



Council Meeting Agenda

**Tuesday, March 26, 2019
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora Council Meeting Agenda

Tuesday, March 26, 2019
7 p.m., Council Chambers

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. Community Presentations

- (a) **Theresa Buck, Communication Coordinator, Special Olympics Aurora**
Re: Special Olympics Aurora Overview

4. Delegations

- (a) **Doug MacPherson, Resident**
**Re: General Committee Item R5 – PDS19-004 – Stop Control Removal at
Corbett Crescent and Cossar Drive**

5. Consent Agenda

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

Recommended:

That the following Consent Agenda Items, C1 to C2 inclusive, be approved:

C1. Council Meeting Minutes of February 26, 2019

Recommended:

1. That the Council Meeting minutes of February 26, 2019, be adopted as printed and circulated.

C2. Special Meeting of Council Minutes of March 19, 2019

Recommended:

1. That the Special Meeting of Council minutes of March 19, 2019, be adopted as printed and circulated.

6. Standing Committee Reports

Note: Recommendations from the Budget Committee are included in Item R2 – FS19-007 – 2019 Final Capital Budget Report and Item R3 – FS19-010 – 2019 Operating Budget Final Approval.

Recommended:

That the following Standing Committee Reports, S1 to S7, be approved:

S1. General Committee Meeting Report of March 19, 2019

Recommended:

1. That the General Committee meeting report of March 19, 2019, be received and the recommendations carried by the Committee approved.

S2. Budget Committee Meeting Report of February 2, 2019

Recommended:

1. That the Budget Committee meeting report of February 2, 2019, be received for information.

S3. Budget Committee Meeting Report of February 19, 2019

Recommended:

1. That the Budget Committee meeting report of February 19, 2019, be received for information.

S4. Budget Committee Meeting Report of February 21, 2019

Recommended:

1. That the Budget Committee meeting report of February 21, 2019, be received for information.

S5. Budget Committee Meeting Report of February 25, 2019

Recommended:

1. That the Budget Committee meeting report of February 25, 2019, be received for information.

S6. Budget Committee Meeting Report of March 4, 2019

Recommended:

1. That the Budget Committee meeting report of March 4, 2019, be received for information.

S7. Budget Committee Meeting Report of March 18, 2019

Recommended:

1. That the Budget Committee meeting report of March 18, 2019, be received for information.

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. FS19-005 – 2019 Water, Wastewater, Stormwater Budgets and Rates

Recommended:

1. That Report No. FS19-005 be received; and

2. That the 2019 combined Water, Wastewater and Stormwater budget of \$27,013,565 be approved; and
3. That the 2019 retail water rate of \$2.18 per cubic metre and the retail wastewater rate of \$2.65 per cubic metre be approved; and
4. That the 2019 flat rate stormwater charges of \$5.44 per unit per month for residential and condominium properties and \$69.08 per unit per month for metered non-residential commercial/industrial and multi-residential properties be approved; and
5. That the new approved retail water, retail wastewater and stormwater charge rate become effective for all billings issued by the Town on or after May 1, 2019, and be retroactive for all consumption newly billed on such billings; and
6. That the 2019 bulk water purchase rate of \$4.83 per cubic metre dispensed effective May 1, 2019 be approved; and
7. That the necessary by-law be enacted to implement the 2019 retail water rate, retail wastewater rate, stormwater charge and bulk water purchase rate.

R2. FS19-007 – 2019 Final Capital Budget Report

Recommended:

1. That Report No. FS19-007 be received; and
2. That the Town's Strategic Asset Management Policy be approved; and
3. That the renewed 2018 Asset Management Plan be approved; and
4. That the updated 2018 Ten Year Capital Investment Plan be received; and
5. That the 2019 Capital Budget for Repair and Replacement of existing infrastructure totaling \$10,521,210 as listed in Attachment 4, be approved; and

6. That the 2019 Capital Budget for Growth and New Capital totaling \$49,062,550 as listed in Attachment 5 be approved; and
7. That the 2019 Capital Budget for Studies and Other Projects totaling \$980,000 as listed in Attachment 6 be approved; and
8. That the funding sources for each capital project included in this report be approved as those reviewed and recommended by Budget Committee on February 2 and February 19, 2019.

R3. FS19-010 – 2019 Operating Budget Final Approval

(Report to be provided as an Additional Item to the Agenda)

**R4. OPS19-005 – Approval of Capital Project No. 71103 and No. 34420
("Wide Area Mower")**

Recommended:

1. That Report No. OPS19-005 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 71103 – Wide Mower Unit (#255-20) in the amount of \$140,000; and
3. That this report satisfy Council's conditional budget approval for Capital Project No. 34420 – New Wide Area Mower in the amount of \$140,000; and
4. That the total approved budget for Capital Project No. 71103 be increased to \$175,000, representing an increase of \$35,000 to be funded from the Fleet R&R Reserve; and
5. That the total approved budget for Capital Project No. 34420 be increased to \$175,000, representing an increase of \$35,000 to be funded by \$3,500 from the Growth and New Reserve and \$31,500 from the Parks DC Reserve.

8. Motions

(a) Councillor Gaertner

Re: Information Regarding 672 and 684 Henderson Drive

(Deferred from Council Meeting of February 26, 2019)

9. Regional Report

York Regional Council Highlights – February 28, 2019

Recommended:

That the Regional Report of February 28, 2019, be received for information.

10. New Business

11. Public Service Announcements

12. By-laws

Recommended:

That the following by-law be enacted:

(a) By-law Number XXXX-19 Being a By-law to amend By-law Number 5840-16, as amended, respecting signs within the Town of Aurora.
(General Committee Report No. CS18-020, Jul 17/18)

(b) By-law Number XXXX-19 Being a By-law to designate a property to be of cultural heritage value or interest (124 Wellington Street East).
(Heritage Advisory Committee Report No. HAC18-012, Jul 9/18)

(c) By-law Number XXXX-19 Being a By-law to amend By-law 6106-18, to designate a site plan control area.
(General Committee Report No. PDS19-008, Feb 12/19)

(d) By-law Number XXXX-19 Being a By-law to establish development charges for the Town of Aurora and to repeal Development Charges By-law Number 5585-14.
(General Committee Report No. FS19-009, Mar 19/19)

13. Closed Session

14. Confirming By-law

Recommended:

That the following confirming by-law be enacted:

By-law Number XXXX-19 Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting on March 26, 2019.

15. Adjournment



Legislative Services
905-727-3123
Clerks@aurora.ca
Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

Delegation Request

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

9 a.m. One (1) Business Day Prior to the Requested Meeting Date

Council/Committee Meeting and Date: March 26, 2019	
Subject: Re proposed Traffic Control Amendment on Corbett Crescent and Cossar Drive	
Name of Spokesperson: Doug MacPherson	
Name of Group or Person(s) being Represented (if applicable): Cossar Drive citizen members	
Brief Summary of Issue or Purpose of Delegation: We as a group of long time home owners strongly do not agree with the removal of the cross walk and stop sign at the corner of Cossar Drive and Corbett Cres (Drive) The concerns are the safety of the children who use the cross walk and path from Corbett out to Murray Drive to access one of the two schools across Murray Drive. Plus the seniors and others who use the same route for walks. This side walk system was built for this purpose back in the seventies as if one walks the this route would see why it was put in place	
Please complete the following:	
Have you been in contact with a Town staff or Council member regarding your matter of interest? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, with whom? Mrs. Humfryes plus with all Council members	Date: 03/20/19
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



Town of Aurora Council Meeting Minutes

Council Chambers, Aurora Town Hall
Tuesday, February 26, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes (arrived 7:04 p.m.), Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Jason Gaertner, Acting Director of Financial Services, Allan Downey, Director of Operational Services, Lawrence Kuk, Acting Director of Planning and Development Services, Michelle Outar, Communications Specialist, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Linda Bottos, Council/Committee Coordinator

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

Council consented to recess the meeting at 9:05 p.m. and reconvened the meeting at 9:15 p.m.

Mayor Mrakas relinquished the Chair to Deputy Mayor Kim at 8:39 p.m. during the consideration of Motions (a) and (b) and resumed the Chair at 9:04 p.m.

1. Approval of the Agenda

**Moved by Councillor Thompson
Seconded by Councillor Gilliland**

That the agenda as circulated by Legislative Services, as amended with the additional items, be approved.

**On a two-thirds vote the motion
Carried**

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

3. Community Presentations

(a) Brian North, Chair, Run for Southlake Committee, Southlake Regional Health Centre Foundation Re: 2019 Run for Southlake

Mr. North presented an update regarding the services of Southlake Regional Health Centre and the impact of funds raised for the most urgent needs across the hospital. He encouraged the citizens of Aurora to register and participate in the Run for Southlake fundraising event being held on Sunday, April 28, 2019. Mr. North extended a challenge to Mayor Mrakas and members of Council to register a team for the Mayor's Team Challenge and bring the trophy back to Aurora.

**Moved by Councillor Gilliland
Seconded by Councillor Kim**

That the presentation be received for information.

Carried

4. Delegations

(a) Sandra Manherz, Sport Aurora Re: GC Item R3 – Report No. CMS19-004 – Sport Plan – Update

Ms. Manherz, Vice President of Sport Aurora, stated that she wished to correct some misconceptions and inaccuracies that have been reported regarding the Sport Plan and provided clarification to: the Town's leadership role; the value provided to taxpayers by Sport Aurora; the creation of a Sport Board versus Sport Council; sport representation; and funding. She requested that Council consider her comments when deliberating the future of the Sport Plan and, specifically, deliverable #3 (Goal 1: Sport Leadership) as it pertains to a Sport Council.

**Moved by Councillor Thompson
Seconded by Councillor Gaertner**

That the comments of the delegation be received and referred to GC Item R3.

Carried

**(b) Philipp Parkhomenko, representing Owner of 203 St. John's Sideroad
West**

**Re: GC Item R4 – Report No. CS19-011 – Fence By-law Exemption
Request – 203 St. John's Sideroad West**

Mr. Parkhomenko spoke in support of the property owner's request for an exemption to the Town's Fence By-law.

**Moved by Councillor Gallo
Seconded by Councillor Thompson**

That the comments of the delegation be received and referred to GC Item R4.

Carried

**(c) George Skoulikas, representing Henderson Forest Aurora Ratepayer
Association**

Re: Motion (c) Information Regarding 672 and 684 Henderson Drive

Mr. Skoulikas spoke in support of Councillor Gaertner's Motion (c).

**Moved by Councillor Thompson
Seconded by Councillor Humfries**

That the comments of the delegation be received and referred to Motion (c).

Carried

5. Consent Agenda

**Moved by Councillor Thompson
Seconded by Councillor Gaertner**

That the following Consent Agenda Items, C1 to C11 inclusive, be approved:

C1. Council Meeting Minutes of January 22, 2019

1. That the Council Meeting minutes of January 22, 2019, be adopted as printed and circulated.

C2. Council Closed Session Minutes of February 12, 2019

1. That the Council Closed Session minutes of February 12, 2019, be adopted as printed and circulated.

C3. Council Closed Session Public Minutes of February 12, 2019

1. That the Council Closed Session Public minutes of February 12, 2019, be adopted as printed and circulated.

C4. Council Closed Session Minutes of January 22, 2019

1. That the Council Closed Session minutes of January 22, 2019, be adopted as printed and circulated.

C5. Council Closed Session Public Minutes of January 22, 2019

1. That the Council Closed Session Public minutes of January 22, 2019, be adopted as printed and circulated.

C6. Special Meeting of Council Minutes of January 21, 2019

1. That the Special Meeting of Council minutes of January 21, 2019, be adopted as printed and circulated.

C7. Council Closed Session Minutes of January 15, 2019

1. That the Council Closed Session minutes of January 15, 2019, be adopted as printed and circulated.

C8. Council Closed Session Public Minutes of January 15, 2019

1. That the Council Closed Session Public minutes of January 15, 2019, be adopted as printed and circulated.

C9. Council Public Planning Meeting Minutes of January 30, 2019

1. That the Council Public Planning Meeting minutes of January 30, 2019, be adopted as printed and circulated.

C10. Council Closed Session Minutes of January 11 and 12, 2019

1. That the Council Closed Session minutes of January 11 and 12, 2019, be adopted as printed and circulated.

C11. Council Orientation, Education and Training Session Minutes of January 11 and 12, 2019

1. That the Council Orientation, Education and Training Session minutes of January 11 and 12, 2019, be adopted as printed and circulated.

Carried

6. Standing Committee Reports

**Moved by Councillor Humfryes
Seconded by Councillor Kim**

That the following Standing Committee Report, Item S1, be received and the recommendations carried by the Committee approved, with the exception of sub-items R4 and R5, which were discussed and voted on separately as recorded below:

S1. General Committee Meeting Report of February 12, 2019

(C1) OPS19-001 – Winter Maintenance Report No. 1 Revised Provincial Minimum Maintenance Standards (MMS) and Windrow Clearing Program

1. That Report No. OPS19-001 be received; and
2. That the recommendations and service levels contained in Table 1 associated with the Revised Provincial Municipal Maintenance Standards (MMS) be approved; and

3. That staff report back with options to meet standards for winter pre-treatment of roads with the intent of finalizing any additional requirements for the 2020 Capital and Operating Budgets; and
4. That the Director of Operations, or their designate, be appointed as the designated Official for the purposes of declaring a “Significant Weather Event”; and
5. That the Town of Aurora not proceed with a Windrow Clearing Program.

Carried

(C2) Memorandum from Mayor Mrakas

**Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights of November 30 and December 14, 2018**

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of November 30 and December 14, 2018, be received for information.

Carried

(R1) CMS19-005 – Library Square Project – Update

1. That Report No. CMS19-005 be received for information.

Carried

**(R2) CS19-013 – Council Code of Conduct and Local Boards Code of
Conduct**

1. That Report No. CS19-013 be received; and
2. That the Council Code of Conduct be approved; and
3. That the Local Boards Code of Conduct be approved; and
4. That the necessary by-law to implement the Council Code of Conduct and the Local Boards Code of Conduct be enacted at the February 26, 2019 Council meeting.

Carried

(R3) CMS19-004 – Sport Plan – Update

1. That Report No. CMS19-004 be received; and
2. That the budgeted amount of \$103,400 that has been allocated in the draft 2019 Operating Budget be preserved until such time a final delivery option is agreed upon.

Carried

**(R4) CS19-011 – Fence By-law Exemption Request – 203 St. John’s
Sideroad West**

Motion to refer

Moved by Councillor Thompson

Seconded by Councillor Humfries

That Report No. CS19-011 – Fence By-law Exemption Request – 203 St. John’s Sideroad West be referred back to staff.

Motion to refer

Carried

**(R5) PDS19-013 – Proposal for Interim Control By-law Exemption
29 Church Street**

Moved by Councillor Thompson

Seconded by Councillor Humfries

1. That Report No. PDS19-013 be received; and
2. That a by-law be enacted to amend the Interim Control By-law to remove the lands municipally known as 29 Church Street from the provisions of the By-law.

Carried

(R6) FS19-004 – Major Capital Investments Funding Strategy

1. That Report No. FS19-004 be received for information.

Carried

(R7) PDS19-008 – Amendment to the Site Plan Control By-law

1. That Report No. PDS19-008 be received; and
2. That a by-law be enacted to amend By-law No. 6108-18, to include delegated approval authority for select site plan applications within the Business Park zone.

Carried

(R8) PDS19-012 – Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe

1. That Report No. PDS19-012 be received; and
2. That this Report be forwarded to the Ontario Growth Secretariat and the Minister of Municipal Affairs and Housing; and
3. That a letter be sent to the Minister of Municipal Affairs and Housing to request an extension of the commenting deadline for “Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe” from 45 days (February 28, 2019) to 90 days (April 14, 2019) to allow Council the opportunity to consider a subsequent report with further comments on the proposed amendments.

Carried

(R9) FS19-002 – 2019 Operating Budget

1. That Report No. FS19-002 be received; and
2. That the 2019 draft Operating Budget be referred to Budget Committee for review at its scheduled meetings commencing February 21, 2019.

Carried

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. PDS19-017 – Comments on Proposed Amendment 1 to the Growth Plan for the Greater Golden Horseshoe

Main motion

Moved by Councillor Gaertner

Seconded by Councillor Humfryes

1. That Report No. PDS19-017 be received; and
2. That this Report and the relevant comments contained therein be forwarded to the Director, Ontario Growth Secretariat and Minister of Municipal Affairs Ontario.

Amendment

Moved by Councillor Gaertner

Seconded by Councillor Humfryes

That the main motion be amended by adding the following clauses:

That any change in terminology that reflects a reduction in standards is not supported, specifically that the language in the Growth Plan that reads "a clean and healthy environment" not be changed to "a cleaner environment"; and

That the terminology of "social equity" not be changed to "an approach that puts people first".

Carried

Main motion as amended

Moved by Councillor Gaertner

Seconded by Councillor Humfryes

1. That Report No. PDS19-017 be received; and
2. That this Report and the relevant comments contained therein be forwarded to the Director, Ontario Growth Secretariat and Minister of Municipal Affairs Ontario; **and**
3. **That any change in terminology that reflects a reduction in standards is not supported, specifically that the language in the Growth Plan that reads "a clean and healthy environment" not be changed to "a cleaner environment"; and**

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4. **That the terminology of "social equity" not be changed to "an approach that puts people first".**

**Main motion as amended
Carried**

8. Motions

(a) Mayor Mrakas

Re: Backyard Swimming Instruction on Private Property

Moved by Mayor Mrakas

Seconded by Councillor Humfryes

Whereas swimming is a life skill that all people should acquire and residents who have backyard swimming pools offer lessons and instruction in their private pools providing a community service within their neighbourhood; and

Whereas often these instructors are young adults and students seeking summer employment; and

Whereas the Town's Zoning By-law permits home occupation for similar types of activities such as dance or music instruction provided that all home occupation activities be conducted entirely within the dwelling or permitted accessory buildings;

1. Now Therefore Be It Hereby Resolved That staff be directed to report back regarding the changes needed for a Zoning By-law amendment to amend the Home Occupation provisions to allow for backyard swimming instruction on private property.

Carried

(b) Mayor Mrakas

Re: Cannabis Public Use By-law

Moved by Mayor Mrakas

Seconded by Councillor Gaertner

Whereas, as of October 17, 2018, the sale and recreational use of cannabis is now legal in Canada; and

Whereas the Provincial government has enacted legislation that "...aligns the laws surrounding the consumption of cannabis with the *Smoke-Free Ontario Act*"; and

Whereas, as cannabis use will fall under the same regulations as the *Smoke-Free Ontario Act, 2017*, it will therefore be prohibited to consume cannabis within 20 metres of a children's playground, publicly-owned sport field or sport surface, such as a basketball court, baseball field, soccer pitch, ice rink, splash pad or beach volleyball court; and it is illegal to smoke or hold lighted tobacco or cannabis on public or private school property as well as in any common areas of condos, apartment buildings, or college and university residences; and

Whereas, as per recent amendments to the *Municipal Act, 2001*, municipalities can pass by-laws respecting the smoking and vaping of cannabis that are more restrictive than the rules under the *Smoke-Free Ontario Act, 2017*; and

Whereas residents are concerned about the use of cannabis in public spaces; and

Whereas there is a lack of understanding as to what is or is not permitted regarding the use of cannabis in public spaces; and

Whereas consistency and clarity of regulation of use of cannabis in public spaces across municipalities in York Region is in the public interest;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora request York Region to work with Regional municipalities to create a Regional public cannabis usage by-law that addresses and reflects community concerns regarding use of cannabis in public spaces; and
2. Be It Further Resolved That, upon approval of said by-law, staff be directed to create a cannabis education/resource guide and awareness campaign, to ensure residents and businesses are aware of the regulations as they speak to the use of cannabis in public spaces; and
3. Be It Further Resolved That this motion be sent to all York Region municipalities for their endorsement.

Carried

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(c) Councillor Gaertner

Re: Information Regarding 672 and 684 Henderson Drive

Moved by Councillor Gaertner

Seconded by Councillor Gallo

Whereas there is a significant public interest in the proposed development of the properties located at 672 and 684 Henderson Drive; and

Whereas the community is requesting more information with respect to the history of the property and any contact between the owners and the Town; and

Whereas it is important to recognize the public expectation of open and accessible information;

1. Now Therefore Be It Hereby Resolved That any and all Town information regarding the properties located at 672 and 684 Henderson Drive, including but not limited to prior correspondence and Closed Session Reports and Minutes, excluding anything currently being considered by Council in Closed Session, be released to the general public and the Committee of Adjustment before a Meeting is held regarding these properties.

Motion to defer

Moved by Councillor Gilliland

Seconded by Councillor Kim

That Motion (c) Councillor Gaertner; Re: Information Regarding 672 and 684 Henderson Drive be deferred to the next Council meeting on March 26, 2019; and

That a Council Closed Session regarding this matter be held prior to the next Council meeting.

**Motion to defer
Carried**

9. Regional Report

York Regional Council Highlights – January 31, 2019

**Moved by Councillor Kim
Seconded by Councillor Gaertner**

That the Regional Report of January 31, 2019, be received for information.

Carried

10. New Business

Councillor Gaertner inquired about the status of a previous motion regarding the Sewer Use By-law respecting hot tub and pool drainage, and staff agreed to follow up and provide a response.

Mayor Mrakas referred to the Ontario government's announcement of February 26, 2019, respecting planned changes to the health care system and noted that Aurora would be pursuing any opportunities to participate in the provision of coordinated patient services.

11. Public Service Announcements

Councillor Gilliland extended a reminder about the winter overnight parking restrictions that continue to be in effect from 2 a.m. to 6 a.m. until April 15, 2019.

Councillor Humfries announced that the 2nd Annual Paws in the SARC event will be held in the Spring and noted that details, including vendor and sponsorship opportunities, are available at aurora.ca/pawsinthesarc.

