnover, maternity leave, long term sick leave, etc. has a material impact on the Town's operating budget financial performance and that mitigating measure(s) need to be explored.

Attachment #1

This finding has resulted in Council's approval of a reserve fund strategy for the management of uncontrollable External Legal and Occasional Human Resources Expenses in June, 2017.

- It was acknowledged that uncontrollable development driven revenues can materially impact the financial results of the Town and consequently, staff should examine ways to address this.

This finding has resulted in staff modifying the way in which both budget information and financial results are presented to Council.

- Identified a need for the Town to re-visit its Key Performance Indicators (KPIs) and more effectively link them to financial results.

This finding has resulted in staff commencing a review of all existing Town KPIs which continues to be in progress at this time.

- It was noted that there will be a material increase in resident demand for the Town's recreational and community program services in the near future driven by the recent high rate of growth that the Town has been experiencing. It was suggested that the Town should explore a strategy for preparing for this expected growth similar to one being utilized Fire Services being a phasing in of the anticipated resultant increased service delivery costs ahead of the actual requirements arising.

This finding has resulted in staff planning to explore a strategy of this nature to be commenced as part of the 2019 Operating Budget, which will begin to phase-in any incremental anticipated costs for the ongoing operation of the planned new community centre being planned.

Corporate Accounts

- The FAC obtained a greater understanding of the accounts that are captured under the Corporate Accounts and why.

Planning & Building Services

- It was recognized that the Planning & Building Services department's funding model is presently heavily reliant upon uncontrollable development driven revenues. Consequently, staff need to ensure that they are effectively projecting these revenues into the short to medium term future and that they devise a strategy for reducing the Town's reliance upon these revenues.

This finding has resulted in staff further enhancing their longer term development driven revenue projections; which included a report to Council

Attachment #1

on the Town's long term development activity projections in May, 2017. In addition, staff plan to devise and implement a formal strategy that will progressively wean the Development Planning division off of its operating budget reliance upon development driven revenues.

Financial Implications

There are no immediate financial implications arising from this report.

Communications Considerations

This report will be posted to the Town's Budget and Financial Information web page for transparency and accountability.

Link to Strategic Plan

Having the FAC undertake its rotating annual departmental detailed budget reviews 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. The FAC may request additional information from staff.

Conclusions

The Finance Advisory Committee has now completed a detailed budget review for three of the town's departments. These reviews have proven to be quite fruitful, generating multiple key findings which have contributed directly to the betterment of the town's financial planning and reporting framework.

Staff recommend that this report be received.

Attachments

None

Attachment #1

September 27, 2017

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Report No. FS17-042

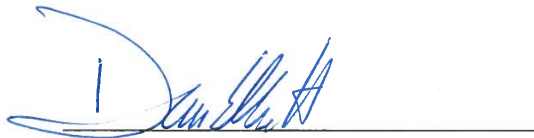
Previous Reports

None

Pre-submission Review

Agenda Management Team review on August 31, 2017

Departmental Approval



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

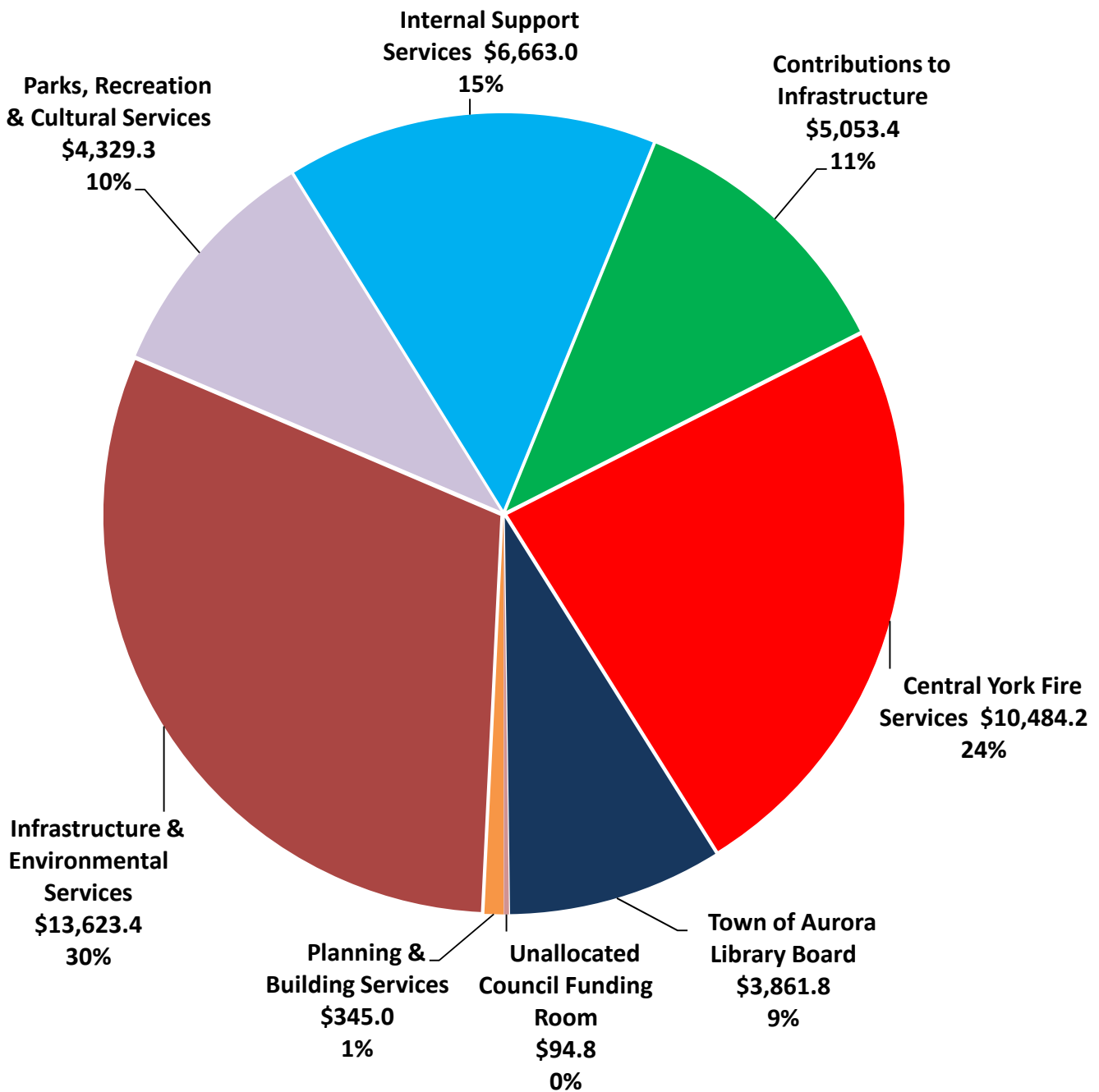
Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Town of Aurora 2018 DRAFT Operating Budget Net Tax Funding by Service

Shown in \$000's

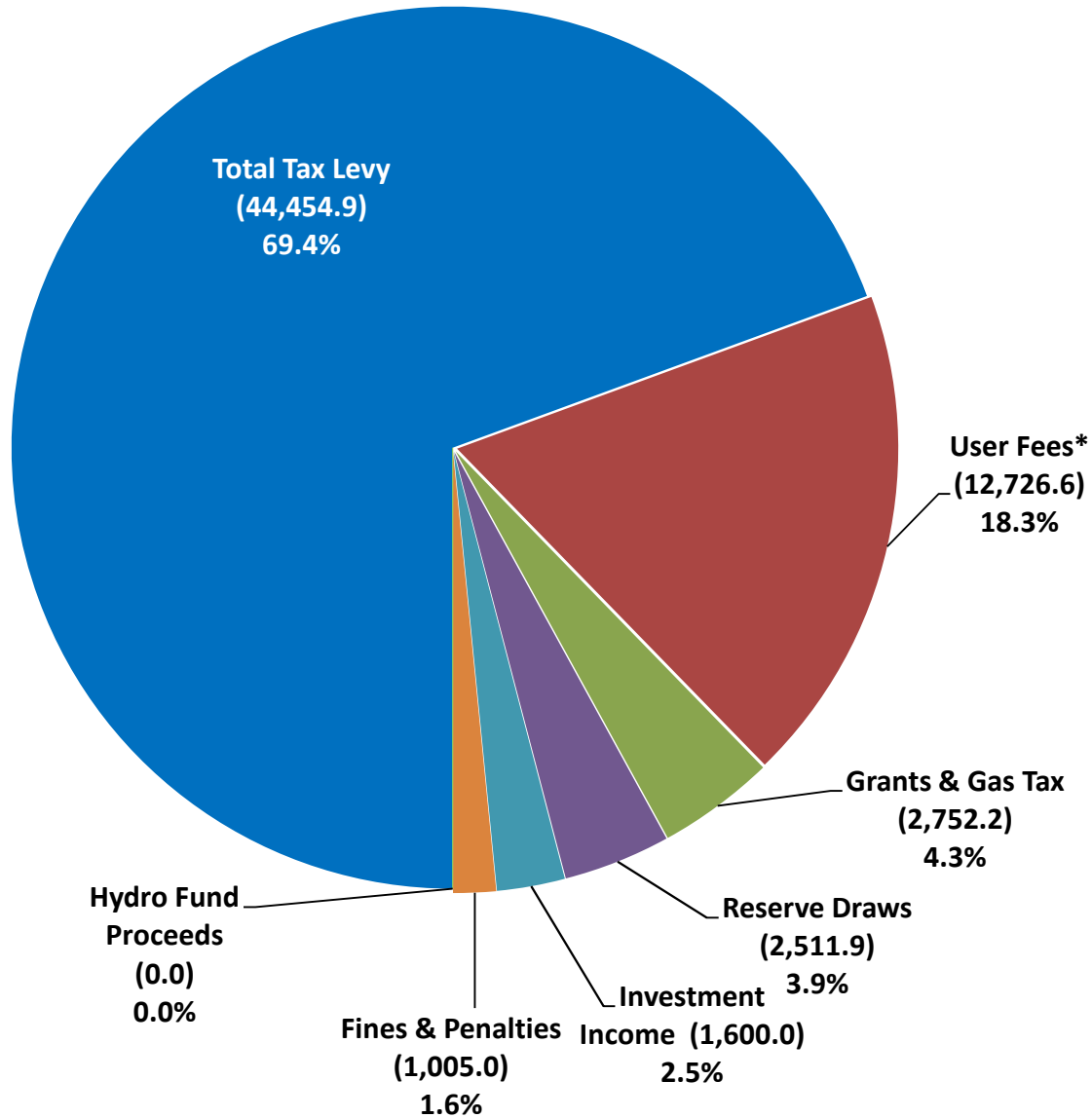


Total: \$ 44,454.9

Attachment 3

Town of Aurora 2018 DRAFT Operating Budget Total Revenues by Source

Shown in \$000's



Total: \$ 64,050.6

* User Fees include revenue received in relation to the utilization of the town's various service offerings such as its parks and facilities, building permit issuances and development application fees.

