



General Committee Meeting Agenda

**Tuesday, May 21, 2019
7 p.m.**

**Council Chambers
Aurora Town Hall**



**Town of Aurora
General Committee
Meeting Agenda**

Tuesday, May 21, 2019
7 p.m., Council Chambers

Councillor Thompson in the Chair

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Community Presentations

**(a) Franco De Marco, Recreation Supervisor, Community Programs
Re: Recreation and Parks Month – June 2019**

4. Delegations

5. Consent Agenda

6. Advisory Committee Meeting Minutes

Recommended:

That the following Advisory Committee Meeting Minutes items, A1 and A2, be received:

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

Recommended:

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

A2. Community Advisory Committee Meeting Minutes of May 2, 2019

Recommended:

1. That the Community Advisory Committee meeting minutes of May 2, 2019, be received for information.

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. CMS19-015 – Library Square – Linkage and Café Options

Recommended:

1. That Report No. CMS19-015 be received; and
2. That Linkage Option B – Link with Stairs be approved and the total Library Square project budget be increased by \$3,544,400 to be funded as per the recommended funding strategy; and
3. That staff report back to Council on final cost estimate for the Library Extension Corridor; and
4. That the Library Entrance Vestibule be approved and the total Library Square project budget increased by \$398,900 to be funded as per the recommended funding strategy; and
5. That the Café Snack bar/Concession style be approved and the total Library Square project budget increased by \$157,700 to be funded as per the recommended funding strategy.

R2. PDS19-042 – Regional MCR Update: Intensification Area & Employment Land Conversion Requests

Presentation to be provided by Paul Freeman, Chief Planner, The Regional Municipality of York.

Recommended:

1. That Report No. PDS19-042 be received for information.

R3. CS19-020 – Ratepayers Association Policy Update

Recommended:

1. That Report No. CS19-020 be received; and
2. That the Ratepayers Association Policy be approved.

R4. CMS19-013 – 2019 Capital Project – AFLC Fitness Equipment Replacement

Recommended:

1. That Report No. CMS19-013 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 74007 – AFLC Fitness Equipment Replacement in the amount of \$50,000.

R5. CMS19-014 – 2019 Capital Project – User Fee Pricing Policy and Ability to Pay Review

Recommended:

1. That Report No. CMS19-014 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 73318 – User Fee Pricing Strategy, in the amount of \$60,000.

R6. OPS19-012 – Tamarac Green Park – Walkway/Basketball Repaving

Recommended:

1. That Report No. OPS19-012 be received; and
2. That this report satisfy Council's conditional approval of Capital Project No. 73240 – Tamarac Green Park Walkway/Basketball Repaving in the amount of \$30,000.

R7. OPS19-013 – Wildlife Park Phases 1/2/3

Recommended:

1. That Report No. OPS19-013 be received; and
2. That this report satisfy Council's conditional approval of Capital Project No. 73169 – Wildlife Park Phases 1/2/3 in the amount of \$1,000,000.

R8. PDS19-040 – BIA Business Plan and Budget

Recommended:

1. That Report No. PDS19-040 be received; and
2. That the budget presented by the Aurora BIA Board of Management for the Aurora Business Improvement Area be approved; and
3. That a by-law be enacted to levy a Special Charge upon Rateable Property in the Aurora Business Improvement Area at the May 28, 2019 Council meeting.

R9. PDS19-045 – Capital Project No. 42072 – Vandorf Sideroad Culvert and Ditch Repair Budget Increase

Recommended:

1. That Report No. PDS19-045 be received; and

2. That the total approved budget for Capital Project No. 42072 be increased from \$130,000 to \$219,000, representing an increase of \$89,000 to be funded from the Storm Sewer R&R Reserve.

R10. PDS19-047 – Amending Zoning By-law Enactment and Technical Revisions

15370 Leslie (Skale) Inc.

15370 Leslie Street

File Number: ZBA-2017-02

Related File Number: SP-2017-02

Recommended:

1. That Report No. PDS19-047 be received; and
2. That the amending Zoning By-law be enacted with the following:
 - (a) Private Open Space (O2) Zones at the eastern portion of the subject lands; and
 - (b) The maximum permitted building height be 12.6 metres and that in calculating the height of a building, any construction used as an ornament, railing, stair enclosure/access, storage enclosure, and/or rooftop amenity shall be allowed to project above the maximum building height by a maximum of 2.2 metres.

8. Notices of Motion

9. New Business

10. Closed Session

11. Adjournment



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

Date: Tuesday, April 30, 2019

Time and Location: 5:45 p.m., Holland Room, Aurora Town Hall

Committee Members: Councillor Michael Thompson (Chair), Councillor John Gallo, and Mayor Tom Mrakas

Member(s) Absent: None

Other Attendees: Councillor Rachel Gilliland, Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services/Treasurer, Karen Oreto, Financial Analyst, Tracy Evans, Financial Analyst, Budget, and Ishita Soneji, Council/Committee Coordinator

The Chair called the meeting to order at 5:47 p.m.

1. Approval of the Agenda

**Moved by Councillor Gallo
Seconded by Mayor Mrakas**

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*.

Finance Advisory Committee Meeting Minutes
Tuesday, April 30, 2019

Page 2 of 5

3. Receipt of the Minutes

Finance Advisory Committee Meeting Minutes of March 27, 2019

Moved by Mayor Mrakas

Seconded by Councillor Gallo

That the Finance Advisory Committee meeting minutes of March 27, 2019, be received for information.

Carried

4. Delegations

None

5. Consideration of Items

1. Memorandum from Project Management Office Re: Town's Major Capital Project Update

Staff provided a status update on the major capital projects and noted the next steps. The Committee and staff discussed means of improving the standardized major project reporting structure. It was suggested that the reporting structure could include an overview of each project including the original scope, overall budget and expenditures of the project, and specific components could be explained further as necessary.

Moved by Councillor Gallo

Seconded by Mayor Mrakas

1. That the memorandum regarding Town's Major Capital Project Update be received for information.

Carried

2. Memorandum from Acting Director of Financial Services Re: A Comparison of Select Municipal Multi-Year Budget Frameworks

Staff provided an overview of the comparison study of various municipalities with multi-year budget frameworks and noted that the City of Waterloo's multi-

year budget framework would be the best example upon which to build the Town's framework.

The Committee inquired about the implementation and approval process should City of Waterloo's budget framework be considered. Staff noted that it would include two formal budget processes where Council would approve the budget for the first year of its term and receive an overview of the next three years and subsequently approve the remaining three-year budget in the second year of its term, with the condition that each future year budget is reconfirmed prior to each year commencing. It was suggested that further information on Waterloo's budget framework including its future year budget reconfirmation report, and York Region's budget reconfirming structure be provided to the Committee.

The Committee further inquired about the next steps, and staff noted that the proposed multi-year budget framework would be incorporated in the Council's budget principles and guidelines including details on requirements to mitigate inflation and be brought to the Committee for discussion prior to Council approval.

**Moved by Mayor Mrakas
Seconded by Councillor Gallo**

1. That the memorandum regarding A Comparison of Select Municipal Multi-Year Budget Frameworks be received; and
2. That the Finance Advisory Committee suggests that the City of Waterloo budget framework be considered; and
3. That the multi-year budget framework be incorporated in the Council budget principles and be brought to the Finance Advisory Committee meeting of May 22, 2019 for discussion.

Carried

**3. Round Table Discussion
Re: Draft 2020 Budget Milestones Review**

Staff provided a brief overview of the 2020 budget milestones and sought the Committee's input on the public stakeholder consultation meeting budget milestone. The Committee and staff discussed about means to improve public

engagement throughout the budget process. It was suggested that various feedback means be considered focusing on key priorities of the budget as identified by Council and that public consultation could be incorporated as part of another budget meeting.

**Moved by Councillor Gallo
Seconded by Mayor Mrakas**

1. That the comments and suggestions regarding the Draft 2020 Budget Milestones Review be received and referred to staff for consideration and action as appropriate.

Carried

4. Review of Finance Advisory Committee Updated Draft 2019 Work Plan

Staff provided a brief overview of the updated work plan, and the Committee noted that the review of the recreation fee structure be included into the work plan.

**Moved by Mayor Mrakas
Seconded by Councillor Gallo**

1. That That the Finance Advisory Committee Updated Draft 2019 Work Plan be received for information.

Carried

**5. Distribution and Introduction of Detailed Financial Budget Information
Re: Aurora Public Library**

Staff noted that Bruce Gorman, CEO, Aurora Public Library would be present at the next meeting to review the detailed budget information for Aurora Public Library. The Committee sought additional information, including the most recent unaudited financial statements for the library, clarifications on the 2017 and 2018 surpluses identified, and an overview of the impacts of the recently announced Provincial funding cuts to the library.

**Moved by Councillor Gallo
Seconded by Mayor Mrakas**

Finance Advisory Committee Meeting Minutes
Tuesday, April 30, 2019

Page 5 of 5

1. That the detailed financial budget information for Aurora Public Library be received and deferred for discussion and detailed review at the May 22, 2019 meeting of the Finance Advisory Committee.

Carried

6. New Business

None

7. Adjournment

Moved by Mayor Mrakas

Seconded by Councillor Gallo

That the meeting be adjourned at 7:15 p.m.

Carried



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

Date: Thursday, May 2, 2019
Time and Location: 7 p.m., Holland Room, Aurora Town Hall
Committee Members: Barry Bridgeford, Councillor Rachel Gilliland, Chris Gordon, Balpreet Grewal, Denis Heng, Councillor Harold Kim, Chris MacEachern, Janet Mitchell and Sera Weiss
Members Absent: Jennifer Sault
Other Attendees: Stephanie Mackenzie-Smith, Manager of Corporate Communications, Michael Bat, Traffic Analyst, Michael de Rond, Town Clerk

The Town Clerk called the meeting to order at 7 p.m.

The delegation from the Town Clerk took place before the Chair and Vice-Chair were selected.

Appointment of Committee Chair and Vice Chair

**Moved by Councillor Gilliland
Seconded by Chris Gordon**

That Sera Weiss be appointed as Chair of the Community Advisory Committee

Carried

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

That Denis Heng be appointed Vice-Chair of the Community Advisory Committee

Carried

Sera Weiss assumed the Chair at 7:20 p.m.

Community Advisory Committee Meeting Minutes
Thursday, May 2, 2019

Page 2 of 5

Introductions were made around the table.

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.*

3. Receipt of the Minutes

None

4. Delegations

(a) Michael de Rond, Town Clerk

Re: Advisory Committee Member Education and Training

Mr. de Rond presented an overview of the roles and responsibilities of an advisory committee, committee members, the chair, and staff. He noted the importance of an advisory committee as a tool for civic engagement and highlighted various aspects of procedure, including the Town's Procedure By-law and the new Code of Conduct for Local Boards.

5. Matters for Consideration

1. CAC19-001 – Community Engagement Policy Report

Staff provided a brief overview of the report. The Committee and staff discussed about the evolution of the Policy including measuring the quality of the community engagement, community participation levels, various social

media tools to receive feedback and the community engagement framework.

**Moved by Denis Heng
Seconded by Balpreet Grewal**

1. That Report No. CAC19-001 be received; and
2. That the Community Advisory Committee provide staff with comments on attached Community Engagement Policy to be incorporated into a report to General Committee.

Carried

**2. PDS19-043 – Kitimat Crescent and Aurora Heights Public School
Alternative Solutions**

Staff provided a brief overview of the report and the history of the matter. The Committee and staff discussed about how the area is currently navigated by the community, the feedback received from the school board and parents of students attending the school, and alternative options to access the school including a kiss-n-ride and utilizing the nearby path or trail. It was suggested that further discussions regarding the matter be facilitated with the school board and parents of students attending the school. The Committee stressed the importance of an ultimate solution that improves the current situation and is beneficial to all parties.

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

1. That Report No. PDS19-043 be received; and
2. That the Committee provide comments and input on the following recommendations to be incorporated into a report for General Committee:
 - a) That pedestrian connection between Aurora Heights Public School and Aurora Community Centre not be implemented; and
 - b) That layby parking on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented; and

Community Advisory Committee Meeting Minutes
Thursday, May 2, 2019

Page 4 of 5

- c) That removing the existing parking restrictions on the east side of Tecumseh Drive along the frontage of Aurora Heights Public School not be implemented; and
- d) That Parking By-law No. 4574-04.T be amended to prohibit parking at any time on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of curb return to a point nine metres east of the end of curb return adjacent to house # 25.

Carried

3. PDS19-044 – Stop Control Removal at Corbett Cres and Cossar Dr

Staff provided a brief overview of the report. The Committee inquired about the history of the matter and the possibility of relocating the community mailbox or inclusion of a second stop sign. The Committee inquired about how similar situations regarding stop control removals were handled in the past, and suggested that a communication program to facilitate change management in the area could be developed.

Moved by Janet Mitchell

Seconded by Barry Bridgeford

- 1. That Report No. PDS19-044 be received; and
- 2. That the Committee provide comments and input on the following recommendations to be incorporated into a report to General Committee:
 - a) That potential for removal of the stop sign and stop line on Corbett Crescent at Cossar Drive be considered; and
 - b) That the existing crosswalk lines on Corbett Crescent at Cossar Drive be maintained and install additional warning signage

Carried

6. Informational Items

None

Community Advisory Committee Meeting Minutes
Thursday, May 2, 2019

Page 5 of 5

7. Adjournment

**Moved by Councillor Gilliland
Seconded by Janet Mitchell**

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

Carried



**Town of Aurora
General Committee Report No. CMS19-015**

Subject: Library Square – Linkage and Café Options
Prepared by: Robin McDougall, Director of Community Services
Department: Community Services
Date: May 21, 2019

Recommendation

1. That Report No. CMS19-015 be received, and;
2. That Linkage Option B – Link with Stairs be approved and the total Library Square project budget be increased by \$3,544,400 to be funded as per the recommended funding strategy, and;
3. That staff report back to Council on final cost estimate for the Library Extension Corridor.
4. That the Library Entrance Vestibule be approved and the total Library Square project budget increased by \$398,900 to be funded as per the recommended funding strategy, and;
5. That the Café Snack bar/Concession style be approved and the total Library Square project budget increased by \$157,700 to be funded as per the recommended funding strategy.

Executive Summary

The addition to Church Street School was approved to proceed to detailed design which is already underway and will continue for the next few months. Previous reports have highlighted a number of features that will be included in the design, while this report focusses on amenities that require direction. Even if the decision is to fund these amenities at a later date, it is important to know if they would be of interest in the future and include their specifications in the design and space considerations now during the detailed design stage.

- Consideration of café space on the plaza level can be achieved with minor revisions to the design

- The Linkage – Above Ground/Bridge Option is the preferred connection between the two facilities (Library and Church Street School Addition)
- Library Corridor Extension provides direct connection to Yonge St. and a roof top outdoor reading garden at the Library
- Library Entrance Vestibule provides an improved entrance feature for the library and creates an integration with the outdoor square design

Background

In March 2019, Council approved the schematic design Library Square project and authorized staff to proceed to the detailed design stage. Additionally, Council directed staff to report back on the options, costs, and visuals for an above-ground and underground Linkage between the Library and Church Street School Addition for potential further development. At that time, there was also discussion regarding the option of providing café space for a future business opportunity. Although staff cautioned that there is a lack of a business case to support a café operation at this time, staff also conveyed that the architects were confident there were options in the design to accommodate a café.

In order to inform the detailed design stage, staff are returning to Council to obtain further direction on these amenities. The consultants have prepared some information in Attachments 1-2 and will be making a presentation during tonight's Council meeting May 21, 2019.

Analysis

Consideration of café space on the plaza level can be achieved with minor revisions to the design

Currently the plaza level offers an open concept gathering space suitable for a breakout room for programs, service area for light refreshments and creates a connection to the outdoor square through large sliding doors. Previous discussions regarding a permanent café or commercial operation resulted in limiting the space to a breakout room and service area for light refreshments and not provide amenities for a commercial operation. This decision was based on the lack of a business case for a commercial operation and the desire to not compete with the existing concession in the library and similarly not compete with potential business opportunities on Yonge St.

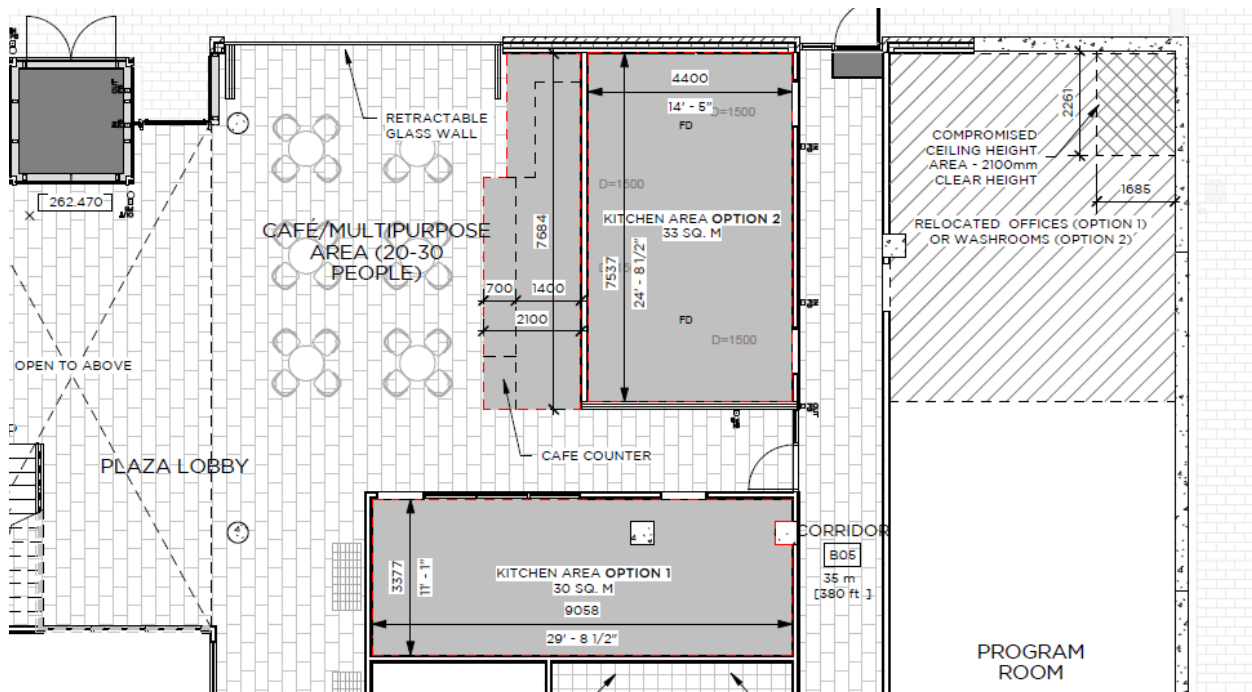
The consultants that developed the overall facility business plan also cautioned against investing in a full commercial operation based on their experience.

However, in order to have the opportunity to consider a potential commercial operation in the future, staff discussed with the architects potential revisions to the design to accommodate the possibility of a small commercial operation (Attachment 1).

CAFÉ – FULL KITCHEN \$415,000

Not Recommended

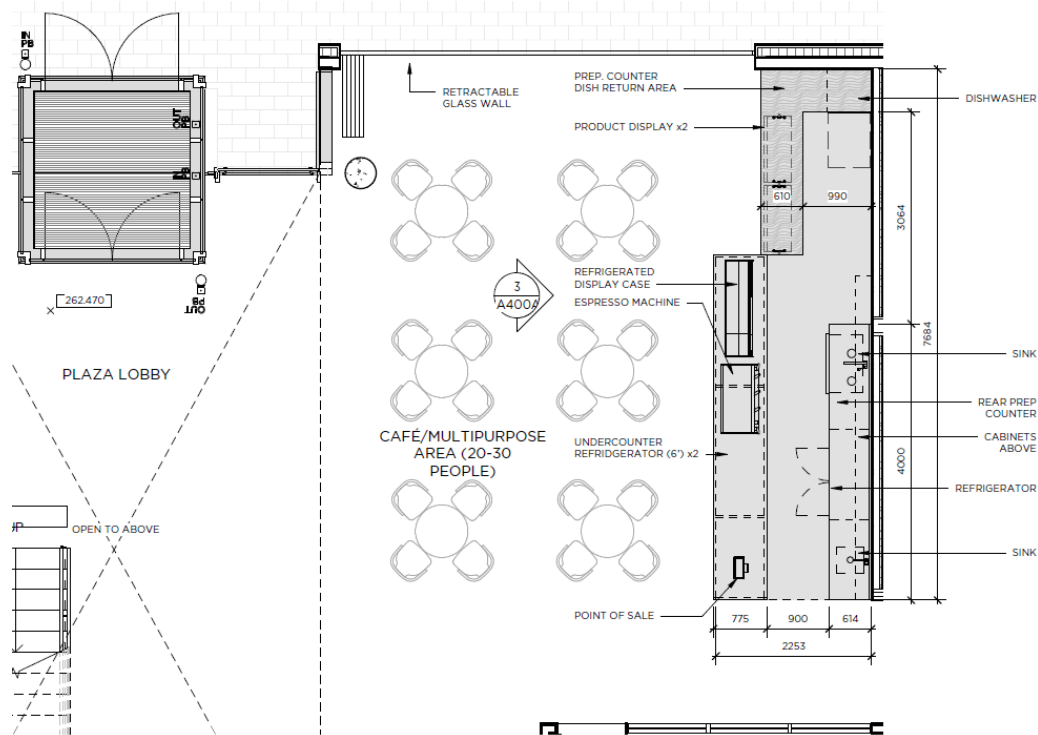
This option would include a full kitchen and would require moving functional spaces to make room for the commercial kitchen. As such, the washrooms or the staff office spaces would need to move to the other side of the hallway creating space for the kitchen. This move would take up space in the program room (reducing it from 1500sqft to 1000sqft) and would require additional commercial kitchen equipment to create a full service kitchen (oven/hood, warmer, fryer, dishwasher, fridge/freezer, commercial sink, etc.). This would also require a café counter to provide a service area. Space on the plaza level permits approximately 20-30 seats, this may be limiting for a full commercial kitchen operation. If there was a way to increase seating capacity, it is important to note that capacity with 40 seats or more would require additional washrooms (this is not captured in the current cost estimate).



CAFÉ – SNACK BAR/CONCESSION \$157,700

Recommended

This option is a simpler space configuration and yet would provide a site for a commercial operation. The proposed design would not require any functional spaces to be moved, keeping the current footprint. A service counter could be added to provide a typical concession area, similar to a coffee shop or to-go kiosk (including under-counter fridge, display case, dishwasher, and sink). Space on the plaza level permits approximately 20-30 seats which would be suitable for a snack bar/concession type of operation.



When comparing the two options, the Snack Bar/Concession style option provides a future commercial opportunity, can be used for special events, does not impact functional spaces and would be a smaller investment. Without a business case, the Snack Bar/Concession option would meet the needs of a future opportunity with limited risk. It is for these reasons, the Snack Bar/Concession is the preferred option.

The Linkage – Above Ground/Bridge Option is the preferred connection between the two facilities (Library and Church Street School Addition)

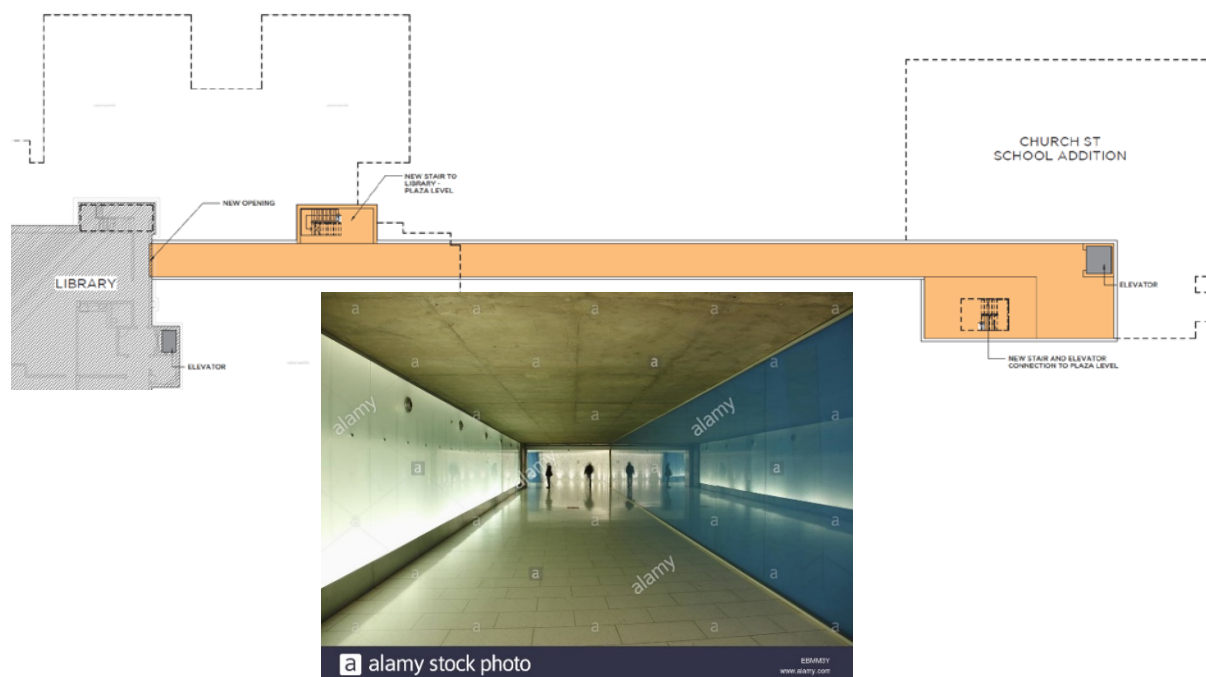
Through consultation with the Library, a permanent linkage has been suggested for consideration. There is a desire to provide a dry/temperature controlled route for pedestrians to get from one facility to the other and potentially connect them to Yonge St. It was envisioned that connecting the two sites would provide a similar environment to a conference centre and patrons could get from one facility to the other more easily. The Library is in support of the permanent connection as it is envisioned that it could expand the Libraries programming opportunities.

In March 2019, preliminary designs for on-ground linkage options were shared with Council. Concerns were raised suggesting that an on-ground linkage would create a divider or take away from the open and welcoming environment that the square can provide. As such, designs for above-ground and underground options was requested for more information and are shown in Attachment 2.

UNDERGROUND TUNNEL \$2,833,100

Not Recommended

The underground tunnel option would be aligned to connect with the Library from the basement level under the main entrance, continue straight across under the square (295 feet long and 12 feet wide) and connect under the plaza level of the new addition to Church Street School. Although the route aligns well with both facilities it creates some issues.



The tunnel creates a secluded area and would not be a desirable route for patrons to use. The cross-section under the square would require additional infrastructure to manage the displacement of soils and stormwater management to make room for the tunnel. Additionally, the entrance under the plaza level adds another level of depth to consider and would change the planned 'raft' system for the addition to Church Street School. For these various reasons, the underground option is not desired.

ABOVE GROUND - BRIDGE

The architects have prepared schematic designs for a couple of above ground options. In both cases, there are common elements including:

- dry/temperature controlled and lighted route across the square connecting the two facilities
- lighting under the bridge providing an additional pedestrian route
- connecting with the Library on the second floor (roof) above the main entrance
- flat grade across the entire span of the bridge
- provide seating area midway
- include 'heat/sunlight' mitigation for the windows
- provide green roof and water/rain collection
- architectural design following the contour of the square (boomerang shape)
- ice resurfacer garage/storage can be placed under the bridge
- requires the café and washrooms on plaza level to be repositioned

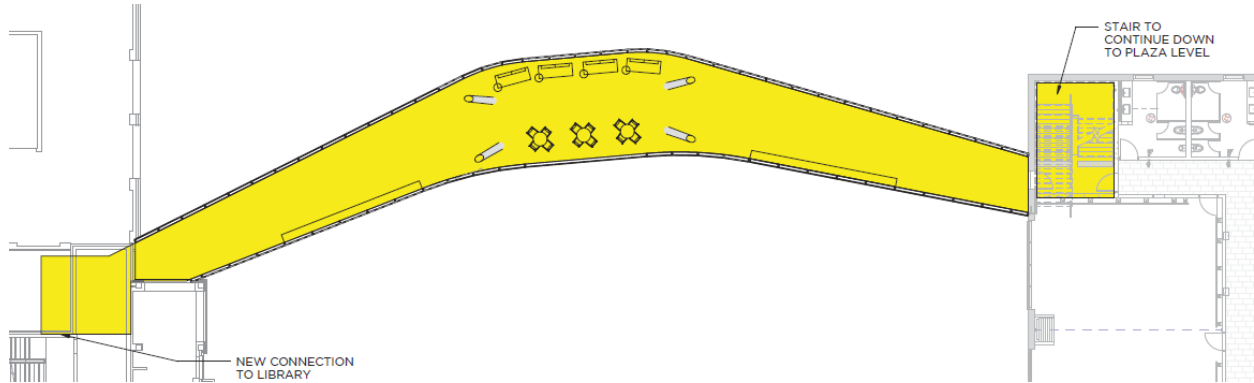
In both Option A and B, Council could choose to approve either of these options with a timber construction which would add an additional \$300,000-\$500,000 to the stated option cost.



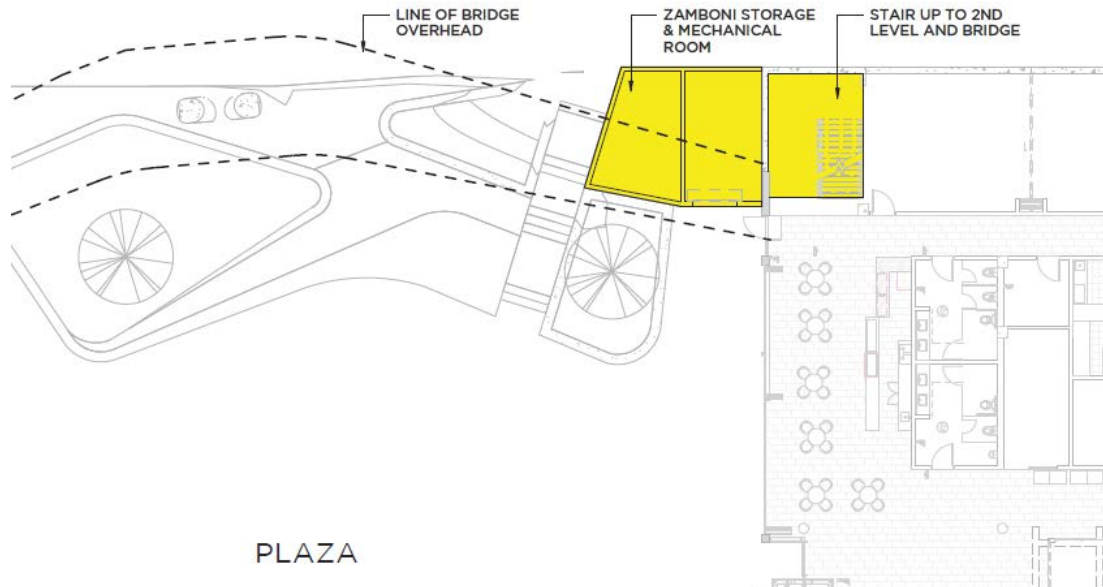
OPTION A – BRIDGE – LINK AT 2ND LEVEL \$3,407,000

Not Recommended

This option connects with the Library above the main entrance (2nd floor) and crosses over the square and connects at the 2nd level of the Cultural Centre.