Councillor Humfries shared her experiences of participating in an afternoon ride-along with By-law Services staff, noting that their primary goal is to protect residents and keep the community safe through enforcement, education and proactive approaches. She expressed her appreciation to staff for their time and efforts, and encouraged other Council members to participate in a ride-along to gain a better understanding of the role of By-law Services.

Councillor Kim announced that the Town is accepting applications for the John West Memorial "Leaders of Tomorrow" Scholarship Award until May 1, 2019, and noted that details are available at aurora.ca/leadersoftomorrow.

Councillor Gaertner advised that the Town is seeking feedback and suggestions regarding the future direction of areas designated as Stable Neighbourhoods,

which will be discussed at a Public Planning meeting at 7 p.m. on March 27, 2019, at Town Hall. She noted that feedback can be submitted online at **placespeak.com/stableneighbourhoods**.

Councillor Thompson advised that the Town is working on an Economic Development Strategy and seeking resident input through an online survey by clicking on the Have Your Say Banner at **aurora.ca**.

Councillor Thompson encouraged everyone to register and participate in the 2019 Run for Southlake fundraising event being held on Sunday, April 28, 2019.

Councillor Thompson invited residents to be a part of the Town's 2019 Budget process by attending and providing input at Budget meetings, details of which can be found at **aurora.ca/budget**.

Councillor Gallo announced that the Spring & Summer Community Services Program Guide has been delivered, noting that online or in-person registration for residents began on February 25, 2019, for Recreation and Summer Camp programs, and Aquatics registration will start on Monday, March 4, 2019. He further noted that registrations from February 25 to March 8, 2019, for select Summer Camps would receive a 10% discount and details are available at **aurora.ca/summercamps**.

Mayor Mrakas announced that the Town is again recognizing its volunteer citizens and organizations who have made a positive impact in the community, noting that nominations will be accepted until April 5, 2019, and the nomination form and details are available at any Town facility reception desk or **aurora.ca/cra**.

Mayor Mrakas acknowledged that the Family Day events held on February 18, 2019, including Aurora's Arctic Adventure, were a great success, and he expressed appreciation to the Special Events team and all staff involved.

12. By-laws

Moved by Councillor Humfries

Seconded by Councillor Kim

That the following by-laws be enacted:

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- (a) **By-law Number 6155-19** Being a By-law to establish a Council Code of Conduct and a Local Boards Code of Conduct.

- (b) **By-law Number 6156-19** Being a By-law to appoint Municipal By-law Enforcement Officers and Property Standards Officers for The Corporation of the Town of Aurora.

Carried

13. Closed Session

None

14. Confirming By-law

**Moved by Councillor Gaertner
Seconded by Councillor Kim**

That the following confirming by-law be enacted:

By-law Number 6157-19 Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on February 26, 2019.

Carried

15. Adjournment

**Moved by Councillor Gallo
Seconded by Councillor Gilliland**

That the meeting be adjourned at 9:49 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



**Town of Aurora
Special Meeting of Council
Minutes**

Council Chambers, Aurora Town Hall
Tuesday, March 19, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes, Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Anca Mihail, Manager of Engineering, Michael de Rond, Town Clerk, and Ishita Soneji, Council/ Committee Coordinator

The Chair called the meeting to order at 6:01 p.m.

1. Approval of the Agenda

Moved by Councillor Gilliland

Seconded by Councillor Kim

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

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3. Delegations

None

4. Consideration of Items Requiring Discussion

1. FS19-008 – Update to Development Charges By-law

Mr. Gary Scandlan, Consultant from Watson & Associates Economists Inc., presented an overview of the Development Charges Background Study highlighting the current Town Policy, the approach to the calculation of the development charge, current Town exemptions from the by-law, details of the growth forecast summary, comparison between residential and non-residential rates, and description changes from the previous by-law. He further provided details on the proposed new Development Charges By-law.

**Moved by Councillor Humfryes
Seconded by Councillor Kim**

1. That Report No. FS19-008 be received; and
2. That the Development Charges Background Study and Proposed Development Charges By-law, be received as presented; and
3. That the proposed by-law included in the study be amended to:
 - a) mirror York Region's By-law definitions for a large and small apartment; and
 - b) include a revised definition for special care facilities; and
 - c) include a new definition and DC rate for special care/special dwellings; and
 - d) remove clause 3.9 Hotels and Motels; and
4. That any new comments, questions and suggestions arising from the statutory Public Meeting be referred to staff for consideration; and

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5. That Council hereby determines that no further public meetings are required under section 12 of the *Development Charges Act, 1997*.

Carried

5. Confirming By-law

Moved by Councillor Thompson

Seconded by Councillor Kim

That the following confirming by-law be enacted:

- 6159-19** Being a By-law to Confirm Actions by Council Resulting from a Special Meeting of Council on March 19, 2019.

Carried

6. Adjournment

Moved by Councillor Gilliland

Seconded by Councillor Kim

That the meeting be adjourned at 6:48 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



**Town of Aurora
General Committee Meeting Report**

Council Chambers, Aurora Town Hall
Tuesday, March 19, 2019

Attendance

Council Members Councillor Gaertner in the Chair; Councillors Gallo, Gilliland, Humfryes, Kim, Thompson, and Mayor Mrakas

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Jason Gaertner, Acting Director of Financial Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 7:10 p.m.

1. Approval of the Agenda

General Committee approved the agenda as circulated by Legislative Services, with the following changes:

- Withdrawn: Delegation (a) Leslie Jennings, Resident; Re: Item R1 – PDS19-001 – Sidewalk Construction on Kitimat Crescent
- Withdrawn: Item R4 – OPS19-005 – Approval of Capital Project No. 71103 and 34420 (“Wide Area Mower”)

General Committee Meeting Report
Tuesday, March 19, 2019

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2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

3. Community Presentations

None

4. Delegations

None

5. Consent Agenda

None

6. Advisory Committee Meeting Minutes

General Committee recommends:

That the Advisory Committee meeting minutes, Item A1, be received for information:

A1. Finance Advisory Committee Meeting Minutes of January 30, 2019

1. That the Finance Advisory Committee meeting minutes of January 30, 2019, be received for information.

Carried

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. PDS19-001 – Sidewalk Construction on Kitimat Crescent

General Committee recommends:

General Committee Meeting Report
Tuesday, March 19, 2019

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1. That Report No. PDS19-001 be received; and
2. **That staff report back on alternative solutions to safety concerns around the Kitimat Crescent area and identify alternative pick-up and drop-off zones for Aurora Heights Public School.**

Carried as amended

**R2. OPS19-004 – Winter Maintenance Report No. 2 Future Roads
Maintenance Operations**

Mr. Downey presented an overview of the roads maintenance operations including current operational issues, the pros and cons of contracted service providers vs. in-house delivery of winter maintenance services, and provided details on key considerations when determining contracts for winter road maintenance. It was mentioned that the terms and conditions in the current winter sidewalk maintenance contracts require revision. A video highlighting a day in the life with Operational Services was presented.

General Committee recommends:

1. That Report No. OPS19-004 be received; and
2. That the recommendations associated with future Winter Roads and Sidewalk Maintenance Operations as outlined in the Financial Impact Table, be approved in principle; and
3. That each recommendation having a financial impact as outlined in the Financial Impact Table be presented in the applicable year capital and/or operating Budgets for final consideration and approval.

Carried

R3. FS19-009 – Development Charges By-law Approval

General Committee recommends:

1. That Report No. FS19-009 be received; and
2. That the Development Charges Background Study report presented at the Special Meeting of Council held on March 19, 2019, be adopted; and

3. That Council directs staff to report back regarding any comments received from the preceding public meeting, if necessary; and
4. That Council confirms that it intends to ensure:
 - a) that the increase in the need for services attributable to the anticipated development will be met, subject to sufficient development charge revenues being generated and other Town affordability criteria being met; and
 - b) that the future excess capacity identified in the Development Charges Background Study for the Town of Aurora shall be paid for by the development charges or other similar charges; and
5. That Council adopts the capital forecasts prepared in conjunction with the Development Charges Background Study for the Town of Aurora subject to each project or undertaking set out therein being subject to annual operating and capital budget approval processes of the corporation; and
6. That the Town continue the development charge approach to calculate the charges on a uniform Town-wide basis for all services; and
7. That the proposed by-law included with the Development Charges Background Study, as amended, being a by-law for the imposition of development charges, be enacted March 26, 2019, which also repeals By-law No. 5585-14, the predecessor by-law.

Carried

R5. PDS19-004 – Stop Control Removal at Corbett Crescent and Cossar Drive

General Committee recommends:

1. That Report No. PDS19-004 be received; and
2. That the stop sign, stop line, and crosswalk lines on Corbett Crescent at Cossar Drive be removed; and

General Committee Meeting Report
Tuesday, March 19, 2019

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3. That a by-law to amend By-law No. 4574-04.T be enacted at a future Council Meeting.

Carried

R6. PDS19-016 – Appointments to the Aurora Economic Development Corporation (AEDC) Board of Directors

General Committee recommends:

1. That Report No. PDS19-016 be received; and
2. That Council appoint the Mayor and Councillors Humfryes and Thompson to the Aurora Economic Development Corporation (AEDC) Board of Directors; and
3. That Council appoint the following seven (7) citizen members of the Aurora Economic Development Working Group (AEDCWG) to the Aurora Economic Development Corporation (AEDC) Board of Directors:
 - Vern Cunningham
 - Richard Gong
 - Tim Hammill
 - Marilee Harris
 - Steve Hinder
 - Mae Khamissa
 - Craig Youdale.

Carried

R7. PDS19-019 – Heritage Permit Application, 22 Church Street, File: HPA-19-03

General Committee recommends:

1. That Report No. PDS19-019 be received; and
2. That the following recommendations be approved:

- a) That Heritage Permit Application HPA-19-03 be approved to permit the addition to the subject property as shown on the submitted plans; and
- b) That the property owner photo document any original construction revealed during the proposed addition to the property; and
- c) That Planning Staff continue to liaise with the Ontario Heritage Trust and ensure the addition remains sympathetic of the heritage resource through all phases of the development.

Carried

8. Notices of Motion

None

9. New Business

Councillor Gilliland inquired about the status of the March 6, 2019 Accessibility Advisory Committee meeting minutes, and staff provided a response noting that the minutes would be circulated to the members upon review from the Committee Chair and staff liaison.

Mayor Mrakas requested staff to investigate continuous dumping occurring at the intersection of Kennedy Street West and Murray Drive, and staff agreed to look into the matter. The Mayor recognized Tammy Lachance, Aurora resident, who voluntarily cleaned the area.

Councillor Thompson referred to the Provincial Government seeking comments from Ontario residents on the Regional Government Review and requested staff to make the information available on the Town's website for Aurora residents.

10. Closed Session

None

General Committee Meeting Report
Tuesday, March 19, 2019

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11. Adjournment

The meeting was adjourned at 8:55 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Capital Budget Review**

Council Chambers, Aurora Town Hall
Saturday, February 2, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes, Kim, and Thompson (departed 3:01 p.m.)

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Allan Downey, Director of Operational Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Glen McArthur, Municipal Engineer, Michael de Rond, Town Clerk, and Linda Bottos, Council/Committee Coordinator

The Chair called the meeting to order at 9:01 a.m.

Budget Committee consented to recess the meeting at 10:46 a.m. and reconvened the meeting at 10:59 a.m.

Budget Committee consented to recess the meeting at 11:11 a.m. and reconvened the meeting at 11:16 a.m.

Budget Committee consented to recess the meeting at 12:01 p.m. and reconvened the meeting at 12:47 p.m.

Budget Committee consented to recess the meeting at 3:02 p.m. and reconvened the meeting at 3:10 p.m.

Budget Committee Meeting Report – 2019 Capital Budget Review
Saturday, February 2, 2019

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1. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

2. Approval of the Agenda

Budget Committee approved the agenda, as circulated by Legislative Services, with the following change:

- Move forward consideration of Item 7 – Review of 2019 Draft Library Capital Projects (Binder Tab 9)

3. Delegations

None

4. Consideration of Items

1. Review of Strategic Asset Management Policy (Binder Tab 3)

Budget Committee recommends:

1. That the Strategic Asset Management Policy be received; and
2. That the Strategic Asset Management Policy be approved as presented.

Carried

2. Review of 2018 Asset Management Plan (AMP) (Binder Tab 4)

Budget Committee recommends:

1. That the 2018 Asset Management Plan (AMP) be received; and
2. That the 2018 Asset Management Plan (AMP) be approved as presented.

Carried

3. Review of 2018 Ten Year Capital Investment Plan (Binder Tab 5)

Budget Committee recommends:

1. That the 2018 Ten Year Capital Investment Plan be received for information.

Carried

4. Review of 2019 Draft Repair & Replacement Capital Projects (Binder Tab 6)

Budget Committee recommends:

1. That the 2019 Draft Repair & Replacement Capital Projects be received; and
2. **That the addition of Capital Project No. 72407 – ACC – ACC #1 Sound System Upgrade be received; and**
3. That the **following** 2019 Draft Repair & Replacement Capital Projects be approved as presented:

Community Services

- 72298 ACC – Snow Melt Pit Boiler
- 72326 AFLC – Replace overhead doors and operators
- 72389 22 Church St – Repair wood flooring
- 72442 ACC – New Roll-Up Doors
- 72449 SARC – Interior LED Retrofit
- 72306 Lifeguard Chairs
- 72407 ACC – ACC #1 Sound System Upgrade

Operational Services, Fleet

- 31097 Traffic Line Painter (#70-19)
- 43059 CCTV Camera (#72-19)

Operational Services, Parks

- 73320 Subdivision Entry Sign – Batson & Yonge

Planning and Development Services

- 31178 Recon – Poplar Cres
- 42067 Storm Outfall Erosion at Mill St; **and**

4. That the following 2019 Draft Repair & Replacement Capital Projects, which were pulled for discussion, be approved as presented:

Community Services

- 72169 Town Hall – LAN Room HVAC
- 72201 Work Station Refresh, Carpet, Paint
- 72213 ASC – LED Lighting
- 72218 22 Church St – LED Lighting Retrofit
- 72274 AFLC – Squash Courts Floor Replacement
- 72323 SARC – Repair of Concrete Walkways
- 72340 ACC – Reseal exterior windows
- 72342 ACC – Replace thermoplastic membrane roofing
- 72356 ACC – Replacement of fire alarm panel
- 72393 ASC – Replacement of roofing sections
- 72404 Town Hall – Replacement of exterior entrance doors
- 72405 Town Hall – Replacement of roof sections and skylight sealant
- 72406 SARC – Ice Plan Repairs
- 72421 Library – Replacement of Perimeter Sealant of Windows
- 72438 SARC – Pool – Supply, Install and Replace Bleachers
- 72448 Town Hall – Interior Conversion to LED
- 74021 SARC – Comprehensive Sound/Audio/Public Address System
- 74022 AFLC – Supply, Install and Replace Change Room Lockers

Corporate Services

- 12002 Accessibility Committee
- 14047 Computer & Related Infrastructure Renewal

Financial Services

- 14012 Financial System
- 43038 Water Meter Replacement Program

Operational Services, Parks

- 73315 Sheppard's Bush Parking Lot Resurface

Operational Services, Water & Sewer

- 42060 Sanitary Inflow & Infiltration
- 42073 Storm Pond Maintenance Program

Budget Committee Meeting Report – 2019 Capital Budget Review
Saturday, February 2, 2019

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Planning and Development Services

- 31177 Recon – Vandorf Sdrd – Monkman Crt – Carisbrooke
- 42066 Damaged Storm Pipe off Henderson Dr; **and**

5. **That the following 2019 Draft Repair & Replacement Capital Projects, which were pulled for discussion, be given conditional budget approval pending additional information to Council:**

Community Services

- 72179 ACC – Multi-Purpose Room
- 72394 ASC – Replacement of vinyl wall covering
- 72444 Yonge St Electronic Sign Replacement
- 74007 AFLC – Fitness Equipment Replacement

Financial Services

- 43055 Advanced Metering Infrastructure

Operational Services, Fleet

- 34220 GMC/K3500 (#17-20)
- 34221 Kubota 4x4 Tractor (#599-19)
- 34228 Ice Resurfacers (#595-19)
- 34409 Smart Car Replacement (#400-19)
- 71103 Wide Area Mower (#255-20)
- 71112 Ford 350 Dump Truck (#226-19)
- 71119 Tractor – JD/4320 (#240-19)

Operational Services, Parks

- 72281 AFLC – Skate Park
- 73231 Tennis Court Resurface – David English Park
- 73240 Walkway/Basketball Repaving – Tamarac Park
- 73242 Improvements to Fleury Park Washroom Facility; **and**

6. **That the following 2019 Draft Repair & Replacement Capital Projects, which were pulled for discussion, not be approved:**

Community Services

- 72284 SARC – Replace Main Lobby Washroom Partitions

Operational Services, Parks

- 73212 Playground Replacement – Taylor Park

Operational Services, Water & Sewer
41011 Sanitary Sewer CCTV Inspection

Carried

5. Review of 2019 Draft Growth & New Capital Projects (Binder Tab 7)

Budget Committee recommends:

1. That the 2019 Draft Growth & New Capital Projects be received; and
2. That the **following** 2019 Draft Growth & New Capital Projects be approved as presented:

Community Services

72443 AFLC – Pylon Sign
74013 Museum Collection Infrastructure
73324 Pet Cemetery Restoration

Fire Services

21114 Fire Master Plan

Operational Services, Parks

73085 Arboretum Development
73296 Trails – BG Group Trail Connection
73319 Canine Commons Upgrades

Operational Services, Roads

34224 Screening of Surplus Soil and Compost

Carried

6. Review of 2019 Draft Studies & Other Capital Projects (Binder Tab 8)

Budget Committee recommends:

1. That the 2019 Draft Studies & Other Capital Projects be received; and
2. That the **following** 2019 Draft Studies & Other Capital Projects be approved as presented:

Budget Committee Meeting Report – 2019 Capital Budget Review
Saturday, February 2, 2019

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Corporate Services
13020 Appraisal of Town Buildings

Carried

7. Review of 2019 Draft Library Capital Projects (Binder Tab 9)

Budget Committee consented to consider Item 7 following consideration of Item 1.

Budget Committee recommends:

1. That the 2019 Draft Library Capital Projects be received for information.

Carried

5. Adjournment

The meeting was adjourned at 4:01 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Capital Budget Review**

Council Chambers, Aurora Town Hall
Tuesday, February 19, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Humfries, Kim, and Thompson

Members Absent Councillor Gilliland

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Anca Mihail, Manager of Engineering, Allan Downey, Director of Operational Services, Techa van Leeuwen, Director of Corporate Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 5:56 p.m.

Budget Committee consented to recess the meeting at 8:06 p.m. and reconvened the meeting at 8:11 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services, with the following addition:

- Delegation (a) Stephen Kimmerer, Sport Aurora; Re: Stronach Aurora Recreation Complex (SARC) Gymnasium Construction, 2019 Draft & New Capital Project No. 72410

Budget Committee Meeting Report – 2019 Capital Budget Review
Tuesday, February 19, 2019

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2. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

3. Delegations

(a) Stephen Kimmerer, Sport Aurora

**Re: Stronach Aurora Recreation Complex (SARC) Gymnasium
Construction**

2019 Draft Growth & New Capital Project No. 72410 (Binder Tab 7)

Mr. Kimmerer emphasized the need for a multi-use sport facility that would maximize various facility use options, develop into a future competition venue for various sporting events, and provide residents with multi-cultural opportunities for sport. It was requested that Council consider all options in addition to the construction of the additional gym at the Stronach Aurora Recreation Complex (SARC), as recommended by the Parks, Recreation and Cultural Services Advisory Committee in 2018. It was noted that Mr. Kimmerer would be completing his term as President of Sport Aurora, and Ms. Sandra Manherz will assume the role in March 2019.

4. Consideration of Items

1. Review of 2019 Draft Growth & New Capital Projects (Binder Tab 7)

Budget Committee recommends:

1. That the following 2019 Draft Growth & New Capital Projects, which were pulled for discussion, be approved as presented:

Corporate Services

- 24012 By-law Permit Parking Program
- 14058 Project Management Software

Fire Services

- 21106 Pumper for Fire Hall 4-5

Budget Committee Meeting Report – 2019 Capital Budget Review
Tuesday, February 19, 2019

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Operational Services

34713 Street Light Pole Identification

Planning and Development Services

34707 Lighting Upgrade – Wellington, Berczy to West of Mary; and

2. That the following 2019 Draft Growth & New Capital Projects, which were pulled for discussion, be given conditional budget approval pending additional information to Council:

Community Services

72410 SARC – Gymnasium

81019 Library Square

74015 Cultural Services Master Plan

Operational Services

34187 3 Ton Truck

34188 New Snow Blower Attachments

34420 New Wide Area Mower

34422 Additional Vehicle – By-Law Services

34173 New Trackless Sidewalk Utility Vehicle

73169 Wildlife Park – Phase 1/2/3

73321 Cattle Crawl Underpass

Planning and Development Services

81016 Aurora Promenade Streetscape Design & Implementation

34533 Traffic Calming Measures in School Zones

31179 Hillary House Parking Lot; and

3. That the following 2019 Draft Growth & New Capital Projects, which were pulled for discussion, not be approved:

Operational Services

73322 Walkway – SARC to Salvation Army Property

Planning and Development Services

34525 Yonge St Parking Plan

34534 John West Way – Traffic Light Update

Carried

2. Review of 2019 Draft Studies & Other Capital Projects (Binder Tab 8)

Budget Committee recommends:

1. That the following 2019 Draft Studies & Other Capital Projects, which were pulled for discussion, be approved as presented:

CAO

12032 Resident Survey – 2019

Community Services

72206 Back up Generation for Evacuation Centre

72437 Refrigeration Plant Safety Audits

Planning and Development Services

81021 Engineering Design Criteria Manual Update

42808 Corporate Energy Management Plan; and

2. That the following 2019 Draft Studies & Other Capital Projects, which were pulled for discussion, be given conditional budget approval pending additional information to Council:

Community Services

72391 22 Church St – Investigation of Water Infiltration

72401 Structural Study

73317 Outdoor Field Development Strategy

73318 User Fee Pricing Strategy

Operational Services

34421 Fleet Consultant

Planning and Development Services

81023 Architectural Design Guidelines for Stable Neighbourhood Study Area

81024 Community Improvement Plan Review

31133 Photometric Analysis and Lighting Gap

31175 Town Wide Parking Lot Study

42059 Storm Sewer Reserve Fund and Rates Study; and

Budget Committee Meeting Report – 2019 Capital Budget Review
Tuesday, February 19, 2019

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3. That the following 2019 Draft Studies & Other Capital Projects, which were pulled for discussion, not be approved:

CAO

12015 Update Town of Aurora Strategic Plan

Planning and Development Services

81022 Economic Development Strategic Plan

Carried

5. Adjournment

The meeting was adjourned at 9:40 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Operating Budget Review**

Council Chambers, Aurora Town Hall
Thursday, February 21, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner (arrived at 6:02 p.m.), Gallo, Humfryes (arrived at 7:18 p.m.), Kim, and Thompson

Members Absent Councillor Gilliland

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Techa van Leeuwen, Director of Corporate Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 5:55 p.m.