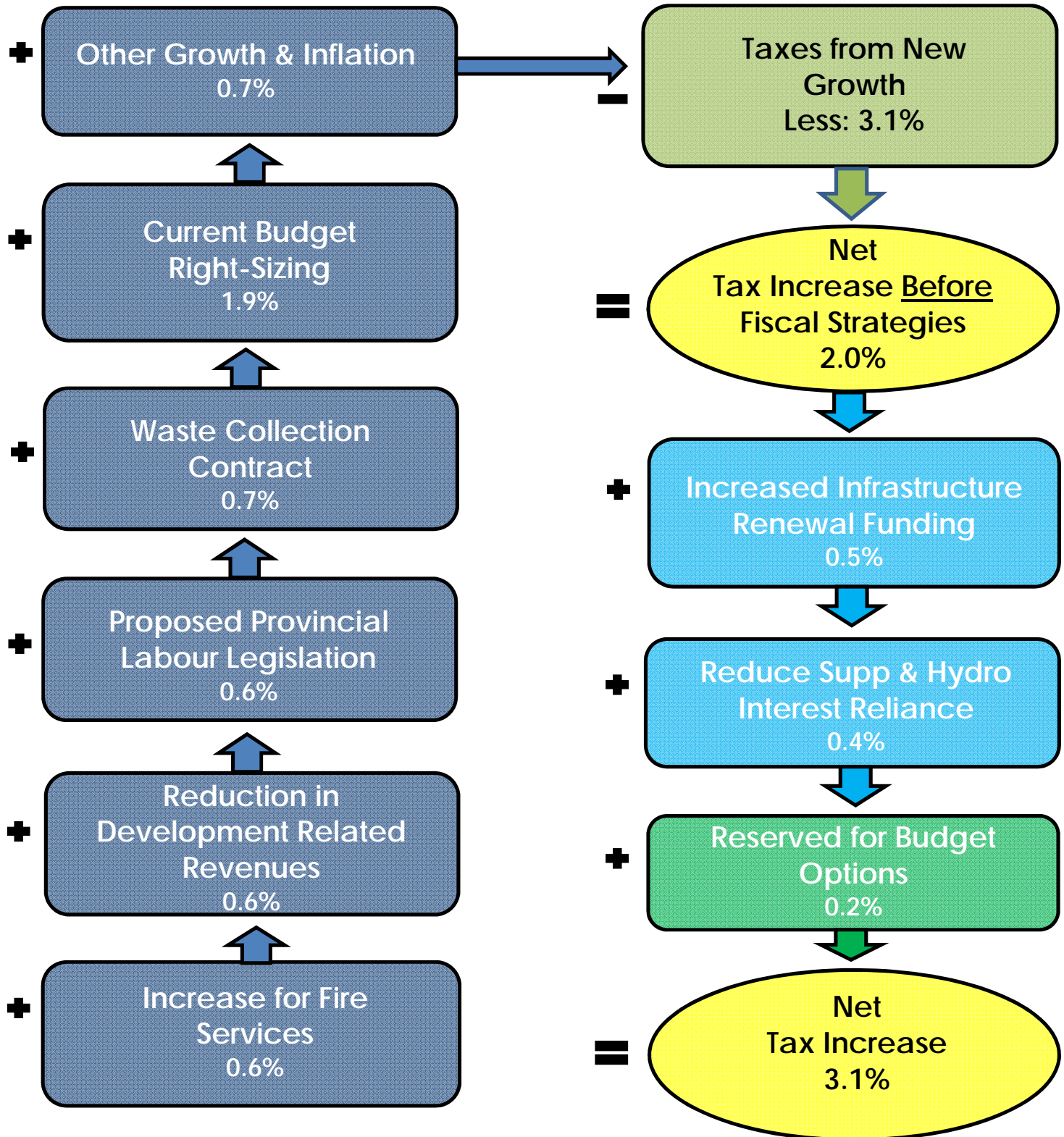
**General Committee Meeting Agenda
Tuesday, November 7, 2017**

**Town of Aurora
Four Year Operating Budget Recommended Funding Levels (2018 - 2021)**

SUMMARY BY DEPARTMENT

Shown in \$000's	2017	2018		2019		2020		2021	
	Approved Budget (adjusted)	Recommend Budget	Dollar Change	Recommend Budget	Dollar Change	Recommend Budget	Dollar Change	Recommend Budget	Dollar Change
Gross Expenses									
Council	\$ 561.9	\$ 606.6	\$ (44.7)	\$ 616.9	\$ (10.3)	\$ 627.7	\$ (10.8)	\$ 638.9	\$ (11.2)
CAO's Office	\$ 1,221.7	\$ 1,214.0	\$ 7.7	\$ 1,251.9	\$ (37.9)	\$ 1,309.5	\$ (57.6)	\$ 1,335.4	\$ (25.9)
Corporate Services	\$ 7,499.2	\$ 7,681.1	\$ (181.9)	\$ 7,958.5	\$ (277.4)	\$ 8,193.0	\$ (234.6)	\$ 8,430.8	\$ (237.8)
Election 2018	\$ 82.5	\$ 476.4	\$ (393.9)	\$ 105.0	\$ 371.4	\$ 105.0	\$ -	\$ 105.0	\$ -
Financial Services	\$ 1,948.7	\$ 2,064.7	\$ (116.0)	\$ 2,064.4	\$ 0.3	\$ 2,119.7	\$ (55.3)	\$ 2,171.1	\$ (51.3)
Planning and Building Services	\$ 4,665.1	\$ 4,810.9	\$ (145.8)	\$ 4,665.9	\$ 145.0	\$ 4,411.3	\$ 254.6	\$ 4,509.0	\$ (97.8)
Infrastructure & Environmental Services	\$ 14,539.1	\$ 15,396.0	\$ (856.9)	\$ 16,152.4	\$ (756.4)	\$ 16,739.1	\$ (586.7)	\$ 16,801.1	\$ (62.0)
Parks, Recreation & Cultural Services	\$ 9,253.9	\$ 9,593.5	\$ (339.6)	\$ 9,897.9	\$ (304.4)	\$ 10,097.6	\$ (199.7)	\$ 10,318.3	\$ (220.7)
Corporate Expenses	\$ 7,050.1	\$ 7,766.6	\$ (716.6)	\$ 8,225.0	\$ (458.4)	\$ 8,441.4	\$ (216.4)	\$ 8,378.5	\$ 62.9
Fire Services	\$ 10,225.0	\$ 10,484.2	\$ (259.2)	\$ 11,074.2	\$ (590.0)	\$ 11,694.7	\$ (620.5)	\$ 11,933.3	\$ (238.6)
Library Operations	\$ 3,767.7	\$ 3,861.8	\$ (94.1)	\$ 3,920.0	\$ (58.2)	\$ 3,998.4	\$ (78.4)	\$ 4,078.3	\$ (79.9)
Reserved for Council Funding Decisions	\$ -	\$ 94.8	\$ (94.8)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gross Expenditures	\$ 60,814.8	\$ 64,050.6	\$ 531.9	\$ 65,932.1	\$ (1,881.5)	\$ 67,737.4	\$ (1,805.3)	\$ 68,699.7	\$ (962.3)
Gross Revenues									
Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAO's Office	\$ -	\$ (0.3)	\$ 0.3	\$ (0.3)	\$ -	\$ (0.3)	\$ -	\$ (0.3)	\$ -
Corporate Services	\$ (372.3)	\$ (378.4)	\$ 6.1	\$ (377.1)	\$ (1.3)	\$ (382.3)	\$ 5.2	\$ (383.5)	\$ 1.2
Election 2018	\$ -	\$ (368.9)	\$ 368.9	\$ -	\$ (368.9)	\$ -	\$ -	\$ -	\$ -
Financial Services	\$ (181.4)	\$ (202.7)	\$ 21.3	\$ (202.7)	\$ 0.0	\$ (204.3)	\$ 1.6	\$ (205.5)	\$ 1.2
Planning and Building Services	\$ (4,696.0)	\$ (4,465.9)	\$ (230.1)	\$ (3,932.8)	\$ (533.1)	\$ (3,493.2)	\$ (439.6)	\$ (3,493.4)	\$ 0.2
Infrastructure & Environmental Services	\$ (1,799.3)	\$ (1,772.6)	\$ (26.7)	\$ (1,527.7)	\$ (245.0)	\$ (1,363.5)	\$ (164.2)	\$ (1,321.1)	\$ (42.4)
Parks, Recreation & Cultural Services	\$ (5,354.8)	\$ (5,264.2)	\$ (90.6)	\$ (5,294.4)	\$ 30.2	\$ (5,367.3)	\$ 72.9	\$ (5,454.0)	\$ 86.7
Corporate Revenues	\$ (6,589.3)	\$ (7,142.6)	\$ 553.3	\$ (7,845.6)	\$ 703.0	\$ (7,762.2)	\$ (83.4)	\$ (6,123.9)	\$ (1,638.3)
	\$ (18,993.1)	\$ (19,595.6)	\$ 602.5	\$ (19,180.6)	\$ (415.1)	\$ (18,573.1)	\$ (607.5)	\$ (16,981.7)	\$ (1,591.4)
Taxation Base	(41,821.7)	(41,821.7)		(44,454.9)		(46,751.5)		(49,164.3)	
Taxation - Growth from New Assessmen	-	(1,296.5)	1,296.5	(889.1)	889.1	(935.0)	935.0	(983.3)	983.3
Gross Revenues	\$ (60,814.80)	\$ (62,713.8)	\$ 1,899.0	\$ (64,524.6)	\$ 474.0	\$ (66,259.6)	\$ 327.6	\$ (67,129.3)	\$ (608.1)
Net Expenditures/(Revenues)									
Council	\$ 561.9	\$ 606.6	\$ (44.7)	\$ 616.9	\$ (10.3)	\$ 627.7	\$ (10.8)	\$ 638.9	\$ (11.2)
CAO's Office	1,221.7	1,213.7	8.0	1,251.6	(37.9)	1,309.2	(57.6)	1,335.1	(25.9)
Corporate Services	7,126.9	7,302.6	(175.8)	7,581.4	(278.7)	7,810.7	(229.4)	8,047.3	(236.6)
Election 2018	82.5	107.5	(25.0)	105.0	2.5	105.0	-	105.0	-
Financial Services	1,767.3	1,862.0	(94.7)	1,861.7	0.3	1,915.4	(53.7)	1,965.6	(50.2)
Planning and Building Services	(30.9)	345.0	(375.9)	733.1	(388.2)	918.1	(184.9)	1,015.6	(97.5)
Infrastructure & Environmental Services	12,739.8	13,623.4	(883.6)	14,624.7	(1,001.3)	15,375.6	(750.9)	15,480.0	(104.4)
Parks, Recreation & Cultural Services	3,899.1	4,329.3	(430.2)	4,603.4	(274.2)	4,730.3	(126.8)	4,864.3	(134.0)
Corporate Revenues & Expenses	460.8	624.0	(163.3)	379.4	244.6	679.2	(299.8)	2,254.6	(1,575.4)
Fire Services	10,225.0	10,484.2	(259.2)	11,074.2	(590.0)	11,694.7	(620.5)	11,933.3	(238.6)
Library Operations	3,767.7	3,861.8	(94.1)	3,920.0	(58.2)	3,998.4	(78.4)	4,078.3	(79.9)
Reserved for Council Funding Decisions	-	94.8	(94.8)	-	94.8	-	-	-	-
	\$ 41,821.7	\$ 44,454.9	\$ (2,633.2)	\$ 46,751.5	\$ (2,296.6)	\$ 49,164.3	\$ (2,412.8)	\$ 51,718.0	\$ (2,553.7)
Taxation	\$ (41,821.7)	(43,118.2)	\$ 1,296.5	(45,344.0)	\$ 889.1	(47,686.5)	\$ 935.0	(50,147.6)	\$ 983.3
Proposed Tax Increase	-	(1,336.7)	1,336.7	(1,407.5)	\$ 1,407.5	(1,477.8)	\$ 1,477.8	(1,570.4)	\$ 1,570.4
NET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tax Pressure Change									
Core Operations			2.1%		2.1%		2.1%		2.1%
Fiscal Strategy			1.0%		1.0%		1.0%		1.0%
Total Anticipated Tax Levy Increase			3.1%		3.1%		3.1%		3.1%
* Assumed Tax Revenue Growth:									
			3.1%		2.0%		2.0%		2.0%

