



# **General Committee Meeting Agenda**

**Tuesday, February 6, 2018  
7 p.m.**

**Council Chambers  
Aurora Town Hall**



## **Town of Aurora General Committee Meeting Agenda**

Tuesday, February 6, 2018  
7 p.m., Council Chambers

Councillor Thom 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) Anthony Ierullo, Manager of Policy Planning and Economic Development  
Re: Business Concierge Service**

### **4. Delegations**

### **5. Consent Agenda**

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

**Recommended:**

That the following Consent Agenda Item C1 be approved:

**C1. CMS18-001 – Rubber Sport Flooring for the SARC (Stronach Aurora Recreation Complex) and ACC (Aurora Community Centre) Facilities**

**Recommended:**

1. That Report No. CMS18-001 be received; and
2. That Report No. CMS18-001 satisfy Council's conditional budget approval for Capital project 72164 – SARC rubber flooring; and
3. That approval be given for staff to proceed with Capital Project No. 72164; and
4. That notwithstanding the competitive bid requirements of the Procurement By-law, a single source contract for the removal and disposal of the present flooring and the supply and installation of replacement flooring in the Stronach Aurora Recreation Complex building be awarded to Gym-Con Ltd. in the amount of \$123,480, excluding taxes; and
5. That notwithstanding the competitive bid requirements of the Procurement By-law, a single source contract for supplying flooring for the Aurora Community Centre building be awarded to Gym-Con Ltd. in the amount of \$12,000, excluding taxes.

**6. Consideration of Items Requiring Discussion (Regular Agenda)**

**R1. CMS18-002 – Policy and Procedure – Community Code of Conduct**

**Recommended:**

1. That Report No. CMS18-002 be received; and
2. That the implementation by staff of the Community Code of Conduct be endorsed.

**R2. OPS18-001 – Snow Removal on Yonge Street**

**Recommended:**

1. That Report No. OPS18-001 be received; and
2. That the proposal to remove accumulated snow from Yonge Street during night time hours be approved for the remainder of the 2018 winter season; and
3. That staff communicate this proposal to the public prior to snow removal operations occurring; and
4. That following the 2017/2018 season, staff report back to Council on any issues or concerns expressed from the public as well as recommendations on continuing this practice.

**R3. PDS18-010 – Community Improvement Plan Incentive Program**

**Application**

**Joe Cara**

**15132 and 15136 Yonge Street**

**Part of Lots 4 and 5, Registered Plan 9**

**File Number: CIP-2017-03**

**Recommended:**

1. That Report No. PDS18-010 be received; and
2. That the Façade and Signage Improvement Grant application for 15132 Yonge Street be approved and that funding in the amount of \$15,000 be granted and funded from the Economic Development Reserve Fund; and
3. That a by-law implementing the Tax Based Redevelopment Grant program be enacted; and
4. That the Tax Based Redevelopment Grant application for 15136 Yonge Street be approved for 100% of the annual municipal tax increment and be phased out 10% annually over ten (10) years or the dollar limit of eligible costs whichever is reached first; and

5. That the Mayor and Town Clerk be authorized to enter into and sign any agreement, including any and all documents and ancillary agreements required to give effect to same.

**R4. PDS18-013 – Town of Aurora Strategic Plan Update**

**Recommended:**

1. That Report No. PDS18-013 be received; and
2. That the attached updated Town of Aurora Strategic Plan be approved.

**R5. Summary of Committee Recommendations Report No. 2018-01**

**Recommended:**

1. That Summary of Committee Recommendations Report No. 2018-01 be received; and
2. That the Committee recommendations contained within this report be approved.

**R6. CS18-001 – Pending List**

**Recommended:**

1. That Report No. CS18-001 be received for information.

**7. Notices of Motion**

- (a) Councillor Kim**  
**Re: Road Construction**

**8. New Business**

**9. Closed Session**

**10. Adjournment**



**Town of Aurora**

**General Committee Report**

**No. CMS18-001**

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**Subject:** Rubber Sport Flooring for the SARC and ACC Facilities  
**Prepared by:** Phillip Galin, Manager, Facilities & Property  
**Department:** Community Services  
**Date:** February 6, 2018

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### **Recommendation**

- 1. That Report No. CMS18-001 be received; and**
- 2. That Report No. CMS18-001 satisfy Council's conditional budget approval for Capital project 72164 – SARC rubber flooring; and**
- 3. That approval be given for staff to proceed with Capital Project No. 72164; and**
- 4. That notwithstanding the competitive bid requirements of the Procurement By-law, a single source contract for the removal and disposal of the present flooring and the supply and installation of replacement flooring in the Stronach Aurora Recreation Complex building be awarded to Gym-Con Ltd. in the amount of \$123,480, excluding taxes; and**
- 5. That notwithstanding the competitive bid requirements of the Procurement By-law, a single source contract for supplying flooring for the Aurora Community Centre building be awarded to Gym-Con Ltd. in the amount of \$12,000, excluding taxes.**

### **Executive Summary**

This report seeks council approval to issue a single source contract for the removal and replacement of the existing flooring in the Stronach Aurora Recreation Complex (SARC) building and the supply of flooring for the Aurora Community Centre (ACC) building.

The rubber flooring at the SARC arena is in need of replacement, as it is original flooring. The rolled flooring will be removed and replaced with 3x3 tiles, as it minimizes the long term maintenance costs. These same tiles are installed at the ACC and Aurora Family Leisure Complex (AFLC) and staff can replace the tiles as needed.

## **Background**

Capital Project No. 72164 for \$134,600 for the SARC and Capital Project No. 72280 for \$12,000 for the ACC are a combined solution for the rubber floor that has worn out in the SARC, and to replace sections of the flooring in the areas at the ACC.

The scope of work must be coordinated as an active ice schedule in 2018 limits the opportunity to perform the required work. The present flooring is sheet flooring and it is difficult to make repairs. The floor continues to deteriorate and, as a result, could cause an injury to a user and expose the Town of Aurora to a liability.

Gym-Con Ltd. is the manufacturer of the recommended tiles. By going directly to the manufacturer, cost savings will be realized.

## **Analysis**

### **Benefits of using tiles**

Staff compared tiles to sheet flooring. As damage and wear and tear occur, tiles can be readily replaced when necessary. The recommended tiles are presently being used at the ACC and at the AFLC arenas; therefore, tiles can be interchangeable between all three sites as required. Sheet flooring is not recommended because it is more difficult to make repairs. The area scheduled for replacement encompasses 7,565 sq ft in the common area arena space and dressing rooms at the SARC.

### **Cost savings**

By going direct to the manufacturer, cost savings are realized. This also allows for consistency of flooring of all of the Recreation centers, with the ability to continue making repairs, which eliminates the cost of external labour.

### **Short window of time to complete work at SARC**

Ice removal at the SARC is scheduled to begin on April 10, 2018 and be reinstalled by April 26, 2018. This is to accommodate the Aurora Home Show. This is an ideal time to install the flooring as there will be minimal disruption to the community.

The ACC schedule is would not be disrupted as staff can replace the tiles when required.

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Report No. CMS18-001

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### **Advisory Committee Review**

Not applicable.

### **Legal Considerations**

None.

### **Financial Implications**

The Town of Aurora has two (2) Capital projects for flooring SARC being Capital Project No. 72164 for \$134,600 and the ACC Capital Project No. 72280 for \$ 12,000:

<b>Capital Project No. 72164 – Improvements to the SARC: Rubber Floor Replacement</b>		
<b>Event/Item</b>	<b>Original Budget Request</b>	<b>Revised Budget Proposed</b>
Ramflex floor tiles	\$134,600	\$123,480
Supply and Install		
<b>Total Expenditures</b>	<b>\$134,600</b>	<b>\$123,480</b>

<b>Capital Project No. 72280 – Improvements to the ACC: Supply Rubber Floor</b>		
<b>Event/Item</b>	<b>Original Budget Request</b>	<b>Revised Budget Proposed</b>
Ramflex floor tiles	\$12,000	\$12,000
Supply only		
<b>Total Expenditures</b>	<b>\$12,000</b>	<b>\$12,000</b>

Capital Project No. 72164 was conditionally approved in the 2018 Capital Project Budget (based on using sheet flooring vs. tiles). Capital Project No. 72280 was approved in the 2017 Capital Project Budget.



## **Communications Considerations**

No communication considerations at this time.

## **Link to Strategic Plan**

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

## **Alternative(s) to the Recommendation**

1. Council may choose not to authorize this purchase and no flooring repairs would be made to the flooring at the SARC and at the ACC.
2. The Town of Aurora may choose to issue an RFP in the future, and defer this project to 2019.

## **Conclusions**

Staff recommends proceeding with these projects. The benefits are increased safety for users, reduced maintenance cost, and an improved customer experience.

In consultation with the Business Support Division, all installations can be completed during the scheduled Aurora Home Show ice-out period and the contractor has stated they are able to work around facility scheduling, with minimal impact to operations.

It is recommended that the Town of Aurora proceed with these projects for a total value of \$135,480, excluding taxes, and that this contract is awarded to Gym-Con Ltd.

## **Attachments**

None.

## **Previous Reports**

None.

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Report No. CMS18-001

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**Pre-submission Review**

Agenda Management Team review on January 19, 2018

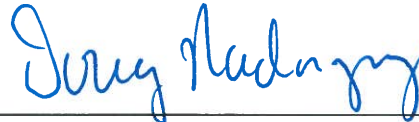
**Departmental Approval**

**Approved for Agenda**



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**Lisa Warth  
Acting Director  
Community Services**



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**Doug Nadorozny  
Chief Administrative Officer**



**Town of Aurora**

**General Committee Report**

**No. CMS18-002**

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**Subject:** Policy and Procedure – Community Code of Conduct  
**Prepared by:** Adrian Wong, Recreation Supervisor – Fitness & Aquatics  
**Department:** Community Services  
**Date:** February 6, 2018

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## **Recommendation**

- 1. That Report No. CMS18-002 be received; and**
- 2. That council endorse the Community Code of Conduct for implementation by staff.**

## **Executive Summary**

This report addresses challenges the Town of Aurora is experiencing regarding inappropriate patron behaviours and conduct, and recommends the adoption of a Community Code of Conduct Policy and related procedures. The Town recognizes that the majority of patrons use Town properties in a responsible manner and conduct themselves appropriately and that all users and staff deserve an environment free of harassment and violence. The policy will be used as a tool to support both staff and patrons in instances when inappropriate behaviour takes place on Town properties, and includes actions that need to take place in order to promote a safe and inclusive environment.

## **Background**

Over the past few years, staff have experienced an increase in inappropriate behaviour situations occurring in Town facilities and properties that compromise the safety of Town staff and patrons. As a response, a cross-departmental committee comprised of Managers from different departments was formed to address the issue. The Community Code of Conduct Policy was developed to address key issues pertaining to inappropriate behaviour in Town facilities and properties. Input was gathered from various departments to ensure application and relevancy to the Corporation; including Human Resources, Customer Service, Recreation Services, Business Support Services, Operations, Accessibility, and Bylaw Services. The objective was to provide a

policy that defined a code of conduct to promote safety and respect, outlines options available to Town staff to curtail or prevent inappropriate conduct, and outlines the possible actions and consequences that may result.

## **Analysis**

### **Town of Aurora staff encounter individuals who display inappropriate behaviour**

Over the past few years, Town of Aurora staff have experienced an increase in individuals who display inappropriate behaviours, such as the threat of violence, abusive and disrespectful language, bullying, and non-inclusionary behaviours towards others. Staff realized there is a need for a consistent policy at a Corporate level that would support staff and protect others when dealing with inappropriate behaviours.

### **Community Code of Conduct research gathered from several surrounding municipalities**

The committee reviewed facility code of conduct policies and guidelines from several surrounding municipalities. The committee decided on the concept of a “Community Code of Conduct”, where Town staff and members of the community play a role in promoting a safe and enjoyable environment for all. The benefit of this policy is that it sets a standard and benchmarks how the Town of Aurora should strive to provide quality service to all individuals by supporting inclusivity, diversity, and respect in all Town facilities and properties; and how Town staff and the members of the community can collaborate together to support an exceptional quality of life for all.

### **Policy provides guidance to all Town of Aurora staff**

The policy clearly defines the roles and responsibilities of all Town staff (regardless of full-time or part-time status), actions to take upon witnessing inappropriate behaviour, when to disengage with the individual, and actions to take when the situation escalates, which includes maintaining a safe environment for customers and staff. This policy also provides direction to Managers and Department Heads for follow up, which includes implementing an internal communication plan and an enforcement plan.

### **Staff Training for all Town of Aurora staff**

The training program will be developed in conjunction with the Health and Safety Committee, Human Resources and Legal, with consultation with York Region Police. Training programs will be conducted internally and there will be an information session

for Managers and Supervisors, providing them with the resources and training on how to support staff and volunteers; and an information session for all staff (full-time and part-time status), providing them with the tools to identify inappropriate behaviour and steps to address such issues. Signage will be placed at strategic locations (i.e. near the entrances) at Town buildings to support staff and to educate the members of the community.

### **Advisory Committee Review**

None.

### **Legal Considerations**

Legal has reviewed the policy and procedure.

### **Financial Implications**

Approximately \$10,000 in signage costs will be required to be funded from the operating budget.

### **Communications Considerations**

Corporate Communications will develop a public education campaign. The campaign will include a webpage, social media posts, information in the Notice Board, and signs in the facilities (see attached). The Code of Conduct will also be handed out to program participants and Communications is looking at the possibility of including it as part of the e-Play registration system.

### **Link to Strategic Plan**

The Community Code of Conduct supports the Strategic Plan goal of **Supporting an exceptional quality of life for all** through its' accomplishment in supping the objective of: *encouraging an active and healthy lifestyle.*

### **Alternative(s) to the Recommendation**

1. That the Community Code of Conduct Policy and Procedure be revised if necessary.

### **Conclusions**

The community and the Corporation would benefit from the Community Code of Conduct Policy to ensure a safe, inclusive environment for both staff and the public, and to maintain and restore an enjoyable environment for all.

### **Attachments**

Attachment 1 – Policy: Community Code of Conduct

Attachment 2 – DRAFT Sample Facility Signage

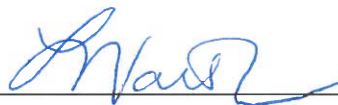
### **Previous Reports**

None.

### **Pre-submission Review**

Agenda Management Team review on January 19, 2018

#### **Departmental Approval**



**Lisa Warth  
Acting Director  
Community Services**

#### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**



## Administrative Policies & Procedures

### Policy No. xx – Community Code of Conduct

<b>Topic:</b>	Community Code of Conduct	<b>Affects:</b>	Insert dept./div. that prepared policy
<b>Section:</b>	Insert section based on numbering system	<b>Replaces:</b>	Indicate previous policy (IES) numbers being replaced
<b>Original Policy Date:</b>	Insert approval date of original policy/ procedure	<b>Revision Date:</b>	Insert most recent approval date
<b>Effective Date:</b>	Insert effective date of current revision	<b>Proposed Revision Date:</b>	Insert approval date + two (2) years
<b>Prepared By:</b>	Insert dept./div, that prepared policy	<b>Approval Authority:</b>	Insert approval authority – CAO or Council

#### 1.0 Policy Statement

The Town of Aurora (“The Town”) strives to engage members of the community to work, live, and play together in a positive manner. The Town recognizes that the majority of patrons use Town programs, facilities and properties in a responsible manner and conduct themselves appropriately when visiting Town facilities and properties, and that all deserve an environment free of harassment and violence. Occasionally, however, there may be instances where individuals engage in activities while using Town facilities and properties or interacting with staff in person, online or on the phone that the Town may deem to be inappropriate. In cases of inappropriate behaviour that jeopardize the peaceful enjoyment of Town programs, facilities and properties, and in such instances where intervention strategies and de-escalating tactics are not effective, the Town will take steps to maintain/restore order, and to ensure the safety of the public and staff.

#### 2.0 Purpose

The purpose of this policy is to clearly define a Community Code of Conduct that promotes safety and respect through quality customer service; and outlines options available to Town staff to curtail or prevent inappropriate conduct from occurring in all Town facilities and properties, and the possible action and consequences that will result. As a corporation, the Town strives to provide quality service to all of the Aurora residents and visitors to Aurora, supporting

## **Policy No. xx – Community Code of Conduct**

inclusivity, diversity, and respect in all of its Town facilities and properties.

### **3.0 Scope**

This policy applies to all Town facilities and properties owned by the Town of Aurora, including but not limited to Town Hall, recreation centres, sports fields and parks; and/or any person participating in an activity or event at those facilities. This policy also applies to all Town staff in a working capacity outside of Town facilities (e.g. Bylaw staff, Parks staff, Operations staff).

### **4.0 Definitions**

**Ban** means the prohibition of an individual (or group of individuals) from entering specific Town properties or facilities for a specific duration.

**Inappropriate behaviour** may be demonstrated in person, while the individual is in or around Town facilities, but may also occur over the telephone, through email or other messaging directed towards staff or patrons. The following behaviour is considered to be inappropriate: violent behaviour (or threats of violent behaviour) that may affect an individual or group; harassment, abusive or disrespectful language; disrespect for public property and the damage of property of others; bullying (including cyber-bullying); deliberate misuse of cellular phones, personal digital assistants or recording devices in the change rooms, washrooms and dressing rooms; smoking in non-designated areas; display non-inclusionary behaviour towards others; display of “hate behaviour”; contravention of any Town policies, bylaws, and/or regulations.

**Incident** means any occurrence involving inappropriate conduct on behalf of an individual, which includes, but is not limited to any of the following: damage to property; harm to individual(s) (workplace violence, workplace harassment, inappropriate behaviour); disturbance to peace; contravention of Town by-laws related to property, facility and/or posted rules; any illegal activity that warrants a formal report to or request for assistance from York Regional Police, by a Town staff, patron or visitor.

**Staff** means all full time and part time employees with the Town of Aurora; and volunteers, students, and co-op placement staff with the Town.

**Town property** means all Town-owned assets, including real property, buildings, structures, facilities and equipment.



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**Trespass Notice** as authorized under the Trespass to Property Act, R.S.O. 1990, c.T.21, is a written notice prohibiting an individual from entering specific Town properties or facilities for a specific duration and is issued to an individual by the Town with a copy to York Regional Police for the purpose of imposing a Ban.

**Workplace Violence** as defined under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1; the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker (e.g. physical attacks – hitting, shoving, pushing, or kicking). An attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker (e.g. threatening behavior – such as shaking fists, destroying property or throwing objects). A statement or behavior that is reasonable for worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker (e.g. verbal or written threats – any expression of intent to inflict harm).

**Workplace Harassment** as defined under the Occupational Health and Safety Act, R.S.O. 1990, c.O.1; engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome.

## **5.0 Responsibilities**

### **Members of the public:**

- Conduct themselves in a manner consistent with the policy
- Contact and/or report inappropriate behaviour to Town staff

### **Town of Aurora staff:**

- Uphold the purpose and intent of the policy
- Ensure that the safety of the public and staff is of paramount priority, including calling the police (e.g. dial 911) where appropriate
- Report and document all incidents to their immediate Supervisor
- Report any inappropriate behaviours on social medial to the Manager of Corporate Communications
- Notify the police depending on the severity of the situation (e.g. involving a weapon)

**Policy No. xx – Community Code of Conduct**

**Management/ Department Heads:**

- Uphold the purpose and intent of the policy
- Work with members of the public in identifying inappropriate behaviour in Town programs, facilities, or properties
- Work with the Communications Department to communicate key information to Town staff (where applicable)
- Enforce the policy with public education and awareness
- Provide training, guidance, and mentorship to staff regarding the policy
- Follow-up on complaints and issues raised in accordance to the policy

**6.0 Procedure**

**1. When staff will act:**

- Upon observation or being informed of any behaviours that contravene the Community Code of Conduct
- Upon observation of verbal abuse or threat
- At the request of a Town staff member, who acting reasonably, is unable to get cooperation from program participants, parents, or spectators
- At the request of a patron and/or participant who formally complains about experiencing behaviours listed above

**2. Response to inappropriate behaviour:**

- Upon witnessing the inappropriate behaviour, staff will attempt to use intervention strategies (e.g. ask the individual to leave the facility) and de-escalating tactics to resolve the situation. For staff who work outside of a facility, they are asked to disengage with the individual and leave the scene.
- Upon the individual's persistence to not comply with the Community Code of Conduct or upon staff observing physical violence or threat of violence; contact York Region Police (dial 9-1-1 or push the panic button where available) immediately, respond accordingly to ensure the safety of the patrons and/or participants, advise your supervisor immediately, and utilize or mobilize your peers and other staff to provide support.

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- Where a staff has received inappropriate email, phone calls, or voicemail messages; they are to notify their Supervisor immediately. The messages will be documented, and there will be a discussion about an appropriate response. In some circumstances, it may be appropriate for the Town to have said messages blocked from the sender.

**3. Consequences to inappropriate behaviour:**

- For Level 1 offences (e.g. minor acts or first offences), contravention may result in but is not limited to the following: verbal warning by staff; written warning for social media offences; staff may ask the individual to leave where the incident is taking place on Town property; a letter of reprimand may be issued at the discretion of the Manager, and ban from facilities and/or denial of non-essential services for a period of time through a Trespass Notice.
- For Level 2 offences (e.g. serious offences and/or repeated offences), contravention is at the discretion of the Manager and may result in but is not limited to the following: a letter of reprimand will be issued; invoice for full cost of repairs will be issued where property damage has incurred; ban from facilities and/or denial of non-essential services for a period of time through a Trespass Notice, and/or other actions as may be deemed appropriate (e.g. notify the authorities).
- For Level 3 offences (e.g. serious offences and/or repeated offences), contravention is at the discretion of the Manager and may result in but is not limited to the following: invoice for full cost of repairs will be issued where property damage has incurred; ban from facilities and/or denial of non-essential services for an extended period of time through a Trespass Notice, and/or other actions as may be deemed appropriate (e.g. notify the authorities).

**4. Incident report and decision making:**

- An Accident/Incident Report will be filled out when there is an incident of inappropriate behaviour. The Accident/Incident Report is to be completed immediately following the incident and provided to the staff person's immediate full time supervisor, who will provide the report to Human Resources promptly and Legal when necessary.

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- The Incident is to be reported through to the respective Supervisor who will consult with the respective Manager regarding the level of offence and the degree of discipline.
- In situations when a Manager is considering a comprehensive ban (i.e. ban for an extended period of time, or ban from multiple services), they are asked to consult with their respective Director for further direction.
- Incidents related to social media will be reported to the Manager, Corporate Communications.

**5. Communication between Departments:**

- When an individual or a group is banned from facilities, a memorandum must be sent to community centre staff and Bylaw staff.
- When an individual or a group is banned from Town Hall, the Communications department will send a memorandum to all Town of Aurora full time staff (including Access Aurora staff, Bylaw staff, and Department Managers).
- When an individual or a group is denied of non-essential services from community centres, a memorandum must be sent to community centre staff and Access Aurora staff.
- When an individual or a group is denied interaction with Town staff, the Communications department will send a memorandum to all Town of Aurora full time staff (including Access Aurora staff, Bylaw staff, and Department Managers) and community centre staff..
- When an individual or a group is denied communication (e.g. email) with Town staff, the Communications department will send a memorandum to all Town of Aurora full time staff (including Access Aurora staff, Bylaw staff, and Department Managers) and community centre staff.

**6. Appeal process:**

- For facility ban/ denial of non-essential services, a banned individual may request reconsideration when new factual information is available. Such requests must be addressed to the respective Manager responsible, who will consider the new

**Policy No. xx – Community Code of Conduct**

information and make his or her decision. Bans will remain in effect pending the outcome of the appeal.

- For social media and other mode of communication ban, a banned individual may request reconsideration when new factual information is available. Such request must be address to the respective Manager responsible, who will consider the new information and make his or her decision. Bans will remain in effect pending the outcome of the appeal.
- In the event where the individual is not satisfied with the response from the appeal process, they may escalate and appeal to the Director level.

**7.0 Regulatory/References/Codes/Standards**

Procedure No. 65 – Harassment Free Workplace, Procedure No. 64 – Violence Free Workplace.



## TOWN OF AURORA

# CODE OF CONDUCT

POLICY NO. XX

The Town of Aurora promotes a **safe and respectful environment** for all our patrons and staff. Our community is a place where all are welcome and all deserve to be treated with respect.

The following behaviour is considered unacceptable:

- **Violent or threatening behaviour:** possession of weapons, assault, throwing of articles in a deliberate or aggressive manner, aggressively approaching another individual, striking another individual, and attempts to incite violence.
- **Abuse or disrespectful actions:** harassment, verbal assaults, intimidation, bullying (including cyberbullying), profane language, obscene gestures or hate speech of any kind.
- **Disrespect for property:** robbery, theft, littering, vandalism or deliberate misuse of equipment.
- **Other behaviour that will not be tolerated:** horseplay, possession of illegal drugs or alcohol, acting under the influence of illegal drugs or alcohol, misuse of emergency exits or alarms, not abiding by the rules and regulations, and trespassing or refusing to leave when directed to by staff.





**Town of Aurora  
General Committee Report**

**No. OPS18-001**

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**Subject:** Snow Removal on Yonge Street  
**Prepared by:** Jim Tree, Manager, Roads & Water (Acting)  
**Department:** Operational Services  
**Date:** February 6, 2018

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### **Recommendation**

- 1. That Report No. OPS18-001 be received; and**
- 2. That the proposal to remove accumulated snow from Yonge Street during night time hours be approved for the remainder of the 2018 winter season; and**
- 3. That staff communicate this proposal to the public prior to snow removal operations occurring; and**
- 4. That following the 2017/2018 season, staff report back to Council on any issues or concerns expressed from the public as well as recommendations on continuing this practice.**

### **Executive Summary**

Staff is seeking to provide Council with information on, and seeking approval for, a proposal to conduct snow removal operations on Yonge Street during the night time hours. This proposal will address the following:

- Current practice of removing accumulated snow from Yonge Street during business hours creates disruption for local merchants and potential public safety and traffic conflicts
- Night time snow removal operations will reduce impacts and risks to motorists, pedestrians and business owners and will improve the overall efficiency of the operation
- Night time operation will create additional noise and disturbance for short periods of time that may result in residents' complaints
- Continuous evaluation of the Winter Maintenance Program and alternatives

## **Background**

The former Infrastructure and Environmental Services (IES) Department provided routine winter snow removal services, primarily on Yonge Street, for many years. This work required loading and trucking away of snow that has accumulated in the curb lane from previous road and sidewalk plowing events. Snow removal operations are triggered once the accumulation begins to inconvenience merchants and disrupt safe travel of motorists and pedestrians within the downtown core.

## **Analysis**

This purpose of this report is to provide information on the snow removal process and the manner in which this operation is presently conducted, including a proposed change in the process that will result in some significant improvements. Based on a detailed evaluation of the current snow removal process, staff note there are many advantages and efficiencies that could be gained by changing the snow removal process and staff will expand on any impacts or conflicts that may arise if the revised snow removal process is approved.

Staff also suggest that an overall evaluation of the 2018 Yonge Street snow removal process be completed and addressed in the 2017/2018 Winter Report to Council to include further recommendations on either continuing or discontinuing night time snow removal following the 2018 winter season.

### **Current practice of removing accumulated snow from Yonge Street during business hours creates disruption for local merchants and potential public safety and traffic conflicts**

The need to remove accumulated snow from the curb lane on Yonge Street has been an ongoing routine service that the former IES Department was performing for many decades. This was necessary as there is no snow storage space on Yonge Street and once the accumulated snow from previous road and sidewalk plow events becomes sufficient enough to cause conflict to both motorists and pedestrians, the snow must be removed. The frequency of this operation is entirely dependent on the number and volume of snow fall events in a season; however, it is conceivable that there may be four (4) to six (6) cycles of removal required over the winter season.

For many years staff and equipment have been deployed to conduct this snow removal operation during the daytime hours which can be challenging due to the nature of the



operation and coping with the volume of traffic and pedestrian activity that can normally be expected during this time of day. Snow removal requires that the curb lane be closed to the flow of traffic and parking and it also requires that a tractor plow be working on the traveled portion of the sidewalk. Staff operators must exercise extreme caution at all times during this operation as high volumes of traffic and the presence of pedestrians increases the inherent risks of an unwanted incident.

Also, given the fact that this work is occurring during business hours, it is very likely that this operation, while infrequent, does pose an inconvenience to business owners and their customers who need to navigate through and around this operation. It is highly probable that any change that would mitigate these impacts would be very welcome.

**Night time snow removal operations will reduce impacts and risks to motorists, pedestrians and business owners and will improve the overall efficiency of the operation**

It is not difficult to deduce that moving away from daytime snow removal operations will result in some significant improvements in a number of areas including risk management.

Staff propose that the snow removal operations commence after midnight during week days only and, depending on the volume of snow being removed, it is estimated that the time required to remove the snow from the downtown core area (between Church Street and Catherine Avenue) would average eight (8) hours to complete. The time savings is somewhat difficult to predict; however, staff believe that a night time operation would result in a minimum of a two hour saving for this section of Yonge Street. In addition the following benefits would result;

- Significant reduction in traffic volumes resulting in reduced potential for incidents;
- No conflict with parked cars;
- No conflict with pedestrians;
- No impact on business owners or their patrons;
- Increase in trucking efficiencies without daytime traffic;
- Reduction of staff required to close curb lane and monitor pedestrians;
- Business owner satisfaction arriving in morning to clear conditions; and
- Increased staff productivity.

February 6, 2018

Page 4 of 7

Report No. OPS18-001

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**Night time operation will create additional noise and disturbance for short periods of time that may result in residents' complaints**

Perhaps the only significant negative impact associated with night time snow removal operation would be related to the noise associated with equipment and trucks that would be operating to load and haul the snow.

Notwithstanding that there are exemption provisions within *By-law No. 4787-06. BEING A BY-LAW to regulate and prohibit the causing of noise in the Town of Aurora* as follows:

**EXEMPTIONS FROM THE NOISE PROHIBITIONS**

- *Operation of municipal service vehicles, including municipally contacted Services and related equipment including equipment for snow removal*

It is important to note that there will be noise associated with the removal of snow as all heavy trucks and equipment produce a static level of noise and are equipped with back-up alarms that can become bothersome over prolonged periods.

The snow removal operation is such that the equipment is not stationed in one location for long periods of time as it is a moving operation that is never stopped in any one location for more than 15 -20 minutes.

In addition, the receiving snow storage location is the parking lot to Diamond #4 located in Lambert Willson Park which is accessed from Industrial Parkway North. The location is set back sufficiently from the residential area and as such there should be not be a significant impact to any local residents.

It is for these reasons that we believe the benefits derived from conducting this operation during night time hours has sufficient enough merit to warrant a trial process for the remainder of the 2018 winter season. In the event that it is determined that the operation is too disruptive, staff can cease the operation at any time and report back to Council on the matter prior to resuming the operation next season.

Additional equipment to support night time removal be identified as an addition to the 2018 Capital Budget.

### **Continuous evaluation of the Winter Maintenance Program and alternatives**

Staff will continue to evaluate the Winter Maintenance Program and alternatives to the standard in which we conduct business. In the case of winter snow removal, staff is also looking at further improved methods of loading snow via an industrial snow blower as an alternative to a front end loader as there will be additional advantages and efficiencies to be gained.