Budget Committee consented to recess the meeting at 8:08 p.m. and reconvened the meeting at 8:11 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

2. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

Budget Committee Meeting Report – 2019 Operating Budget Review
Thursday, February 21, 2019

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3. Delegations

None

4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget

None

5. Consideration of Items

1. FS19-006 – Summary of Budget Consultation Meeting of January 14, 2019

Budget Committee recommends:

1. That Report No. FS19-006 be received for information.

Carried

2. 2019 Operating Budget – Departmental Business Plans Presentations by Department

(a) Office of the CAO and Council Administration Doug Nadorozny, Chief Administrative Officer Stephanie Mackenzie-Smith, Manager of Corporate Communications

Mr. Nadorozny introduced the 2019 Operating Budget departmental presentations and provided an overview of the operating budget process. He further provided an overview of the 2019 Council Administration and Office of the CAO business plans, highlighting the 2019 objectives, and key pressures.

Ms. Mackenzie-Smith presented an overview of the 2019 Corporate Communications business plan, highlighting the department functions, 2018 successes and challenges, 2019 objectives, key pressures, and changes in the 2019 departmental budget.

Budget Committee recommends:

Budget Committee Meeting Report – 2019 Operating Budget Review
Thursday, February 21, 2019

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1. That the presentations by Doug Nadorozny, Chief Administrative Officer, and Stephanie Mackenzie-Smith, Manager of Corporate Communications, be received; and
2. That the 2019 Operating Budget for the Office of the CAO and Council Administration as presented be tentatively approved.

Carried

(b) Corporate Services

Techa van Leeuwen, Director of Corporate Services

Ms. van Leeuwen presented an overview of the 2019 Corporate Services business plan, highlighting the department functions, 2018 successes and challenges, key performance measures, 2019 objectives, key pressures, and the changes in the 2019 departmental operating budget. It was requested that more information be provided regarding the recruitment of one Human Resources and two IT Specialists.

Budget Committee recommends:

1. That the presentation by Techa van Leeuwen, Director of Corporate Services, be received; and
2. That the 2019 Operating Budget for the Corporate Services department as presented be tentatively approved, **with the following exception:**
 - (a) **That the recruitment of the two IT and one Human Resources Specialists be given tentative approval pending report to Council.**

Carried as amended

(c) Financial Services

Jason Gaertner, Acting Director of Financial Services – Treasurer

Mr. Gaertner presented an overview of the 2019 Financial Services business plan, highlighting the department functions, 2018 successes and challenges, and overview of the 2018 objectives, key performance

measures, 2019 objectives, key pressures, and the changes in the 2019 departmental operating budget.

Budget Committee recommends:

1. That the presentation by Jason Gaertner, Acting Director of Financial Services – Treasurer, be received; and
2. That the 2019 Operating Budget for the Financial Services department as presented be tentatively approved.

Carried

(d) Community Services

Robin McDougall, Director of Community Services

Ms. McDougall presented an overview of the 2019 Community Services business plan, highlighting the department functions, 2018 successes, challenges, 2019 objectives, key pressures, and the changes in the 2019 departmental operating budget.

Recommended:

1. That the presentation by Robin McDougall, Director of Community Services, be received; and
2. That the 2019 Operating Budget for the Community Services department as presented be tentatively approved.

Carried

(e) Planning and Development Services

Lawrence Kuk, Acting Director of Planning and Development Services

Budget Committee consented to consider this item at a future Budget Committee Meeting.

(f) Operational Services

Al Downey, Director of Operational Services

Budget Committee Meeting Report – 2019 Operating Budget Review
Thursday, February 21, 2019

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Mr. Downey presented an overview of the 2019 Operational Services business plan, highlighting the department functions, 2018 successes and challenges, key performance measures, 2019 objectives, key pressures, and the changes in the 2019 departmental operating budget.

Budget Committee recommends:

1. That the presentation by Al Downey, Director of Operational Services, be received; and
2. That the 2019 Operating Budget for the Operation Services department as presented be tentatively approved.

Carried

(g) Corporate Revenues and Expenses

Jason Gaertner, Acting Director of Financial Services – Treasurer

Budget Committee consented to consider this item at a future Budget Committee Meeting.

(h) Water & Sewer Budget

Al Downey, Director of Operational Services

Jason Gaertner, Acting Director of Financial Services – Treasurer

Budget Committee consented to consider this item at a future Budget Committee Meeting.

3. 2019 Operating Budget – General Discussion

There was no general discussion.

6. Adjournment

The meeting was adjourned at 9:25 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Operating Budget Review**

Council Chambers, Aurora Town Hall
Monday, February 25, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes (departed at 9:56 p.m.), Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Lawrence Kuk, Manager of Development Planning, Techa van Leeuwen, Director of Corporate Services, Cindy Shaver, Communications Specialist, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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

Budget Committee consented to recess the meeting at 9:03 p.m. and reconvened the meeting at 9:11 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, February 25, 2019

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2. Declaration of Pecuniary Interest and General Nature Thereof

Councillor Humfryes declared a pecuniary interest under the *Municipal Conflict of Interest Act* with respect to Item 4 – Central York Fire Services 2019 Operating Grant, as a family member is employed by Central York Fire Services.

3. Delegations

None

4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget

None

5. Consideration of Items

1. Aurora Historical Society Board 2019 Operating Grant Presentation by Erika Baird, Executive Director/Curator, and John Green, President

Ms. Baird and Mr. Green presented an overview of the Aurora Historical Society's mission and vision, including 2018 highlights, current funding sources, key performance and financial metrics, revenues, and an overview of the proposed grant request including details on the Godfrey Collection. The Committee requested that a line-by-line detailed breakdown of the budget allocation be provided in the future.

Budget Committee recommends:

1. That the presentation and the business plan from the Aurora Historical Society Board be received; and
2. That the request for 2019 operating grant to the Aurora Historical Society Board in the amount of \$76,000 be received; and

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, February 25, 2019

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3. That the request for one-time funding assistance for the storage of the Godfrey Collection, to be provided to the Aurora Historical Society Board in the amount of \$3,500 be received.

Carried

**2. Aurora Cultural Centre Board 2019 Operating Grant
Presentation by Karen Johnston, Secretary of the Board of Directors,
and Suzanne Haines, Executive Director, Aurora Cultural Centre**

Ms. Johnston extended appreciation to Members of Council on behalf of the Aurora Cultural Centre Board of Directors and presented an overview of the Board of Directors mandate, and introduced Ms. Suzanne Haines.

Ms. Haines presented an overview of the vision, mission, and values of the Aurora Cultural Centre and highlighted details of various programs offered by the centre, the centre's volunteer program, and the participation growth over the years. She provided details on the 2019 objectives and reviewed the breakdown of the 2019 operating grant requests, including details on the Kaleidoscope in the Schools program. It was mentioned that the grant request for Kaleidoscope in the Schools program is a pilot grant request, and represents the funding to commit for the 2019-2020 school year at \$50,000 per year.

Budget Committee recommends:

1. That the presentation and the business plan from the Aurora Cultural Centre Board be received; and
2. That the request for one-time grant to the Aurora Cultural Centre Board in the amount of \$100,000 for the Kaleidoscope in the Schools program, be received; and
3. That the request for the 2019 operating grant to the Aurora Cultural Centre Board in the amount of \$30,400 for base funding increases be received.

Carried

**3. Aurora Public Library Board 2019 Operating Grant (Binder Tab 13)
Presentation by Tom Connor, Chair of the Board of Directors, and Bruce Gorman, Chief Executive Officer, Aurora Public Library**

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, February 25, 2019

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Mr. Connor extended appreciation to Members of Council on behalf of the Aurora Public Library Board of Directors and introduced Mr. Gorman.

Mr. Gorman presented an overview of the library's key performance indicators including details on the various circulation methods, increase in in-person visits, program attendance and participation, and provided details of 2018 highlights, 2019 objectives, and operating grant request. The Committee requested that a line-by-line analysis of the budget allocation be provided in the future.

Budget Committee recommends:

1. That the presentation and business plan from the Aurora Public Library Board be received; and
2. That the request for 2019 operating grant to the Aurora Public Library Board in the amount of \$3,843,100 be received.

Carried

**4. Central York Fire Services 2019 Operating Grant (Binder Tab 12)
Presentation by Fire Chief Ian Laing**

Chief Laing presented an overview of the 2019 operating grant for the Central York Fire Services highlighting details of the 2019 wages and benefits breakdown, 2019 capital budget breakdown, and ten-year capital forecast, and key pressures. It was mentioned that the budget was within funding targets and other contributions have increased to meet capital-financing requirements.

Budget Committee recommends:

1. That the presentation by the Central York Fire Services be received; and
2. That the 2019 operating grant to the Central York Fire Services in the amount of \$11,188,100 be approved.

Carried

**5. 2019 Operating Budget – Departmental Business Plans
Presentations by Department**

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, February 25, 2019

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- (a) Planning and Development Services** (Binder Tab 9)
Lawrence Kuk, Acting Director of Planning and Development Services

- (b) Corporate Revenues and Expenses** (Binder Tab 11)
Jason Gaertner, Acting Director of Financial Services – Treasurer

- (c) Water & Sewer Budget** (Binder Tab 14)
Al Downey, Director of Operational Services
Jason Gaertner, Acting Director of Financial Services – Treasurer

Budget Committee consented to consider Item 5 – Departmental Business Plans and Presentations by Department at the Budget Committee Meeting of March 4, 2019.

6. Adjournment

The meeting was adjourned at 10:14 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Operating Budget Review**

Council Chambers, Aurora Town Hall
Monday, March 4, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes (arrived at 7:34 p.m.), Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Lawrence Kuk, Manager of Development Planning, Cindy Shaver, Communications Specialist, Samantha Yew, Deputy Town Clerk, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 7:01 p.m.

Budget Committee consented to recess the meeting at 8:58 p.m. and reconvened the meeting at 9:10 p.m.

Budget Committee consented to extend the hour past 10:30 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services, with the replacement of page No. 2, for Item 2 – Report No. FS19-013 – 2019 Budget Committee Additional Information.

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, March 4, 2019

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2. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50*.

3. Delegations

None

4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget

None

5. Consideration of Items

1. 2019 Operating Budget – Departmental Business Plans Presentations by Department

(a) Planning and Development Services (Binder Tab 9) Lawrence Kuk, Acting Director of Planning and Development Services

Mr. Kuk presented an overview of the department functions and provided details on the 2018 success and challenges, 2019 objectives and key pressures, and changes to the 2019 departmental operating budget.

Budget Committee recommends:

1. That the presentation by Lawrence Kuk, Acting Director of Planning and Development Services, be received; and
2. That the 2019 Operating Budget for the Planning and Development Services department as presented be tentatively approved.

Carried

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, March 4, 2019

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(b) Corporate Revenues and Expenses (Binder Tab 11)
Jason Gaertner, Acting Director of Financial Services – Treasurer

Mr. Gaertner presented an overview of the items part of the Corporate Revenues and Expenses, including the challenges in mitigating these items, key pressures and changes in the 2019 operating budget.

Budget Committee recommends:

1. That the presentation by Jason Gaertner, Director of Financial Services – Treasurer, be received; and
2. That the 2019 Operating Budget for the Corporate Revenues and Expenses as presented be tentatively approved, **with the following exception:**

- (a) **That the Council Contingency fund in the amount of \$50,000 be reduced to \$20,000, and the remaining amount of \$30,000 be added to the Sponsorship Policy fund.**

Carried as amended

(c) Water & Sewer Budget (Binder Tab 14)
Al Downey, Director of Operational Services

Mr. Downey presented an overview of the water budget process, outlining details of the guiding principles, expenses including regional costs, corporate overhead, non-billable water, contributions to reserves for asset sustainability, retail revenues from water and sanitary usage, stormwater rate, and how surplus or deficit fluctuations in the water budget are mitigated.

Budget Committee recommends:

1. That the presentation by Al Downey, Director of Operational Services, be received; and
2. That the 2019 Operating Budget for Water & Sewer as presented be tentatively approved.

Carried

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, March 4, 2019

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2. FS19-013 – 2019 Budget Committee Additional Information

Budget Committee recommends:

1. That Report No. FS19-013 be received; and
2. That the budget for the recruitment of Communications Assistant in the amount of \$40,000, not be approved.

Carried

Budget Committee recommends:

1. That the 2018 core operating grant for Aurora Public Library in the amount of \$3,843,100, be approved; and
2. That the 2018 core operating grant for Aurora Cultural Centre in the amount of \$415,700, be approved; and
3. That the 2018 core operating grant for Aurora Historical Society in the amount of \$74,400, be approved.

Carried

Budget Committee recommends:

1. That the Aurora Historical Society 2019 core operating grant increase in the amount of \$1,600, not be approved; and
2. That the Aurora Cultural Centre 2019 core operating grant increase in the amount of \$30,400, not be approved.

Carried

Budget Committee recommends:

1. That the Sport Aurora grant request in the amount of \$49,600, not be approved; and
2. That Sport Aurora be encouraged to apply for individual grants for their programs through the Sponsorship Policy.

Carried

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, March 4, 2019

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Budget Committee recommends:

1. That the Sport Hall of Fame one-time grant request in the amount of \$28,100 be approved for inclusion in the 2019 Operating Budget.

Motion withdrawn

Budget Committee agreed to discuss the Sport Hall of Fame one-time grant request at a future Budget Committee meeting.

Budget Committee recommends:

1. That the budget for the recruitment of Parks Co-op Student specializing in Invasive Species, in the amount of \$10,900, not be approved.

Carried

Budget Committee recommends:

1. That the Aurora Historical Society one-time grant request for the Godfrey Collection Storage in the amount of \$3,500, be approved.

Carried

Budget Committee recommends:

1. That the Aurora Cultural Centre grant request for the Kaleidoscope in Schools program in the amount of \$100,000 be approved, subject to staff reporting back on funding options at a future Budget Committee meeting.

Carried

Budget Committee recommends:

1. That staff be directed to report back with additional information on the strategies to mitigate the operating impact of the Library Square project.

Carried

6. Adjournment

The meeting was adjourned at 10:47 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Operating Budget Review**

Council Chambers, Aurora Town Hall
Monday, March 18, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes, Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Michael de Rond, Town Clerk, and Linda Bottos, Council/Committee Coordinator

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

Budget Committee consented to recess the meeting at 7:29 p.m. and reconvened the meeting at 7:42 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

Budget Committee Meeting Report – 2019 Operating Budget Review
Monday, March 18, 2019

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3. Delegations

None

4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget

No members of the public came forward.

5. Consideration of Items

1. FS19-014 – Kaleidoscope in Schools Pilot Program Funding Options

Budget Committee recommends:

1. That Report No. FS19-014 be received; and
2. That Council fund its share of the Kaleidoscope in Schools pilot program through the creation of a capital project to be funded from the Rate Stabilization Reserve.

Carried

2. FS19-017 – Library Square – Incremental Operating Requirement Funding Strategy

Budget Committee recommends:

1. That Report No. FS19-017 be received; and
2. That the Library Square's first year's phase-in amount of \$240,000 as proposed by the preliminary incremental operating cost funding strategy be considered by the Budget Committee as a 2019 Operating Budget decision unit item and approved.

Carried

3. Finalization of 2019 Operating Budget

Budget Committee recommends:

1. That the proposed Procurement Consultant position be removed from the 2019 Draft Operating Budget.

Carried

Budget Committee recommends:

1. That the conditionally approved IT Application Specialist and IT Project Manager positions be removed from the 2019 Draft Operating Budget and instead be addressed as an in-year operating budget approval at such time that additional information is presented to Council.

Carried

Budget Committee recommends:

1. That the Aurora Sports Hall of Fame funding request of \$28,100 be approved.

Carried

Budget Committee recommends:

1. That the conditionally approved Program Specialist (HR) position be approved.

Carried

Budget Committee recommends:

1. That the proposed Accounting Analyst position be approved.

Carried

Budget Committee recommends:

1. That the proposed Fleet Supervisor position be approved.

Carried

Budget Committee recommends:

1. That the proposed Flex Service Operators (2) positions be approved.

Carried

Budget Committee recommends:

1. That the Council Administration Civic Responsibilities Fund budget in the amount of \$17,600 be reduced to \$10,000, and the remaining amount of \$7,600 be added to the Sponsorship Policy Fund.

Carried

Budget Committee recommends:

1. That the Council Operating Contingency Fund budget in the amount of \$20,000 be reduced to \$10,000, and the remaining amount of \$10,000 be added to the Sponsorship Policy Fund.

Carried

6. Adjournment

The meeting was adjourned at 9:01 p.m.



**Town of Aurora
Council Report**

No. FS19-005

Subject: 2019 Water, Wastewater, Stormwater Budgets and Rates
Prepared by: Laura Sheardown, Financial Analyst – Cash Flow & Investments
Department: Financial Services
Date: March 26, 2019

Recommendation

- 1. That Report No. FS19-005 be received; and**
- 2. That the 2019 combined Water, Wastewater and Stormwater budget of \$27,013,565 be approved; and**
- 3. That the 2019 retail water rate of \$2.18 per cubic metre and the retail wastewater rate of \$2.65 per cubic metre be approved; and**
- 4. That the 2019 flat rate stormwater charges of \$5.44 per unit per month for residential and condominium properties and \$69.08 per unit per month for metered non-residential commercial/industrial and multi-residential properties be approved; and**
- 5. That the new approved retail water, retail wastewater and stormwater charge rate become effective for all billings issued by the Town on or after May 1, 2019, and be retroactive for all consumption newly billed on such billings; and**
- 6. That the 2019 bulk water purchase rate of \$4.83 per cubic metre dispensed effective May 1, 2019 be approved; and**
- 7. That the necessary by-law be enacted to implement the 2019 retail water rate, retail wastewater rate, stormwater charge and bulk water purchase rate.**

Executive Summary

The purpose of this report is to present the budget for rate supported utility programs and to set the 2019 rates for the water, wastewater and stormwater services for billings issued on or after May 1, 2019.

- Budgets for water operations, wastewater operations and stormwater operations should be viewed as separate cost recovery budgets
- 2018 Water and Wastewater flows upon which retail revenue and wholesale cost budgets were built were underestimated
- The corporate overhead charge was increased and continues to be spread across all three service lines of the utility budget
- Region wholesale rate increases add pressure to underlying costs
- Demand per household continues to decline
- Community growth continues, but rate increases are required
- Impact of the weather on water consumption
- Stormwater rate structure review results are expected in 2019
- 2019 budget summaries are attached
- Overall 2019 Water, Wastewater and Stormwater rate increases are moderate
- Upward retail rate pressure is expected to continue into the future

Background

Annually the water, wastewater and stormwater utility budgets must be prepared on a balanced, cost recovery basis. In setting the water, wastewater and stormwater utility budgets, the following steps are required:

- Through the Town's ten year capital plan, the Town derives the necessary contributions to water, wastewater and stormwater reserves in order to ensure the continued safe operation of all associated infrastructure
- Determine overhead charges for costs incurred within the tax budget, to be recovered from the utility budgets
- Determine the operating costs required in order to ensure the ongoing safe operation of the Town's growing water, wastewater and stormwater systems
- Estimate total water volume to be purchased from the Region of York, and the related wholesale costs for water and wastewater services
- Taking all of the available information into consideration, set retail rates, to be applied to the wholesale volumes, which results in balanced budgets

This year, the water budgets have been developed collaboratively with input from Operations, Billing Administration and Financial Planning staff. Operating costs have been reviewed in detail and adjusted where considered appropriate. During the development of the tax funded operating budget, the allocation of corporate overhead to

utility budgets was reviewed and adjusted to reflect actual costs and time allocations of staff directly and indirectly supporting rate funded operations.

The greatest challenge in developing utility budgets is the estimation of the anticipated water volumes that will be purchased from the Region of York. These estimated water volumes are utilized to estimate both wholesale water purchase and wastewater treatment costs. In addition, these volume estimates also drive the Town's estimated retail revenue budgets. The Town predominantly relies upon York Region flow estimates which are in some instances adjusted based upon other analysis undertaken by the Town. Consequently, if actual water volumes differ materially from estimates, the impact on financial results can be material as well.

Analysis

Water, Wastewater and Stormwater Utility Budgets should be viewed as separate budgets for cost recovery

Provincial regulation requires that each service line (water, wastewater and stormwater) of a municipality's utility program be fully cost recovered on an individual basis. Consequently, each of these component budgets should be viewed as distinct operating budgets, each balanced by revenues for a full cost recovery.

2018 Water and Wastewater flows upon which retail revenue and wholesale cost budgets were built were underestimated

The 2018 retail revenue and wholesale cost budgets were under-forecasted and over-forecasted, respectively as a result of the underestimation of water and wastewater flows based upon year end flow projections. The larger than anticipated water and wastewater flows are one of the primary contributing factors related to the forecasted surpluses for water and wastewater for the fiscal year ending December 31, 2018. The larger than anticipated flows can be attributed to an increase in water consumption as a result of a drier than usual summer in 2018. This noted surplus has been partially offset by the write off of some uncollectable receivable balances at fiscal yearend.