Town of Aurora
2018 Draft Operating Budget
KEY BUDGET DRIVERS



Summary of Key Town 2018 Operating Budget Pressures

New Revenue for 2018 (As per Council's Direction)

Growth Revenue (3.1% assessment growth forecast)	\$	1,296,500	
Tax Levy Increase (based on CPI of 2.1% plus 1% -- Total 3.1%)		1,336,700	
non-tax revenue CPI		200,800	
Estimated New Revenue	\$		2,834,000

Allocation to Known Incremental Financial Requirements

Fiscal Strategies

Corp. Expenses	Cash to capital increase - fiscal strategy	(215,600)
Corp. Revenues	Hydro interest and supplementary tax reduction - fiscal strategy	(175,000)

Past Council Commitments

Various	COLA and steps all union & FT non-union staff	(462,300)
Corp. Revenues	Reduced Rate Stabilization Draw: Final Phase-in of 2017 'right size' Adjustment	(437,000)
Fire Services	Fire increase in funding (planned 1.3% of tax levy reduced by staff)	(259,200)
Various	2017 approved position annualization	(149,700)
Council	Council salary 'gross up'	(65,000)
Corp. Services	Election 2018 funding short-fall	(25,000)
PRCS	Canine commons	(16,000)
PRCS / IES	NET Savings from the closure of 52/56 Victoria Street (before potential subsidies)	47,700
PRCS	Tax savings soccer dome	40,500

New Pressures on Budget

Corp. Expenses	New Provincial labour legislation impact - Bill 148	(605,000)
IES	New waste management contract increase	(518,000)
IES	Budget correction electricity streetlights and facilities	(380,800)
PBS	Reduced Planning & Development revenue	(244,300)
PRCS / Library	Cultural partners allocation increase	(106,000)
PRCS	Lost rental revenue from Library Building	(26,700)
PRCS	Park Operations reduced reliance upon Developer Charges	(20,500)
Corp. Services	Insurance premium increase	(17,600)
PRCS	Lost rental revenue from Holland Room loss	(3,600)
Corp. Expenses	Increase net recoveries from rate supported utility & Bldg budgets	556,600
Various	Net all other budget pressures from departments	(226,600)

Rate Stabilization

IES	Solid waste:	Phase-in \$518K over two years	235,000	
Corp. Revenues	Labour Legislation	Phase-in \$605K over two years	334,900	569,900

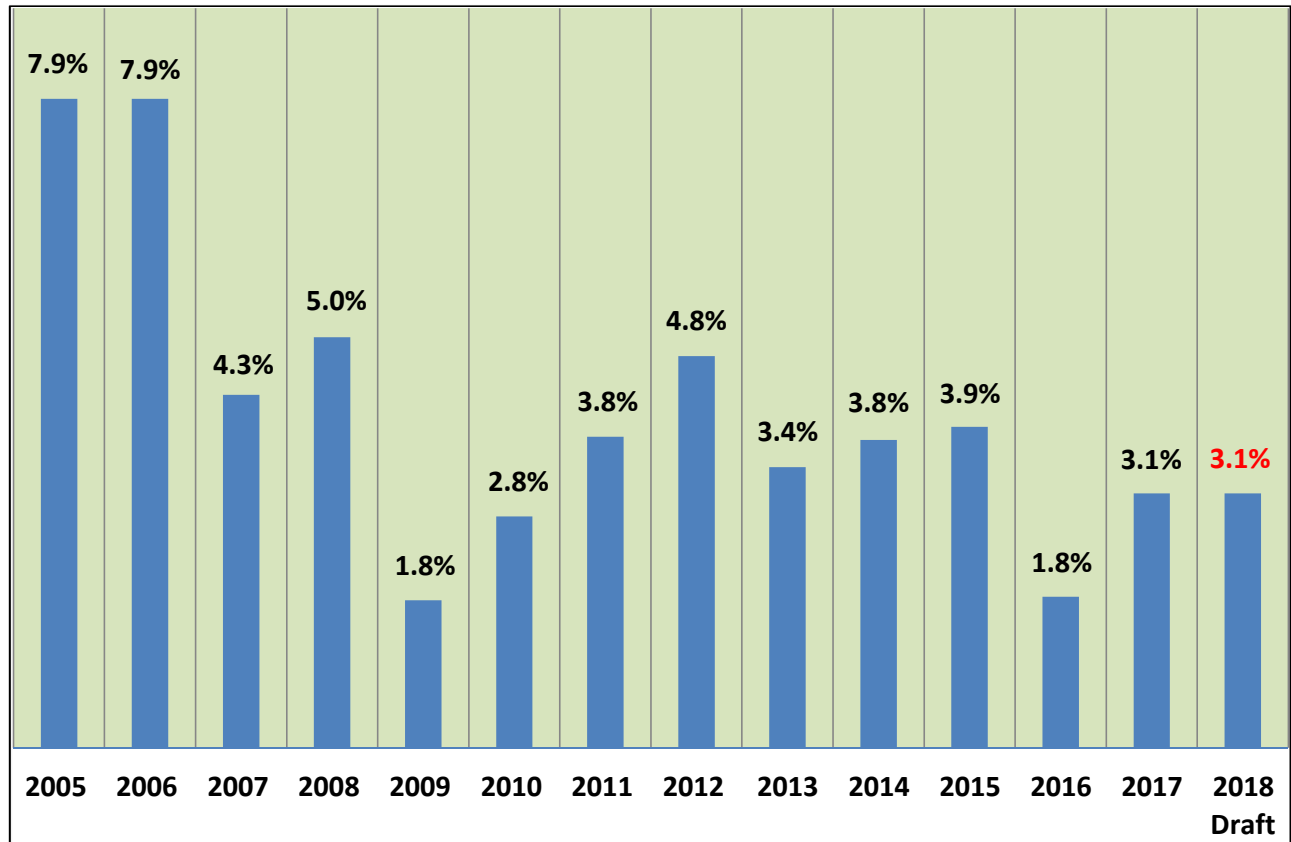
Unallocated Council Contingency

Corp. Expenses	Reserved for Council funding decisions	(94,800)
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Unresolved Budget Tax Pressure versus Council's Direction

-

**Town of Aurora
2018 Draft Operating Budget
HISTORY OF AURORA TAX RATE INCREASES**





**Town of Aurora
Information Report**

No. PBS17-078

Subject: Town of Aurora Official Plan Workplan Update

Prepared by: Michael Logue, Program Manager, Economic Planning

Department: Planning and Building Services

Date: October 17, 2017

In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.