Fig.1



Staff will attempt to test some equipment through the remaining 2018 winter season in an effort to evaluate the performance of various types of equipment. Should it be determined that there is merit in pursuing this alternative, staff will report back to Council in the 2018 Capital budget.

### **Advisory Committee Review**

Not applicable.

### **Legal Considerations**

None.

## **Financial Implications**

Funds for the snow removal operation are allocated in the Operations Budget on an annual basis. Depending on the volumes of snow and the flow of work within the Department, there may be some additional expenses associated with CUPE shift premiums and overtime for certain hours worked, however these expenses are not considered to be excessive as staff will be scheduled in the most efficient manner as possible.

## **Communications Considerations**

Roads will work with Corporate Communications to ensure residents and businesses, particularly those in the affected areas, will be notified of the service standard change and new operational practices. Information will be posted on the website, in the Notice Board, on social media and provided directly to residents and businesses via handout or mailer.

## **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. Council may recommend that we maintain the status quo and continue to conduct snow removal in the daytime hours.

## **Conclusions**

There are many advantages to removing snow during the night time hours and recommend that this work be conducted during the night time hours for the remainder of the 2018 winter season

February 6, 2018

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Report No. OPS18-001

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### **Attachments**

None.

### **Previous Reports**

None.

### **Pre-submission Review**

Agenda Management Team review on January 19, 2018

### **Departmental Approval**



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**Allan D. Downey**  
Director  
Operational Services

### **Approved for Agenda**



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**Doug Nadorozny**  
Chief Administrative Officer



**Town of Aurora  
General Committee Report**

**No. PDS18-010**

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**Subject:** Community Improvement Plan Incentive Program Application  
Joe Cara  
15132 & 15136 Yonge Street  
Part of Lots 4 & 5. Registered Plan 9  
File Number: CIP-2017-03

**Prepared by:** Nick Kazakoff, Economic Development Officer

**Department:** Planning and Development Services

**Date:** February 6, 2018

---

### **Recommendation**

- 1. That Report No. PDS18-010 be received;**
- 2. That the Façade and Signage Improvement Grant application for 15132 Yonge Street be approved and that funding in the amount of \$15,000 be granted and funded from the Economic Development Reserve Fund;**
- 3. That a by-law implementing the Tax Based Redevelopment Grant program be enacted;**
- 4. That the Tax Based Redevelopment Grant application for 15136 Yonge Street be approved for 100% of the annual municipal tax increment and be phased out 10% annually over ten (10) years or the dollar limit of eligible costs whichever is reached first; and**
- 5. That the Mayor and Clerk be authorized to enter into and sign any agreement, including any and all documents and ancillary agreements required to give effect to same.**

## **Executive Summary**

This report seeks Council direction on the Community Improvement Plan (CIP) Incentive Program applications made by the owner of 15132 & 15136 Yonge St (the "Property") for both the Façade and Signage Improvement Grant Program and the Tax Based Redevelopment Grant Program. The applicant, Joe Cara is proposing to add a three (3) storey mixed use building including twelve (12) residential units and 240 square meters of commercial ground floor space at 15136 Yonge St as well as façade improvements to the adjacent building located at 15132 Yonge St.

## **Background**

### **Aurora Promenade Community Improvement Plan**

The Aurora Promenade CIP was approved by Council in February 2014. A CIP is a tool provided under the *Planning Act* that allows a municipality to offer financial incentives to the private sector to stimulate redevelopment. The incentive programs of the Aurora Promenade CIP represent a tailored response to the property (re)development needs within the CIP Area and include the objectives of:

- Intensification of retail, commercial and mixed uses, particularly in the downtown, bringing underutilized and/ or vacant sites and buildings into the highest and best uses; and
- Support a mix of new commercial/ retail and multi-residential development and activity

The seven Aurora Promenade CIP Incentive Programs are:

1. Façade and Signage Improvement Grant Program
2. Building Restoration, Renovation and Improvement Program
3. Development Charges Grant Program
4. Tax-Based Redevelopment Grant Program
5. Heritage Property Tax Relief Program
6. Environmental Site Assessment (ESA) Grant Program
7. Environmental Remediation Tax Assistance Program

To date, Council has approved four CIP program applications since the CIP program was implemented in February 2014; the program is in its fifth year within the initial five year term.

### **CIP Incentive Program Applications**

The owner of the Property has made applications for two of the Aurora Promenade CIP Incentive Programs:

- Program 1: Façade and Signage Improvement Grant Program
- Program 4: Tax Based Redevelopment Grant (TIG) Program

The applicant is proposing to add a three (3) storey mixed use building including twelve (12) residential units and 240 square meters of commercial floor space (15136 Yonge St) to the existing building (15132 Yonge St) as well as façade improvements to the current building. Council approved the site plan application on May 23, 2017.

Renovations are proposed to:

- Brick facing and stucco to match proposed new building (15136 Yonge St)

### **Façade and Signage Improvement Grant Program**

This program is intended to encourage private sector property owners to implement improvements to building facings and exterior signage that otherwise may not occur due to cost-related issues.

A grant of up to 50% of the eligible costs to a maximum grant of \$15,000 per property, whichever is less may be awarded. The minimum grant amount available through this program is \$5,000.

### **Tax Based Redevelopment Grant (TIG) Program**

This program is focused on achieving comprehensive site redevelopment on those principle redevelopment sites which may, from time to time, be identified by the Town of Aurora. This Tax Increment Grant (TIG) supports projects likely to result in significant site redevelopment associated with Multi-residential and commercial projects via a grant equivalent to the Municipal Portion of the property tax for a given property.

For multi-unit residential development 100% of the annual municipal tax increment is available to be provided as a grant for comprehensive (re)development. The maximum duration is 10 years and to be phased out 10% annually. The minimum increase in assessment for which the use of this program of tax-based grants is permitted is \$1,500,000 and will remain at this minimum for the duration (5 years) of the CIP.



## **Analysis**

### **New mixed-use development will contribute to an enhanced streetscape and promote investment along the Promenade**

The subject lands are located on Yonge Street, at the intersection of Church St and within Community Improvement Plan Priority Area 1, which represents the highest level of priority. The proposed works meet the Aurora Promenades' objective of the intensification of retail, commercial and mixed uses (commercial/ residential) within the CIPA – particularly Downtown – bringing underutilized and/ or vacant sites and buildings into highest and best uses.

The proposed works would also meet the Aurora Promenade's objective of developing new Multi-Unit Residential housing (with allowances for commercial at-grade) in and around the Core so as to enhance the functionality of the Promenade as a dynamic, vibrant and pedestrian friendly hub.

Furthermore, the Community Improvement Plan (CIP) goal to “enable the Promenade to become a commercial, social and tourist destination for residents and visitors; attracting quality retail and services for the long-term viability and relevance to the Promenade as a key regional corridor – one that provides an attractive long-term investment yield for existing and prospective landlords” is also being met through the proposed works. The CIP encourages the improvement of such properties through building enhancements to promote occupancy bringing sites into highest, best and active use. It is for these reasons that staff is recommending the approval of the application for both the Façade and Signage Improvement Grant and the Tax Based Redevelopment Grant in full.

## **Advisory Committee Review**

The CIP Evaluation Committee met on November 16, 2017 to consider these applications and the Committee has recommended proceeding with the recommendations as described above.

## **Legal Considerations**

Should Council approve this CIP application, Legal Services will draft and review all agreements required to implement final approval of this application.

## **Financial Implications**

Council has previously approved funding for the CIP which has been transferred into the recently created Economic Development Reserve Fund. The reserve has an uncommitted balance of approximately \$700,000 from which Council can award CIP funding. The CIP program is in its fourth year of a five year plan of which three CIP program applications have been awarded.

### **Façade and Signage Improvement Grant Program**

Under the Façade and Signage Improvement Grant Program a matching grant of up to fifty percent (50%) of eligible costs up to a maximum grant of \$15,000 is available per property. The minimum grant amount available through this program is \$5,000. If Council agrees with the recommendation, \$15,000 for this application will be awarded for the Façade and Signage Improvement Grant Program which is the maximum grant per property for this program.

### **Tax Based Redevelopment Grant Program**

The grant is based on the "Reimbursing Developer" approach. The property owner/ developer pays for the full cost of renovation, rehabilitation or redevelopment as well as the resulting annual increase in property tax. The Town reimburses the Owner or assigned recipient by way of an annual grant equivalent to the agreed Municipal Portion of the incremental property tax increase over an established "base" assessment and tax liability. This grant focuses on net municipal taxation gain which represents unrealized revenue if the development or enhancement of the property had not occurred.

It is recommended that the applicant be awarded the full one hundred percent (100%) of the annual municipal tax increment with an annual 10% declining phase-out for the maximum duration of ten (10) years or the dollar limit of eligible costs whichever is reached first, or earlier at the discretion of the Town and in accordance with the by-law implementing the Tax-based Redevelopment Grant Program. The current phase in value of the property is \$296,250 and the estimated value upon completion is between seven (7) and eight (8) million dollars which meets the eligibility requirement of \$1,500,000 minimum increase in assessment. At project completion, the grant (as applicable) will be based on the assessed property value provided by MPAC.

## **Communications Considerations**

No communications considerations required.

## **Link to Strategic Plan**

The awarding of funding through the Aurora Promenade CIP Incentive Programs supports several Strategic Plan Goals, particularly: Enabling a diverse, creative and resilient economy. The applicable objectives include: Promoting economic development opportunities that facilitate the Growth of Aurora as a desirable place to do business and supporting small business and encouraging more sustainable business environment. Finally, the action item to actively promote and support a plan to revitalize the downtown is realized through the CIP Incentive Programs.

## **Alternative(s) to the Recommendation**

1. Council has the option of not awarding the requested funding, awarding partial funding or awarding funding for only one program.

## **Conclusions**

Staff has reviewed the CIP Incentives Program Application made by the owner of 15132 & 15136 Yonge Street and is recommending that the approval of the Façade and Signage Improvement Grant Program application in the amount of fifteen thousand dollars and the Tax Based Redevelopment Grant Program application for 100% of the annual municipal tax increment phased out 10% annually for a maximum duration of 10 years be approved and granted for the reasons expressed in this report.

## **Attachments**

Figure 1- Location Map  
Figure 2- East Elevation with Current Façade  
Figure 3- East Elevation with Proposed Façade

## **Previous Reports**

PBS17-017 Application for Site Plan Approval Joe Cara, May 16, 2017

PL14-015 – The Aurora Promenade Community Improvement Plan, February, 18, 2014

February 6, 2018

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Report No. PDS18-010

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**Pre-submission Review**

Agenda Management Team review on January 19, 2018

**Departmental Approval**

**Approved for Agenda**



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



**Doug Nadorozny  
Chief Administrative Officer**



**LOCATION MAP**

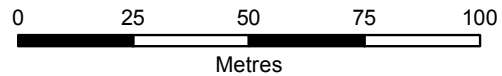
APPLICANT: Joe Cara

FILE: CIP-2017-03

FIGURE 1



**SUBJECT LANDS**



Map created by the Town of Aurora Planning and Building Services Department, January 8, 2018. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.



## EAST ELEVATION WITH CURRENT FAÇADE

APPLICANT: Joe Cara  
FILE: CIP-2017-03

FIGURE 2





### EAST ELEVATION WITH PROPOSED FAÇADE

APPLICANT: Joe Cara  
FILE: CIP-2017-03

FIGURE 3





**Town of Aurora**

**General Committee Report**

**No. PDS18-013**

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**Subject:** Town of Aurora Strategic Plan Update

**Prepared by:** Anthony Ierullo, Manager of Long Range and Strategic Planning

**Department:** Planning and Development Services

**Date:** February 6, 2018

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## **Recommendation**

- 1. That Report No. PDS18-013 be received; and**
- 2. That Council approve the attached updated Town of Aurora Strategic Plan.**

## **Executive Summary**

The purpose of the report is to seek Council direction on the approval of the update of the Town of Aurora Strategic Plan.

- Staff have been working with the Strategic Plan Steering Committee to refine the Strategic Plan based on the feedback received through consultation.
- Staff presented the draft Strategic Plan to the public as part of a final public open house highlighting the proposed changes to the Plan in late November 2017 and received limited feedback.
- Staff are recommending that Council approved the updated Strategic Plan.

## **Background**

### **First Strategic Plan Approved in 1994**

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

On March 29, 2011, Council approved a work plan for the update of the Town's Strategic Plan and directed staff to prepare and issue a request for proposal for professional consulting related to the update of the Plan. Subsequently, a Strategic



Plan Steering Committee comprised of members of Council and staff was established to guide the development of the Plan. The Plan was developed using a sustainability framework and functions as both the Town's Strategic Plan and Sustainability Plan. The Plan was approved by Council on June 26, 2012.

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

In September 2015, Council directed staff to initiate an update of the Strategic Plan. As directed by Council, the Strategic Plan update is focused on the update of the Strategic Plan actions and measures. This process utilizes the current Strategic Plan Vision, Principles, Goals and Objectives as the basis for consultation activities. This approach was envisioned as part of the 2011 Strategic Plan process to allow for a consistent long term vision for the community. In late 2015, the project was temporary delayed due to a reallocation of staff resources. In the spring of 2016, the project was re-initiated and staff completed consultation with senior staff and initiated key stakeholders consultation. The following stakeholders have been engaged to date:

- Mayor Dawe and Members of Council
- Senior staff
- Sport Aurora
- Aurora Seniors Association
- Aurora Chamber of Commerce
- Aurora Public Library
- Aurora Cultural Centre

Staff have been working with the Strategic Plan Steering Committee to refine the Strategic Plan based on the feedback received through the consultation. Staff presented the draft Strategic Plan to the public as part of a final public open house highlighting the proposed changes to the Plan in late November 2017. The meetings were advertised in the local newspapers and promoted on social media and were sparsely attended by the public.

## **Analysis**

### **Update based on feedback received to date**

The Strategic Plan update process was envisioned as part of the approved Strategic Plan. This validation exercise focuses on updating the action items within the Plan with the core Strategic Plan document is generally consistent with the Plan approved by Council in 2012. Staff have completed the first complete draft of the revised Strategic Plan based on the feedback received from the Strategic Plan Steering Committee and previous consultation. The consultation was focused on several open-ended questions aimed at identifying significant issues and challenges facing the Town over the next 5-10 years and specific actions to address the issues and challenges. The feedback received through the consultation was summarized in report PBS16-085. The comments received to date generally align with the themes and structure of the Strategic Plan. The updates to the plan were primarily based on the feedback summarized in the past report. Staff also received limited feedback as part of a public open house that also aligned with previous feedback.

### **Corporate Plan to work in parallel with the Strategic Plan**

The Strategic Plan update reflects the development of a new Corporate Plan that provides additional detail on the actions the organization will pursue to achieve the Strategic Plan goals. As a result, the Strategic Plan includes a broader set of action items that are meant to inform the development and implementation of the Corporate Plan.

### **Advisory Committee Review**

None.

### **Legal Considerations**

None.

### **Financial Implications**

As directed by Council, the proposed work plan was undertaken within existing budgets.

## **Communications Considerations**

Updates to the Strategic Plan have been made and new versions will be printed and posted to the web. Communications has recommended that the Aurora Strategic Plan website (aurorastrategicplan.ca) be incorporated into the Town's existing aurora.ca website to save maintenance time and increase visibility of the plan itself.

The updated plan will be promoted via the website, social media, digital signs, the Notice Board and printed versions will be sent to all Town facilities.

## **Link to Strategic Plan**

This report was prepared in support of the Strategic Plan and directly relates to the principle of the Town's Commitment to the strategic Plan as a long-term planning document.

## **Alternative(s) to the Recommendation**

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

## **Conclusions**

Staff have been working with the Strategic Plan Steering Committee to refine the Strategic Plan based on the feedback received through consultation. The Strategic Plan update process was envisioned as part of the approved Strategic Plan. This validation exercise focuses on updating the action items within the Plan with the core Strategic Plan document is generally consistent with the Plan approved by Council in 2012. Staff recommend that Council approve the attached updated Strategic Plan.

## **Attachments**

Attachment 1 - Town of Aurora Strategic Plan

## **Previous Reports**

Report number CAO15-005 dated March 24, 2015; and  
Report number CAO15-011 dated September 8, 2015.

February 6, 2018

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Report No. PDS18-013

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Report PBS16-085 dated October 18, 2016.  
Report PBS17-077 dated October 16, 2017.

### **Pre-submission Review**

Agenda Management Team Meeting review on January 19, 2018.

#### **Departmental Approval**

#### **Approved for Agenda**



**Marco Ramunno**  
**Director**  
**Planning and Development Services**



**Doug Nadorozny**  
**Chief Administrative Officer**



2011-2031

# Town of Aurora strategic plan

Today, tomorrow, our future together.



Attachment 1

## Today, Tomorrow, Our Future Together

THIS PLAN IS AVAILABLE IN ALTERNATE FORMAT BY REQUEST



# 2014-2018 Town of Aurora Council

**Geoffrey Dawe**  
Mayor

905-726-4746  
mayor@aurora.ca

**John Abel**  
Deputy Mayor & Councillor

905-727-3123 ext. 4267  
jabel@aurora.ca

**Sandra Humfries**  
Councillor

905-727-3123 ext. 4266  
shumfries@aurora.ca

**Michael Thompson**  
Councillor

905-727-3123 ext. 4268  
mthompson@aurora.ca

**Jeff Thom**  
Councillor

905-727-3123 ext. 4273  
jthom@aurora.ca

**Wendy Gaertner**  
Councillor

905-727-3123 ext. 4265  
wgaertner@aurora.ca

**Harold Kim**  
Councillor

905-727-3123 ext. 4272  
hkim@aurora.ca

**Tom Mrakas**  
Councillor

905-727-3123 ext. 4274  
tmrakas@aurora.ca

**Paul Pirri**  
Councillor

905-727-3123 ext. 4263  
ppirri@aurora.ca



*The 2031 Strategic Plan was approved by Council in June 2012.*

### Acknowledgements

*The Town would like to acknowledge the efforts of Council, the Strategic Plan Steering Committee, Town staff, partner organizations, stakeholders and residents who have participated in the process and provided guidance and direction to create the Strategic Plan.*

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Our Vision for Aurora 2031 is:



*An innovative  
and sustainable community  
where neighbours care  
and businesses thrive.*



# Aurora 2031: Today, Tomorrow, Our Future Together



**The Town of Aurora has developed this Strategic Plan to identify and assess growth and development opportunities that ensure the future economic, social and environmental sustainability and health of Aurora. This Strategic Plan emphasizes the development of local assets which capitalize on the many strengths and opportunities in the area.**

The outcomes of the Strategic Plan include the establishment of a collective vision and a plan for 2031 that defines ways to maximize resources and communicate priorities to all citizens. This Plan includes an implementation strategy that will be aligned with the goals of respective departments that deliver municipal services across the Town of Aurora.

This Plan also aligns with other municipal planning documents and budget processes using established performance measures that will ensure that resources are allocated appropriately and reported semi-annually to identify progress, measure success and establish future goals.

## What is a Strategic Plan?

A Strategic Plan is a collaborative and inclusive community planning tool that identifies the desired future for the community; what it looks like, how it functions and how to achieve the vision for the future.

Municipalities across Canada develop Strategic Plans as a mechanism to implement actions that will lead them in a sustainable direction over the long-term. Sustainable development recognizes the interrelationship between the natural environment, economic and social development.

## Why develop a Strategic Plan?

Aurora Town Council confirmed the need for a long-term vision for the entire community.

There are many benefits to developing a Strategic Plan:

- Understanding community needs and expectations (social, economic and environmental)
- Developing a renewed sense of purpose/future direction
- Clarifying short, medium, long-term goals and objectives
- Identifying and enhancing the ability to manage change
- Mitigating potential risk through planning
- Improving decision-making and effective management
- Enhancing communication between staff and the public
- Strengthening coordination of activities between corporate departments
- Clearly defining responsibilities and accountability

# About this Plan

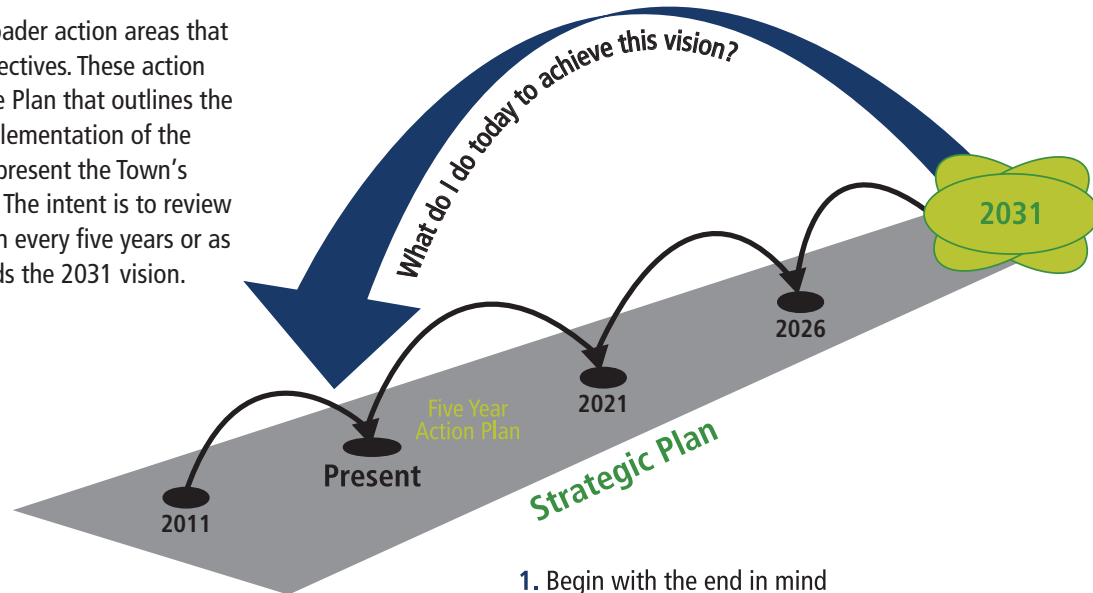


The Aurora 2031 Strategic Plan is a long-term planning document that describes the vision for Aurora in 2031. In order to fulfill this vision, Council has established a series of goals and related objectives that further describe the broader vision. The vision, goals and objectives provide long-term direction to inform future decision making.

*"Strategic planning has the potential to be a powerful process that catalyzes the municipal organization, bringing together the public, staff and management in the development of a common vision, direction and goals."*

Municipal World

As part of the 2017 update, the Plan includes broader action areas that support the implementation of the goals and objectives. These action areas are complemented by a five-year Corporate Plan that outlines the projects and programs that contribute to the implementation of the Plan. The actions in this companion document represent the Town's current detailed plan to work towards the vision. The intent is to review and update the Strategic Plan and Corporate Plan every five years or as directed by Council to progressively move towards the 2031 vision.



1. Begin with the end in mind
2. Move backwards from the vision to the present
3. Move step by step towards the vision

# Aurora: A great place to live, work and play



*“Aurora is a growing modern town with that older small town feel and charm.”*

Aurora resident

The Town of Aurora is a growing community of over 60,000 residents and 1,500 businesses, including approximately 150 different industries and head offices. Aurora has experienced tremendous growth over the past several years with population and employment doubling since 1990. Aurora’s family friendly communities, local amenities, cultural and recreational activities, vibrant local economy, attractive natural environment and strategic location in York Region continue to attract residents and workers to the area. Over the next 15 years, Aurora is anticipated to add at least 10,000 people and 10,000 jobs to the community.

Aurora's location offers all the advantages of an urban centre while maintaining its small town atmosphere. Portions of the Town exist within the environmentally-significant Oak Ridges Moraine, which provides rolling terrain, rich valley land and large forest tracts. A scenic and friendly Town with a rich cultural heritage, recreational facilities and neighbourhoods make Aurora an ideal place to live and grow a business.

Aurora is a progressive, forward-thinking community that has a long history of guiding growth through community based strategic plans. This plan is framed by the principles of sustainability and built on community input and feedback. Throughout the consultation related to the preparation and update of the Plan, residents clearly articulated a number of community characteristics that are highly valued including:

- The family-oriented, small town feel of Aurora;
- Heritage, arts, culture and community events;
- A revitalized downtown area;
- Managed growth that encourages mixed-use, transit-oriented development and affordability;
- Flexible services and infrastructure that match the Town’s changing demographic;
- High quality green space;
- Proactive Green Energy initiatives;
- Connected trails and green space that improve connectivity and mobility;
- A growing business sector that supports local employment; and,
- High quality employment lands that entice new business development and quality employment.

# Background



*“A sustainable Aurora looks like one that is keeping youth and seniors connected. Bring in businesses that will also contribute to or partner with Aurora’s vision.”*

Aurora resident

The Town of Aurora has been coordinating services to respond to the needs of residents through the development of Strategic Plans since 1992. Aurora’s first Strategic Plan was published in 1993 with the current Strategic Plan approved in 2012 and updated in 2017. As a progressive municipality, the focus of the Strategic Plan includes sustainability principles that reflect the public’s vision for an ideal Aurora in 2031.

The Town of Aurora identified several specific objectives and tasks for the Strategic Plan including the preparation of a Town of Aurora profile and environmental scan which includes relevant background information (e.g. demographic data, socio-economic data, resource base), as well as key trends. This feedback was used to draft the Strategic Plan framework which includes vision and goals.

The Town of Aurora recognizes and acknowledges key sustainability issues and forces of change. It has dealt with the population doubling in size since 1990 and anticipates growth of an additional 10,000 residents, likely before 2031.

The Strategic Plan not only sets corporate strategic priorities, it also guides Council in decision-making for Aurora’s future. Furthermore, it influences and coincides with existing plans and studies in Aurora and York Region.

### The components of the Strategic Plan were based on:

- Stakeholder engagement
- Three pillars of sustainability – environment, community and economy
- Emerging issues and trends

### The outcomes of the Strategic Plan include:

- Understanding key considerations facing Aurora ratepayers over the next four years
- Understanding longer term strategic issues affecting Aurora ratepayers over the next 15-20 years
- Developing clear and concise actions to help guide future decisions/implementation by Council
- Enhancing stakeholder cooperation and communication
- Integrating sustainability into strategic planning and decision-making processes



## Background cont'd...

The Town has been successful in moving forward with sustainability initiatives and has made significant contributions towards making Aurora more sustainable – environmentally, economically and socially.

### Did you know?

*Sustainability or sustainable development was initially described as "development that meets the needs of the present without compromising the ability of future generations to meet their own needs."*

Our Common Future (Brundtland Report), 1987

## Three Pillars of Sustainability



# Community Engagement



**The preparation of the Strategic Plan included extensive public engagement that supported the development of the Plan. These activities are summarized below:**

## Background Research

Background work included collecting, reviewing and analyzing documents from a wide variety of sources, including programs, policies, literature and studies. The Town's existing initiatives, programs, studies and planning documents were examined.

## Interviews with Staff and Council Members

More than 30 in-depth interviews were conducted with Council members, Town staff, community groups, political leaders and business leaders to collect additional background information and review the strategic planning process. Interviews included questions on community strengths, weaknesses, opportunities and challenges or threats. Interviewees provided feedback on actions that the Town could take to address the threats and challenges and take advantage of the strengths and opportunities.

## Community Survey

A community survey was prepared that included questions on what residents value most about the Town, what they felt were the most distinguishing features of the Town and what could be improved.

The surveys were made available online and were also administered face-to-face with residents and Aurora business owners.

Hundreds of surveys were completed. The information collected was used to support the development of goals, objectives and actions. Many residents used the survey as an opportunity to share what they really appreciate about the Town and provide ideas that could make the Town a better place to live, work and play.

## Youth Engagement

Youth were engaged at soccer tournaments and community workshops. A Youth Design Contest was also held to get a sense of what the next generation wanted Aurora to be like in the future.



*Winning entry youth design contest by:  
Carolyn Metcalfe*

## Community Workshops

Community consultations were held at the Aurora Seniors' Centre where a brief presentation was made to the participants. This included background information on strategic planning, the process of developing a Strategic Plan and key community priorities identified to-date through background research, community surveys and interviews. Participants engaged in discussions on their vision for the Town and actions that could be taken to achieve that vision.

The information collected at the workshops was used in the development of the Strategic Plan, including the creation of a vision that reflects the desires of citizens, key priority areas that should be addressed and actions that the Town could take to achieve the vision.



# Community Engagement cont'd...

## Internet, Communications and Social Media

The Town of Aurora's Strategic Plan website, located at [www.aurorastrategicplan.ca](http://www.aurorastrategicplan.ca) was used to advise residents, business owners and community organizations about the development of the Plan. The website also included information on where the community engagement sessions would be held. This included Ribfest, the Farmer's Market and Concert in the Park. Along with the survey, strategic planning forums and a Youth Design Contest were organized to encourage discussion and involvement. Across the entire community, other communications on the Strategic Plan were conveyed using the local newspaper, newsletters, emails and mobile signs.

## Steering Committee Meetings

Council and Steering Committee members were provided with updates throughout the Strategic Planning process. Key information, revisions and next steps in the process were presented regularly.



Sample consultation materials.

As directed by Council and outlined in the Strategic Plan, staff implemented an update of the Plan for 2017. The update included a validation of the key aspects of the Plan and a scoped review and update of the Strategic Plan action areas. As part of the 2017 update, a Corporate Plan was introduced to provide detailed actions and performance indicators that support the implementation of the Strategic Plan. The update included additional public engagement. These activities are summarized below:

## Interviews with Staff, Council Members and Stakeholders

Approximately 20 in-depth interviews were conducted with Council members, Town staff, community groups, political leaders and business leaders. Interviews included questions on the key challenges and opportunities impacting the community over the long and medium term as well as specific actions and partnerships to support the implementation of the Plan. Interviewees provided feedback on the structure of the Plan and the actions that the Town could take to address the threats and challenges and take advantage of the strengths and opportunities.

## Steering Committee Meetings

Council and Steering Committee members were provided with updates, revisions and next steps in the process.

## Community Workshops

Community consultations were held at the Aurora Seniors' Centre where a brief presentation was made to the participants. Participants were asked to review the proposed amendments to the Plan and provide feedback to Council for consideration.

# Strategic Plan Framework



*“ My vision for the Town of Aurora is to have more businesses and residents using green energy.”*

Aurora resident

*The structure of this plan is as follows:*

## Vision

The vision is a general statement that presents a timeless inspirational view for the ideal future of the Town.

## Goals

Goals are qualitative statements that highlight key issues raised during the sustainable community planning process, which add depth to the vision statement and chart the direction for the plan.

## Objectives

Objectives are more specific statements of the general goals and describe how the goals will be achieved. Each goal has multiple objectives.

## Actions

The action areas refer to the task areas that need to be undertaken to achieve the objective. The action areas are implemented through a Corporate Plan that outlines detailed implementation.

## Implementation

The implementation section includes the steps necessary to ensure that the proposed actions are implemented by the Town and partners and progress is measured.