2019 budgets have been developed taking into consideration the growth in our community, and building upon analysis work completed previously, as well as, York Region's projected water volumes for the Town.

The corporate overhead charge was increased and continues to be spread across all three service lines of the utility budget

During the preparation of the Town's tax funded operating budget, a comprehensive review of the cost recovery methodology, as well as its allocation rationale to all three service lines was undertaken. This review resulted in the greater alignment of the corporate overhead allocation methodology to that utilized for Building Services resulting in an increased allocation of corporate overhead to utility budgets.

In addition to a corporate charge for overhead to utility budgets, they are also charged for the direct costs incurred for the billing and administration functions that are performed by Financial Services staff.

The division of the corporate overhead and administration costs to all three budgets that began in 2018 continues in 2019.

Region wholesale rate increases add pressure to underlying costs

As part of their long range financial plan, the Region of York has previously announced that they intend to continue their progressive increase of wholesale water rates; the Town has estimated an increase of 9% for 2019. Similar increases are expected to continue for the next several years as the Region increases its contributions to reserves for infrastructure sustainability for the related water assets.

Demand per household continues to decline

There are three key contributors to households using less water each year on average:

- New construction and renovation has seen reductions in total family water use through the implementation of more and improved water efficient devices and fixtures in the home. Businesses seek to reduce their water consumption in their operations as well.
- With water rates increasing and the resultant increases in the household water billings, families are becoming more sensitive and wise in how they use and improve conservation within their homes. Water demand is seemingly fairly elastic to price increases.
- The restriction on outdoor pesticide and herbicide use resulted in significant infestation of dandelions and other common weeds. With the increasingly difficult fight against these invaders, together with price sensitivity to increasing

rates, many families have simply stopped watering or significantly reduced watering their lawns, further reducing demand per household.

Community growth continues, but rate increases are required

The increasing demand for water from new residents is quite often being offset by the falling average demand as noted above. Overall, water demand is expected to increase moderately.

Impact of the weather on water consumption

The weather during the summer months has an unpredictable impact on forecasted water consumption. A review of historical consumption data reveals a clear correlation between the weather experienced in the summer months and water consumption. Water projections attempt to address volatility in water consumption due to seasonal impacts through the consideration of a historical average water consumption. This input along with growth and water efficiency projections are all considered when arriving at water flow projections.

Stormwater rate structure review results are expected in 2019

Staff had previously reported that our engineering group will be proposing alternative approaches to Council for the allocation of stormwater charges across the Town's various properties. This review has not been completed at this time, but a report in this regard is expected in the first half of 2019.

2019 budget summaries are attached

Attachments #1 through #4 outline the budget details for each of water operations, wastewater operations and stormwater operations, together with a similar format showing all three combined into one schedule.

Overall 2019 Water, Wastewater and Stormwater rate increases are moderate

The following rates have been calculated to recover the estimated required revenues based on the estimated volumes of water flow.

Rate	2018 Rate Per cu.m	2019 Proposed Per cu.m.	Change (%)
Retail Water Rate	\$2.01	\$2.18	8.5%

Retail Wastewater Rate	\$2.72	\$2.65	(2.6%)
Combined Water & Wastewater Rate/Bulk Water	\$4.73	\$4.83	2.1%
Stormwater Flat Rate			
Residential/year	\$63.36	\$65.28	3.0%
Residential/month	\$5.28	\$5.44	
Non-Residential/year	\$804.84	\$828.96	3.0%
Non-Residential/month	\$67.07	\$69.08	

The average residential household uses approximately 62 cubic metres of water per quarter. The impact of these rate changes on their quarterly bill are summarized below:

	Current rates billing	Proposed rates billing*	Dollar Increase (Decrease)	% Increase (Decrease)
Water services	\$124.62	\$135.16	\$10.54	8.5%
Wastewater	168.64	164.30	(\$4.34)	(2.6%)
Stormwater	15.84	16.32	0.48	3.0%
Total Billing	\$309.10	\$315.78	\$6.68	2.2%

*Effective for billings issued after May 1, including all newly billed consumption thereon.

Based on the above, the impact of the proposed rate increase for a residential property is approximately \$26.72 per year (\$6.68 time four billings).

Upward retail rate pressure is expected to continue into the future

The Region of York is forecasting continuing significant annual wholesale rate increases as they continue to ramp up their reserve fund contributions for infrastructure sustainability thus placing on upward pressure on the Town's wholesale water and wastewater costs. In addition, in an effort to ensure the ongoing sustainability of its water, wastewater and stormwater system infrastructure, the Town requires that further contributions be made to wastewater and stormwater reserves in 2019.

March 26, 2019

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Report No. FS19-005

Advisory Committee Review

Not applicable

Legal Considerations

The budgets and rates for water, wastewater and stormwater utilities operations must be approved by Council. The proposed budgets provide sufficient resources for the Town staff to meet all statutory responsibilities under the sustainable water & Sewage Systems Act, 2002 as the owner and operator of the Town's systems for water distribution, wastewater collection and stormwater collection and management.

Financial Implications

The water, wastewater and stormwater budgets are all full cost recovery driven. In developing the budgets, water flow estimates are made, wholesale costs then determined, operating and administrative costs developed, internal charges confirmed, and contribution requirements for reserves established. Ultimately, the full costs of these services are then recovered by establishing rates required to do so for the forecast volumes.

This year's budget sees the internal charge for corporate overhead allocation increased as determined by the overhead allocation formulas.

Communications Considerations

Staff will work with Communications in preparing a press release regarding the adoption of the utilities budgets and the impacts to be expected.

Link to Strategic Plan

Strategic Plan Goal of Supporting an Exceptional Quality of Life for All Objective 2: Invest in Sustainable Infrastructure

Both legislation and fiscal management lead to creating sustainable water, wastewater and stormwater infrastructure. Providing the appropriate rates ensures that sufficient revenues are generated to create financial sustainability and maintain the assets accordingly.

Alternative(s) to the Recommendation

The rates for the various services are established each year based on coming into effect May 1st of the current year and are applied to all consumption, regardless of reading interval, on all billings prepared and issued on or after May 1. Approval of the recommendations in advance of May 1st will allow the revised rates to be charged at the appropriate time to meet budget projections.

Conclusions

The water, wastewater and stormwater programs are all funded through a rate structure based on consumption and full cost recovery. Overall, the proposed rate changes result in an increase of \$26.72 annually for the average residential household. On a combined basis, the rates outlined in the recommendations are in line with previous year's increases and represent a prudent approach to achieving full cost recovery for future years. All new rates are to become effective for all billings issued by the Town on or after May 1, 2019 and be retroactive for all consumption newly billed on such billings. This approach is consistent with past years, thus ensuring that all properties receive four quarterly bills that factor in the appropriate old and new utility rates.

Attachments

- Attachment #1: Summary Water Operations Budget
- Attachment #2: Summary Wastewater Operations Budget
- Attachment #3: Summary Stormwater Operations Budget
- Attachment #4: Summary Combined Utility Operations Budgets
- Attachment #5: 2019 Water, Wastewater and Stormwater Rates

Previous Reports

None.

Pre-submission Review

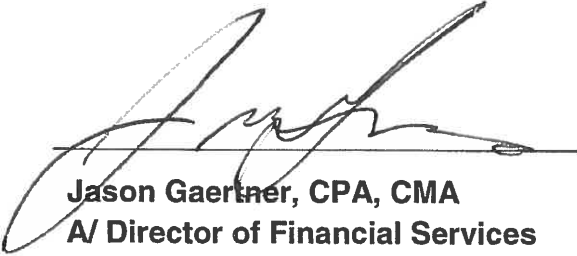
Agenda Management Team review on January 24, 2019

March 26, 2019

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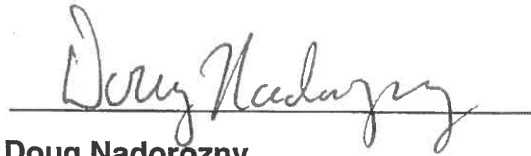
Report No. FS19-005

Departmental Approval



**Jason Gaertner, CPA, CMA
A/ Director of Financial Services
- Treasurer**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Attachment #1

Water

	2018 Forecast to Year End	2018 Budget	2018 Budget/Actual variance fav(unfav)	2019 Budget	% Change Budget
Required rate revenues	(10,225,695)	(9,764,000)	461,695	(11,105,365)	13.7%
Less: Region Wholesale Charges	6,455,000	5,865,500	(589,500)	7,151,000	21.9%
Gross Contribution to Fixed Costs	(3,770,695)	(3,898,500)	(127,805)	(3,954,365)	1.4%
<u>Town Operational, Administrative and Fiscal Costs</u>					
Town Operations and Maintenance	1,136,574	1,571,435	434,861	1,029,581	-34.5%
Administration and Billing	713,016	845,445	132,429	1,266,284	49.8%
Corporate Overhead Allocation	633,420	633,420	-	710,400	12.2%
Infrastructure Sustainability Reserve Contributions	1,700,000	1,700,000	-	1,700,000	0.0%
Less: Misc Revenue and direct cost recoveries	(722,978)	(851,800)	(128,822)	(751,900)	-11.7%
Total Fixed Town Costs	3,460,032	3,898,500	438,468	3,954,365	1.4%
Net Budget - (surplus)deficit	(310,663)	-	310,663	-	
Total Expenditures: Region Wholesale Charges plus Town Costs	9,915,032	9,764,000	(151,032)	11,105,365	13.7%

Attachment #2

Wastewater

	2018 Forecast to Year End	2018 Budget	2018 Budget/Actual variance fav(unfav)	2019 Budget	% Change Budget
Required rate revenues	(12,719,875)	(12,121,200)	598,675	(13,839,100)	14.2%
Less: Region Wholesale Charges	10,064,000	9,039,000	(1,025,000)	10,944,000	21.1%
Gross Contribution to Fixed Costs	(2,655,875)	(3,082,200)	(426,325)	(2,895,100)	-6.1%
<u>Town Operational, Administrative and Fiscal Costs</u>					
Town Operations and Maintenance	345,356	1,157,100	811,744	868,800	-24.9%
Administration and Billing	261,400	261,400	-	261,400	
Corporate Overhead Allocation	503,700	503,700	-	554,900	
Infrastructure Sustainability Reserve Contributions	1,250,000	1,250,000	-	1,300,000	4.0%
Less: Misc Revenue and direct cost recoveries	(117,472)	(90,000)	27,472	(90,000)	
Total Fixed Town Costs	2,242,984	3,082,200	839,216	2,895,100	-6.1%
Net Budget - (surplus)deficit	(412,891)	-	412,891	-	
			-		
Total Expenditures: Region Wholesale Charges plus Town Costs	12,306,984	12,121,200	(185,784)	13,839,100	14.2%

Stormwater

	2018 Forecast to Year End	2018 Budget	2018 Budget/Actual variance fav(unfav)	2019 Budget	% Change Budget
Required rate revenues	(1,675,000)	(1,752,400)	(77,400)	(2,069,100)	18.1%
Less: Region Wholesale Charges			-		
Gross Contribution to Fixed Costs	(1,675,000)	(1,752,400)	(77,400)	(2,069,100)	18.1%
<u>Town Operational, Administrative and Fiscal Costs</u>					
Town Operations and Maintenance	364,927	465,700	100,773	529,200	13.6%
Administration and Billing	105,400	105,400	-	105,400	
Corporate Overhead Allocation	31,300	31,300	-	34,500	
Infrastructure Sustainability Reserve Contributions	1,150,000	1,150,000	-	1,400,000	21.7%
Less: Misc Revenue and direct cost recoveries	-	-	-	-	
Total Fixed Town Costs	1,651,627	1,752,400	100,773	2,069,100	18.1%
Net Budget - (surplus)deficit	(23,373)	-	23,373	-	
-					
Total Expenditures: Region Wholesale Charges plus Town Costs	1,651,627	1,752,400	100,773	2,069,100	18.1%

Total

	2018 Forecast to Year End	2018 Budget	2018 Budget/Actual variance fav(unfav)	2019 Budget	% Change Budget
Required rate revenues	(24,620,570)	(23,637,600)	982,970	(27,013,565)	14.3%
Less: Region Wholesale Charges	16,519,000	14,904,500	(1,614,500)	18,095,000	21.4%
Gross Contribution to Fixed Costs	(8,101,570)	(8,733,100)	(631,530)	(8,918,565)	2.1%
<u>Town Operational, Administrative and Fiscal Costs</u>					
Town Operations and Maintenance	1,846,857	3,194,235	1,347,378	2,427,581	-24.0%
Administration and Billing	1,079,816	1,212,245	132,429	1,633,084	34.7%
Corporate Overhead Allocation	1,168,420	1,168,420	-	1,299,800	11.2%
Infrastructure Sustainability Reserve Contributions	4,100,000	4,100,000	-	4,400,000	7.3%
Less: Misc Revenue and direct cost recoveries	(840,450)	(941,800)	(101,350)	(841,900)	
Total Fixed Town Costs	7,354,643	8,733,100	1,378,457	8,918,565	2.1%
Net Budget - (surplus)deficit	(746,927)	-	746,927	-	
	-	-	-	-	
Total Expenditures: Region Wholesale Charges plus Town Costs	23,873,643	23,637,600	(236,043)	27,013,565	14.3%

Schedule "A"

Attachment #5

Water, Wastewater, and Storm Sewer Rates

1.		Water	Wastewater	Combined
(a)	Metered Service	\$2.18 per m ³	\$2.65 per m ³ of water consumed	\$4.83 per m ³
(b)	Non-metered Service <i>(Refusal by homeowner to install meter)</i>	Flat Rate \$144.00 per unit per month	Flat Rate \$174.00 per unit per month	Flat Rate \$318.00 per unit per month
(c)	Non-metered Service <i>(Installation not physically possible)</i>	Flat Rate \$72.00 per unit per month	Flat Rate \$87.00 per unit per month	Flat Rate \$159.00 per unit per month

2. Storm Sewer Flat Rates

- (a) All Residential and Residential Condominium Properties - \$5.44 per unit, per month.
- (b) All Non-Residential, Commercial, Industrial and Multi-residential Apartment Properties - \$69.08 per meter per month.

3. Penalty for Late Payment

All billings are due and payable as stated thereon and shall, if not paid on or before the due date stated, be subject to a one time late payment penalty of five percent (5%) of the total billed.

4. Bulk Purchase of Water

\$4.83 per m³



**Town of Aurora
Council Report**

No. FS19-007

Subject: 2019 Final Capital Budget Report

Prepared by: Karen Oreto, Financial Analyst

Department: Financial Services

Date: March 26, 2019

Recommendation

- 1. That Report No. FS19-007 be received; and**
- 2. That the Town's Strategic Asset Management Policy be approved; and**
- 3. That the renewed 2018 Asset Management Plan be approved; and**
- 4. That the updated 2018 Ten Year Capital Investment Plan be received; and**
- 5. That the 2019 Capital Budget for Repair and Replacement of existing infrastructure totaling \$10,521,210 as listed in Attachment 4, be approved; and**
- 6. That the 2019 Capital Budget for Growth and New Capital totaling \$49,062,550 as listed in Attachment 5 be approved; and**
- 7. That the 2019 Capital Budget for Studies and Other Projects totaling \$980,000 as listed in Attachment 6 be approved; and**
- 8. That the funding sources for each capital project included in this report be approved as those reviewed and recommended by Budget Committee on February 2 and February 19, 2019.**

Executive Summary

The intent of this report is to present to Council for its formal adoption, as recommended by the Budget Committee on February 2 and February 19, 2019, the following items for either formal approval or receipt:

- The Town's Strategic Asset Management Policy,
- The Town's renewed Asset Management Plan,
- The updated Ten Year Capital Investment Plan, and

- The Town's 2019 Detailed Capital Project Plan.

This detailed capital project plan includes all of the Town's planned 2019:

- Repair and Replacement infrastructure projects,
- Growth and New infrastructure projects, and
- Studies and Other projects.

Background

During the Town's 2019 capital planning process, the Budget Committee was presented with the following documents for its review and/or approval:

- Town's Strategic Asset Management Policy,
- 2018 Asset Management Plan,
- 2018 Ten Year Capital Investment Plan, and
- 2019 Detailed Capital Project Plan.

Upon receipt and/or approval by Council, these documents provide staff with the necessary direction to proceed with the identified capital projects for the following year.

Analysis

The Town's Strategic Asset Management policy

The purpose of this policy is to provide leadership in, and commitment to, the development and implementation of the Town of Aurora's asset management program. It is intended to guide the consistent use of asset management across the organization, to facilitate logical and evidence-based decision-making for the management of municipal infrastructure assets, and to support the delivery of sustainable community services in the name of *"Today, tomorrow, our future together"*. Through its regulation, the province prescribes the key elements that must be addressed within the policy. The approval of this policy is an important step towards integrating the Town's strategic mission, vision and goals with its asset management program, and ensuring that critical municipal infrastructure assets and vital services are maintained and provided to the community in a reliable, sustainable manner. The Town's Strategic Asset Management Policy can be found under Attachment #1.

The Town's renewed Asset Management Plan (AMP)

The Town's AMP is strongly aligned with its Strategic Asset Management Policy. Its primary objective is to maximize benefits, control risks, and provide a satisfactory level of service to the community in a sustainable manner. Infrastructure management ensures that the Town is capable of providing the desired level of service to support attaining the Town's high level strategic goals. The AMP is a strategic document stating the characteristics and condition of infrastructure assets, levels of service expected from them, planned actions to ensure that assets are providing the expected level of service, and financing strategies to implement the planned actions. The overall intent of the AMP is to help the Town ensure investments are made at the right time, future repair and rehabilitation costs are minimized, and municipal assets are being appropriately maintained.

The Town's AMP is an outcome of its stewardship responsibilities: how we plan to look after what we own. In addition, the Town has also incorporated future growth and future required asset investments into its plan in order to document what new assets it plans to invest in as the community grows, including how it plans to finance those investments. The growth side of the plan becomes an input into the existing asset replacement side of the plan, as these new growth driven assets begin to require replacement as well, sometimes within the same 10-year period, such as for new fleet light vehicle additions.

2019 represents the current plan's four year anniversary. As per the Town's best practice, staff have undertaken a comprehensive review and update of this plan which now requires Council's formal approval. This four year anniversary period aligns with Council's term in office period. Some financial tables included in the AMP are updated annually. A link to the complete AMP has been provided in the Attachments section under Attachment #2.

The updated Ten Year Capital Investment Plan

Complementing the Town's AMP is its annual Ten Year Capital Investment Plan which represents a consolidation of the anticipated needs of the Town's departments. All repair and replacement capital items contained within this plan are guided by the foundational philosophies outlined in the town's AMP. This plan is intended to assist the managers responsible for each asset category to carefully plan the long term sustainability of each asset, and ensure appropriate and timely budgeting for the replacement of assets at the optimal time, balancing available funding with the need and condition of the asset and its service.

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On February 2, 2019, the 2018 Ten Year Capital Investment Plan was presented to Budget Committee. A link to the complete Ten Year Capital Investment Plan has been provided in the Attachments section under Attachment #3.

The Ten Year Capital Investment Plan presented contains the detailed plans for assets, showing the approved 2018 capital budget plus ten forecast years from 2019 to 2028. These plans have been reviewed and updated by each asset manager.

The ten year plan shows a planned investment requirement of \$285 million in total over the next ten years: \$138.3 million for Repair and Replacement, \$142.7 million for Growth and New assets, and approximately \$4 million for Studies and Other.

2019 Detailed Capital Project Plan

On February 2, 2019, an overview of the draft of the Town's Capital Budget was presented to the Budget Committee. The committee concluded its review of the 2019 capital budget on February 19, 2019.

As in the past, the capital budget has been presented in three parts:

1. Repair and Replacement infrastructure projects
2. Growth and New infrastructure projects
3. Studies and Other projects.

Through its "Cash to Capital" controlled reserve allocation from the tax levy and its internal funding of capital projects through resultant infrastructure and other reserves best practice, the Town ensures that there is not a direct impact on the tax rate as a result of each year's capital budget. As such, the Budget Committee recommended capital budget is driven by asset need rather than impact on taxes. A number of projects have been noted in the schedules as "conditional approval – additional information required." These projects have been approved in principle, but the Committee has asked staff to provide additional information through a future report, prior to any contractual commitments being made for the project.

Repair and Replacement infrastructure projects

The proposed Repair and Replacement (R&R) Capital Budget for 2019 represents a gross cost of \$10,521,210 funded mainly from capital reserves, including specific R & R reserves. The 2019 R&R program includes repair work to facilities, roads, sidewalks, playgrounds and parks, and the replacement of vehicles and equipment. Management has confirmed that they have the resource capacity to deliver the proposed capital program. Attachment #4 provides a summary of the recommended Repair and

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Replacement Capital program by project, by decision for 2019. The detailed capital project pages can be viewed through the link provided in the Attachments section under Attachment #3.

Growth and New infrastructure projects

The proposed Growth and New Capital Budget for 2019 represents a gross cost of \$49,062,550. This capital program includes funding for the construction of new sidewalks, a new skid steer, a new park in 2C and a playground and design for a new recreation facility. Attachment #4 provides a summary of the recommended Growth and New Capital program by project, by decision for 2018. The detailed capital project pages can be viewed through the link provided in the Attachments section under Attachment #5.

Studies and Other projects

The proposed major Studies and Other Projects Capital Budget presents a gross cost of \$980,000. This includes a DC Background Study and Municipal Energy Plan. Attachment #5 provides a summary of the recommended Studies and Other program by project, by decision for 2019. The detailed capital project pages can be viewed through the link provided in the Attachments section under Attachment #6.

Advisory Committee Review

Not applicable

Financial Implications

All funding is sourced from existing reserve funds of the Town rather than directly from the tax levy or utility rate funded operating budgets. The 2019 operating budget presently has not yet been approved by Council, but it does include a sustainable contribution of funding into a variety of reserve funds in support of the town's ten year capital investment requirements, and is not tied to any specific capital project. Accordingly, the capital budget as recommended may be approved independently of the operating budget.