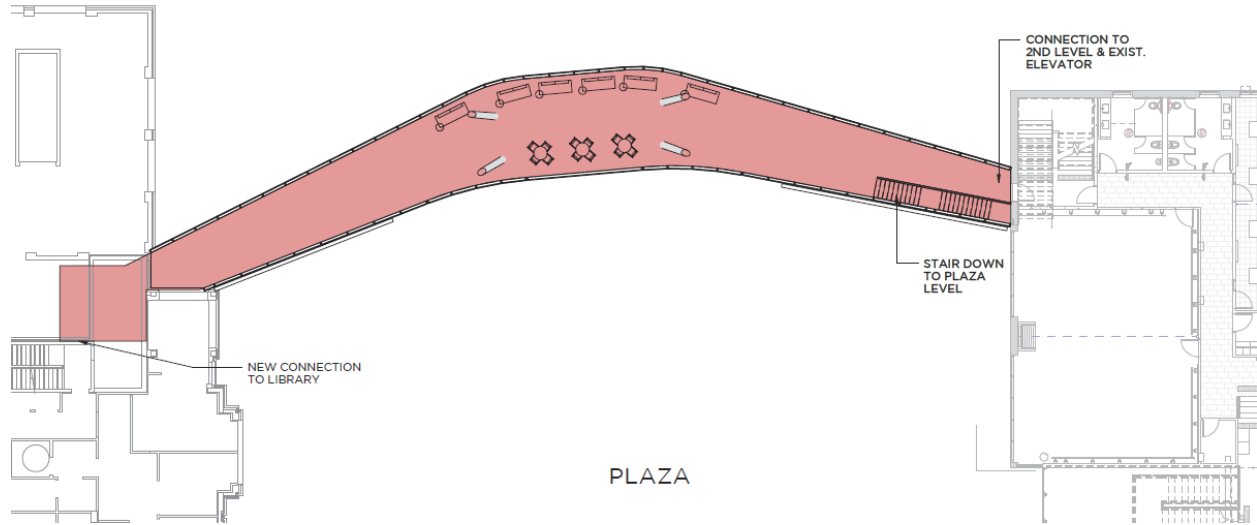
- enter the Cultural Centre at 2nd level and proceed to a staircase or elevator
- corner staircase previously stopped at the 2nd level, this design would require the staircase to continue to the plaza level resulting in a reduction of the size of the program room on the plaza level (approximately 1500sqft to 1100sqft)



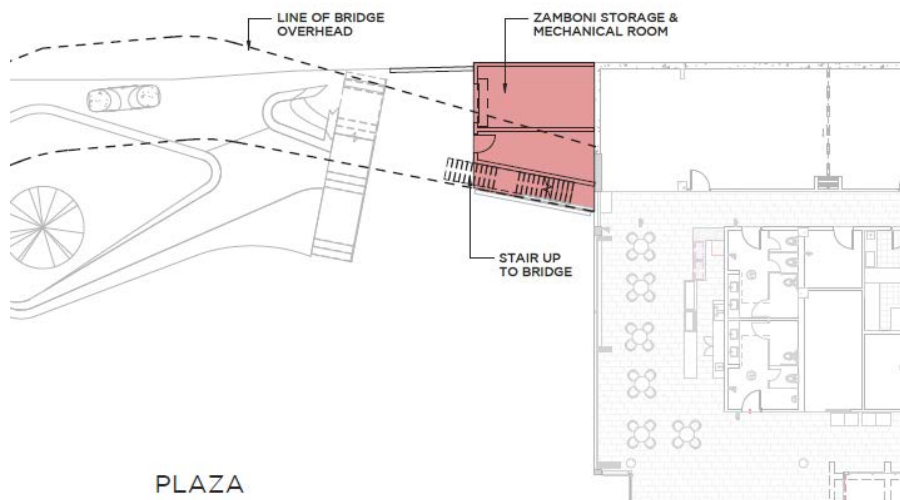
OPTION B – BRIDGE – LINK WITH STAIRS \$3,544,400

Recommended

This option connects with the Library above the main entrance (2nd floor) and crosses over the square and connects at the 2nd level of the Cultural Centre and includes stairs to the plaza level from within the bridge.



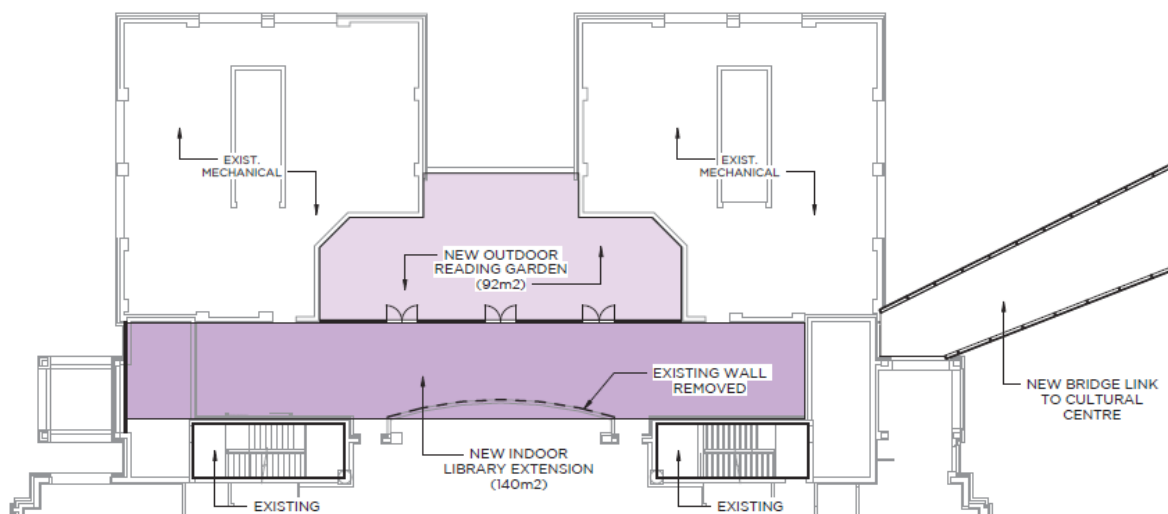
- A staircase to the plaza level is integrated into the bridge. The accessible route would be to continue through the 2nd floor to the elevator
- This design does not impact the size of the program room on the plaza level



Library Corridor Extension provides direct connection to Yonge St. and a roof top outdoor reading garden at the Library

LIBRARY CORRIDOR EXTENSION - \$1,400,000 Further Development Required

The proposed glassed corridor extension is not required to make the bridge options functional, however, it would add a connection to Yonge St. and provide an additional library entrance and the possibility of a new outdoor reading garden.



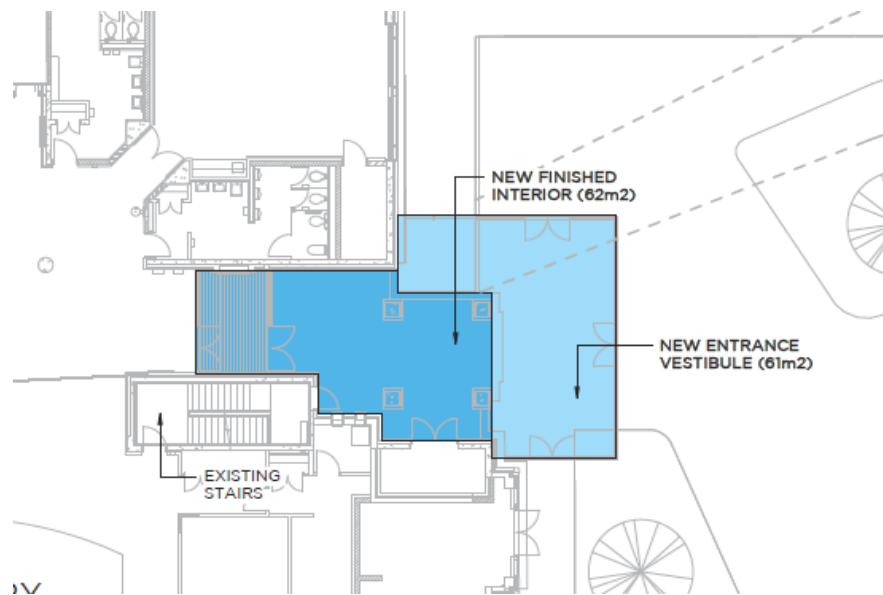
- Access to the rooftop corridor and outdoor reading garden is via an existing staircase within the main library entrance or via the elevator from within the library
- Staff are working on another option to use the existing library interior space which would further reduce the cost of the corridor

Library Entrance Vestibule provides an improved entrance feature for the library and creates an integration with the outdoor square design

LIBRARY ENTRANCE VESTIBULE - \$398,900

Recommended

The proposed glassed vestibule entrance for the Library is not required to make the bridge options functional, however, it would enhance the existing library entrance.



- provide the library a brighter, more significant and integrated entrance to the overall design of the square

Advisory Committee Review

If Council approves to proceed with the Linkage and Café, the latest designs will be shared with the Heritage Advisory Committee and the Accessibility Advisory Committee for input.

Legal Considerations

Not applicable

Financial Implications

Staff recommend that Council approve the following additions to the Library Square's design:

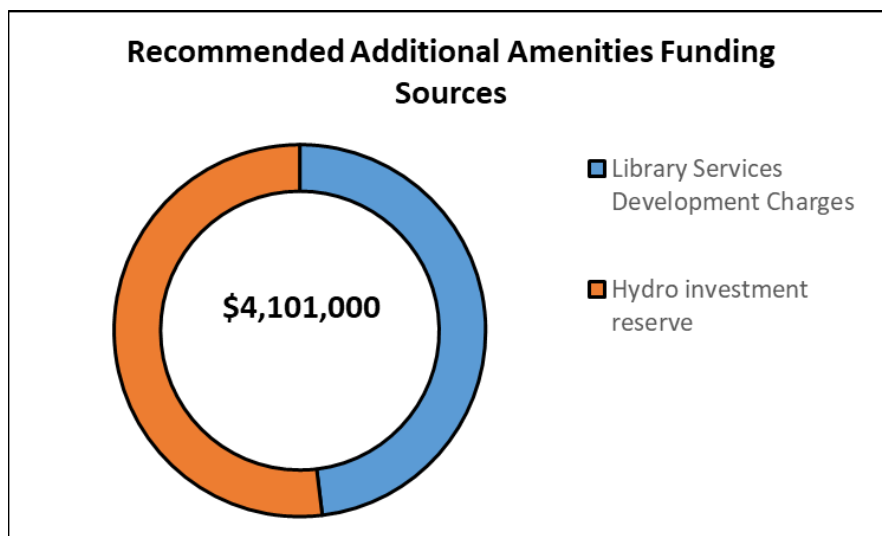
• Option B: Bridge Link with Stairs	\$ 3,544,400
• Library Entrance Vestibule	398,900
• Café Snack Bar/Concession	<u>157,700</u>
Total	\$ 4,101,000

All option cost estimates include design and construction contingencies as well as unrecoverable HST costs. Should Council approve staff's recommended additional amenities, the Library Square project budget would grow by \$4,101,000 to a total budget of \$42,428,700.

Council could choose to approve a timber construction for the Bridge Option A or B at premium of an additional \$300,000-\$500,000. If approved, this additional cost would be incorporated into the overall proposed funding strategy for these recommended Library Square amenities.

Staff recommend that these additional amenities be funded through two primary funding sources being Library Services development charges and the hydro investment reserve proceeds (see Figure 1). Further details in regards to this funding strategy can be found in Attachment #3.

Figure 1



This funding strategy has taken into consideration all previously committed funds to the Library Square project; as well as, confirmed the eligibility of these recommended amenities for each of the proposed funding sources.

Communications Considerations

This report will be posted to the website to keep residents informed of plans and any future direction from Council will be shared via Council Highlights, Town website and social media. Additional consideration may be provided for public meetings and open houses.

Link to Strategic Plan

The development of Library Square supports the following Strategic Plan goals and key objectives:

Supporting an exceptional quality of life for all in its accomplishment in satisfying requirements in the following key objectives within these goal statements:

- **Invest in sustainable infrastructure**
- **Celebrating and promoting our culture**
- **Encourage an active and healthy lifestyle**
- **Strengthening the fabric of our community**

Alternative(s) to the Recommendation

1. Council may approve the Linkage design so that the site and location is considered in the overall design but defer funding the linkage project at this time.
2. Council may choose to not approve the Linkage.
3. Council may approve the Café design so that the site and location are considered in the overall design but defer funding the café project at this time.
4. Council may choose to not approve the Café.
5. Council may provide further direction.

Conclusions

In addition to the linkage and café options, the proposed library corridor and vestibule require direction from Council. Even if Council defers funding the options at this time, it is critical to include the desired options for future consideration in the detailed design.

With Council's approval of the options including the funding sources, staff would ensure the options are incorporated in the development of the detailed design.

Attachments

Attachment 1 – Café/Restaurant Options – draft site plan

Attachment 2 – Linkage Design Options – draft site plan

Attachment 3 – Funding Strategy for additional amenities

Previous Reports

PBS17-066 – Award of Contract for Library Square Site Plan, September 5, 2017;

PBS17-096 – Preferred Design for Library Square, December 5, 2017;

PBS17-100 – Preferred Design for Library Square – Additional Information December 12, 2017;

PDS18-014 – Updated Design for Library Square, January 30, 2018;

PDS18-076 – Library Square – June 19, 2018;

CMS19-005 – Library Square – Project Update – February 12, 2019

CMS19-007 – Library Square – Addition to Church Street School – March 21, 2019

Pre-submission Review

Reviewed by AMT and CAO May 13, 2019

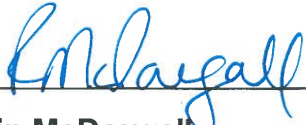
May 21, 2019

Page 14 of 14

Report No. CMS19-015

Departmental Approval

Approved for Agenda



**Robin McDougall
Director
Community Services**

**Doug Nadorozny
Chief Administrative Officer**

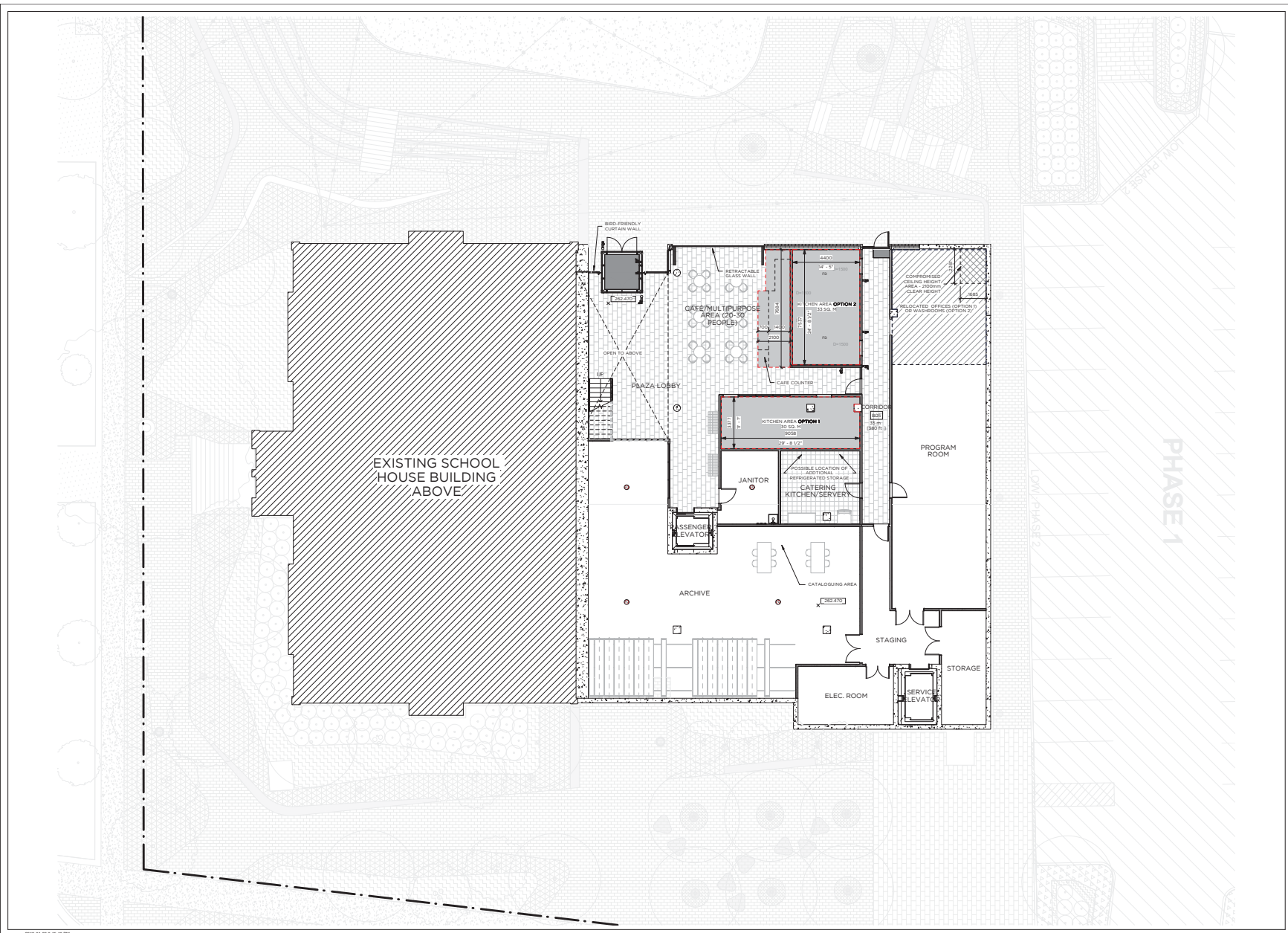
Attachment 1 - CMS19015

**17086 - TOWN OF AURORA
CAFE DESIGN**

May 21, 2019

Luke Duross - RAW Design
Thomas Nemeskeri - RAW Design





This drawing is the property of the Architect and may not be reproduced or used without the express consent of the Architect. The Contractor is responsible for checking and verifying all levels and dimensions and shall make all adjustments to the structure and work as appropriate to conforming and work.

ISSUE RECORD

REVISION RECORD

North



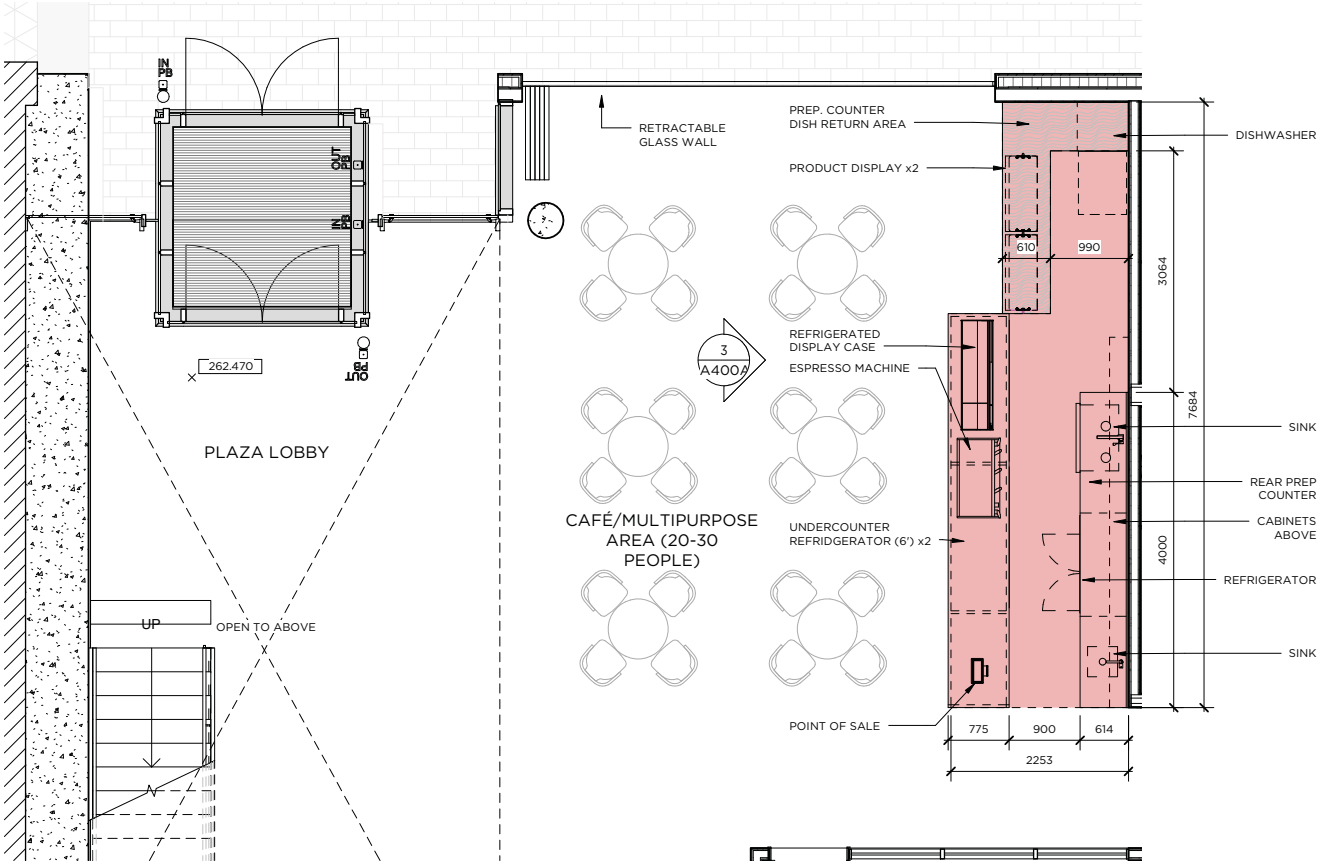
400-207 ADELAIDE STREET
 WEST
 TORONTO CANADA M5V 9B9
 (416) 598-8729
 WWW.RAWDESIGN.CA