# Vision

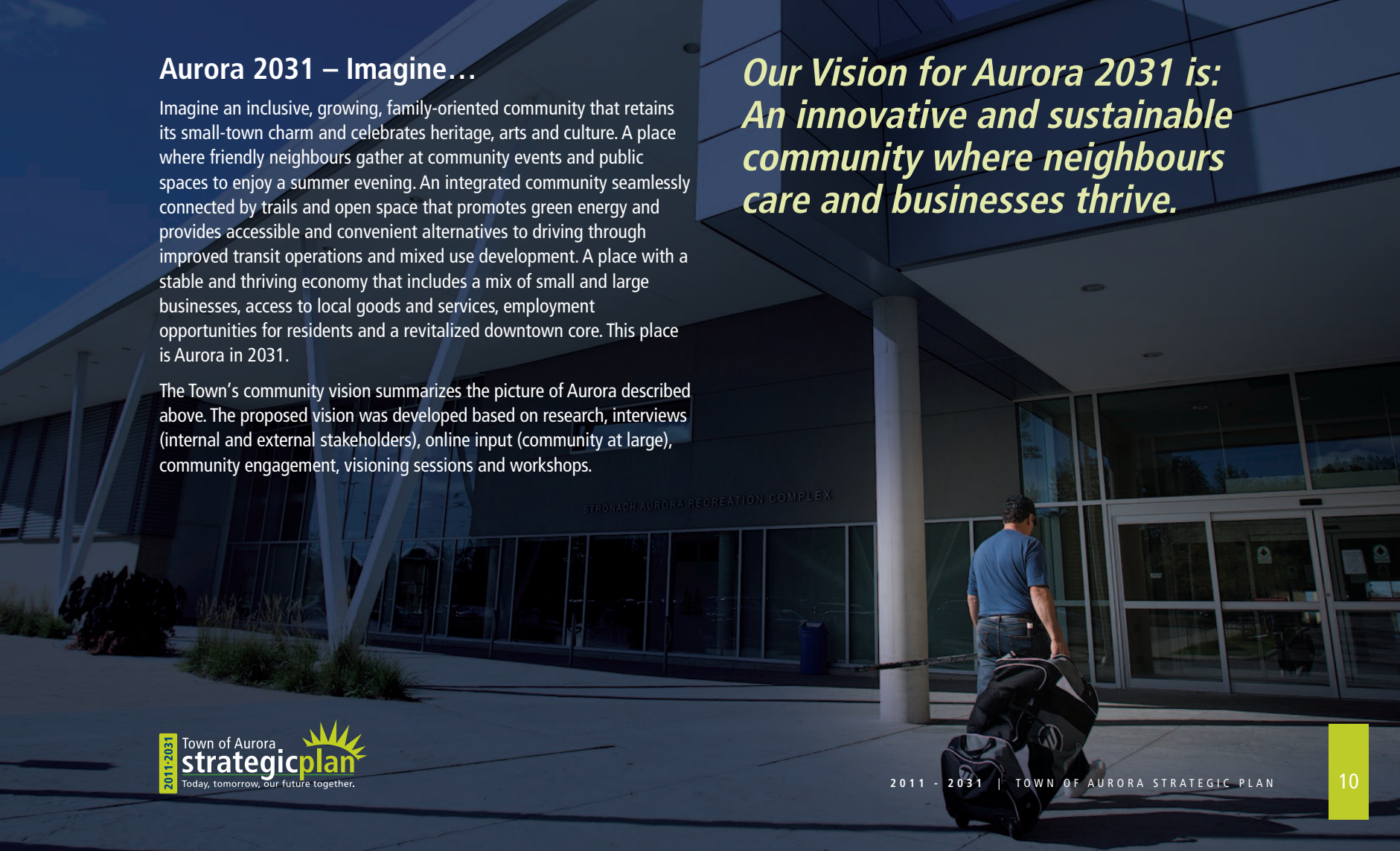


## Aurora 2031 – Imagine...

Imagine an inclusive, growing, family-oriented community that retains its small-town charm and celebrates heritage, arts and culture. A place where friendly neighbours gather at community events and public spaces to enjoy a summer evening. An integrated community seamlessly connected by trails and open space that promotes green energy and provides accessible and convenient alternatives to driving through improved transit operations and mixed use development. A place with a stable and thriving economy that includes a mix of small and large businesses, access to local goods and services, employment opportunities for residents and a revitalized downtown core. This place is Aurora in 2031.

The Town's community vision summarizes the picture of Aurora described above. The proposed vision was developed based on research, interviews (internal and external stakeholders), online input (community at large), community engagement, visioning sessions and workshops.

***Our Vision for Aurora 2031 is:  
An innovative and sustainable  
community where neighbours  
care and businesses thrive.***



# Guiding Principles



Guiding principles are the architectural framework to enact the vision. The following principles were developed from information provided through the consultation process. These principles reflect the shared values of Aurora. They articulate the strong standards by which the organization makes decisions and conducts activities. The Strategic Plan is framed by the following seven principles:

*“My vision for the Town of Aurora is to maintain the safe family atmosphere that encourages community.”*

Aurora resident

- 1 Commitment to the Strategic Plan as a long-term planning document
- 2 Leadership in corporate and financial management
- 3 Broad community outreach and engagement with partners, businesses, newcomers and community groups to ensure inclusiveness
- 4 Recognition and encouragement of community contributions and volunteerism and a commitment to quality customer service
- 5 Leverage partnerships
- 6 Respect and integrity
- 7 Progressive corporate excellence, innovation and continuous improvement

# The Pillars of Success: Community



## GOAL: Supporting an exceptional quality of life for all

### Objective 1: Improve transportation, mobility and connectivity

- Work with York Region and Metrolinx to improve transit infrastructure and commuter transportation options
- Work with residents, stakeholders and regional and provincial partners to adapt to and leverage planned investments in rapid transit to positively impact the community fabric
- Work with residents and stakeholders to manage the significant changes that will impact the community as a result of the planned investment in rapid transit
- Advocate for the improvement of key Regional and provincial infrastructure such as necessary road widenings and improved access to Highway 404
- Consider transportation capacity when determining the location of new municipal services/amenities
- Advocate for improved accessible transit service
- Expand east-west linkages to facilitate movement across the community for all modes of transportation

- Examine traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community
- Explore partnership options to support the transportation needs of the Town's changing demographics

*"A sustainable Aurora looks like a place where we can find everything we need for our daily lives, without traveling too much."*

Aurora resident

### Did you know?

*There are over 57 kilometres of pedestrian walking trails in Aurora, and Aurora is serviced by nine main YRT/Viva transit routes.*

# The Pillars of Success: Community cont'd...



## Objective 2: Invest in sustainable infrastructure

- Maintain and expand infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility
- Promote the adaptability and flexibility of services to respond to demographic shifts
- Establish policies and programs that enhance the accessibility and safety of new and existing facilities and infrastructure
- Develop policies to ensure that growth is phased and coordinated with existing and planned infrastructure

## Objective 3: Celebrating and promoting our culture

- Continue to review cultural services, including heritage, music and art, to promote more cohesive and coordinated cultural services
- Expand opportunities and partnerships that contribute to the celebration of culture in the community
- Work with community partners to deliver a series of community building events that celebrate diversity and multiculturalism

## Objective 4: Encouraging an active and healthy lifestyle

- Develop a long-term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population
- Support multi-generational programming in cultural and recreational activities to encourage every age cohort to interact and share experiences
- Continue to develop awareness programs that promote the benefits of recreation in supporting a healthy lifestyle
- Continue to develop programs and policies that nurture and contribute to the development of youth

## Did you know?

***One in seven people in Ontario have a disability.  
Over the next 20 years, that number will rise as the  
population ages.***

Ontario Ministry of Community and Social Services

# The Pillars of Success: Community cont'd...



## Objective 5: Strengthening the fabric of our community

- Collaborate with the development community to ensure future growth includes housing opportunities for everyone
- Work with the development community to meet intensification targets to 2031 as identified in the Town's Official Plan
- Work with residents and stakeholders to protect and enhance the character of existing stable neighborhoods when accommodating the planned residential intensification
- Work with residents and stakeholders to manage the significant changes that will impact the community as a result of growth through residential intensification
- Identify new methods and technologies to effectively and regularly engage the community
- Advocate for enhanced Town representation at York Regional Council
- Work with York Region, college and university partners to establish post-secondary education options in Aurora
- Examine the impact of increased growth and demographic diversity on municipal service delivery
- Update the Town's Official Plan to consider the potential impact of infill growth as the Town transitions to a mature municipality
- Develop a coordinated approach to Town planning that manages growth, plans for the necessary infrastructure and aligns fiscal accountability

## Objective 6: Promoting service accountability, excellence and innovation

- Work with community partners to define, redefine and meet community expectations
- Regularly examine the Town's municipal structure and resource allocation to maintain flexibility and respond to rapid changes within the community
- Develop a plan to review and realign service levels to reflect current and future demographic trends
- Develop a strategy to expand e-services where possible
- Continue to explore opportunities to further strengthen partnerships with neighbouring municipalities
- Continue to pursue partnerships/initiatives to drive efficiency and potential cost savings
- Examine opportunities to expand multi-year budgeting and performance budgeting to drive efficiencies
- Work with community partners to pursue the establishment of business incubators as a driver of economic activity
- Develop a long term capital investment plan to assess and balance infrastructure affordability and the renewal with anticipated revenues
- Undertake a long term fiscal analysis that reviews revenue options within the context of planned growth patterns

# The Pillars of Success: Economy



## GOAL: Enabling a diverse, creative and resilient economy

Objective 1: Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business

- Work with the Aurora Economic Development Corporation to create, implement and regularly update a community wide Economic Development Strategic Plan
- Work with post-secondary partners to assess the feasibility of establishing a research and training centre to promote the commercialization of technology, skills development and business and employment growth
- Work with the Aurora Economic Development Corporation to examine opportunities for the Town to actively promote downtown revitalization through the redevelopment of private and public property
- Actively promote and support the plan to revitalize the downtown
- Work with regional, provincial and national partners to promote Aurora as a preferred location for international investment
- Leverage partnerships with local boards, chambers and business organizations to promote Aurora as a preferred location for business

## Did you know?

*Between 2006 and 2016, the number of businesses in Aurora has increased by 15%, while the number of jobs has increased by 35%.*

# The Pillars of Success: Economy cont'd...



## Objective 2: Supporting small business and encouraging a more sustainable business environment

- Work with community partners to promote local employment practices/opportunities for local businesses and residents
- Continue to liaise with municipal, provincial and senior levels of government to investigate potential opportunities to attract economic investment
- Continue work closely with the Aurora Chamber of Commerce and the business community to better understand and address local business needs and promote business retention/expansion
- Identify the role that the Town can play to support small home-based business in Aurora
- Investigate opportunities to encourage the creation and mobilization of knowledge in the local economy

*“My vision for the Town is a great place to live work and play that is safe and economically viable for people of all ages.”*

Aurora resident

## Did you know?

Between 2001 and 2016, the number of firms in Aurora employing more than 100 people has increased from 27 to 41. However, the majority of businesses employ less than 20 people, which is consistent with most Canadian businesses and municipalities.

# The Pillars of Success: Natural Environment



## GOAL: Supporting environmental stewardship and sustainability

### Objective 1: Encouraging the stewardship of Aurora's natural resources

- Work with community partners to promote environmental protection and build a culture of environmentalism in the community
- Develop, implement and regularly update a corporate environmental plan
- Continue to create and promote waste diversion education programs in partnership with York Region
- Advance and improve policies to ensure the protection of the Town's urban tree canopy

### Objective 2: Promoting and advancing green initiatives

- Investigate a program that promotes and actively supports innovative green buildings and infrastructure
- Continue to support and enhance community planting programs in appropriate locations
- Continue to support the expansion of the Town's trails system

- Continue to invest in green initiatives and infrastructure to promote environmentalism locally
- Develop a climate change adaptation plan for the Town of Aurora

## Did you know?

*Over 1,000 trees, shrubs, and flowers were planted in the Aurora Arboretum in 2015.*

**Oak Ridges Trail  
Aurora Section**  
Opened on April 16, 2000  
this plaque is placed by the  
**Oak Ridges Trail Association**  
In recognition of the  
cooperation between  
the Town of Aurora  
and the Association Members



# Implementation, Monitoring and Reporting



The Town of Aurora's Strategic Plan combines goals, objectives and action areas that work to support an overall vision that will help position the Town as a leader in the three pillars of sustainability. Over the next 20 years, the Town will place a strong emphasis on achieving the actions outlined in this Plan. This demonstrates Council's long-term commitment to shaping Aurora's future according to the public's input.

*"Vision without action is a daydream. Action without vision is a nightmare."*

Japanese proverb



# Implementation, Monitoring and Reporting cont'd...



## Implementation

### Integrate the Strategic Plan framework into the day-to-day function of the Town of Aurora

The implementation of the Strategic Plan is achieved through the development and approval of a Corporate Plan that outlines the governance and accountability structure, support services, specific actions and Key Performance Indicators (KPI's) that allow the plan to move forward. Through the approval of the Corporate Plan, Council will assign responsibility for coordinating the monitoring and implementation phases of this Plan.

To achieve this end, Council is committed to:

- Acting as champion for the Strategic Plan and its implementation
- Directing staff to consider this Plan when developing departmental priorities and preparing departmental budgets
- Establishing collaborative cross-functional teams to support the implementation of the Plan where appropriate
- Reviewing a semi-annual report to Council regarding the Strategic Plan's implementation progress

### Maintain and enhance internal and external partnerships

As the Town progresses with the implementation of the Strategic Plan, existing internal and external partnerships will need to be enhanced. Internal partnerships are defined as those between departments, while external partnerships include community groups, residents, private organizations, as well as other municipalities and levels of government. Further, the Town will continue to take a leadership role with respect to sustainability and balancing the three pillars — community, economy and natural environment, in part, by establishing new partnerships.

### Creating a quality employee experience

The effective implementation of the Strategic Plan and related Corporate Plan requires the support and dedication of staff. Providing a quality employee experience is essential to the attraction and retention of talent and the realization of the Town's vision for 2031.

## Monitoring and Reporting

The Strategic Plan is a 'living document'. This means that it will be regularly monitored and updated to ensure that the Plan is relevant and current. To achieve this, Council is committed to:

- Reviewing and updating the Plan at least every five years
- Ensuring that Corporate and Departmental Business Plans and budget submissions reflect the Plan
- Monitoring the implementation of the Strategic Plan and the Corporate Plan



# Contact Us

### Address

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

### Hours of operation

Monday – Friday 8:30 a.m. to 4:30 p.m.

### Phone

Local: 905-726-4742

Toll-free: 1-800-269-3753 ext. 4742

### Fax

905-726-4738

### Email

[strategicplan@aurora.ca](mailto:strategicplan@aurora.ca)

### Website

[www.aurorastrategicplan.ca](http://www.aurorastrategicplan.ca)



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# Today, Tomorrow, Our Future Together



2011-2031

Town of Aurora  
**strategic plan**  
Today, tomorrow, our future together.

**AURORA**  
*You're in Good Company*



**Town of Aurora  
General Committee Report**

---

**Subject:** Summary of Committee Recommendations Report No. 2018-01

**Prepared by:** Michael de Rond, Town Clerk

**Department:** Corporate Services

**Date:** February 6, 2018

---

### **Recommendation**

- 1. That Summary of Committee Recommendations Report No. 2018-01 be received; and**
- 2. That the Committee recommendations contained within this report be approved.**

### **Heritage Advisory Committee Meeting Minutes of November 13, 2017**

- 1. HAC17-024 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest  
14288 Yonge Street**
  - (a) That the property located at 14288 Yonge Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and
  - (b) That a financial contribution to the Heritage Reserve Fund be provided to the Town; and
  - (c) That the Owner's heritage consultant submit a photographic report of a controlled demolition of the Cannon Farmhouse to determine the building's construction date for education purposes; and
  - (d) That the Cannon Farmhouse name be commemorated by street naming and a plaque within the private condominium road and, where appropriate, along the public trail; and
  - (e) That materials salvaged from the demolished home be used in the commemorative marker/plaque.

Committee Recommendations Report No. 2018-01  
February 6, 2018

Page 2 of 3

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**2. HAC17-025 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest  
86 Temperance Street**

- (a) That the property located at 86 Temperance Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest upon issuance of a demolition permit for the property; and
- (b) That future building elevations are subject to approval of Planning staff to ensure the proposed new dwelling will maintain the heritage character of the area; and
- (c) That the Black Walnut tree located in the southwest corner of the lot be preserved; and
- (d) That a future Zoning By-law amendment to change the zoning from RA2 to R3 to permit a new, single detached residential dwelling on the subject lands, in keeping with the neighbourhood, be supported by the Heritage Advisory Committee.

**Trails and Active Transportation Advisory Committee Meeting  
Minutes of November 17, 2017**

**7. Verbal Update from Program Manager, Environmental Initiatives  
Re: Bicycle Friendly Communities**

- (a) That a line item be added to the 2018 Budget to hire a consultant for the creation and development of a Cycling Master Plan in conjunction with York Region's Pedestrian and Cycling Master Plan.

**New Business Motion No. 1 (see Attachment 1)**

- (a) That construction of the 3.0-metre wide trail at the railway berm proceed with the design as proposed by BG Properties (Aurora) Inc. in Option A – Ramped trail with retaining walls.

Committee Recommendations Report No. 2018-01  
February 6, 2018

Page 3 of 3

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**Parks, Recreation and Cultural Services Advisory Committee Meeting  
Minutes of November 30, 2017**

**New Business Motion No. 1**

- (a) That staff investigate the feasibility and costs for a gymnasium at the Stronach Aurora Recreation Complex (SARC) within the 2018 budget.

**Environmental Advisory Committee Meeting Minutes of December 4,  
2017**

**1. Memorandum from Program Manager, Environmental Initiatives  
Re: Corporate Environmental Action Plan (CEAP) – November 2017  
Update (see Attachment 2)**

- (a) That the Corporate Environmental Action Plan dated November 2017 be approved as amended.

**Attachments**

Attachment 1 – Re: Trails and Active Transportation Committee Meeting Minutes of November 17, 2017; Presentation from Delegation (a) Mark Schollen, Schollen & Company Inc., representing BG Properties (Aurora) Inc. and Ballymore Homes South Aurora; Re: Proposed Trails and Connections in BG Properties and Ballymore Homes Developments

Attachment 2 – Re: Environmental Advisory Committee Meeting Minutes of December 4, 2017; Corporate Environmental Action Plan dated January 2018

**BG Properties (Aurora) Inc.**

# **Trail Master Plan**

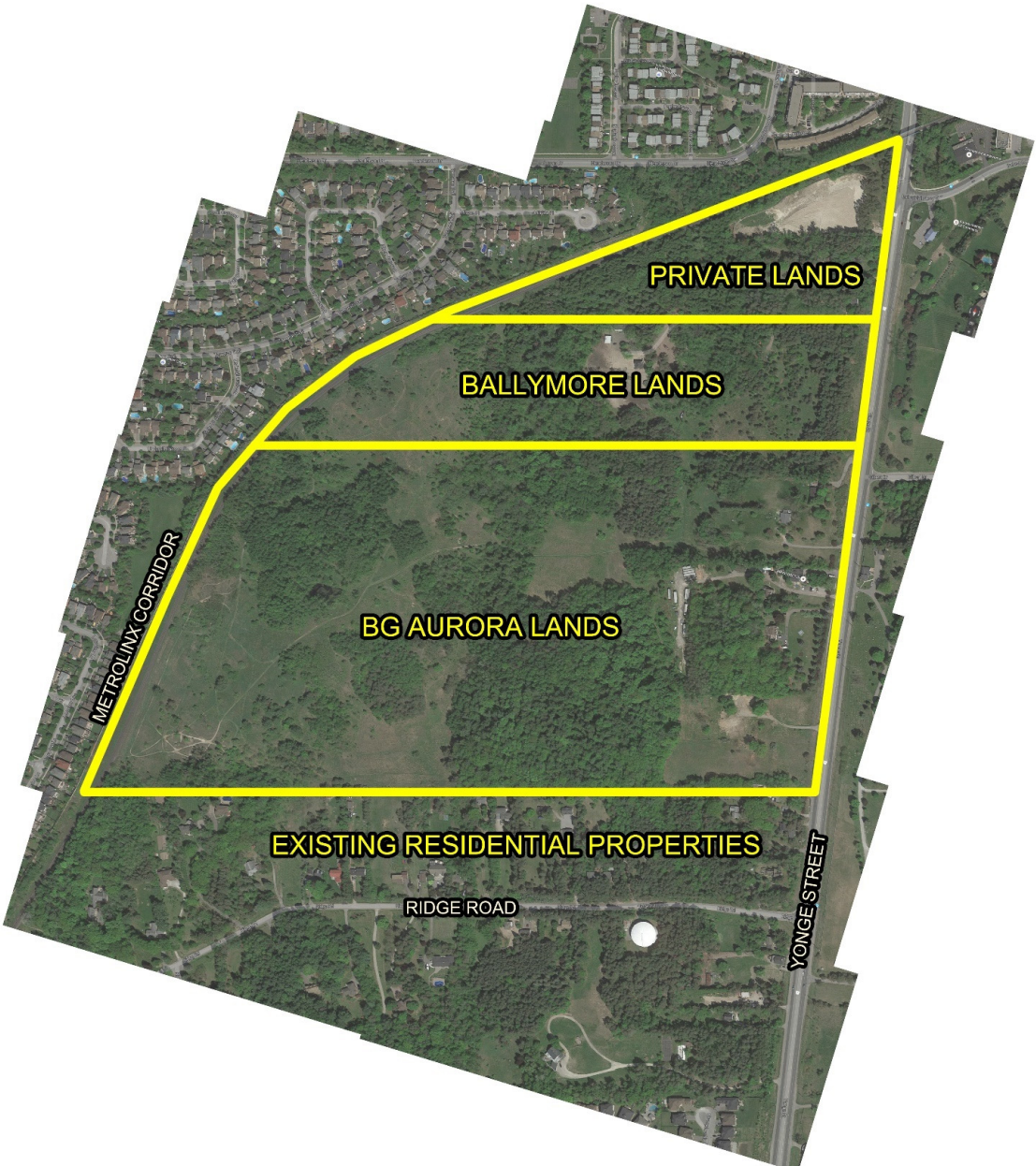
**Trails and Active Transportation Committee  
(TATC)**



November 17, 2017

Attachment 1

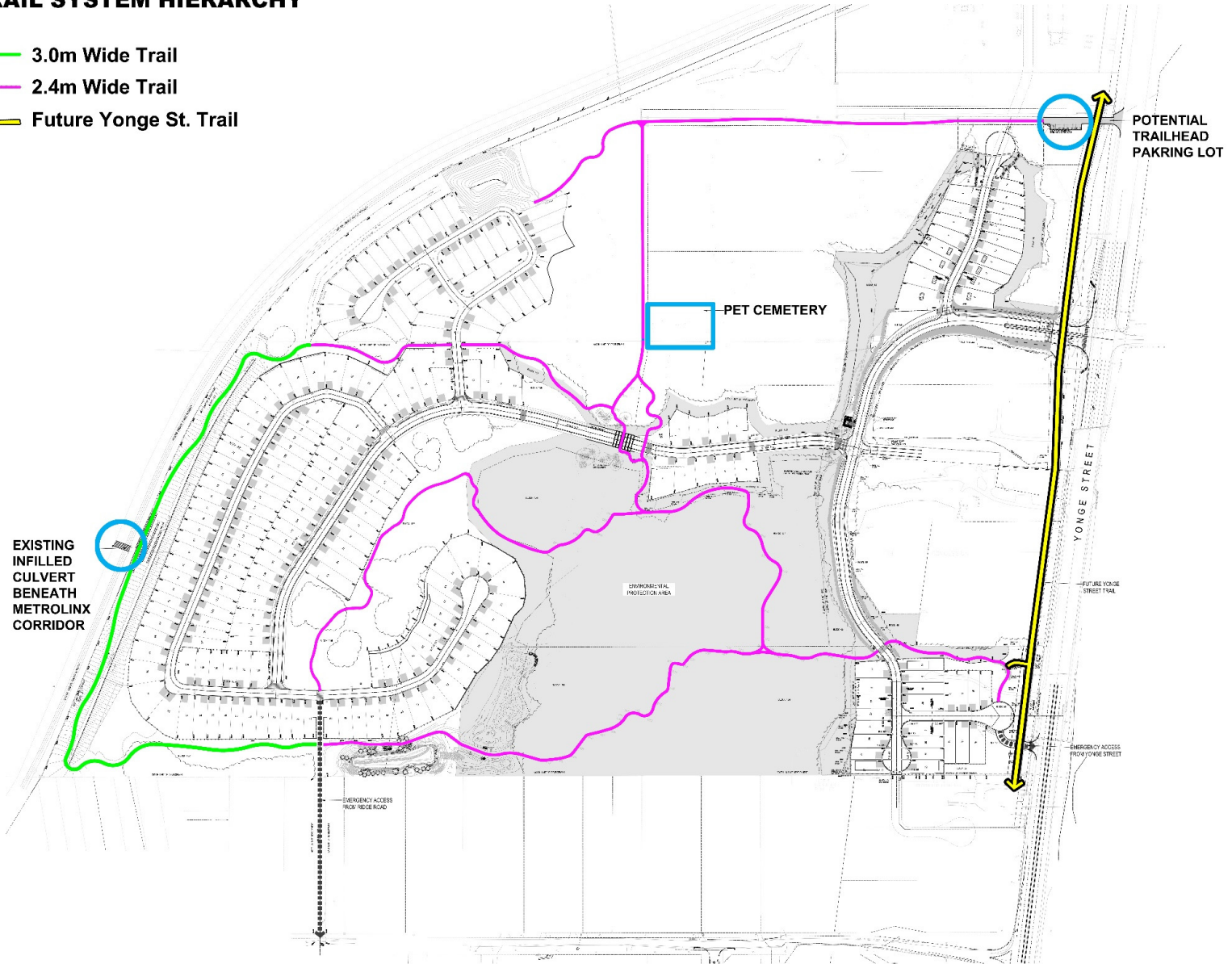








Site Context

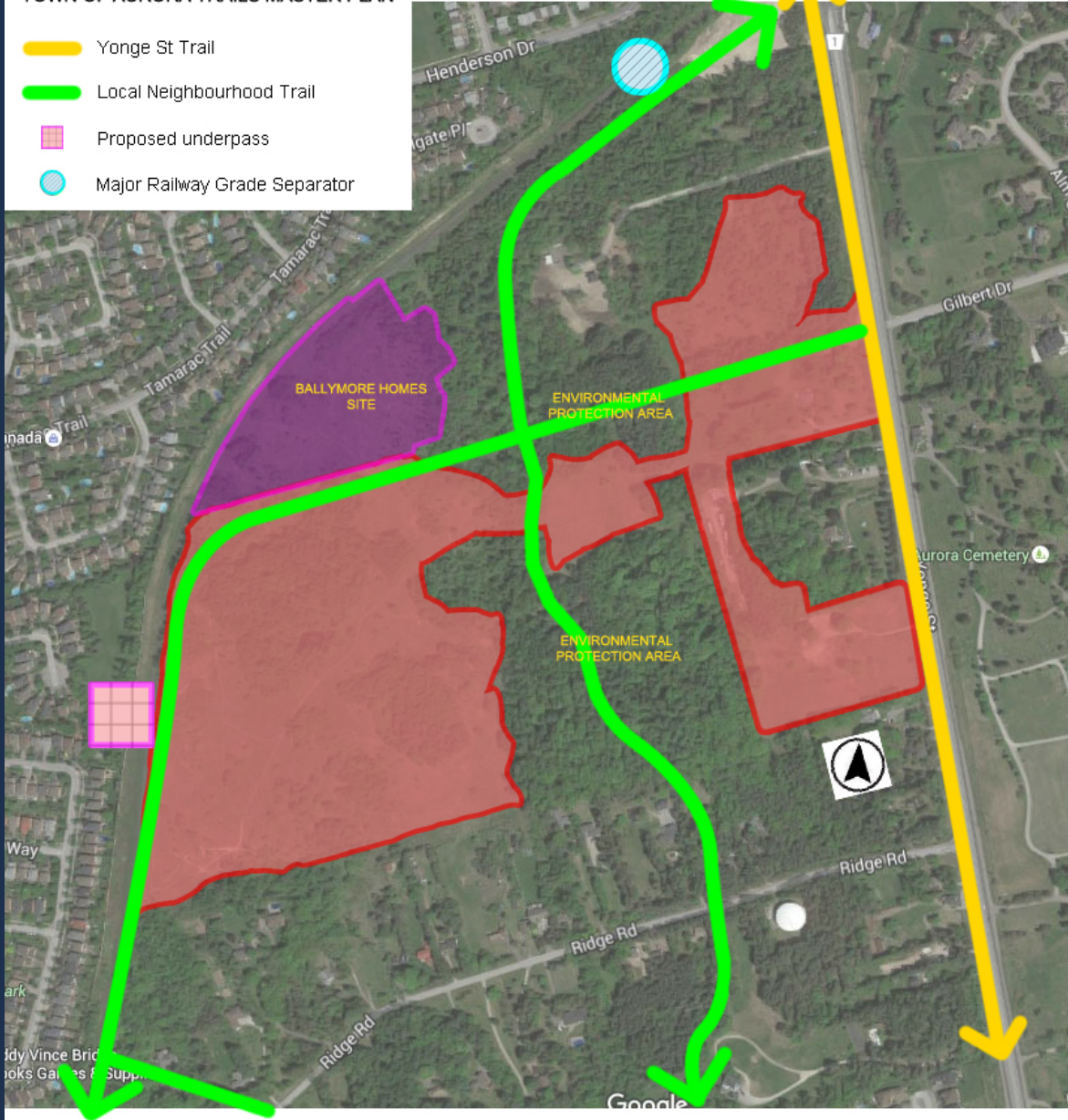
# TRAIL SYSTEM HIERARCHY

- 3.0m Wide Trail
- 2.4m Wide Trail
- Future Yonge St. Trail



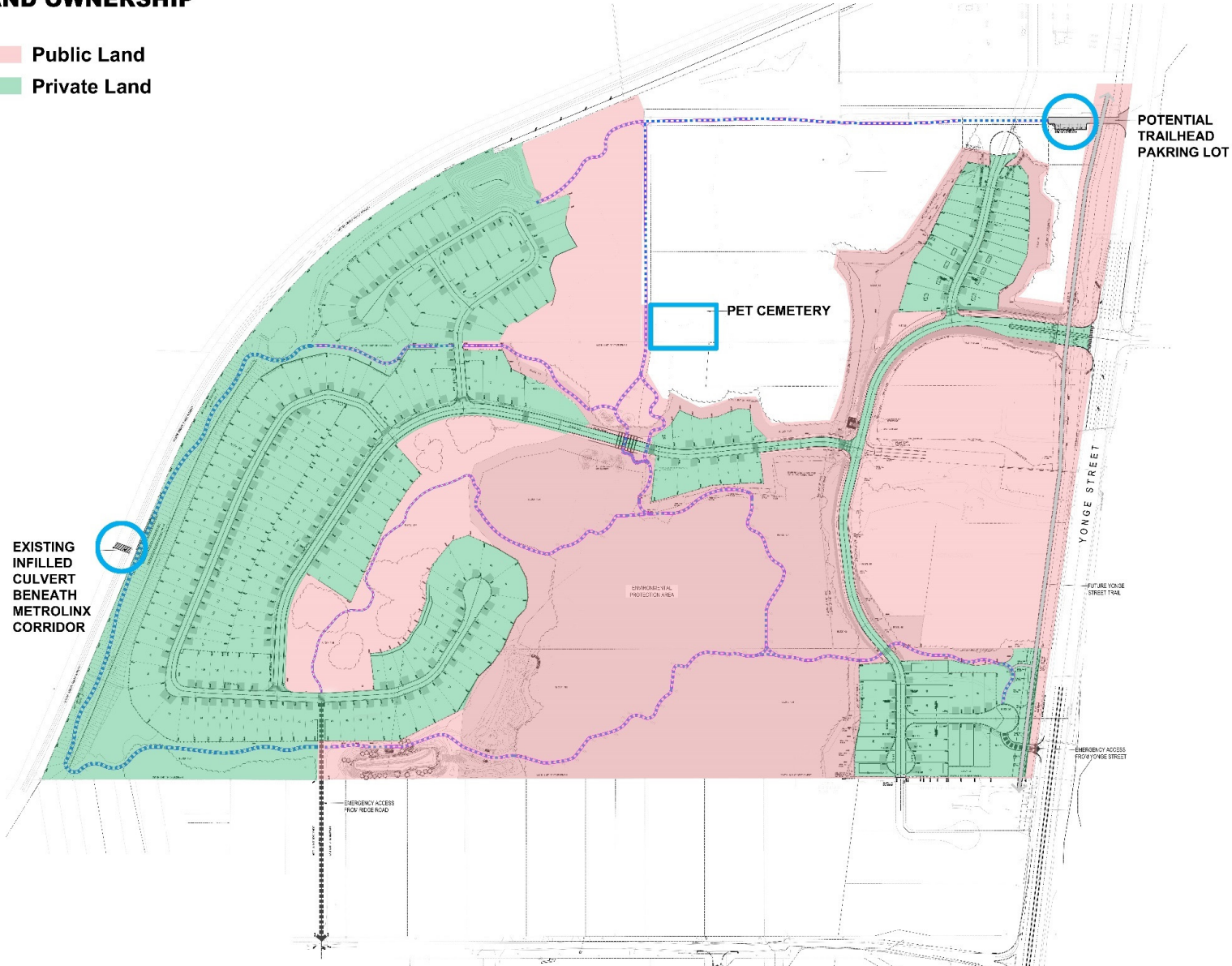
TOWN OF AURORA TRAILS MASTER PLAN

-  Yonge St Trail
-  Local Neighbourhood Trail
-  Proposed underpass
-  Major Railway Grade Separator