Executive Summary

The new Growth Plan policies have come into effect and consultations with York Region on the new policies have begun.

The new Growth Plan policies will require closer collaboration between York Region and York's local municipalities.

Revised timelines will extend the Regional Official Plan conformity process to 2020, with local conformity to follow.

Aurora's Official Plan background work not expected to begin now until 2019.

Background

In February 2015, the Province initiated a co-ordinated review of four prominent Provincial Planning documents: The Growth Plan for the Greater Golden Horseshoe, the Greenbelt Plan, the Oak Ridges Moraine Conservation Plan (ORMCP) and the Niagara Escarpment Plan. Staff comments regarding the co-ordinated review were endorsed by Council and provided to the Province in fall 2016, as per report PBS16-086.

Report PBS17-055 of June 2017 provided a summary of amendments to the land use plans impacted by the Provincial Co-ordinate Land Use Planning Review, which came into effect July 1, 2017. The most substantial changes were to the Growth Plan for the

October 17, 2017

Page 2 of 4

Report No. PBS17-078

Greater Golden Horseshoe, specifically to the section on Building Complete Communities and include:

- increases to intensification targets
- increases to designated greenfield area density targets
- introduction of strategic growth areas
- introduction of minimum density targets for major transit station areas
- revised policies on employment

Analysis

With new Growth Plan policies coming into effect July 2017, consultations with York Region on the impact of the new policies have begun.

Two meetings have already been held at the staff level between York Region and its local municipalities, to discuss the interpretation of the new policies, and their impact at the Regional and local levels.

It has become apparent that the new Growth Plan policies will require closer collaboration between York Region and York's local municipalities.

The delineation of precise boundaries for Major Transit Station Areas and Strategic Growth Areas, which will be subject to different density targets, will hopefully be achieved through consensus between York Region and their local municipalities. We know that Aurora will have at least one Major Transit Station Area at the Aurora GO Station at Wellington Street and Industrial Parkway. There is also the potential for a Strategic Growth Area, essentially an identified priority area for intensification development, in the Aurora Promenade – to be discussed further. There are also Regional-local discussions to be had on the potential identification and delineation of Prime Employment Areas, to be reserved solely for traditional industrial uses such as manufacturing, transportation and warehousing.

Timelines extend Regional OP process to 2020, local conformity to follow

Timelines have also become clearer, accounting for the Regional work that now needs to be done to conform with the new policies. It's also been shown that the local conformity work will need to follow after the Regional process.

The Region indicates no less than nine major studies to be completed as part of the Municipal Comprehensive Review, beginning in 2017 and taking into part of 2019. A draft updated ROP is not expected until late 2019, and anticipated ROP adoption in mid-2020.

Next Steps

Based on these updated timeliness, Aurora staff now anticipate that local conformity work will not begin until 2019, as the Regional policy direction must be known in advance of preparing our policies to conform to the Regional plan.

2018 will see staff actively engaged in the Regional processes on a staff level, as per the closer local and Regional integration required as per the new Provincial policies.

Advisory Committee Review

Not applicable.

Financial Implications

Conformity to the policies of the new Provincial Plans will occur through the Town's comprehensive official plan review process. There will be costs associated with this process, which have been approved in the Town's capital budget.

Communications Considerations

Not applicable.

Link to Strategic Plan

Advancing the Town and Region's Official Plan update processes advances the Strategic Plan goals of supporting an exceptional quality of life for all and supporting environmental stewardship and sustainability are being supported. Several Strategic Plan objectives are also being supported including strengthening the fabric of our community, encouraging the stewardship of Aurora's natural resources and promoting and advancing green initiatives.

Alternatives to the Recommendation

Not applicable. This report is intended for information purposes.

Conclusions

Consultations with York Region on the new Growth Plan policies have begun and will require closer collaboration between York Region and the local municipalities. Timelines have been revised to extend the Regional Official Plan conformity process to 2020, with

local conformity to follow. Aurora's Official Plan background work will not begin until 2019 now.

Attachments

None.

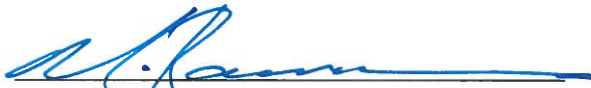
Previous Reports

PBS16-073, dated September 20, 2016;
PBS16-086, dated October 4, 2016; and,
PBS17-055, dated June 20, 2017.

Pre-submission Review

Agenda Management Team Meeting review on September 27, 2017.

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. CS17-036

Subject: Pre-Budget Approval for the Hiring of an Elections Coordinator

Prepared by: Michael de Rond, Town Clerk

Department: Corporate Services

Date: November 7, 2017

Recommendation

- 1. That Report No. CS17-036 be received for information; and,**
- 2. That pre-budget approval be provided for a full-time Elections Coordinator for a one-year contract position in advance of the final approval of the 2018 Operating Budget**

Executive Summary

This report seeks pre-budget approval of the 2018 Elections budget to hire an Elections Coordinator for a one-year contract position relating to preparations for the 2018 Municipal Election as well as debrief afterwards;

- The position will begin in January and the Coordinator will focus on mostly logistical elections tasks in the build-up to voting day, while also responding to resident questions in a timely fashion.
- The Election Coordinator will also be tasked with the Election 2018 debrief. This will be important, as staff are very interested in what works well and not so well with internet voting having been approved in the advanced voting period.

Background

It has been the Town's practice to hire an Elections Coordinator for the ten-months preceding an election and for two months post-election. The Election Coordinator manages the day-to-day tasks associated with the election, which allows the Legislative Services department to maintain its normal operations up until a few months before the election.

Analysis

Early budget approval of the contract position is required to allow the recruitment to proceed this fall to have a person start the first week of January. Through the pay equity process, the Elections Coordinator has been categorized at a grade 8 level, which has an annual salary range of \$67,074 - \$82,316. The position will be a one-year contract position which runs from January – end of December 2018.

The Elections Coordinator will generally focus on logistical tasks

Running an election is a large and logistically complicated project that existing staff do not have the resources to undertake. The hiring of an Elections Coordinator ensures that important election tasks are not overlooked throughout the lead-up to voting day. These tasks are things like accessible floor plans for voting locations, recruiting and training staff working at voting locations and working with our vendor(s) to ensure a successful election. Further to this, the coordinator will be asked to answer the majority of the public's election related questions within 24 hours of the question being received.

The Election Coordinator will also be tasked with the Election 2018 debrief. This will be important, as staff are very interested in what works well and not so well with internet voting having been approved in the advanced voting period.

Advisory Committee Review

Not applicable

Financial Implications

The salary and benefits costs for the requested Elections Coordinator is included in the 2018 Elections budget as has been done in past election years. Early approval of the 2018 elections budget funding for this position is required to allow staff to begin recruiting this fall, to have a person available to start in the first week of January, 2018.

Due to Council selecting the hybrid option of a paper ballot with tabulators, as well as internet voting in the advanced period, the total budget will be close to \$476,000. Staff will be reporting to Council in the near future, as part of the vendor selection process, with firm costs, and a detailed elections budget.

Link to Strategic Plan

The hiring of an Election Coordinator helps support an exceptional quality of life for all as it allows the Town to run a successful and accessible election for all.

Alternative(s) to the Recommendation

1. That the report be received for information only, thus not approving the hiring of an election coordinator at this time and jeopardizing our ability to be prepared for the 2018 Municipal Election as well as maintaining day-to-day operations.

Conclusions

Providing the necessary pre-budget approval for the hiring of an Elections Coordinator means that there will be staff dedicated to ensuring a successful election throughout 2018. This will help Legislative Services maintain our day-to-day operations while not sacrificing preparation for the 2018 Municipal Election.

Attachments

None

Previous Reports

- CS17-011 – 2018 Municipal Election – Adoption of Voting Method
- CS17-019 – Alternative Methods of Election – Further Information

Pre-submission Review

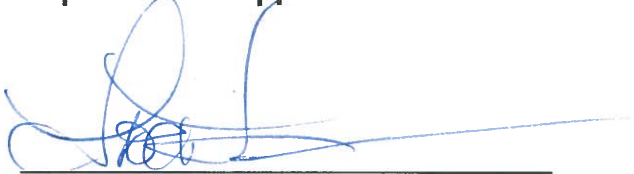
Agenda Management Meeting review on October 19, 2017

November 7, 2017

Page 4 of 4

Report No. CS17-036

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



 **Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. IES17-035

Subject: Winter Sand/Salt Storage Facility Door

Prepared by: Jim Tree, Acting Manager of Operations

Department: Infrastructure and Environmental Services

Date: November 7, 2017

Recommendation

- 1. That Report No. IES17-035 be received; and**
- 2. That 2017 Capital Project #72311 – Installation of Sand/Salt Facility Door be approved; and**
- 3. That a total budget of \$25,000 be approved for Capital Project #72311 to be funded from the Growth and New Reserve Fund; and**
- 4. That staff be authorized to proceed with Capital Project #72311 – Installation of Sand/Salt Facility Door prior to the 2017/18 winter season.**

Executive Summary

This report seeks Council approval to install a new protective door on the Sand/Salt Storage Facility located at the Joint Operations Center for the following purpose:

- There is a need to install a single door on the north wall of the facility

Background

The subject of this report is specifically addressing the winter de-icing materials storage facility and the need to add a door on the north end of the facility. This particular item was not included in the original design of the storage facility; however, it has become increasingly evident that a door must be added to the building due to the prevailing winds and unwanted precipitation entering into the building.