The draft capital budget materials included proposed funding sources for each capital project. To simplify this report, the recommendations refer to the approval of all funding as recommended by Budget Committee for all applicable projects. Where funding was amended by Budget Committee, the detailed materials on the Town's website will be updated to reflect such decisions immediately following approval of this report.

Communications Considerations

This report along with all attachments will be posted to the Town's website on the Budget and Financial Information page.

Link to Strategic Plan

Developing, reviewing and presenting the annual capital investment plan supports several aspects of the Strategic Plan. This report supports the Plan principles of Leadership in Corporate Management, Leveraging Partnerships, and Progressive Corporate Excellence and Continuous Improvement.

Alternative(s) to the Recommendation

1. May provide alternative directions with respect to the recommendations arising from Special Budget Committee.

Conclusions

The Town's new provincially legislated Strategic Asset Management Policy provides the overarching guidance upon which the Town has built its 2018 Asset Management Plan. The Budget Committee has recommended that Council formally approve this policy.

The 2018 Asset Management Plan provides the foundational framework upon which the town's repair and replacement budget is built through its documentation of the rationale and processes that guide all R&R capital project decisions. The Budget Committee recommends that Council formally approve the Town's renewed Asset Management Plan.

The Budget Committee also recommends that Council formally receive the Town's updated 2018 Ten Year Capital Investment Plan.

Staff presented to the Budget Committee a 2019 capital budget that balances the Town's repair and replacement of existing assets with new growth driven asset requirements, all of which are required in order to maintain the Town's existing levels of service that taxpayers have come to expect. The Budget Committee has reviewed each proposal in detail, and recommends that Council approve the final capital budget as presented herein.

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Attachments

Attachment #1 – Strategic Asset Management Policy

Attachment #2 – [2018 Asset Management Plan](#) (link only)

Attachment #3 – [2018 Ten Year Capital Investment Plan](#) (link only)

Attachment #4 – [2019 Final Repair & Replacement Capital Program Summary](#)

Attachment #5 – [2019 Final Growth & New Infrastructure Capital Program Summary](#)

Attachment #6 – [2019 Final Studies & Other Capital Program Summary](#)

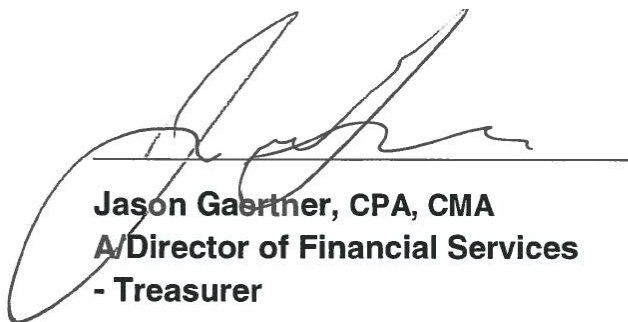
Previous Reports

FS19-001: 2019 Capital Investment Program, Strategic Asset Management Policy and Ten Year Asset Management Plan Overview

Pre-submission Review

Budget Committee – February 2, 2019 and February 19, 2019

Departmental Approval



Jason Gaertner, CPA, CMA
A/Director of Financial Services
- Treasurer

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



Administrative Policies & Procedures

Policy No. FS-07 Strategic Asset Management Policy

Topic:	Strategic Asset Management Policy	Affects:	Capital Asset Owners
Section:	Financial Planning	Replaces:	N/A
Original Policy Date:	March 26, 2019	Revision Date:	March 26, 2019
Effective Date:	January 19, 2019	Proposed Revision Date:	March, 2021
Prepared By:	Financial Services – Financial Planning Division	Approval Authority:	Council

1.0 Policy Statement

To guide the Town, the following policy statements have been developed:

1. The Town will implement an enterprise-wide asset management program through all departments. The program will promote lifecycle and risk management of all municipal infrastructure assets, with the goal of achieving the lowest total cost of ownership while meeting desired levels of service.
2. The Town will develop and establish its asset investment and financial strategies with a focus on ensuring the lowest overall lifecycle (service life) cost of the asset rather than the lowest initial construction cost of building said assets.
3. The Town will implement continuous improvement protocols and adopt best practices regarding asset management planning, including:
 - i. Complete and Accurate Asset Data
 - ii. Condition Assessment Protocols
 - iii. Risk and Criticality Models
 - iv. Lifecycle Management
 - v. Financial Strategy Development
 - vi. Level of Service Framework

4. The Town will develop and maintain an asset inventory of all municipal infrastructure assets which includes, at a minimum, a unique ID, description, location information, value (both historical and replacement), performance characteristics and/or condition, estimated remaining life and estimated repair, rehabilitation or replacement date; and estimated cost repair, rehabilitation or replacement costs. Moving forward, the Town will strive to enhance their asset inventory by collecting more valuable asset attributes against their infrastructure assets.
5. The Town will develop an asset management plan (AMP) that incorporates all infrastructure categories and municipal infrastructure assets that are necessary to the provision of services. This may include assets that fall below their respective capitalization thresholds as outlined in the Town's Tangible Capital Asset Policy. The scope of these assets will be determined, according to relevance, based on the professional judgment of Town senior staff. The AMP will be reviewed annually to address the Town's progress in implementing its asset management plan and updated at least every five years in accordance with O. Reg. 588/17 requirements, to promote, document and communicate continuous improvement of the asset management program.
6. The Town will integrate asset management plans and practices with its long-term financial planning and budgeting strategies. This includes the development of financial plans that determine the level of funding required to achieve short-term operating and maintenance needs, in addition to long-term funding needs to replace and/or renew municipal infrastructure assets based on full lifecycle costing.
7. The Town will explore innovative funding and service delivery opportunities, including but not limited to grant programs, public-private partnerships (P3), alternative financing and procurement (AFP) approaches, and shared provision of services, as appropriate.
8. The Town will develop meaningful performance metrics and reporting tools to transparently communicate and display the current state of asset management practice to Council and the community.
9. The Town will consider the risks and vulnerabilities of municipal infrastructure assets to climate change and the actions that may be required including, but not limited to, anticipated costs that could arise from these impacts, adaptation opportunities, mitigation approaches, disaster planning and contingency funding. Impacts may include matters relating to operations, levels of service and lifecycle management.

10. The Town will ensure that all financial plans are coordinated and align with the established asset management plan and any other applicable legislation.
 - i. The Ten-Year Capital Plan details the financial plans related to the Town's water and wastewater assets, including those prepared under the Safe Drinking Water Act, 2002.
11. The Town will align all asset management planning with the Province of Ontario's land-use planning framework, including any relevant policy statements issued under section 3(1) of the *Planning Act*; shall conform with the provincial plans that are in effect on that date; and, shall be consistent with all municipal official plans.
12. The Town will coordinate planning for interrelated municipal infrastructure assets with separate ownership structures by pursuing collaborative opportunities with neighbouring municipalities and jointly-owned municipal bodies wherever viable and beneficial.
13. The Town will develop processes and provide opportunities for municipal residents and other interested parties to offer input into asset management planning wherever and whenever possible.

2.0 Purpose

The purpose of this policy is to provide leadership in and commitment to the development and implementation of the Town of Aurora's asset management program. It is intended to guide the consistent use of **asset management** across the organization, to facilitate logical and evidence-based decision making for the management of **municipal infrastructure assets** and to support the delivery of sustainable community services in the name of "*Today, tomorrow, our future together*".

By using sound asset management practices, the Town will work to ensure that all municipal infrastructure assets meet expected performance levels and continue to provide desired service levels in the most efficient and effective manner. Linking service outcomes to infrastructure investment decisions will assist the Town in focusing on service, rather than budget driven asset management approaches.

This policy demonstrates an organization-wide commitment to the good stewardship of municipal infrastructure assets, and to improved accountability and transparency to the community through the adoption of best practices regarding asset management planning.

3.0 Background

The Town is responsible for providing a range of essential services to the community, including transportation networks, stormwater management, facilities and parks, and many more. To deliver these services, it owns and manages a diverse municipal infrastructure asset portfolio of roads, bridges, culverts, fleet, sewers, etc. As the social, economic, and environmental wellbeing of the community depends on the reliable performance of these municipal infrastructure assets it is critical to implement a systematic, sustainable approach to their management.

Asset management is such an approach, and refers to the set of policies, practices and procedures that allow an organization to realize maximum value from its municipal infrastructure assets. An asset management approach allows organizations to make informed decisions regarding the planning, building, operating, maintaining, renewing, replacing and disposing of municipal infrastructure assets through a wide range of **lifecycle activities**. Furthermore, it is an organization-wide process that involves the coordination of activities across multiple departments and service areas such as Operational Services, Engineering Services, Community Services, Finance, and Corporate Services. As such, it is useful to adopt a structured and coordinated approach to outlining the activities, roles and responsibilities required of organizational actors, as well as the key principles that should guide all asset management decision-making.

A comprehensive and holistic asset management approach will support efficient and effective delivery of expected **levels of service** and ensure that due regard and process are applied to the long-term management and stewardship of all municipal infrastructure assets. In addition, it will align the Town with provincial and national standards and regulations such as the Infrastructure for Jobs and Prosperity Act, 2015 and Ontario Regulation 588/17, enabling the organization to take full advantage of available grant funding opportunities.

The approval of this policy is an important step towards integrating the Town's strategic mission, vision and goals with its asset management program, and ensuring that critical municipal infrastructure assets and vital services are maintained and provided to the community in a reliable, sustainable manner.

4.0 Definitions

Unless otherwise noted, the definitions provided in this document align with those outlined in Ontario Regulation 588/17 (O. Reg. 588/17), Asset Management Planning for Municipal Infrastructure, under the *Infrastructure for Jobs and Prosperity Act, 2015*.

1. **Asset management (AM)** – the coordinated activity of an organization to realize value from assets. It considers all asset types, and includes all activities involved

in the asset's life cycle from planning and acquisition/creation; to operational and maintenance activities, rehabilitation, and renewal; to replacement or disposal and any remaining liabilities. Asset management is holistic and normally involves balancing costs, risks, opportunities and performance benefits to achieve the total lowest lifecycle cost for each asset (ISO 55000).

2. **Asset management plan (AMP)** – documented information that specifies the activities, resources, and timescales required for an individual asset, or a grouping of assets, to achieve the organization's asset management objectives (ISO 55000). Under O. Reg. 588/17, by 2023 AMPs for core municipal infrastructure assets will be required to include the current levels of service being provided; the current performance of each asset category; a summary of assets in each asset category, their replacement cost, average age, condition information, and condition assessment protocols; lifecycle activities required to maintain current levels of service; discussion of population and economic forecasts; and documentation of processes to make inventory- and condition-related background information available to the public.
3. **Capitalization threshold** – the value of a municipal infrastructure asset at or above which a Town will capitalize the value of it and below which it will expense the value of it.
4. **Green infrastructure asset** – an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs.
5. **Level of service** – parameters, or combination of parameters, which reflect social, political, environmental and economic outcomes that the organization delivers. Parameters can include, but are not necessarily limited to, safety, customer satisfaction, quality, quantity, capacity, reliability, responsiveness, environmental acceptability, cost, and availability (ISO 55000).
6. **Lifecycle activities** – activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities.
7. **Municipal infrastructure asset** – an infrastructure asset, including a green infrastructure asset, directly owned by a Town or included on the consolidated financial statements of a Town, but does not include an infrastructure asset that is managed by a joint municipal board.

5.0 Alignment with the Town's Strategic Direction

This policy aligns with the Town of Aurora's Strategic Plan 2011-2031, Official Plan 2010, Corporate Environmental Action Plan 2018, Parks & Recreation Master Plan 2016, Transportation Master Plan 2013, IT Strategic Plan, and Cultural Master Plan 2014-2019. The following passages outline key strategic priorities listed within these documents that the development of an asset management program will support:

1. Strategic Plan 2011-2031

a. Vision

- i. An innovative and sustainable community where neighbours care and businesses thrive.
- ii. Broad community awareness of the town's cultural resources contributes to strong community support for cultural groups and activities.
- iii. A healthy, strong and complete community is designed for all stages of life and includes an array of jobs and investment opportunities, a full range of community services and amenities, opportunities for active and public transportation, and a broad mix of building and housing types. It also includes places to meet and build social connections and supports active and healthy lifestyle choices, while ensuring accessibility to all residents.

b. Goals

- i. Supporting an exceptional quality of life for all
- ii. Enabling a diverse, creative and resilient economy
- iii. Supporting environmental stewardship and sustainability

2. Town of Aurora Official Plan 2010

a. Principles

- i. Promoting Responsible Growth Management
 1. Plan and manage population and employment growth to the year of 2031 with a focus on shifting emphasis from lower density greenfield development to higher density forms of development in the appropriate areas.
- ii. Ensuring Design Excellence
 1. Promote efficient and fruitful land use and development decisions to improve quality of life for Aurora's residents and maintain high quality buildings and well-designed streetscapes.
- iii. Building a Greener Community
 1. Design sustainable communities that incorporate green building technologies and energy-efficient methodologies.
- iv. Providing a Range and Mix of Housing

1. Develop and provide a broad range of housing types, sizes and designs that meet resident's needs and expectations.
- v. Providing Appropriate Community Facilities
 1. Provide suitable community facilities and services that cater to a healthy and active lifestyle for Aurora's residents.
- vi. Providing Stable Neighbourhoods
 1. Protect Aurora's character and urban structure by managing existing and new neighbourhoods to maintain the stability and vibrancy of the community.
- vii. Advancing the Economy
 1. Promote economic development efforts to support a diversified economic base and competitive business environment to advance Aurora's economic long-term prosperity.
- viii. Building a Successful Downtown
 1. Build a successful and vibrant downtown environment that attracts tourists, cultural amenities, and investment attractors and shapes the image of the community.
- ix. Establishing a Linked Greenlands System
 1. Protect and enhance the natural environment and unique features of Aurora's green land for generations to come.
- x. Conserving Cultural Heritage Resources
 1. Conserve and enhance Aurora's cultural heritage resources that reveal the community's evolution and history.
- xi. Providing Sustainable Infrastructure
 1. Provide sustainable infrastructure that allows for the community's successful operation and ability to support development to meet the expectations and needs of all residents.

3. Corporate Environmental Action Plan 2018

- a. Objectives
 - i. Reduce Town-owned facility water consumption
 - ii. Reduce the uncontrolled and inadequately controlled stormwater areas with respect to both quality and quantity
 - iii. Foster a sustainable green development and alternate methods of transportation to improve the quality of life of Aurora's residents and Town staff.
 - iv. Implement sustainable construction practices to reduce waste, incorporate sustainable design and reclaim or recycle materials.
 - v. Reduce waste going to landfill disposal.
 - vi. Enrich Aurora's ecology by protecting and preserving biodiversity.
 - vii. Prepare a Climate Change Adaptation Plan

- viii. Implement the Provincial Climate Change Plan Actions
- ix. Reduce the town's greenhouse gas emissions by town staff and at town facilities.
- x. Encourage the stewardship of Aurora's natural resources and advance green initiatives by promoting community involvement

4. Parks & Recreation Master Plan 2016

- a. Objectives
 - i. Provide an overview of local demographics
 - ii. Identify relevant trends in sport and recreation
 - iii. Assess key municipal indoor and outdoor recreation facilities, and make recommendations to meet future needs
 - iv. Identify the types of municipal parkland required to meet active and passive recreational needs
 - v. Outline the priority, timing, and applicable costs associated with the Master Plan's recommendations
- b. Purpose
 - i. Increase personal health through providing opportunities to increase physical activity and reduce instances of chronic disease and associated costs borne through the health-care sector.
 - ii. Provide positive opportunities to pursue in light of people's limited disposable time and increasingly sedentary lifestyles (with major competition coming in the form of television, video games, etc.).
 - iii. Reduce anti-social behaviours by providing a positive outlet that can build self-esteem and provides an alternative to self-destructive activities which in turn can minimize costs borne through the social services sector and policing.
 - iv. Deliver economic benefits associated with sport tourism, attracting skilled or creative workers to choose a community as their desired place to live, and developing future leaders within the community.

5. Transportation Master Plan 2013

- a. Studies
 - i. Future Conditions Review
 - ii. Transportation Network Options
 - iii. Operations and Safety Review
 - iv. Traffic Signal Progression
 - v. Analysis of Traffic Signals
 - vi. Walking and Cycling Needs Assessment
 - vii. Bicycle Signage and Pavement Markings
 - viii. Sidewalk Priority Plan

6. Cultural Master Plan 2014-2019

a. Vision

- i. Broad community awareness of the town's cultural resources contributes to strong community support for cultural groups and activities
- ii. Aurora embraces a vision of a living heritage connecting past and present and encompassing the many diverse cultural traditions in the community
- iii. Aurora's vibrant downtown is the social and cultural hub of the community and a strong symbol of community identity
- iv. Cultural activities and amenities are magnets attracting talent and investment in a vibrant creative economy
- v. Aurora's creative cultural industries are major economic drivers in the local economy
- vi. A 'culture of design' infuses decisions, producing a town that boasts a vital downtown and beautiful place throughout the community
- vii. Aurora is a tourism destination based on its rich heritage and the vitality of its culture community
- viii. The Municipality of Aurora is recognized as a leading municipality integrating culture into all facets of planning and decision-making

b. Principles

- i. Adopt a collaborative approach to cultural development supported by sustained communication and collaboration between the Municipality and cultural groups, the public and voluntary sectors and other levels of government
- ii. Ensure cultural resources and opportunities are considered in all areas of planning and decision-making in the Municipality
- iii. Provide cultural opportunities, resources and activities that are accessible to resident of all ages, abilities, ethnicities, and economic circumstances and across all parts of the community
- iv. Make the most efficient and effective use of the Municipality's resources ensuring accountability and value for money
- v. Strive for continuous innovation in cultural planning and development involving all stakeholders

6.0 Roles and Responsibilities

The development and continuous support of the Town's asset management program requires a wide range of duties and responsibilities. The following passages outline the persons responsible for these tasks:

1. Council

- i. Approve the AM policy and direction of the AM program through its approval of the Town's asset management plan
- ii. Maintain adequate organizational capacity to support the core practices of the AM program
- iii. Prioritize effective stewardship of assets in adoption and ongoing review of policy and asset management plan
- iv. Approve capital and operating budgets delivered by Staff

2. Leadership Team

- i. Development of policy and policy updates
- ii. Provide corporate oversight to goals and directions and ensure the AM program aligns with the Town's strategic plan
- iii. Ensure that adequate resources are available to implement and maintain core AM practices
- iv. Develop and monitor levels of service and make recommendations to Council
- v. Track, analyze and report on AM program progress and results
- vi. Provide organization-wide leadership in AM practices and concepts

4. Departmental Staff

- i. Utilize the new business processes and technology tools developed as part of the AM program
- ii. Participate in implementation task teams to carry-out AM activities such as the Capital Asset Management Steering Committee (CAMSC)
- iii. Implement and maintain defined capital asset levels of service
- iv. Manage budgets based on lifecycle activities and financial management strategies

5. Public

- i. Engage and voice level of service expectations and concerns to Council and Staff through surveys and public engagement opportunities
- ii. Understand dynamic relationship between performance, cost, and risk of assets to deliver desired services
- iii. Engage in discussions about strategic priorities and target levels of service for next 10 years

7.0 Key Principles

The Town shall consider the following principles as outlined in section 3 of the *Infrastructure for Jobs and Prosperity Act, 2015*, when making decisions regarding asset management:

1. Infrastructure planning and investment should take a long-term view, and decision-makers should consider the needs of citizens by being mindful of, among other things, demographic and economic trends.
2. Infrastructure planning and investment should consider any applicable budgets or fiscal plans.
3. Infrastructure priorities should be clearly identified in order to better inform investment decisions respecting infrastructure.
4. Infrastructure planning and investment should ensure the continued provision of core public services, such as safe drinking water and reliable transportation services.
5. Infrastructure planning and investment should promote economic competitiveness, productivity, job creation and training opportunities.
6. Infrastructure planning and investment should ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets is protected.
7. Infrastructure planning and investment should foster innovation by creating opportunities to make use of innovative technologies, services and practices, particularly where doing so would utilize technology, techniques and practices developed in Ontario.
8. Infrastructure planning and investment should be evidence based and transparent, and, subject to any restrictions or prohibitions under an Act or otherwise by law on the collection, use or disclosure of information,
 - i. investment decisions respecting infrastructure should be made on the basis of information that is either publicly available or is made available to the public, and
 - ii. information with implications for infrastructure planning should be shared between the Town and broader public sector entities and should factor into investment decisions respecting infrastructure.

9. Where provincial or municipal plans or strategies have been established in Ontario, under an Act or otherwise, but do not bind or apply to the Town, as the case may be, the Town should nevertheless be mindful of those plans and strategies and make investment decisions respecting infrastructure that support them, to the extent that they are relevant.
10. Infrastructure planning and investment should promote accessibility for persons with disabilities.
11. Infrastructure planning and investment should minimize the impact of infrastructure on the environment and respect and help maintain ecological and biological diversity, and infrastructure should be designed to be resilient to the effects of climate change.
12. Infrastructure planning and investment should endeavour to make use of acceptable recycled aggregates.
13. Infrastructure planning and investment should promote community benefits, being the supplementary social and economic benefits arising from an infrastructure project that are intended to improve the well-being of a community affected by the project, such as local job creation and training opportunities, improvement of public space within the community, and any specific benefits identified by the community.