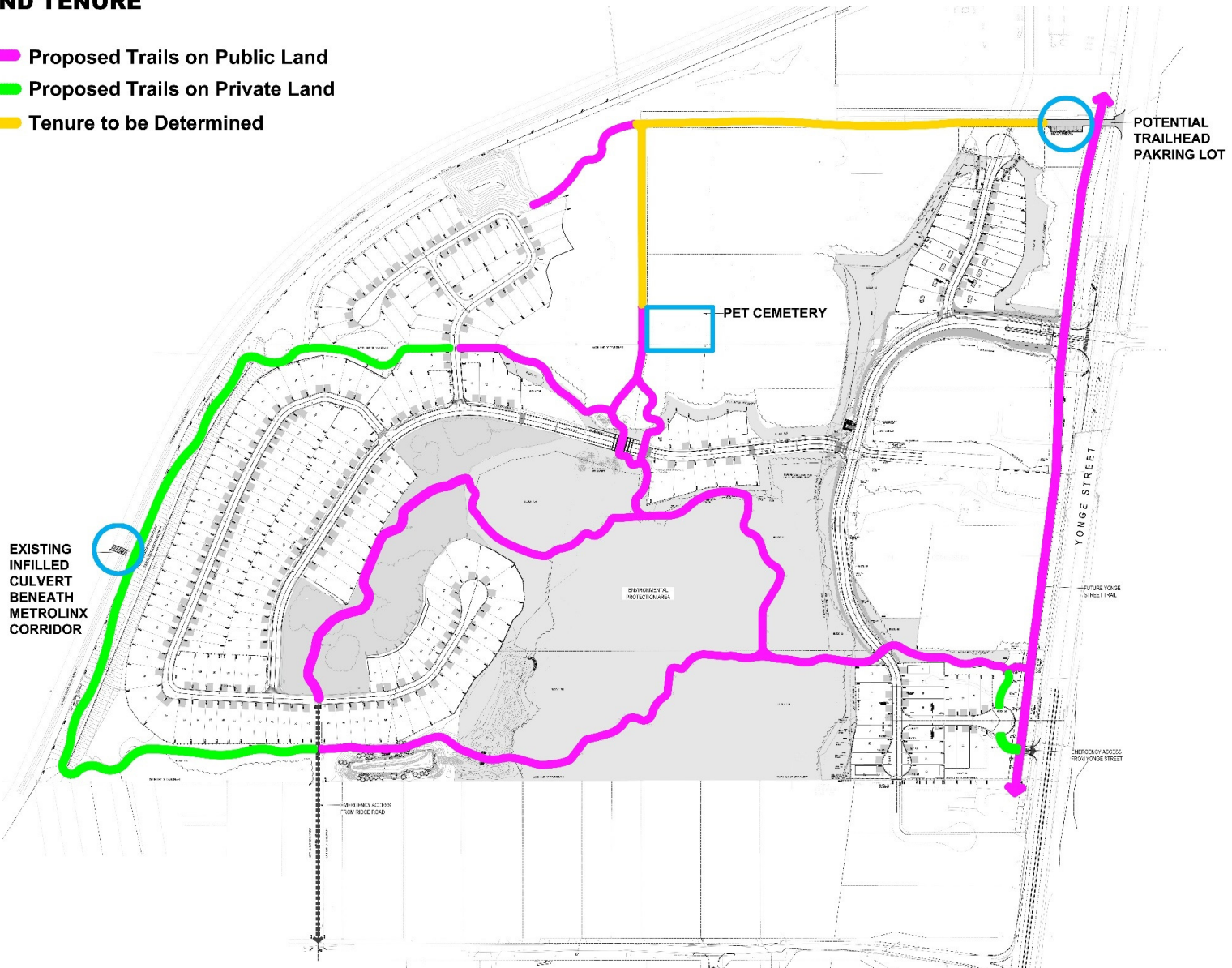
**LAND OWNERSHIP**

- Public Land
- Private Land



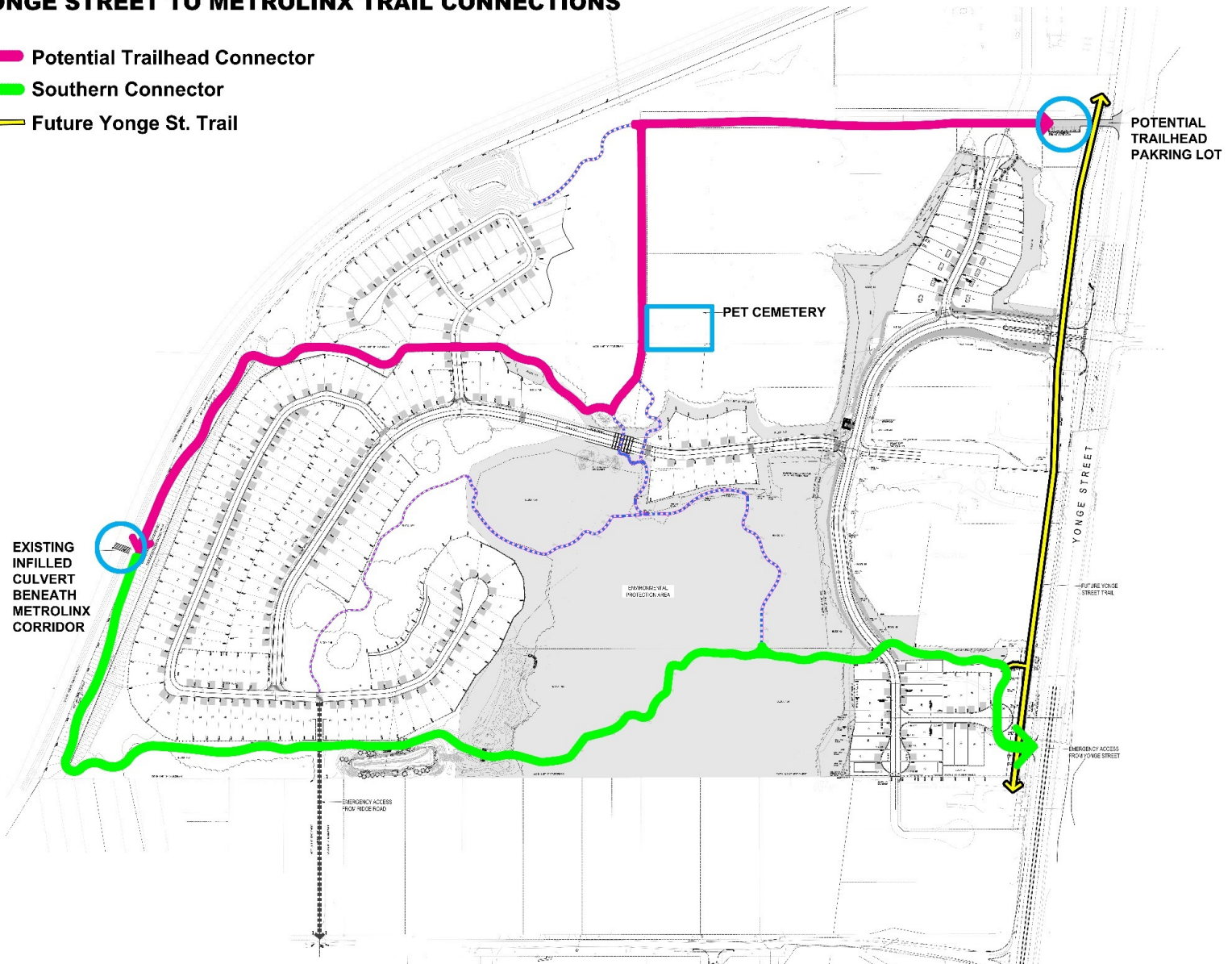
**LAND TENURE**

-  Proposed Trails on Public Land
-  Proposed Trails on Private Land
-  Tenure to be Determined

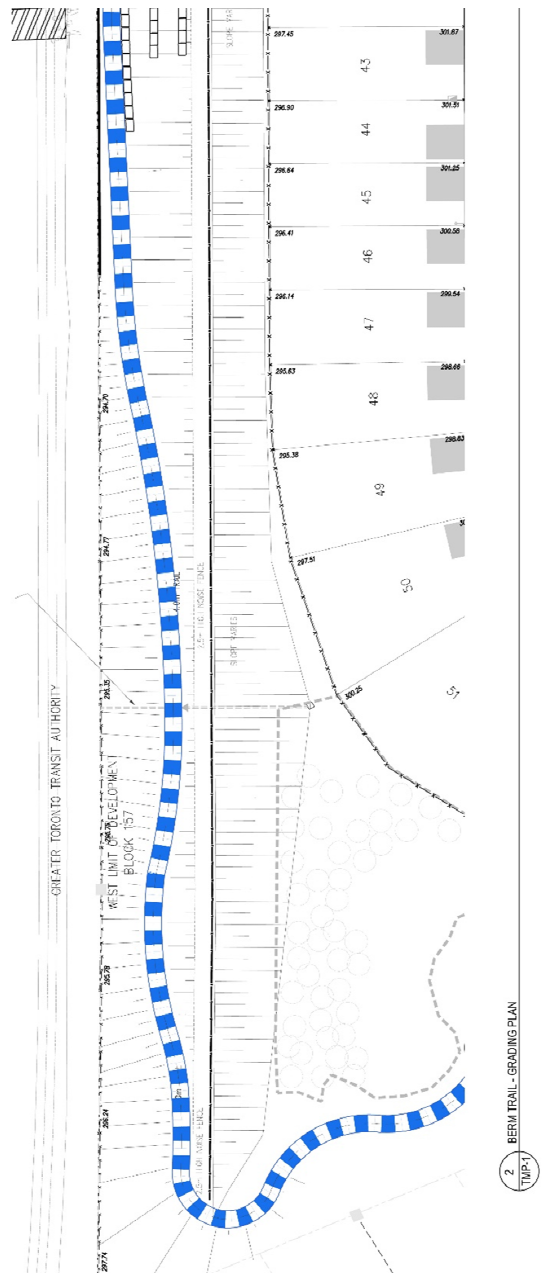


# YONGE STREET TO METROLINX TRAIL CONNECTIONS

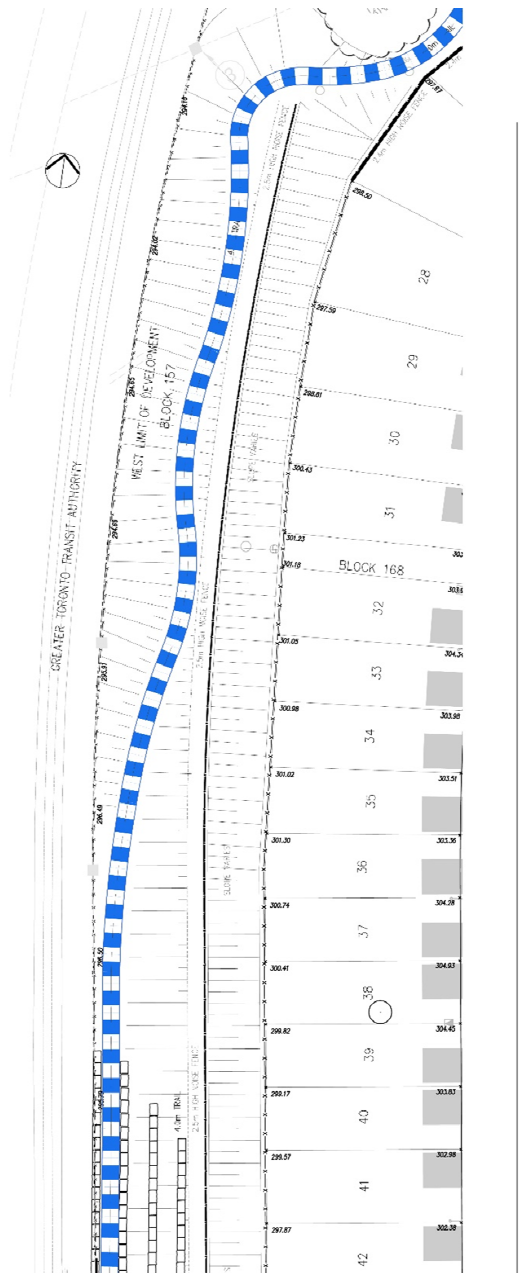
- █ Potential Trailhead Connector
- █ Southern Connector
- █ Future Yonge St. Trail



# Proposed 3.0m Wide Trail at Railway Berm



2 BERM TRAIL - GRADING PLAN  
TWP-17









**Option A – Ramped Trail with Retaining Walls**



**Option B – Angled Concrete Tunnel Through Berm**



Attachment 2

# Corporate Environmental Action Plan



January 2018



# WELCOME

---

The Town of Aurora is a beautiful municipality offering urban amenities and a small town lifestyle. Located on the Oak Ridges Moraine, Aurora is an environmentally savvy town that is dedicated to the management and protection of our local environment.

We are pleased to present you with the Town of Aurora's Corporate Environmental Action Plan (CEAP) Update. This plan outlines how the town intends to protect and enhance its natural environment. It also describes the steps to promote environmental sustainability, integrity and conservation of resources.

Aurora is proud to support several conservation initiatives to improve our natural surroundings. We are a strong supporter of renewable energy, green technology and protection of our natural resources. Recently, the Town completed Solar PV projects at Town Hall, Aurora Public Library, Stronach Aurora Recreation Complex and the new Joint Operations Center. The Town also incorporated energy saving technology and systems such as 2 electric vehicle charging stations, LED street lighting, mixed recycling bins, motion sensor lighting controls, compact florescent lighting, water bottle refilling stations, Eco-Chill refrigeration and more.

This plan adds strength to Aurora's corporate culture of environmental leadership. I invite you to browse through these pages to become familiar with the Plan's environmental initiatives and our town's environmental successes. As a community, we can provide a sustainable future for our families and preserve our natural surroundings to enjoy for years to come.

Sincerely,

(Mayor Dawe's Signature to be added)

Mayor Geoffrey Dawe

# ACKNOWLEDGEMENTS

---

The Town of Aurora’s Corporate Environmental Action Plan (CEAP) would not have been successfully completed without the dedication, professional attitude and energy of many individuals, including Members of Council, the Environmental Advisory Committee (EAC), the Executive Leadership Team (ELT) and the Environmental Management Team (EMT). This project was executed under the leadership and co-ordination of Christina Nagy-Oh Program Manager, Environmental Initiatives.

The Mayor and Council, EAC, ELT and EMT provided valuable external direction and critique at key points in the process.

## **Council**

Mayor Geoffrey Dawe  
Councillor John Abel  
Councillor Sandra Humfries  
Councillor Wendy Gaertner  
Councillor Jeff Thom  
Councillor Paul Pirri  
Councillor Tom Mrakas  
Councillor Harold Kim  
Councillor Michael Thompson

## **EAC**

Councillor Paul Pirri (Chair)  
Councillor Tom Mrakas (Vice Chair)  
Melville James  
Jennifer Sault  
Larry Fedec  
Sara Varty  
Nancee Webb  
Kristina Zeromskiene  
Irene Clement

## **Executive Leadership Team**

Doug Nadorozny (CAO)  
Al Downey (Director)  
Marco Ramunno (Director)  
Dan Elliot (Director)  
Techa van Leeuwen (Director)

## **Environmental Management Team**

Christina Nagy-Oh, Program Manager, Environmental Initiatives, IES, (Lead)  
Sara Tienkamp, Parks Supervisor, Parks and Recreation Services  
Fausto Filipetto, Policy Planner, Planning Services  
Glen McArthur, Municipal Engineer, IES  
Amanda Cutler, Waste/ Recycling Coordinator, IES  
Laura Sheardown, Financial Analyst, Cash Flow and Investment, Corporate & Financial Services  
Afshin Bazar, Manager of Building Services

## EXECUTIVE SUMMARY

---

The Corporate Environmental Action Plan (CEAP) is a five-year action plan that allows the Corporation of the Town of Aurora to meet its environmental goals. The original Plan and its updated 2017 version received input from 3 Advisory committees, staff and senior management. The purpose of the Plan is to protect and enhance the natural environment, promote environmental sustainability, integrity and conservation of resources and create a practice of environmental stewardship within the community.

The CEAP is intended to provide corporate direction on key strategic environmental initiatives that will be initiated over the next five years. The Plan has been developed to assist council to plan for and implement specific actions to improve the Town's environmental performance and sustainability for future generations.

The success of the Plan will require a coordinated approach to implementation that includes all departments within the corporation. As the town moves forward with the implementation of this Plan, we will need to build and enhance internal and external partnerships and synergies and commit to continually updating and monitoring this Plan.

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# INTRODUCTION

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## **About Aurora**

The Town of Aurora is located in York Region on the rolling hills of the Oak Ridges Moraine. The Town population is 59,000 resident's doubling in size since 1986. This growth is anticipated to continue with an additional 11,000 residents planned in the community by 2031.

Aurora is also home to more than 1,300 businesses including approximately 150 major industries and head offices. The town features a strong entrepreneurial spirit with over 84 per cent of Aurora businesses employing less than twenty employees. The town's business community has grown significantly in recent years and this growth is forecasted to continue with an additional 10,000 jobs anticipated by 2031.

Aurora is a welcoming and unique town with a strong sense of community pride and volunteerism. We are committed to healthy and inclusive lifestyles inspired by natural heritage, historic culture, diverse neighborhoods, thriving businesses and natural environment.

Aurora is a mosaic of contemporary living in charming heritage surroundings that continues to attract those looking for the ideal mix of small town and urban amenities. The town is a popular residential destination for those commuting to Toronto or the Greater Toronto Area (GTA).

Residents will enjoy a variety of sporting and cultural facilities, more than 500 acres of parkland, pedestrian trail systems, valley lands, creek system, a community Arboretum, championship golf courses, fine dining, theatre, shopping, and a myriad of community activities. The town is home to land with soil capability to accommodate agriculture, encompass three separate headwaters, open spaces, natural areas, wildlife and wildlife habitat/corridors. Figure 1 illustrates Aurora's greenlands, open spaces and environmental protection lands (next page).

The Town of Aurora takes pride in its environmental stewardship actions and is continually working towards greater sustainability. The development and update of the Corporate Environmental Action Plan reflects the town's long term commitment to the protection and management of this environmentally sensitive landscape.



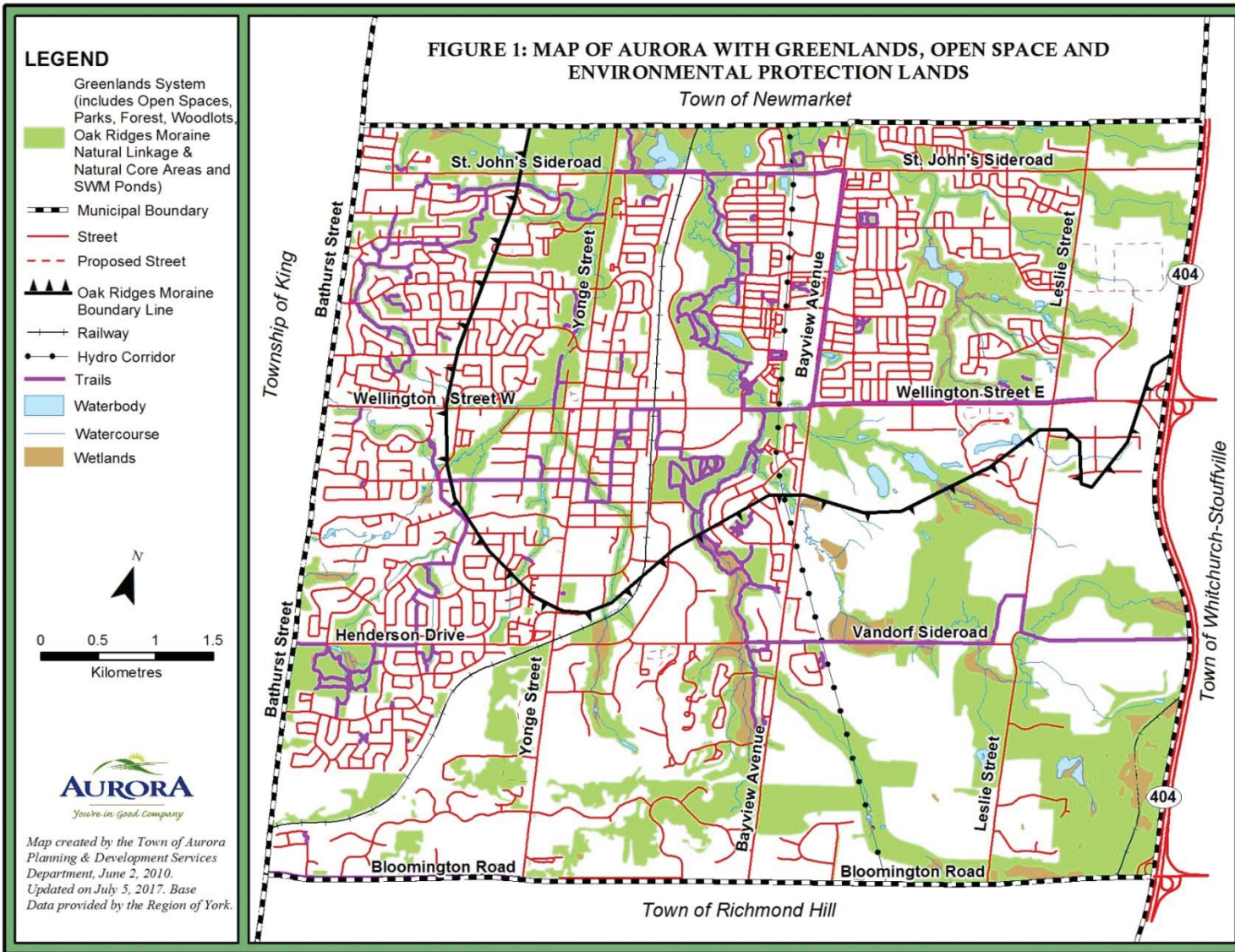


Figure 1: Map of Town of Aurora

## **Background and Context - Corporate Environmental Action Plan**

The physical environment is the basis for our health, economy and well-being. It is also an intricate and delicate web of microorganisms, flora, fauna, biodiversity and hydrological cycles. The Corporate Environmental Action Plan (CEAP) supports a broader sustainability vision that integrates the Town's environmental commitment with community and economic considerations.

Aurora Town Council is committed to supporting policies and initiatives and a vision of a more sustainable Aurora. Based on this commitment, the CEAP was created with the support and strategic guidance of the Environmental Advisory Committee (EAC). The creation and implementation of the CEAP is a clear indication of Council's dedication to environmental stewardship – to protect and preserve natural areas, maintain biodiversity and advance key environmental initiatives across the corporation.

At the Council meeting on January 26, 2016, the following Blue Dot motion had been passed.

All people have the right to live in a healthy environment, including:

- a) The right to breathe clean air;
- b) The right to drink clean water;
- c) The right to consume safe food;
- d) The right to access nature;
- e) The right to know about pollutants and contaminants released into the local environment; and
- f) The right to participate in decision-making that will affect the environment.

The town also recognizes and values the partnerships and contributions of the community in a number of environmental initiatives. Residents and stakeholders are crucial to the town's ongoing success and commitment to continued public engagement across the community. The development of this updated Plan was based on several consultation workshops/meetings held with staff, senior management. The goal of the meetings included developing:

- The purpose and rationale for the CEAP
- Key themes of the Plan
- Key objectives and actions; and
- Options for implementation.

Based on the feedback received, an inter-departmental Environmental Management Team was formed for the purpose of implementing the plan and give feedback for the update of the plan. Initial meeting with the group addressed the structure, context, environmental indicators, objectives and actions of the Plan as they relate to each department. The later meeting involved discussions relating to review the final draft. Many corporate departments are responsible for the implementation of this Plan.

## **What is the Corporate Environmental Action Plan?**

The CEAP is a five-year plan that allows the Corporation of the Town of Aurora to meet its environmental objectives. The Plan focuses on what the town can do to protect and enhance the natural environment. The Plan also supports the implementation of the Town’s Strategic Plan, new Official Plan, master plans, and other ongoing environmental activities. The CEAP planning process, consultation, and outcome will provide the town with an opportunity to capitalize on past experiences and implement change that will empower Aurora to deliver progressive environmental policies and ensure that all departments are working together to achieve common environmental objectives. The purpose of the Town of Aurora’s Corporate Environmental Action Plan is to:

- *Protect and enhance the natural environment*
- *Be a catalyst for local initiatives that promote environmental sustainability, integrity and conservation of our resources and ecosystem; and,*
- *To enhance environmental stewardship within the community.*

## Aurora's Community Sustainability Vision

Our Vision for Aurora in 2031 is an innovative and sustainable community where neighbours care and businesses thrive. Also, an integrated community seamlessly connected by trails and open space that promote energy efficiency and provides accessible and convenient transportation and sustainable development.

Our mission for sustainability in the Corporate Environmental Action Plan is the Town's commitment to educate, inspire, and empower our corporate demands to act sustainably for the benefit of current and future generations through a responsible balance of Aurora's environment, Social/cultural and economic needs.

Creating the CEAP is one of the ways the Town is continuing to advance sustainability and move us towards a sustainable community. Aurora will be integrating the Community Sustainability vision in decision-making processes that will interconnect the natural environment, the economy, and the community (as illustrated in Figure 2 below).

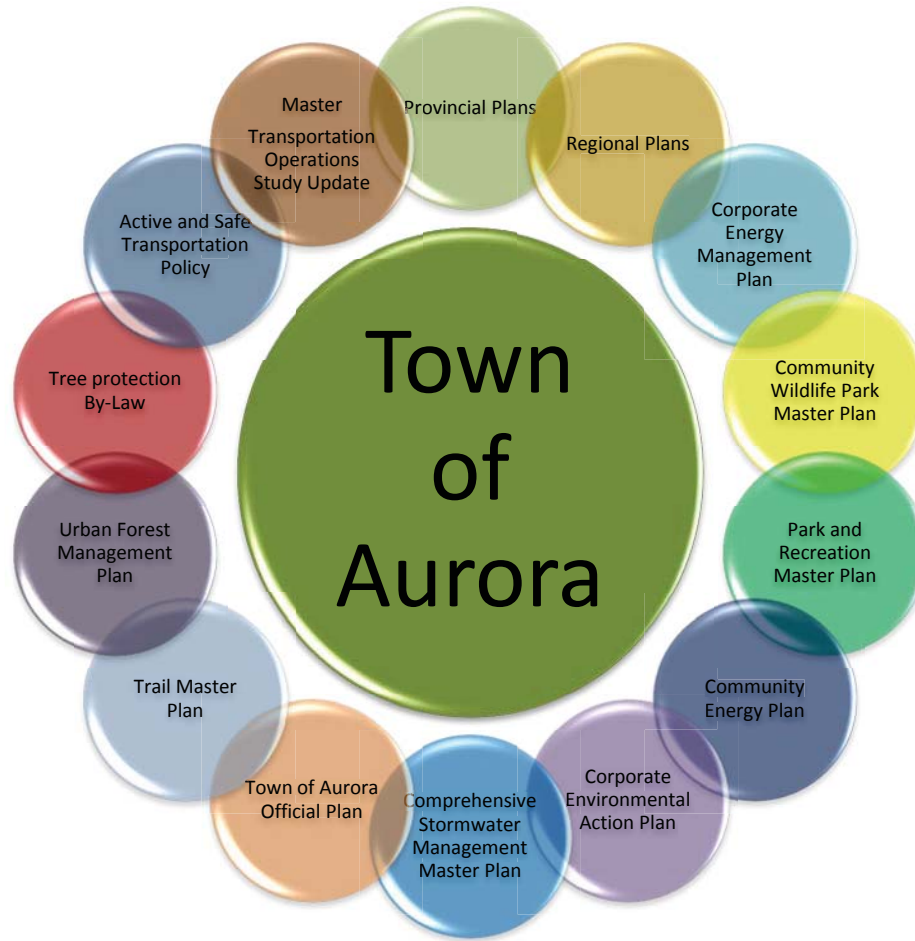
Figure 2: Sustainability Vision



### Linkages to Other Plans, Reviews and Projects

The Town of Aurora has a number of plans that guide priorities, daily actions and planning for the future (Figure 3 – below). These include plans developed by the town as well as other jurisdictions that were critical to the development of this Plan. Examples include:

Figure 3: Current Environmental Plans and Policies



# CORPORATE ENVIRONMENTAL ACTION PLAN

The Corporate Environmental Action Plan (CEAP) has been structured around water conservation, sustainable development, waste reduction, natural environment, climate change and energy, and public education– to provide a direct link between the prescribed actions and the natural environment. The CEAP includes six categories supported by a number of objectives and action items that are outlined in this section. The actions are summarized in **Figure 5** (Page 17).