Analysis

One of the most important functions of the Joint Operations Centre (JOC) is the proper storage of our winter sand and road salt materials. To ensure that these materials are stored in the best possible conditions, the JOC building project included a large covered shed for the specific purpose of housing these winter materials in a dry and protected location to prevent spoiling and environmental contamination associated precipitation.

There is a need to install a single door on the north wall of the facility

The Sand/Salt storage facility was designed with two large openings, one facing north, the other facing south. The purpose of the two doors is to permit the safe access egress to the interior of the storage facility for the larger delivery tractor/trailers and for our own operators to enter and exit the facility without the need to reverse.

The design plans for the storage facility did not include doors for these openings and as a result, the northerly door, due to its large opening size, is exposed to the elements and large amounts of precipitation enters the facility. This situation is compounded by the fact that the prevailing northwest winds act to funnel the winds directly through the structure, exiting through the large south door opening (please see attached photos).

In the former sand/salt storage facility at the Scanlon Yard, the building was oriented such that the single door faced south and there was no issue with wind or water entering the facility.

Staff proposes to install one single door on the north entrance to the facility at the earliest opportunity which will eliminate the current issue and ensure that our winter maintenance materials are kept free of contamination from the elements.

The door will remain closed at all times with the exception of delivery of materials and during periods when the facility is actively in use.

Advisory Committee Review

Not applicable.

Financial Implications

Staff have obtained a budget estimate of \$25,000 from the representative for the building manufacturer and, subject to Council approval, staff will initiate the competitive procurement process for the supply and installation of the storage facility door.

Communications Considerations

No external communications required at this time.

Link to Strategic Plan

This project supports the *Strategic Plan Goal of Supporting an Exceptional Quality of Life for All* by improving transportation, mobility and connectivity. This project establishes a program that enhances the accessibility and safety of vehicular and pedestrian traffic during the winter season.

Alternative(s) to the Recommendation

1. Storage facility door can be deferred to the 2018 Capital Budget deliberations or indefinitely; however, the winter de-icing materials will continue to be exposed to the elements and precipitation until the door is installed thereby degrading the condition of the de-icing materials.

Conclusions

Having occupied the JOC for just over one year, there are very few unforeseen operational issues that have come to light that can be considered high priority in terms of mitigation. It can be concluded that this particular issue is somewhat unique to the orientation of the storage facility on the site and not in any way linked to the remaining unfinished JOC site works.

Attachments

Attachment #1 - Photos of the Sand/ Salt Storage Facility

November 7, 2017

Page 4 of 4

Report No. IES17-035

Previous Reports

None.

Pre-submission Review

Agenda Management Meeting review on October 19, 2017

Departmental Approval

Approved for Agenda



Al Downey
Acting Director
Infrastructure and Environmental Services



on

Doug Nadorozny
Chief Administrative Officer

Attachment #1



Attachment #1



Attachment #1





**Town of Aurora
General Committee Report**

No. IES17-037

**Subject: Award of Request for Proposal 2017-81-IES –
For consulting services to develop the Town of Aurora’s
Community Energy Plan**

Prepared by: Christina Nagy-Oh, Program Manager, Environmental Initiatives

Department: Infrastructure and Environmental Services

Date: November 7, 2017

Recommendation

- 1. That Report No. IES17-037 be received; and**
- 2. That Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora’s Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes conditional on the capital project No.42809 approval in the 2018 capital budget; and**
- 3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.**

Executive Summary

To receive Council’s authorization to award RFP 2017-81-IES for consulting services to develop the Town of Aurora’s Community Energy Plan.

- RFP 2017-81-IES was issued on August 1, 2017 and closed on August 31 2017.
- The evaluation determined that the winning bid was made by IndEco Strategic Consulting with a total bid price of \$132,660.00.
- The Town was awarded grant funding by the MOECC on August 1st 2017 in the amount of \$66,330 which represents 50% of the cost of developing the CEP.

Background

A Community Energy Plan (CEP) is a comprehensive long term plan to improve energy efficiency, reduce energy consumption and greenhouse gas. It is developed within the context of the built environment, land use planning, and growth planning and generation and transmission infrastructure. The CEP results in a comprehensive energy plan that fosters a culture of conservation, considers the impact of future growth and options for local clean energy generation and supports economic development by better meeting local energy needs. The CEP will allow the Town of Aurora to integrate energy planning into the land use planning process and help develop longer term energy strategies.

The CEP will consist of a Stakeholder Engagement component, followed by a Baseline Energy Study (BSL), Energy Map(s) and the development of a Community Energy Plan (CEP). The CEP will identify opportunities for green energy solutions and conservation measures meant to support local economic development and community objectives of energy and water conservation, waste and greenhouse gas emission reduction.

The vision for Aurora's Community Energy Plan (CEP) is "to achieve a healthy community that is resilient, adaptable, efficient, and economically viable in how it uses and manages energy through new development and retrofits, land use and transportation planning, energy generation (including the use of renewables) and conservation, and industrial processes in order to reduce its reliance on the use of energy and its carbon footprint."

Analysis

Proposal evaluations

The Request for Proposal (RFP 2017-81-IES) - Consulting services to develop a Town wide Community Energy Plan for the Town of Aurora was issued on August 1, 2017 and closed on August 31 2017. The RFP set out the Terms of Reference for the project which included a description of the scope of work and deliverables. Eighty percent (80%) of the evaluation criteria was made up of:

1. Experience and Qualifications of the Firm and Project Team Members (45%); and
2. Project Understanding, Approach and Methodology (35%).

Proponents were required to achieve a minimum score of 70% to proceed to the pricing phase (56 out of 80 possible points). Evaluation of pricing made up twenty percent (20%) of the score.

November 7, 2017

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Report No. IES17-037

Proposals were submitted by twelve (12) firms:

- A Kennedy Consulting Ltd.
- Burman Energy Consultants Group Inc.
- FVB Energy Inc.
- IndEco Strategic Consulting
- Integral Group
- Lura Consulting
- R&B Cormier Enterprises Inc.
- Ramboll Environ
- RWDI
- Sustainability Solutions Group
- Urban Equation Corporation
- WalterFedy

Six (6) of the firms scored above the 70% threshold and their pricing was open and evaluated. The evaluation team determined that the highest ranked proposal was made by IndEco Strategic Consulting with a cumulative score of 80.8% and total proposal price of \$132,660.

IndEco Strategic Consulting has successfully completed Community Energy Plans for the City of Markham, Town of Caledon, Region of Waterloo and the City of Kingston to name a few.

The project is expected to commence in January 2018.

Advisory Committee Review

Not applicable.

Financial Implications

The development of the CEP will cost the town approximately \$132,660.00. There is a 2018 budget item to accommodate this cost. Table 2 is a financial summary for Capital Project No.42809 as based on the Proposal submitted by IndEco Strategic Consulting. A grant of \$66,330.00 which represents 50% of the cost of developing the CEP was awarded to the Town by MOECC.

2018 Budget	
2018 Capital Project No. 42809	\$132,660
Less previous commitments	\$0
Non-refundable taxes (1.76%)	\$2,335
Sub-Total	\$134,995
Contingency amount (10%)	\$13,500
Total Funding Required	\$148,495
Funded by MOECC Grant	\$66,630.00
Net Town Funding	\$81,865.00

It is recommended that \$148,495 be provided from the Studies Reserve Fund for the Community Energy Plan.

Communications Considerations

Not applicable.

Link to Strategic Plan

Developing a Community Energy Plan will support the Strategic Plan Goal of ***Supporting Environmental Stewardship and Sustainability*** and the objectives of ***encouraging the stewardship of Aurora's natural resources and promoting and advancing green initiatives.***

Alternative(s) to the Recommendation

1. Council may choose to not award this project. The Proposal evaluation process meets all requirements of the Procurement By-law and awarding this contract is the next step in fulfilling the requirements of the tendering process. If Council chooses to not award this contract, than the grant received from the MOECC will not be utilized and it is worth \$66,330.

Conclusions

The Proposal review has complied with the Procurement By-law requirements and it is recommended that Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora's Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes. The Town received confirmation that 50% of the cost of this study (\$66,330) is to be funded by MOECC.

Attachments

None

Previous Reports

None

Pre-submission Review

Agenda Management Meeting review on October 19, 2017

Departmental Approval



Marco Ramunno
Acting Director
Infrastructure and Environmental Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

Subject: Summary of Committee Recommendations Report No. 2017-10

Prepared by: Samantha Yew, Deputy Town Clerk

Department: Corporate Services

Date: November 7, 2017

Recommendation

- 1. That Summary of Committee Recommendations Report No. 2017-10 be received; and**
- 2. That the Committee recommendations contained within this report be approved.**

Heritage Advisory Committee Meeting Minutes of October 16, 2017

- 1. HAC17-022 – Heritage Permit Application
29 Mark Street
File: NE-HCD-HPA-17-15**

(a) That Heritage Permit Application NE-HCD-HPA-17-15 for a 118.8 m² second-storey addition and a 3 m² rear addition be approved.

- 2. HAC17-020 – Request to Designate under Part IV of the *Ontario Heritage Act*, 49 Wells Street “Town Park”**

(a) That the Town Park located at 49 Wells Street be designated under Part IV of the *Ontario Heritage Act* as a property of cultural heritage value or interest; and

(b) That the Town Clerk be authorized to publish and serve Council's Notice of Intention to Designate as per requirements of the Act; and

(c) That the designation by-law be brought before Council for passing if no objections were received within the thirty (30) day objection period as per

October 17, 2017
Page 2 of 2

Committee Recommendations Report No. 2017-09

requirements of the Act; and

- (d) That the following amendments to the Summary of Heritage Attributes be included:
- The overall park setting, including the natural landscape of the existing park;
 - The presence of a Band Shell;
 - The presence of a baseball diamond; and,
 - A playground.