17-086
 Church Street
 School Expansion
 Town of Aurora

PLAZA LEVEL - RESTAURANT OPTIONS

1:100

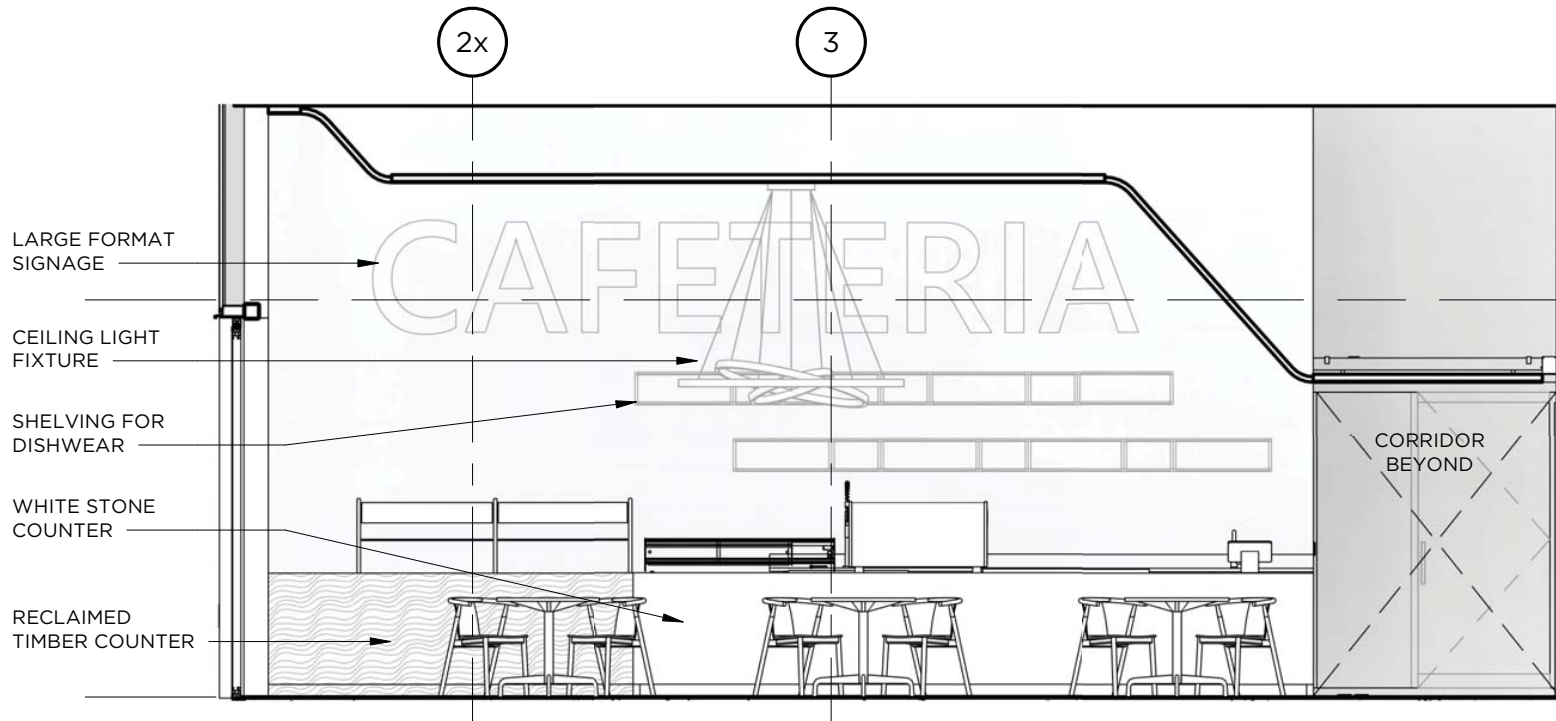
A101B



CAFE - FLOOR PLAN

17086 - TOWN OF AURORA - CAFE DESIGN
 May 21, 2019





CAFE - NORTH INTERIOR ELEVATION





CAFE - VIEW TOWARDS NORTH

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019

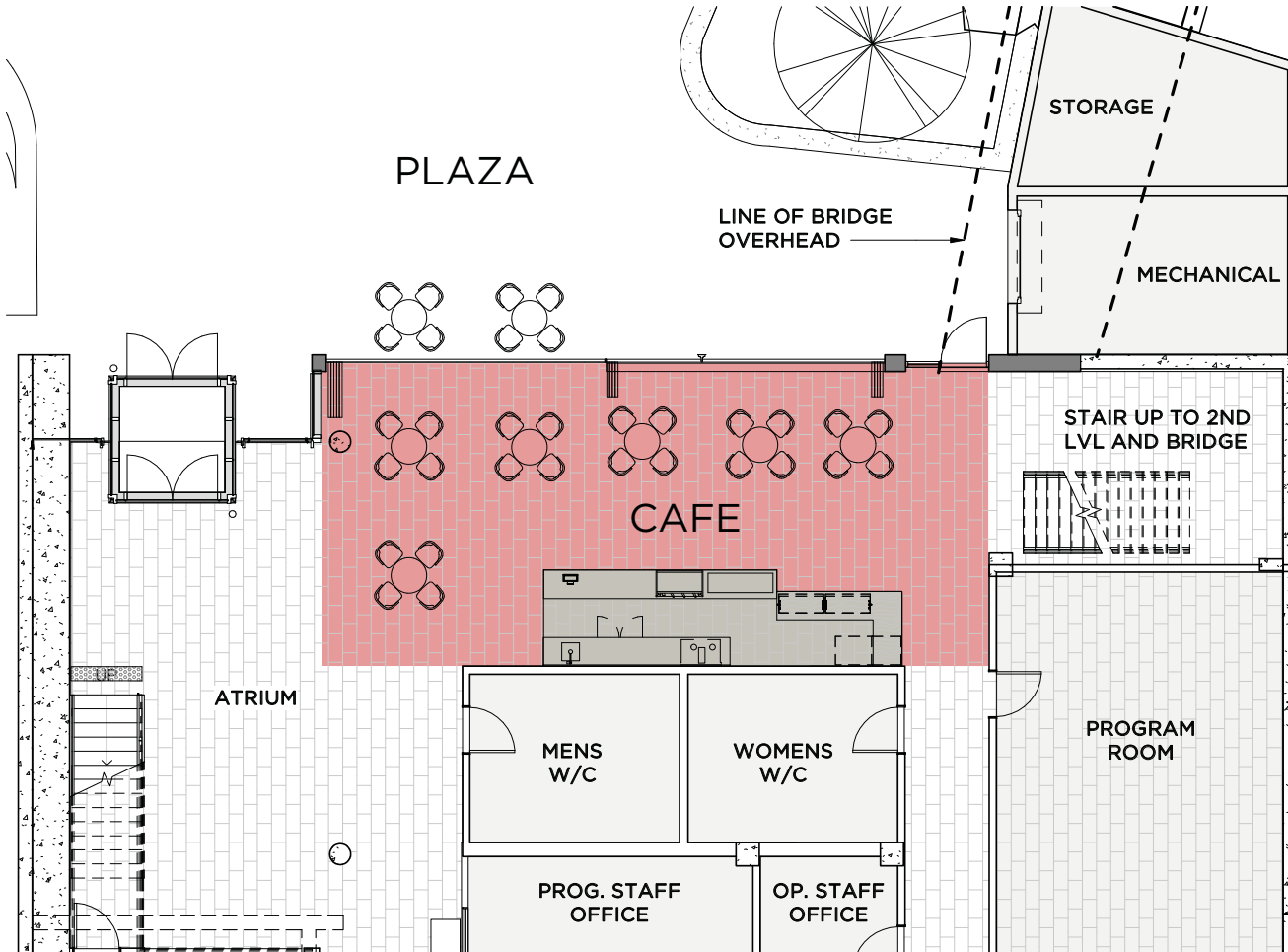




CAFE - VIEW FROM ATRIUM

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019





BRIDGE OPTION A - CAFE FLOOR PLAN

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019

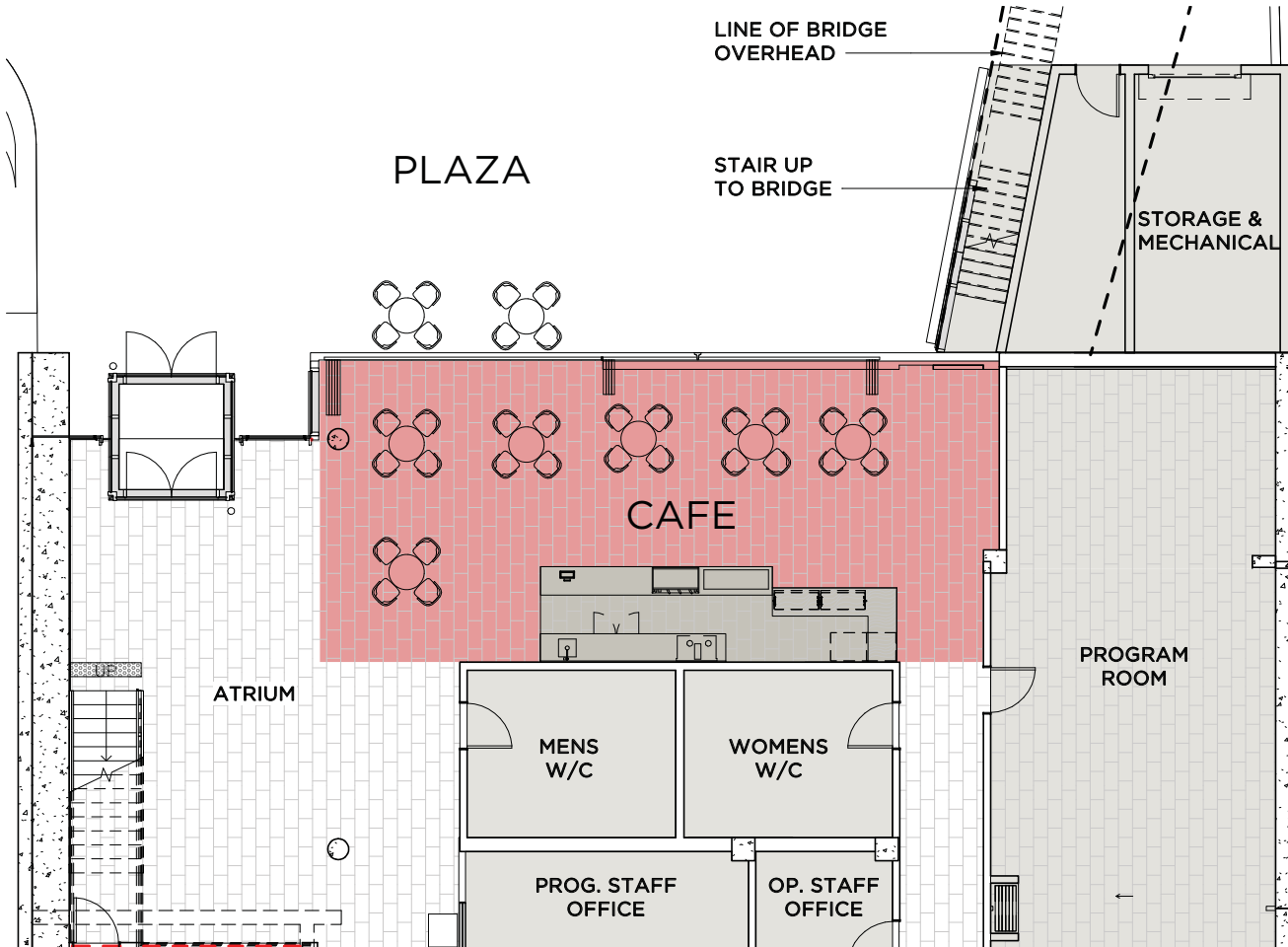




STAIR OPTION A - VIEW FROM CAFE

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019





BRIDGE OPTION B - CAFE FLOOR PLAN

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019





STAIR OPTION B - VIEW FROM CAFE

17086 - TOWN OF AURORA - CAFE DESIGN
May 21, 2019

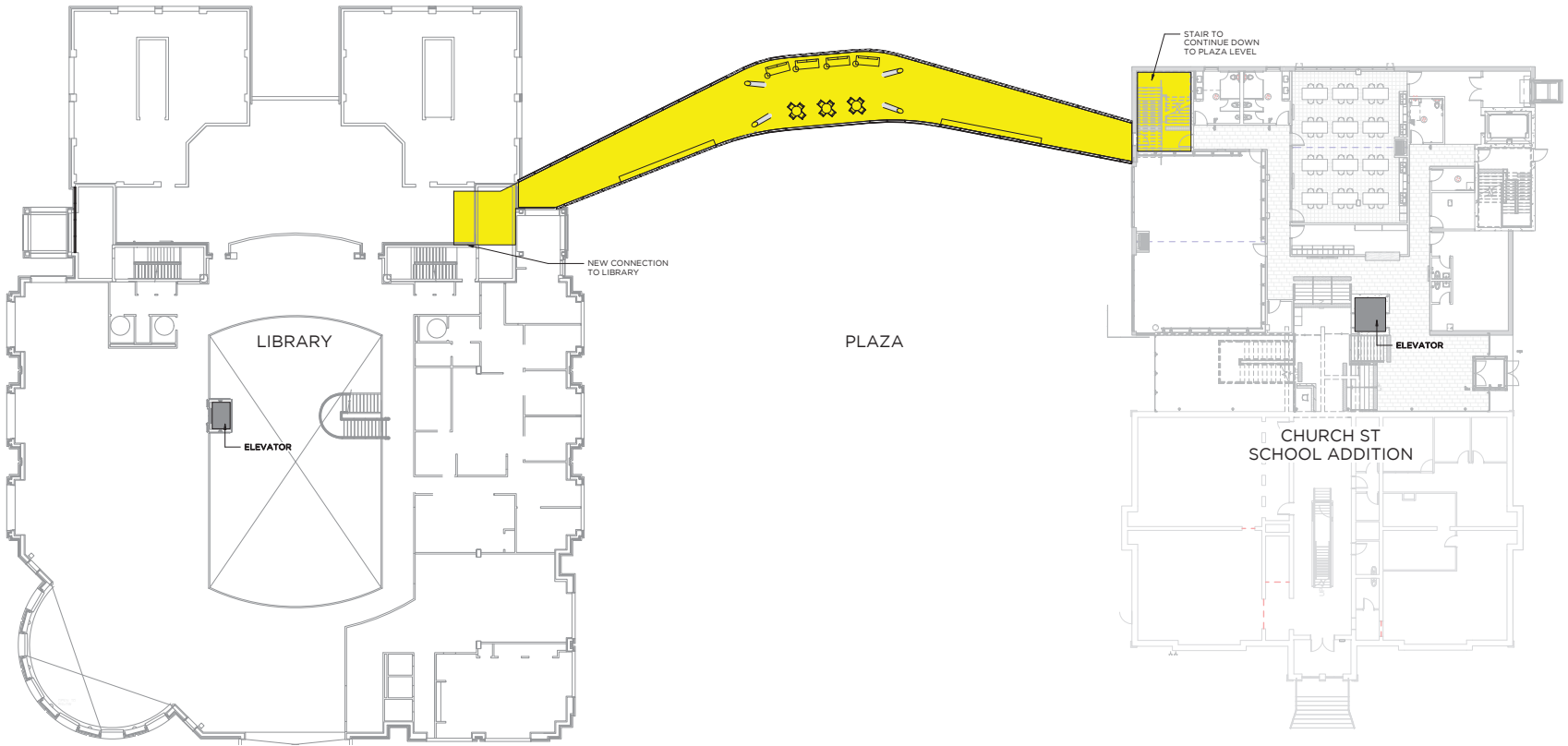


Attachment 2 - CMS19015

**17086 - TOWN OF AURORA
LIBRARY SQUARE LINK**
DESIGN OPTIONS
May 21, 2019

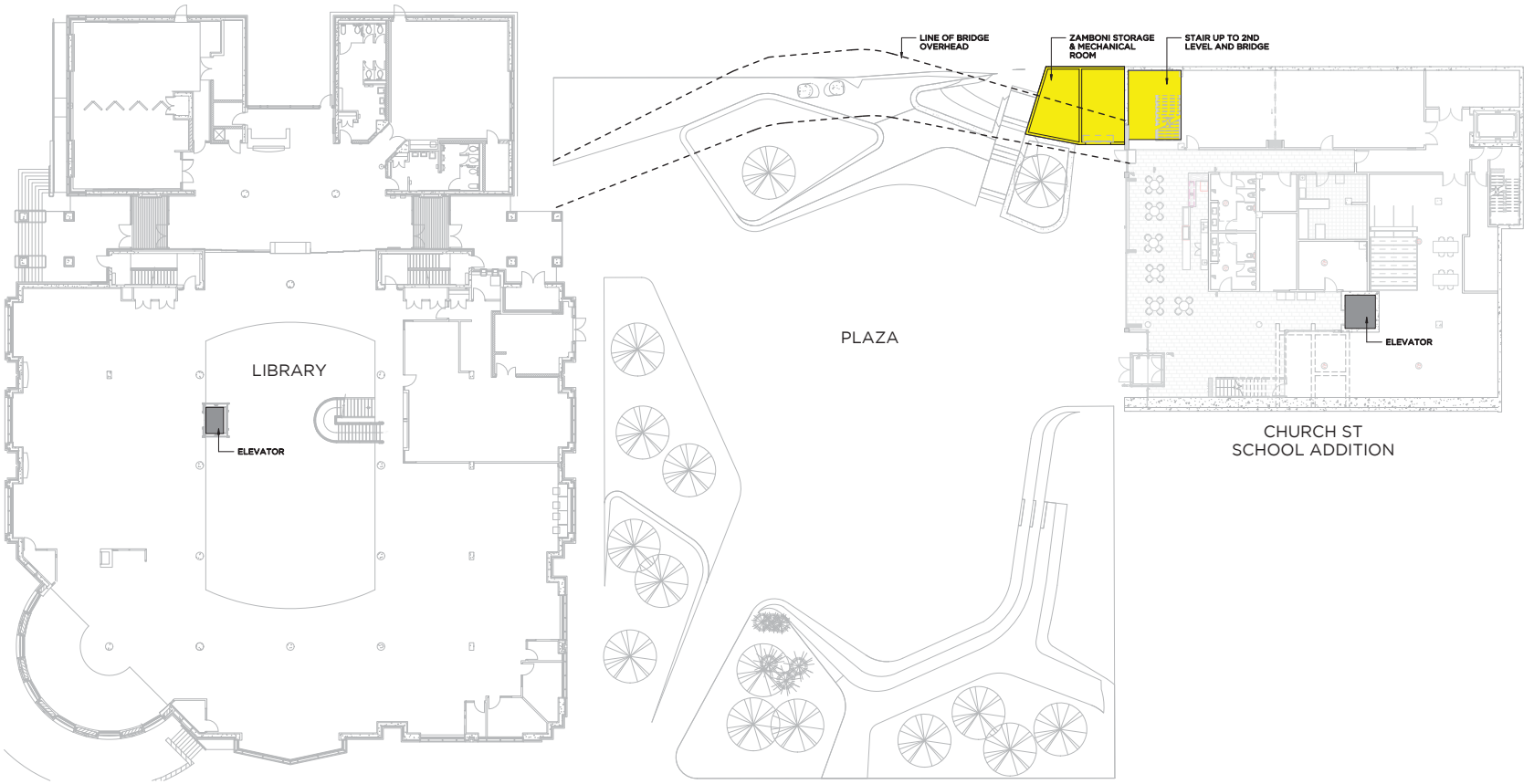
Aaron Hendershott - RAW Design
Thomas Nemeskeri - RAW Design





OPTION A - 2nd LEVEL





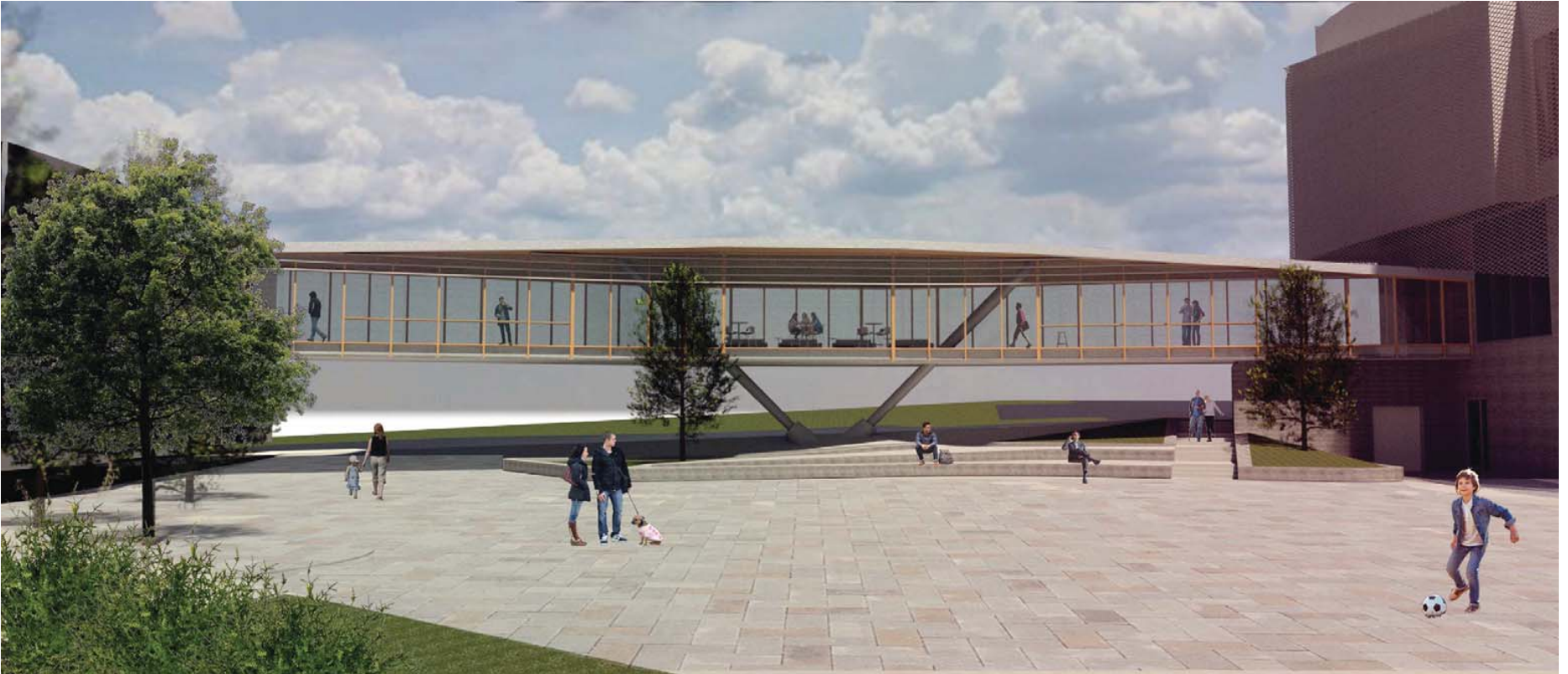
OPTION A - PLAZA LEVEL





OPTION A + B - BRIDGE INTERIOR





OPTION A - VIEW FROM PLAZA

17086 - TOWN OF AURORA - LIBRARY SQUARE LINK
DESIGN OPTIONS

May 21, 2019





OPTION A - AERIAL VIEW

17086 - TOWN OF AURORA - LIBRARY SQUARE LINK
DESIGN OPTIONS

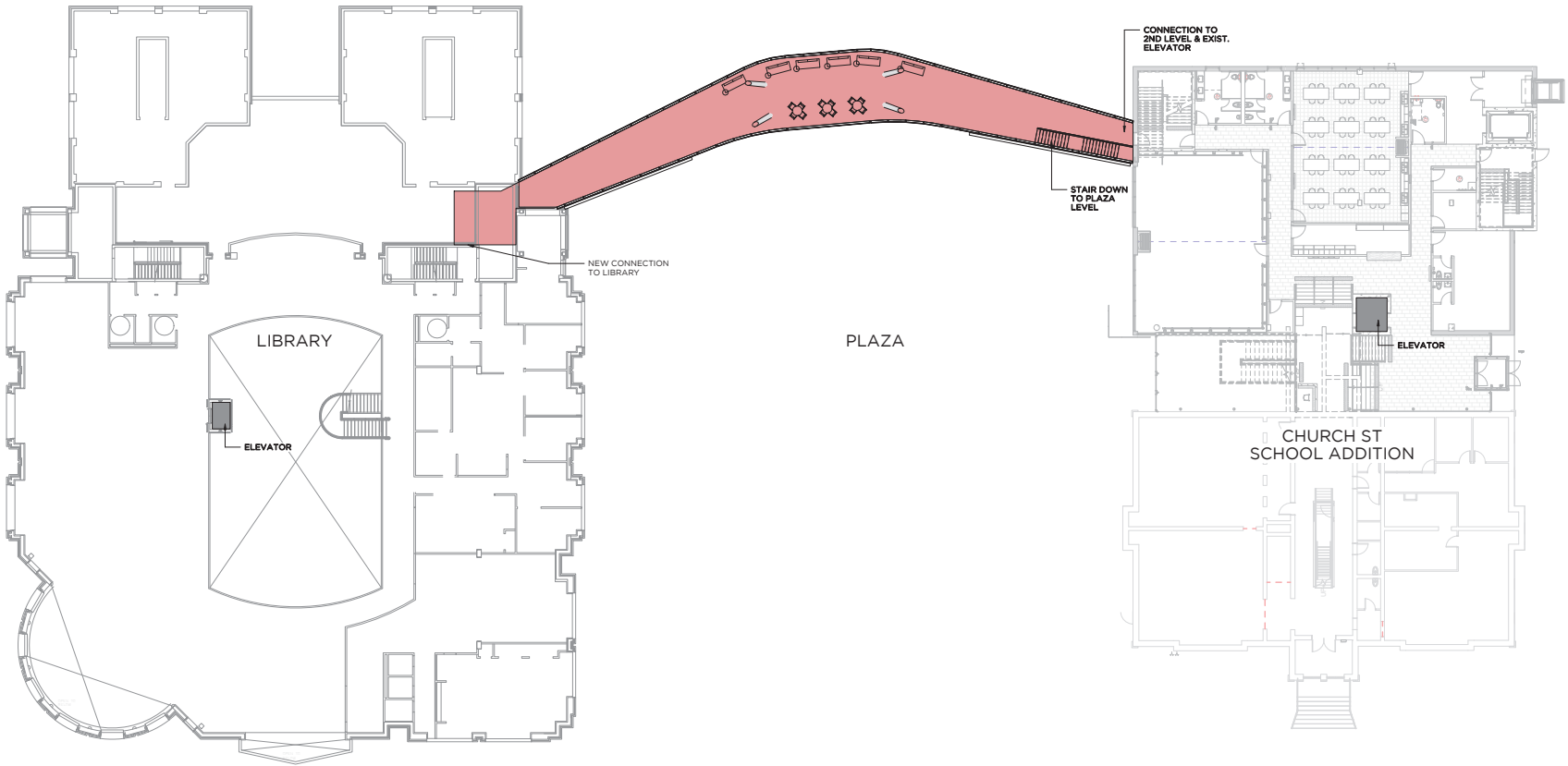
May 21, 2019





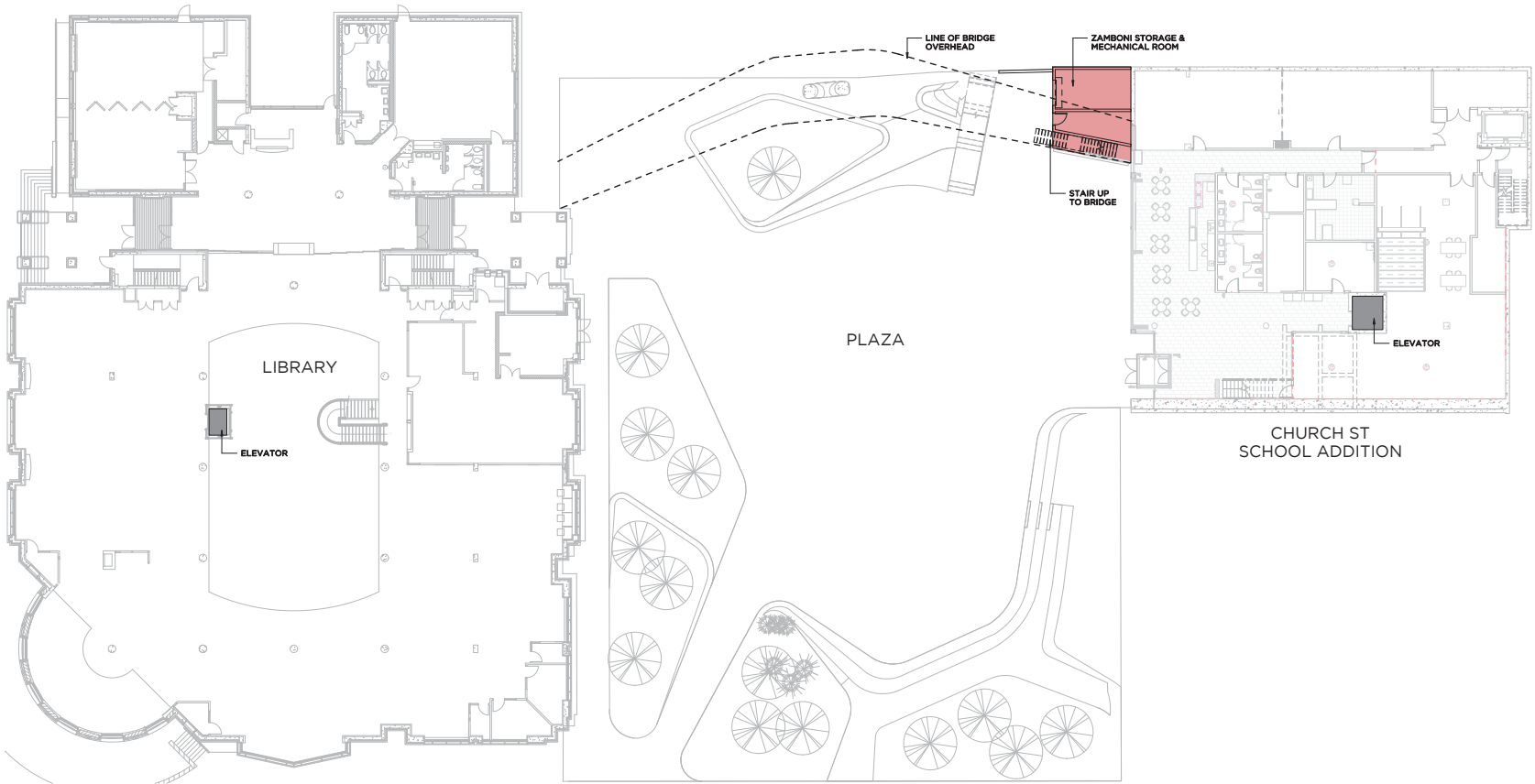
OPTION A - VIEW FROM CAFE





OPTION 'B' - 2nd LEVEL





OPTION 'B' - PLAZA LEVEL





OPTION B - VIEW FROM PLAZA





OPTION B - AERIAL VIEW





OPTION B - VIEW FROM CAFE





OPTION A + B - VIEW FROM DROP-OFF

17086 - TOWN OF AURORA - LIBRARY SQUARE LINK
DESIGN OPTIONS

May 21, 2019



SPECIFICATIONS:

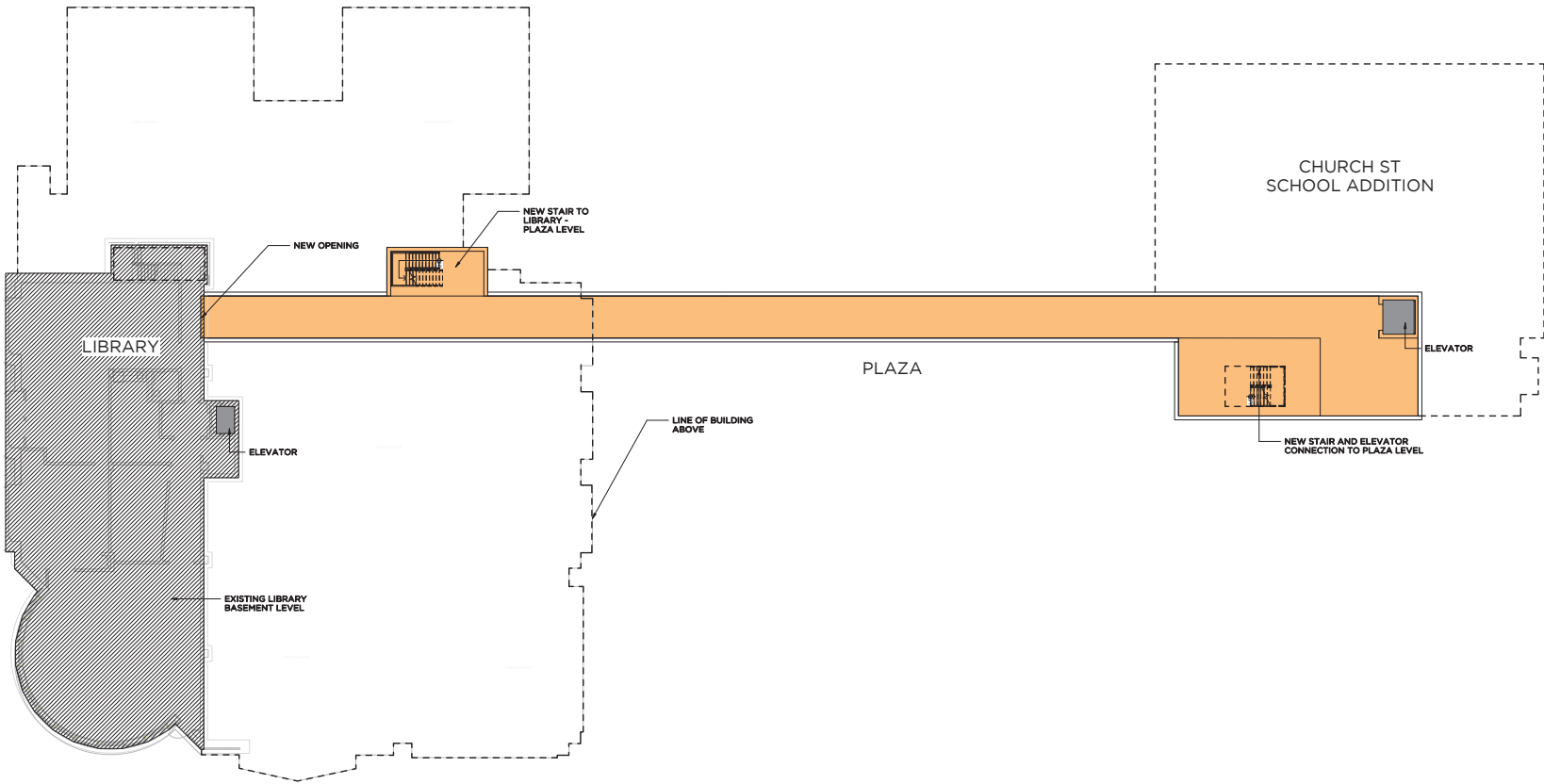
- FLOORING:** SLATE TILE
- WALLS:** TIMBER CURTAIN WALL SYSTEM
- CEILING:** WOOD SLAT CEILING
- ROOF:** EXTENSIVE GREEN ROOF
- STRUCTURE:** STEEL OR HEAVY TIMBER
- LOUVRES:** PREFINISHED ALUMINUM
- LIGHTING:** LINEAR RECESSED LED
- HEATING:** LINEAR ELECTRIC RADIATORS - IN FLOOR