**Figure 4: Five sections of Aurora’s Corporate Environmental Action Plan**



## WATER CONSERVATION

Water is an important and limited resource. The Town of Aurora will take the appropriate steps towards reducing corporate water consumption in order to conserve water resources. The corporation is also responsible for managing stormwater. Stormwater management controls the stormwater runoff for the purpose of reducing downstream erosion, water quality degradation, and flooding as well as mitigating the adverse effects of changes in land use on the aquatic environment. Stormwater management facilities include stormwater retention and detention ponds, which retain water to control the runoff or improve the stormwater quality by reducing the concentration of nutrients, sediments, hazardous substances and other pollutants. Low impact development (LID) stormwater management involves infiltrating and/or filtering stormwater runoff into the ground either on individual lots, through the stormwater conveyance system, or at storm sewer outlets. LID's also control the quantity and improve the quality of stormwater.

### Objective W1: Reduce town owned facility water consumption

#### Action 1: Reduce corporate water consumption

To reduce corporate water consumption through increased efficiency techniques such as:

- Computer-automated irrigation systems;
- Water-efficient landscaping;
- Rainwater harvesting; and
- Greywater collection and reuse

#### Action 2: Implement a water loss reduction strategy

To implement a water loss reduction strategy, involving the installation of updated water meters to both residents and businesses and the relining of aged sanitary sewer incrementally each year.

### Objective W2: To reduce the uncontrolled and inadequately controlled stormwater areas with respect to both quality and quantity by following recommendations of the Town's Comprehensive Stormwater Management Master Plan

#### Action 1: Investigate ways to enhance and optimize the functioning of the current stormwater management facility inventory by:

- Reducing the amount of phosphorus entering Lake Simcoe via Tannery Creek and East Holland River;

- Restoring a self-sustaining coldwater fishery, where possible;
- Improving water quality to meet Town's, LSRCA, and Lake Simcoe Protection Plan requirements;

**Action 2:** Improve stormwater quality in all new road reconstruction projects

To improve stormwater quality for all road reconstruction projects, where possible, by installing oil/grit separators or using Low Impact Development (LID's) to treat the road's stormwater runoff.

- Implement the Stormwater Management (SWM) Rate Program
- Develop a stormwater infrastructure maintenance program and facility monitoring and inspection program
- Update SWM Design Standards
- Develop low impact development (LID) design guidelines/ incentives
- Apply LID techniques during construction/renovation of infrastructure and Town buildings

**Action 3:** Encourage at source storm water management control measures on private property

- By developing and implementing a marketing strategy to raise awareness within the community of how they can manage their storm water within their private properties and the positive impact this can have; and
- By refining, updating or altering existing by-laws as required related to implementing source control measures on private property

**Action 4:** Investigate new practices that may enhance pollution prevention including:

- Safer Alternative Products;
- Materials Storage Controls;
- Pool Drainage Controls;
- Erosion and Sediment Control;
- Cross Connection Control Program (ensuring sanitary services do not outlet to a storm drainage system);
- Public Education;
- Business Education and Awareness;
- Yellow Fish Road Program, in cooperation with York Region;
- Salt Management measures; and
- Snow Disposal practices.

*(See appendix A for detailed summary of recommendations)*



## **SUSTAINABLE URBAN DEVELOPMENT**

Aurora is over 50 square kilometres in size. The variety of the town's land assets is a big part of our economic strength and high quality of life. With increasing urban intensification pressures in Aurora, it is important to manage and protect significant natural resources. This section supports the protection of natural areas and their amenities as well as to promote more sustainable, accessible and environmentally compatible land development.

**Objective S1: Foster a sustainable green development and alternate methods of transportation to improve the quality of life of Aurora's residents and Town staff.**

**Action 1:** Promote Sustainable Transportation to Town staff

Various Sustainable Transportation initiatives to reduce single occupancy vehicle use and maintain the smart commute gold designation such as:

- Creating and offering flexible work hours opportunity for staff
- Creating and supporting a telecommuting policy
- Designating carpooling parking spots at town hall;
- Encouraging employees to actively transport themselves to work (cycle, walk);
- Encourage staff utilization of the e-bike share program
- Offer discounted transit passes for town staff
- \*Increase bike parking at Town owned public facilities for both staff and residents; and
- \*Improve walking / cycling network including safer grade-separated routes and cycling signals

Continue to implement and promote the Active and Safe Routes to School Program:

This program focuses on active transportation to increase physical activity of students to promote healthy, active travel to and from school in the Town of Aurora. Town staff in coordination with School Boards and York Region community and health services work with each school to develop a plan to reduce barriers to walking, reduce traffic congestion and increase walking and cycling safety skills.

**Action 2:** Implement Sustainable Building Metrics in the construction of all new Town facilities.

**Action 3:** Set up new areas for additional community gardens in Aurora.

**Opportunity:** Apply for green infrastructure grant funding.

## WASTE REDUCTION and DIVERSION

The Town's waste management strategy continues to concentrate on waste reduction programs with significant focus on reducing over waste tonnage collected while maximizing material recoveries and increase promotion and education. To ensure our diversion rate continuously increases, we will focus on specific targeted promotion and education to residents about reducing over waste through the 4 R's, reduce, reuse, recycle and recover. The Town works collaboratively with the Region, via the York Region SM4RT Living Plan to implement specific planning processes that form part of the Integrated Waste Management Master Plan.

### **Objective D1: Implement sustainable construction practices to reduce waste, incorporate sustainable design and reclaim or recycle materials.**

**Action 1:** Implement sustainable construction and building practices for town buildings and facilities that considers 'Sustainable Sites Guidelines':

- Reuse/recycle existing materials and support sustainable production practices
- Maximize the efficient use of aggregates through the recycling of recovered materials to minimize waste volumes and utilize non-aggregate supplements (e.g. shredded tires) to minimize demand for new aggregates.
- Minimize effects of construction-related activities
- Maintain the site for long-term sustainability
- Utilize biodegradable and low impact *green* building cleaning products.

**Action 2:** Develop a Green Purchasing Policy for the Town of Aurora and its contractors.

### **Objective D2: Reduce waste going to landfill disposal.**

**Action 1:** Implement Waste Reduction Strategies.

- A bag tag system and enforce 3 bag maximum;
- A full recycling program with parks and open spaces;
- Offer recycling and the green bin program to multi-residential buildings
- Develop initiative to promote reduction and re-use with radio, e-advertising and newspaper
- Develop a video campaign to increase awareness about the current blue box and waste programs
- Amend the current by-law requiring residents to source separate recyclables and organic materials from the waste stream, including textiles
- Capture baseline data of 3 stream diversion and complete business case of effectiveness
- New Diversion options to be developed for public events
- Implement fee for bulky waste items and appliances

## **BIODIVERSITY and NATURAL HERITAGE**

A large portion of Aurora is located on the Oak Ridges Moraine which forms a portion of the provincial Greenbelt. Through biodiversity and the benefits it provides, ecosystems are the fundamental units for supporting life on earth. Ecosystem services are the foundation for natural processes of climate, water and air regulation. These are some of the benefits:

- Supply clean water;
- Filter contaminants naturally;
- Stabilize water flows;
- Mitigate greenhouse gas;
- Control soil erosion;
- Cycle nutrients;
- Create habitat, recreation, opportunities; and
- Provide health benefits and cultural pursuits

The Town strives to maintain an environment that is ecologically sound and protect the natural heritage systems and their biodiversity.

### **Opportunities for Innovation:**

Use naturalization incentives to improve and create new wildlife habitat for invertebrates, amphibians, reptiles, birds and mammals.

### **Objective B1: Enrich Aurora's ecology by protecting and preserving biodiversity.**

**Action 1:** \* Encourage ecological design in landscaping of parks and retrofit projects.

- Extending the area of natural grassland, wood edge and increasing the core areas of existing woodlands where possible
- Implement options to naturalize parking lots and include landscaping for shade
- Develop a maintenance protocol to improve survival of newly planted/restored areas

**Action 2:** Improve natural heritage significant wildlife habitat.

- Re-evaluate by-laws that address wildlife feeding

**Action 3:** Implement the Urban Forestry Management Plan

- Promote Conservation authorities' tree planting programs to encourage planting trees on public and private property
- Update standards and specifications for tree health, including soil

**Action 4:** Implement the Invasive Species Act in partnership with York Region and the Province.

- Apply for grant funding to help annually reduce the spread of invasive plant species
- Eradicate Noxious weeds within proximity to trails and actively used public areas to make them pedestrian friendly

## *CLIMATE CHANGE and ENERGY*

### **What is Climate change?**

“Climate change is a change in the usual weather found in a place. This could be a change in how much rain a place usually gets in a year. Or it could be a change in a place's usual temperature for a month or season. ‘It’ is also a change in Earth's climate. This could be a change in Earth's usual temperature. Or it could be a change in where rain and snow usually fall on Earth. Weather can change in an hour. Climate takes hundreds or even millions of years to change”.<sup>4</sup>

Climate change is expected to place increased stress on natural, social and built environments particularly on infrastructure, planning and social services, environmental conditions and buildings. Increasingly, communities across Ontario are feeling the effects, from more frequent and heavier rainstorms, to longer summers. This will create challenges for municipalities as they work to minimize the impacts of extreme weather through the development and implementation of climate change adaptation plans.

Ministry of Environment and Climate Change predicted an increase of temperature variability and precipitation patterns and increasing occurrences of extreme events such as droughts, extreme heat, storms and flooding for York Region. Aurora is planning to model its greenhouse gas reduction targets after the Provincial targets set as part of the climate change Action Plan. The Province committed to reducing 37 per cent by 2030 and 80 % by 2050.

**Adaptation measures** are the process of adapting to the changing climate by seeking to lower the risks posed by the consequences of climatic changes. The following actions should be taken to ensure that the Town of Aurora begins to adapt better for future weather conditions and storms.

### **Objective C1: Prepare a Climate Change Adaptation Plan**

**Action 1:** Identify climate change risks by completing a vulnerability risk assessment of key departmental priorities

**Action 2:** Develop a Climate Change Adaptation Action Plan that will assist the town to mitigate the risks of climate change. The Plan would benefit from climate change planning partnerships with other municipalities, conservation authorities and York Region.

**Mitigation measures** address the root causes, by reducing greenhouse gas emissions. The following objectives consist of actions to mitigate the magnitude or rate of the changing climate.

**Objective C2: Implement the Provincial Climate Change Plan Actions**

**Action 1:** \*Province Propose amendments to Municipal Act

**Action 2:** \*Require electric charging in surface lots

**Action 3:** \*Set green development standards

**Action 4:** \*Eliminate minimum parking requirements over the next 5 years for municipal zoning bylaws

**Action 5:** \*Make climate change mitigation and adaptation mandatory in municipal official plans

**Objective C3: Reduce the town's greenhouse gas emissions by town staff and at town facilities.**

**Action 1:** Implement an anti-idling initiative

- To implement an anti-idling initiative that will include working with schools to educate parents and public. This will also include the implementation of an anti-idling education campaign for town staff and contractors.

**Action 2:** \*Develop a Green Fleet Plan

- To develop a corporate Green Fleet Plan that addresses new green fleet procurement and replacement to reduce greenhouse gas emissions. The Plan should consider alternative fuels, higher efficiency vehicles, hybrid and electric options that meet the required need.
- Develop Electric Vehicle Charging Station usage fee Policy and maintenance plan
- \*Consider installing an EV charging station at SARC

**Action 3:** Improve energy efficiency of existing building and business operations<sup>4</sup>

- Engage with town owned facility operators, businesses and institutions to implement corporate sustainability initiatives aimed at reducing GHG emissions
- \*Reduce emissions/ energy costs by implementing energy conservation measures

**Action 4:** Consider all green infrastructure options as part of new corporate builds

- Placing trees in and around Parking lots
- Redesign and retrofit water collection and conveyance infrastructure due to climate change  
Implement water quality and water and wastewater conservation strategies and incentives

\* From the Provincial Climate Change Plan

## **ENVIRONMENTAL AWARENESS**

Public education and awareness is the cornerstone of environmental outreach and it is reflected in the town values to have a positive impact on the environment. The town continues to engage staff and the community about environmental initiatives and accomplishments.

### **Objective A1: Encourage the stewardship of Aurora’s natural resources and advance green initiatives by promoting community involvement**

**Action 1:** Promote the use of reusable water bottles in conjunction with the new water bottle filling stations. Communication campaign is aimed at the community including staff and should include but may not be limited to the following:

- Waste caused by disposable water bottles
- Promote town’s municipal water as being clean, safe and drinkable
- Promotion of Blue W, web application in order to fill water bottles at no cost in participating business’s
- Town to partner with York Region’s education and outreach programs for water conservation and local water source protection
- Minimize disposable water bottle usage at group organized events or meetings

**Action 2:** Increase overall community awareness of climate change:

- Increase awareness of natural hazards from flooding and erosion
- Increase public awareness and education on stormwater management
- Promote idling reduction and education campaigns (community/corporate)
- Public awareness campaigns encouraging good behaviour using incentives supported by corporate sponsorship
- Increase uptake of sustainable transportation options
- Promote actions to reduce the creation of GHG emissions and support our ability to adapt to climate change

**Action 3:** Develop an urban forest communication plan that delivers key messages to target audiences within the community:

- Promote “Adopt a Park” Program as “Community Stewardship Program”
- Support and promote LEAF’s Backyard Planting Program
- Support stewardship programs through planting trees/shrubs/maintenance with partners LSRCA, Arboretum, and Neighbourhood work

**Action 4:** Develop an education communications strategy aimed at the community to help protect and enhance our biodiversity

- Provide targeted outreach for residents surrounding the natural system via stewardship and education programs
- Maintain an invasive species web page on the town website linking residents to additional informational websites

Figure 5: Overview of the Corporate Environmental Action Plan (CEAP)

### WATER CONSERVATION

Objective W1: Reduce town owned facility water consumption

- Action 1: Reduce corporate water consumption
- Action 2: Implement a water loss reduction strategy



Objective W2: To reduce the uncontrolled and inadequately controlled stormwater areas with respect to both quality and quantity by following recommendations of the Town's Comprehensive Stormwater Management Master Plan

- Action 1: Investigate ways to enhance and optimize the functioning of the current stormwater management facility inventory
- Action 2: Improve stormwater quality in all new road reconstruction projects
- Action 3: Encourage at source storm water management control measures on private property
- Action 4: Investigate new practices that may enhance pollution prevention

### SUSTAINABLE URBAN DEVELOPMENT

Objective S1: Foster a sustainable green development and alternate methods of transportation to improve the quality of life of Aurora's residents and Town Staff.

- Action 1: Promote Sustainable Transportation to Town staff
- Action 2: Implement Sustainable Building Metrics in the construction of all new Town facilities
- Action 3: Set up new areas for additional community gardens in Aurora.



### WASTE REDUCTION and DIVERSION

Objective D1: Implement sustainable construction practices to reduce waste, incorporate sustainable design and reclaim or recycle materials.

- Action 1: Implement sustainable construction and building practices for town buildings and facilities that considers 'Sustainable Sites Guidelines'
- Action 2: Develop a Green Purchasing Policy for the Town of Aurora and its contractors



Objective D2: Reduce corporate waste going to landfill disposal.

- Action 1: Implement Waste Reduction Strategies

### BIODIVERSITY and NATURAL HERITAGE

Objective B1: Enrich Aurora's ecology by protecting and preserving biodiversity

- Action 1: \* Encourage ecological design in landscaping of parks and retrofit projects
- Action 2: Improve Natural Heritage Significant Wildlife Habitat
- Action 3: Implement the Urban Forest Management Plan
- Action 4: Implement the Invasive Species Act in partnership with York Region and the Province.



### CLIMATE CHANGE and ENERGY

Objective C1: Prepare a Climate Change Adaptation Plan

- Action 1: Identify climate change risks by completing a vulnerability risk assessment of key departmental priorities.
- Action 2: Develop a Climate Change Adaptation Action Plan that will assist the town to mitigate the risks of climate change.



Objective C2: Implement the Provincial Climate Change Plan Actions

- Action 1: \*Province Propose amendments to Municipal Act
- Action 2: \*Require electric charging in surface lots
- Action 3: \*Set green development standards
- Action 4: \*Eliminate minimum parking requirements over the next 5 years for municipal zoning bylaws
- Action 5: \*Make climate change mitigation and adaptation mandatory in municipal official plans

Objective C3: Reduce the town's greenhouse gas emissions by town staff and at town facilities.

- Action 1: Implement an anti-idling initiative
- Action 2: \*Develop a Green Fleet Plan
- Action 3: Improve energy efficiency of existing building and business operations
- Action 4: Consider all green infrastructure options as part of new corporate builds

### ENVIRONMENTAL AWARENESS

Objective A1: Encourage the stewardship of Aurora's natural resources and advance green initiatives by promoting community involvement

- Action 1: Promote the use of reusable water bottles in conjunction with the new water bottle filling stations communication campaign
- Action 2: Increase overall community awareness of climate change
- Action 3: Develop an urban forest communication plan that delivers key messages to target audiences
- Action 4: Develop an education and outreach communications strategy to help protect and enhance our biodiversity



# IMPLEMENTATION



The Town of Aurora’s Corporate Environmental Action Plan (CEAP) unites a number of programs, policies and initiatives that will help position the town as a leader in promoting environmental sustainability. The town will place a strong emphasis on achieving the objectives and Actions outlined in this Plan. The CEAP demonstrates council’s continued commitment to protecting and enhancing the environment. To ensure implementation, the town will need to:

- Integrate the CEAP framework into the day-to-day function of the municipality;
- Maintain and enhance internal and external partnerships; and
- Review and enhance Plan every 5 years.

### ***Integrate the CEAP Framework into the Day-to-Day Functioning of the Municipality***

Key to the implementation of the CEAP is the governance and accountability structures that will be in place to move the Plan forward. The Program Manager of Environmental Initiatives will be responsible for coordinating and monitoring the implementation of this Plan. The following actions will be pursued to integrate the CEAP into the day-to-day function of the municipality:

**Table 1:** Listing of completed, current, and ongoing town of aurora environmental inititaves, activities, and actions

Actions	Suggested Timeframe
CAO to support the ongoing role of the Environmental Management Team (EMT) to manage the implementation of the CEAP. The implementation team will include representatives from all departments and will report to ELT.	Ongoing
Individual Departments, with the assistance of EMT, will consider the implementation of this Plan when developing departmental priorities and preparing budgets.	As part of annual budget process
Implementation of CEAP to flow through directors and CAO, who will be responsible for assigning respective departmental staff to implement.	ongoing
Staff are strongly encouraged to reference the relevant CEAP objectives in the Link to the Strategic Plan section of all Council reports.	New / ongoing
The Program Manager of Environmental Initiatives, to include a semi-annual informal progress update of CEAP’s implementation to Council.	*New / Annual in Q3



Actions	Suggested Timeframe
<p>EMT, through department heads, to report to council by way of annual Progress Report regarding the progress of the CEAP's implementation.</p>	<p>Annually in Q1</p>
<p>The Green Initiatives Reserve Fund (the "Fund") is hereby established to receive and hold donations or budgetary contributions for purposes of funding or lending funding for projects or initiatives which further the objectives or support the strategic directions of the Town's Corporate Environmental Action Plan as amended from time to time. Council may direct that portions of revenues or saving arising from certain projects are to be contributed to the Reserve Fund.</p> <p>Balances in the Fund will be planned for specific projects recommended to or by Council during the annual budget process, or other times throughout the year, having consulted with the Environmental Advisory Committee. Due to its nature, There is no target balance for this fund. At any time, acting in the best interests of the Town, Council may direct that some or all balances in the Fund be transferred to other reserve funds, or used for other purposes.</p> <p>The Fund is established by transfer of the current balance in the Town's Green Initiatives Reserve Fund account.</p>	
<p>During the next (second) review and enhancement of this plan, Stakeholders are seeking to strengthen the community component which will include a thorough and varied community consultation process which engages community members, local businesses, staff and council with the renewal of this Plan.</p>	<p>2022</p>
<p>Develop, distribute and promote a staff Environmental Handbook; to be maintained and updated on the intranet and printed and distributed to new and existing staff during earth week. The handbook will highlight some new environmental initiatives as well as some basic energy saving and environmentally friendly living tips.</p>	<p>2020</p>
<p>Set up a green team of staff who are passionate about specific environmental initiatives to advise the project lead until the project is being implemented. This team should also help raise awareness, promote various environmental programs and choose to help at various environmental events throughout the year.</p>	<p>2020</p>

***Maintain and Enhance Internal and External Partnerships***

As the town moves forward with implementation of the CEAP, we will need to continue to build/enhance existing internal (between departments) and external partnerships (with community groups and residents, e.g. Community Arboretum). Further, the town will continue to take a leadership role with respect to environmental protection and preservation in the community, in part, by establishing any relevant new partnerships.

***Review and Enhance Plan every 5 years***

The CEAP is a 'living plan' that must be recognized by staff and council as an evolving document. Council is committed to:

- Review and update the Plan every five years;
- Review annual implementation plans in concert with departmental business plans; and
- Prepare an annual progress report.

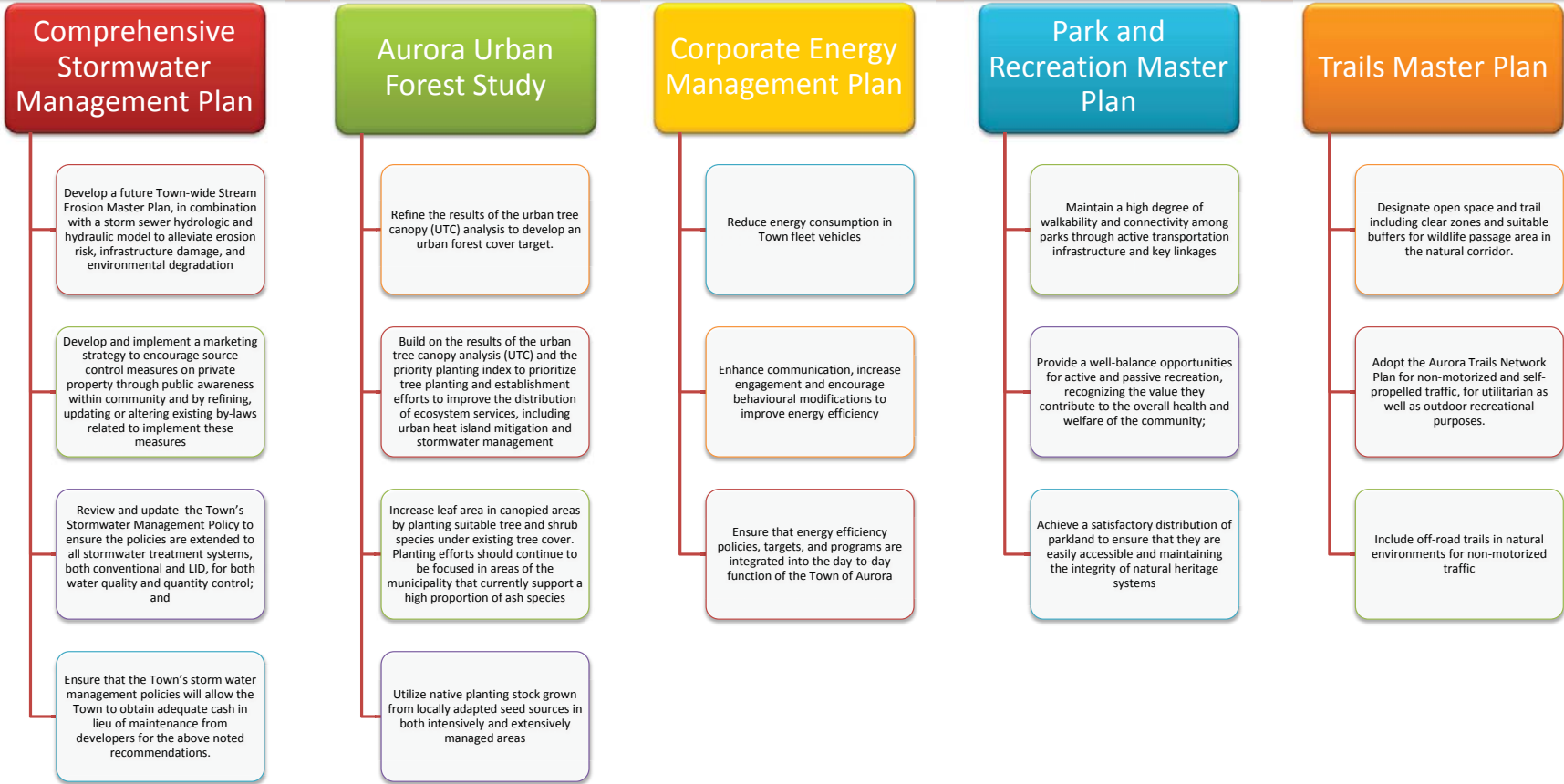
**Appendix A:** Town of Aurora Environmental Progress Indicators

Priority Area	Actions	Indicators	Timeline/Target
<b>Water Conservation</b>	<b>Action W1.1:</b> Reduce corporate water consumption	Annual 8 % reduction in corporate water consumption	Annual water consumption to be added to Progress Report
	<b>Action W1.2:</b> Implement a water loss reduction strategy	Water meters installed / year Sanitary sewer Km relined / year	Annual update on Progress Report
	<b>Action W2.1:</b> Investigate ways to enhance and optimize the functioning of the current sw management facility inventory	# of assumed sw management facilities performing as designed	Annual update on Progress Report
	<b>Action W2.2:</b> Improve stormwater quality in all new road reconstruction projects	Km's of road treated by oil grit separators or LID's	Annual update on Progress Report
	<b>Action W2.3:</b> Encourage at source stormwater management control measures on private property	15 residents adding LID's to their property / year	Annual update on Progress Report
	<b>Action W2.4:</b> Investigate new practices that may enhance pollution prevention	2 new practices added per year	Annual update on Progress Report
<b>Sustainable Urban Development</b>	<b>Action S1.1:</b> Promote Sustainable Transportation to Town staff	Maintaining Gold Smart Commute designation	Annual update on Progress Report
	<b>Action S1.2:</b> Implement Sustainable Building Metrics in the construction of all new Town facilities	List all sustainable features on construction projects.	Ongoing, as construction projects arise.
	<b>Action S1.3:</b> Set up new areas for additional community gardens in Aurora	Add 2 new community gardens projects by 2022	2022
<b>Waste Reduction</b>	<b>Action D1.1:</b> Implement sustainable construction and building practices for town buildings and facilities that considers 'Sustainable Sites Guidelines'		Annual update on Progress Report
	<b>Action D1.2:</b> Develop a Green Purchasing Policy for the Town of Aurora and its contractors	The preparation of a Green Procurement Policy for Council consideration	By November 2019
	<b>Action D2.1:</b> Implement Waste Reduction Strategies	10 % reduction of waste from facilities / year	Annual update on Progress Report
<b>Biodiversity and Sustainability</b>	<b>Action B1.1:</b> * Encourage ecological design in landscaping of parks and retrofit projects	Add 1 ecological design feature to naturalize 2 parking lots per year	Annual update on Progress Report

	<b>Action B1.2:</b> Improve Natural Heritage Significant Wildlife Habitat	Complete 1 of wildlife habitat rehabilitation project per year	Annual update on Progress Report
	<b>Action B1.3:</b> Implement the Urban Forest Management Plan	Track the # of trees planted on Town property / year	Plant 1000 trees / year on Town property.
	<b>Action B1.4:</b> Implement the Invasive Species Act in partnership with York Region and the Province	Complete 1 invasive species pilot project per year. Apply for 1 grants per 3 years. Document partnership with other organizations.	Fall, annually  Spring annually
<b>Climate Change and Energy</b>	<b>Action C1.1:</b> Identify climate change risks by completing a vulnerability risk assessment of key departmental priorities	Apply for funding and document proposal approvals Completion date of each climate change risk assessment	2020  2020 for first Dept. 2021 for second Dept.
	<b>Action C1.2:</b> Develop a Climate Change Adaptation Action Plan that will assist the town to mitigate the risks of climate change	The preparation of climate change action plan approved by Council Add to 2020 budget	2020
	<b>Action C2.1:</b> *Province Propose amendments to Municipal Act	NA	
	<b>Action C2.2:</b> *Require electric charging in surface lots	The date that this requirement has been added to the Town's Development Policy	2021
	<b>Action C2.3:</b> *Set green development standards	Green Development Standards approved by Council	2020
	<b>Action C2.4:</b> *Eliminate minimum parking requirements over the next 5 years for municipal zoning bylaws	The date that this requirement has been added to the Official Plan policy	2022
	<b>Action C2.5:</b> *Make climate change mitigation and adaptation mandatory in municipal official Plan	The date that this requirement has been added to the Official Plan policy	2021
	<b>Action C3.1:</b> Implement an anti-idling initiative	20 % of staff completing anti-idling training / year. First year include staff who drive Town vehicles	40 staff trained per year until all staff are trained. Yr one 2019.
	<b>Action C3.2:</b> *Develop a Green Fleet Plan	Prepare a Green Fleet Plan	2020
<b>Action C3.3:</b> Improve energy efficiency of existing buildings	# of energy retrofit in existing buildings Create a plan for retrofits per year	2018	

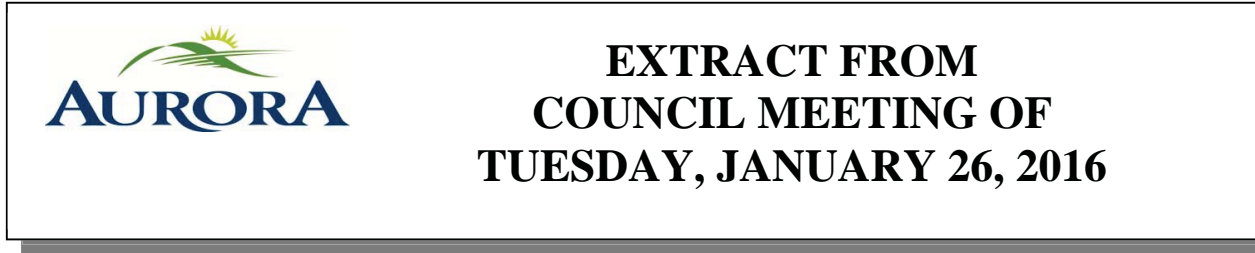
	<b>Action C3.4:</b> Consider all green infrastructure options as part of new corporate builds	# of green infrastructure options included in new corporate projects	Ongoing, as construction projects arise.
<b>Environmental Awareness</b>	<b>Action A1.1:</b> Promote the use of reusable water bottles in conjunction with the new water bottle filling stations.	# of promotions of reusable water bottles	First awareness campaign to take place in 2018
	<b>Action A1.2:</b> Increase overall community awareness of climate change	# of public events and campaigns centering around Climate Change	
	<b>Action A1.3:</b> Develop an urban forest communication plan that delivers key messages to target audiences.	annual # of trees planted	2000 trees planted per year
	<b>Action A1.4:</b> Develop an education and outreach communications strategy to help protect and enhance our biodiversity	# of public outreach campaigns promoting and protecting biodiversity	Ongoing

Appendix B: Environmentally Related Plans



Aurora Community Wildlife Park Place\*\*\*

**Appendix C: Blue Dot Campaign**



**10. NOTICES OF MOTION/MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN**

**(ii) Motions for Which Notice Has Been Given**

**(c) Councillor Mrakas  
Re: Blue Dot Campaign**

**Main motion as amended  
Moved by Councillor Mrakas  
Seconded by Councillor Kim**

WHEREAS the Town of Aurora understands that people are part of the environment, and that a healthy environment is inextricably linked to the well-being of our community; and

WHEREAS as the Town updates its Corporate Environmental Action Plan, it will consider and have regard for the environmental consideration of the Blue Dot Campaign; and

WHEREAS the Town, as an environmental steward, respects, protects, fulfills and promotes rights for the benefit of existing and future generations; and

WHEREAS the Town is committed to supporting the protection, enhancement and restoration of the environment by fostering education and outreach, collaborating through partnerships, supporting the development of connected communities and reporting progress towards reaching goals;

NOW THEREFORE BE IT HEREBY RESOLVED THAT the Town of Aurora finds and declares that:

2. All people have the right to live in a healthy environment, including:
  - a) The right to breathe clean air;
  - b) The right to drink clean water;
  - c) The right to consume safe food;
  - d) The right to access nature;
  - e) The right to know about pollutants and contaminants released into the local environment; and
  - f) The right to participate in decision-making that will affect the environment.
3. The Town of Aurora has the responsibility, within its jurisdiction, to respect, protect, fulfill and promote these rights.
4. The Town of Aurora shall specify objectives, targets and timelines and actions the Town will take, within its jurisdiction, to fulfill residents' right to a healthy environment, including priority actions to:
  - a) Ensure infrastructure and development projects protect the environment, including air quality;
  - b) Address climate change by reducing greenhouse gas emissions and implementing adaptation measures;
  - c) Responsibly increase density;
  - d) Prioritize walking, cycling and public transit as preferred modes of transportation;
  - e) Reduce solid waste and promote recycling and composting; and
  - f) Establish and maintain accessible green spaces in all residential neighbourhoods; and

***BE IT FURTHER RESOLVED THAT the Town of Aurora shall forward a copy of this declaration to the provincial government, calling for a public review of the Ontario Environmental Bill of Rights in order to improve the Act and to include recognition that all people have the right to live in a healthy environment; and***

***BE IT FURTHER RESOLVED THAT the Town of Aurora shall forward a copy of this declaration to the federal government calling for the development of federal legislation that recognizes that all people have the right to live in a healthy environment; and***

***BE IT FURTHER RESOLVED THAT the Town of Aurora shall forward a copy of this declaration to the Association of Municipalities of Ontario (AMO), and the Federation of Canadian Municipalities (FCM), to show support for recognizing the right of all people to live in a healthy environment.***

**CARRIED AS AMENDED**





**Town of Aurora  
General Committee Report**

**No. CS18-001**

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**Subject:** Pending List  
**Prepared by:** Michael de Rond, Town Clerk  
**Department:** Corporate Services  
**Date:** February 6, 2018

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## **Recommendation**

1. That Report No. CS18-001 be received for information.

## **Executive Summary**

To provide Council with an update on staff responses to motions adopted by Council.