3. HAC17-023 – Doors Open Aurora 2017 – Event Summary Report

- (a) That the Heritage Advisory Committee extend a thank you to the following individuals and groups for their support of Doors Open Aurora 2017:
- 1) All site owners/operators;
 - 2) All volunteers and site staff;
 - 3) The Auran newspaper; and
 - 4) The Mayor, Members of Council, and supporting Town staff.

**4. Memorandum from Acting Manager of Parks
Re: Tree Removal Permit Application #064 for 52 Centre Street**

- (a) That Tree Removal Permit Application #064 for the removal of one black walnut tree at 52 Centre Street be approved.

Attachment 1 – Memorandum from Program Manager, Heritage Planning, Re: Town Park/Armoury Designation and Southeast Old Aurora Heritage Conservation District Study Update

Attachment 2 – HAC17-020 - Request to Designate under Part IV of the *Ontario Heritage Act*, 49 Wells Street “Town Park”



Attachment 1

MEMORANDUM

Planning and Development Services

Date: February 13, 2013

To: Heritage Advisory Committee of Aurora

From: Vanessa Hicks, Program Manager, Heritage Planning

Re: Town Park/Armoury Designation and Southeast Old Aurora Heritage Conservation District Study Update

RECOMMENDATION

THAT the Heritage Advisory Committee receive the following as information.

Please be advised that Staff has met with Carl Bray, Consultant for the Southeast Heritage Conservation District Study. The study will move forward after the Sub-Committee has been formed.

Also, that on July 9, 2012 the Heritage Advisory Committee requested that staff determine the level of designation currently in place for the Armoury and report back to a future Heritage Advisory Committee meeting. At that time, the Heritage East Aurora Taxpayers requested in writing that the Heritage Advisory Committee designate Town Park as soon as possible, despite the study of the area as a potential Heritage Conservation District.

In response to this request, the Armoury located at 89 Mosley Street is currently listed on the Aurora Register of Properties of Cultural Heritage Value or Interest. Town Park is currently not listed or designated, but is considered Parkland and Zoned as Open Space. Staff is currently in contact with the retained heritage consultant for the Southeast Old Aurora Heritage Conservation District Study Area regarding this inquiry and is researching the best possible way conserving this heritage resource as it is located within the study area.

Attachment 2



**Town of Aurora
Heritage Advisory Committee Report No.HAC17-020**

Subject: Request to Designate under Part IV of the *Ontario Heritage Act*
49 Wells Street “Town Park”

Prepared by: Jeff Healey, Planner

Department: Planning and Building Services

Date: October 16, 2017

Recommendation

- 1. That Report No. HAC17-020 be received; and**
- 2. That the Heritage Advisory Committee recommend to Council:**
 - (a) That the Town Park located at 49 Wells Street be designated under Part IV of the *Ontario Heritage Act* as a property of cultural heritage value or interest; and**
 - (b) That the Town Clerk be authorized to publish and serve Council’s Notice of Intention to Designate as per requirements of the Act; and**
 - (c) That the designation by-law be brought before Council for passing if no objections were received within the thirty (30) day objection period as per requirements of the Act.**

Executive Summary

The purpose of this report is to provide the Heritage Advisory Committee with all background materials so it can recommend to Council that the lands located at 49 Wells Street be designated as a property of cultural heritage value or interest under Section 29 (Part IV) of the *Ontario Heritage Act* for its cultural heritage value and interest.

- Town Park was purchased by the Village of Aurora in 1867
- Town Park has historically served as a community focal point, hosting hundreds of community events
- Town Park is contextually linked to the surrounding neighbourhood, the Queen’s York Rangers and the Wells Street Public School (formerly the Aurora High School)

October 16, 2017

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Report No. HAC17-020

Background

On February 13 2013, a Memorandum was provided to the Heritage Advisory Committee in regards to the heritage status of the Aurora Armoury located at 89 Mosley Street and Town Park located at 49 Wells Street. As the memorandum was prepared during the development of the Southeast Heritage Conservation District Study, staff referred the appropriate means for designation of Town Park to the heritage consultant retained for the study. The following recommendation was provided by the Heritage Advisory Committee:

THAT the Heritage Advisory Committee receive the memorandum regarding the Town Park/ Armoury Designation and Southeast Old Aurora Heritage Conservation Study Update; and

THAT the Heritage Advisory Committee recommend to Council:

THAT the Program Manager, Heritage Planning proceed with the designation of the Armoury located at 89 Mosley Street and the Town Park under Part IV of the Ontario Heritage Act.

The Committee recommendation was subsequently approved by Council on February 26 2013.

The Armoury was Designated under Part IV of the *Ontario Heritage Act* by Council on April 22 2014.

Location

The subject property is located southeast of Yonge Street and Wellington Street East, bounded by Mosley Street to the north, Larmont Street to the east, Metcalfe Street to the south and Wells Street to the west (See Attachment 1). The property is neither a designated or listed property on the Aurora Register of Properties of Cultural Heritage Value or Interest.

Existing Policy Context

Ontario Heritage Act

The *Ontario Heritage Act* provides municipalities the ability to protect significant Cultural Heritage Resources within its jurisdiction. Conservation measures under the *Ontario Heritage Act* are outlined in Section 33 of the *Act*.

33. (1) No owner of property designated under section 29 shall alter the property or permit the alteration of the property if the alteration is likely to affect the property's heritage attributes, as set out in the description of the property's heritage attributes that was required to be served and registered under subsection 29 (6) or (14), as the case may be, unless the owner applies to the council of the municipality in which the property is situate and receives consent in writing to the alteration

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Report No. HAC17-020

Municipal processes within the Town of Aurora require the owner to submit a Heritage Permit application should a request to alter the property under Section 33 of the *Ontario Heritage Act* be requested by the owner. Approval of a Heritage Permit is provided either by Council or through staff (via delegation By-law 5365-11).

Provincial Policy Statement (2014)

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest. The PPS identifies that significant built heritage resources and significant cultural heritage landscapes shall be conserved.

York Region Official Plan

The York Region Official Plan requires local municipalities to conserve significant cultural heritage resources and ensure that development and site alteration of adjacent lands to protected heritage properties will conserve the heritage attributes of the protected heritage property.

Aurora Official Plan

Section 13 of the Official Plan outlines the policies for conserving Cultural Heritage Resources in the Town of Aurora. The Official Plan states that all significant heritage resources shall be designated as being of cultural heritage value or interest in accordance with the *Ontario Heritage Act* to ensure effective protection and their continuing maintenance, conservation and restoration. Evaluation Criteria for assessing the cultural heritage value will include: the aesthetic design or physical value; the historical or associative value; and/or the contextual value of the property. Furthermore, the plan states that heritage resources will be conserved in accordance with the Standards and Guidelines for the Conservation of Historic Places in Canada, the Appleton Charter for the Protection and Enhancement of the Built Environment and other recognized heritage protocols and standards.

Analysis

Historical or Associative Value

The original 1853 Plan for Aurora (formerly Machells Corners) comprised of lots for new housing stretching from Yonge Street in the West to Berczy Street in the East. By the mid-1860's, the lands comprising of Town Park remained vacant, but were quickly becoming a gathering place for Village residents. In 1867, the Village of Aurora purchased from John Mosley, the lots bounded by Mosley Street to the north, Metcalfe Street to the south, Larmont Street to the east and Wells Street to the west. Town Park was the first public park in Aurora.

By 1874, a drill shed was constructed for the 12th Battalion of the Queen's York Rangers at the northeast corner of the Town Park. The Town Park was used as parade grounds for the Queen's York Rangers from the mid 1870's to 2014. The Aurora Armoury remains as an important linkage to the Town Park and Aurora's military past.

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Report No. HAC17-020

The Town Park has been a gathering place for Aurora. The Town Park has hosted community-wide events, sporting events, musical performances, fairs and markets. Examples of such events include the Aurora Horse Show, Victoria Day & Dominion Day celebrations and the Aurora Farmer's Market. The Town Park continues to serve as an important gathering place for the community. Events, markets, festivals and celebrations continue to attract residents and visitors.

Architectural Value

The Town Park has historically comprised of recreational open space for Aurora citizens and a parade ground for the Queen's York Rangers. By 1950, the first permanent structure was constructed on the lands, a band shell, which was donated by the Aurora Lions Club and located at the northwest quadrant of the Town Park. The Band Shell would be constructed in two phases: the first was the concrete stage completed in 1950 and the second was an arched roof, supported by curvilinear steel beams, this phase was completed in 1962.

The park is lined with mature deciduous trees such as Red Oaks and Sugar Maples around the perimeter of the Town Park, immediately west of the Armoury and along the east-west walking path. Many of the trees around the perimeter of the park are over 100 years old.

It is noted that approximately six (6) Norway Maples exist within Town Park. Although the existing Norway Maples are to be preserved, Parks and Recreation staff have noted that Norway Maples are an invasive species within Aurora.

Contextual Value

Situated within the heart Southeast Old Aurora neighborhood, Town Park can be considered as a well-known landmark that has defined the residential character and history of Aurora. Town Park is contextually linked to the surrounding neighborhood as it serves as a recreational use for the Southeast Aurora residents. The Town Park is contextually linked to the identity of Aurora as it serves as a focal point for frequently occurring concerts, events, festivals and markets attended by residents from across the municipality and beyond. Town Park was utilized as a parade ground for the Queen's York Rangers between 1874 and 2014, therefore is contextually linked to the Aurora Armoury and Aurora's military past. Furthermore, Town Park is contextually linked to the former Wells Street Public School for its use as a play area from 1892 to 2010.