OPTION A + B - PROPOSED FINISHES

17086 - TOWN OF AURORA - LIBRARY SQUARE LINK
DESIGN OPTIONS

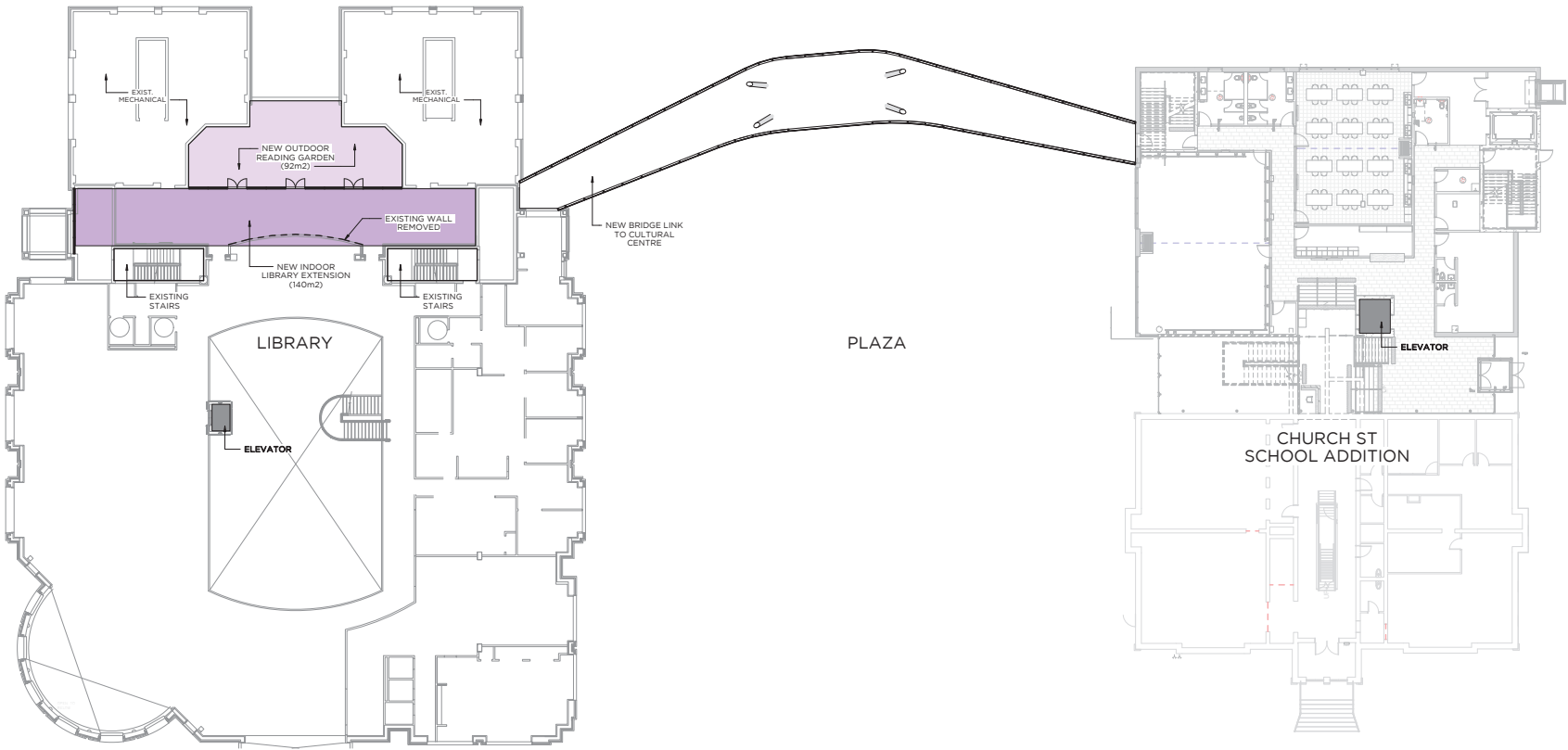
May 21, 2019





OPTION C - UNDERGROUND TUNNEL





OPTION D - LIBRARY EXTENSION



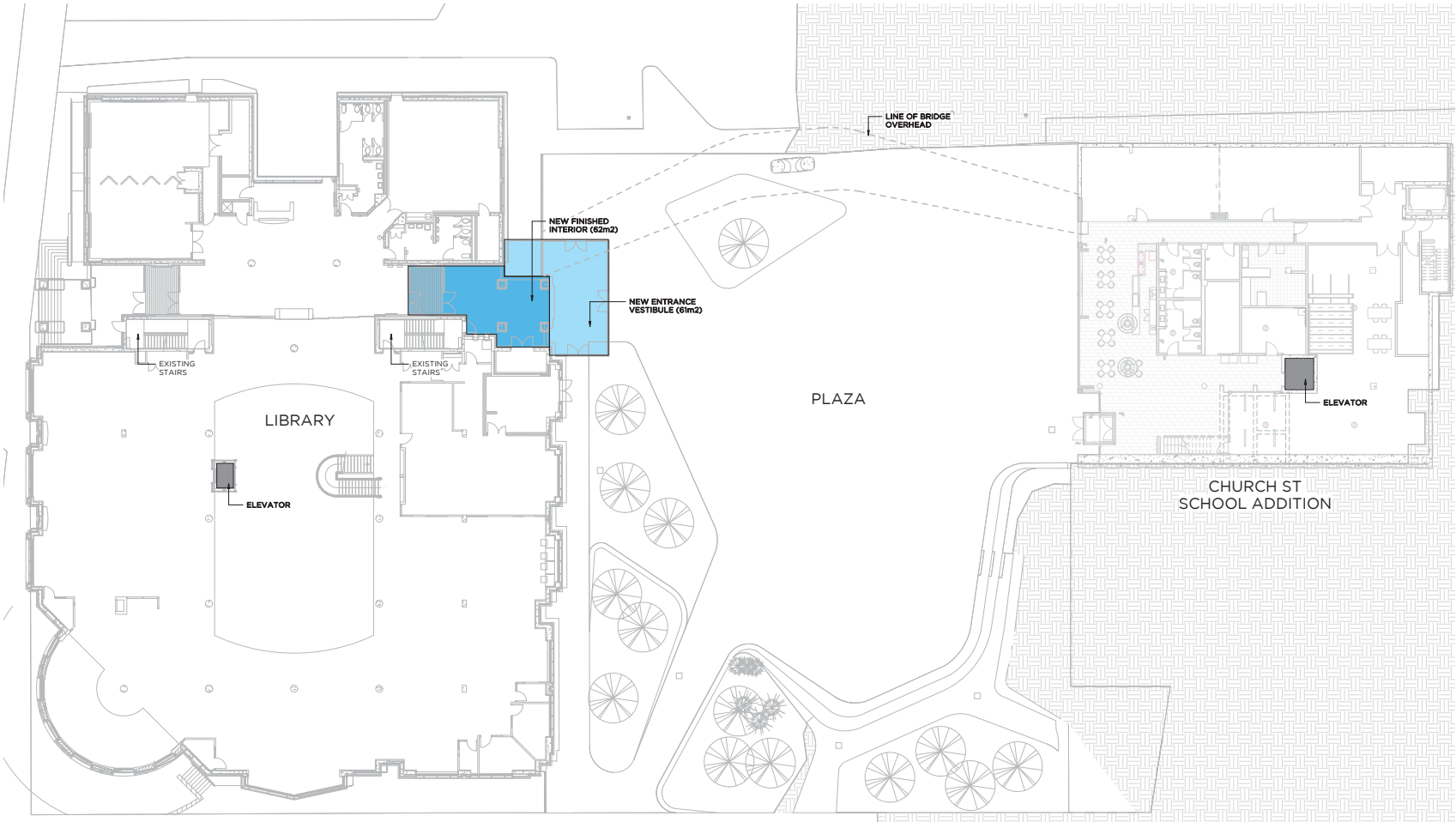


OPTION D - LIBRARY EXTENSION - VIEW OUT TO READING GARDEN

17086 - TOWN OF AURORA - LIBRARY SQUARE LINK
DESIGN OPTIONS

May 21, 2019





OPTION E - LIBRARY VESTIBULE



Library Square Project Break-down by Key Component

	Costs	Approved Budget
Demolition of 52 and 56 Victoria Street Structures	\$128,500	\$128,500
Addition to Church Street School (Excludes Options)		\$28,167,100
<i>Preparation for Construction</i>		
Spent to Date	256,700	
Outstanding	1,989,900	2,246,600
<i>Construction</i>		
Total construction estimate	24,952,400	
Project Management	324,800	
Unrecoverable HST	\$386,700	
Public Art Contribution	\$256,600	25,920,500
		\$28,167,100 \$28,167,100
Outdoor Square & Parking (Excludes NEW Options)		\$10,032,100
<i>Preparation for Construction</i>		
Spent to Date	195,500	
Outstanding	151,700	347,200
<i>Construction</i>		
Total construction estimate	9,437,900	
Project Management	112,700	
Unrecoverable HST	\$134,300	\$9,684,900
		\$10,032,100 \$10,032,100
Total - Before NEW Options	\$38,327,700	\$38,327,700
NEW Options:		
Option B - Bridge Link with Stairs	3,544,400	
Option E - Library Extension Vestibule	398,900	
Option F - New Café	157,700	
Total - After NEW Options	\$42,428,700	\$38,327,700
Budget Increase Required		(\$4,101,000)

ATTACHMENT #3

Funding Strategy For Additional Library Square Amenities

Option B - Bridge Link with Stairs*	\$ 3,544,400
Option E - Library Extension Vestibule*	398,900
Option F - New Café	157,700

Total estimated required investment **\$ 4,101,000**

*Eligible for Library DC funding

Recommended Funding Sources

Library Services Development Charges	1,971,700
Hydro investment reserve	2,129,300



**Town of Aurora
General Committee Report No. PDS19-042**

Subject: Regional MCR Update: Intensification Areas & Employment Land Conversion Requests

Prepared by: Michael Logue, Program Manager, Economic Planning

Department: Planning and Development Services

Date: May 21, 2019

Recommendations

1. That Report No. PDS19-042 be received for information.

Executive Summary

This report seeks to provide Council with an update on York Region's Municipal Comprehensive Review (MCR), including recent background work completed, and projected timing moving forward.

- Seven employment land conversion requests in Aurora have been received by the Region to date, totalling 56.7 hectares (140 acres).
- Draft intensification areas, encompassing the entire Aurora Promenade have been identified:
 - Major Transit Station Area (MTSA) surrounding the GO Station.
 - Strategic Growth Area (SGA) along Yonge Street corridor.
- Draft density targets for MTSA and SGA in the Promenade have been released:
 - 200 people and jobs per hectare for the Major Transit Station Area.
 - 160 people and jobs per hectare for the Strategic Growth Area.
- York Region has extended projected Regional Official Plan (ROP) adoption to late 2020 due to Growth Plan changes.

Background

As of the last staff report regarding the Town's Official Plan Workplan Update Report PBS17-078, in October 2017:

- A Growth Plan had come into effect on July 1, 2017 (and now there is a 2019 Growth Plan).
- A need for closer collaboration with York Region was identified, and Regional-municipal consultations had begun.
- Revised timelines had extended ROP conformity process to (mid) 2020, with local conformity to follow.

- Aurora's Official Plan (OP) background work was projected to begin in 2019, at that time (October 2017).

Growth Plan Amendment 1 introduced January 2019

Although the current Growth Plan had just come into effect in 2017, subsequently in Fall 2018 the Province held technical working group meetings with stakeholders, including municipalities and the development industry, to discuss potential policy amendments. On January 15, 2019, the Province released proposed changes to the Growth Plan. Staff prepared two reports summarizing and commenting on proposed changes (PDS19-012 and PDS-19-017), such as:

- New Regional targets for intensification rates and greenfield densities.
- Settlement area boundary expansions and conversions to employment areas to be permitted outside of the Municipal Comprehensive Review (MCR) process.
- Shift in policy language for Strategic Growth Areas (SGAs) & Major Transit Station Areas (MTSAs), as preferred locations for intensification.
- Changes to Natural Heritage System (NHS) mapping implementation process.
- Draft Provincially Significant Employment Zones (PSEZs) are proposed.

Aurora initiated a request to the Province for a Central York PSEZ, coordinated with Newmarket and York Region, including all employment land on Highway 404 corridor.

These Council-endorsed comments were submitted to the Province by February 28, 2019. Subsequently, a new 2019 Growth Plan was released May 2, 2019.

Analysis

This report gives an overview of recent York Region MCR work especially relevant to Aurora – including employment area conversion requests, and identifying priority intensification areas. Also outlined is the Region's ongoing work plan schedule.

York Region's proposed criteria to evaluate employment area conversion requests released March 2019

Employment lands are key to maintaining a diverse and competitive economy. Jobs in employment areas account for more than half of Aurora and York Region's employment base.

An important input into land budgeting and growth forecasting is knowing what the employment land base will be, and their ability to accommodate jobs. The process by which non-employment uses are introduced into employment areas is called a conversion, and the tests for it are quite stringent, as employment lands are considered a finite resource to be protected for the long-term.

In March 2019 York Region released a staff report, Proposed Employment Area Conversion Criteria, which outlines conversion requests received as part of their ongoing Municipal Comprehensive Review to date, and criteria for evaluating those requests.

The Growth Plan provides five criteria for assessing requests for employment land conversions. Regional staff developed an additional nine criteria, expanding on the existing Provincial criteria and providing further detail in a York Region context. The combined total of fourteen criteria can be found in full as part of Attachment 1. A summary organized into the five theme areas is outlined below.

1. Supply (4 criteria total: 2 Growth Plan, 2 York Region): Preserving an adequate and diverse supply of employment land is vital to meeting overall regional and local long-term employment needs, including protection of lands required beyond the 2041 planning horizon.
2. Viability (5 criteria total: 1 Growth Plan, 4 York Region): the ability for an employment area to operate successfully and sustain success over the long-term, including impacts to existing business operations and compatibility of land uses.
3. Access (1 criteria total: 1 York Region): For goods-movement purposes and from an economic development perspective, access to major transportation infrastructure is desirable and protection of sites in the vicinity of major highways, rail yards and airports is encouraged.
4. Infrastructure (1 criteria total: 1 Growth Plan): Ensuring availability of existing or planned infrastructure such as sewage, water, energy and transportation as well as public service facilities prior to converting employment areas.
5. Region-Wide Interests (3 criteria total: 1 Growth Plan, 2 York Region): The Growth Plan now assigns to the Region responsibility for ensuring that Regional and local planning objectives are considered and met.

York has received seven employment land conversion requests in Aurora

As detailed along with the release of the employment conversion criteria in March 2019, 30 requests had at that time been received across the Region through the MCR, to convert sites within employment areas to non-employment uses. Four of those 30 requests submitted by land owners were for employment land conversions in Aurora. Subsequently, an additional three conversion requests were received by York Region's deadline of May 1, 2019 – bringing the total in Aurora to seven. These proposed conversion sites can be viewed on the map in Attachment 2, and the requests further detailed in the table of Attachment 2 as well.

May 21, 2019

Page 4 of 11

Report No. PDS19-042

In total, 56.7 hectares, or approximately 140 acres, of employment land in Aurora is subject to conversion requests. This is equivalent to 14% of Aurora's total net employment land (built and vacant), or equivalent to 37% of Aurora's current vacant employment land supply (although not all of the lands subject to the conversion requests are vacant).

Conversion request #1 on Industrial Parkway north of Wellington Street represents the smallest land area request, and is adjacent to the Aurora Promenade boundary.

Three of the seven conversion requests, or 36% of the land area under request, are in the Magna employment area. In fact, 80% of the Magna employment area itself – all lands with the exception of the parcel containing the current Magna International headquarters building - are currently subject to conversion requests.

Conversion request #4 on Mavrillac Boulevard was previously noted for Council as part of report PDS16-009 of March 1, 2016. It is also subject to an April 2017 planning application to allow 297 residential units, which was not circulated due to requiring an employment land conversion as part of the MCR. And conversion request #2 on Magna Drive is currently subject to a January 2018 planning application to create nine future development blocks, one natural heritage block and a public road network.

Conversion request #5 at 1588 St. John's Sideroad does not seek residential permissions like the majority of other conversion requests, but to introduce a commercial recreational use (hockey training facilities). The Business Park was recently subject to a zoning by-law amendment and draft plan of subdivision to develop a 10-block business park which included zoning for 20% commercial uses centred on the Leslie Street and St. John's Sideroad intersection.

Conversion requests #6 and #7 are Smart Centres sites in the Wellington/404 employment area, representing approximately 60% of the total land area currently subject to conversion requests. The site of conversion request #7, 1623 Wellington Street East, is subject to an April 2018 site plan application for a multi-building commercial development, which was approved by Council on June 12, 2018 (without the newly requested residential uses).

York Region has requested Town staff to provide preliminary recommendations on each request, referring to two-to-three key criteria that provide rationale. York Region will continue to accept conversion requests for review until May 1st 2019. After considering local input, the Region will consult with land owners and the development industry on their application of the criteria to evaluate requests for conversion.

Framework for York Region's Intensification Strategy released April 2019

York's Planning for Intensification background report of April 11, 2019 provides the background analysis informing the preparation of the Region's Intensification Strategy, which will form part of the Region's MCR.

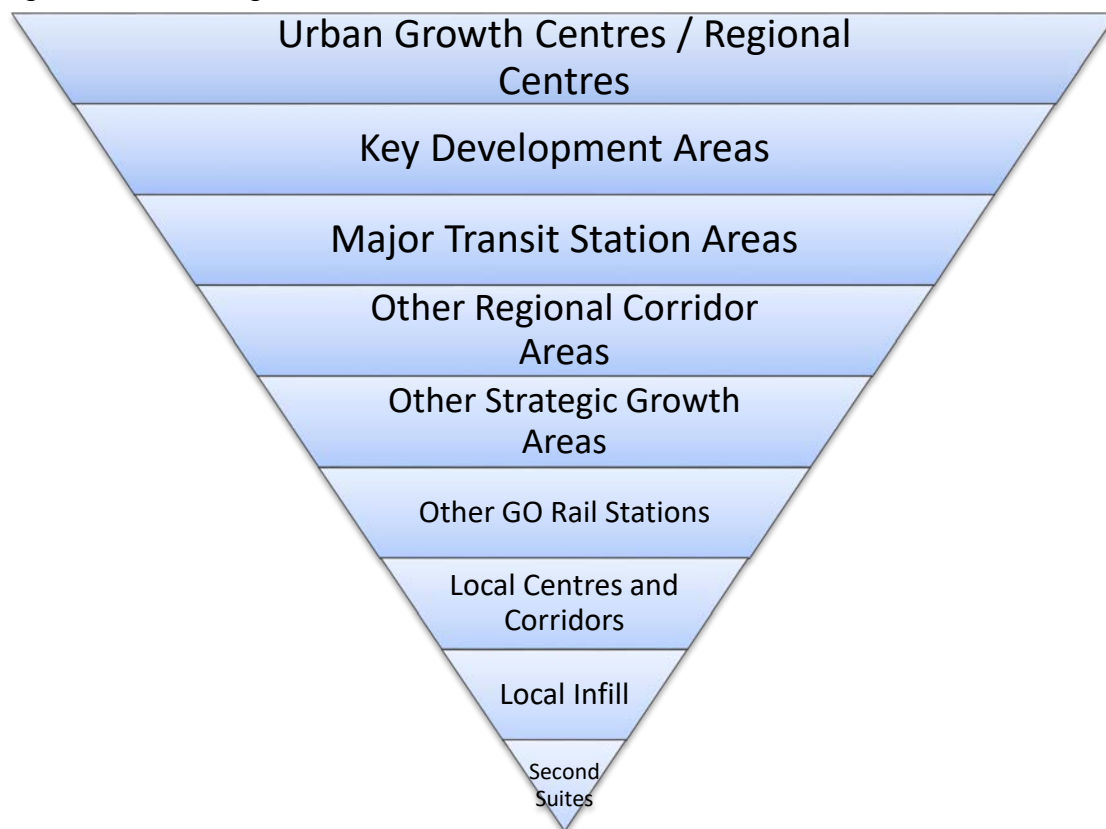
York Region is well-positioned to accommodate growth through intensification in strategic locations (see Figure 1). York's Growth Plan intensification target, to be assigned by the Region to local municipalities, will consider the existing planning framework for Regional Centres and Corridors, and other intensification areas such as Growth Plan priority areas of Major Transit Station Areas and Strategic Growth Areas.

Major Transit Station Areas (MTSAs) are generally the area within 500-to-800 metres of higher order transit stations on priority transit corridors.

Strategic Growth Areas (SGAs) are nodes, corridors and other areas for intensification and higher-density mixed uses in more compact built form.

The Region's April report presents draft boundaries and minimum density targets for Major Transit Station Areas and Strategic Growth Areas for the Region.

Figure 1: York Region Intensification Matrix



Aurora Promenade boundary is the basis for draft MTSA & SGA mapping

As highlighted in the two staff reports in February 2019 on Proposed Amendment 1 to the 2017 Growth Plan, the counter balance to protecting stable neighbourhoods is

strengthening the policy context for where intensification should occur, such as in MTSA and SGAs as per the Growth Plan.

York Region, in consultation with Aurora, must delineate the boundary for one MTSA, around the Aurora GO Rail Station. Also previously highlighted in report PDS19-017, Aurora and York Region staff have relied on the Aurora Promenade (i.e., Council approved policy) as the basis for the establishment of the boundaries. In this regard, the draft boundaries released by York Region as part of the Planning for Intensification report on April 11, 2019 align with staff expectations. See full MTSA and SGA boundaries in the map on Attachment 3. It contains an SGA of approximately 80 hectares along the Yonge Street corridor, and an MTSA of approximately 44 hectares surrounding the Aurora GO Station (including the Wellington Street Village area).

While Aurora's MTSA is required by provincial policy, the SGA is not. However, with the Regional Corridor (Yonge Street) being at the top of the Region's intensification hierarchy (Figure 1 above), there is a sensible policy rationale for having the balance of the Promenade identified as intensification area at the Regional level. Within the local context, the majority of lands within the original Promenade are centered on Yonge Street, and prior to the advent of MTSA in Provincial planning policy, the Yonge corridor was projected to accommodate the majority of the Promenade's growth.

Draft MTSA & SGA density targets exceed required minimums, but are conservative relative to full Promenade buildout at max. heights permitted in OP

As seen in Table 1 below, of the three MTSA transit types, the Province's minimum density target for GO Rail Stations is the lowest at 150 people and jobs per hectare, while subway stations are the highest at 200 people and jobs per hectare.

Table 1: Major Transit Station Area Minimum Density Requirements

Transit Type	Density
	(residents and jobs per hectare)
Subway Stations	200
Bus Rapid Transit	160
GO Rail Stations	150

There are no Provincially-set minimum sizes or densities for SGAs, however York Region prefers not to designate any that are not of a critical mass or cannot meet MTSA-equivalent levels of density.

York Region's draft proposed MTSA density for Aurora is 200 people and jobs per hectare, while 160 people and jobs per hectare is proposed for the SGA portion of the Promenade.

May 21, 2019

Page 7 of 11

Report No. PDS19-042

The draft density target for Aurora's MTSA is the highest proposed along the Barrie GO Line, the same target as East Gwillimbury (200 people and jobs per hectare), which is uniquely in a greenfield scenario recently planned in anticipation of attracting high growth. All other York stations on the Barrie GO Line, including those in Vaughan and Newmarket, are proposed at the minimum for their transit type, or in the case of King City, pursuing an exception for a lower target.

York Region's proposed density targets were derived through buildout scenarios based on existing Official Plan building height and density permissions in the Promenade, and assumptions for site coverage. In fact, the 200 density target for the Aurora MTSA is a fairly conservative in the sense that it equates to approximately half of the maximum permitted capacity estimated by the Region.

An assumption of achieving less than maximum heights permitted across the entire study areas is pragmatic, because realizing actual intensification requires several factors to align:

- Interest from owners in redeveloping
- Physical characteristics of site(s) and the area (e.g. land assembly)
- Planning policy
- Existing or planned services to support intensification

All four factors aligning across the whole Promenade, as in any potential intensification area, is unlikely – especially with the municipality only having influence over two of these factors (policy and services). So, it should not be assumed that all sites will redevelop (and in fact the Promenade includes many heritage properties that ought not to be substantially altered).

Cursory buildout scenario based on draft targets could net 4,000 new apartment units

Applying the currently proposed density targets to the Promenade land base results in 21,500 people and jobs ultimately, or growth of approximately 15,500 people and jobs when factoring in an estimate of the existing residents and jobs base.

A simple 1:1 people-to-jobs ratio, although perhaps ambitious on job attraction, would translate the growth figure into an even 7,750 new jobs and 7,750 new residents.

7,750 persons could be accommodated in approximately 4,000 new apartment units. For reference, York Region previously assigned intensification of 3,140 units to Aurora for the 2006 to 2031 horizon as part of the 2010 Regional Official Plan, which Aurora translated into a target of 4,120 persons in the Promenade in our Official Plan, from 2009 to 2031.

Also of note is that MTSA and SGA densities, and the people and jobs targets generated from them, do not need to be achieved within the planning horizon. Therefore it is not

May 21, 2019

Page 8 of 11

Report No. PDS19-042

expected that residential and job growth forecasts, assigned to Aurora as part of a future phase of the Regional MCR, will include intensification assignments that bring Aurora's MTSA and SGA to ultimate buildout by 2041 (i.e., the growth allocated to the Promenade up to 2041 will likely only be a portion of the ultimate MTSA & SGA totals as calculated from applying their density targets).

The Region's report also advises that Regional staff is planning to consult with local area municipalities and stakeholders on the intensification framework, proposed MTSA and SGA boundaries and density targets.

York's MCR work plan plots key reports in fall 2019, winter/spring 2020, and completion prior to year-end 2020

Key upcoming reporting timelines for York Region's MCR include a group of three major reports in Fall 2019:

- Complete Communities & Healthy Built Environment
- Watershed Planning Direction Report
- Growth Scenarios Direction Report

Particularly, the Growth Scenarios Direction Report should contain some draft forecast scenarios which will give a range on Aurora's 2041 growth target (previous scenarios have been in the range of 78,000 to 80,000 persons). Town staff plan to report back to Council on this immediately after (late 2019 or early 2020).

Another important cluster of Regional reports as part of their MCR are planned for winter and spring of 2020:

- Policy Directions Report
- Planning for Intensification and MTSA's
- Planning for Employment
- Climate Change Directions Report
- Final Forecast and Land Budget

The Policy Directions report should highlight areas of substantial policy change at the Regional level, which Aurora will need to note for the purposes of conformity in our Official Plan. Planning for Intensification and MTSA's should finalize the boundaries and targets presented as draft in this report, and release draft 2041 intensification numbers. The Planning for Employment report should report back on the status of employment conversion requests presented in this report, plus overview projected employment land densities. Climate change is a new focus area in the Growth Plan, requiring careful policy consideration at the Regional and local level. The final forecast and land budget is the ultimate input into the ROP, finalizing figures and assumptions to be presented earlier in the fall 2019 Growth Scenarios Direction Report. As final timing of these Regional reports become more conclusive, Town staff will report back on them to Council.

May 21, 2019

Page 9 of 11

Report No. PDS19-042

The draft Regional Official Plan is being targeted by mid-2020, with final Regional Official Plan adoption targeted before year-end 2020. Town staff intend to report to Council on both these key milestones, and as soon as possible following ROP adoption, by late 2020 or early 2021.

The current Regional work plan timelines, culminating in ROP adoption by late 2020, have been extended since Town staff last reported to Council. The primary reason for prolonging the work plan at this time is the consequence of the work required to incorporate the recent Growth Plan changes. The new 2019 Growth Plan Amendment could potentially risk further delaying York Region's MCR process.

Next Steps

In terms of next steps, Town staff will continue working to evaluate employment land conversion requests against applicable York Region conversion criteria. Town staff will also continue consulting with York Region on draft MTSA and SGA boundaries and density targets.

Town staff will report back to Council in response to 2019 ROP background reports (in late 2019 or early 2020). And then Town staff will also plan to report back to Council in 2020 in response to planned 2020 ROP background reports. And finally, Town staff will report to Council in response to the draft Regional Official Plan release, and its final adoption (2020/2021).

Staff will also be initiating the Town's OP Review before the end of 2019.

Advisory Committee Review

Not applicable.

Legal Considerations

Not applicable at this time.

Financial Implications

Conformity to the policies of the new Regional Official Plan, once adopted, will occur through the Town's comprehensive Official Plan review process. There will be costs associated with this process, for which an amount has already been approved in the Town's capital budget.

May 21, 2019

Page 10 of 11

Report No. PDS19-042

Communications Considerations

Not applicable.

Link to Strategic Plan

Proposed changes to Regional Official Plan that incorporate the policies of the Provincial Growth Plan supports the Town's Strategic Plan vision for an inclusive, growing, family-oriented community that integrates green spaces, environmental sustainability, economic vitality and communal gathering spaces. It also supports the Strategic Plan's guiding principles to broaden outreach and leverage partnerships, while validating its goals and objectives to improve mobility and connectivity; invest in sustainable infrastructure; strengthen the fabric of the community; encouraging the stewardship and sustainability of Aurora's natural resources; and enabling a diverse, creative and resilient economy.

Alternative to the Recommendation

None.

Conclusions

The entire Aurora Promenade is being proposed to serve as the basis for Regionally-significant intensification areas consisting of a Major Transit Station Area (MTSA) and Strategic Growth Area (SGA).

The draft MTSA reflects the portion of the Promenade surrounding the GO Station, and a 200 people and jobs per hectare density target is proposed. The SGA is proposed to reflect the balance of the Promenade along the Yonge Street Regional corridor, with a draft density target of 160 people and jobs per hectare. A cursory estimate of growth required to meet the SGA and MTSA targets is approximately 4,000 new apartment units.

Seven employment land conversion requests in Aurora have been received by the Region totaling 56.7 hectares (140 acres).

Town staff will continue to consult with York Region staff on employment land conversions, intensification areas, and upcoming background reports to be released over 2019 and into spring 2020. Regional timelines have extended projected ROP adoption to late 2020, predominantly due to responding to provincial Growth Plan changes.

May 21, 2019

Page 11 of 11

Report No. PDS19-042

Attachments

Attachment 1- York Region Employment Area Conversion Criteria Descriptions
Attachment 2- Proposed Employment Area Conversion Requests in Aurora
Attachment 3- York Region's Draft Major Transit Station Area (MTSA) & Strategic Growth Area (SGA) for Aurora

Previous Reports

General Committee Report No. PBS17-078, dated October 17, 2017.
General Committee Report No. PDS16-009, dated March 1, 2016.

Pre-submission Review

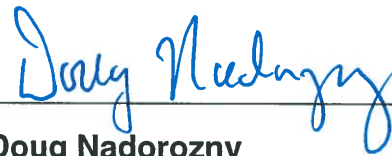
Agenda Management Team review on May 1, 2019.

Departmental Approval



**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

York Region Employment Area Conversion Criteria Descriptions

Theme Area	Criteria	Description
Supply	1. The lands are not required over the horizon of the Growth Plan for the employment purposes for which they are designated (<i>GP 2.2.5.9 b</i>).	<ul style="list-style-type: none"> Intended to ensure an appropriate amount of land designated as employment to accommodate the employment forecast over the planning horizon.
Supply	2. The Region <i>and local municipality</i> will maintain sufficient employment lands to accommodate forecasted employment growth, <i>including sufficient employment land employment growth</i> , to the horizon of the Growth Plan (<i>modified GP 2.2.5.9.c</i>).	<ul style="list-style-type: none"> Intended to ensure that both York Region and the local municipal land needs assessments will be considered when evaluating conversion requests. Additionally, the words “sufficient employment land employment growth” were added to identify that protecting ELE jobs is a Regional priority as employment lands are home to the majority of the Region’s jobs.
Viability	3. Non-employment uses would not adversely affect the overall viability of the employment area or the achievement of the minimum intensification and density targets and other policies in the Growth Plan (<i>modified GP 2.2.5.9 d</i>).	<ul style="list-style-type: none"> Intended to ensure that the viability of the employment area is maintained and that density (Designated Greenfield Area, Employment Area) and intensification (Urban Growth Centres, Strategic Growth Areas, and Major Transit Station Areas) targets can be met.
Infrastructure	4. There are existing or planned infrastructure and public service facilities to accommodate the non-employment uses (<i>e.g. sewage, water, energy, transportation</i>) (<i>modified GP 2.2.5.9 e</i>).	<ul style="list-style-type: none"> When evaluating conversions consider if the existing or planned infrastructure and public service facilities are available to support the non-employment uses.