## **Background**

This report is accompanied by two attachments; the first is the pending list with the items that staff now consider complete. The second is the pending list with all of the completed items removed. Further pending list updates will resemble the second attachment, with the completed items removed.

## **Analysis**

None

## **Advisory Committee Review**

None

## **Legal Considerations**

None

## **Financial Implications**

None

February 6, 2018

Page 2 of 3

Report No. CS18-001

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### **Communications Considerations**

None

### **Link to Strategic Plan**

None

### **Alternative(s) to the Recommendation**

None

### **Conclusions**

None

### **Attachments**

Attachment #1 – Pending List with completed items

Attachment #2 – Pending List with completed items removed

### **Previous Reports**

LLS16-004 – Pending List

### **Pre-submission Review**

Agenda Management Team review on January 4, 2018

February 6, 2018

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Report No. CS18-001

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**Departmental Approval**



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**Techa van Leeuwen  
Director  
Corporate Services**

**Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**

Revised: January 18, 2018

PENDING LIST

REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
CAO1	2015-04-28	Motion (b) Councillor Thompson Re: Corporate Communications Policy	THAT the Town of Aurora's Corporate Communications Plan (2011) and the Corporate Communications Policy be placed on the next Agenda for review and direction from Council; and THAT staff bring forward, for Council's approval, a revised Corporate Communications Plan and Corporate Communications Policy prior to the end of 2015.	CAO	<b>PARTIALLY COMPLETED</b> Council adopted Memo re Communications May 11/15.  Update to Council in April 2016 to be presented to Council.
	2015-05-11	1(16) Memorandum from Chief Administrative Officer Re: Communications	THAT a public Council workshop be scheduled to review the Communications Policies and Corporate Communications Strategic Plan; and THAT staff be directed to engage residents, including at the upcoming 2015 Aurora Chamber Street Festival, to obtain ideas on improving the Town's communication and engagement practices and policies.	CAO	<b>New Communications Manager hired and commenced work July 18/16.</b>
	2015-07-14	4. CAO15-009 – Results of Communications Survey	THAT Report No. CAO15-009 be referred to a future Council Workshop to be scheduled in September 2015.	CAO	Report CAO16-005 was received by Council on Nov. 9/17. Communications Strategy Workshop held on Mar. 27/17
CAO2	2015-08-11	1. CAO15-008 – Community Tourism Plan	THAT Item 1, CAO15-008 – Community Tourism Plan, be referred to the 2016 Budget process.	CAO	<b>COMPLETED</b> To be considered as part of the mandate of Aurora Economic Development Board.
CAO3	2015-09-15	1(3) CAO15-011 – Town of Aurora Strategic Plan (2015) Update	THAT a Strategic Plan Steering Committee, to guide the 2015 Strategic Plan Update process as outlined in this report, be established.	CAO	<b>COMPLETED</b> Strategic Plan Steering Committee established, and an update was brought forward in Report No. PBS17-077.
CAO4	2015-11-03	1(10) Community Recognition Review Ad Hoc Committee Meeting Minutes of October 27, 2015 - New Business Motion No. 1	THAT a policy be established by Council to eliminate the use of individual names for Town-sanctioned awards.	CAO	<b>COMPLETED</b> Last two events have not used individual names for award categories as the category names have been aligned with the Town

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PENDING LIST

REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
					of Aurora Strategic Plan.
CAO5	2016-01-26	1(13) PRCS16-003 – Aurora Soccer Club Lease Agreement – Highland Park	THAT the Chief Administrative Officer be directed to report back within six (6) months on options for a process to manage leases and other agreements.	CAO	<b>PENDING</b> Legal Services is currently in the process of standardizing all leases. A Summary report will be presented in 2018 once completed.
CAO6	2016-04-26	Motion (a) Councillor Thompson Re: Development of an Attraction Strategy for the Hotel Industry	THAT the Economic Development Advisory Committee and staff be directed to develop a strategy and comprehensive action plan to enhance the Town's ability to attract and secure a hotel; and THAT staff report back to Council prior to the approval of the 2017 Budget.	CAO	<b>COMPLETED</b> Closed Session Report received.
CAO7	2016-06-28	Motion (b) Councillor Humfryes Re: Ontario Autism Program Changes	THAT Motion (b) Councillor Humfryes, Re: Ontario Autism Program Changes be deferred to the Council meeting of July 12, 2016.	CAO	<b>WITHDRAWN</b> On July 12/16 motion deferred to September 2016. Motion withdrawn Sep.13/16.
CAO8	2016-09-27	Motion (a) Councillor Kim Cultural Partners	That "cultural partners" be identified as any group or organization that is financially supported through direct funding or exclusive use of Town facilities in the delivery of Cultural programming; and That the CAO report to Council with a list of Cultural Partners and a terms of reference for the a review of existing delivery models and a review of possible alternative approaches in the delivery of cultural programs and service to residents; and  That upon acceptance of the terms of reference by Council, the CAO commence the review and report back to Council with delivery options and recommendations by the end March 31, 2017.	CAO	<b>PARTIALLY COMPLETED</b> Staff provided Report No. CAO17-002.  Pending.
	2017-04-25	R1. CAO17-002 – Cultural Partners Review	That the Town conduct a facilitated workshop with its cultural partners; and		

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REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
			That, following the workshop, staff report back to Council with detailed next steps pertaining to review of the existing Cultural Partnership delivery model and potential for alternative approaches.		
CAO9	2016-09-27	Motion (d) Councillor Pirri Re: Municipal Economic Development Services	That the Chief Administrative Officer investigate and report back to Council with regard to the best model to deliver Economic Development Services for the Town of Aurora moving forward; and That a survey be sent to Council, the Economic Development Advisory Committee, and relevant staff to gauge the effectiveness and areas of improvement for the current economic development model; and That this report be brought back in time to be considered for the 2017 budget.	CAO	<b>COMPLETED</b> Aurora Economic Development Corporation model presented to Council in Report Nos.CAO16-006 and CAO17-001. Aurora Economic Development Board members were confirmed at the Dec. 12/17 Council meeting.
CAO10	2017-02-14	CAO17-001 – Economic Development Board – Terms of Reference	That Report No. CAO17-001 – Economic Development Board – Terms of Reference, be referred to the next meeting of the Economic Development Advisory Committee for comment, and be brought back to Council in the first meeting cycle in March 2017.	CAO	<b>COMPLETED</b> Item was placed on the June 2017 Economic Development Advisory Committee agenda for comment. Aurora Economic Development Board members were confirmed at the Dec. 12/17 Council meeting.
CAO11	2017-10-10	R2. CAO17-006 – Engagement of Review of Joint Operations Centre (JOC) Project and Costs	That staff be directed to provide a cost for a qualitative audit report on the effectiveness of the project management processes of the JOC Project.	CAO	Pending.
CAO12	2017-11-28	R2. CAO17-007 – Branding Concepts for Aurora Armoury	That Report No. CAO17-007 – Branding Concepts for Aurora Armoury be deferred to the Council meeting in January 2018 to allow for public consultation.	CAO	Pending.

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CS1	2015-01-20	Motion (d) Councillor Mrakas Re: Sign By-law Enforcement	THAT staff be directed to report on options to ensure necessary staff to enforce the Temporary Sign By-law as it pertains to municipal election signs.	BBS	Future consideration.
CS2	2015-01-20	1(2) BBS15-001 – Accessibility 2014 Election Report	THAT staff report back to Council on the feasibility and cost of telephone and online voting for the 2018 Municipal Election.	LLS	<b>COMPLETED</b> Report Nos. CS17-015 and CS17-019 brought forward for Council consideration.
CS3	2016-03-09	Motion (c) Councillor Humfryes Re: Aurora Farmers' Market & Artisan Fair	THAT staff be directed to work with the Aurora Farmers' Market & Artisan Fair and the Council Liaison to develop a plan for a revised Market layout at Town Park in view of the opening of the Wells Street Schoolhouse Lofts and report back to Council by the end of March 2016.	BBS/PRCS	<b>COMPLETED</b> A revised layout has been approved for years 2016 and 2017 satisfying all stakeholders.
CS4	2016-04-12	1 (1) BBS16-004 – Mandatory Sewage System Maintenance Inspection Program for Private Properties	THAT a public meeting be held to inform property owners of the Sewage System Maintenance Inspection Program; and THAT the public meeting be used to introduce a new fee related to the Sewage System Maintenance Inspection Program in accordance with the Building Code Act and regulations; and THAT staff bring forward the necessary amendments to Building By-law No. 5402-12, as amended, to implement the Sewage System Maintenance Inspection Program to a future Council meeting.	BBS	<b>COMPLETED</b> Building By-law amendments adopted by Council October 11/16. Maintenance Inspection Program in effect.
CS5	2016-05-24	1 (1) BBS16-007 – Town Park Parking Update	THAT staff bring forward to a future Council meeting for enactment, amendments to Parking By-Law No. 4574-04.T that includes a three (3) hour daytime on-street parking restriction Monday to Friday, affecting all streets within the boundary of Yonge Street to the west, Edward Street to the east, Dunning Avenue to the south, and Centre Street to the north; and THAT staff investigate the ability to allow for temporary overflow GO parking at the north entrance to Sheppard's Bush off of Mary Street.	BBS	<b>COMPLETED</b> By-laws adopted by Council on June 28/16 and July 12/16.

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<b>PENDING LIST</b>					
<b>REF. #</b>	<b>MTG DATE yyyy-mm-dd</b>	<b>REPORT TITLE/SUBJECT</b>	<b>ACTION</b>	<b>ACTION DEPT</b>	<b>RESPONSE/STATUS</b>
<b>CS6</b>	2015-05-26	1 (2) LLS15-035 – Request for an Encroachment Agreement (29 Mendy's Forest) and  1 (3) LLS15-036 – Request for an Encroachment Agreement (50 Pineneedle Drive)	THAT Item 1(2) LLS15-035 – Request for an Encroachment Agreement (29 Mendy's Forest) be deferred until such time that staff reports back to Council regarding the policy for management of encroachments throughout the Town.  THAT Item 1(3) LLS15-036 – Request for an Encroachment Agreement (50 Pineneedle Drive) be deferred until such time that staff reports back to Council regarding the policy for management of encroachments throughout the Town.	LLS	<b>PENDING</b> Encroachment By-law in draft form, policy under review. Report to Council expected Q2/18
<b>CS7</b>	2016-09-13	Motion (c) Councillor Kim Re: Proposed Amendment to Sign By-law re Official Languages	That staff report back by the end of the 2016 calendar year regarding a potential amendment to the Sign By-law to include a requirement that a sign contain at least 50% of its text in one of the two official languages.		<b>COMPLETED</b> Staff provided Report No. PBS17-010. By-law No. 5953-17, was enacted on Feb. 14/17
<b>CS8</b>	2015-08-25	Motion (a) Mayor Dawe Re: Special Council Meeting to Review Procedural By-law Number 5330-11	THAT the requirements of Section 11 of the Procedural By-law be waived to permit Council to review the Procedural By-law in the fall of 2015; and THAT a Special Council workshop be scheduled to review staff recommendations to amend the Procedural By-law.	LLS	<b>COMPLETED</b> <b>Workshops held on Nov.24/15, Dec.15/15, and Oct. 6/16.</b> <b>Report to Council and Procedure By-law passed on Nov. 22/16.</b>
<b>CS9</b>	2015-11-10	1(4) LLS15-059 – 2016 Council and Committee Meeting Calendar	THAT staff be directed to report back to Council on alternative dates for the Special General Committee – Capital Budget meeting scheduled on Monday, October 3, 2016.	LLS	<b>COMPLETED</b> <b>Approved as part of the Procedure By-law update on Nov. 22/16</b>
<b>CS10</b>	2016-01-26	1(4) PRCS16-004 – Pre-Development Tree Protection and Compensation Agreement, Brookfield Homes Ltd.	THAT, subject to any requirements of the Municipal Freedom of Information and Protection of Privacy Act, the final Pre-Development Tree Protection and Compensation Agreement with Brookfield Homes Ltd. be placed on a future General Committee meeting agenda for information.	LLS	<b>COMPLETED</b> <b>Memorandum “Brookfield Vegetation Management Agreement” with copy of agreement received by Council on April 12/16.</b>
<b>CS11</b>	2016-02-23	Motion (a) Councillor Kim Re: Publication of Purchase and Sale of Lands by the Town	THAT, subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act, the Town of Aurora make available on its public website no later than June 30, 2016, a list of all completed land	LLS	<b>COMPLETED</b> List available on Town website.

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			<p>transactions (acquisitions and dispositions), including those completed within the previous five (5) years, that includes the following information:</p> <ul style="list-style-type: none"> <li>(a) the property address;</li> <li>(b) the names of the parties to the transaction;</li> <li>(c) the closing date of the transaction;</li> <li>(d) the purchase/sale price, with any taxes paid as part of the transaction separated out where possible; and</li> </ul> <p>THAT the following types of land transactions be excluded from the list published on the Town's website:</p> <ul style="list-style-type: none"> <li>(a) transfers of land for a nominal amount;</li> <li>(b) transfers of land pertaining to the registration of subdivision agreements; and</li> <li>(c) transfers of land pertaining to property tax sales.</li> </ul>		
CS12	2016-05-24	Motion (a) Councillor Humfries Re: Traffic Advisory Committee/Board	THAT staff report back with options or a Terms of Reference for a Traffic Advisory Committee/Board or other model which includes staff, Councillors, residents, and other applicable stakeholders.	LLS	Moved to IES
CS13	2016-09-13	Motion (b) Councillor Thompson Governance Review Advisory Committee	<p>That a Governance Review Advisory Committee be established to advise on, but not limited to, the following:</p> <ol style="list-style-type: none"> <li>1. Council Compensation</li> <li>2. Ranked Ballots</li> <li>3. Aurora Town Council Composition, Structure and/or Governance; and</li> </ol> <p>Be It Further Resolved That staff be directed to develop Terms of Reference for the Governance Review Advisory Committee, including proposed qualifications for Committee Members with a preference given to former members of Council, and an intended target of January 2017 for the commencement of the Committee.</p>	CS	<b>COMPLETED</b> Report including Terms of Reference approved at the Dec. 12/16 Council meeting. Committee was established in Spring 2017.
CS14	2016-10-11	Motion (b) Councillor Mrakas, Re: vacant and Derelict Buildings By-law	Now Therefore Be It Hereby Resolved That staff be directed to prepare a vacant and derelict buildings by-law for the Town of Aurora and to present said by-law to Council for consideration; and	CS	<b>PARTIALLY COMPLETED</b> Staff provided Report No. CS17-006 recommending a Vacant Building Registry By-law be brought

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**PENDING LIST**

REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
			Be It Further Resolved That staff present said by-law to Council for consideration in the second quarter of 2017.		forward. By-law currently being drafted expected to be adopted Q1 of 2018.
<b>CS15</b>	2016-10-11	Motion (c) Councillor Abel, Re: Parking Restrictions in Heritage Area	That Motion (c), Councillor Abel, Re: Parking Restrictions in Heritage Area, be referred to staff to investigate any bonusing provisions and legal implications, and report back to Council	CS	<b>WITHDRAWN</b> Council consented to the reconsideration of the Motion at the November 8, 2016 Council meeting. The motion was subsequently withdrawn.
<b>CS16</b>	2016-11-08	1(12) Heritage Advisory Committee Meeting Minutes of October 17, 2016, Item 2 - HAC16-013 – Heritage Permit Application, 82 Centre Street, File Number: NE-HCD-HPA-16-08	That Legal Services explore the possibility of laying a charge against the owner and/or the previous owner for the removal of the original enclosed front wall, removal of windows on the west and east elevations, removal of window openings on the east elevation, removal of the first floor window on the front elevation, removal of the front door, alterations to the front veranda, installation of new front door, installation of new patio door on the front elevation and installation of new windows on the west elevation which were altered in contravention of Section 42(1) of the <i>Ontario Heritage Act</i> .	CS	<b>COMPLETED</b> Closed session report CS17-004 received by Council
<b>CS17</b>	2016-12-13	1(20) Correspondence from Association of Municipalities of Ontario (AMO), dated December 1, 2016, Re: Federal Infrastructure Phase 2 Incrementality Resolution	That the Correspondence from Association of Municipalities of Ontario (AMO), dated December 1, 2016, regarding Federal Infrastructure Phase 2 Incrementality Resolution, be referred to staff to investigate and report back regarding options endorsed by other Councils regarding this matter, including the Region of Halton's motion regarding Federal Infrastructure Program/Incrementality Rules.	CS	<b>COMPLETED</b> <b>Addressed by AMO in time sensitive submission to Federal Government. Staff participated. Incrementality proposal by Federal Government was successfully lobbied against. Incrementality proposal was essentially withdrawn, replaced with the preferred outcomes based approach to project selection criteria. Updated Phase 2 Infrastructure Program now set to launch in 2018 with Aurora poised to apply for funding.</b>

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CS18	2016-12-13	8. Heritage Advisory Committee Meeting Minutes of December 12, 2016, Item 1 - HAC16-017 – Heritage Permit Application, 82 Centre Street, File Number: NE-HCD-HPA-16-10	That Legal Services continue to explore the possibility of laying charges against the owner for the removal of the window openings on the east elevation and report back to Council and the Heritage Advisory Committee.	CS	<b>COMPLETED</b> Closed session report CS17-004 received by Council
CS19	2017-02-28	R2 ((R4) IES17-008 – Metrolinx Barrie Corridor Expansion Project	That the Town Clerk be directed to forward this report to Metrolinx as the Town’s comments to the Draft Environmental Project Report for the GO Rail Network Electrification Project	CS	<b>COMPLETED</b> Letter sent on March 6, 2017.
CS20	2017-03-28	Motion (a) Councillor Mrakas Re: By-law Right-of-Entry Powers	Now Therefore Be It Hereby Resolved That staff report back to Council with a notification process to private property owners where rights of entry to properties will be exercised; and  Be It Further Resolved That staff provide the options available for when a property owner refuses permission or is absent, including the option of requiring a warrant, to ensure public health and safety, and protection of property and/or the environment; and  Be It Further Resolved That the staff report shall identify protocols where immediate access to property is required, to ensure public health and safety, and protection of property and/or the environment.	CS	<b>PARTIALLY COMPLETE</b> Staff provided Report No. CS17-018. Referred back to staff for further clarification
	2017-09-12	R4 (R3) CS17-018 – Power of Entry	That Report No. CS17-018 – Power of Entry be referred back to staff for further clarification and report back to Council		
CS21	2017-04-11	Motion (a) Mayor Dawe, Re: By-law Number 5642-14 – Relating to the Keeping, Licensing and Controlling of Animals in the Town of Aurora	Now Therefore Be It Hereby Resolved That staff investigate and report back to Council on the implications of introducing amendments to By-law Number 5642-14 similar to those enacted by the City of Toronto.	CS	<b>COMPLETED</b> New Animal Control By-law amendments adopted by Council November 28/17

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<b>CS22</b>	2017-04-25	R6. CS17-015 – Alternative Methods of Voting – Next Steps	That staff be directed to bring forward further information regarding alternative methods of voting for the 2018 Municipal Election	CS	<b>COMPLETED</b> Staff provided Report No. CS17-019.
<b>CS23</b>	2017-05-09	Motion (b) Councillor Kim, Re: Ontario Municipal Board (OMB) Statistics	Now Therefore Be It Hereby Resolved That staff be directed to prepare a report to Council that would provide OMB appeals information from December 2006 to present for the Town of Aurora.  Be It Further Resolved That staff be directed to return the report back to Council within a reasonable time frame.	CS	<b>COMPLETED</b> Information Report No. CS17-027 was published on Dec. 5/17.
<b>CS24</b>	2017-06-13	Motion (a) Councillor Abel, Re: Twinning With an Indigenous Community: A Canada 150 Municipal Legacy	Now Therefore Be It Hereby Resolved That staff be directed to investigate twinning with an Indigenous community in Ontario and report back with details for Council consideration; and	CS	<b>PENDING</b> To come to GC in Spring 2018
<b>CS25</b>	2017-10-10	Motion (a) Mayor Dawe, Re: Federal Legalization of Recreational Cannabis	Now Therefore Be It Hereby Resolved That staff be directed to investigate this “opt out” provision with the Province.		<b>PENDING</b> more information from the Province
<b>CS26</b>	2017-10-24	Motion (c) Councillor Humfries, Re: Reduction of Council Size	Be It Further Resolved That staff be directed to bring forward the necessary by-law prior to December 31, 2017, to change the composition of Council for The Corporation of the Town of Aurora from nine (9) members to seven (7) members, comprised of one (1) Mayor, who shall be the Head of Council, and six (6) Councillors.	CS	<b>COMPLETED</b> By-law No. 6019-17 was approved by Council on Nov. 14/17
<b>CS27</b>	2017-11-28	R3. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule	That Report No. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule be deferred to a future Council meeting.	CS	<b>PARTIALLY COMPLETED</b> 2018 Meeting Schedule approved as part of Report No. CS17-039. Procedure By-law Review to be brought forward in Q1 2018.

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REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
FS1	2015-09-29	1(1) IES15-052 – Award of Contract – Town-wide Conversion to L.E.D. Street Lighting	THAT upon completion of the debenture issuance, and settlement with the vendor, that a report be presented to Council with the final details of the financing, including an updated payment schedule for information purposes.	CFS	<b>COMPLETED</b> Report No. CFS16-011 adopted on May 10/16.
FS2	2015-12-08	1(4) CFS15-052 – 2015 Operating Surplus/Deficit Control By-law	THAT the Treasurer and Chief Administrative Officer report to Council through General Committee after the year end surplus/deficit control adjustments and allocations have been performed.	CFS	<b>COMPLETED</b> Report No. FS16-010 adopted on June 28, 2016
FS3	2016-07-12	12. CFS16-022 – 2017 Budget Preparation Directions	THAT the sixth clause of the main motion, “THAT after accommodation of the budget underfunding, the Library Board, the Cultural Centre Board, and the Historical Society will each receive a designated budget funding amount for their respective budget development work”, be referred to the Finance Advisory Committee.	CFS	<b>COMPLETED</b> FAC Meeting scheduled for July 28/16. Report No. CHS16-026 adopted on Aug. 9/16.
FS4	2016-10-11	18. Canada 150 Ad Hoc Committee Meeting Minutes of October 3, 2016	That Item 2, Memorandum from Cash Flow & Investment Co-ordinator/ Financial Analyst, Re: Canada 150 Grant Requests, be referred to the 2017 Capital Budget discussions.	FS	<b>COMPLETED with the approval of the 2017 Capital Budget</b>
FS5	2017-01-31	Motion (c) Councillor Mrakas, Re: Winter Maintenance Service Levels	Now Therefore Be It Hereby Resolved That staff be directed to return the winter maintenance service levels to those in effect for the 2013-2014 winter maintenance season as soon as possible; and  That the winter maintenance service levels be reviewed through the Finance Advisory Committee and options be forwarded to the Budget Committee.	FS	<b>COMPLETED</b>
FS6	2017-02-14	R2. FS17-001 – Fire Station 4-5 Project Funding – Aurora Share	That staff report back with a funding report for Aurora’s share of the construction phase of the project.	FS	<b>PENDING</b> To be included with final design cost in Q2 2018
FS7	2017-02-28	Motion (b) Councillor Mrakas Re: Property Tax Vacancy Rebates	Be It Further Resolved That staff be directed to report back to Council after the matter of the vacant	FS	<b>PENDING</b> Q1 2018

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			unit tax rebate has been addressed by the Region;		
<b>FS8</b>	2017-04-11	C1(R2) FS17-003 – Joint Operations Centre (JOC) Project: Financial Summary Report	That staff be directed to request that York Region conduct an independent auditor's review of the Joint Operations Centre project; and  That staff be directed to compile a comprehensive list of "lessons learned" respecting the Joint Operations Centre and Aurora Family Leisure Complex projects for future reference by staff and Council; and  That staff be directed to report back on the total cost of the Joint Operations Centre project.	FS	<b>PENDING Q1 2018</b>
<b>FS9</b>	2017-05-09	Motion (a) Councillor Mrakas, Re: Vacant Property Tax	Now Therefore Be It Hereby Resolved That staff be directed to investigate options for imposing a vacant home tax under the new provincial initiative, and report back with recommendations in Q3 for Council's consideration	FS	<b>PENDING Q2 2018</b>
<b>FS10</b>	2017-09-12	R4 (R1) FS17-038 – Intent to Consider Accessing Hydro Reserve Funds	That staff publish a public notice of Council's intent to consider allocating funding from the principal component of the Aurora Hydro Sale Investment Reserve Fund as required of By-law No. 5439-12.	FS	<b>COMPLETED Notice on Sept 21/17 and October 5/17</b>
<b>FS11</b>	2017-10-24	R7. FS17-046 – 2018 Operating Budget	That the 2018 draft Operating Budget be referred to Budget Committee for review at its scheduled meetings commencing November 18, 2017; and  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.	FS	<b>COMPLETED Approved with 2018 Operating budget on December 12, 2017</b>
<b>FS 12</b>	2017-12-12	C1(R2) FS17-047 – 2017 Year End Surplus/Deficit Financial Control By-law	That a by-law be adopted to authorize the Treasurer and the Chief Administrative Officer to make necessary year-end financial adjustments and to allocate any 2017 Operating Fund surplus or deficit		<b>COMPLETED By-law adopted on December 12, 2017</b>

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			<p>as set out in Report No. FS17-047; and</p> <p>That the provisions of the by-law also authorize the Treasurer and the Chief Administrative Officer to allocate any 2017 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and</p> <p>That the adjustments authorized herein are to occur with an effective date of December 31, 2017, and which may be determined prior to or after December 31, 2017; and</p> <p>That the Treasurer and Chief Administrative Officer report to Council through General Committee after the year-end surplus/deficit control adjustments and allocations have been completed.</p>		
FS13	2017-12-12	C1(R3) FS17-051 – Creation of Additional Reserve Funds	<p>That By-law No. 5553-13 be amended to add the Economic Development reserve fund and the Winter Control reserve fund as set out in Attachments #1 and #2 respectively; and</p> <p>That the new Economic Development reserve fund be initially funded by the transfer and closure of the unspent balances in Capital Project #81015: Community Improvement Plan; and</p> <p>That the necessary by-law be presented at a future meeting for adoption.</p>		<b>COMPLETED</b> By-law adopted on December 12, 2017
FS14	2017-12-12	R2. FS17-050 – 2018 Operating Budget Final Approval	That the necessary by-law be enacted at a future Council Meeting to set the final billing 2018 tax rates and payment dates		<b>PENDING</b> Tax rate by-law to come forward in Q2, 2018

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IES1	2013-08-13	19. IES13-043 – On-Street Parking and Safety Concerns on Stone Road	THAT this Item be referred back to staff for a report on time restricted parking.	IES	Staff report for Q2-2016
IES2	2016-02-09	1(3) IES16-009 – Speed Cushion Pilot Project Follow-Up	THAT staff be directed to conduct the public consultation as set out in Report No. IES16-009; and THAT staff report back on the outcomes of the public consultation, and include an analysis of alternative measures that can be used to address speed on Town streets.	IES	<b>COMPLETED</b> Survey sent out to residents on Mar.21/16-deadline to respond-Apr.8/16.  Council adopted Report No. IES16-062 on July 12/16 to provide funding.  Council deferred Report No. IES16-069 to Sep. 20/16 GC.  Council adopted Report No. IES16-069 and IES16-074 on Sep.27/16
	2016-05-24	1(8) IES16-051 – Speed Cushion Pilot Project Survey Results	THAT staff be directed to implement the speed cushion pilot project on Kennedy Street West, McMaster Avenue, and Mavrinac Avenue from Borealis Avenue to Spring Farm Road; and THAT the speed cushion pilot project survey results of Conover Avenue and Stone Road be referred to the Traffic Advisory Committee/Board for comment, if confirmed.		
IES3	2015-01-20	Motion (a) Councillor Mrakas Re: Pilot Project for Left Turn Restrictions at Intersection of Yonge	THAT the Regional Municipality of York be requested to provide Aurora Council with a presentation prior to the implementation of a pilot project for left turn restrictions to north and southbound Yonge Street at Wellington Street during AM/PM peak traffic periods for the purposes of addressing traffic congestion at said intersection following any such investigation.	IES	<b>COMPLETED</b> York Region requested to attend General Committee meeting to present on signal timing options in early 2016.  Public information session completed, staff to report back in Q1 of 2018 on the conclusion of the pilot program
	2016-06-28	1(3) IES16-059 – Pilot Project for Left Turn Restrictions at Yonge Street and Wellington Street Intersection	THAT a public information session be included as part of the public engagement strategy; and THAT staff report back to Council following the completion of the pilot period.		
IES4	2016-01-26	1(4) IES16-002 – Street Parking Plan for the Downtown Core – Pilot Project	THAT the Street Parking Plan for the Downtown Core, as described in Report No. IES16-002 be implemented as a pilot from the period of June to October 2016,	IES	Regional input pending. Public survey planned for Q1-2016 with implementation in Q2-2016.