The current configuration of the east-west walking path and trees leading from Wells Street into Town Park is symmetrical with the main entrance to the former Wells Street Public School. This creates a significant vista looking west towards Wells Street.

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Report No. HAC17-020

Existing Structures and Sports Fields

Town Park comprises of a series of structures all built in the late 20th or early 21st Century. The existing Band shell and community washrooms were constructed in 2002, the existing playground has been generally located in the southeast quadrant of Town Park since the 1940's, however a modern play area has existed in its current location since the mid-1990's. Both a hardball and a softball diamond existed together at Town Park with the Softball diamond continuing to exist at the southwest quadrant of the property.

Understanding that these structures and recreation areas are modern Town facilities, the structures themselves carry no particular historical value. However, these structures carry considerable contextual value given their role as gathering places for the community through music, recreation, festivals or sports.

Financial Implications

There are no financial implications associated with this report.

Communications Considerations

A Notice of Intent to Designate and a Notice of Passing of a Designation By-law is required to be issued in the local newspapers in keeping with the *Ontario Heritage Act*.

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.

Alternatives to the Recommendation

None.

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Report No. HAC17-020

Conclusions

Town Park located at 49 Wells Street is a significant heritage resource in Aurora and worthy of designation under Part IV of the *Ontario Heritage Act*. The designation of the subject property will help in the preservation of the park and its significant historical contextual value in Aurora.

Attachments

Attachment 1 – Location Map

Attachment 2 – Heritage Designation Brief – Town Park

Previous Reports

None.

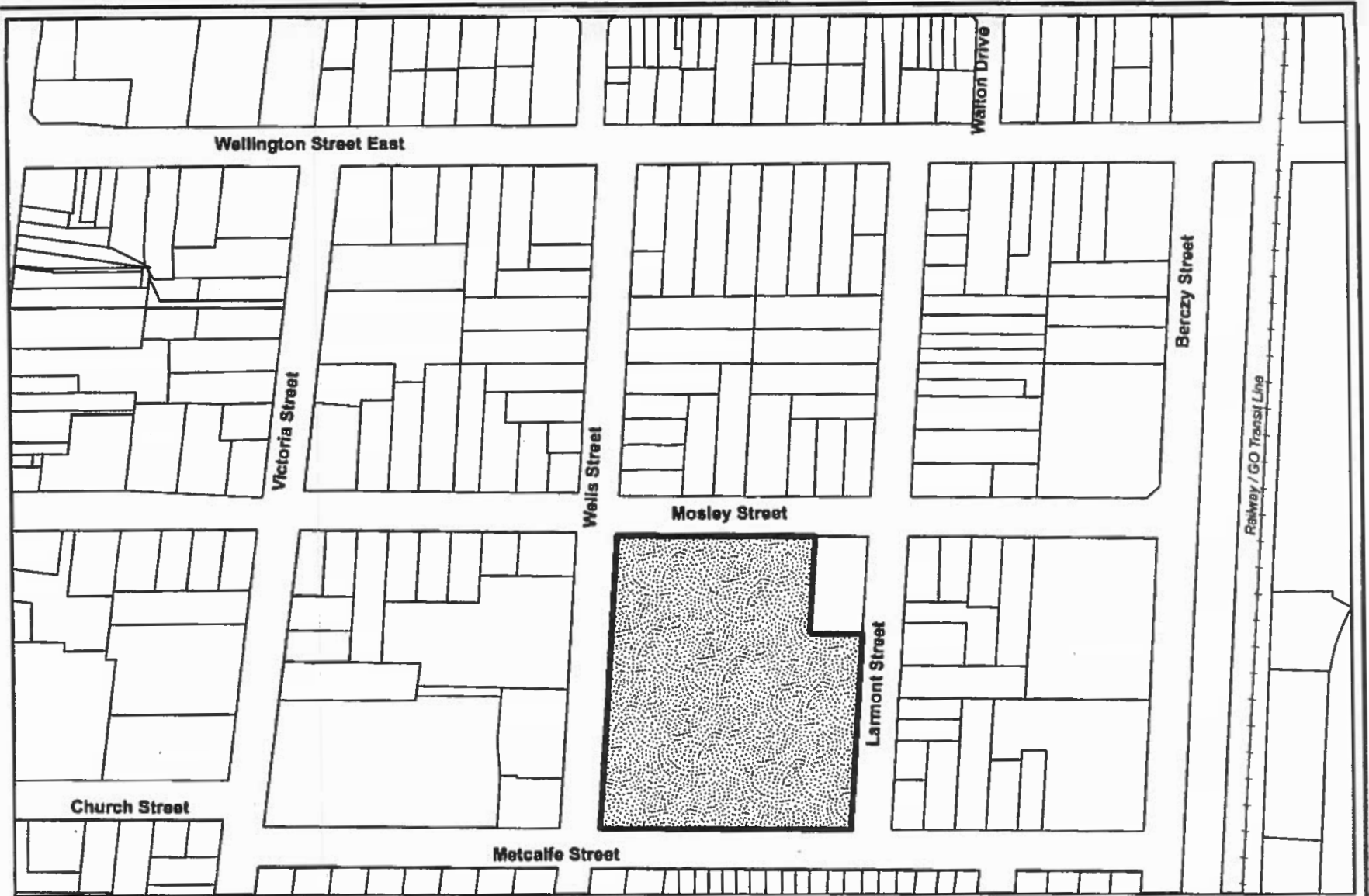
Pre-submission Review

Agenda Management Team Meeting review on October 5, 2017

Departmental Approval

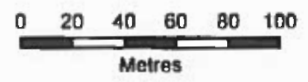


Marco Ramunno
Director, Planning and Building Services



LOCATION PLAN
HAC17-020
49 WELLS STREET
ATTACHMENT 1

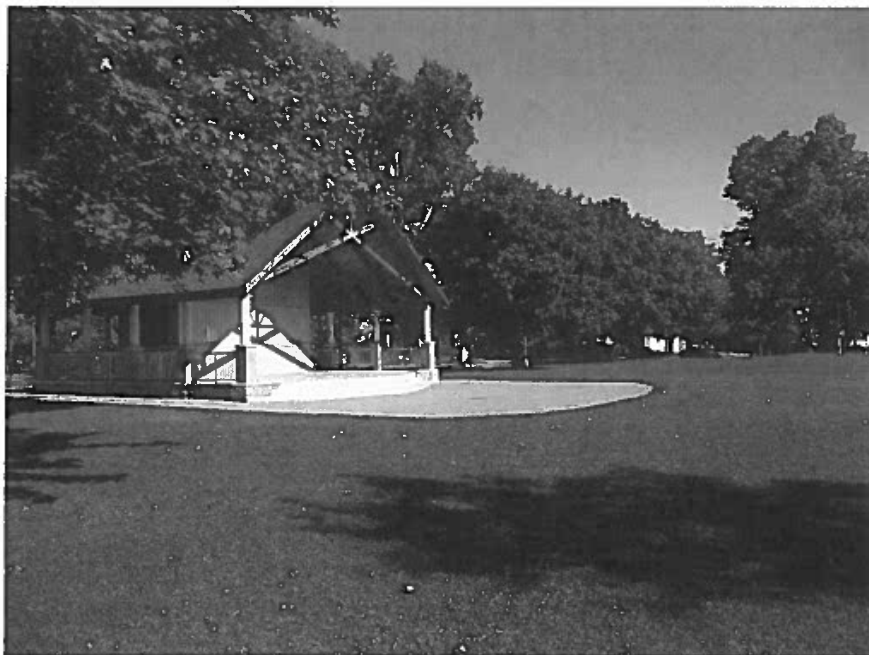
 **SUBJECT LANDS**



Map created by the Town of Aurora Planning and Building Department, Aug 17, 2017. Base Data Provided by York Region.

Attachment 2

Heritage Designation Brief



Town Park

Established in 1867

49 Wells Street

Aurora, ON

September 2017

HERITAGE PROPERTY STATUS SHEET

Street address: 49 Wells Street
Roll number: 1946-000-040-24700-0000
Short Legal description: PLAN 68 LOT 1 LOT 3 LOT 6 and LOT 19
Zoning: Public Open Space (O1)
Acquired by Town: 1867
Current owners: Corporation of the Town of Aurora
Name: "Town Park"
Builder: Village of Aurora
Owner's concurrence: Yes
Original use: Park
Current use: Park
Heritage status: No current heritage status
Reasons for report: Designation request by Council
Heritage Brief Completion Date: September 2017
Prepared by: Jeff Healey, Planner
Historical research: Shawna White, Curator
Submission date: October 16, 2017
Report number & date: HAC17-020, October 16, 2017

DESIGNATION POLICY:

Ontario Regulation 9/06

According to Regulation 9/06 of the *Ontario Heritage Act*, Section (2) outlines that, "A property may be designated under section 29 of the Act if it meets one or more of the following criteria for determining whether it is of cultural heritage value or interest." The criteria is described as being related to the following:

1. The property has design value or physical value because it,
 - i. Is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - ii. Displays a high degree of craftsmanship or artistic merit, or
 - iii. Demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
 - i. Has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community
 - ii. Yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
 - iii. Demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it,
 - i. Is important in defining, maintaining or supporting the character of an area,
 - ii. Is physically, functionally, visually or historically linked to its surroundings, or
 - iii. Is a landmark. O.Reg 9/06, s. 1 (2).

Statement of Cultural Heritage Value or Interest

Historical or Associative Value

The original 1853 Plan for Aurora (formerly Machells Corners) comprised of lots for new housing stretching from Yonge Street in the West to Berczy Street in the East. By the mid-1860's, the lands comprising Town Park remained vacant, but were quickly becoming a gathering place for Village residents. In November 1867, the Village of Aurora purchased from John Mosley, the lots bounded by Mosley Street to the north, Metcalfe Street to the south, Larmont Street to the east and Wells Street to the west. The Village purchased the lands for \$1,000¹. Town Park was the first public park in Aurora.