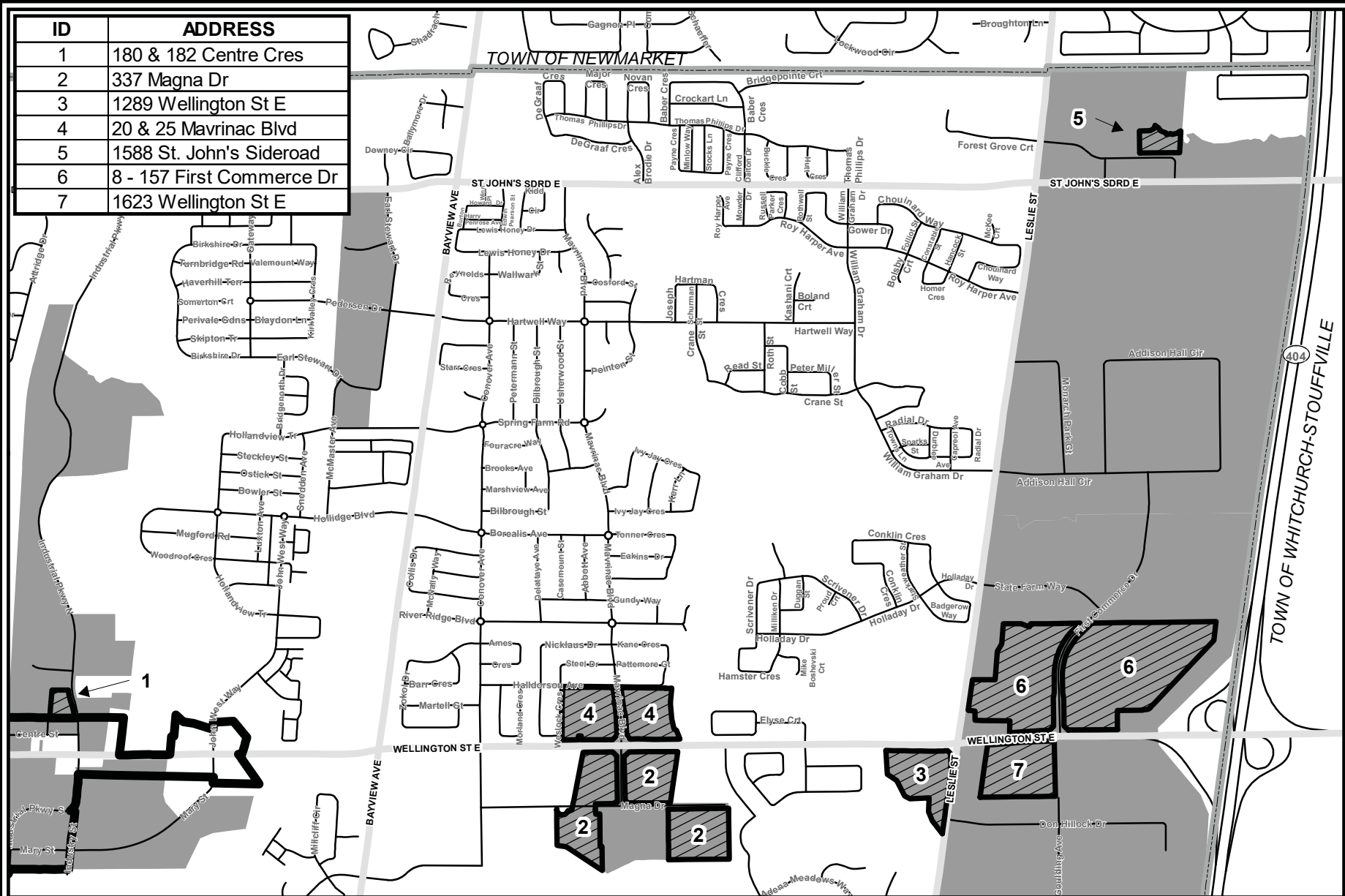
Theme Area	Criteria	Description
Region Wide	5. There is a need for the conversion (GP 2.2.5.9 a).	<ul style="list-style-type: none"> • Need can generally be defined by considering land supply and the urban structure. When applying this criteria, the following questions should be asked: • Is there not enough land to accommodate the development objectives elsewhere? • Are there specific characteristics of the proposed site that would result in a non-employment use being better integrated with the regional or local urban structure or better support Regional and local planning objectives?
Supply	6. The following employment areas will not be considered for conversion as they have not yet had the opportunity to develop due to servicing constraints or have recently been brought into the urban boundary to accommodate employment land employment growth to 2031: Keswick Business Park, Queensville, Highway 404 (ROPA 1), ROPA 3, and Highway 400 North (ROPA 52).	<ul style="list-style-type: none"> • Due to the nature, character, and potential success of these employment areas, time to develop should be given prior to considering these areas for conversion. • Queensville: Secondary Plan was approved for this employment area in 1998. Water/wastewater servicing is not available to this area and is contingent on the Upper York Sewage Solution – currently scheduled for 2026. • ROPA 1: Brought into the urban boundary through YROP-2010. Minimal opportunity for development exists in this employment area as full build out is contingent on the Upper York Sewage Solution – currently scheduled for 2026. • ROPA 3: Brought into the urban boundary through the YROP-2010. Additional infrastructure is required to support the full buildout of this employment area. • ROPA 52: Brought into the urban area through YROP-2010. The Northeast Vaughan sewer upgrade (currently scheduled for 2028) is required to support the full buildout of this area. • Keswick Business Park: Secondary Plan for this employment area was approved in 2004. Despite having regional servicing available, the area has no local water/ waste water servicing.
Viability	7. The conversion will not be considered if the entire perimeter of	<ul style="list-style-type: none"> • An important component of employment area viability is location. If a site proposed for conversion creates a “hole” in the employment

Theme Area	Criteria	Description
	<p>the site is surrounded by lands designated for employment uses.</p>	<p>area, the employment area becomes disconnected. If a site becomes disconnected, it has the potential to impact a larger area than just the site being converted as well as sites immediately adjacent.</p> <ul style="list-style-type: none"> This can also impact market attractiveness and limit choice of different sized sites for new businesses or existing business expansions in the surrounding area. It can also open the door to future land use compatibility issues depending on the type of non-employment use permitted on those converted lands.
Supply	<p>8. Conversion of the site would not compromise the Region's and/or local municipality's supply of large sized employment area sites (i.e. 10 ha or greater) which allow a range uses including but not limited to land extensive uses such as manufacturing, warehousing, distribution and logistics.</p>	<ul style="list-style-type: none"> Protecting a diverse range, size and mix of employment areas ensures a competitive economic environment as stated in policy 2.2.5.1b of the Growth Plan. The Region has been experiencing substantial growth in many land extensive sectors such as manufacturing, warehousing, distribution and logistics, a trend that is likely to continue with automation and artificial intelligence. Preserving these sites for prospective employers is important. What is the size of the proposed site? Does the site have the potential to accommodate land extensive uses?
Viability	<p>9. The conversion will not destabilize or adversely affect current or future viability and/or identity of the employment area with regards to:</p> <p>a) Hindering the operation or expansion of existing or future businesses</p> <p>b) Maintaining lands abutting or in proximity to the conversion site for employment purposes over the long term</p>	<ul style="list-style-type: none"> Intended to determine if the proposed conversion will impact the current or future viability of the employment area. There are many factors that can be used to measure the impact a conversion may have on the success of an employment area. This criteria is supportive of Growth Plan policies 2.2.5.1a and 2.2.5.7c




Theme Area	Criteria	Description
	<p>c) Attracting a broad range of employment opportunities and maintaining clusters of business and economic activities</p> <p>d) Providing appropriate buffering of employment uses from non-employment uses.</p>	
Viability	10. The conversion to a non-employment use is compatible with the surrounding uses such as existing employment uses, residential or other sensitive land uses and will mitigate existing and/or potential land use conflicts	<ul style="list-style-type: none"> The land uses adjacent to a conversion site must be considered when evaluating the conversion request. Will the conversion potentially enhance the character and condition of that proposed site? And will it be compatible with existing and future uses in the area?
Viability	11. The site offers limited development potential for employment land uses due to factors including size, configuration, access and physical conditions	<ul style="list-style-type: none"> Employment areas are not equal in their attributes and desirability. Existing functional attributes of an employment area such as size, configuration, access and physical conditions are an indication of the area's current and long-term viability.
Access	12. The proposed site is not adjacent to 400-series highways, is not located in proximity to existing or planned highways and interchanges, intermodal facilities, airports and does not have access to rail corridors	<ul style="list-style-type: none"> This criteria supports the Growth Plan and Regional Official Plan policies around preserving employment areas located near major goods movement corridors to support employment activities that require heavy truck and rail traffic (OP policy 4.3.6, GP policy 2.2.5.1.b, 2.2.5.8). Additionally, these sites offer highway frontage, which is a desirable feature for attracting new investment to the Region (Goal 5 of the Economic Development Action Plan)
Region Wide	13. The proposed conversion to a non-employment use does not compromise any other planning policy objectives of the Region or local municipality.	<ul style="list-style-type: none"> When evaluating conversion requests, all Regional and Local planning objectives must be met. In the event that a particular conversion request does not meet one of the planning objectives of the Official Plan, but does meet the criteria, a rationale as to why the conversion is not recommended will be considered under this criterion.

Theme Area	Criteria	Description
Region Wide	14. Cross-jurisdictional issues have been addressed	<ul style="list-style-type: none"> Intended to ensure that potential conflicts / shared access/servicing with neighbouring upper- and single-tier municipalities (Peel, Toronto, Durham, Simcoe) as well as local municipalities are considered and addressed when evaluating a conversion request

ID	ADDRESS
1	180 & 182 Centre Cres
2	337 Magna Dr
3	1289 Wellington St E
4	20 & 25 Mavrinac Blvd
5	1588 St. John's Sideroad
6	8 - 157 First Commerce Dr
7	1623 Wellington St E



LAND OWNER SUBMITTED EMPLOYMENT
AREA CONVERSION REQUESTS
ATTACHMENT 2

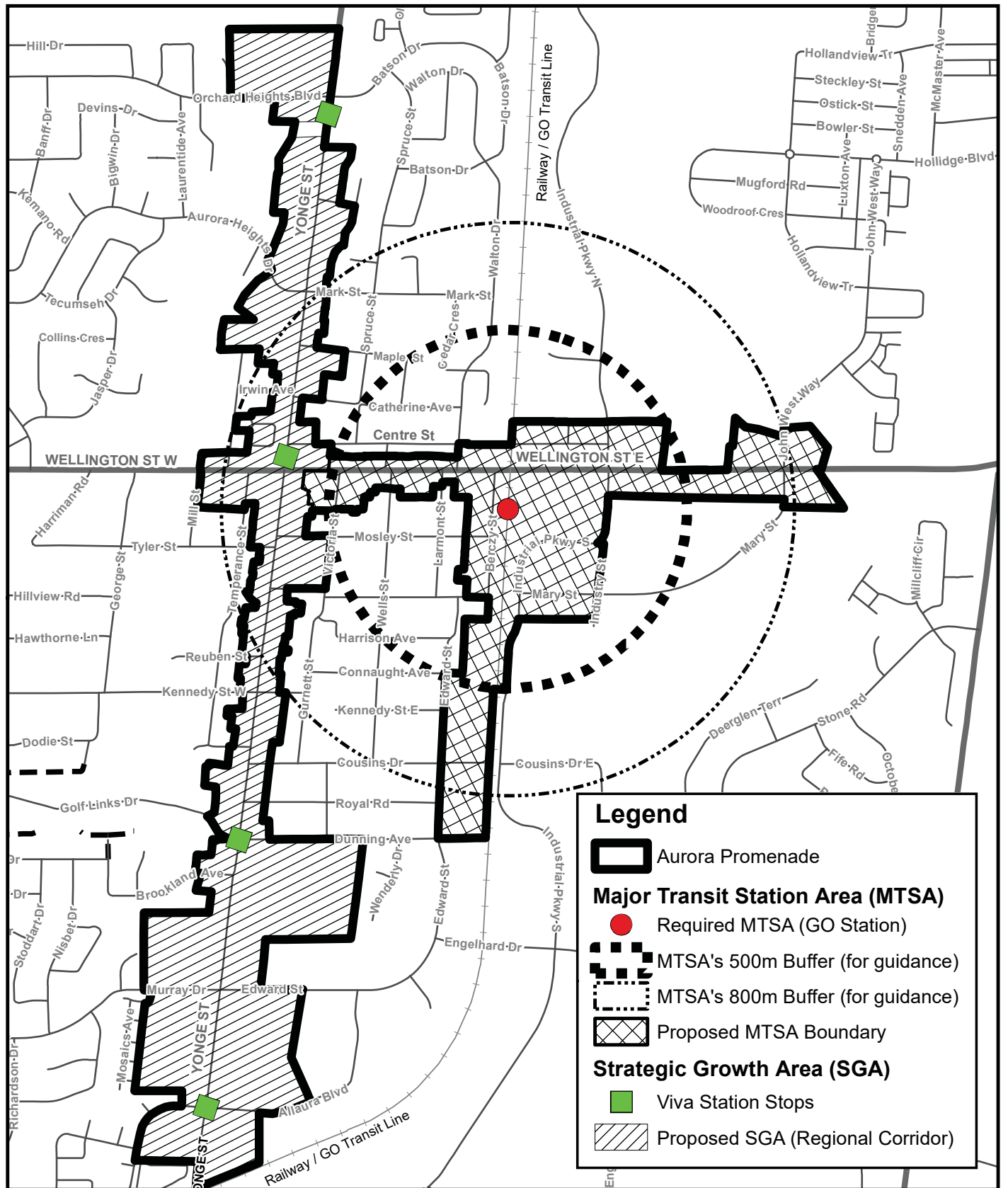
-  Subject Lands
-  Aurora Promenade
-  Employment Area



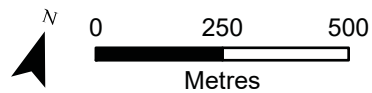
Map created by the Town of Aurora Planning & Development Services Department, May 3, 2019. Base data provided by York Region and Aurora - GIS.

Proposed Employment Area Conversion Requests in Aurora					
Label	Address	Location	Employment Area	Total Area (ha)*	Nature of Request
1	180 and 182 Centre Cres	West of Industrial Parkway and north of Centre Street	Industrial Parkway North	0.8	To re-designate from employment and light industrial uses to residential use.
2	337 Magna Drive	The southeast and southwest quadrant of Stronach Boulevard and Wellington Street East	Magna	10.0	To re-designate from Business Park employment use to Mixed Use, Medium – High Density Residential, and Community Commercial uses
3	1289 Wellington Street East	The southwest corner of Leslie Street and Wellington Street East	Magna	3.5	To re-designate from Business Park employment use to Community Commercial designations
4	20 and 25 Mavrincac Boulevard	The northeast and northwest corner of Mavrincac Boulevard and Wellington Street East.	Magna	6.9	To re-designate from Business Park employment use to Low to Medium Residential and Medium to High Density Residential uses
5	1588 St. John's Sideroad (Block 5)	Development block interior to future subdivision at northeast corner of Leslie Street and St. John's Sideroad	St. John's/404	1.1	To allow commercial recreational use (three ice rinks), private school, training facility, and ancillary uses.
6	8 - 157 First Commerce Drive	The northeast and northwest quadrants of First Commerce Drive and Wellington Street East. East of Leslie Street and west of Highway 404,	Wellington/404	29.5	To re-designate a portion of vacant lands (157 First Commerce Drive) from Business Park to residential use. And to allow residential within the existing Business Park - Regional Commercial Centre (8 - 135 First Commerce Drive).
7	1623 Wellington Street East	The southwest corner of Wellington Street East and First Commerce Drive	Wellington/404	5.0	To allow residential apartments above permitted retail uses in the northeast corner of subject lands

*Conversion site boundaries are based on applicants' submissions and may not reflect the extent of the area subject to conversion. Areas are subject to change.



YORK REGION'S DRAFT MAJOR TRANSIT STATION AREA (MTSA) & STRATEGIC GROWTH AREA (SGA) FOR AURORA ATTACHMENT 3





**Town of Aurora
General Committee Report No. CS19-020**

Subject: Ratepayers Association Policy Update
Prepared by: Samantha Yew, Deputy Town Clerk
Department: Corporate Services
Date: May 21, 2019

Recommendation

- 1. That Report No. CS19-020 be received; and**
- 2. That the Ratepayers Association Policy be approved.**

Executive Summary

This report recommends the approval of an updated Ratepayers Association Policy to reflect the Town's current practices and provide process enhancements.

- The Town uses the Ratepayers Association Policy as an administrative tool
- Changes are recommended to streamline and modernize the Policy
- Staff surveyed external stakeholders for feedback
- An outcome of this review is the launch of a new Ratepayers Association information webpage

Background

Staff have maintained a Policy for registered Ratepayers Associations (RAs) in the Town. In the past five years, the number of registered RAs has steadily increased from one to eight. This renewed interest in establishing RAs has triggered a review of the existing policy to ensure that it aligns to the current practices of the Town.

Analysis

The Town uses the Ratepayer Association Policy as an administrative tool

The Town uses the Ratepayers/Community Association Policy (Policy) as an administrative tool to track active RAs. To qualify as a registered RA, groups must represent no less than 10 households or contain a membership of 20 people, hold an

annual general meeting, and maintain an executive. Registered RAs receive benefits, such as:

- Copies of agendas, minutes, and reports if requested;
- Recognition as a RA when speaking at Council or Committee;
- Listing in the Aurora Living Resident's Guide;
- Usage of one Town meeting room per year at no cost; and
- Notification of any Planning applications within their boundaries.

A list of active RAs is maintained by Legislative Services.

Changes are recommended to streamline and modernize the Policy

In order to modernize the Policy with the Town's current practices, changes to the requirements, processes and entitlements are required.

Requirements

The overall requirements for RAs remains the same, however the process for new and renewal applications has been separated to streamline the renewal process. New applications will require the submission of a form, which includes a statement of purpose, map outlining catchment area, executive list, and a full membership list. Renewing applications require the submission of a form confirming the statement of purpose and catchment area, the executive for the year, and that Town requirements are met.

A provision has been added to allow the Town Clerk to have discretion over RA applications. If changes to an application are required, the Town Clerk will work collaboratively with the group to ensure that components including size and name are reasonable and aligned with the statement of purpose. As the new Policy takes effect, existing RAs will not be asked to make any changes.

Entitlements

The benefits provided to RAs by the Town remain the same with the exception of the provision of providing copies of agendas, minutes and reports on a subscription basis. This has been removed to reflect the modernization of the agenda distribution process, which is almost entirely electronic. If paper copies of an agenda are required for a specific meeting, they will be provided upon request.

May 21, 2019

Page 3 of 5

Report No. CS19-020

Further to this, when requested Legislative Services offers to provide notice by email to residents who may be interested in upcoming reports relating to specific topics. This service is also available to RAs.

Attachment 3 provides a detailed comparison of the current and proposed Policies.

Staff surveyed external stakeholders for feedback

To gauge the level of satisfaction with the Town's current Policy, Staff sent a survey to the Presidents of all registered RAs by email for distribution to their executive, with paper copies available upon request. The survey was open between April 11 and 24, 2019 (14 days total), and had 14 of a potential 40 respondents.

The results of the survey show that over 64% of respondents agree that they are satisfied with the current Policy, and that all respondents agree that it is beneficial to have a subsidized meeting space for RAs to hold their annual meetings. Some areas of improvement identified by the respondents include:

- Amount of paperwork required to register or renew their RA;
- Amount of RA information available (ex. list of active RAs, Local Planning Appeal Tribunal appeals);
- Lack of advantage or benefits to registration; and
- Lack of communication between staff and RAs.

The areas of improvement that are within the scope of the Policy have been addressed. The proposed Policy will reduce the amount of paperwork for renewing RAs, and the new webpage, detailed in the next section, will address concerns regarding information. The benefits offered by registering with the Town are in-line with those offered by the other municipalities in the Region that have RA policies.

An outcome of this review is the launch of a new Ratepayers Association information webpage

As part of this update, a dedicated RA information webpage is being developed, which will include Town policies, forms, an up-to-date list of current RAs, and a FAQ section.

To increase awareness and engagement, Legislative Services has collaborated with the Planning Department to create an interactive map that allows residents to enter their address into a search and find their local RA(s), if one exists in their area.

May 21, 2019

Page 4 of 5

Report No. CS19-020

Advisory Committee Review

None

Legal Considerations

None

Financial Implications

If the proposed Policy is approved, one room rental per year will continue to be available to all existing and new RAs at no cost.

Communications Considerations

If the proposed Policy is approved, in addition to the launch of the aforementioned website the new Policy will be distributed to any existing RAs registered with the Town by email.

Link to Strategic Plan

Updating the Ratepayers Policy promotes **progressive corporate excellence and continuous improvement** by implementing policy and processes that reflect sound and accountable governance, and **strengthening the fabric of our community** by effectively and regularly engaging the community.

Alternative(s) to the Recommendation

1. Council could maintain the current Policy.
2. Council could eliminate the Policy.

Conclusions

The Town uses the Policy as an administrative tool to track active RAs in the community. With the recent increase in RAs in the Town, an updated Policy will provide process streamlining, and modernization by ensuring that current Town practices are documented and followed.

May 21, 2019

Page 5 of 5

Report No. CS19-020

Attachments

- Attachment 1 – Current Ratepayer/Community Associations Policy
- Attachment 2 – Proposed Ratepayers Association Policy
- Attachment 3 – Table detailing proposed changes

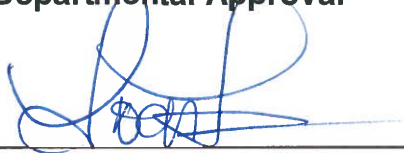
Previous Reports

None

Pre-submission Review


Agenda Management Team review on May 3, 2019

Departmental Approval



**Techa Van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



Attachment 1

TOWN OF AURORA
REGISTERED COMMUNITY/RATEPAYER ASSOCIATION
POLICY

1. In order to qualify as a registered community/ratepayer association and be included in the Town official registry, groups must:
 - a. Register on an annual basis with the Town of Aurora (registration in one year does not provide for, or guarantee, registration in subsequent years);
 - b. Provide immediate notice to the Town of any changes in the executive team and/or their contact information;
 - c. Represent not less than 10 households, or contain a membership of at least twenty (20) persons;
 - d. Hold a general meeting at least once every twelve (12) months; and
 - e. Be duly constituted by annually electing a formal executive team.
2. Associations not complying with the above criteria will not be included in the Town's official registry.
3. Any community/ratepayer association representing less than ten households or fewer than twenty members that wishes to be recognized by the Town as a registered community/ratepayer association must make application for exemption with Town Council.
4. All correspondence received from community/ratepayer associations that is forwarded to Council will be marked as to whether the group is registered or not, in order that Council has this information when considering a matter.
5. An updated list of registered community/ratepayer associations will be provided to Members of Council on an annual basis.
6. An up-to-date list of registered community/ratepayer associations will be available from the Legal and Legislative Services Department of the Town of Aurora.



**TOWN OF AURORA
REGISTERED COMMUNITY/RATEPAYER ASSOCIATION
RIGHTS AND RESPONSIBILITIES**

Community/ratepayer associations registered with the Town of Aurora have the following rights:

MUNICIPAL LEVEL

1. Provision, if they so wish, of agendas, minutes, and/or Council and Committee reports pursuant to the subscription policy, free of charge, in order to facilitate the tracking of various issues within the Town in which they wish to be involved.
2. Recognition as a community/ratepayer association to speak on behalf of their membership and address Members of Council at various Committee meetings.
3. Formal listing in the Town of Aurora Residents or Parks and Recreation Services Guide, listing with the Legal and Legislative Services Department, and inclusion on the registered community/ratepayer association map.
4. On a “space available” basis, and in accordance with Town policy, provision of meeting room space for one (1) meeting per year.

PROVINCIAL LEVEL

The one privilege the Province of Ontario offers to registered community/ratepayer associations is their status at the Ontario Municipal Board (OMB). The *Planning Act* provides that appeals to the OMB may be filed by “persons”. Groups or associations, such as residents or ratepayer groups that are not incorporated, may not be considered “persons” for purposes of the Act. The Ministry of Consumer & Commercial Relations, Companies Branch, should be contacted for details and documentation required for incorporation. The forms and book outlining the details of the procedure may be purchased from the Government of Ontario Book Store.

RESPONSIBILITIES

Registered community/ratepayer associations have the responsibility committed to them in the Articles of Incorporation, as well as terms contained in the Town’s Policy.



Administrative Policies & Procedures

Policy No. XX – Ratepayers Association Policy

Topic:	Ratepayers Association Policy	Affects:	All Staff
Section:	XX	Replaces:	Ratepayers/Community Associations Policy
Original Policy Date:	2014	Revision Date:	June 2019
Effective Date:	June 1, 2019	Proposed Revision Date:	June 2023
Prepared By:	Legislative Services	Approval Authority:	Council

1.0 Policy Statement

The Town of Aurora is committed to supporting civic engagement through the registration of Ratepayers Associations. This policy defines the framework for the administration of Ratepayers Associations in order to maintain a record of active Ratepayers Associations in the Town.

2.0 Purpose

The purpose of this policy is to provide guidance to staff and external stakeholders who are currently part of or plan to start a Ratepayers Association.

3.0 Scope

This Policy applies to the Ratepayers Associations in the Town of Aurora, and Town staff involved in the administration of Ratepayers Associations.

4.0 Definitions

Executive means the President, Vice President, Secretary and Treasurer elected at a Ratepayer Association’s annual meeting.

Member means a person, resident and/or land owners residing in the geographically bounded area of a Ratepayers Association who has submitted their name as part of the group’s membership.

Ratepayers Association is a group of residents and/or land owners within a geographically bounded area that come together to address issues affecting their

Policy No. XX – Ratepayers Association Policy

neighbourhood.

Town Clerk means the “Town Clerk” as defined in the *Municipal Act, 2001*; or his or her designate.

5.0 Requirements and Procedure

Requirements

In order to register as a Ratepayers Association, groups must:

- Elect a formal executive team;
- Represent not less than 10 households, or contain a membership of at least 20 persons; and
- Submit completed “Town of Aurora Ratepayers Association Registration Application” including a list of all members and a map outlining the boundaries of the Ratepayers Association to the Town of Aurora.

Renewing Ratepayers Associations are required to:

- Have held one meeting in the preceding 12 month period;
- Elect a formal executive team;
- Represent not less than 10 households, or contain a membership of at least 20 persons; and
- Submit completed “Town of Aurora Ratepayers Association Renewal Form” confirming requirements have been met; and
- Submit an updated membership list, upon request, to the Town of Aurora.

Any new or existing Associations that fail to comply with Town requirements will not be considered a registered Ratepayers Association.

Guidelines

The Town Clerk has discretion over the registration of Ratepayers Associations, including geographical boundaries and name of the Ratepayers Association. As a guideline, it is suggested that:

- Catchment area does not exceed one concession block in size; and
- The name is reflective of the area or concern being represented.

Policy No. XX – Ratepayers Association Policy

Entitlements

Once the application has been approved, the Ratepayers Association is entitled to the following benefits:

- Recognition as a Ratepayer Association to speak on behalf of their membership at Council and Committee meetings;
- Listing in the Town Resident's Guide, Town website and any other Town material containing Ratepayers information; and
- Based on availability, and in accordance with the Town Room-Hall Permitting Policy and/or any other applicable policies, provision of meeting room space for one meeting per year at no cost.

6.0 Responsibilities

Staff:

- Providing Ratepayers Association information to Council, staff and the public
- Maintaining a list of registered Ratepayers Associations
- Notifying registered Ratepayers Associations of upcoming Planning applications in their area, in accordance with the *Planning Act*
- Coordinating annual room booking with registered Ratepayers Associations
- Complying with this Policy and related procedures

Town Clerk:

- Reviewing and approving of Ratepayers Association applications
- Enforcing this Policy and related procedures

Registered Ratepayers Associations:

- Holding a general meeting at least once every 12 months
- Maintaining status through registration with the Town
- Managing all functions of the Ratepayers Association, including membership, meetings, and other administrative duties that may occur
- Notifying the Town if executive changes or Ratepayers Association dissolves
- Complying with this Policy and related procedures

Policy No. XX – Ratepayers Association Policy

7.0 Regulatory/References/Codes/Standards

The *Planning Act* provides that appeals to the Local Planning Appeal Tribunal (LPAT) may be filed by “persons”. Groups or associations, such as residents or ratepayer groups that are not incorporated, may not be considered “persons” for purposes of the *Act*. The Town does not provide any advice on LPAT appeals or anything related to incorporation.

Attachment 3

Current Ratepayers Association (RA) Policy	Proposed Ratepayers Association (RA) Policy
Requirements	
New applications and renewals are required to submit completed application form including statement of purpose, membership listing, executive list, catchment area on a map	Requirements for new associations registering with the Town is the same. Renewing registration only submit form including statement of purpose, catchment area on a map, and executive list (RAs should maintain a membership list as per Town requirements)
Hold a general meeting at least once every 12 months	Same
Be Duly constituted by annually electing a formal executive team	Same
Any RA representing less than ten households or fewer than twenty members requires Council exemption.	Associations must comply with requirement of ten households or twenty members to be registered with the Town, no exemptions will be granted
Associations not complying with registration criteria will not be included in Town's official registry	Same
n/a	Approval of applications is at Town Clerk's discretion
Benefits	
Agendas, minutes, and/or Council and Committee reports pursuant to the subscription policy, free of charge	Copies of agendas, minutes and reports available on request, no longer on a subscription basis. Agendas, minutes and reports available on Town's website. Specific notice available by email upon request
Recognition as a RA to speak on behalf of their membership and address Members of Council at various Committee meetings	Same
Formal listing in the Town of Aurora Residents or Parks and Recreation Services Guide, listing with the Legal and Legislative Services Department, and inclusion on the registered community/ratepayer association map	Listing in Town Resident's Guide, Town Website and any other Town material containing Ratepayer information, including new RA webpage
On a "space available" basis, and in accordance with Town policy, provision of meeting room space for one (1) meeting per year	Same – No cost for meeting room
Administration	
All correspondence received from RAs that is forwarded to Council will be marked as to whether the group is registered or not	Upon request, correspondence from any person or group electronically forwarded to Council
Updated list of RAs to be provided to Members of Council annually	Registered RAs will be listed on the website including contact info of RA President
Up-to-date list of RAs available from Legal and Leg Services Dept	Same – List of active RAs to be maintained by Legislative Services
n/a	Staff, Town Clerk and RA responsibilities added
OMB appeals can be carried out by "persons" – RAs have to be incorporated	Revised to reflect appeal to LPAT instead of OMB Town does not provide advise on LPAT appeals or anything related to incorporation



**Town of Aurora
General Committee Report No. CMS19-013**

Subject: 2019 Capital Project – AFLC Fitness Equipment Replacement
Prepared by: Adrian Wong, Supervisor, Fitness and Aquatics
Department: Community Services
Date: May 21, 2019

Recommendation

- 1. That Report No. CMS19-013 be received; and**
- 2. That this report satisfy Council’s conditional budget approval for Capital Project No. 74007 – AFLC Fitness Equipment Replacement in the amount of \$50,000.**

Executive Summary

This report seeks Council approval to proceed with Capital Project No. 74007- AFLC Fitness Equipment Replacement. This capital project has been previously identified in the 10-year Capital Project plan and the listed fitness equipment is scheduled for replacement based on its current condition and manufacturer’s life cycle.