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	2016-05-24	1(2) IES16-046 – Yonge Street Parking Plan Pilot Project Follow-up	subject to Council approval on May 3, 2016. THAT Report No. IES16-046 – Yonge Street Parking Plan Pilot Project Follow-up be referred to the 2017 Budget.		Public Open House planned for Apr.19/16.  <b>COMPLETED</b> Removed from the 2018 budget
IES5	2015-06-23	Motion (d) Councillor Pirri Re: Low Impact Development Reserve Fund	THAT staff be directed to draft a report to Council outlining proposed additional fees for redevelopments which increase lot coverage for the purpose of implementing a low impact development reserve fund.	IES	This item will be included in the capital project to review stormwater charges planned for completion in Q4-2016.  A further report will be coming to Council in Q1 of 2018
IES6	2016-01-26  2016-05-24	Delegation (a) Jimmy Brennan, Executive Director, Aurora Youth Soccer Club, Re: Aurora Youth Soccer Club Facility  1(9) IES16-052 – Aurora Youth Soccer Club Request for Club Building	THAT the comments of the delegation be received and referred to staff to investigate and report back to Council.  THAT this project be referred to the 2017 Budget.	IES	Staff will bring back a report on project capital and operating costs for Q2-2016.  <b>COMPLETED</b> Removed from the 2018 capital budget
IES7	2016-01-26  2016-05-24	Motion (f) Councillor Abel Re: Winter Overnight Parking Restrictions  1(7) IES16-050 – Suspension of Winter Overnight Parking Restrictions	THAT Motion for Which Notice Has Been Given (f); Re: Winter Overnight Parking Restrictions be referred to staff for a report on implementing a pilot project for the 2016/2017 winter season.  THAT a pilot project to suspend winter overnight parking restrictions, except during snow events, be implemented for the 2016/2017 winter season.	IES/BBS	<b>COMPLETED</b>
IES8	2016-03-29	IES16-027– School Travel Planning Program for Aurora Heights Public School Update	THAT staff be directed to prioritize the installation of the sidewalk on Kitimat Crescent, for consideration as part of the 2017 Capital Budget; and <del>THAT staff report back to Council on the provision of a school crossing guard at the intersection of Tecumseh Drive and Kitimat Crescent.</del>	IES	<b>PARTIALLY COMPLETED</b> Report No. IES16-055 adopted by Council on June 14/16 to hire crossing guards.  COMPLETED

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					Project part of 2018 capital budget
IES9	2016-05-24	1(3 CFS16-006 – Funding and Long-Term Financing Plan – Joint Operations Centre	THAT upon finalization of the long-term financing plan, an informational report to Council be presented with the details of such, including interest rates and net cost of borrowing.	IES	COMPLETED FS17-003 adopted on April 11, 2017
IES10	2016-06-28	Motion (a)Councillor Mrakas Re: Library Square/Downtown Traffic Management Plan	THAT staff investigate the feasibility of the Conceptual Downtown Traffic Management Plan (conceptual plan attached to this motion) and report back to Council in September 2016; and  THAT the Conceptual Downtown Traffic Management Plan be put forward to the “Town Park Area Residents Ratepayer’s Association”, in addition to a public information session, for their review and comment; and  THAT the results of that consultation be brought back to Council along with the staff feasibility study for Council review and approval.	IES	COMPLETED An open house was held for residents and the Downtwon Traffic Management Plan is included in the Terms of Reference for the Master Transportation Study
IES11	2016-05-24	Motion (a) Councillor Humfries Re: Traffic Advisory Committee/Board	THAT staff report back with options or a Terms of Reference for a Traffic Advisory Committee/Board or other model which includes staff, Councillors, residents, and other applicable stakeholders.	IES/LLS	COMPLETED The Town uses PlaceSpeak
IES12	2016-08-09	New Business Motion No. 1	THAT staff be directed to investigate the intended use of the Our Lady of Grace Catholic Church parking lot by Metrolinx; and  THAT staff be directed to contact Metrolinx to request that immediate corrective action be taken regarding the lack of consultation process with the Town, and address traffic, signage and other Town concerns regarding GO Transit parking.	IES	COMPLETE The Metrolinx contract with Church for use of parking ended in 2017.
IES 13	2016-10-11	Motion (a) Mayor Dawe, Re: Implementation of Whistle Cessation for GO Train Crossings	Now Therefore Be It Hereby Resolved That staff be directed to bring back a report on the process required by Transport Canada for implementing		COMPLETED Staff provided Report No. IES17-024.

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			whistle cessation and the status of any studies completed by the Town in support of whistle cessation; and  Be it Further Resolved That staff provide an implementation plan and preliminary budget on proceeding with a whistle cessation program for the Town of Aurora.		<b>COMPLETED</b> Whistle cessation included in the 2018 budget
<b>IES14</b>	2016-11-22	Motion (b) Councillor Gaertner, Proposed Community Safety Zone in Town Park Area	Be It Further Resolved That when the provincial government gives municipalities the authority to set up photo radar cameras, staff be directed to report back regarding the implementation of photo radar cameras in all community safety zones.		<b>PENDING</b> Provincial legislation not implemented yet, still requires Royal Assent.
<b>IES15</b>	2016-12-13	New Business Motion No. 1	That staff provide a quarterly report to Council on waste collection service levels, including improvements in service, potential problems, and problem areas within the Town.		<b>COMPLETED</b> Reporting done to N6 CAO's as part of the GFL contract.
<b>IES16</b>	2016-12-13	1(18) Environmental Advisory Committee Meeting Minutes of November 24, 2016, New Business Motion No. 1	That staff be directed to investigate the feasibility of eliminating single-use plastic bottles at all Town facilities, and report back; and  That a "bring your own bottle" initiative be implemented at all Town facilities.		<b>PENDING</b> Q1 2018
<b>IES17</b>	2016-12-13	1(18) Environmental Advisory Committee Meeting Minutes of November 24, 2016, New Business Motion No. 3	That staff be directed to investigate the feasibility of containment or removal of phragmites, and report back to Council within the first quarter of 2017; and  That a public education strategy be developed, regarding phragmites, dog-strangling vine, and		<b>PENDING</b> Q1 2018  <b>COMPLETED</b>

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REF. #	MTG DATE yyyy-mm-dd	REPORT TITLE/SUBJECT	ACTION	ACTION DEPT	RESPONSE/STATUS
			Japanese knotweed.		Info posted on Town's website in 2017
<b>IES18</b>	2016-12-13	1(18) Environmental Advisory Committee Meeting Minutes of November 24, 2016, New Business Motion No. 4	That staff be directed to investigate the feasibility of joining the ClimateWise Business Network.		Postponed until Climate change adaptation plan is developed and GHG reduction targets are in place for the Town.
<b>IES19</b>	2017-01-31	R2 (C1) IES17-001 – Facility Projects Status Report – JOC Final Report	That Report No. IES17-001, Facility Projects Status Report – JOC Final Report, be referred back to staff.		COMPLETED FS17-003 adopted on April 11, 2017
<b>IES20</b>	2017-04-25	Motion (b) Councillor Abel, Re: Community Energy Plan	Now Therefore Be It Hereby Resolved That staff be directed to prepare a Terms of Reference and a budget for a Community Energy Plan for Council's consideration as part of the 2018 Budget.		<b>PENDING</b> <b>Q1 2018</b>
<b>IES21</b>	2017-06-13	R1 (R12) IES17-028 – Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators	That staff report back to Council with the Request for Quotation results including cost implications, recommendations for moving forward with the work and a plan of action associated with a future maintenance program for this infrastructure.		
<b>IES22</b>	2017-11-24	Motion (c) Councillor Abel, Re: Pedestrian Traffic Calming	Now Therefore Be it Hereby Resolved That staff be directed to prepare an information report regarding the suitability and advisability of installing raised pedestrian crossings, and the estimated cost for up to five installations with an identified capital funding source.		<b>PENDING</b> Q1 2018, also included in capital project #34518

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PBS1	2013-10-08	Motion (a) Councillor Ballard Re: Principles of Shared Space – Aurora Promenade Study Area	THAT staff be directed to investigate the principles of Shared Space and identify any areas where these concepts could be applied within the Promenade Study Area; and THAT staff report to Council with examples of this concept, the principles applicable to Aurora, and recommendations on how this could be implemented within the Promenade Study Area.	PDS	<b>COMPLETED</b> Considered as part of the public consultation for the Cultural Precinct.
PBS2	2014-01-14	8. PL14-002 – Proposed Bell Mobility Telecommunications Tower, 15320 Bayview Ave. Holdings. 650-676 Wellington Street East, File Number D11-(EX)04-13	THAT report PL14-002 be referred back to staff to investigate the feasibility of co-location of services on telecommunication towers.	PDS	<b>PENDING</b> Bell has advised that they still have an interest in site as a co-location tower. Staff will report back to Council at a future date.
PBS3	2015-05-26	1(4) PL15-041 – Proposed Zoning By-law, Medical Marihuana Production, File: ZBA-2014-02	THAT staff be directed to investigate the possibility of the creation of a Town licensing regime for medical marihuana production facilities aligned to that of the City of Mississauga.	PDS/BBS	<b>COMPLETED</b> Report CS17-012
PBS4	2015-06-23	Motion (f) Councillor Kim Re: Unnamed Walkways	THAT staff be directed to identify all of the unnamed walkways in Aurora, investigate the potential to sell or auction off naming rights to these unnamed walkways and use the revenue generated from them toward various community benefits, and report back to Council.	PDS	<b>COMPLETED</b> Report No. PDS26-022 adopted on May 10/16.
PBS5	2015-11-24	Motion (a) Councillor Gaertner Re: Highland Gate Developments Inc. Reports	THAT Council direct staff to provide a report including the following: <ul style="list-style-type: none"> <li>All of the reports and correspondence related to the application from experts, authorities and staff received by the Town; and a report from the department of Parks and Recreation Services;</li> <li>A review and report on the newspaper articles about any and all development related to the subject lands preceding and following the time that the one-foot buffers were established; and at the time of the first redevelopment, in order to establish the publicly expressed terms of the</li> </ul>	PDS	<b>COMPLETED</b> Minutes of settlement entered into November 17, 2016

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			<p>original agreement and its intent;</p> <ul style="list-style-type: none"> <li>• The results of a search, for information about the understanding of the purpose and effect of the one-foot buffer when it was obtained, based on publishing a public notice requesting that any party with knowledge of the decision step forward and provide related historical information to the process; and having a letter sent to all living municipal councillors from the time and to all persons identifiable from the public record at the time as having participated in related public meetings, seeking their best recollections of the facts of the matter;</li> <li>• A thorough report produced by expert legal counsel independent of, but to be retained by, the Town of Aurora and reporting to Aurora Town Council as a whole to objectively summarize the facts and frame the legal context of the buffers, as they relate to the proposed development, in order to properly inform the planning process;</li> <li>• A report on the potential construction impacts, including noise, dust, road and traffic disruption, implications for public health, placement of construction vehicles and materials, safety-related issues including road, property and personal, effect on existing infrastructure including the ability of roads and subsurface utilities facilities to handle weight and volume of construction vehicles without damage; and quality of life effects on the neighbourhood;</li> <li>• A report on growth targets for the Town, including how Aurora is meeting or exceeding its growth targets;</li> <li>• A report on whether the Highland Gate Developments Inc. application will impact the Parks and Recreation Master Plan; and</li> </ul> <p>THAT this information be disclosed publically at a</p>		

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			future General Committee meeting, well ahead of an appeal being heard at the Ontario Municipal Board.		
PBS6	2015-12-08	Motion (b) Councillor Abel Re: Temperance Street Cultural Precinct	THAT staff be directed to conduct a Request for Proposal ("RFP") to engage a design firm to establish a Vision and Conceptual Plan for the Temperance Street Cultural Precinct area; and THAT upon completion of the RFP process, staff report back on the outcomes and any required budget consideration.	PDS	To be considered as part of the Official Plan review.
PBS7	2016-06-14	Motion (c) Councillor Mrakas Re: Cultural Heritage Landscapes Inventory	THAT the Town of Aurora develop the program, policy and/or criteria for identifying and evaluating Cultural Heritage Landscapes (CHL) and the subsequent creation of a Cultural Heritage Landscapes Inventory; and THAT the CHL assessment and inventory be incorporated into the Official Plan review; and THAT the CHL Inventory be referred to the Heritage Advisory Committee (HAC) for consideration at the next HAC meeting; and THAT staff report back to Council with the program, policy and/or criteria for identifying and evaluating Cultural Heritage Landscapes (CHL) and the inventory of landscapes identified at the September 12, 2016 Heritage Advisory Committee meeting for approval at the General Committee meeting of September 20, 2016.	PDS	Considered by the Heritage Advisory Committee on Oct. 17/16.
PBS8		Motion (b) Councillor Gaertner Re: Public Notice for Site Plan Applications	That Council direct Planning staff to formulate a policy that will require the same notification and signage required for Public Planning development applications; and  Be It Further Resolved That this draft policy be presented at a General Committee meeting before the end of 2016.	PBS	<b>COMPLETED</b> New Site Plan Notice Protocol Report presented to Council- November 5, 2016.

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PBS9	2016-10-25	1(12) PBS16-085 – Town of Aurora Strategic Plan Update – What We Heard	That staff be directed to prepare the draft Strategic Plan update based on the feedback received to date and that the draft Plan form the basis for the remaining planned public consultation activities.		Public information sessions conducted on November 29. Strategic Plan to Council for approval on February 6.
PBS10	2016-10-25	Motion (a) Councillor Abel; Re: Construction of Planned Secondary School in Official Plan	That the first and second operative clauses of the main motion as amended be deferred to a future Council meeting within 30 days, pending the presentation of further information from the York Region District School Board:  1. Now Therefore Let It Be Hereby Resolved That Council supports the Official Plan and the construction of the planned YRDSB Secondary School, on the property purchased by the YRDSB, to serve the needs of the catchment area; and  2. Be It Further Resolved That a copy of the Council resolution be forwarded to the Ministry of Education, MPP Chris Ballard, and York Region; and	PBS	<b>COMPLETED</b> Council Workshop with YRDSB held on Dec. 14/16.
PBS11	2016-10-25	Motion (a) Councillor Abel; Re: Construction of Planned Secondary School in Official Plan	3. Be It Further Resolved That dialogue/collaboration take place beginning in the last quarter of 2016, between the Town of Aurora and the YRDSB, and that invitations be extended to MPP Chris Ballard, York Region, and other interested partners to arrive at a solution; and  4. Be It Further Resolved That a representative or the Aurora-King Trustee from the York Region District School Board be invited to attend a future Council meeting and present further information regarding the proposed secondary school.	PBS	<b>COMPLETED</b> Council Workshop with YRDSB held on Dec. 14/16.
PBS12	2016-11-08	8. PBS16-098 – Additional Information: Comprehensive Zoning By-law Review, File Number: ZBA-2012-ZBR	That staff be directed to review the former policy that provides for indoor amenity space and report back to Council	PBS	Completed as part of New Zoning By-law, June 28, 2017

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PBS13	2017-02-14	R6. PBS17-004 – Application for Zoning By-law Amendment, Canadian Tire Real Estate Limited, 14700 Yonge Street, Part of Lots 76 and 77, Concession 1, File Number: ZBA-2016-05	That Report No. PBS17-004 – Application for Zoning By-law Amendment, Canadian Tire Real Estate Limited, 14700 Yonge Street, Part of Lots 76 and 77, Concession 1, File Number: ZBA-2016-05, be deferred to the last Council meeting of June 2017.		<b>PENDING</b> Canadian Tire has advised staff that the site has not sold and they wish to proceed with the re-zoning of property to add commercial uses.
PBS14	2017-05-09	Motion (c) Councillor Mrakas and Councillor Thom, Re: Commemorative Sesquicentennial Plaques	Be It Further Resolved That staff identify the buildings that were constructed in 1867 to be so plaqued; and  Be It Further Resolved That the plaques be presented during Canada Day Festivities to the properties identified by staff.	PBS	<b>COMPLETED</b>
PBS15	2017-06-13	Motion (b) Councillor Gaertner and Councillor Mrakas, Re: Highland Gate Redevelopment	Now Therefore Be It Hereby Resolved That staff provide a report to Council by July 4, 2017, before any Agreements are signed, that outlines all measures that can be taken to ensure that we have the ability, in writing, to mitigate the impacts of the construction, and that these include, but are not limited to, the following: <ul style="list-style-type: none"> <li>• Conditions that must be met in the Pre-Servicing and Subdivision agreements, including mitigation measures; and</li> <li>• The process should there be any contravention of the Town's Conditions or Requirements; and</li> <li>• The staff person responsible for addressing residents' concerns, and in what required time frame; and</li> <li>• Should any amendments to our By-laws be requested that will affect residents, an outline of the process of how these will be approved and communicated to the affected community; and</li> <li>• Whether the developer's Construction Mitigation Plan, which is provided to the residents for the communication process and construction protocols, will be included in the Conditions of the Subdivision Agreement and Draft Plan or be</li> </ul>	PBS	<b>COMPLETED</b> Staff provided Report No. PBS17-057.

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			binding in any way; and • The enforcement of the Agreements in regard to the developer's Letter of Credit.		
PBS16	2017-06-27	R6. PBS17-055 – Proposed Changes to the Ontario Municipal Board (OMB) and Updates to Four Provincial Land Use Plans	That staff be directed to submit input on Bill 139 to the province	PBS	<b>COMPLETED</b> Input provided to the province
PBS17	2017-06-27	R7. CAO17-001 – Economic Development Board – Terms of Reference	That the attached Economic Development Board – Terms of Reference be endorsed and staff be directed to proceed with the creation of the Aurora Economic Development Board.	PBS	<b>COMPLETED</b> Aurora Economic Development Corporation model presented to Council in Report Nos.CAO16-006 and CAO17-001. Aurora Economic Development Board members were confirmed at the Dec. 12/17 Council meeting.
PBS18	2017-10-24	Motion (a) Councillor Gaertner, Re: Review of Stable Neighbourhoods Policies	Now Therefore Be It Hereby Resolved That staff do a study of the By-laws governing development of stable neighbourhoods to ensure that the intent of our planning policy is being realized and reflected through these By-laws and report back to Council.	PBS	<b>PENDING</b> Q2 2018
PBS19	2017-12-12	Motion(a) Councillor Abel Re: Affordable Housing Plan	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  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 governments.		<b>PENDING</b> 2018
PBS20	2017-12-12	Motion (b) Councillor Mrakas Re: Interim Control By-law – Stable Neighbourhoods	Now Therefore Be It Hereby Resolved That staff propose an Interim Control By-law aimed at restricting development or alterations for a period not to exceed one year from the date of the passing of the by-law, which should define a specific area that includes areas within the existing “Stable Neighbourhoods” that contain older housing stock that contains		<b>PENDING</b> Q1 2018

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			<p>predominantly single-storey dwellings, with the purpose of restricting new residential dwellings or additions to an existing residential dwelling that exceeds the current development standards of the existing residential zones; and</p> <p>Be It Further Resolved That, for clarity, no portion of the former Highland Gate Golf Club lands be subject to the proposed Interim Control By-law; and</p> <p>Be It Further Resolved That staff report back to General Committee in the January 2018 meeting cycle with a draft Interim Control By-law for Council's consideration and enactment.</p>		

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PRCS1	2008-08-12	15. LS08-039 – Online Pond Removal and Channel Restoration	THAT staff and the working group present the proposed wildlife park to the Lake Simcoe Region Conservation Authority.	PRCS	Subject to the approval of PRCS14.
<b>PRCS2</b>	2012-12-18	New Business	THAT staff prepare a report regarding the Terms of Reference for the Parks and Recreation Advisory Committee. THAT staff report back on the issue of two or more non-profit sports groups within the Town of Aurora.	PRCS	<b>COMPLETED</b> Identified in PRCS 16-015 adopted by Council on Mar.29/16. On April 21 PRAC agenda.
PRCS3	2015-04-28	1(12) PR15-010 Aurora King Baseball Association Provision of Maintenance Service at Stewart Burnett Park Baseball Diamond	THAT the maintenance service level for Stewart Burnett Park baseball diamond be enhanced as set out in attached Schedule “A” entitled S. B. Maintenance Services; and THAT the requirements of Schedule “A” entitled S. B. Maintenance Services be included in the facility maintenance agreement between the Aurora King Baseball Association (AKBA) and the Town authorized by Council on April 14, 2015; and THAT \$7,000.00 be added to the 2015 Parks Operations Budget for the enhanced baseball diamond maintenance service level; and THAT the Town compensate the AKBA in an amount not to exceed \$7,000.00 for the provision of said maintenance services; and THAT the AKBA provision of enhanced maintenance services at Stewart Burnett Park baseball diamond be identified as a one (1) year pilot project; and THAT staff report back on the pilot project after the conclusion of the 2015 baseball season.	PRCS	Report on Pilot Project to be presented to Council in Q1-2016.  <b>COMPLETED</b>
PRCS4	2010-04-27	1(1) CAO10-006 – Anne Bartley Smith Lands	THAT the Chief Administrative Officer report back to Council with a draft custodial relationship agreement with the Ontario Heritage Trust related to the Anne Bartley Smith Lands when appropriate.	PRCS	<b>REMOVE</b> Ontario Heritage Trust cannot agree with terms and conditions for usage of lands. Recommend closing item.
PRCS5	2014-02-11	New Business	THAT staff explore options for the purchase of 100 Bloomington Road and obtain an appraisal on the land and report back to Council.	PRCS/LLS	<b>PENDING</b>

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PRCS6	2014-02-2	1(6) PR14-008 – Sports Dome	THAT Council authorize staff to explore the concept and carry out the appropriate due diligence for the transfer of ownership of the Sports Dome to the Town of Aurora and the operation of the Sports Dome to the Aurora Youth Soccer Club (AYSC); and THAT staff engage the services of a consultant to inspect and prepare a report on the condition of the Sports Dome; and THAT staff prepare terms and conditions for an agreement with the AYSC on the operation of the Sports Dome.	PRCS	In progress.  <b>COMPLETED</b>
PRCS7	2014-06-24	New Business	THAT Council direct staff to review public safety and access to the McLeod Wood Nature Reserve and report back to Council regarding the costs associated with erecting a fence on the Leslie Street side of the McLeod Nature Reserve and regarding the current maintenance of the property.	PRCS	Awaiting response from Planning on Re-zoning application re: taxes Cost to be included in 2015 Capital Budget. Extract for PR14-029 states THAT report PR14-029 be received for information.
<b>PRCS8</b>	2015-03-10	Motion (b) Councillor Kim Re: Multicultural Festival	THAT staff be directed to investigate and report back to Council on the potential for Aurora to hold a multicultural festival similar to those of other York Region Municipalities with a timeline of an inaugural event to be held sometime in 2016	PRCS	<b>COMPLETED</b> <b>Report No. PRCS16-031 adopted by Council on June 14/16 to provide funding.</b>
	2016-04-12	1(4) PRCS16-021 – Multicultural Festival	THAT staff be directed to begin the Multicultural event prior to the “Dance in the Park” event, and report back to Council if the earlier time is not feasible.		
	2016-04-26	New Business Item #1	THAT the Multicultural Festival be scheduled for Saturday, September 10, 2016, to be held at Ada Johnson Park, in the daytime.		
PRCS9	2015-04-28	1(13) Accessibility Advisory Committee Meeting Minutes of April 1, 2015	THAT staff be directed to bring a report to Council regarding the need for an Inclusion Coordinator for aquatics and recreation services.	PRCS	No new staff being contemplated per Council direction. To be considered with future staffing requests.

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PRCS10	15-11-03	1(5) PR15-033 – McMahon Park Neighbourhood Garden Public Survey Results	THAT staff be directed to pursue an alternative location for a neighbourhood garden and report back to Council.	PRCS	<b>COMPLETED</b> Considered for McMahon and Mavrinac Parks but not adopted – Community garden will be considered in future park designs.
PRCS11	2016-02-09	1(11) PRCS16-007 – Injury or Destruction of Trees on Private Property By-law	THAT staff be directed to report back on incentive programs, partnerships and other strategies that the municipality, working with the golf course industry, can use to meet the goal of planting trees on golf course lands.	PRCS	<b>Recommend closing this item</b> By-law to be presented. December 2016.
<b>PRCS12</b>	2015-10-27	1(6) PR15-032 – Aurora Sports Hall of Fame Relocation	THAT staff report back with options for signage, to be located along municipal, regional and provincial roadways, to highlight the location of the Sports Hall of Fame, Stronach Aurora Recreation Complex and the Aurora Cultural Centre.	PRCS	<b>PARTIALLY COMPLETED</b> <b>Report No. PR15-032 adopted on Oct.27/16.</b>
PRCS13	2015-07-14	Delegation (b) Mark Setter and David Tomlinson Re: Progress of 2C Wildlife Park Development Project	THAT the presentation of Mark Setter and David Tomlinson be received and referred to staff for comment and recommended course of action, to be provided to the Parks and Recreation Advisory Committee, Trails and Active Transportation Committee, and Environmental Advisory Committee for comment and recommendation, prior to staff reporting back to Council.	PRCS	<b>COMPLETED</b> Report No. PRCS16-023 adopted by Council on June 14/16 – Award of Tender.
<b>PRCS14</b>	2015-07-14	Motion (c) Councillor Humfries Re: Church Street School Landscaping	THAT staff review and provide appropriate landscape designs that would be more suitable for the building; and THAT the design options be first presented to the Aurora Cultural Centre Board to ensure that the design is conducive to Cultural Centre programming and vision, followed by a report to Council early in September 2015.	PRCS	<b>Redesign of Library Square in 2018</b>  <b>Report will be presented during 2016 Budget deliberations.</b>  <b>Will be subject of discussions with Cultural Centre staff during ongoing operational meetings.</b>
<b>PRCS15</b>	2015-08-11	Delegation (b) Don Lewis, President, Aurora Lions Club	THAT the presentation of Don Lewis, President, Aurora Lions Club, be received and referred to staff for a report	PRCS	<b>RECOMMEND CLOSURE OF THIS ITEM - 52 &amp; 56 VICTORIA</b>

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		Re: Home for the Aurora Lions Club	back to Council.		<b>STREET DEMOLISHED</b> To be included in the repurposing study.
<b>PRCS16</b>	2016-01-26	1(15) PRCS16-006 – Status of the Cultural Precinct Plan	THAT Council be provided with the geotechnical report for Blocks One and Three of the Cultural Precinct; and THAT the next Cultural Precinct report include all public comments received to date, and the concerns expressed by the Delegates from the General Committee meeting of January 19, 2016; and THAT the next Cultural Precinct report be accompanied by the report from AECOM unless provided to Members of Council prior to that date.	PRCS/PDS	<b>PARTIALLY COMPLETED</b> Report No. PR15-026 adopted on Sep. 15/15. Geotechnical report provided to Council.
	2016-04-26	1(10) PDS16-026 – Cultural Precinct/Library Square Repurposing Project Plan	THAT staff prepare reports and schedule public consultation meetings in accordance with the approval process.		
	2016-06-28	1(7) PDS16-041 – Cultural Precinct Public Consultation Process and Timeline	THAT Town Advisory Committees provide feedback as part of the public consultation and engagement process.		
<b>PRCS17</b>	2016-03-09	1(9) PRCS16-013 – Block 208 on Mavrinac Boulevard	THAT staff be directed to proceed with the design and development of Block 208 on Mavrinac Boulevard as a park, and report back to Council on potential design options, including but not limited to basketball courts, tennis courts, and accessibility features, by May 3, 2016.	PRCS	<b>COMPLETED 2017</b> Report No. PRCS16-013 adopted on Mar.8/16.  Report No. PRCS16-036 adopted by Council on July 12/16 approving plan and providing budget.  Report (RFP) on Oct. 18/16 GC agenda.
	2016-04-26	1(7) PRCS16-017 – Mavrinac Park Conceptual Design	THAT staff be directed to conduct a Public Open House for the purposes of obtaining input and comments from the public on the proposed design and facilities to be included in the park; and THAT the Mavrinac Park Conceptual Design be referred to the Accessibility Advisory Committee and the Parks and Recreation Advisory Committee for		

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	2016-07-12	6. PRCS16-036 – Mavrinac Park Public Meeting Results and Revised Conceptual Design	comment; and THAT funding from the Cash-in-Lieu of Parkland Reserve, in an amount not to exceed \$1,300,000.00 for the design and construction of the park, be approved; and THAT staff report back to Council with the information and comments received at the Public Open House including any revisions to the park concept plan, cost estimate and a proposed date of construction commencement.  THAT staff report back to Council with the results of the public tender and recommendations on proceeding with construction of the Park.		
PRCS18	2016-01-26	Motion (b) Councillor Thom Re: Facility Sponsorship and Advertising	THAT staff be directed to bring forward a report on the following: •The assessment and inventory of our current facility sponsorship and advertising assets; •The assessment and inventory on any potential facility sponsorship and advertising opportunities; •Best practices for facility sponsorship and advertising strategies from other Ontario municipalities (e.g., City of Oshawa, Town of Whitby, City of Ottawa); and •Recommendations for an enhanced facility sponsorship and advertising strategy for the Town of Aurora; and THAT the report be brought forward to Council before the beginning of the 2017 Budget deliberations.	PRCS	<b>COMPLETED</b> Part of 2018 budget
PRCS19	2014-06-24	Memorandum from Chief Administrative Officer Re: Petch House Open Call to the Public	THAT Council direct staff to report back on the costs of accommodating the suggested uses of the Petch House, categorized by function and level of modification required.	PRCS	<b>COMPLETED</b> Facility uses to be part of Facility-Use Study to be presented by PRCS. Costs to be evaluated once use is established.