By 1874, a drill shed was constructed for the 12th Battalion of the Queen's York Rangers at the northeast corner of Town Park. Town Park was used as parade grounds for the Queen's York Rangers from the mid 1870's to 2014. The Aurora Armoury remains as an important linkage to Town Park and Aurora's military past.

Town Park has always been a meeting place for Auroran's and tourists throughout its history. The Town Park has hosted community-wide events, sporting events, musical performances, fairs and markets. Examples of such events include the Aurora Horse Show, Victoria Day & Dominion Day celebrations and the Aurora Farmer's Market. Town Park has also hosted prominent politicians, including Edward Blake and Sir Wilfrid Laurier, for visits to the York North riding.

When Aurora High School (later known as the Wells Street Public School) was established on the west side of Wells Street in 1892, it lacked a large yard for outdoor play. With Town Park directly across the street, students and teachers quickly claimed it to be their school field as former student, John Anderson remembers:

"The School used the Town Park daily for all the outdoor PT and sport activities, recesses and lunch breaks thanks to having the steel gates that closed off the street to traffic all day. We even occasionally went over as a whole school activity to pick up all the litter after many of the major events. We were very proud of our park."²

Despite closure of the Wells Street Public School and the Aurora Armoury, Town Park continues to serve as an important gathering place for the community. Events, markets, festivals and celebrations continue to attract residents and visitors.

¹ Jacqueline Stuart. 2016. An Aurora ABC: Stories from Aurora's Forgotten Past

² Town Park: A Community Storybook, Aurora Museum & Archives. http://www.virtualmuseum.ca/community-stories_histoires-de-chez-nous/a-community-storybook_le-parcours-d-une-communaute/

Architectural Value

Town Park serves as a very early example of an intentionally planned municipal park. Town Park has historically been used as a recreational open space for Aurora citizens and a parade ground for the Queen's York Rangers. The Aurora Armoury was constructed in 1874 at the northeast corner of the Town Park, further architectural details with respect to the Aurora Armory is described in Designation By-law 5615-14. By 1950, the first permanent Band Shell was constructed on the lands, which was donated by the Aurora Lions Club and located at the northwest quadrant of the Town Park. The Band Shell would be constructed in two phases: the first was the concrete stage completed in 1950 and the second was an arched roof, supported by curvilinear steel beams, this phase was completed in 1962³.

As baseball grew in popularity, both a hardball diamond, and a softball diamond were created. The hardball diamond was located between the Armoury and the Band Shell, and a softball diamond still exists in the southwest quadrant⁴. By the mid 1960's the hardball diamond was removed.

By 2001, the original Band Shell was removed and replaced with a larger Band Shell constructed circa 2002. Public washrooms were installed immediately west of the new children's playground in 2002.

The park is lined with mature deciduous trees including Sugar Maple, Red Oak, Ash, Norway Maple and Silver Maple around the perimeter of Town Park. Many trees located around the perimeter of Town Park are over 100 years old. Other tree species in Town Park include Hackberry, Locust, Chestnut, Freeman Maple, White Oak and Pear Tree.

Contextual Value

Situated within the heart Southeast Old Aurora neighborhood, Town Park can be considered a well-known landmark that has defined the residential character and history of Aurora. Centrally located between Yonge Street and the railroad made Town Park a natural place to greet and host visitors and dignitaries. Town Park is contextually linked to the surrounding neighborhood as it serves as a recreational use for the Southeast Aurora residents. Town Park is contextually linked to the identity of Aurora as it serves as a focal point for frequently occurring concerts, events, festivals and markets attended by residents from across the municipality and beyond. Town Park was utilized as a parade ground for the Queen's York Rangers between 1874 and 2014, therefore is contextually linked to the Aurora Armoury and Aurora's military past. Furthermore, Town Park is contextually linked to the former Wells Street Public School for its use as a play area from 1892 to 2010.

³ Town Park: A Community Storybook, Aurora Museum & Archives. http://www.virtualmuseum.ca/community-stories_histoires-de-chez-nous/a-community-storybook_le-parcours-d-une-communaute/

⁴ Town Park: A Community Storybook, Aurora Museum & Archives. http://www.virtualmuseum.ca/community-stories_histoires-de-chez-nous/a-community-storybook_le-parcours-d-une-communaute/

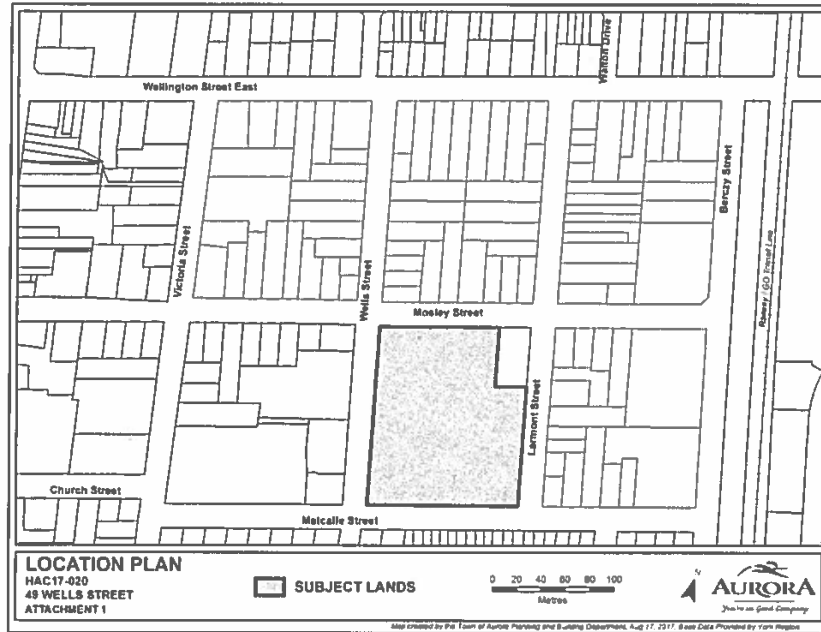
The current configuration of the east-west walking path and trees leading from Wells Street into the Town Park is symmetrical with the main entrance to the former Wells Street Public School. This creates a significant vista looking west towards Wells Street.

Summary of Heritage Attributes

- The overall park setting, **including the natural landscape of the existing park**
- Its location in the core of the Southeast Old Aurora Neighbourhood, adjacent to the Aurora Armoury and the former Wells Street Public School.
- Its orientation to the Wells Street Public School, which forms a significant vista
- **The presence of a Band Shell**
- **The presence of a Baseball diamond**
- LACAC Heritage Plaque
- **Playground**

Note: Bolded items were added by the Heritage Advisory Committee on October 16, 2017.

Map of Subject Lands



Photos of Subject Lands



49 Wells Street – Park entrance located at the north west corner of the Park. The iron fencing and brick pillars are featured
2007 - Source: Town of Aurora



49 Wells Street – Existing band shell, looking north west
2017 - Source: Town of Aurora



49 Wells Street – West entrance to Park looking west. Significant vista towards the former Wells Street School
2017 - Source: Town of Aurora



49 Wells Street – West entrance to Park looking east. Pathway is lined with Locust trees. Pedestrian connections to the Armoury and the Playground
2017 - Source: Town of Aurora



View of Softball Field- Looking south west
2007 - Source: Town of Aurora



**49 Wells Street – LACAC Heritage Plaque
2005 - Source: Town of Aurora**



Notice of Motion	Councillor John Abel
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Date: November 7, 2017

To: Mayor and Members of Council

From: Councillor Abel

Re: **Affordable Housing Plan**

Whereas, the province has legislated the Affordable Housing Act 2016, an Act that allows for a Strategy to meet demands for affordable units; and

Whereas, the Act does provide the framework, however there is further direction required from municipalities in order to meet the demand in affordable rental stock; and

Whereas, the Town of Aurora has approved Secondary Suites; and

Whereas, the Act, works best where there is urban growth; and

Whereas, the York Region Local Municipal Housing Working Group has been exploring options to address housing supply and affordability issues and to develop an affordable ownership and rental housing incentives framework; and

Whereas, the Ministry of Municipal Affairs with the Ministry of Housing have signalled they will include Inclusionary Zoning, which is a discretionary tool for Municipalities to employ, to require private-market development to include below market-rate rental and/or ownership housing; and

Whereas, planning and thinking before funding programs become available is a sound strategic investment of resources, creates clarity and certainty for Municipalities; and

Whereas, Rental Stock allows for all ranges of incomes, aging in a familiar community and revenue opportunities;

1. Now Therefore Be It Hereby Resolved That staff report back with Municipal guidelines for affordable housing, for our Official Plan policies and Zoning By-laws, and
2. Be It Further Resolved That the report refer to and incorporate guidelines, funding and policies from the three (3) upper tier governments, being the Region, Provincial and Federal government



Notice of Motion	Councillor John Abel
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Date: November 7, 2017
To: Mayor and Members of Council
From: Councillor Abel
Re: **Aurora Pow-Wow 2018**

Whereas, the Town of Aurora in June 2017 hosted an event for the Canada 150 Celebration, called the New Beginnings Pow-Wow in Aurora; and

Whereas, this event was well attended, and drew a significant percentage of attendees from out of town; and

Whereas, the 2017 New Beginnings Pow-Wow in Aurora event was funded by through the federal government grant application process; and

Whereas, this was an inaugural event, and worth considering expanding this initiative to an annual Pow-Wow event as per the Town's Cultural Master Plan;

1. Now Therefore Be It Hereby Resolved That staff be directed to prepare information in the form of a budget option to hold the Aurora Pow-Wow 2018 for consideration by Budget Committee during the 2018 budget review.