Attachment 4

2019 Repair and Replacement Capital Projects

Summarized by Results of Council Discussions

Project ID	Project	New 2019 Requests
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BUDGET COMMITTEE APPROVED

Community Services

72169	Town Hall - LAN Room HVAC	90,000
72201	Work Station Refresh, Carpet, Paint	150,000
72213	ASC - LED Lighting	50,000
72218	22 Church St - LED Lighting Retrofit	50,000
72274	AFLC - Squash Courts Floor Replacement	100,000
72298	ACC - Snow Melt Pit Boiler	20,000
72323	SARC - Repair of Concrete Walkways	20,000
72326	AFLC - Replacement Overhead Doors and Operators	15,400
72340	ACC - Reseal Exterior Windows	13,500
72342	ACC - Replace Thermoplastic Membrane Roofing	165,600
72389	22 Church St - Repair Wood Flooring	25,000
72393	ASC - Replacement of Roofing Sections	32,160
72404	Town Hall - Replacement of Exterior Entrance Doors	16,500
72405	Town Hall - Replacement of Roof Sections and Skylight Sealant	250,000
72406	SARC - Ice Plant Repairs	62,850
72421	Library - Replacement of Perimeter Sealant of Windows	26,000
72438	SARC - Pool - Supply, Install and Replace Bleachers	43,000
72442	ACC - New Roll Up Doors (3)	60,000
72448	Town hall - Interior Conversion to LED	95,000
72449	SARC - Interior LED Retrofit	30,000
72306	Lifeguard Chairs	18,000
74021	SARC - Comprehensive Sound/Audio/Public Address System	45,200
74022	AFLC - Supply, Install and Replace Change Room Lockers	56,500
72407	ACC - ACC #1 - Sound System Upgrade	50,000
Community Services Sub Total		\$ 1,484,710

Corporate Services

12002	Accessibility Implementation Plan	350,000
14047	Computer & Related Infrastructure Renewal	283,000
Corporate Services Sub Total		\$ 633,000

Financial Services

14012	Financial System	800,000
43038	Water Meter Replacement Program	600,000
Financial Services Sub Total		\$ 1,400,000

Fleet

31097	Traffic Line Painter (#70-19)	10,000
43059	CCTV Camer (#72-19)	10,000
Fleet Sub Total		\$ 20,000

Parks

73315	Sheppard's Bush Parking Lot Resurface	250,000
73320	Subdivision Entry Sign - Batson & Yonge	27,100
Parks Sub Total		\$ 277,100

Roads

31177	Recon - Vandorf Sdrd - Monkman Crt - Carisbrooke	1,000,000
31178	Recon - Poplar Cres	150,000
Roads Sub Total		\$ 1,150,000

Rates

42060	Sanitary Inflow & Infiltration	400,000
42073	Storm Pond Maintenance Program	250,000
42066	Damaged Storm Pipe off Henderson Dr	960,000
42067	Storm Outfall Erosion at Mill St	150,000
Rate Sub Total		\$ 1,760,000

TOTAL PROJECT FUNDING APPROVED AS PRESENTED \$ 6,724,810

CONDITIONAL APPROVAL - ADDITIONAL INFORMATION REQUIRED

Community Services

72179	ACC - Multi-Purpose Room	200,000
72394	ASC - Replacement of Vinyl Wall Covering	36,400
72444	Yonge St Electronic Sign Replacement	80,000
74007	AFLC - Fitness Equipment Replacement	50,000
Community Services Sub Total		\$ 366,400

Financial Services

43055	Advanced Metering Infrastructure	2,000,000
Financial Services Sub Total		\$ 2,000,000

Operational Services

34220	GMC/K3500 (#17-20)	85,000
34221	Kubota 4x4 Tractor (#599-19)	45,000
34228	Ice Resurfacer (#595-19)	90,000
34409	Smart Car Replacement (#400-19)	50,000
71103	Wide Area Mower (#255-20)	140,000
71112	Ford 350 Dump Truck (#226-19)	60,000
71119	Tractor - JD/4320 (#240-19)	60,000
72281	AFLC - Skate Park	600,000
73231	Tennis Court Resurface - David English Park	20,000
73240	Walkway/Basketball Repaving - Tamarac Park	30,000
73242	Improvements to Fleury Park Washroom Facility	250,000
Operational Services Sub Total		\$ 1,430,000

CONDITIONAL APPROVAL - MORE INFORMATION REQUIRED \$ 3,796,400

TOTAL 2019 REPAIR & REPLACEMENT CAPITAL BUDGET \$ 10,521,210

NOT APPROVED

Community Services

72284	SARC - Replace Main Lobby Washroom Partitions	30,000
72356	ACC - Replacement of fire alarm panel	20,000
Community Services Sub Total		\$ 50,000

Operational Services

73212	Playground Replacement - Taylor Park	175,000
41011	Sanitary Sewer CCTV Inspection	150,000
Operational Services Sub Total		\$ 325,000

NOT APPROVED \$ 375,000

TOTAL 2019 REPAIR & REPLACEMENT CAPITAL BUDGET \$ 10,896,210

Attachment 5

2019 Growth and New Capital Projects

Summarized by Results of Council Discussions

Project ID	Project	New 2019 Requests
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BUDGET COMMITTEE APPROVED

Community Services

72443	AFLC - Pylon Sign	60,000
74013	Museum Collection Infrastructure	10,000
73324	Pet Cemetery Restoration	15,000
Community Services Sub Total		\$ 85,000

Corporate Services

24012	By-Law Permit Parking Program	50,000
14058	Project Management Software	50,000
Corporate Services Sub Total		\$ 100,000

Fire Services

21106	Pumper for Fire Hall 4-5	410,000
21114	Fire Master Plan	51,250
Fire Services Sub Total		\$ 461,250

Operational Services

73085	Arboretum Development	96,000
73296	Trails - BG Group Trail Connection	150,000
73319	Canine Commons Upgrades	35,000
34224	Screening of Surplus Soil and Compost	35,000
34713	Street Light Pole Identification	40,000
Operational Services Sub Total		\$ 356,000

Planning & Development Services

34707	Lighting Upgrade - Wellington, Berczy - West of John West Way	350,000
Planning & Development Services Sub Total		\$ 350,000

TOTAL PROJECT FUNDING APPROVED AS PRESENTED \$ 1,352,250

CONDITIONAL APPROVAL - ADDITIONAL INFORMATION REQUIRED

Community Services

72410	SARC - Gymnasium	9,400,000
81019	Library Square	35,000,000
74015	Cultural Services Master Plan	100,000
Community Services Sub Total		\$ 44,500,000

Operational Services

34187	3 Ton Truck	50,000
34188	New Snow Blower Attachments	150,000
34420	New Wide Area Mower	140,000
34422	Additional Vehicle - By-Law Services	60,000
34173	New Trackless Sidewalk Utility Vehicle	175,000
73169	Wildlife Park - Phase 1/2/3	1,000,000
73321	Cattle Crawl Underpass	750,000
Operational Services Sub Total		\$ 2,325,000

Planning and Development Services

81016	Aurora Promenade Streetscape Design & Implementation	730,000
34533	Traffic Calming Measures in School Zones	20,000
31179	Hillary House Parking Lot	135,300
Planning and Building Services Sub Total		\$ 885,300

CONDITIONAL APPROVAL - MORE INFORMATION REQUIRED 47,710,300

TOTAL 2019 GROWTH & NEW CAPITAL BUDGET \$ 49,062,550

NOT APPROVED

Operational Services

73322	Walkway - SARC to Salvation Army Property	55,000
Operational Services Sub Total		\$ 55,000

Planning and Development Services

34525	Yonge St Parking Plan	200,000
34534	John West Way - Traffic Light Update	300,000
Planning and Building Services Sub Total		\$ 500,000

NOT APPROVED \$ 555,000

TOTAL 2019 GROWTH & NEW CAPITAL BUDGET 49,617,550

Attachment 6

2019 Studies and Other Capital Projects

Summarized by Results of Council Discussions

Project ID	Project	New 2019 Requests
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BUDGET COMMITTEE APPROVED

CAO

12032	Residents Survey	30,000
CAO Sub Total		30,000

Community Services

72206	Back Up Generation for Evacuation Centre	50,000
72437	Refridgeration Plan Safety Audits	30,000
Community Services Sub Total		80,000

Corporate Services

13020	Appraisal of Town Buildings	55,000
Corporate Services Sub Total		55,000

Planning and Development Services

81021	Engineering Design Criteria Manual Update	50,000
42808	Corporate Energy Management Plan	50,000
Planning and Development Services Sub Total		100,000

TOTAL PROJECT FUNDING APPROVED AS PRESENTED 265,000

CONDITIONAL APPROVAL - ADDITIONAL INFORMATION REQUIRED

Community Services

72391	22 Church St - Investigation of Water Infiltration	10,000
72401	Structural Study	40,000
73317	Outdoor Field Development Strategy	55,000
73318	User Fee Pricing Strategy	60,000
Community Services Sub Total		165,000

Operational Services

34421	Fleet Consultant	25,000
Operational Services Sub Total		25,000

Planning and Development Services

81023	Architectural Design Guidelines for Stable Neighbourhoods	75,000
81024	Community Improvement Plan Review	50,000
31133	Photometric Analysis and Lighting Gap	100,000
31175	Parking Lot Rehabilitation Study	200,000
42059	Storm Sewer Reserve Fund and Rates Study	100,000
Planning and Development Services Sub Total		525,000

CONDITIONAL APPROVAL - MORE INFORMATION REQUIRED 715,000

TOTAL 2019 STUDIES & OTHER CAPITAL BUDGET \$ 980,000

NOT APPROVED

CAO

12015	Update Town of Aurora Strategic Plan	80,000
CAO Sub Total		80,000

Planning and Development Services

81022	Economic Development Strategic Plan	100,000
Planning and Development Services Sub Total		100,000

NOT APPROVED 180,000

TOTAL 2019 STUDIES & OTHER CAPITAL BUDGET \$ 1,160,000



**Town of Aurora
Council Report**

No. OPS19-005

Subject: Approval of Capital Project No. 71103 and No. 34420 (“Wide Area Mower”)
Prepared by: Steve Filippelli, Parks & Fleet Supervisor
Department: Operational Services
Date: March 26, 2019

Recommendation

- 1. That Report No. OPS19-005 be received; and**
- 2. That this report satisfy Council’s conditional budget approval for Capital Project No. 71103 – Wide Mower Unit (#255-20) in the amount of \$140,000; and**
- 3. That this report satisfy Council’s conditional budget approval for Capital Project No. 34420 – New Wide Area Mower in the amount of \$140,000; and**
- 4. That the total approved budget for Capital Project No. 71103 be increased to \$175,000, representing an increase of \$35,000 to be funded from the Fleet R&R Reserve; and**
- 5. That the total approved budget for Capital Project No. 34420 be increased to \$175,000, representing an increase of \$35,000 to be funded by \$3,500 from the Growth and New Reserve and \$31,500 from the Parks DC Reserve.**

Executive Summary

This report seeks Council approval to proceed with Capital Project No. 71103 for the replacement of Parks Wide Area Mower unit No.255 and Capital Project No. 34420 growth and new additional Wide Area Mower:

- Staff are requesting replacement of wide area mower #255-20 due to significant costs to maintain and provide servicing.
- An additional wide area mower is required due to growth and adherence to our Park Maintenance Standard;
- Increase in cost of mower by an additional \$35,000 due to trade tariffs.

March 26, 2019

Page 2 of 5

Report No. OPS19-005

Background

The wide area mower has been heavily utilized since its acquisition in 2013. This wide area mower can cut 17 acres/hour using only one operator. This wide area mower maintains all parks and sports fields in Town and uses one unit as opposed to multiple units and staff requirements. It is utilized between 40-50 hours per week during the months of May through October.

Analysis

A significant cost is required to maintain and provide servicing to this heavily used and fatigued piece of grass cutting equipment.

The Wide Area Mower has accumulated 2,814 hours since purchase and operates on a daily basis from 5-6 days per week. It is now showing signs of excessive wear. The metal on the equipment has signs of fatigue and stress cracks from continuous driving (approximately 40-50 hours/week). The breakdowns are no longer minor but rather major, with specialized parts that aren't normally a stocked shelf item. Specialized parts can take up to three (3) weeks, making turnaround time very slow.

An additional wide area mower is required due to growth and adherence to our Parks Maintenance Standard.

With Aurora's growth and development of 2C parkland and the Hallmark property, a new additional second wide area mower can maintain (newly acquired 45 acres of assumed property through the development of 2C parkland and the Hallmark property) along with assisting in maintaining the Council approved "Parks Maintenance Standard Service Level" set out in May 2015.

Increase in cost of mower by an additional \$35,000 due to trade tariffs.

Staff received a quote in the amount of \$140,000 for a new Wide-Area Mower in May 2018. Shortly after in June 2018, the US Government imposed a tariff on Canadian steel and aluminum. In July 2018, the Canadian government imposed tariffs on US imports which has resulted in an increase on the cost of products as they enter Canada. This has forced Canadian distributors to pass the inflated cost onto the end buyer which is reflected in the updated quote, received in February 2019, to a new total cost per mower of \$170,000, which is an increase of \$35,000. As part of the preparation of the

March 26, 2019

Page 3 of 5

Report No. OPS19-005

Capital Budget in the Fall of 2018, staff used the quote received in May of that year. The increase, as a result of tariffs, were unknown at that time.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

If approved, Capital Project No. 71103 – Wide Area will be funded from the Fleet R&R and Capital Project No. 34420 - New Wide Area Mower will be funded 10% from the Growth and New Reserve and 90% from the Parks Development DC Reserve.

The quote received in February 2019 resulted in an increase, per mower, of \$35,000. We will require \$175,000 which includes non-recoverable taxes.

Communications Considerations

There is no external communication required.

Link to Strategic Plan

Providing a safe and reliable piece of equipment for Operational Services Parks Division that supports the Strategic Plan Goal of maintaining a standard level of service that meets town approved levels that include all municipally-owned and/or operated parks, natural areas, trails, and related outdoor recreation facilities and amenities.

Alternative(s) to the Recommendation

1. Council may choose to not award Project No. 71103 “Replacement Mower”. The existing Wide Area Mower is a depreciating asset which is forecasted to incur a higher than usual amount of repair costs. If Council chooses to not approve this capital project, the existing Mower will continue to be used, and the Town may

experience increased maintenance costs with the possibility of serious downtime in maintenance operations of Outdoor Sports Fields and Park facilities. That may result in staff not being able to meet the council approved maintenance standard service levels.

2. Council may choose to not award Project No. 34420 "New Additional Mower". One Wide Area Mower to facilitate the entire Town is not ideal with the growth and development and the added 2C lands that are coming on board this spring. If Council chooses to not approve this capital project, the one existing mower will continue to be used, and the Town may experience decreased service levels with a possibility of not meeting the required maintenance standard service levels.

Conclusions

Staff recommends that both Capital Project No. 71103 Capital Project No. 34420 be approved to ensure that the Council approved Park Maintenance Standards are complied with.

Attachments

Attachment #1 – Capital Project No. 71103 Wide Area Mower

Attachment #2 – Capital Project No. 34420 New Wide Area Mower

Previous Reports

None.

Pre-submission Review

CAO Review on February 28, 2019

March 26, 2019

Page 5 of 5

Report No. OPS19-005

Departmental Approval

Approved for Agenda



**Allan D. Downey
Director of Operations
Operational Services Department**



**Doug Nadorozny
Chief Administrative Officer**

**Town of Aurora
Capital Projects**

Project	34420 New Wide Area Mower		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Operating Impact								
	Total	2019	2020	2021	2022	2023	2024	2025
FUEL COSTS	1,800	1,800						
<i>Total</i>	1,800	1,800						



**Motion for Which Notice
Has Been Given** (Feb. 12, 2019)

Councillor Wendy Gaertner

Date: March 26, 2019

To: Mayor and Members of Council

From: Councillor Gaertner

Re: **Information Regarding 672 and 684 Henderson Drive**

Whereas there is a significant public interest in the proposed development of the properties located at 672 and 684 Henderson Drive; and

Whereas the community is requesting more information with respect to the history of the property and any contact between the owners and the Town; and

Whereas it is important to recognize the public expectation of open and accessible information;

1. Now Therefore Be It Hereby Resolved That any and all Town information regarding the properties located at 672 and 684 Henderson Drive, including but not limited to prior correspondence and Closed Session Reports and Minutes, excluding anything currently being considered by Council in Closed Session, be released to the general public and the Committee of Adjustment before a Meeting is held regarding these properties.



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

**Town of Aurora
Office of the Mayor**

Memorandum

Date: March 26, 2019

To: Members of Council

From: Mayor Tom Mrakas

Re: York Regional Council Highlights of February 28, 2019

Recommendation

That Council:

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



Home > Newsroom > Media Releases

Media Release

Council Highlights

March 6, 2019

York Regional Council Highlights - February 28, 2019

Live streaming of the public session of Council and Committee of the Whole meetings is available on the day of the meeting from 9 a.m. until the close of the meeting. Past sessions are also available at york.ca/councilandcommittee



York Regional Council approves 2019 \$3.2 billion budget and endorses a three-year outlook.

York Regional Council approves 2019 to 2023 Strategic Plan

York Regional Council approved the *2019 to 2023 Strategic Plan: From Vision to Results*, which outlines the Region's priorities to meet the needs of our growing community.

Aligned with the current term of Council and four year budget, the Strategic Plan outlines the Region's commitment to making progress in the following four priority areas:

- Increased economic vitality
- Support community health, safety and well-being
- Build sustainable communities and protect the environment
- Deliver trusted and efficient services

Developed in collaboration with staff from all departments, the Strategic Plan guides the Region towards Council's vision of strong, caring and safe communities.

York Regional Council approves 2019 \$3.2 billion budget

York Regional Council has approved a **\$3.2 billion budget**, the first in the four-year budget coinciding with the current term of Council. The 2019 budget includes a net tax levy increase of 2.96%, plus an additional 1% **Roads Acceleration Reserve**. The combined 3.96% tax increase for 2019 will add approximately \$95 to the average residential property bill.

Highlights of the budget include:

- Planning and design of the **Yonge Subway Extension** into Richmond Hill/Langstaff Centre – a critical link in a comprehensive transit system
- Continuing the full build-out of **YorkNet's** fibre network and extending coverage into the Region's under-served areas
- Increasing the Region's **Community Investment Fund** by \$850,000 over four years to provide more stability to community agencies who work with low to moderate income residents of York Region
- Implementing the new **Regional Forest Plan** to better balance public use of the York Regional Forest with ecological needs
- Funding and administering more than 6,700 social housing units owned and managed by **Housing York Inc.** and other community housing providers
- Adding 45 **York Regional Police** officers and eight civilian staff to ensure the Region is further prepared for cannabis legalization, and to address overall needs associated with workload and growth
- Hiring 12 new **Paramedics** to respond to the needs of a growing and aging population
- Delivering wastewater capacity to meet anticipated growth needs in the municipalities of Vaughan, East Gwillimbury, Newmarket and Aurora

The \$2.3 billion operating budget includes:

- \$621 million for **Community and Health Services**: Initiatives include helping fund and administer more than 6,700 social housing units owned and managed by **Housing York Inc.** and other community housing providers
- \$612 million for **Environmental Services**: Services include providing safe water and wastewater treatment for 1.2 million people
- \$462 million for **Transportation Services**: Maintaining a safe and efficient road network, including more than 4,200 lane-kilometres of road, 2,000 Regional road intersections, bus rapid transit corridors, bridges, sidewalks and cycling lanes
- \$368 million for **York Regional Police** to ensure York Region continues to remain among the safest places to live in Canada

The \$867 million capital budget includes:

- **\$206 million for transit**: Projects include advancing planning and design of the **Yonge Subway Extension**, completing the **Cornell bus terminal** and working on two transit operations, maintenance and storage facilities
- **\$156 million for water and wastewater**: Continuing the work on the **Upper York Sewage Solutions Project** to meet anticipated growth needs in the municipalities of **East Gwillimbury, Newmarket and Aurora**
- **\$95 million for Community and Health Services**: Projects include redeveloping affordable housing options such as those in **Unionville and Whitchurch-Stouffville**
- **\$81 million for Property Services**: Continuing construction of a new York Region facility at 17150 Yonge Street in **Newmarket** to provide consolidated access to some of the Region's public services

The 2019 budget includes an updated 10- year capital plan, providing spending of \$6.6 billion to 2028. The 2019 budget reflects the directions and strategies set out in the **2019 to 2022 Strategic Plan**.

The **Roads Capital Acceleration Reserve** will be dedicated to accelerating construction on numerous roads projects identified in the capital plan.

The budget includes an outlook for the remaining three years of this Council term with an annual tax levy increase of 2.96% from 2020 to 2022, which is inclusive of contributions to the **Roads Capital Acceleration Reserve**.

Information on York Region's 2019 budget is available at atyork.ca/budget including operating, capital and **Roads Acceleration Reserve** backgrounders.

York Regional Police 2019 budget approved

York Regional Council approved the 2019 York Regional Police budget which includes a net operating budget of \$333.9 million and a capital budget of \$33.5 million.

The approved budget will assist York Regional Police in meeting the increased demands for service. Highlights include:

- Adding 45 officers and eight civilians to support workload and growth of the Region, as well as legislative reforms such as the legalization of cannabis
- Funding to support the construction phase of a New #1 District serving the residents of the Town of Newmarket, Town of East Gwillimbury, Township of King and Town of Aurora
- Renovations to facilities and the purchasing of vehicles and other specialized equipment

The York Regional Police budget funds a wide range of public services that support community safety and well-being across York Region.

York Region Rapid Transit Corporation 2019 budget approved

York Regional Council approved the 2019 York Region Rapid Transit Corporation (YRRTC) budget that will support the future of rapid transit in York Region. Highlights include:

- Supporting the Yonge subway extension from Finch Avenue to Highway 7 in the Town of Richmond Hill
- Opening and commissioning of two rapidways in the City of Vaughan and one in the Town of Newmarket
- Completion of the SmartCentres Place Bus Terminal in the City of Vaughan and the Cornell Bus Terminal in the City of Markham
- Continuing work on the Yonge Street rapidway in the Town of Richmond Hill

Conservation Authorities 2019 budgets approved

York Regional Council approved the 2019 Conservation Authorities budgets for the Toronto Region Conservation Authority (TRCA) and the Lake Simcoe Region Conservation Authority (LSRCA). The TRCA and the LSRCA work alongside federal, provincial, municipal and community partners to protect, restore and manage the natural environment.