The benefits of the Capital Project No. 74007 include:

- Apply risk management/asset management best practices
- It is important to maintain service levels for community members
- Meet the customers’ needs by remaining current in the fitness industry
- Higher Return on Investment results in good risk management and customer service
- Disposal of assets takes place in accordance with procurement policies

Background

Currently, Club Aurora manages 70 fitness equipment assets that are worth approximately \$280,000. In 2015, a 10-year Capital Project plan was created for fitness equipment assets and replacement is identified based on an assets’ purchase year and manufacturer’s life cycle. Fitness equipment assets are included as part of the Corporations’ asset management program. Although Community Services has an

May 21, 2019

Page 2 of 5

Report No. CMS19-013

annual preventative maintenance plan for the upkeep of the equipment, all equipment requires replacement at one point as a part of asset management practices.

In 2017, the Fitness Customer Satisfaction Survey results indicated that there was a gap in the gym equipment matching the needs of the fitness participants (84.4% importance versus 72.8% satisfaction). In 2018, the Fitness Equipment Survey indicated that customers are interested in having machines that have greater adjustability, greater mobility and access, and support for individuals of varying sizes. Customers also indicated that maintaining the upholstery of the fitness equipment is an important factor as it can cause discomfort to those who use the machines, if allowed to deteriorate.

Analysis

Apply risk management/asset management best practices

Club Aurora Fitness Centre operates 363 days in a year. As a result, the fitness equipment is used frequently and the high usage contributes to the maintenance and the condition of the equipment. Applying an asset management practice to fitness equipment not only allows the Town to manage and monitor the conditions of the asset, but also to identify a replacement schedule; which ultimately helps the Town to project its financial future needs. Replacing the fitness equipment is also considered to be a good risk management practice as the potential impact to the customer can be serious (i.e. accidents and injuries from motorized machines or from machines with weighted plates).

14 pieces of equipment are scheduled to be replaced in 2019. These include 2 rowing machines, 1 upright bike, 5 spin bikes, an incline press, an inner/outer thigh machine, back extension machine, lying leg curl, seated row machine and a 40 degree leg press.

The asset management plan for fitness equipment identifies that no purchases are required in 2020 or 2021 and therefore, no new equipment purchases will be needed until 2022.

It is important to maintain service levels for community members

Club Aurora currently provides service to approximately 1,100 fitness members. Based on the 2018 survey, the upholstery of the fitness equipment is an important factor in maintaining service levels. Fitness participants can sense the smallest abnormalities to machines as it typically has a greater impact to them (i.e. increase in resistance may have an exponential increase in the amount of effort required to perform a task). The

survey also identified that members like to use machines for a variety of reasons including:

- as a substitute for free weights
- as part of a physical rehabilitation program
- as a way to target overlooked muscle groups
- as a way to build good posture
- for general muscle strengthening

Meet the customers' needs by remaining current in the fitness industry

Although Club Aurora is a municipal-owned fitness centre and cannot be compared to the service levels of the private industry, Club Aurora still needs to remain current in the fitness industry by meeting the customer's needs. Based on the 2018 survey, the gym equipment is not matching the needs of the fitness participant. One of the key factors is that there are several outdated pieces of equipment that may not be as relevant to today's fitness users. As an example, Club Aurora's oldest asset was purchased in 2000, and does not have the built-in technology to meet the current customer's needs. A summary of survey results are attached to this report.

As the majority of Club Aurora members are considered to be older adults (52% of total active members), the Town should have equipment that is adaptable to their needs, which includes greater adjustability, greater mobility and access, and support for individuals of varying sizes.

Higher Return on Investment results in good risk management and customer satisfaction

By applying asset management practices, the Town will be able to have a high return on investment through reducing costs in preventative maintenance and upkeep, reducing the number of claims through participant injury, increasing customer satisfaction level, and increasing fitness participation levels.

Disposal of assets takes place in accordance with procurement policies

Equipment being replaced is disposed of in accordance with procurement policies by either being sold, or if it is in very poor condition, disposed as waste.

May 21, 2019

Page 4 of 5

Report No. CMS19-013

Advisory Committee Review

None

Legal Considerations

None

Financial Implications

As part of the 2019 capital budget process, Council conditionally approved a budget of \$50,000 for the replacement of AFLC Fitness Equipment that had reached the end of its useful life and as per the Town's approved asset management plan required replacement. This project is to be funded from the building repair and replacement reserve. Staff anticipate that this approved budget will be sufficient. 14 pieces of equipment are scheduled to be replaced in 2019.

Communications Considerations

Corporate Communications would assist Club Aurora staff in promoting the new equipment to existing members and potential new members. Communications channels to be utilized may include social media, videos, Notice Board, Aurora Matters email newsletter and the Club Aurora newsletter

Link to Strategic Plan

Proceeding with the Capital Project No. 74007 supports the Strategic Plan's goal of:

Supporting an exceptional quality of life, for all in its accomplishments in satisfying requirements in the following key objectives within these goal statements:

- ***Encourage an active and healthy lifestyle.***

Alternative(s) to the Recommendation

1. Council may choose not to approve Capital Project No. 74007
2. Council may provide further direction

May 21, 2019

Page 5 of 5

Report No. CMS19-013

Conclusions

The purpose of the Capital Project – AFLC Fitness Equipment Replacement is to fiscally manage the Town's assets, apply risk management best practices, maintain service levels to the community, and to remain current and relevant in the fitness industry. The Community Services Department believes that the recommended direction will enable Town staff to encourage an active and healthy lifestyle to Aurora residents through Club Aurora Fitness Centre.

Attachments

Attachment #1: Project # 74007 – Fitness Equipment Replacement
Attachment #2: Summary of survey Results

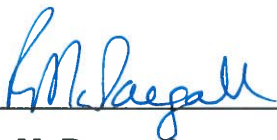
Previous Reports

None

Pre-submission Review

Agenda Management Team review on May 1, 2019

Departmental Approval



Robin McDougall
Director
Community Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer

FITNESS EQUIPMENT 2018 Survey Results

Attachment 2

In November 2018, Club Aurora Fitness Centre conducted a 3-week survey asking for customer feedback on the strength machines in the Club Aurora Fitness Centre. We are pleased to share with you some of the highlights of our findings.



126
Club Aurora
Fitness Gym
Respondents



18
Strength
Machines
Surveyed

Top 6 Strength Machines & Comments

Abdominal Machine

*"Good for crunches without having to get on the floor."
"Can really feel this machine working my abs."*

Abductor / Adductor Machine

*"A unique machine. Good exercise for overlooked muscle groups."
"My favourite machine as I find this area (muscle groups) of my legs difficult to work out."*

Torso Rotation Machine

*"Great ab-core workout, helps maintain good posture."
"Popular abs workout, so much better than crunches."*

Triceps Extension Machine

*"Really like this machine. Struggle to maintain triceps."
"Good substitute activity instead of using weights."*

Leg Extension Machine

"Good rehabilitation machine, especially after knee surgery."

Chest Press Machine

"Like the foot plate to move weights into start position."

Suggested Areas of Improvement

- Improve spacing between machines.
- Maintain better upkeep on upholstery.
- Improve instructions on how to use machines.



CMS19-013 - Attachment #2

On behalf of Club Aurora Fitness Centre, thank you for your feedback.
Stay tuned for exciting changes in 2019.



**Town of Aurora
General Committee Report No. CMS19-014**

Subject: 2019 Capital Project -User Fee Pricing Policy and Ability to Pay Review
Prepared by: Lisa Warth, Manager, Recreation
Department: Community Services
Date: May 21, 2019

Recommendation

- 1. That Report No. CMS19-014 be received; and**
- 2. That this report satisfy Council's conditional budget approval for Capital Project No. 73318 – User Fee Pricing Strategy, in the amount of \$60,000.**

Executive Summary

This report details the need for an update to the Community Services pricing policy for programs, services, rentals etc., as well as a need to update the ability-to-pay model (program subsidy for low income families) and therefore, should to satisfy Council's conditional budget approval.

- The last pricing policy update was done in 2009 and has become outdated
- The current ability to pay model (program subsidy) was last reviewed in 2006 and has also become outdated
- An up to date pricing policy and ability to pay review will guide staff and help inform the operating budget for the next 7-10 years

Background

In 2017, under the Town's and the Region of York's Memorandum of Understanding (MOU) for delivery of internal audit services, the Region evaluated the Town's Recreation programming processes. As a part of this, the pricing policy for Community Services was reviewed. The pricing policy was last updated in 2009 and looks at the levels of total operating costs that should be recovered by user fees based on the type of program or service being offered. Currently, there are four levels in place ranging from 0-75% cost recovery. The regional auditors recommended that the current policy be updated and that processes are implemented to assist staff in adhering to the new policy.

Analysis

The last pricing policy update was done in 2009 and has become outdated

A more current policy is required to provide staff with a consistent and transparent approach to setting affordable user fees. This will help accommodate the needs of Aurora's expanding and diverse population and balance the interests of individuals and the wider community. This societal benefit is an important consideration when looking at cost recovery of pricing programs. For example, activities that focus on physical activities also contribute to the general reduction of health costs and programs directed to youth may assist in reducing court, legal and safety costs. Typically, these kinds of programs are heavily subsidized, meaning little cost recovery is realized, because of the general community well being or societal benefit that can be achieved.

An updated policy will help effectively allocate funds for recreation services and assist staff in achieving appropriate cost recovery targets. The definition of direct and indirect costs needs to be determined in this process and an efficient way of calculating indirect costs also needs to be defined.

There are several guiding principles that help inform a pricing policy and each guiding principle has several considerations. Guiding principles are listed below and include an example of one of the considerations for each.

- **Role of the Town as a Service provider** – The Town should strive to continue to provide the opportunity for Aurora residents to participate in a wide variety of physical and non-physical recreation programs and activities.
- **Access and Affordability** – The Town should aim to provide quality, affordable recreation services to all residents and local service groups.
- **Value** – The Town should differentiate between types of recreation activities and service levels through appropriate pricing.
- **Community Participation** - The Town should provide leadership, assistance and recognition to individuals and groups who help promote recreation and active living.
- **Fiscal Responsibility and Accountability** - The Town of Aurora should acknowledge that that it does not have the financial resources to be the provider in the first resort for all activities (ie: the Town cannot directly deliver ALL the programs and services residents may want).

Municipal comparators are done annually in preparation for the Fees and Charges bylaw. Staff compare a sampling of programs with 3-4 surrounding municipalities (typically including Newmarket, Whitchurch – Stouffville, Bradford-West Gwillimbury and Richmond Hill) to ensure fees are affordable and reasonable.

May 21, 2019

Page 3 of 5

Report No. CMS19-014

Additionally, fees and services are categorized into cost recovery levels based on many factors including:

- the cost of the program
- special services or target group
- level of instruction ie: introductory, advanced etc.
- skills taught ie: life skills such as learn to swim or other safety skills
- public community events
- programs/competition in the private sector
- history of recovery rates

Typically, the funding of Recreation Services strives to provide the greatest number of residents through broad based participation with affordable recreation opportunities.

This project needs to be done by a consultant with expertise in these areas. Staff do not have the capacity in-house to complete this project.

The current ability to pay model (program subsidy) was last reviewed in 2006 and has also become outdated

The current program subsidy model also needs an update as it has not been reviewed since 2006. The subsidy program provides a discount for participants who are unable to pay the full published fee of a program. The current model allows for a 56% discount on recreation programs and fees but does not have an up to date qualification process or means test such LICO (low income cut off).

Principles in subsidy have changed significantly over the past 10 years and these should be incorporated into an update. These principles include:

- Affordable access
- Fairness
- Transparency
- Accountability
- Ease of Implementation
- Ease of Administration
- Economic Efficiency
- Consistent and sustainable funding source

The consultant will review these principles and customize them to ensure a program that will meet the needs of the residents of Aurora.

This particular subsidy program is in addition to the Jumpstart program that the Town administers on behalf of the Canadian Tire Jumpstart program. The Jumpstart program applies only to a specific age group and only to programs that are active in nature. The Town's subsidy program allows for subsidy to all ages and all program types from the menu of programs and services the Town directly delivers.

An up to date pricing policy and ability to pay review will guide staff and help inform the operating budget for the next 7-10 years

An update to these two processes will guide staff when pricing programs, determining the degree of public good and administering subsidy to those that need it for the next 7 to 10 years. Staff are adhering to the current processes where possible, but they are so outdated and staff lack current information to make decisions in some cases.

Advisory Committee Review

A discussion on the pricing policy was included as an agenda item for both the February 15 and April 19, 2018 Parks, Recreation and Cultural Services Advisory Committee meetings along with the February 28, 2018 Finance Advisory Committee meeting. Both groups were supportive and in agreement that the current models need to be updated.

Legal Considerations

None

Financial Implications

As part of the 2019 capital budget process, Council conditionally approved a total budget of \$60,000 for the completion of an updated user fee pricing strategy and subsidy update for the Town of Aurora to be funded from the Studies & Other Reserve. Staff anticipate this budget will be sufficient.

Communications Considerations

Approval of the strategy would be communicated to the general public through Council Highlights.

May 21, 2019

Page 5 of 5

Report No. CMS19-014

Link to Strategic Plan

A review of the pricing policy and the current ability-to-pay model supports the Strategic Plan goal of ***Supporting an exceptional quality of life for all*** in its accomplishment in satisfying requirements in the following key objective within this goal statement:

Objective 4: Encouraging an active and healthy lifestyle

Alternative(s) to the Recommendation

1. Council may choose not to approve this funding

Conclusions

The hiring of a consultant to update and modernize the user fee pricing policy and ability to pay (subsidy) model would be a prudent investment at this time and would provide long term direction to staff as they strive to best meet the needs of the changing community, in a fiscally and fair responsible way for the future.

Attachments

Attachment #1 – Capital budget sheet – 73318 User Fee Pricing Study

Previous Reports

None

Pre-submission Review

Agenda Management Team review on May 1, 2019

Departmental Approval



Robin McDougall
Director
Community Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report No. OPS19-012**

Subject: Tamarac Green Park – Walkway/Basketball Repaving
Prepared by: Sara Tienkamp, Manager Parks & Fleet
Department: Operational Services
Date: May 21, 2019

Recommendation

- 1. That Report No. OPS19-012 be received; and**
- 2. That this report satisfy Council’s conditional approval of Capital Project No. 73240 – Tamarac Green Park Walkway/Basketball Repaving in the amount of \$30,000.**

Executive Summary

This report provides information to satisfy the conditional approval of Capital project No.73240 and seeks Council approval to proceed with the walkway and basketball court resurfacing, part of the playground upgrade and Storm Water Management Facility (SWM) retrofit.

- Council approves SWM facility retrofit partnership between Regional Municipality of York and Town of Aurora
- Council Approves Capital Project No. 73214 – Playground Replacement Tamarac Green Park
- Design for SWM facility retrofit and park amenities upgrade presented at Public Open House in November 2018
- Paving Necessary to Complete Tamarac Green Park Redesign

Background

In the fall of 2017, Engineering staff were approached by York Region and Lake Simcoe Regional Conversation Authority (LSRCA) to discuss a potential project to retrofit the SWM facility within Tamarac Green Park. Shortly thereafter, parks staff were brought into discussions as the retrofit would impact the park and its current layout.

The new SWM facility would require a larger footprint; therefore, requiring the playground to be relocated. The Parks Division had no objections with relocating the playground and some of the pathways to facilitate the project as the playground and pathway resurfacing was forecast in the Capital budget for 2020. In addition, the playground was originally constructed at the base of a hill and not accessible for all users.

Analysis

Council approves SWM Facility Retrofit Partnership between Regional Municipality of York and Town of Aurora.

On January 23, 2018, Engineering staff presented report No.PDS18-008 to Council outlining the project and need to enter into an agreement with the Region of York to proceed with the project. The report included benefits of phosphorus removal the SWM facility would provide, funding of project by Region, park design upgrades and timelines of works. Council approved the report allowing staff to proceed with the project.

Council Approves Capital Project No. 73214 – Playground Replacement Tamarac Green Park.

Council approved the replacement of Tamarac Green playground in 2018 allowing staff to proceed with the park design in conjunction with the Region of York staff and their consultants. This included the moving of the main playground from within the SWM facility catchment area, re-alignment of pathways and the repositioning of basketball court. Additional seating areas were included to provide lookouts over the SWM area and new planting areas for trees/shrubs to increase habitat in the SWM facility and provide additional screening to resident where amenities had be moved.

Design for SWM facility retrofit and park amenities upgrade presented at Public Open House in November 2018.

In November 2018, a Public Open House was held by the Region of York at the Town of Aurora Municipal Offices and included staff from the Region, LSRCA, Town of Aurora as well as design consultants. The Open House was well attended and the overall Plan was well received. Comments/suggestions received by residents during Open House have been implemented where possible into the overall design.

May 21, 2019

Page 3 of 4

Report No. OPS19-012

Paving Necessary to Complete Tamarac Green Park Redesign.

Due to the significant construction within the park, some of the walkways adjacent to the SWM facility will require resurfacing. It will also be necessary to realign some of the park walkways as a result of the SWM facility retrofit and park amenity location changes. The asphalt surfacing, which is original to when the park was constructed in the early 90's, has surpassed its life expectancy and requires resurfacing to alleviate many safety hazards associated with degradation.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

The walkway and basketball re-paving for Tamarac Green Park project, received conditional budget approval and funding in the 2019 Capital Budget. This report is to lift the condition, allowing the project to commence.

Communications Considerations

The Town of Aurora will inform the public of any closures as a result of the capital project by posting to social media, the Town website and having appropriate signage at the site.

Link to Strategic Plan

This project supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for all by improving transportation, mobility and connectivity. This project maintains a well-managed and fiscally responsible Municipality.

Alternative(s) to the Recommendation

1. Council may chose not to approve Capital Project No 73240.

May 21, 2019

Page 4 of 4

Report No. OPS19-012

Conclusions

Staff recommends that Capital Project No. 73240, Tamarac Green Park Walkway/Basketball Repaving be approved.

Attachments

Attachment #1 – Capital Project No. 73240 Tamarac Green Park Walkway/Basketball Repaving
Attachment #2 – Park Design

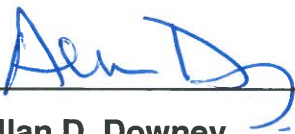
Previous Reports

None.

Pre-submission Review

Agenda Management Team Review on May 1, 2019

Departmental Approval



Allan D. Downey
Director of Operations
Operational Services Department

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer

Town of Aurora

Capital Projects

Project	73240 Walkway/Basketball Repaving- Tamarac Park		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Gallery

E:\DCIM\100__06VMG_0034.JPG



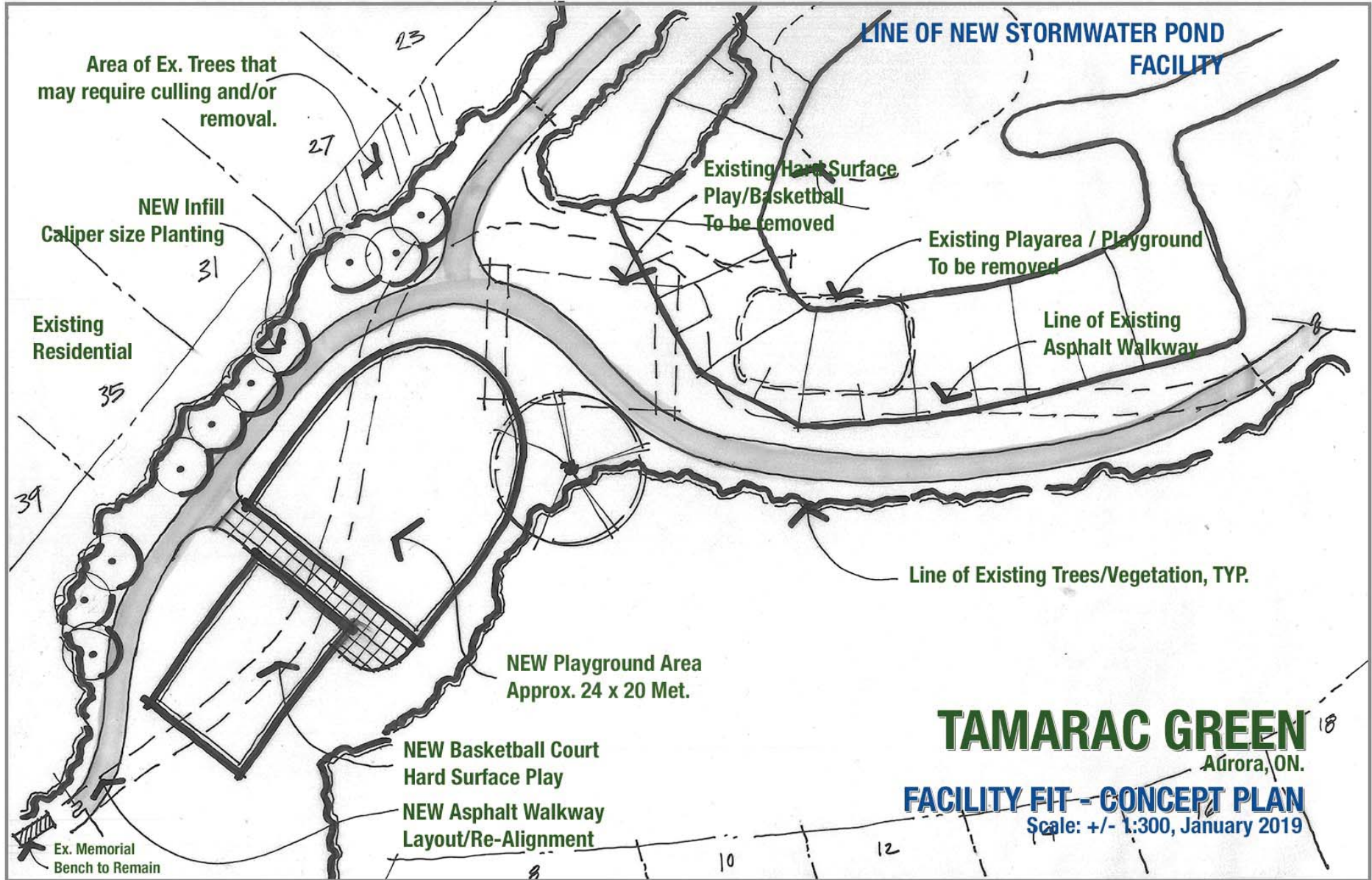
**Town of Aurora
Capital Projects**

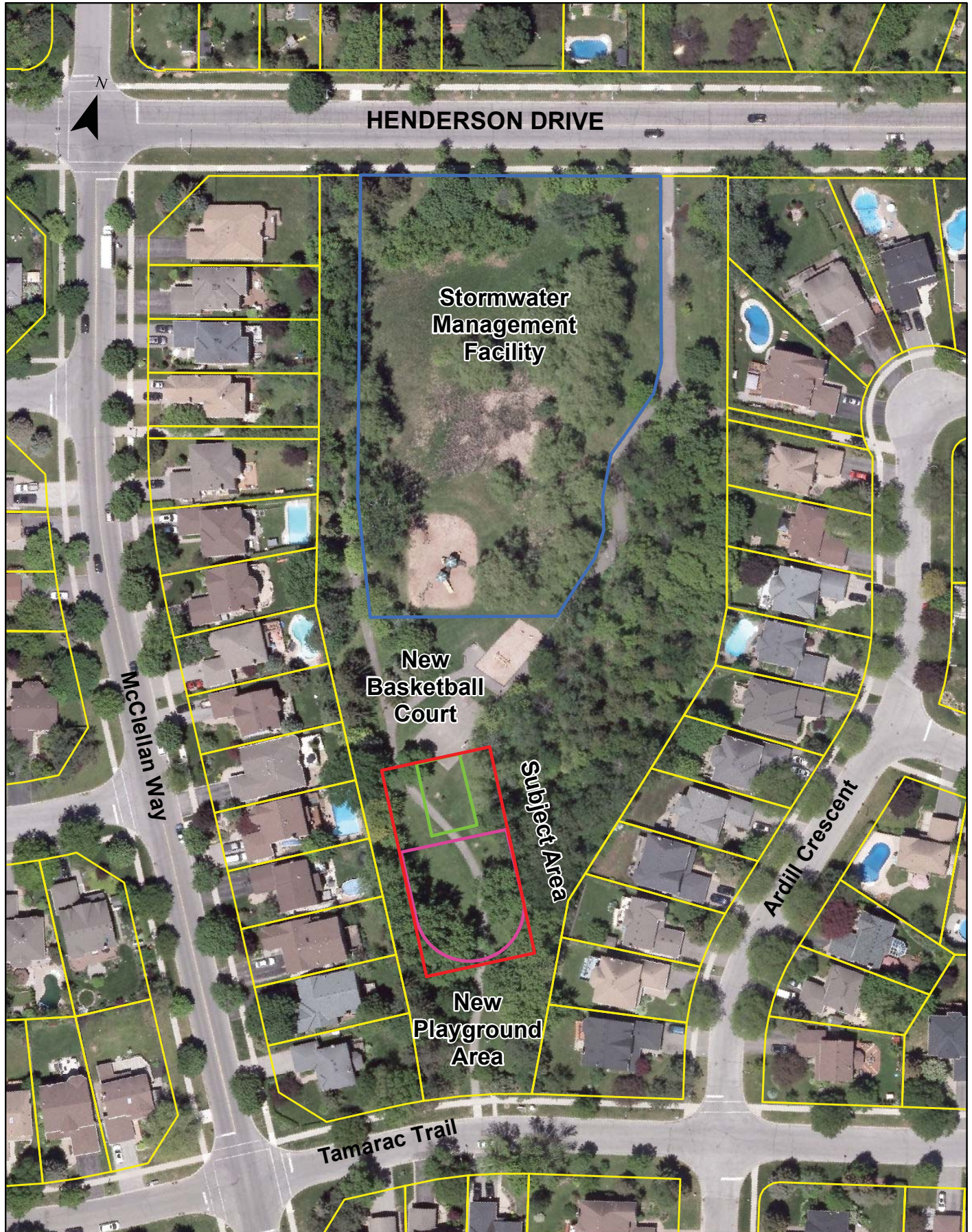
Project	73240 Walkway/Basketball Repaving- Tamarac Park		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Gallery

E:\DCIM\100__06\IMG_0049.JPG







Map created by Town of Aurora Engineering and Capital Delivery Division, September 11, 2018. Base and Aerial data provided by the Region of York. Air photos taken Spring 2017 © First Base Solutions Inc., 2017 Orthophotography. Mark-up not drawn to scale.



**Town of Aurora
General Committee Report No. OPS19-013**

Subject: Wildlife Park Phases 1/2/3
Prepared by: Sara Tienkamp, Manager Parks & Fleet
Department: Operational Services
Date: May 21, 2019

Recommendation

- 1. That Report No. OPS19-013 be received; and**
- 2. That this report satisfy Council's conditional approval of Capital Project No. 73169 – Wildlife Park Phases 1/2/3 in the amount of \$1,000,000.**

Executive Summary

This report provides information to satisfy the conditional approval of Capital Project No.73169 as follows:

- Community Wildlife Park Detailed Design Responds to Master Plan Feasibility Study
- Lake Simcoe Regional Conservation Authority's (LSRCA) Policies Prohibit the Creation of Online Ponds
- Capital Budget for Wildlife Construction Works Phased Over a five (5) year period
- Phase 1 Works for Trails to Commence Construction in 2019 with Phase 2 Wetland component in detailed design.

Background

Aurora Resident, Landscape Architect and Environmentalist, David Tomlinson, had a vision for a Community Wildlife Park (CWP), after many years of studying the flora and fauna in Aurora. He approached the Town with the idea of establishing a Community Wildlife Park and in 1998, Council endorsed the proposal.

Since then, land acquisition has occurred, development agreements negotiated and many studies have been completed.

May 21, 2019

Page 2 of 5

Report No. OPS19-013

In June 2016, Council awarded Request for Proposal PRS2016-21 for the Aurora Community Wildlife Park Design and Implementation.

Analysis

Community Wildlife Park Detailed Design Responds to Master Plan Feasibility Study.

Parks staff, in conjunction with the consultant for the CWP, have been developing detailed design and construction ready documents for the park, based on the Community Wildlife Park Master Plan Feasibility Study, June 2015. The study was in response to David Tomlinson's request, to develop a comprehensive plan which supports and enhances the natural ecology of the wildlife park lands.

In addition to proposing pedestrian amenities such as trails, boardwalks and lookout stations within the wildlife park, David Tomlinson's plan also included the creation of wetland habitats in the form of online ponds with control structures to regulate water flow.

Lake Simcoe Region Conservation Authority's Policies Prohibit the Creation of Online Ponds.

In progressing through the detailed design process and consultation with LSRCA, it was noted by LSRCA that their policies do not support online ponds within natural stream systems and floodplains. The detailed design for the wetland component is in the process of being revised to reflect the creation of offline ponds, with additional negotiation required with LSRCA to address their policies and conditions.

Capital Budget for Wildlife Construction Works Phased Over five (5) year period.

Construction works within the wildlife park were intended to be phased over a number of years, to be determined at the point of near completion, of the detailed design phase. Accordingly, funding has been allocated for \$1,000,000 per year for a total of \$5,000,000 in the Ten (10) Year Capital Plan 2017-2021. To date, Council has approved \$2,000,000 with \$1,000,000 allocated in both the 2017 and 2018 Capital budgets. The funds allocated to the 2019 Capital budget will provide a total budget of \$3,000,000 with an additional \$2,000,000 to be considered in the 2020 and 2021 Capital Budget.

Phase 1 Works for Trails to Commence Construction in 2019 with Phase 2 Wetland component in detailed design.

Currently, the detailed design for Phase 1 works has been completed and staff will issue a public tender in May 2019, with construction expected to start mid to late June, 2019. Phase 1 works include the installation of approximately 3 km of at-grade trails, several raised boardwalks in marsh areas, two (2) lookout stations and one (1) bridge location. The cost estimate for the Phase 1 is approximately \$2,600,000.

Detailed design is nearing completion for the Phase 2 works which will include the creation of wetland habitats and other ecological habitat features. Phase 2 works will also include additional sections of trails and boardwalks that cannot be addressed in Phase 1. Completion of Phase 2 design work is dependent in large part on design approvals from the LSRCA for the wetland habitat features. Construction for Phase 2 is anticipated to begin in 2020.