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PRCS20	2013-09-24	Motion (b) Councillor Abel Re: Application for Ontario Music Fund Grant	NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to develop a strategy [re: a live music strategy for a provincial grant application].	PRCS	Staff to investigate and apply for grant opportunities where appropriate
	2016-04-12	1(6) PRCS16-018 – Music Strategy	THAT staff be directed to apply for funding from the Ontario Music Fund Grant to support the initiatives identified in the Music Strategy.		
PRCS21	2015-06-23	10. Correspondence from Jill Foster, CEO and Library Board Secretary Re: Presentation (c) Steve Langlois, Principal Planner, Monteith Brown Planning Consultants Re: Aurora Public Library Facility Needs Assessment	THAT the recommendation of the Aurora Public Library Board of Directors be referred back to staff to report back to Council on both the cost implications and effects of the Library's assumptions of the space within the Library.	PRCS	PENDING Staff drafting Transitional agreement with Library for assumption of space
PRCS22	2016-03-09	1(7) PRCS16-011 – Parks and Recreation Master Plan Update	THAT staff present an Implementation Plan to Council.	PRCS	COMPLETED
PRCS23	2016-05-10	1(19) Parks and Recreation Advisory Committee Meeting Minutes of April 21, 2016	THAT a status report regarding water seepage issues at the Skateboard Park be provided to Council and to the Parks and Recreation Advisory Committee for information.	PRCS	PENDING Capital Project scheduled for 2018 to address this
PRCS24	2016-05-24	Presentation (a) Teri Hastings Re: Aurora Music Festival	THAT staff report back on in-kind contributions to the Aurora Music Festival, including the possibility of a Sign By-law exemption.	PRCS	COMPLETED Memo adopted on June 14/16 providing funding for event.
PRCS25	2016-05-24	1(12) PRCS16-025 – Award of Tender PRCS2016-22 for the Construction of the Queen's Diamond Jubilee Park Accessible Playground	THAT Report No. PRCS16-025 – Award of Tender PRCS2016-22 for the Construction of the Queen's Diamond Jubilee Park Accessible Playground be deferred to the General Committee meeting of June 7, 2016, pending final comment from the Accessibility Advisory Committee regarding the final conceptual design.	PRCS	COMPLETED Report No. PRCS16-025 adopted by Council on June 14/16 - Award of Tender.
PRCS26	2016-09-13	GC New Business Motion No.1	That staff be directed to review the Ice Allocation Policy and report back to Council.	PRCS	COMPLETED Staff provided Report No. PRCS17-037.

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PRCS27	2016-09-27	GC New Business Motion No.2	That staff be directed to investigate the possibility of reduced ice costs for the Aurora Tigers Jr. A Hockey Club and report back to Council.	PRCS	<b>COMPLETED</b> New Fees approved for January 1, 2017
PRCS28	2016-10-11	1(6) PRCS17-044 – Leslie Street Underpass Construction	That Item 6, Report No. PRCS16-044 – Leslie Street Underpasses Construction, and previous reports and background, be referred to the Trails and Active Transportation Committee for comment on the usefulness of Underpass C and whether it is needed in the Trails Master Plan, and that staff report back.		<b>COMPLETED</b>
PRCS29	2016-10-11	1(13) Parks and Recreation Advisory Committee Meeting Minutes of September 15, 2016, Memorandum from Manager of Parks Re: Pet Waste in Public Parks and Open Space	That staff be directed to investigate a public education program and public survey regarding pet waste in public parks and open spaces.		<b>REPORT TO BE PRESENTED IN 2018</b>
PRCS30	2016-10-11	1(13) Parks and Recreation Advisory Committee Meeting Minutes of September 15, 2016, New Business Motion No. 1	That staff be directed to provide a review of the ownership, maintenance, and replacements of all existing feature walls in the Town; and  That staff be directed to investigate the feasibility of replacing the feature walls at the north-east and south-east corners Batson Drive and Yonge Street.		
PRCS31	2016-10-11	1(14) Trails and Active Transportation Committee Meeting Minutes of September 16, 2016, Memorandum from Manager of Parks, Re: Atkinson Park Trail Extension to St. John's Sideroad	That staff be directed to investigate the cost of the proposed Atkinson Park trail extension, consult with Lake Simcoe Region Conservation Authority and York Region, and report back to the Trails and Active Transportation Committee for consideration.		<b>2018 CAPITAL BUDGET</b>
PRCS32	2016-10-11	1(14) Trails and Active Transportation Committee Meeting Minutes of September 16, 2016, Memorandum from Manager of Parks, Re: Lake to Lake Trail Update	That the draft plan of the proposed Lake to Lake Cycling Route and Walking Trail be publicly communicated.		<b>COMPLETED</b>

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PRCS33	2016-11-22	Motion (b) Councillor Mrakas and Councillor Humfries, Re: Cycling Master Plan	Now Therefore Be It Hereby Resolved That staff work with the Trails and Active Transportation Committee in developing a strategy to create a Cycling Master Plan that will ultimately be incorporated into the Town's Official Plan.		<b>2019 CAPITAL</b>
PRCS34	2016-12-13	1(17) Parks and Recreation Advisory Committee Meeting Minutes of November 17, 2016, New Business Motion No.1	That staff be directed to investigate the feasibility of control and/or eradication of invasive species in Aurora and report back.		
PRCS35	2017-01-31	C1(R3) PRCS17-002 – Aurora's Multicultural Festival – Information Gathering Sessions	That Report No. PRCS17-002 be received; and  That the scheduling of two (2) public open houses for the purpose of gathering input from the community on the programming elements of Aurora's Multicultural Festival be approved.		<b>COMPLETE</b> Two open houses took place March 2 & 8, 2017
PRCS36	2017-03-28	C1(R5) PRCS17-006 – Tax Exempt Status for Sports Dome and Tennis Dome	That Report No. PRCS17-006, Tax Exempt Status for Sports Dome and Tennis Dome, be referred back to staff for consideration of Council's comments and to bring back a separate report on each facility providing further information.		<b>PARTIALLY COMPLETED</b> Staff provided Report No. PRCS17-027, re: Tax Exempt Status for Sports Dome
PRCS37	2017-04-25	Motion (c) Councillor Kim, Re: Multi-use Sports Facility	Now Therefore Be It Hereby Resolved That staff work with Aurora's various sports partners and come back to Council with a report regarding a proposed facility fit for a new multi-use sports facility; and  Be It Further Resolved That the report be presented to the Finance Advisory Committee and the Parks, Recreation and Cultural Services Advisory Committee prior to Council's 2018 budget deliberations.		<b>COMPLETE</b>
PRCS38	2017-04-25	Motion (d) Councillor Kim, Re: Baseball Diamonds	Now Therefore Be It Hereby Resolved That staff report back to Council in time for the 2018 capital budget deliberations with options for at least two (2) baseball diamonds indicating costs, potential locations and other ancillary needs.		<b>COMPLETE</b>

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PRCS39	2017-06-27	R9 (R2) PRCS17-024 – Space Accommodations for Community Groups	That staff continue to work toward finding a solution regarding space for community groups		<b>COMPLETE</b>
PRCS40	2017-09-26	Motion (a) Councillor Mrakas, Re: Aurora Christmas Market (Outdoor)	<p>Now Therefore Be It Hereby Resolved That staff develop a new special event—a one night, outdoor Aurora Christmas Market—to be held prior to Christmas 2017 in Library Square; and</p> <p>Be It Further Resolved That staff report back to Council with dates and costs associated with holding a 2017 Aurora Christmas Market for Council’s approval; and</p>		<b>COMPLETED</b> Staff provided Report No. PRCS17-037.
PRCS41	2017-11-14	C1(R3) PRCS17-037 – Aurora Outdoor Christmas Market	That staff report back to Council on the need for additional staff for Special Events/Communications in Q1 of 2018; and		<b>PENDING Q1, 2018</b>
PRCS42	2017-11-24	Motion (b) Councillor Abel, Re: Aurora Pow-Wow 2018	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.		<b>COMPLETE</b>

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CAO 1	CAO 1	2015-04-28  2015-05-11  2015-07-14	Motion (b) Councillor Thompson Re: Corporate Communications Policy  1(16) Memorandum from Chief Administrative Officer Re: Communications  4. CAO15-009 – Results of Communications Survey	THAT the Town of Aurora's Corporate Communications Plan (2011) and the Corporate Communications Policy be placed on the next Agenda for review and direction from Council; and THAT staff bring forward, for Council's approval, a revised Corporate Communications Plan and Corporate Communications Policy prior to the end of 2015.  THAT a public Council workshop be scheduled to review the Communications Policies and Corporate Communications Strategic Plan; and THAT staff be directed to engage residents, including at the upcoming 2015 Aurora Chamber Street Festival, to obtain ideas on improving the Town's communication and engagement practices and policies.  THAT Report No. CAO15-009 be referred to a future Council Workshop to be scheduled in September 2015.	CAO  CAO  CAO	<b>PARTIALLY COMPLETED</b> Council adopted Memo re Communications May 11/15.  Update to Council in April 2016 to be presented to Council.  <b>New Communications Manager hired and commenced work July 18/16.</b>  Report CAO16-005 was received by Council on Nov. 9/17. Communications Strategy Workshop held on Mar. 27/17
CAO 5	CAO 2	2016-01-26	1(13) PRCS16-003 – Aurora Soccer Club Lease Agreement – Highland Park	THAT the Chief Administrative Officer be directed to report back within six (6) months on options for a process to manage leases and other agreements.	CAO	<b>PENDING</b> Legal Services is currently in the process of standardizing all leases. A Summary report will be presented in 2018 once completed.
CAO 8	CAO 3	2016-09-27	Motion (a) Councillor Kim Cultural Partners	That "cultural partners" be identified as any group or organization that is financially supported through direct funding or exclusive use of Town facilities in the delivery of Cultural programming; and That the CAO report to Council with a list of Cultural Partners and a terms of reference for the a review of existing delivery models and a review of possible alternative approaches in the delivery of cultural programs and service to residents; and  That upon acceptance of the terms of reference by	CAO	<b>PARTIALLY COMPLETED</b> Staff provided Report No. CAO17-002.

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		2017-04-25	R1. CAO17-002 – Cultural Partners Review	<p>Council, the CAO commence the review and report back to Council with delivery options and recommendations by the end March 31, 2017.</p> <p>That the Town conduct a facilitated workshop with its cultural partners; and</p> <p>That, following the workshop, staff report back to Council with detailed next steps pertaining to review of the existing Cultural Partnership delivery model and potential for alternative approaches.</p>		<b>PENDING</b>
<b>CAO 11</b>	<b>CAO 4</b>	2017-10-10	R2. CAO17-006 – Engagement of Review of Joint Operations Centre (JOC) Project and Costs	That staff be directed to provide a cost for a qualitative audit report on the effectiveness of the project management processes of the JOC Project.	CAO	<b>PENDING</b>
<b>CAO 12</b>	<b>CAO 5</b>	2017-11-28	R2. CAO17-007 – Branding Concepts for Aurora Armoury	That Report No. CAO17-007 – Branding Concepts for Aurora Armoury be deferred to the Council meeting in January 2018 to allow for public consultation.	CAO	<b>PENDING</b>

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CS1	CS 1	2015-01-20	Motion (d) Councillor Mrakas Re: Sign By-law Enforcement	THAT staff be directed to report on options to ensure necessary staff to enforce the Temporary Sign By-law as it pertains to municipal election signs.	BBS	Future consideration.
CS6	CS 2	2015-05-26	1 (2) LLS15-035 – Request for an Encroachment Agreement (29 Mendy’s Forest) and  1 (3) LLS15-036 – Request for an Encroachment Agreement (50 Pineneedle Drive)	THAT Item 1(2) LLS15-035 – Request for an Encroachment Agreement (29 Mendy’s Forest) be deferred until such time that staff reports back to Council regarding the policy for management of encroachments throughout the Town.  THAT Item 1(3) LLS15-036 – Request for an Encroachment Agreement (50 Pineneedle Drive) be deferred until such time that staff reports back to Council regarding the policy for management of encroachments throughout the Town.	LLS	<b>PENDING</b> Encroachment By-law in draft form, policy under review. Report to Council expected Q2/18
CS11	CS 3	2016-02-23	Motion (a) Councillor Kim Re: Publication of Purchase and Sale of Lands by the Town	THAT, subject to the requirements of the Municipal Freedom of Information and Protection of Privacy Act, the Town of Aurora make available on its public website no later than June 30, 2016, a list of all completed land transactions (acquisitions and dispositions), including those completed within the previous five (5) years, that includes the following information: (a) the property address; (b) the names of the parties to the transaction; (c) the closing date of the transaction; (d) the purchase/sale price, with any taxes paid as part of the transaction separated out where possible; and THAT the following types of land transactions be excluded from the list published on the Town’s website: (a) transfers of land for a nominal amount; (b) transfers of land pertaining to the registration of subdivision agreements; and (c) transfers of land pertaining to property tax sales.	LLS	<b>COMPLETED</b> List available on Town website.

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			R4 (R3) CS17-018 – Power of Entry	referred back to staff for further clarification and report back to Council		2018.
<b>CS24</b>	<b>CS 8</b>	2017-06-13	Motion (a) Councillor Abel, Re: Twinning With an Indigenous Community: A Canada 150 Municipal Legacy	Now Therefore Be It Hereby Resolved That staff be directed to investigate twinning with an Indigenous community in Ontario and report back with details for Council consideration; and	CS	<b>PENDING</b> To come to GC in Spring 2018
<b>CS25</b>	<b>CS 9</b>	2017-10-10	Motion (a) Mayor Dawe, Re: Federal Legalization of Recreational Cannabis	Now Therefore Be It Hereby Resolved That staff be directed to investigate this “opt out” provision with the Province.		<b>PENDING</b> more information from the Province
<b>CS27</b>	<b>CS 10</b>	2017-11-28	R3. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule	That Report No. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule be deferred to a future Council meeting.	CS	<b>PARTIALLY COMPLETED</b> 2018 Meeting Schedule approved as part of Report No. CS17-039. Procedure By-law Review to be brought forward in Q1 2018.

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FS6	FS 1	2017-02-14	R2. FS17-001 – Fire Station 4-5 Project Funding – Aurora Share	That staff report back with a funding report for Aurora’s share of the construction phase of the project.	FS	<b>PENDING</b> To be included with final design cost in Q2 2018
FS7	FS 2	2017-02-28	Motion (b) Councillor Mrakas Re: Property Tax Vacancy Rebates	Be It Further Resolved That staff be directed to report back to Council after the matter of the vacant unit tax rebate has been addressed by the Region;	FS	<b>PENDING</b> Q1 2018
FS8	FS 3	2017-04-11	C1(R2) FS17-003 – Joint Operations Centre (JOC) Project: Financial Summary Report	That staff be directed to request that York Region conduct an independent auditor’s review of the Joint Operations Centre project; and  That staff be directed to compile a comprehensive list of “lessons learned” respecting the Joint Operations Centre and Aurora Family Leisure Complex projects for future reference by staff and Council; and  That staff be directed to report back on the total cost of the Joint Operations Centre project.	FS	<b>PENDING</b> Q1 2018
FS9	FS 4	2017-05-09	Motion (a) Councillor Mrakas, Re: Vacant Property Tax	Now Therefore Be It Hereby Resolved That staff be directed to investigate options for imposing a vacant home tax under the new provincial initiative, and report back with recommendations in Q3 for Council’s consideration	FS	<b>PENDING</b> Q2 2018
FS14	FS 5	2017-12-12	R2. FS17-050 – 2018 Operating Budget Final Approval	That the necessary by-law be enacted at a future Council Meeting to set the final billing 2018 tax rates and payment dates		<b>PENDING</b> Tax rate by-law to come forward in Q2, 2018

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IES1	PDS 1	2013-08-13	19. IES13-043 – On-Street Parking and Safety Concerns on Stone Road	THAT this Item be referred back to staff for a report on time restricted parking.	IES	Staff report for Q2-2016
IES5	PDS 2	2015-06-23	Motion (d) Councillor Pimi Re: Low Impact Development Reserve Fund	THAT staff be directed to draft a report to Council outlining proposed additional fees for redevelopments which increase lot coverage for the purpose of implementing a low impact development reserve fund.	IES	This item will be included in the capital project to review stormwater charges planned for completion in Q4-2016.  A further report will be coming to Council in Q1 of 2018
IES8	OPS 1	2016-03-29	IES16-027– School Travel Planning Program for Aurora Heights Public School Update	THAT staff be directed to prioritize the installation of the sidewalk on Kitimat Crescent, for consideration as part of the 2017 Capital Budget; and THAT staff report back to Council on the provision of a school crossing guard at the intersection of Tecumseh Drive and Kitimat Crescent.	IES	<b>PARTIALLY COMPLETED</b> Report No. IES16-055 adopted by Council on June 14/16 to hire crossing guards.  COMPLETED Project part of 2018 capital budget
IES1 4	OPS 2	2016-11-22	Motion (b) Councillor Gaertner, Proposed Community Safety Zone in Town Park Area	Be It Further Resolved That when the provincial government gives municipalities the authority to set up photo radar cameras, staff be directed to report back regarding the implementation of photo radar cameras in all community safety zones.		<b>PENDING</b> Provincial legislation not implemented yet, still requires Royal Assent.
IES1 6	PDS 3	2016-12-13	1(18) Environmental Advisory Committee Meeting Minutes of November 24, 2016, New Business Motion No. 1	That staff be directed to investigate the feasibility of eliminating single-use plastic bottles at all Town facilities, and report back; and  That a “bring your own bottle” initiative be implemented at all Town facilities.		<b>PENDING</b> Q1 2018
IES1	PDS 4	2016-12-13	1(18) Environmental Advisory	That staff be directed to investigate the feasibility of		<b>PENDING</b>

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7			Committee Meeting Minutes of November 24, 2016, New Business Motion No. 3	containment or removal of phragmites, and report back to Council within the first quarter of 2017; and  That a public education strategy be developed, regarding phragmites, dog-strangling vine, and Japanese knotweed.		Q1 2018  <b>COMPLETED</b> Info posted on Town's website in 2017
<b>IES1 8</b>	<b>PDS 6</b>	2016-12-13	1(18) Environmental Advisory Committee Meeting Minutes of November 24, 2016, New Business Motion No. 4	That staff be directed to investigate the feasibility of joining the ClimateWise Business Network.		Postponed until Climate change adaptation plan is developed and GHG reduction targets are in place for the Town.
<b>IES2 0</b>	<b>PDS 7</b>	2017-04-25	Motion (b) Councillor Abel, Re: Community Energy Plan	Now Therefore Be It Hereby Resolved That staff be directed to prepare a Terms of Reference and a budget for a Community Energy Plan for Council's consideration as part of the 2018 Budget.		<b>PENDING Q1 2018</b>
<b>IES2 1</b>	<b>OPS 3</b>	2017-06-13	R1 (R12) IES17-028 – Cleaning of Catch Basins, Storm Detention Tanks and Oil Grit Separators	That staff report back to Council with the Request for Quotation results including cost implications, recommendations for moving forward with the work and a plan of action associated with a future maintenance program for this infrastructure.		
<b>IES2 2</b>	<b>PDS 8</b>	2017-11-24	Motion (c) Councillor Abel, Re: Pedestrian Traffic Calming	Now Therefore Be it Hereby Resolved That staff be directed to prepare an information report regarding the suitability and advisability of installing raised pedestrian crossings, and the estimated cost for up to five installations with an identified capital funding source.		<b>PENDING Q1 2018, also included in capital project #34518</b>

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PBS2	PDS 9	2014-01-14	8. PL14-002 – Proposed Bell Mobility Telecommunications Tower, 15320 Bayview Ave. Holdings. 650-676 Wellington Street East, File Number D11-(EX)04-13	THAT report PL14-002 be referred back to staff to investigate the feasibility of co-location of services on telecommunication towers.	PDS	<b>PENDING</b> Bell has advised that they still have an interest in site as a co-location tower. Staff will report back to Council at a future date.
PBS6	PDS 10	2015-12-08	Motion (b) Councillor Abel Re: Temperance Street Cultural Precinct	THAT staff be directed to conduct a Request for Proposal ("RFP") to engage a design firm to establish a Vision and Conceptual Plan for the Temperance Street Cultural Precinct area; and THAT upon completion of the RFP process, staff report back on the outcomes and any required budget consideration.	PDS	To be considered as part of the Official Plan review.
PBS7	PDS 11	2016-06-14	Motion (c) Councillor Mrakas Re: Cultural Heritage Landscapes Inventory	THAT the Town of Aurora develop the program, policy and/or criteria for identifying and evaluating Cultural Heritage Landscapes (CHL) and the subsequent creation of a Cultural Heritage Landscapes Inventory; and THAT the CHL assessment and inventory be incorporated into the Official Plan review; and THAT the CHL Inventory be referred to the Heritage Advisory Committee (HAC) for consideration at the next HAC meeting; and THAT staff report back to Council with the program, policy and/or criteria for identifying and evaluating Cultural Heritage Landscapes (CHL) and the inventory of landscapes identified at the September 12, 2016 Heritage Advisory Committee meeting for approval at the General Committee meeting of September 20, 2016.	PDS	Considered by the Heritage Advisory Committee on Oct.17/16.
PBS9	PDS 12	2016-10-25	1(12) PBS16-085 – Town of Aurora Strategic Plan Update – What We Heard	That staff be directed to prepare the draft Strategic Plan update based on the feedback received to date and that the draft Plan form the basis for the remaining planned public consultation activities.		Public information sessions conducted on November 29. Strategic Plan to Council for approval on February 6.

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PBS1 2	<b>PDS 13</b>	2016-11-08	8. PBS16-098 – Additional Information: Comprehensive Zoning By-law Review, File Number: ZBA-2012-ZBR	1. That staff be directed to review the former policy that provides for indoor amenity space and report back to Council	PBS	Completed as part of New Zoning By-law, June 28, 2017
PBS1 3	<b>PDS 14</b>	2017-02-14	R6. PBS17-004 – Application for Zoning By-law Amendment, Canadian Tire Real Estate Limited, 14700 Yonge Street, Part of Lots 76 and 77, Concession 1, File Number: ZBA-2016-05	That Report No. PBS17-004 – Application for Zoning By-law Amendment, Canadian Tire Real Estate Limited, 14700 Yonge Street, Part of Lots 76 and 77, Concession 1, File Number: ZBA-2016-05, be deferred to the last Council meeting of June 2017.		<b>PENDING</b> Canadian Tire has advised staff that the site has not sold and they wish to proceed with the re-zoning of property to add commercial uses.
PBS1 8	<b>PDS 15</b>	2017-10-24	Motion (a) Councillor Gaertner, Re: Review of Stable Neighbourhoods Policies	Now Therefore Be It Hereby Resolved That staff do a study of the By-laws governing development of stable neighbourhoods to ensure that the intent of our planning policy is being realized and reflected through these By-laws and report back to Council.	PBS	<b>PENDING</b> Q2 2018
PBS1 9	<b>PDS 16</b>	2017-12-12	Motion(a) Councillor Abel Re: Affordable Housing Plan	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  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 governments.		<b>PENDING</b> 2018
PBS2 0	<b>PDS 17</b>	2017-12-12	Motion (b) Councillor Mrakas Re: Interim Control By-law – Stable Neighbourhoods	Now Therefore Be It Hereby Resolved That staff propose an Interim Control By-law aimed at restricting development or alterations for a period not to exceed one year from the date of the passing of the by-law, which should define a specific area that includes areas within the existing “Stable Neighbourhoods” that contain older housing stock that contains predominantly single-storey dwellings, with the purpose of restricting new residential dwellings or additions to an existing residential dwelling that exceeds the current development standards of the existing residential		<b>PENDING</b> Q1 2018

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				zones; and  Be It Further Resolved That, for clarity, no portion of the former Highland Gate Golf Club lands be subject to the proposed Interim Control By-law; and  Be It Further Resolved That staff report back to General Committee in the January 2018 meeting cycle with a draft Interim Control By-law for Council's consideration and enactment.		

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PRC S1	<b>PDS 18</b>	2008-08-12	15. LS08-039 – Online Pond Removal and Channel Restoration	THAT staff and the working group present the proposed wildlife park to the Lake Simcoe Region Conservation Authority.	PRCS	Subject to the approval of PRCS14.
PRC S5	<b>PDS 19</b>	2014-02-11	New Business	THAT staff explore options for the purchase of 100 Bloomington Road and obtain an appraisal on the land and report back to Council.	PRCS/LS	<b>PENDING</b>
PRC S7	<b>OPS 4</b>	2014-06-24	New Business	THAT Council direct staff to review public safety and access to the McLeod Wood Nature Reserve and report back to Council regarding the costs associated with erecting a fence on the Leslie Street side of the McLeod Nature Reserve and regarding the current maintenance of the property.	PRCS	Awaiting response from Planning on Re-zoning application re: taxes Cost to be included in 2015 Capital Budget. Extract for PR14-029 states THAT report PR14-029 be received for information.
PRC S9	<b>CMS 1</b>	2015-04-28	1(13) Accessibility Advisory Committee Meeting Minutes of April 1, 2015	THAT staff be directed to bring a report to Council regarding the need for an Inclusion Coordinator for aquatics and recreation services.	PRCS	No new staff being contemplated per Council direction. To be considered with future staffing requests.
<b>PRC S12</b>	<b>CMS 2</b>	2015-10-27	1(6) PR15-032 – Aurora Sports Hall of Fame Relocation	THAT staff report back with options for signage, to be located along municipal, regional and provincial roadways, to highlight the location of the Sports Hall of Fame, Stronach Aurora Recreation Complex and the Aurora Cultural Centre.	<b>PRCS</b>	<b>PARTIALLY COMPLETED</b> <b>Report No. PR15-032 adopted on Oct.27/16.</b>
<b>PRC S16</b>	<b>CMS 3</b>	2016-01-26  2016-04-26	1(15) PRCS16-006 – Status of the Cultural Precinct Plan  1(10) PDS16-026 – Cultural Precinct/Library Square	THAT Council be provided with the geotechnical report for Blocks One and Three of the Cultural Precinct; and THAT the next Cultural Precinct report include all public comments received to date, and the concerns expressed by the Delegates from the General Committee meeting of January 19, 2016; and THAT the next Cultural Precinct report be accompanied by the report from AECOM unless provided to Members of Council prior to that date.  THAT staff prepare reports and schedule public consultation meetings in accordance with the approval process.	PRCS/ PDS	<b>PARTIALLY COMPLETED</b> Report No. PR15-026 adopted on Sep. 15/15. Geotechnical report provided to Council.

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		2016-06-28	Repurposing Project Plan 1(7) PDS16-041 – Cultural Precinct Public Consultation Process and Timeline	THAT Town Advisory Committees provide feedback as part of the public consultation and engagement process.		
PRCS 20	CMS 4	2013-09-24	Motion (b) Councillor Abel Re: Application for Ontario Music Fund Grant	NOW THEREFORE BE IT HEREBY RESOLVED THAT staff be directed to develop a strategy <i>[re: a live music strategy for a provincial grant application]</i> .	PRCS	Staff to investigate and apply for grant opportunities where appropriate
		2016-04-12	1(6) PRCS16-018 – Music Strategy	THAT staff be directed to apply for funding from the Ontario Music Fund Grant to support the initiatives identified in the Music Strategy.		
PRCS 21	CMS 5	2015-06-23	10. Correspondence from Jill Foster, CEO and Library Board Secretary Re: Presentation (c) Steve Langlois, Principal Planner, Monteith Brown Planning Consultants Re: Aurora Public Library Facility Needs Assessment	THAT the recommendation of the Aurora Public Library Board of Directors be referred back to staff to report back to Council on both the cost implications and effects of the Library's assumptions of the space within the Library.	PRCS	PENDING Staff drafting Transitional agreement with Library for assumption of space
PRCS 23	OPS 5	2016-05-10	1(19) Parks and Recreation Advisory Committee Meeting Minutes of April 21, 2016	THAT a status report regarding water seepage issues at the Skateboard Park be provided to Council and to the Parks and Recreation Advisory Committee for information.	PRCS	PENDING Capital Project scheduled for 2018 to address this
PRCS 29	OPS 6	2016-10-11	1(13) Parks and Recreation Advisory Committee Meeting Minutes of September 15, 2016, Memorandum from Manager of Parks Re: Pet Waste in Public Parks and Open Space	That staff be directed to investigate a public education program and public survey regarding pet waste in public parks and open spaces.		REPORT TO BE PRESENTED IN 2018

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PRC S 3 0	<b>OPS 7</b>	2016-10-11	1(13) Parks and Recreation Advisory Committee Meeting Minutes of September 15, 2016, New Business Motion No. 1	That staff be directed to provide a review of the ownership, maintenance, and replacements of all existing feature walls in the Town; and  That staff be directed to investigate the feasibility of replacing the feature walls at the north-east and south-east corners Batson Drive and Yonge Street.		
PRC S 3 1	<b>OPS 8</b>	2016-10-11	1(14) Trails and Active Transportation Committee Meeting Minutes of September 16, 2016, Memorandum from Manager of Parks, Re: Atkinson Park Trail Extension to St. John's Sideroad	That staff be directed to investigate the cost of the proposed Atkinson Park trail extension, consult with Lake Simcoe Region Conservation Authority and York Region, and report back to the Trails and Active Transportation Committee for consideration.		<b>2018 CAPITAL BUDGET</b>
PRC S 3 3	<b>OPS 10</b>	2016-11-22	Motion (b) Councillor Mrakas and Councillor Humfries, Re: Cycling Master Plan	Now Therefore Be It Hereby Resolved That staff work with the Trails and Active Transportation Committee in developing a strategy to create a Cycling Master Plan that will ultimately be incorporated into the Town's Official Plan.		<b>2019 CAPITAL</b>
PRC S 3 4	<b>OPS 11</b>	2016-12-13	1(17) Parks and Recreation Advisory Committee Meeting Minutes of November 17, 2016, New Business Motion No.1	That staff be directed to investigate the feasibility of control and/or eradication of invasive species in Aurora and report back.		
PRC S 3 6	<b>CMS 6</b>	2017-03-28	C1(R5) PRCS17-006 – Tax Exempt Status for Sports Dome and Tennis Dome	That Report No. PRCS17-006, Tax Exempt Status for Sports Dome and Tennis Dome, be referred back to staff for consideration of Council's comments and to bring back a separate report on each facility providing further information.		<b>PARTIALLY COMPLETED</b> Staff provided Report No. PRCS17-027, re: Tax Exempt Status for Sports Dome

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PRC S 3 8	<b>OPS 12</b>	2017-04-25	Motion (d) Councillor Kim, Re: Baseball Diamonds	Now Therefore Be It Hereby Resolved That staff report back to Council in time for the 2018 capital budget deliberations with options for at least two (2) baseball diamonds indicating costs, potential locations and other ancillary needs.		<b>COMPLETE</b>
PRC S 4 1	<b>CMS 7</b>	2017-11-14	C1(R3) PRCS17-037 – Aurora Outdoor Christmas Market	That staff report back to Council on the need for additional staff for Special Events/Communications in Q1 of 2018; and		<b>PENDING Q1, 2018</b>



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<b>Notice of Motion</b>	<b>Councillor Harold Kim</b>
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**Date:** February 6, 2018

**To:** Mayor and Members of Council

**From:** Councillor Kim

**Re: Road Construction**

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Whereas the Town of Aurora has a Ten-Year Road Construction Program, and each year there are road projects impacting residents and businesses alike; and

Whereas recent road improvement project(s) have had its challenges; and

Whereas in 2018 the Town is anticipating road projects including, but not limited to, Yonge Street stretching from Brookland Avenue to St. John's Sideroad; and

Whereas staff in large part has already analyzed the challenges and successes in the case of the Brookland Avenue road project, and plans to leverage the information for future projects; and

Whereas the Town has a Business Concierge team to partner with local businesses to mediate potential business impacts due to adjacent road construction;

1. Now Therefore Be It Hereby Resolved That staff bring a detailed report to Council which includes, but is not limited to, the following:
  - (a) Challenges encountered (including incidents in the Brookland Avenue road improvement project);
  - (b) Successes;
  - (c) What was learned;
  - (d) Recommendations to be included for future road projects, including how the Business Concierge team can get involved; and
  - (e) Business owner participation.