In 2019, the Region will contribute approximately \$8 million to the TRCA and \$5.6 million to the LSRCA. Highlights include:

- Develop phase two of the TRCA flood forecasting and warning website
- Continue partnering on York Region's Climate Change Action and Implementation Plan
- Continue the acquisition process for 190 additional hectares of valley lands across York Region
- Continue implementing the LSRCA strategic plan which includes four goals areas: Creating a safer, healthier, livable watershed; Gain knowledge and increase certainty; Create a connected and engaged watershed community; and Become a stronger more valued organization

This funding will also support the TRCA and LSRCA to carry out their mandate, through powers granted under the *Conservation Authorities Act* to establish and undertake programs furthering conservation, restoration, development and management of natural resources.

The first four-year budget for YorkNet approved

York Regional Council approved the 2019 budget of \$2.1 million for YorkNet, the Region-owned corporation that builds and manages a high-speed, open-access dark fibre network. Highlights include:

- Funding for network construction
- Establishing reserves for resource replacements
- Project planning for the [Connect to Innovate](#) grant application

The YorkNet budget represents 0.1% of the total 2019 York Regional Budget and supports Economic Vitality and Good Government priority areas of the 2019 to 2023 Strategic Plan.

Housing York Inc. 2019 budget approved

The Board of Directors for Housing York Inc. (HYI) approved the 2019 budget which will focus on implementing the third year of Housing York's 2017 to 2020 Plan, *Achieving New Heights Through Innovation and Sustainability*.

Total revenues for HYI are projected to increase by \$1.6 million over 2018. HYI's increase in expenditures is driven by the completion of [Woodbridge Lane](#) in 2019, a 162-unit mixed income building owned by Housing York Inc.

Housing York Inc. is The Regional Municipality of York's housing corporation. It operates 35 housing properties in all local cities and towns housing over 4,000 residents. The 2019 budget gives HYI the fiscal stability and sustainability it needs to continue to provide quality affordable housing to York Region residents.

York Regional Council approves Terms of Reference for Governance Task Force

York Regional Council approved the Terms of Reference for the Region's Governance Task Force. Composed of the York Region Chairman and CEO and Mayors from all nine cities and towns, the task force will receive information and provide advice to Council related to Regional Governance changes.

The terms of reference, which reflect the [Provincial review of Regional governments across Ontario](#), provide the task force with background information, research findings and supporting documentation to respond to the Regional Review. The terms of reference also serve to help task force members provide advice to Council relative to the optimal size and composition of York Regional Council.

York Regional Council appoints members to its Accessibility Advisory Committee

York Regional Council appointed City of Markham Regional Councillor Don Hamilton as Chair of the 2019 to 2022 term of the [York Region Accessibility Advisory Committee \(YRAAC\)](#) as well as 12 citizen committee members.

The YRAAC advises Regional Council on how to make programs, services and facilities more accessible in our community.

The inaugural meeting of the YRAAC will take place on [Wednesday, April 17, 2019 at 4 p.m.](#) in the York Region Administrative Centre, Seminar Room, 17250 Yonge Street, Town of Newmarket.

York Regional Council appoints Human Services Planning Board

York Regional Council has appointed City of Markham Regional Councillor Jack Heath and Rebecca Shields, CAO of the Canadian Mental Health Association, as Co-Chairs for the 2019 to 2022 term the [Human Services Planning](#)

Board.

Established by Regional Council in 2010, the Human Services Planning Board is a multi-sector collaborative with a mandate to build capacity and improve the effectiveness and efficiency of human services in York Region. For the 2019 to 2022 term, the HSPB will also serve as the Advisory Committee to Council for the preparation of a Community Safety and Well-being plan.

York Regional Council appoints Community Partnership Council

York Regional Council appointed City of Markham Mayor Frank Scarpitti and Social Enterprise Canada and CEO Patricia Cousins as Co-Chairs for the 2019 to 2022 term of the [Community Partnership Council \(CPC\)](#). Regional Council also approved the appointment of 23 additional CPC members from community, government and public organizations.

Working collaboratively with Regional Council, the mandate of the CPC is to support the implementation of the *2017 to 2021 York Region Newcomer Strategy* and the integration of newcomers living in York Region.

Bill Cober appointed as Township of King alternative representative to York Regional Council

York Regional Council approved King Township Ward 4 Councillor Bill Cober as the Township's alternative representative to Regional Council for the duration of the current Council term. A motion to appoint Councillor Cober was passed by the Township of King Council on December 10, 2018.

Amendments to the *Municipal Act* allow for a local council to appoint an alternate to their primary member of Regional Council, should the primary member be unable to attend a meeting. The appointment of an alternate is at the discretion of local council.

Greg Beros appointed as Town of Richmond Hill alternative representative to York Regional Council

York Regional Council approved Town of Richmond Hill Ward 1 Councillor Greg Beros as the Town's alternate representative to Regional Council for the duration of the current Council term. A motion to appoint Councillor Beros was adopted by the Town of Richmond Hill Council on February 25, 2019.

Amendments to the *Municipal Act* allow for a local council to appoint an alternate to their primary member of Regional Council, should the primary member be unable to attend a meeting. The appointment of an alternate is at the discretion of local council.

Next regular meeting of York Regional Council

York Regional Council will meet on Thursday, March 21, at 9 a.m. in the York Region Administrative Centre Council Chambers, located at 17250 Yonge Street in the Town of Newmarket.

The Regional Municipality of York consists of nine local cities and towns, and provides a variety of programs and services to 1.2 million residents, 51,000 businesses and 620,000 employees. More information about the Region's key service areas is available at york.ca/regionalservices

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Compiled By:
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[https://www.york.ca/wps/poc/york/yorkhome?
1dmy&urile=wcm%3apath%3a%2FYR_Content%2FYorkConstituent%2FAllMediaReleases
%2FYorkRegionalCouncilHighlightsFebruary282019](https://www.york.ca/wps/poc/york/yorkhome?1dmy&urile=wcm%3apath%3a%2FYR_Content%2FYorkConstituent%2FAllMediaReleases%2FYorkRegionalCouncilHighlightsFebruary282019)

Printed: March 18, 2019

The Corporation of the Town of Aurora

By-law Number XXXX-19

**Being a By-law to amend By-law Number 5840-16, as amended,
respecting signs within the Town of Aurora.**

Whereas section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, permits The Corporation of the Town (the "Town") to pass by-laws respecting signs, structures, culture, heritage, the health, safety and well-being of persons and Economic, social and environmental well-being of the municipality;

And whereas it is deemed necessary to amend By-law Number 5840-16 to regulate additional signs in the Town of Aurora;

Now therefore the Council of The Corporation of the Town of Aurora hereby enacts as follows:

1. Section 1 of By-law Number 5840-16 be and is hereby amended by inserting the following:
 - "1.34.1 "portable sign"** shall mean a free standing sign located, erected or displayed on, but not permanently anchored to, the ground and includes but is not limited to, signs commonly referred to as A-frame, T-frame or sandwich board, but shall not include a banner sign, an election sign, a feather banner sign, an inflatable sign or a mobile sign"
2. Section 3.5 of By-law Number 5840-16 be and is hereby amended by inserting the following:

"(e) portable signs in accordance with subsection 5.16 of this by-law."
3. Section 3.6 of By-law Number 5840-16 be and is hereby amended by inserting the following:

"(e) portable signs in accordance with subsection 5.16 of this by-law."
4. Paragraph (h) of section 4.3 of By-law Number 5840-16 be and is hereby deleted and replaced with the following:
 - "(h) notwithstanding paragraphs (b) and (c), an application for a mobile sign, a banner sign, a feather banner sign or a portable sign permit shall, in lieu of the items required under paragraphs (b) and (c) include:
 - (i) written permission of the property management or the person in charge of the lot;
 - (ii) proposed dates and/or times for placement and removal of signs;
 - (iii) information with respect to number and locations of proposed sign(s);
 - (iv) for mobile signs, proof of insurance satisfactory to the Director; and
 - (v) for portable signs that are placed, or to be placed, on public lands:

(A) proof of liability insurance naming the Town as an additional insured in an amount of at least \$2,000,000 CAD, or an amount otherwise to the satisfaction of the Director; and

(B) written commitment in a form satisfactory to the Director to indemnify the Town in case of any claim against the Town caused by, or related to, the portable sign.”

5. Paragraph (c) of section 4.7 of By-law Number 5840-16 be and is hereby deleted and replaced with the following:

“(c) Provisions in subsection 4.7 of this bylaw shall not apply to mobile signs, banner signs, feather banner signs and portable Signs.”

6. Section 5.1 of By-law Number 5840-16 be and is hereby deleted and replaced with the following:

“5.1 RESTRICTIONS ON TYPES OF SIGNS:

Except for any signs provided under subsection 4.2, only the following types of signs are allowed in the Town and subject to the applicable provisions contained in this by-law, including the requirement to obtain a permit:

- (a) wall signs,
- (b) awning signs,
- (c) canopy signs,
- (d) free standing canopy signs,
- (e) projecting signs,
- (f) ground signs,
- (g) non-residential development signs,
- (h) residential development signs,
- (i) third party signs subject to Council approval,
- (j) mural signs subject to Council approval,
- (k) mobile signs,
- (l) banner signs,
- (m) feather banner signs,
- (n) portable signs,
- (o) menu board,
- (p) pre-menu board.”

7. Section 5 – General Provisions of By-law Number 5840-16 be and is hereby amended by inserting the following:

“5.16 PORTABLE SIGNS:

The following regulations shall apply to all portable signs:

- (a) on lands that are not public, portable signs shall only be located in:
 - (i) Commercial zones,
 - (ii) Institutional zones,

- (iii) Employment zones,
 - (iv) Rural zones, and
 - (v) non-residential use areas within the Promenade zones,
- as identified and described in the Zoning By-law;
- (b) on public lands, portable signs shall only be located within the area delineated as the Aurora Promenade Permitted Portable Sign Locations on Public Property on Schedule "D" of this by-law;
 - (c) portable signs shall only be located on the premises of the business enterprise, venture, undertaking or cause that the portable sign is advertising or notifying about or on public lands that are directly adjacent to such premises;
 - (d) a business enterprise, venture, undertaking or cause shall only be permitted to have one (1) Portable Sign permit at any one time;
 - (e) permits for portable signs shall expire one (1) year from the date of permit issuance;
 - (f) portable signs shall only be displayed to the public from 6:00 am to 11:00 pm and only during times when the business enterprise, venture, undertaking or cause that the portable sign is advertising or notifying about is operating and open to the public;
 - (g) portable signs shall only be displayed to the public with a Town issued permit sticker affixed to the sign;
 - (h) at all times when placed or located outdoors, portable signs shall be weighted down and securely affixed to grade so as to prevent unintentional movement;
 - (i) no portable sign shall be internally or externally illuminated;
 - (j) no portable sign shall exceed:
 - (i) 1.0 metres in height inclusive of the base and frame, and
 - (ii) 0.6 m² in sign area;
 - (k) no portable sign shall be located:
 - (i) within 1.0 metre of a driveway, a rear lot line or a common lot line with adjacent lots,
 - (ii) within 0.4 metres of the edge of a roadside curb,
 - (iii) within a parking lot, any parking space or a planting bed,
 - (iv) in a manner that impedes the flow of traffic on, in or out of a lot,
 - (v) in a manner that obstructs or interferes with a pedestrian or vehicular entrance/exit of a building,
 - (vi) in a manner that could obstruct or interfere with snow plowing or snow removal, or
 - (vii) in a manner that provides less than 1.1 metre of unobstructed sidewalk passage space on any sidewalk or walkway;"

By-law Number XXXX-19

Page 4 of 4

8. Paragraph (b) of Schedule "A" Fees and Securities to By-law Number 5840-16 be and is hereby deleted and replaced with the following:

"(b) application fee for mobile signs, banner signs, feather banner signs, portable signs and signs advertising a special event: \$100.00 per application;"

9. By-law Number 5840-16 be and is hereby amended by inserting the following schedule:

"Schedule "D" – Aurora Promenade Permitted Portable Sign Locations on Public Property"

Enacted by Town of Aurora Council this 26th day of March, 2019.

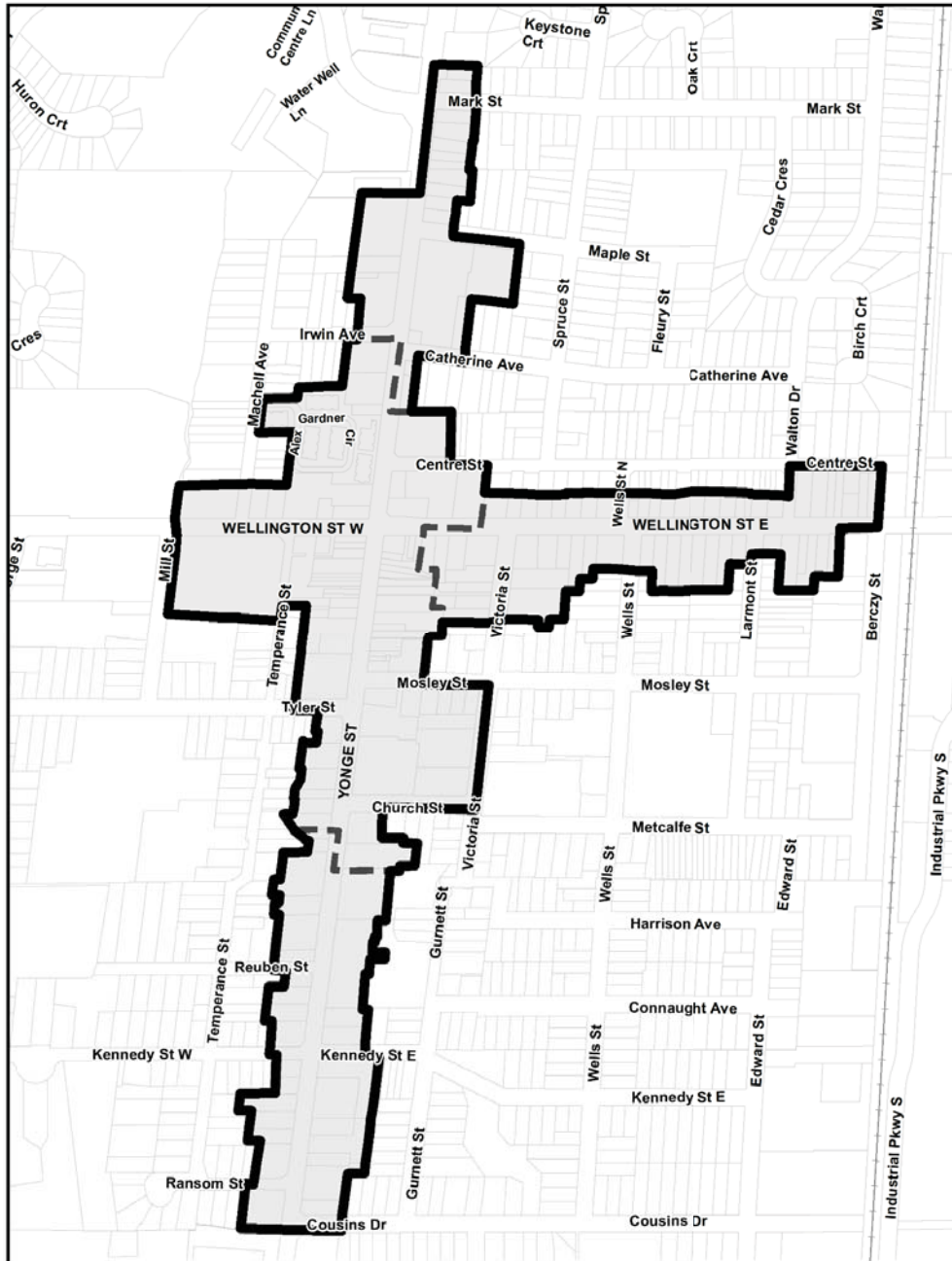
Tom Mrakas, Mayor

Michael de Rond, Town Clerk

SCHEDULE "D" to BY-LAW NUMBER 5840-16

Town of Aurora

 Aurora Promenade Permitted Portable Sign Locations on Public Property



The Corporation of the Town of Aurora

By-law Number XXXX-19

Being a By-law to designate a property to be of cultural heritage value or interest (124 Wellington Street East).

Whereas subsection 29(1) of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as amended, provides that the council of a municipality may, by by-law, designate a property within the municipality to be of cultural heritage value or interest;

And whereas on September 18, 2018, the Council of The Corporation of the Town of Aurora (the "Town") approved the recommendations of its Heritage Advisory Committee to designate the property municipally known as 124 Wellington Street East, Aurora (the "Property") to be of cultural heritage value or interest;

And whereas the Town Clerk caused notice of the intention to designate the Property to be served on the owner of the Property and the Ontario Heritage Trust and published in a newspaper having general circulation in the municipality;

And whereas there were no objections to the proposed designation of the Property served on the Town;

And whereas the Council of the Town deems it necessary and expedient to enact a by-law to designate the Property to be of cultural heritage value or interest;

Now therefore the Council of The Corporation of the Town of Aurora hereby enacts as follows:

1. The Property described on Schedule "A" attached hereto and forming part of this By-law be and is hereby designated to be of cultural heritage value or interest.
2. A statement explaining the cultural heritage value or interest of the Property and a description of the heritage attributes of the Property are set out on Schedule "B" attached hereto and forming part of this By-law.
3. The Town Clerk shall serve a copy of this By-law on the owner of the Property and the Ontario Heritage Trust and publish notice of this By-law in a newspaper having general circulation in the municipality.
4. The Town Solicitor shall register against the Property in the proper Land Registry Office, a copy of this By-law including an Affidavit of the Town Clerk respecting the giving of notice referenced herein to be attached to and forming part of this By-law.

Enacted by Town of Aurora Council this 26th day of March, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

By-law Number XXXX-19

Page 2 of 3

Schedule "A"

Description of Property

All and singular those certain parcels or tracts of land and premises situate, lying and being in the Town of Aurora, in the Regional Municipality of York, municipally known as 124 Wellington Street East, and being composed of Lot 109 on Plan 246, Part of Lot 102 on Plan 246, being Part 1 on Plan 65R18213, Part of Lot 1 1st Range South of Centre Street West of Railroad on Plan 107 as in R559458 except Part 3 on Plan 65R21186, being all of PIN 03641-1648 (LT) including the primary building and all other buildings and structures thereon.

Schedule "B"

Statement of Cultural Heritage Value or Interest

Constructed circa 1920, Baldwin's Restaurant features pre-World War II Georgian Revival and Industrial architectural influence. The building features a flat roof, numerous sash windows and decorative brickwork. Historically, the building operated as a flour mill and was built by William Baldwin after the original mill further west on Wellington Street was destroyed by fire. The Baldwin building is located distinctively on the west side of the railway tracks, which was a prime location to easily transport goods and made the building an early community landmark at the busy Wellington railway intersection.

The prominent Baldwin family owned the property and operated the mill. William Baldwin and his son George Baldwin both served separate terms as Mayor of Aurora. George Baldwin was also the first Chairman of the Aurora Hydro-Electric Commission.

The Baldwin building is an important community landmark featuring a high degree of craftsmanship in its build. It is one of the last pre-World War II industrial buildings remaining in Town, was owned by one of Aurora's more prominent historical families, and its presence serves as a visual reminder of the early industrial and commercial growth of Aurora around the railway tracks.

Description of Heritage Attributes

Reasons for designation include the following heritage attributes and apply to all elevations and the roof including all facades, entrances, windows, chimneys, and trim, together with construction materials, their related building techniques and landscape features.

Exterior Elements

- Flat roof
- Decorative brickwork including the third storey recessed half stone
- Symmetrical, well-proportioned design
- Light sash windows and east facing entrance door
- Stone window sills
- High horizontal belt course juxtaposed with vertical bands
- Stone cornice

The Corporation of the Town of Aurora

By-law Number XXXX-19

**Being a By-law to amend By-law Number 6106-18, to designate
a site plan control area.**

Whereas on July 24, 2018, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 6106-18 to designate a site plan control area;

And whereas the Council of the Town deems it necessary and expedient to amend By-law Number 6106-18 to provide additional delegated authority to Town staff;

Now therefore the Council of The Corporation of the Town of Aurora hereby enacts as follows:

1. Section 5 of By-law Number 6106-18 be and is hereby renumbered to 5 (a).
2. The following be added after section 5 (a) of By-law Number 6106-18, as amended:

"5 (b) The Director may approve, or waive or amend the approval, of the plans and drawings and be authorized to execute any agreements where it is in the opinion of the Director that the proposed development is commercial and industrial and not abutting an arterial road."

Enacted by Town of Aurora Council this 26th day of March, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-19

Being a By-law to establish development charges for the Town of Aurora and to repeal Development Charge By-law Number 5585-14.