Advisory Committee Review

Environmental Advisory Committee, June 14, 2018, comments received, no recommendations.

Trails and Active Transportation Committee, June 15, 2018, verbal update received, no recommendations.

Legal Considerations

None.

Financial Implications

Capital Project No.73169 – Wildlife Park Phases 1/2/3 received conditional budget approval and funding in the 2019 Capital Budget. This report is to lift the condition, allowing the project to commence.

Communications Considerations

Town of Aurora will communicate plans for the Wildlife Park, and the progress of the plans, by sharing information via media release, Council Highlights, social media, Notice Board and site signage where appropriate.

Link to Strategic Plan

This project supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for all by improving transportation, mobility and connectivity. This project maintains a well-managed and fiscally responsible Municipality.

Alternative(s) to the Recommendation

1. Council may choose not to approve Capital Project No.73169.

Conclusions

Staff recommends that Capital Project No. 73169 – Wildlife Park Phase 1/2/3 be approved.

Attachments

Attachment #1 – Capital Project No. 73169 – Wildlife Park Phases 1/2/3

Previous Reports

PL02-086 Management Plan-Urban Wildlife Park OPA#30, 2b Secondary Plan,
November 5, 2002

LS07-008 Wildlife Park Buffer Planting, Tender LS2007-07, April 4, 2007

PRS16-023 Wildlife Park Project Design and Contract Administration, June 7, 2016

Environmental Advisory Committee Memorandum – Wildlife Park Project Update, April 5, 2018

May 21, 2019

Page 5 of 5

Report No. OPS19-013

Pre-submission Review

Agenda Management Team Review on May 1, 2019

Departmental Approval

Approved for Agenda



Allan D. Downey
Director of Operations
Operational Services Department

Doug Nadorozny
Chief Administrative Officer

**Town of Aurora
Capital Projects**

Attachment 1

Project	73169 Wildlife Park - Phase 1/2/3		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Description
TARGET START DATE AND END DATE: Use format Q4 2017 - Q1 2018
Project conditionally approved pending a further report to Council as per Budget Committee on February 19, 2019
PROJECT DESCRIPTION:
Provide a brief overview of the project and include the key goals, objectives and performance measures.
To continue construction of the 3rd phase of the Community Wildlife Park. David Tomlinson had the vision for the CWP many years ago and after years of study and observation of the flora and fauna, he approached Council with the idea of establishing a Wildlife Park. Council endorsed the idea in 1998 and since then, land acquisition has occurred, development agreements have been negotiated and many studies have occurred with respect to hydrology. RFP PRS2016-21 - Aurora Community Wildlife Park Design and Implementation was awarded by Council through report PRS16-023 in June 2016. Design work is 90% complete and Parks will be issuing a tender for Phased Construction works in Q2 2019, starting with the trail construction in Q3.
PROJECT JUSTIFICATION/CAPITAL SERVICE LEVEL IMPACT:
Provide the reasons the project should be approved and what will be the impact of the project to service levels.
This system of trails is integral to the 2C development lands and the trails systems help support essential links between green spaces and residential areas and is supported by the Trails Master Plan. The trails provide important connectivity for residents helping alleviate the reliance on automobiles, decrease carbon footprints and increase the health and wellness of the community objectives in both the Parks and Recreation Master Plan and Environmental Action Plan. The Wildlife Park supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment of satisfying requirements in the key objectives with the goal statement: Develop a long-term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population.
PROJECT BENEFITS:
Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits
Will provide the residents with controlled access to a significant number of trails/boardwalks throughout the Wildlife Park which contains a provincially designated wetland, woodlands and grasslands. The park will also provide connectivity through its trail system to town amenities and other trails identified in the Trails Master Plan.
IMPACT TO THE ORGANIZATION IF THE PROJECT WAS NOT APPROVED:
Please provide an explanation of what the outcomes would be if the project was not approved.
Many years of planning and funding have been invested in the concept of the CWP and by not funding the next phase the vision, the work of many people would be lost. Leaving the lands without access may also encourage unwanted entry to sensitive areas of our natural environment

	Budget							
	Total	2019	2020	2021	2022	2023	2024	Future
Expenditures								
Estimated Expenditures								
CONTRACTS	3,000,000	1,000,000	1,000,000	1,000,000				
	3,000,000	1,000,000	1,000,000	1,000,000				
Expenditures Total	3,000,000	1,000,000	1,000,000	1,000,000				
Funding								
Special Purpose Reserve Funds								
CIL PARKLAND CONTRIBUTION	300,000	100,000	100,000	100,000				
	300,000	100,000	100,000	100,000				
Development Charges Reserve Funds								
PARKS DEV & FAC DC CONT'N	2,700,000	900,000	900,000	900,000				
	2,700,000	900,000	900,000	900,000				
Funding Total	3,000,000	1,000,000	1,000,000	1,000,000				
Total Over (Under) Funded								



**Town of Aurora
General Committee Report No. PDS19-040**

Subject: BIA Business Plan and Budget
Prepared by: Anthony Ierullo, Manager, Policy Planning and Economic Development
Department: Planning and Development Services
Date: May 21, 2019

Recommendation

- 1. That Report No. PDS19-040 be received;**
- 2. That the Budget Presented by the Aurora BIA Board of Management for the Aurora Business Improvement Area be approved, and,**
- 3. That a by-law be enacted to levy a Special Charge upon Rateable Property in the Aurora Business Improvement Area at the May 28 Council meeting.**

Executive Summary

At the April 16, 2019 General Committee meeting, the BIA Board of Management presented their proposed 2019 business plan and budget to Council. The total amount of the BIA levy is established by the BIA's annual budget process. The proposed 2019 BIA levy is \$40,400, as per the 2019 business plan and operating budget submitted by the Aurora BIA. The proposed business plan includes funding for marketing and promotion, business attraction and member engagement. In order to allow for the collection of the final non-residential tax billings, it is necessary to pass a by-law to outline the proposed levy.

Background

On September 18, 2018 Council enacted a by-law to designate the Improvement Area (Attachment 1) to be known as the Aurora Business Improvement Area ("BIA") and to establish the Aurora BIA Board of Management. The Board of Management manages the affairs of the Aurora Business Improvement Area. The directors were selected by a vote of the Members on December 3, 2018 and subsequently appointed by Council on January 15, 2019. The newly appointed BIA Board of Management has been meeting regularly to discuss a proposed business plan, which was approved by way of a vote of its members on April 22, 2019.

At the April 16, 2019 General Committee meeting, the BIA Board of Management presented their proposed 2019 business plan and budget to Council. The total amount of the BIA levy is established by the BIA's annual budget process. The levy is typically distributed proportionately amongst all the commercial properties in the Downtown Improvement Area. This distribution is based on the relative assessments of the properties paying BIA levies. The annual BIA levy is added to the final tax bills of all property owners in the BIA. The final billing will be issued in June 2019. All eligible properties within the BIA Boundary must pay the BIA levy and cannot opt-out of the association.

Analysis

BIA levy proposed at \$40,400

The proposed 2019 BIA levy is \$40,400, as per the 2019 business plan and operating budget submitted by the Aurora BIA (see Attachment 2). The proposed business plan includes funding for marketing and promotion, business attraction and member engagement. In order to allow for the collection of the final non-residential tax billings, it is necessary to pass a by-law to outline the proposed levy. The Special Charge will allow for the collection of the \$40,400 BIA levy. These amount will be collected from the member properties within the BIA and will have no direct impact on the general property tax rate base.

BIA requesting access to approved streetscape funding

As part of the 2019 Capital Budget, Council conditionally approved \$730,000 for Streetscape improvements in the Downtown. The BIA is requesting that Council provide access to funding to allow the joint creation of BIA related promotional banners in the Downtown area. The activities proposed in the approved Capital budget for streetscape improvements include \$150,000 to "Develop historic downtown promotional banners for area events and seasons." Staff will work with the BIA to explore the opportunity to utilize a portion of the Capital Budget for the banners and advise Council on the details in a future report.

Advisory Committee Review

None.

Legal Considerations

In accordance with the Municipal Act, 2001, S.O. 2001, c. 25, the Council has to approve the budget of the BIA, before the BIA can spend such funds. Such a budget must first be discussed at a meeting of its members, which was held on April 22, 2019, in accordance with the Town's Aurora Business Improvement Area By-law and submitted to Council for consideration by a date set by the Town's Treasurer.

Once the budget is approved by Council, the Town is required to raise the funds needed for the BIA to operate, which is done through the imposition of a special charge levy. The special levy is imposed on the properties that fall into the prescribed business classed within the BIA boundaries and collected as part of the Town's tax levy. In order to establish the special levy, a by-law needs to be brought forward and passed by Council.

Financial Implications

The designation of the BIA and establishment of the Board of Management will have no financial implication for the Town as the operating budget for the BIA will be derived from levying the BIA members. Upon Council approving the \$40,400, Finance staff will add the levy to the BIA owners in June 2019 this year when the property tax bills will be mailed out.

Communications Considerations

None

Link to Strategic Plan

The report supports the Strategic Plan goal of enabling a diverse, creative and resilient economy and to promote and support a plan to revitalize the downtown.

Conclusions

At the April 16, 2019 General Committee meeting, the BIA Board of Management presented their proposed 2019 business plan and budget to Council. The proposed 2019 BIA levy is \$40,400, as per the 2019 business plan and operating budget

May 21, 2019

Page 4 of 4

Report No. PDS19-040

submitted by the Aurora BIA. Staff are recommending that Council approve the proposed business plan and budget and pass a by-law to enact the proposed levy.

Attachments

Attachment 1 – BIA Boundary Map

Attachment 2 – BIA Business Plan and Budget

Previous Reports

General Committee Report No. PDS18-095, dated September, 11, 2018.

General Committee Report No. PDS19-003, dated January, 15, 2019.

Pre-submission Review

Reviewed by Agenda Management Team meeting on May 1, 2019

Departmental Approval

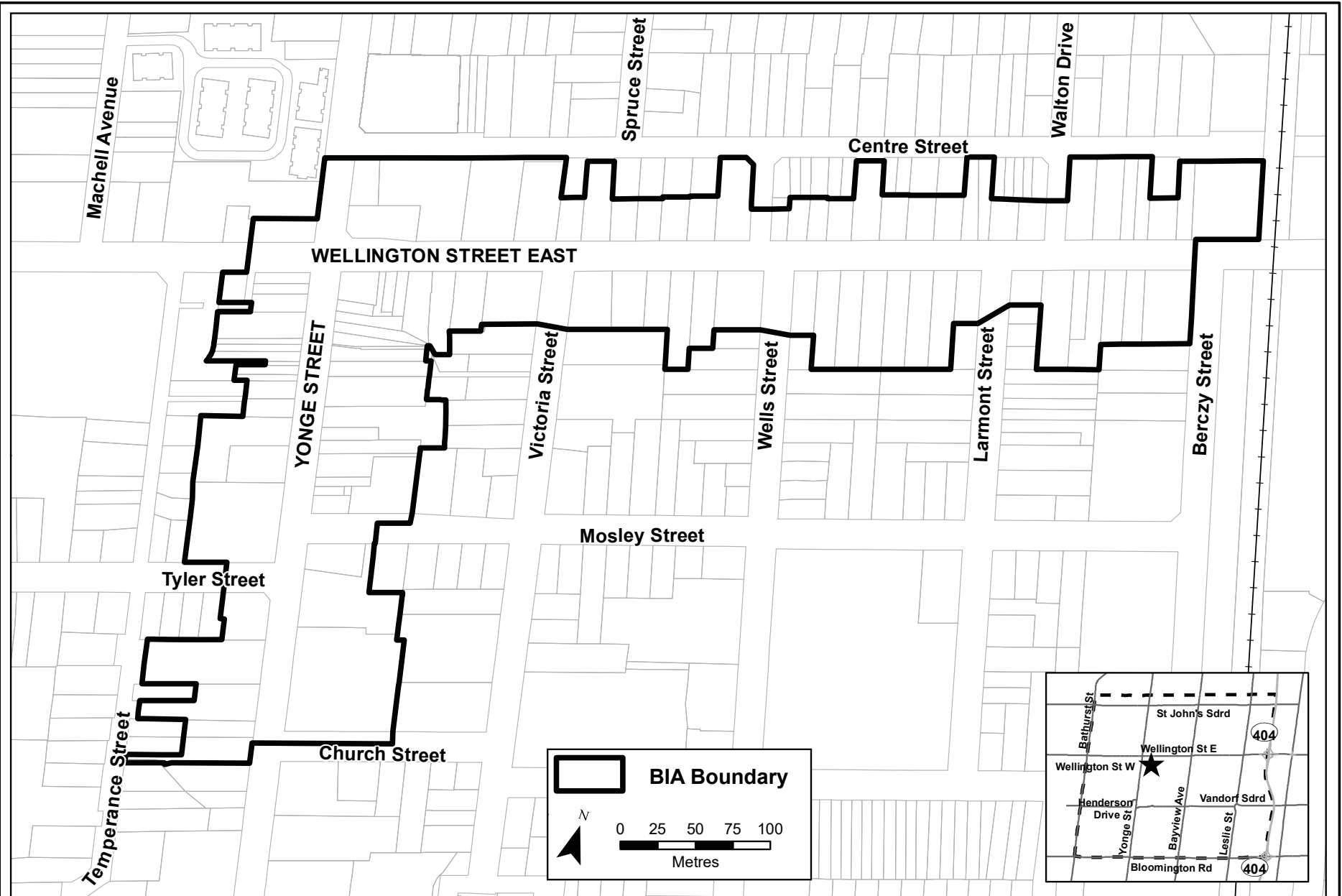


**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



AURORA BIA BOUNDARY MAP

ATTACHMENT 1



Attachment #2

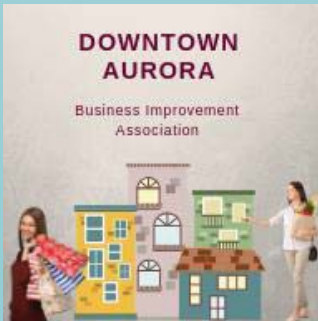
Downtown Aurora

Business Improvement Association

Business Plan

2019-2021

April 2019



Executive Summary

Downtown Aurora is rich with history, heritage properties and a plan to reinvigorate the downtown core through the development of Library Square, the remodeling of the Armoury, and a major addition to the Cultural Centre. These Town projects will lay the foundation needed to revitalize the downtown core. As plans are shared with the community and the newly created Business Improvement Association (BIA) begins their journey to revitalize Yonge Street and Wellington Street, we will begin to see the positive changes that are possible when we all work together. We will see this positive change through marketing initiatives; running events to spotlight the downtown core; supporting existing businesses; building a long-range plan with the Economic Development Board to help attract new businesses that will further enrich the downtown experience; and contributing to the beautification efforts undertaken by the Town through the Streetscape Plan.



Vision Statement

- To lead the revitalization of Downtown Aurora as a town focal point where businesses thrive; residents live, work, and play; and visitors feel welcome.

Mission Statement

- The mission of the Downtown Aurora BIA is to: support member businesses through promotion and education; attract new businesses that add value to the downtown core and support their integration within the community; and participate in the marketing and beautification efforts for Downtown Aurora.



Objectives

- Marketing & Education
 - To provide education and marketing support to current businesses and to support the integration of new businesses is critical to the success of the BIA
- Economic Development
 - To support Town and Economic Development Board efforts to bring in new businesses that support the vision of the BIA
- Engagement
 - To engage BIA members on the BIA Business Plan
 - To engage members through supportive activities, marketing opportunities and involvement in long-range planning
- Respect & Inclusivity
 - To require that respect and inclusivity always be shown to BIA members, Town staff, and all who engage with the BIA, inclusive of volunteers



Objective #1 – Marketing & Education

Action Items:

Marketing

- Begin the process of communicating positive changes slated to begin this year in the Downtown Core
- Support Niagara College efforts to promote the Armoury being open for business through joint marketing efforts
- Support Town efforts to promote Library Square through joint marketing efforts
- Host an event in July that will see Niagara College having an open house and Yonge Street closed with vendor booths lining the street and activities to draw pedestrians to the area
- Host events surrounding the closing of the Farmers' Market and the Santa Claus Parade to showcase the downtown core capitalizing on street closures and having vendor booths lining the street with activities for children and adults
- Host a booth at the Aurora Chamber Home Show and the Aurora Chamber Street Festival to spread the word about the BIA and get feedback from residents on what they would like to see in the Downtown Core



Objective #1 – Marketing & Education (Continued)

Action Items:

Marketing – Digital Footprint

- Host, maintain and promote www.downtownaurora.ca - an engaging website dedicated to shining a spotlight on businesses within the BIA district - connecting residents and visitors to information, promotions and events within the BIA boundaries
- Create and utilize 'Downtown Aurora' Instagram and Facebook accounts as key engagement tools, driving traffic to businesses within the BIA district and raising the profile on 'Downtown Aurora'
- Participate in online campaigns (Google Adwords) to increase traffic and awareness to businesses in 'Downtown Aurora'



Objective #1 – Marketing & Education (Continued)

Action Items: Education

- Partner with YSBEC/York Region to offer digital training sessions and digital assessments to BIA businesses
- Promote the Digital Main Street Grant that offers BIA businesses up to \$2,500 to enhance their digital footprint
- Create a BIA website that articulates our mandate and promotes all businesses in the BIA district, providing links to their websites
- Plan General Meetings with members to discuss BIA plans, budgets, and obtain feedback and approval of the BIA Business Plan



Objective #2 – Economic Development

Action Items:

Existing Businesses

- To support the development, expansion and growth of current businesses through marketing and educational support

New Businesses

- To play a role in securing desirable businesses for the Downtown Core, establishing a plan with the Economic Development Board of types of businesses with a long-range marketing plan on how to entice those businesses to come to Aurora

Business Profiles

- Profile businesses through the BIA website and support their desire to build a digital footprint with the help of YSBEC/York Region and the Digital Main Street Grant



Objective #3 - Engagement

Action Items:

Professional Development

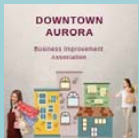
- Find opportunities through training and business development support sessions to connect with BIA members
- Fund BIA member participation in training events that support businesses

Networking

- Provide opportunities for BIA members to meet, network and provide feedback on activities and plans to the BIA

Communication

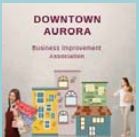
- Continue to experiment with new modes of communication to ensure the BIA message is being received by BIA members



FINANCIALS

Description	Year 1 – 2019	Year 2 – 2020	Year 3 – 2021	Notes
Advertising Costs	\$15,000	\$10,000	\$4,000	Includes Website, Social Media Ads, Newspaper Ads and Advertorials, Flyers, and Marketing Materials
Entertainment Costs	\$10,000	\$7,000	\$4,000	Includes hiring entertainment and bands for 3 street closures each year
Metal Building & Lawn Signs	\$15,000	\$15,000		Metal Building and Lawn Signs for historic properties on Wellington Street
Historic Metal Archway on Wellington			\$32,000	To signify that you are entering Historic Downtown Aurora
Downtown Mural		\$8,000		On a prominent Yonge Street Building depicting a visual of Historic Downtown Aurora
TOTAL	\$40,000	\$40,000	\$40,000	

Wishlist from Town	Year 1 – 2019
Double-sided Vinyl Lamp Post Banners (2' X 5') (4 X 24)	\$36,000

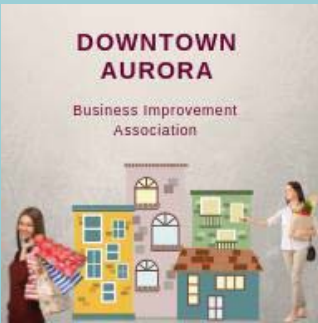


Downtown Aurora

Business Improvement Association

Business Plan

2019-2021





**Town of Aurora
General Committee Report**

No. PDS19-045

Subject: Capital Project No. 42072 - Vandorf Sideroad Culvert and Ditch Repair Budget Increase

Prepared by: Glen McArthur, Municipal Engineer

Department: Planning and Development Services

Date: May 21, 2019

Recommendations

- 1. That Report No. PDS19-045 be received; and**
- 2. That the total approved budget for Capital Project No. 42072 be increased from \$130,000 to \$219,000, representing an increase of \$89,000 to be funded from the Storm Sewer R&R Reserve.**

Executive Summary

This report seeks Council's approval for funding in the amount of \$89,000 which will increase Capital Project No. 42072 budget from \$130,000 to \$219,000 enabling the Town to proceed with construction for the proposed works.

- The tender for this project closed on April 18, 2019 with the lowest compliant bid exceeding the project's budget;
- The project budget was exceeded as a result of a second damaged culvert being identified during design as requiring replacement which was not originally budgeted for in 2018;
- To proceed to construction the project funding increase request needs to be approved; and
- If the funding increase is not approved the project will not proceed to construction resulting in potential safety issues due to further culvert failure and flooding; increased ditch and road bank erosion due to flood waters; and increased Town liability.

Background

The culvert on Vandorf Sideroad has broken creating a hole by the edge of the road's south shoulder, which occurred where the culvert had once been lengthened. The culvert has inadequate cover over it making replacement of the broken portion of the pipe inadvisable. The roadside ditch is draining away from the culvert and needs to be directed to drain towards it.

The Town retained an engineering consultant (Aquafor Beech Limited) in May 2018 to complete a design to resolve the above noted issues to ensure that proper drainage will occur and safety hazards and maintenance concerns due to the broken culvert will be rectified.

During design the Consultant identified a second broken culvert that crosses an earth berm approximately five (5) metres downstream of the Vandorf culvert. The second culvert has collapsed and is restricting the flow of water through it. For this reason the Consultant has recommended that the second culvert be replaced also to rectify the drainage issues within the project area even though not originally budgeted for.

The design work for both of the noted culverts has been completed at a total cost of \$23,100. These costs were funded from the 2018 approved capital budget for the project.

In an effort to determine if the current approved budget for this project would be sufficient in the funding of the required work for both culverts, staff proceeded with a request for tender (RFT). The request for tender (RFT) closed on April 18, 2019.

This project was approved by Town Council as part of the 2018 Capital Budget with an approved budget of \$130,000.

Construction is planned to be delivered in the summer of 2019.

Analysis

Bid submissions closed on April 18, 2019 and exceeded the project's budget. This is primarily a result of an additional culvert within the project area being identified during design as damaged and requiring replacement, which was not anticipated in the 2018 capital budget.

The additional culvert within the project area crosses an earth berm approximately five (5) metres downstream of the Vandorf Sideroad cross culvert that is being replaced. The

May 21, 2019

Page 3 of 5

Report No. PDS19-045

additional culvert has collapsed reducing its flow capacity and needs to be replaced to alleviate drainage issues within the area.

Advisory Committee Review

Not applicable

Legal Considerations

Not applicable.

Financial Implications

Table 1 below summarizes the expenditures to date as well as the remaining funding requirements for the project, including the above noted necessary repairs to the two culverts on Vandorf Sideroad.

Table 1

Approved Budget	
Capital Project #42072	\$130,000
Funds Committed (for design completed)	\$23,100
Funding available for the subject contract	\$106,900
Contract Award excluding HST	\$152,100
Other planned expenditures	\$10,000
Contingency amount (20% of the Contract Award Amount)	\$30,400
Non-refundable taxes	\$3,400
Total Funding Required	\$195,900
Budget Variance	(\$89,000)

May 21, 2019

Page 4 of 5

Report No. PDS19-045

It is recommended that the resultant project funding short-fall of \$89,000 be funded from the storm water R&R reserve.

Communications Considerations

Not applicable.

Link to Strategic Plan

This project supports the Strategic Plan goal of Supporting and **Exceptional Quality of Life for All** by Investing in Sustainable Infrastructure. This ensures road safety is provided to meet the needs and expectations of our community.

Alternative(s) to the Recommendation

None.

Conclusions

Staff recommend that Council approve a budget increase from \$130,000 to \$219,000 and transfer of additional funding in the amount of \$89,000 for Capital Project No. 42072 budget from the storm water R&R reserve. This will enable the Town to proceed with the construction for the necessary works which includes replacement of the two damaged culverts identified and ditch regrading.

Attachment

Attachment 1 – Key Plan showing the proposed location of the subject area.

Attachment 2 – Capital Project Sheet

Previous Reports

None

Pre-submission Review

Agenda Management Team review on May 1, 2019

May 21, 2019

Page 5 of 5

Report No. PDS19-045

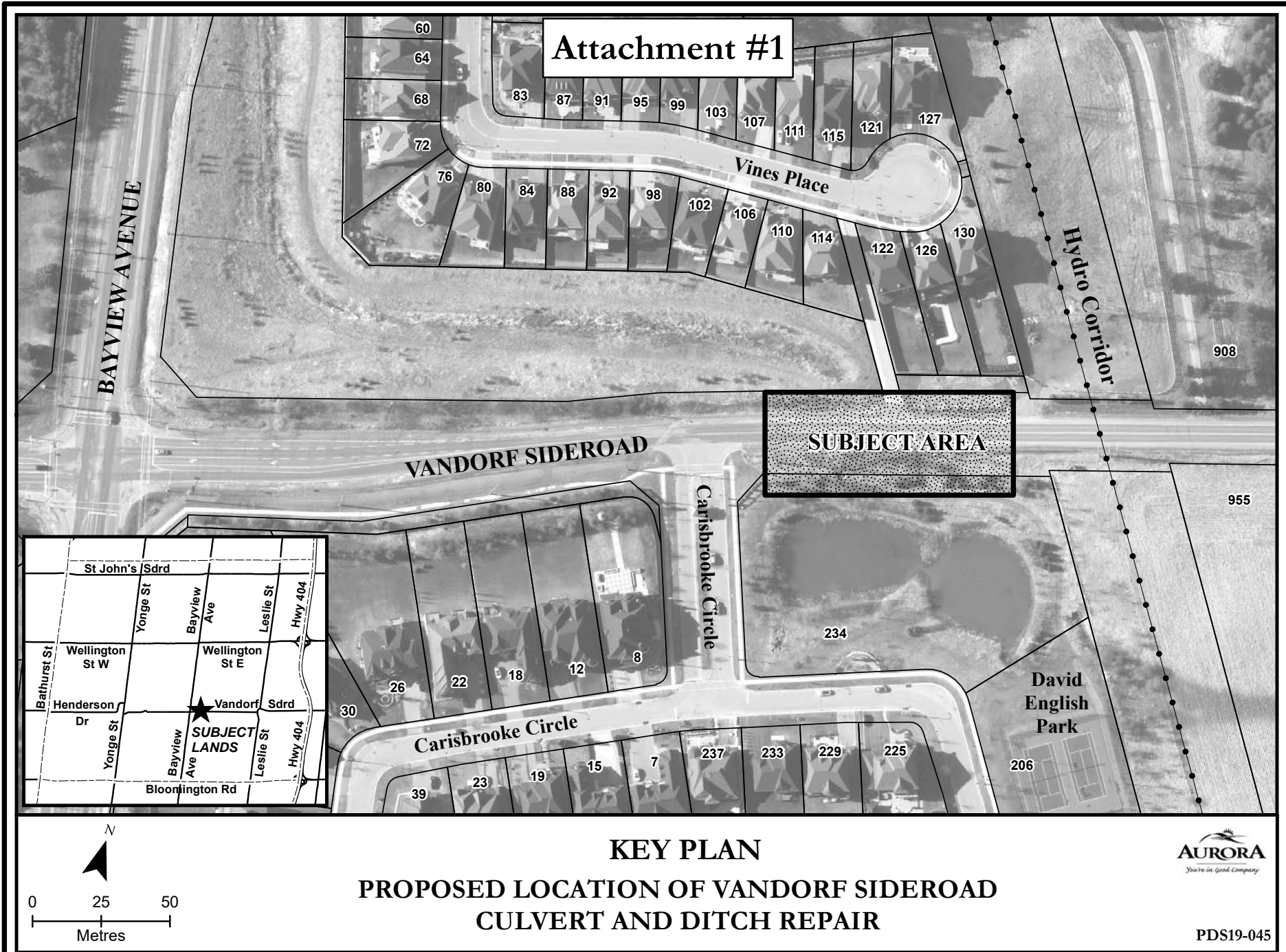
Departmental Approval

Approved for Agenda



**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**

**Doug Nadorozny
Chief Administrative Officer**



Town of Aurora

Capital Projects

Project	42072 Vandorf Sideroad Culvert and Ditch Repair		
Department	Operational Services		
Version	Final Approved Budget	Year	2018

Description
TARGET START DATE AND END DATE: Use format Q4 2017 - Q1 2018
Q4 2017 - Q3 2018
PROJECT DESCRIPTION:
Provide a brief overview of the project and include the key goals, objectives and performance measures.
To provide funding for the replacement of an existing 1.0m diameter CSPA culvert that crosses Vandorf Sideroad approximately 280m east of Bayview Ave and to regrade approximately 30m of existing ditch so that it flows to this culvert.
PROJECT JUSTIFICATION/CAPITAL SERVICE LEVEL IMPACT:
Provide the reasons the project should be approved and what will be the impact of the project to service levels.
The culvert on Vandorf Sideroad has broken creating a hole by the edge of the road's south shoulder, which occurred where the culvert had once been lengthened. The culvert has inadequate cover over it making replacement of the broken portion of pipe unadvisable. The roadside ditch is draining away from the culvert and needs to be directed to drain towards it. As a result, proper drainage will occur and safety hazard and maintenance concerns due to the broken culvert will be rectified. Work includes: replacing the entire length of existing CSPA culvert with a new multi-barreled culvert that will have improved cover over it; regrading of approximately 30m of ditching to improve and re-direct drainage to this
PROJECT BENEFITS:
Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits
Replacing the culvert and completing minor ditch regrading, will improve the road's drainage and will remove the safety hazard and maintenance concerns associated with the broken culvert and compromised road shoulder.
IMPACT TO THE ORGANIZATION IF THE PROJECT WAS NOT APPROVED:
Please provide an explanation of what the outcomes would be if the project was not approved.
Further deterioration of the culvert and erosion of the culvert if it is not replaced.

	Budget							
	Total	2018	2019	2020	2021	2022	2023	Future
Expenditures								
Estimated Expenditures								
CONSULTING	30,000	30,000						
CONTRACTS	100,000	100,000						
	130,000	130,000						
Expenditures Total	130,000	130,000						
Funding								
Infrastructure Sustainability Reserves								
Storm Sewers Contribution	130,000	130,000						
	130,000	130,000						
Funding Total	130,000	130,000						
Total Over (Under) Funded								



**Town of Aurora
General Committee Report**

No. PDS19-047

Subject: Amending Zoning By-law Enactment and Technical Revisions
15370 Leslie (Skale) Inc.
15370 Leslie Street
File Number: ZBA-2017-02
Related File Number: SP-2017-02

Prepared by: Matthew Peverini, Planner

Department: Planning and Development Services

Date: May 21, 2019

Recommendations

- 1. That Report No. PDS19-047 be received;**
- 2. That the Amending Zoning By-law be enacted with the following:**
 - a) Private Open Space (O2) Zones at the eastern portion of the subject lands;
and,**
 - b) The maximum permitted building height be 12.6 metres; and that in
calculating the height of a building, any construction used as an ornament,
railing, stair enclosure/access, storage enclosure, and/or rooftop amenity
shall be allowed to project above the maximum building height by a
maximum of 2.2 metres**

Executive Summary

The purpose of this report is to provide Council with an update regarding the enactment of an amending Zoning By-law for the property municipally known as 15370 Leslie Street. The implementing By-law has been prepared, and is scheduled for enactment at the May 28, 2019 Council Meeting.

- The Application was approved by Council on September 18, 2018;
- The Applicant intends to move forward with a Parcels of Tied Land (POTL) tenure, rather than a full Draft Plan of Condominium Development;

- The Applicant will be required to apply for a Draft Plan of Subdivision, Draft Plan of Condominium, and Part Lot Control applications to facilitate the POTL development. Public consultation in accordance with the Planning Act will be required as part of these applications;
- A minor revision to the application is required to recognize two Private Open Space Blocks as a result of a future Draft Plan of Subdivision Application;
- The applicant is requesting a second minor revision to the application for increased height from 10.0m to 12.6m as a result of grading constraints;
- These changes to the application are considered minor in nature and do not require another public planning meeting;
- The application conforms to Provincial and Regional policies, is compatible with the goals and objectives of the Official Plan and surrounding land uses, and is appropriate and compatible; and
- No changes to the architectural plans (elevations) have been made as a result of the height increase.

Background

Application History

This application to approve an application for Zoning By-law Amendment File Number ZBA-2017-02 and Site Plan Approval File Number SP-2017-02 was before Council on September 18, 2018. Council moved to receive Report No. PDS18-097 and approve the outlined recommendations which included:

- Amending the existing Rural Exception RU(29) Zone and Institutional (I) Zone to Townhouse Dwelling Residential (R8-XX) Exception Zone and Environmental Protection (EP) Zone;
- Approving Site Plan Approval application File Number SP-2017-12 to permit the construction of four townhouse blocks with a total of 32 condominium;
- Allocation of 32 units of water and sewage capacity to the approval of the Site Plan application;
- Direction to bring forward the implementing By-law be at a future Council meeting; and
- Authorization for the Mayor and Town Clerk to execute the Site Plan Agreement, including any and all documents and ancillary agreements.

Location / Land Use

The subject lands are municipally recognized as 15370 Leslie Street, located on the west side of Leslie Street, north of Wellington Street East (Figure 1).

Updates / Revisions since last considered by Council

On September 18, 2018, Council approved the application to amend the Zoning By-law to permit 4 Townhouse Blocks with a total of 32 residential condominium units (and other site specific provisions) at 15370 Leslie Street, and the application for Site Plan Approval. Since approval at Council, the applicant has advised of a change in tenure for the subject lands, and technical revisions that should be made prior to enactment – thus resulting in the postponement of enacting the amending Zoning By-law. For context, the site plan approved by Council in September 2018 is attached as Figure 2.

Report Number PDS18-097, noted that final zoning performance standards would be evaluated by Staff in detail prior to presenting the implementing Zoning By-Law Amendment to Council for enactment. The overall concept plan reviewed and approved by Council has not changed.

The Applicant intends to move forward with a Parcels of Tied Land (POTL) tenure.

In Planning Report Number PDS18-097, Council was advised that the proposed units would be a condominium, therefore necessitating a future Draft Plan of Condominium Application to the Town. The applicant has since advised that they would like to proceed with a development that consists of freehold townhouse units on a private road with common elements, also known as parcels of tied land (POTL).

The applicant will be required to obtain future approvals for the Draft Plan of Subdivision, Draft Plan of Condominium, and Part Lot Control applications to facilitate the POTL development. The Draft Plan of Subdivision and Draft Plan of Condominium applications will be subject to the Planning Act (which includes public consultation).

Through the Site Plan Approval process, the applicant worked extensively with the Town and commenting agencies to address technical matters leading up to approval at Council. As such, this proposed change in tenure is not anticipated to have an effect on the development concept as previously reviewed and approved by Council – save for the addition of two “Private Open Space (O2)” Zone blocks positioned along Leslie Street, which is discussed in further detail in the next section of this report.

A minor revision to the amending By-law is required to recognize two Private Open Space Blocks.

The subject lands are currently approved in principle with a Townhouse Dwelling Residential Exception R8(511) Zone, and an Environmental Protection (EP) Zone (see Figure 3). In a pre-consultation meeting with the applicant regarding future development applications to facilitate the desired POTL development, a preliminary Draft Plan of Subdivision was provided for review. On the preliminary plan, two small blocks on either side of the private road between the end units and Leslie Street were identified (see Figure 4) for purposes of landscaping.

Upon review by Staff, to protect these parcels from future development, the applicant agreed to zone these parcels as “Private Open Space (O2) Zone”. These blocks would ultimately form part of the Common Elements aspect of the future POTL tenure.

As such, this proposed minor revision is not anticipated to have an effect on the development concept as previously reviewed and approved by Council.

The Applicant is requesting a minor revision for an increased maximum building height from 10m to 12.6m due to grading constraints.

The development was approved with a maximum height provision of 10m. Upon further review of the Zoning By-law Amendment application, the applicant advised that a technical revision to slightly increase the maximum height in the Townhouse Dwelling Residential Exception Zone is required. The nature of the amendment is due to grading constraints.

The applicant has provided that previously, height was measured from the ground floor to the top of the roof and was therefore compliant with the 10m maximum permitted height prescribed by the “Townhouse Dwelling Residential (R8) Zone” provisions. When measuring height in accordance with the Town’s Zoning By-law definition (from average grade), the following heights were yielded:

Block	Height	Average Finished Grade
A	12.6 metres	282.195
B	11.5 metres	283.258
C	11.1 metres	281.655
D	12.3 metres	280.395

As mentioned, the technical amendment will not alter the overall built-form as reviewed and approved previously by Council in September 2018. Revised elevation drawings are included as Figure 5. As such, this proposed technical revision is not anticipated to have an effect on the development concept.

The subject application conforms to Provincial and Regional Policies, aligns with the goals of the Official Plan and is compatible with surrounding land uses.

The proposed development concept has not changed, save for the intent to proceed with a different tenure, and a slight increase in the permitted maximum height. The increase in height is a result of grading constraints, and will remain in the same as to what was previously reviewed and approved by Council.

As such, the proposed Zoning By-law continues to conform to provincial, regional and municipal legislation. Staff will present the amending Zoning By-law with the proposed revisions to Council for enactment on May 28, 2019.

Public Comments

Staff have not received any public comments with respect to the subject Zoning By-law Amendment application. No members of the public came forward at the Public Planning, General Committee or Council Meetings with respect to this application.

Advisory Committee Review

No Communication Required

Legal Considerations

The Planning Act prescribes in Section 34(17) that where a change is made to a proposed by-law after holding a statutory public meeting, the Council shall determine whether any further notice is to be given in respect of the proposed by-law and the determination of the Council as to the giving of further notice is final and not subject to review in any court irrespective of the extent of the change made in the proposed by-law.

The proposed changes to the amending By-law are considered to be minor in nature and do not significantly deviate from the development proposal reviewed and approved by Council in September 2018.

Conclusions

As noted, no changes to the architectural plans have been made since the Zoning By-law Amendment and Site Plan Applications were presented to General Committee in September 2018. It is only through a further review of the applicable definitions in the Town's Comprehensive Zoning By-law 6000-17, as amended, that the applicant realized that technical revisions to the Amendment are required in order to implement the development.

The proposed townhouses remain 3 storeys in height, with basement walkouts at the rear. The proposed technical revisions to the Draft Zoning By-law Amendment continue to maintain the intent of the development presented at the Public Meeting and later approved by Council in September 2018.

Attachments

Figure 1 – Location Map

Figure 2 – Approved Site Plan (September 2018)

Figure 3 – Approved in Principle Zoning By-law Schedule (September 2018)

Figure 4 – Proposed Private Open Space Zones

Figure 5 – Elevations (with revised heights)

Previous Reports

Public Planning Report No. PDS17-048, dated June 28, 2017

General Committee Report No. PDS18-097, dated September 11, 2018.

Pre-submission Review

Reviewed by Agenda Management Team Meeting on May 2, 2019

May 21, 2019

Page 7 of 7

Report No. PDS19-047

Departmental Approval

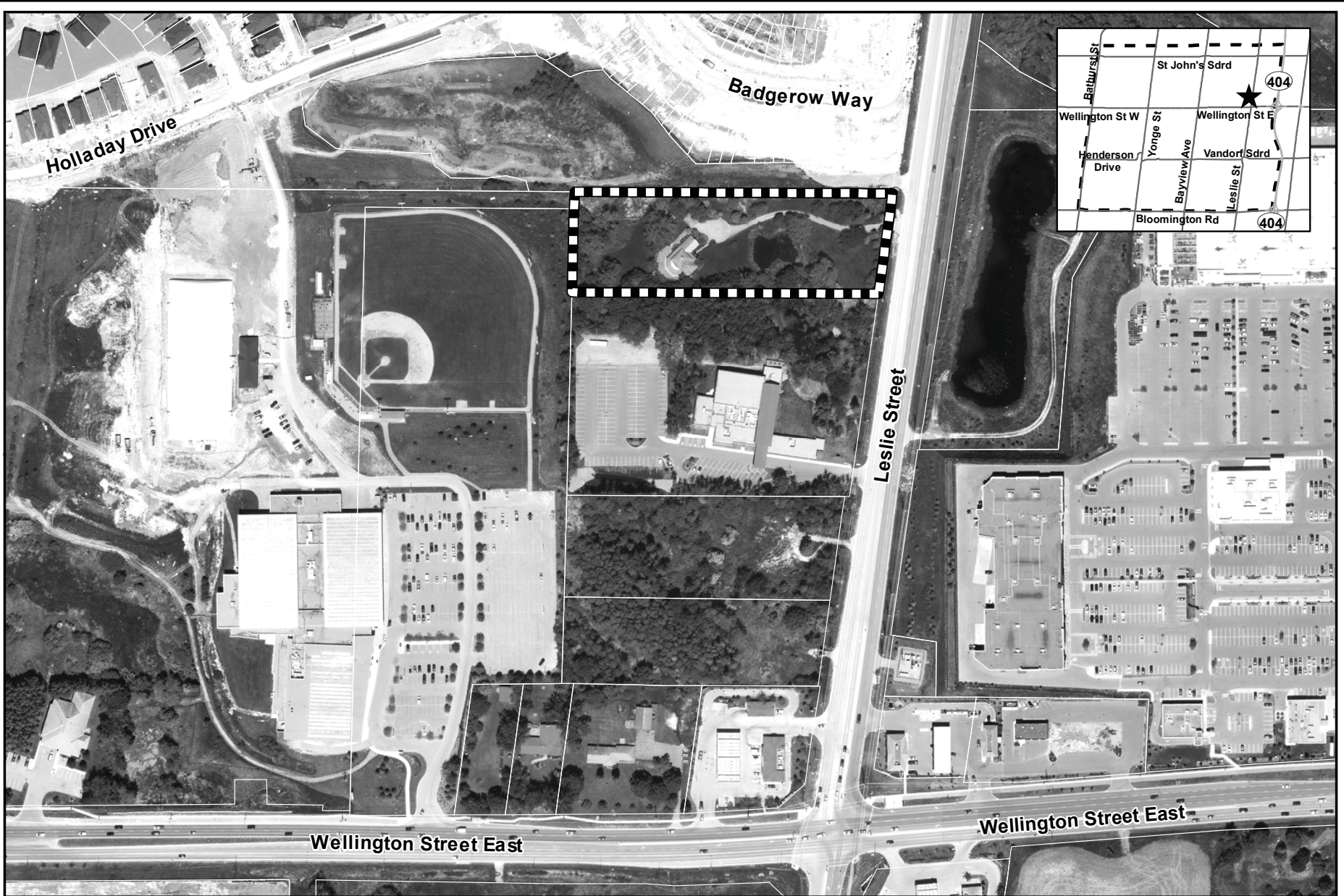
Approved for Agenda



**David Waters, MCIP, RPP, PLE
Director
Planning and Development Services**



**Doug Nadorozny
Chief Administrative Officer**



LOCATION MAP

APPLICANT: 15370 Leslie (Skale) Inc.

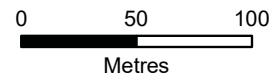
LOCATION: 15370 Leslie Street

FILES: ZBA-2017-02

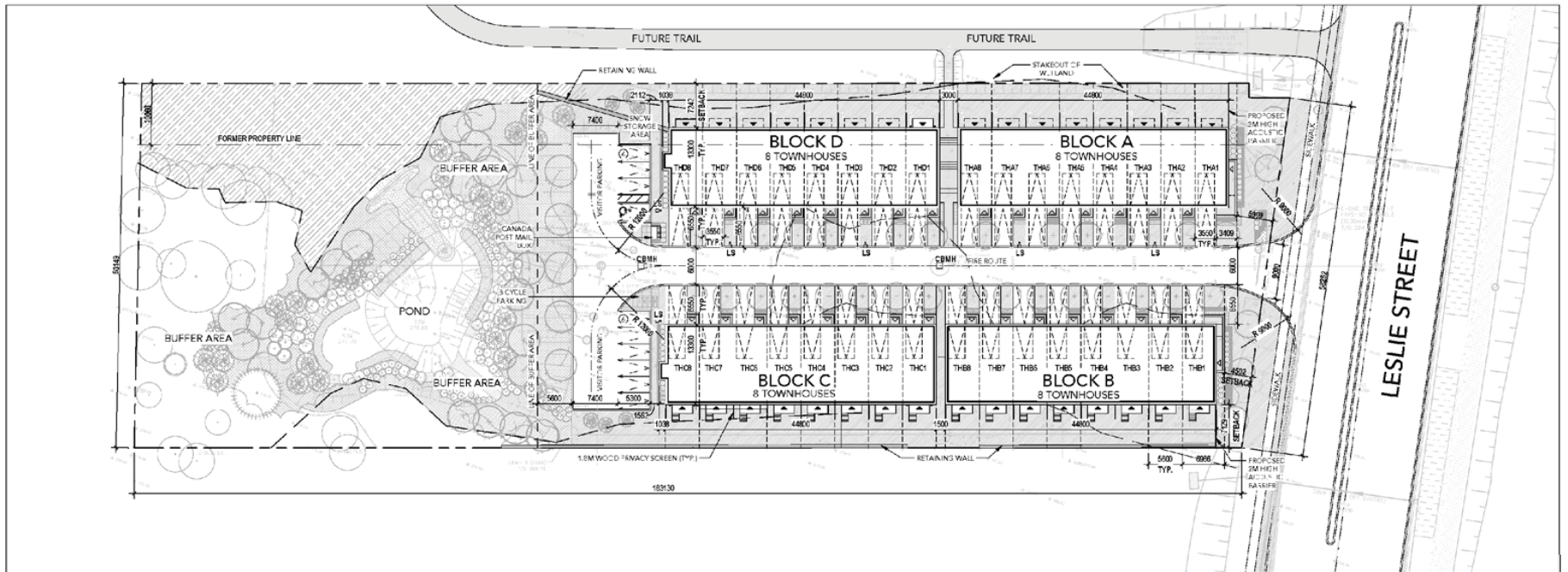
FIGURE 1



SUBJECT LANDS



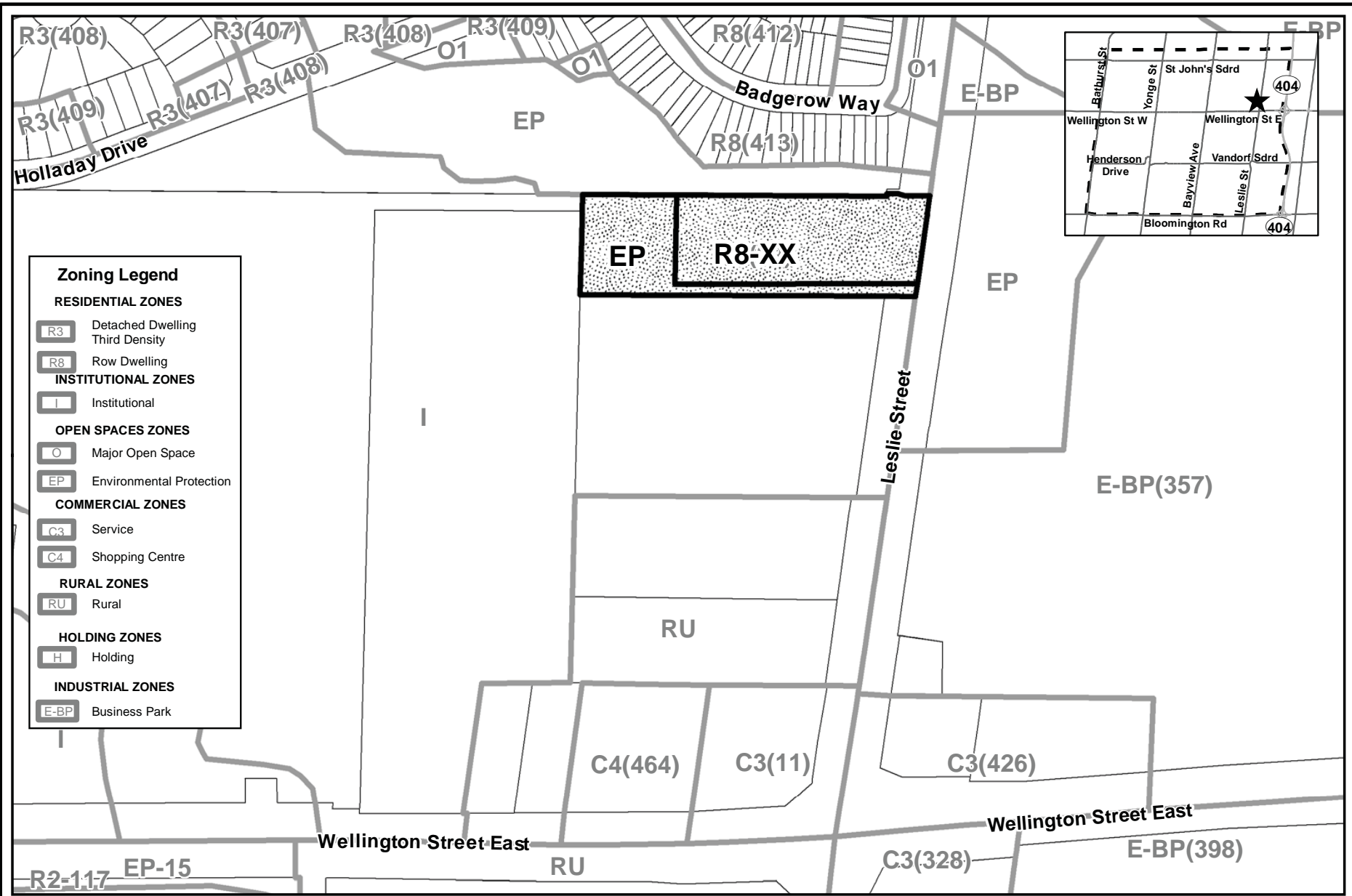
Map created by the Town of Aurora Planning and Building Services Department, April 26, 2019. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2017, © First Base Solutions Inc., 2017 Orthophotography.



APPROVED SITE PLAN

APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 2

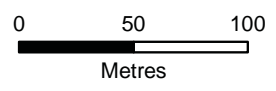




APPROVED IN PRINCIPLE ZONING BY-LAW (SEPT 2018)

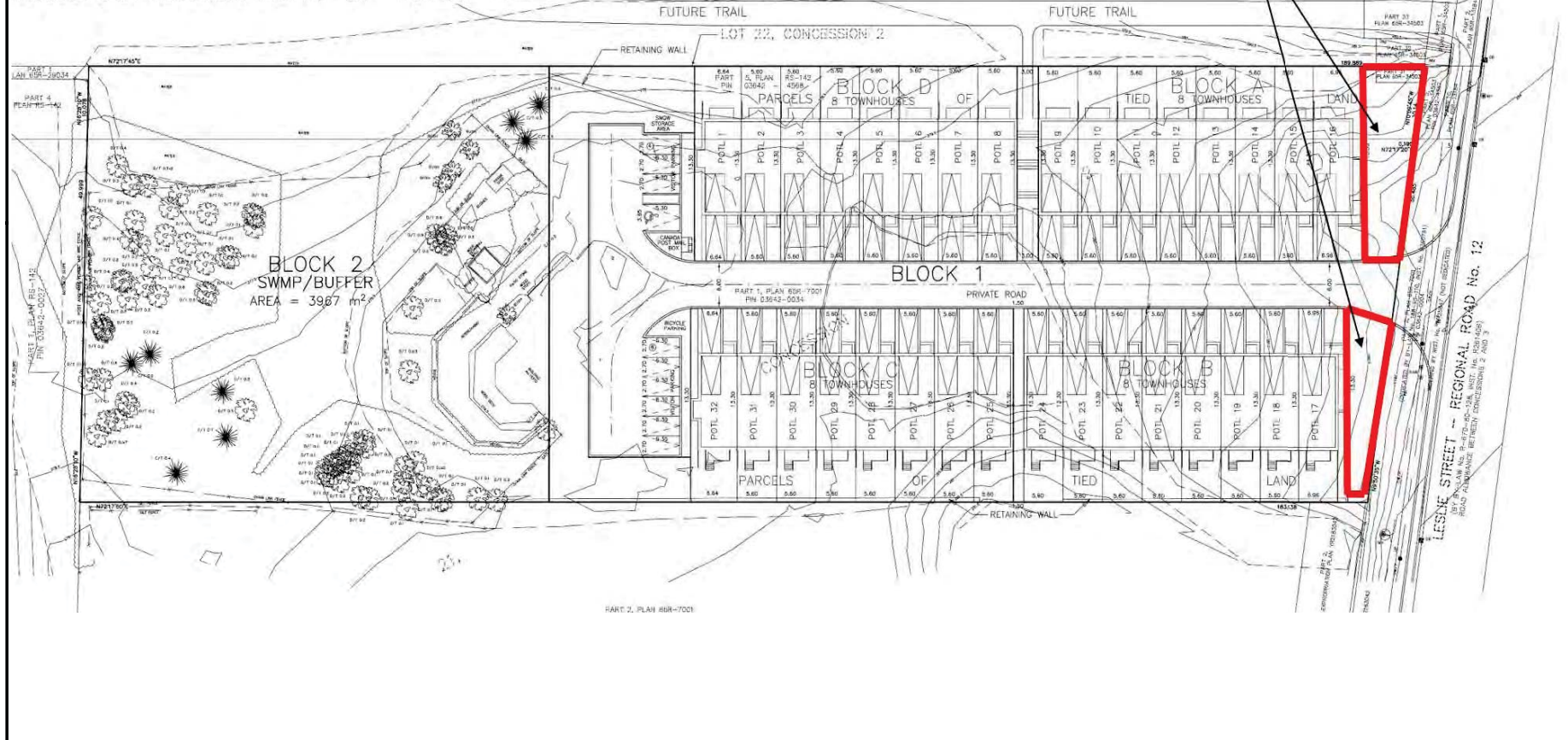
APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 3

SUBJECT LANDS



Map created by the Town of Aurora Planning and Building Services Department, April 26, 2019. Base data provided by York Region & the Town of Aurora.

DRAFT PLAN OF SUBDIVISION
 PART OF LOT 21
 CONCESSION 2
 (GEOGRAPHIC TOWNSHIP OF WHITCHURCH)
 TOWN OF AURORA
 REGIONAL MUNICIPALITY OF YORK



PROPOSED PRIVATE OPEN SPACE (O2) ZONES

APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 4



Map created by the Town of Aurora Planning and Building Services Department, August 22, 2018. Base data provided by York Region & the Town of Aurora.



BLOCK A - REAR ELEVATION (2)
 SCALE: 1:100 (A4 00)



BLOCK A - FRONT ELEVATION (1)
 SCALE: 1:100 (A4 00)

ELEVATIONS BLOCK A

APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 5A





BLOCK B - REAR ELEVATION (2)
 SCALE: 1:100 (A4 01)



BLOCK B - FRONT ELEVATION (1)
 SCALE: 1:100 (A4 01)

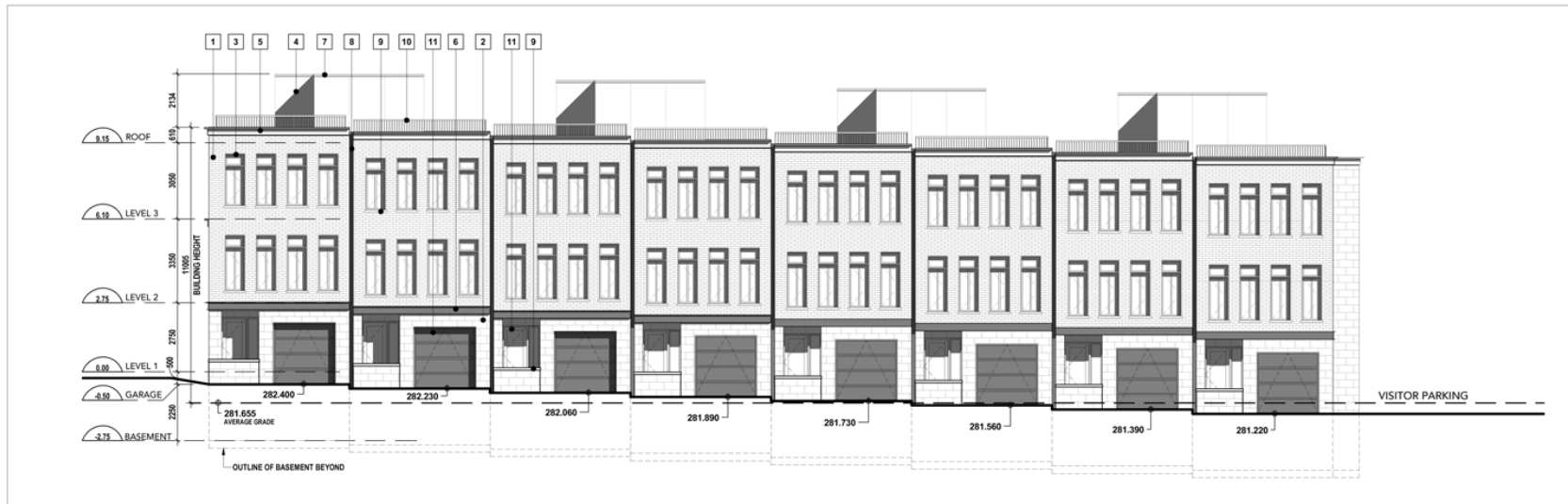
ELEVATIONS BLOCK B

APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 5B





BLOCK C - REAR ELEVATION 2
 SCALE: 1:100 A4 02



BLOCK C - FRONT ELEVATION 1
 SCALE: 1:100 A4 02

ELEVATIONS BLOCK C

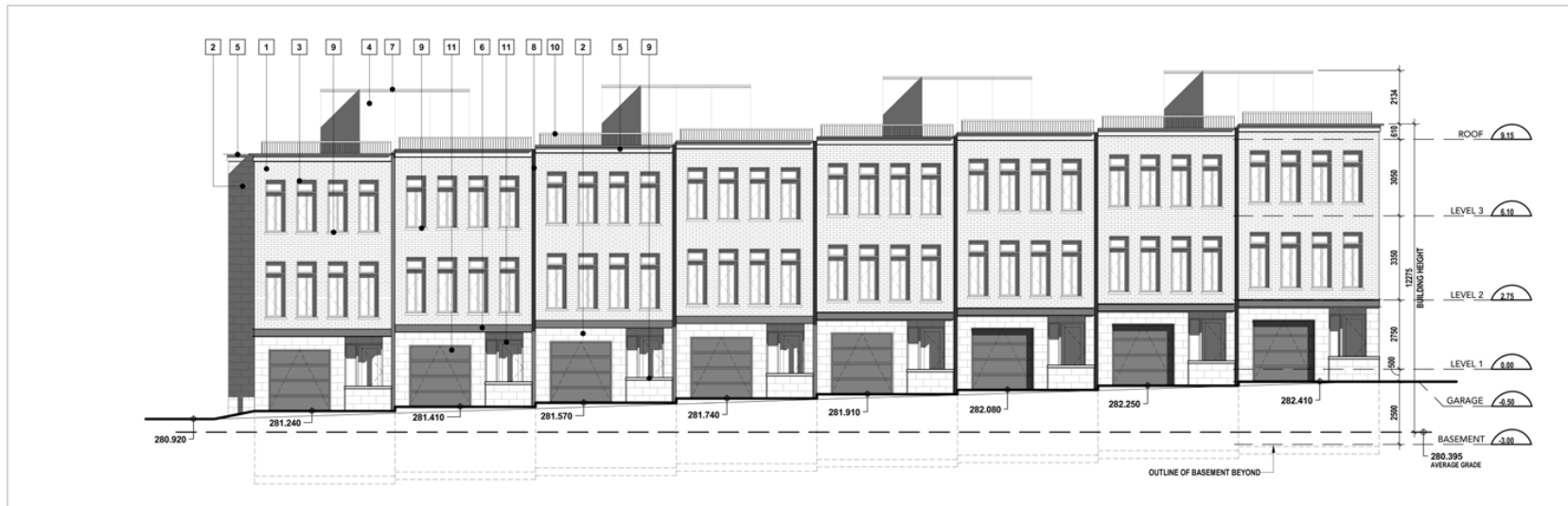
APPLICANT: 15370 Leslie (Skale) Inc.
 LOCATION: 15370 Leslie Street
 FILES: ZBA-2017-02
 FIGURE 5C





BLOCK D - REAR ELEVATION
 SCALE: 1:100

2
 A4 03



BLOCK D - FRONT ELEVATION
 SCALE: 1:100

1
 A4 03

ELEVATIONS BLOCK D

APPLICANT: 15370 Leslie (Skale) Inc.

LOCATION: 15370 Leslie Street

FILES: ZBA-2017-02

FIGURE 5D