Whereas subsection 2(1) of the Development Charges Act, 1997, S.O. 1997, c. 27, as amended (the “Act”), provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which the by-law applies;

And whereas a Development Charges Background Study for the Town of Aurora, dated January 24, 2019 (the “Study”) as required by section 10 of the Act was presented to Council along with a draft of this By-law as then proposed on March 19, 2019;

And whereas notice of a public meeting was given pursuant to subsection 12(1) of the Act, and in accordance with the regulations under the Act, on or before February 25, 2019, and copies of the Study and this proposed development charge by-law were made available to the public not later than January 24, 2019 in accordance with subsection 12(1) of the Act;

And whereas a public meeting was held on March 19, 2019 in accordance with the Act to hear comments and representations from all persons who applied to be heard (the “Public Meeting”);

And whereas any person who attended the public meeting was afforded an opportunity to make representations and the public generally were afforded an opportunity to make written submissions relating to this proposed By-law;

And whereas the Town’s Director of Financial Services/Treasurer and other Town staff have reviewed the Study in light of the public comments and representations and provided a report to Council dated March 19, 2019;

And whereas Council adopted the following recommendations at its March 26, 2019 meeting:

- (a) THAT Council confirms that it intends to ensure that the increase in the need for services attributable to the anticipated development will be met, subject to sufficient development charge revenues being generated and other Town affordability criteria being met;
- (b) THAT Council confirms that it intends that the future excess capacity identified in the Development Charges Background Study for the Town of Aurora dated January 24, 2019 shall be paid for by the development charges or other similar charges;
- (c) THAT Council adopts the capital forecasts prepared in conjunction with the Development Charges Background Study for the Town of Aurora dated January 24, 2019, subject to annual budget reviews; and

- (d) THAT Council confirms that no further public meetings are required under subsection 12(3) of the Development Charges Act, 1997;

Now therefore the Council of The Corporation of the Town of Aurora hereby enacts as follows:

1.0 Definitions

1.1 In this By-law,

- (a) **“Act”** means the Development Charges Act, 1997, S.O. 1997, c. 27, as amended, or any successor thereto;
- (b) **“agricultural use”** means land, buildings or structures, excluding any portion thereof used as a dwelling unit, used or designed or intended for use for the purpose of a bona fide farming operation, including, but not limited to animal husbandry, dairying, livestock, fallow, field crops, removal of sod, forestry, fruit farming, horticulture, market gardening, pasturage, poultry keeping, equestrian facilities and any other activities customarily carried on in the field of agriculture, except the commercial storage, milling or processing of grains, seeds, livestock and products of other farming operations for the purposes of wholesaling such goods;
- (c) **“apartment building”** means a residential building, other than a motel, hotel, or townhouse of any type, which contains more than three (3) dwelling units, where access to each residential unit is obtained through a common entrance or entrances from the street level, and the residential units are connected by an interior corridor;
- (d) **“Assessment Act”** means the Assessment Act, R.S.O. 1990, c. A.31, as amended or any successor thereto;
- (e) **“benefiting area”** means an area defined by a map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;
- (f) **“board”** has the same meaning as that specified in the Education Act, R.S.O. 1990, c. E.2, as amended or any successor thereto;
- (g) **“Building Code Act”** means the Building Code Act, 1992, S.O. 1992, c. 23, as amended, and all Regulations made under it including the Building Code, as amended, or any successors thereto;
- (h) **“capital cost”** means costs incurred or proposed to be incurred by the municipality or a local board thereof directly or by others on behalf of and as authorized by the municipality or local board,
- (i) to acquire land or an interest in land, including a leasehold interest,
- (ii) to improve land,
- (iii) to acquire, lease, construct or improve buildings and structures,
- (iv) to acquire, construct or improve facilities including,

- i. furniture and equipment other than computer equipment,
 - ii. materials acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, c. P.44, as amended or successor thereto, and
 - iii. rolling stock with an estimated useful life of seven (7) years or more; and
- (v) to undertake studies in connection with any matter under the Act and any of the matters in clauses (i), (ii), (iii) and (iv), including the development charge background study required for the provision of services designated in this By-law within or outside the municipality, including interest on borrowing for those expenditures under clauses (i), (ii), (iii) and (iv) that are growth related;
- (i) **“commercial”** means any non-residential development not defined under “institutional” or “industrial”;
 - (j) **“Council”** means the Council of the municipality;
 - (k) **“development”** means the construction, erection or placing of one (1) or more buildings or structures on land or the making of an addition or alteration to a building or structure that has the effect of increasing the size or usability thereof, and includes redevelopment;
 - (l) **“development charge”** (or “development charges”) means a charge (or charges) imposed with respect to this By-law;
 - (m) **“dwelling unit”** means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one (1) or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use, and shall include guest suites available for temporary use on any basis within any residential use development, but, for clarity, excludes suites contained within a motel or hotel;
 - (n) **“Education Act”** means the Education Act, R.S.O. 1990, c. E.2, as amended or any successor thereto;
 - (o) **“grade”** means the average level of finished ground adjoining a building or structure at all exterior walls;
 - (p) **“gross floor area”** means:
 - (i) in the case of a non-residential building or structure or the non-residential portion of a mixed-use building or structure, the aggregate of the areas of each floor, whether above or below grade, measured between the exterior faces of the exterior walls of the building or structure or from the centre line of a common wall separating a non-residential and a residential use, excluding, in the case of a building or structure containing an atrium, the sum of the areas of the atrium at the level of each floor surrounding the atrium

above the floor level of the atrium, and excluding, in the case of a building containing parking spaces, the sum of the areas of each floor used, or designed or intended for use for the parking of motor vehicles unless the parking or storage of motor vehicles is the principal use of the building or structure, and, for the purposes of this definition, the non-residential portion of a mixed use building is deemed to include one-half of any area common to the residential and non-residential portions of such mixed-use building or structure, and

(ii) the floor area of any mezzanine or similar surface area,

however, notwithstanding any other section of this by-law, gross floor area shall not include the surface area of swimming pools or the playing surfaces of indoor sports fields, including hockey arenas and basketball courts;

- (q) “**hotel**” (and “**motel**”) means a commercial establishment offering lodging to travellers and sometimes to temporary residents, and may include other services such as restaurants, meeting rooms and stores that are available to the general public;
- (r) “**industrial**” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;
- (s) “**institutional**” means lands, buildings or structures used or designed or intended for use by an organized body, society or religious group for promoting a public or non-profit purpose and shall include, without limiting the generality of the foregoing, places of worship, medical clinics, and special care facilities;
- (t) “**large apartment**” means a dwelling unit in an apartment building that is 700 square feet or larger in size;
- (u) “**local board**” has the same meaning as defined in section 1 of the Act;
- (v) “**local services**” means those services, facilities or things which are under the jurisdiction of the municipality and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under sections 41, 51 or 53 of the Planning Act;
- (w) “**mixed use**” means land, buildings or structures used, or designed or intended for use, for a combination of residential and non-residential uses;
- (x) “**mobile home**” means any dwelling that is designed to be made mobile, and constructed or manufactured to provide a permanent residence for one (1) or more persons, but does not include a travel trailer or tent trailer;

- (y) **“multiple unit dwelling”** means a dwelling other than those dwellings defined herein as “apartment building”, “small apartment”, “large apartment”, “single detached dwelling”, or “semi-detached dwelling”;
- (z) **“municipality”** (or the **“Town”**) means The Corporation of the Town of Aurora;
- (aa) **“non-residential use”** means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use and includes all commercial, industrial and institutional uses;
- (bb) **“owner”** means the owner of land or a person who has made an application for approval for the development of land upon which a development charge is imposed;
- (cc) **“place of worship”** means a building or structure that is used primarily for worship and religious practices and purposes, including related administrative, teaching, assembly and associated spaces, but does not include portions of such building or structure used for any commercial use, including but not limited to daycare facilities;
- (dd) **“Planning Act”** means the Planning Act, R.S.O. 1990, c. P.13, as amended or any successor thereto;
- (ee) **“private school”** means an educational institution operated by a registered non-profit organization, excluding any dormitory or residence accessory to such private school, that is used primarily for the instruction of students in courses of study approved or authorized by the Minister of Education or successor thereto;
- (ff) **“redevelopment”** means the construction, erection or placing of one (1) or more buildings or structures on land where all or part of a building or structure has previously been demolished on such land, or changing the use of a building or structure from residential to non-residential or from non-residential to residential;
- (gg) **“regulation”** means any regulation made under the Act;
- (hh) **“residential use”** means lands, buildings or structures of any kind whatsoever used, designed or intended to be used as living accommodation for one (1) or more individuals, but shall not include institutional uses, a motel or hotel, or a lodging house licensed by the municipality;
- (ii) **“semi-detached dwelling”** means a building divided vertically into and comprising two (2) dwelling units;
- (jj) **“services”** (or **“service”**) means those services designated in Schedule “A” to this By-law;
- (kk) **“servicing agreement”** means an agreement between a landowner and the municipality relative to the provision of municipal services to specified lands within the municipality;

- (ll) **“single detached dwelling”** means a residential building consisting of one (1) dwelling unit and not attached to another structure above grade and includes a mobile home; for greater certainty, a residential building consisting of one (1) dwelling unit that is attached to another structure by footings only shall be considered a single-family dwelling for purposes of this By-law;
- (mm) **“small apartment”** means a dwelling unit in an apartment building that is less than 700 square feet in size;
- (nn) **“special care facilities”** means lands, buildings or structures used or designed or intended for uses for the purpose of providing supervision, nursing care or medical treatment, which do not comprise dwelling units, that are licensed, approved or supervised under any special or general statute, and excludes the special care/special dwelling portions of the building; and
- (oo) **“special care/special dwelling”** means a residential portion of special care facilities containing rooms or suites of rooms designed or intended to be used for sleeping and living accommodation that have a common entrance from street level:
 - (i) Where the occupants have the right to use in common, halls, stairs, yards, common rooms and accessory buildings;
 - (ii) Which may or may not have exclusive sanitary and/or culinary facilities;
 - (iii) That is designed to accommodate persons with specific needs, including, but not limited to, independent permanent living arrangements; and
 - (iv) Where support services such as meal preparation, grocery shopping, laundry, housekeeping, nursing, respite care and attendant services may be provided at various levels.

2.0 Designation of Services

2.1 The categories of services for which development charges are imposed under this By-law are as follows:

- a) Library Services;
- b) Fire Services;
- c) Indoor Recreation Services;
- d) Outdoor Recreation Services;
- e) Municipal Parking Spaces;
- f) General Government (Studies);
- g) Services Related to a Highway;
- h) Wastewater Services; and
- i) Water Supply and Distribution Services.

2.2 The components of the services designated in subsection 2.1 are described in Schedule “A” to this By-law.

3.0 Application of By-law Rules

3.1 Development charges shall be payable in the amounts set out in this By-law where:

- (a) the lands are located in the area described in subsection 3.2; and
- (b) the development of the lands requires any of the approvals set out in clause 3.4(a).

Area to Which By-law Applies

3.2 Subject to subsection 3.3, this By-law applies to all lands in the geographic area of the Town of Aurora.

3.3 This By-law shall not apply to lands that are owned by and used for the purposes of:

- (a) the Town of Aurora or a local board thereof;
- (b) a board as defined in section 1(1) of the Education Act; or
- (c) the Regional Municipality of York or a local board thereof.

Approvals for Development

- 3.4 (a) A development charge shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:
- i. the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the Planning Act;
 - ii. the approval of a minor variance under section 45 of the Planning Act;
 - iii. a conveyance of land to which a by-law passed under subsection 50(7) of the Planning Act applies;
 - iv. the approval of a plan of subdivision under section 51 of the Planning Act;
 - v. a consent under section 53 of the Planning Act;
 - vi. the approval of a description under section 9 of the Condominium Act, 1998, S.O. 1998, c. 19, as amended or any successor thereto; or
 - vii. the issuing of a permit under the Building Code Act, in relation to a building or structure.
- (b) No more than one (1) development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this By-law applies even though two (2) or more of the actions

described in clause 3.4(a) are required before the lands, building or structures can be developed.

- (c) Despite clause 3.4(b), if two (2) or more of the actions described in clause 3.4(a) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

Exemptions

- 3.5 Notwithstanding the provisions of this By-law, a development charge may not be imposed or may be deferred on terms and conditions satisfactory to the Town, with respect to:
 - (a) land owned by and used for the purposes of a private school that is exempt from taxation under the Assessment Act;
 - (b) lands, buildings or structures used or to be used for the purposes of a cemetery or burial ground exempt from taxation under the Assessment Act;
 - (c) places of worship;
 - (d) the issuance of a building permit in accordance with subsection 2(3) of the Act;
 - (e) non-residential uses permitted pursuant to section 39 of the Planning Act or any successor thereto;
 - (f) the issuance of a building permit not resulting in the creation of additional gross floor area;
 - (g) agricultural uses; or
 - (h) a public hospital receiving aid under the *Public Hospitals Act*, R.S.O. 1990, c. P.40, as amended or any successor thereto.

Amount of Charges

Residential Uses

- 3.6 The development charges described in Schedule "B" to this By-law shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed-use building or structure, on the residential uses in the mixed-use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.
- 3.7 Notwithstanding the definition of multiple unit dwelling, for determining development charges applicable under this By-law, any residential dwelling unit within a multiple unit dwelling structure where the residential dwelling unit is less than 700 square feet of total gross floor area shall be deemed a "small apartment" and pay the corresponding development charge set out in Schedule "B" to this By-law.

Non-Residential Uses

- 3.8 The development charges described in Schedule "B" to this By-law shall be imposed on non-residential uses of lands, buildings or structures and, in the case of a mixed-use building or structure, on the non-residential uses in the mixed-use building or structure, and calculated with respect to each of the services according to the gross floor area of the non-residential use.

Reduction of Development Charges Where Redevelopment

- 3.9 Despite any other provision of this By-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within four (4) years prior to the date of payment of a development charge in respect of such redevelopment was, or is to be: (i) demolished, in whole or in part; (ii) relocated from the lands; or (iii) converted from one principal use to another principal use on the same land, then the development charge otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (a) in the case of a residential or mixed-use building or structure containing residential uses, an amount calculated by multiplying the applicable development charge under subsections 3.6 and 3.7 of this By-law by the number, according to type, of dwelling units that have been or will be demolished, relocated from the lands, or converted to another principal use; or
- (b) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.8 of this By-law by the non-residential gross floor area that has been or will be demolished, relocated from the lands, or converted to another principal use,

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

- 3.10 For the purposes of subsection 3.9, a demolition is deemed to have occurred on the date of issuance of a demolition permit, or in the case of accidental or natural destruction of the structure or relocation of the structure from the lands, the date of such occurrence.
- 3.11 For the purposes of subsection 3.9, the onus is on the applicant to produce evidence to the satisfaction of the Town, acting reasonably, to establish the following:
- (a) the number of dwelling units that have been or will be demolished, relocated from the lands or converted to another principal use; or
 - (b) the non-residential gross floor area that has been or will be demolished, relocated from the lands or converted to another principal use; and
 - (c) in the case of a demolition, that the dwelling units and/or non-residential gross floor area were demolished within four (4) years prior to the date of the payment of development charges in regard to the redevelopment.

- 3.12 Any residential building or structure that is determined to be derelict, or the equivalent of derelict, and ordered to be demolished by the Council of the Town, shall be eligible for development charge credits if a building permit is issued for a building or structure on the lands previously occupied by the deemed derelict residential building or structure within one hundred and twenty (120) months or less of the issuance of the demolition permit for the deemed derelict building or structure. The development charge credit shall be calculated in accordance with the time requirements between demolition permit issuance and building permit issuance as set out in Schedule "C" to this By-law. For redevelopment to which this subsection applies, the development charge otherwise payable with respect to such redevelopment shall be reduced by the amount of the credit calculated in this subsection. Should the calculated credit exceed the amount of development charge otherwise payable, no development charge shall be payable, and any excess credit shall have no cash or credit value for any purpose.

Reduction of Development Charge Where Gross Floor Area is Increased

- 3.13 As set out in section 4 of the Act, if a development includes the enlargement of the gross floor area of an existing industrial building, the amount of the development charge that is payable in respect of the enlargement is determined as follows:
- (a) the exemption for industrial enlargement provided for in this subsection shall apply only to the enlargement of the gross floor area of an existing industrial building; for this subsection, an "existing industrial building" shall have the same meaning as defined in O. Reg. 82/98 under the Act, as amended or successor thereto, and at the time of application for a building permit, shall have fifty (50) per cent or more of its gross floor area occupied by industrial uses;
 - (b) such enlargement must be attached to, or within, the existing industrial building, but shall not be attached by means only of a tunnel, bridge, passageway, shared below grade connection, foundation, footing, shared connected roof or parking facility;
 - (c) both the enlargement and existing industrial building must be constructed on lands owned by the same beneficial owner;
 - (d) the enlargement shall be for a use for, or in connection with, an industrial purpose as set out in this By-law on lands owned by the same beneficial owner;
 - (e) the enlargement shall be for the exclusive use of an existing occupant whose occupancy equals fifty (50) percent or more of the total gross floor area of the existing structure immediately prior to the issuance of the subject expansion building permit;
 - (f) the building permit for the construction of the enlargement is to be issued not less than five (5) years from the date of occupancy permit issuance for the original building, or occupancy permit issuance for the last building permit for an enlargement on the property;
 - (g) for the purposes of the calculation of the applicable development charge, the gross floor area of an existing industrial building shall be calculated as

it existed prior to the first enlargement in respect of that building for which an exemption under section 4 of the Act is sought;

- (h) for the purposes of the calculation of the applicable development charge, the enlargement shall be measured to also include all prior enlargements from the existing industrial building as determined in clause 3.09(b);
- (i) if the area of the enlargement as determined in clause 3.13(h) above is fifty (50) per cent or less than the gross floor area determined in clause 3.13(g) above, the amount of the development charge in respect of the enlargement is zero (0) dollars; and
- (j) if the area of the enlargement as determined in clause 3.13(h) above is more than fifty (50) per cent of the gross floor area determined in clause 3.13(g) above, the amount of the development charge in respect of the enlargement is the amount of the development charge that would otherwise be payable less that portion related to any gross floor area of the enlargement which is required to bring the cumulative amount of enlargements to fifty (50) percent.

Time of Payment of Development Charges

- 3.14 A development charge imposed under this By-law is payable upon issuance of the first building permit with respect to each building or structure. Where applicable, a development charge for Town-wide engineered services shall be payable upon execution of a vacant land condominium agreement, a development agreement, or a subdivision agreement, with the remaining applicable portions of the development charge to be payable at issuance of building permit as above.
- 3.15 Despite subsection 3.14 of this By-law, Council, from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable.

Transition Provision – Permits in Process at Commencement

- 3.16 For any residential building permit which was issued prior to the effective date of this By-law, and for which the Chief Building Official of the Town has determined that construction has not commenced within six (6) months of the permit issuance, such building permit may be revoked until such time as any increase in development charges owing when calculated in accordance with this By-law are paid.
- 3.17 Any residential building permit applications which were both “complete” and received prior to the date which is ten (10) days prior to the effective date of this By-law, but for which a building permit had not been issued by the effective date, shall pay the development charge rates which were in effect at the time the complete application was received by the Town.

4.0 Credit for Construction of Services

- 4.1 Despite the development charge payments required under any provision of this By-law, Council may, by agreement, give a credit towards a development charge

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in exchange for work that relates to a service for which a development charge is imposed under this By-law.

5.0 Indexing

5.1 The development charges set out in Schedule "B" to this By-law shall be adjusted semi-annually, without amendment to this By-law, on the first day of January and July of each year, commencing on July 1, 2019, in accordance with the Statistics Canada Quarterly Construction Price Statistics.

6.0 Schedules

6.1 The following schedules to this By-law form an integral part thereof:

Schedule "A": Components of Services Designated in subsection 2.1

Schedule "B": Residential and Non-Residential Development Charges

Schedule "C": Calculation of Development Charge Credits Provided to Residential Derelict Buildings

7.0 Date By-law in Force

7.1 This By-law shall come into full force and effect on the date of final passage hereof.

8.0 Date By-law Expires

8.1 This By-law will expire five (5) years from the date of final passage, unless it is repealed at an earlier date.

9.0 Repeal of Previous By-law

9.1 By-law Number 5585-14, and any amendments thereto, is hereby repealed upon the coming into force of this By-law.

10.0 Short Title

10.1 This By-law may be referred to as the "Development Charges By-law".

Enacted by Town of Aurora Council this 26th day of March, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

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Schedule "A"

**Town of Aurora
Components of Service**

Town-wide Services:

- 1) Library Services;
- 2) Fire Services;
- 3) Indoor Recreation Services;
- 4) Outdoor Recreation Services;
- 5) Municipal Parking Spaces;
- 6) General Government (Studies);

Town-wide Engineered Services:

- 7) Services Related to a Highway;
- 8) Wastewater Services; and
- 9) Water Supply and Distribution Services.

Schedule "B"
Town of Aurora
Schedule of Development Charges

Service	RESIDENTIAL					NON-RESIDENTIAL	
	Single and Semi-Detached Dwelling	Apartments - Large	Apartments - Small	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)	(per sq.m. of Gross Floor Area)
Town-Wide Services:							
Municipal parking spaces	4	2	2	3	1	0.01	0.11
Fire Services	891	538	369	662	275	0.37	3.98
Outdoor Recreation Services	6,037	3,646	2,499	4,488	1,860	0.27	2.91
Indoor Recreation Services	7,575	4,575	3,136	5,631	2,334	0.33	3.55
Library Services	1,313	793	544	976	405	0.06	0.65
General Government	774	467	320	575	238	0.32	3.44
Total Town-Wide Services	16,594	10,021	6,870	12,335	5,113	1.36	14.64
Town-Wide Engineered Services							
Services Related to a Highway	6,139	3,707	2,542	4,564	1,892	2.55	27.45
Wastewater Services	734	443	304	546	226	0.30	3.23
Water Supply and Distribution Services	377	228	156	280	116	0.16	1.72
Total Town-Wide Engineered Services	7,250	4,378	3,002	5,390	2,234	3.01	32.40
GRAND TOTAL	23,844	14,399	9,872	17,725	7,347	4.37	47.04

Schedule "C"

**Town of Aurora
Calculation of Development Charge Credits Provided to Residential Derelict
Buildings Demolished**

Number of Months from Date of Demolition Permit to Date of Building Permit Issuance	Credit Provided*
Up to and including 48 months	100%
Greater than 48 months up to and including 72 months	75%
Greater than 72 months up to and including 96 months	50%
Greater than 96 months up to and including 120 months	25%
Greater than 120 months	0%

*Credits are calculated as a percentage of the prevailing development charge rates for the type of dwelling demolished.

The Corporation of The Town of Aurora

By-law Number XXXX-19

**Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting
on March 26, 2019.**

The Council of the Corporation of The Town of Aurora hereby enacts as follows:

1. That the actions by Council at its Council meeting held on March 26, 2019, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the corporate seal to all such documents.

Enacted by Town of Aurora Council this 26th day of March, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk