



General Committee Meeting Agenda

**Tuesday, July 16, 2019
7 p.m.**

**Council Chambers
Aurora Town Hall**



**Town of Aurora
General Committee
Meeting Agenda**

Tuesday, July 16, 2019
7 p.m., Council Chambers

Councillor Gallo 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) Alan Dean, Sport Aurora

Re: Sport Aurora School Athletes of the Year 2019

4. Delegations

(a) Andrea Kariotis, Resident

Re: Potential hydro lines in greenspace behind Pinnacle Trail

5. Consent Agenda

Items listed under the Consent Agenda are considered routine or no longer require further discussion, and are enacted in one motion. The exception to this rule is that

a Member may request for one or more items to be removed from the Consent Agenda for separate discussion and action.

Recommended:

That the following Consent Agenda items, C1 to C4 inclusive, be approved:

C1. CS19-023 – Election Wrap-up

(Information Report dated June 18, 2019, included on agenda per Member of Council request)

Recommended:

1. That Report No. CS19-023 be received for information.

**C2. PDS19-058 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest
84 Mosley Street East**

Recommended:

1. That Report No. PDS19-058 be received; and
2. That the property located at 84 Mosley Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and
3. That prior to the issuance of a Building Permit, future building elevations be subject to review by Planning staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building.

**C3. PDS19-059 – Request to Remove a Property from the Aurora Register of Properties of Cultural Heritage Value or Interest
11 Irwin Avenue**

Recommended:

1. That Report No. PDS19-059 be received; and
2. That the property located at 11 Irwin Avenue be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest.

C4. PDS19-061 – Approval for Capital Project No. 34533 – Traffic Calming Measures in School Zones

Recommended:

1. That Report No. PDS19-061 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 34533 – Traffic Calming Measures in School Zones in the amount of \$20,000.

6. Advisory Committee Meeting Minutes

Recommended:

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

A1. Accessibility Advisory Committee Meeting Minutes of June 5, 2019

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of June 5, 2019, be received for information.

A2. Community Advisory Committee Meeting Minutes of June 20, 2019

Recommended:

1. That the Community Advisory Committee meeting minutes of June 20, 2019, be received for information.

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. CMS19-020 – Library Square – Corridor Extension

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

Presentation to be provided by Roland Rom Colthoff, Director, and Thomas Nemeskeri, Architect, RAW Design Inc.

R2. CMS19-019 – Library Square Project – Next Steps

Recommended:

1. That Report No. CMS19-019 be received for information.

R3. FS19-025 – Library Square – Financial Update

Recommended:

1. That Report No. FS19-025 be received for information.

**R4. PDS19-063 – Library Square – Church Street Parking – Design Options
Recommendation Report**

Recommended:

1. That Report No. PDS19-063 be received; and
2. That staff be directed to proceed with Design Option 2B for the Church Street right-of-way; and
3. That Town staff continue to liaise with York Region Transit and the consultants to ensure there are no conflicts with the existing bus route.

R5. PDS19-015 – Municipal Stormwater Funding Approach

Presentation to be provided by John Murphy, Municipal Finance Specialist, DFA Infrastructure International Inc.

Recommended:

1. That Report No. PDS19-015 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 42059 – Storm Sewer Reserve Fund and Rates Study in the amount of \$100,000.

R6. PDS19-057 – Yonge Street Rail Bridge (Metrolinx) Architectural Cladding Concepts

Presentation to be provided by Mark Langridge, Partner, Architect, DTAH.

Recommended:

1. That Report No. PDS19-057 be received; and
2. That Metrolinx be advised that Concept 4: Double Fin Curve with Aurora identity signage is the preferred architectural cladding option for the Yonge Street Rail Bridge.

R7. OPS19-018 – Improvements to Fleury Park Washroom Facility

Recommended:

1. That Report No. OPS19-018 be received; and
2. That this report satisfy Council's conditional approval of Capital Project No. 73242 – Improvements to Fleury Park Washroom Facility in the amount of \$250,000.

R8. PDS19-036 – Approval of Capital Project No. 81023 – Urban Design Guidelines for Stable Neighbourhoods Study Area

Recommended:

1. That Report No. PDS19-036 be received; and
2. That the Urban Design Guidelines be presented to a future Council meeting; and
3. That this report satisfy Council's conditional budget approval in the amount of \$75,000 for work undertaken for Capital Project No. 81023 – Urban Design Guidelines for Stable Neighbourhoods Study Area.

8. Notices of Motion

(a) Councillor Thompson

Re: Advisory Committee Chair Rotation

9. New Business

10. Closed Session

11. Adjournment



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

Delegation Request

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

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

Council/Committee Meeting and Date: July 16/2019	
Subject: Potential Hydro lines going up on greenspace behind Pinnacle Trail in Aurora.	
Name of Spokesperson: Andrea Kariotis	
Name of Group or Person(s) being Represented (if applicable): Concerned residents of Pinnacle Trail	
Brief Summary of Issue or Purpose of Delegation: - Hydro stakes 18ft behind houses on Pinnacle Trail but we have not been notified of any potential hydro towers going up. Why? - Health concern - Affect on home value & challenge of selling home	
Please complete the following:	
Have you been in contact with a Town staff or Council member regarding your matter of interest?	Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, with whom? TOM MRAKAS	Date: Jun 14/2019
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



**Town of Aurora
Information Report**

No. CS19-023

Subject: Election Wrap-up
Prepared by: Michael de Rond, Town Clerk
Department: Corporate Services
Date: June 18, 2019

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

Executive Summary

This report provides information to Council regarding the administration of the 2018 Municipal Election. The report provides detail a high level of the following;

- Internet voting in Aurora was a success
- The total cost of the election came in under budget at \$309,885.67.
- Staff have identified a number of successes that will be incorporated into planning for the 2022 Municipal Election
- Staff have identified challenges faced in administering the 2018 Municipal Election that should be taken into consideration in planning the next election

Background

The Municipal Election occurred on Monday, October 22, 2018. Council approved Internet Voting in conjunction with a paper ballot as the methods of voting for the election. The total approved budget was \$476,000.

Analysis

Internet voting in Aurora was a success

Internet voting was deployed in the advanced voting period from 12:00 a.m. on Friday, October 12 to 5:00 p.m. on Sunday, October 21. Overall, staff are very pleased with how residents of the Town adapted to the first ever use of this voting method. The

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overwhelming majority of the comments received were positive and mostly centered around the added convenience the system provides. Approximately one-third (4,226 of 12,518) of the total votes were cast using the internet. This exceeded staff's expectation by almost double and is the highest first time user rate staff have observed in an election that incorporates internet voting.

The internet voting experience across Ontario was not as successful as it was in Aurora. An overload of users attempting to enter the internet voting system at about 6:00 p.m. on voting day crashed the system and made it inaccessible to voters for about an hour and a half. Aurora was able to avoid this issue by ending internet voting a day before the problems were experienced. While internet voting providers have attempted to alleviate concerns since election day by confirming that the problem has already been fixed, staff will be diligent in ensuring this before recommending its use for the 2022 Municipal Election.

The total cost of the election came in under budget at \$309,885.67.

Staff are pleased to report the total cost came in well under the approved budget of \$476,000. This is mostly due to an unexpected savings with the Town's election vendor Dominion Voting Systems. Along with the City of Richmond Hill and Town of Whitchurch-Stouffville, the Town piggybacked on the City of Vaughan's Request for Proposals (RFP) for voting equipment. By doing this, the Town gained the same 20% discount that was offered to Vaughan. The total cost to the Town for the internet voting system and to rent 30 vote tabulators was \$99,989.42, about half of what was forecasted, and it would appear well less than if the Town issued its own RFP.

Staff gained additional efficiencies through reducing the number of in person voting locations open on voting day from 21 to 19. This provided reductions in staffing costs, supplies and rental costs. Further to this, staff were unable to recruit a suitable second Election Coordinator until August, which also reduced the total cost of the election.

There will be minor additional costs associated with the Compliance Audit Committee still to come, but staff anticipate these to be less than \$300.

Staff have identified a number of successes that will be incorporated into planning for the 2022 Municipal Election

- Two vote tabulators were deployed to our busiest voting locations. This provided efficiencies in resource allocation as well as rental costs. Further, even between

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the busiest voting times of 5-8 p.m., staff were not made aware of any lines considered unacceptable

- A Project Manager was assigned to the election. This kept staff organized and focused on deadlines for having components (ie, staff at voting locations) in place.
- Both the public and separate school boards made voting day a P.A. day for all students. The importance of this can not be understated as jurisdictions without P.A. days for all students consistently report immense difficulties in logistics at voting locations.

Staff have identified challenges faced in administering the 2018 Municipal Election that should be taken into consideration in planning the next election

- The voters' list continues to be an issue. Despite significant growth in the Town, the list that was provided to the Town had less than 1,000 additions since 2014 (staff were expecting about 2,500-3,000). This led to a targeted mail-out in the '2C' lands aimed at getting as many new residents in that area as possible to add themselves to the list. Staff are optimistic that this will improve in 2022 as the Chief Electoral Officer of Ontario has provided a report to the Provincial Legislature recommending that Elections Ontario assume the responsibility for creating the municipal voters' list from the Municipal Property Assessment Corporation (MPAC).
- Assuming the same voting methods are deployed in 2022 with internet voting only in the advanced period, an opportunity exists to further save costs by eliminating more voting locations. It would appear internet voting had a significant impact in reducing the number of voters who attended our advanced in-person polls and polls on voting day.
- Further to the previous point, staff would also look to end Internet Voting slightly earlier than 5:00 p.m. the afternoon before Election Day. There are important tasks to handle between the end of Internet Voting and the opening of polls the following day and staff could have benefitted from having more time.
- Unfortunately for municipal elections across Ontario, it seems that the end of the collective bargaining agreement between Canada Post and its union tends to fall a month before voting day. This caused staff to send the voter notification cards about two weeks before what would be considered optimal.

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Advisory Committee Review

None

Legal Considerations

None

Financial Implications

None

Communications Considerations

None

Link to Strategic Plan

The successful administration of an election is a hallmark of good governance.

Alternative(s) to the Recommendation

None

Conclusions

The effective implementation of internet voting, along with the use of a traditional paper ballot, helped make the administration of the 2018 Municipal Election a success. This report notes high level details of what worked well as well as areas for improvement that will be incorporated into the planning of the 2022 Municipal Election.

Attachments

None

Previous Reports

None

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Pre-submission Review

Agenda Management Team review on May 30, 2019

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. PDS19-058

**Subject: Request to Remove a Property from the Aurora Register of
Properties of Cultural Heritage Value or Interest
84 Mosley Street East**

Prepared by: Adam Robb, Planner

Department: Planning and Development Services

Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-058 be received;**
- 2. That the property located at 84 Mosley Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest; and,**
- 3. That prior to the issuance of a Building Permit, future building elevations be subject to review by Planning Staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building.**

Executive Summary

The purpose of this report is to provide Council with recommendations from the Heritage Advisory Committee regarding the request to remove the property located at 84 Mosley Street from the Aurora Register of Properties of Cultural Heritage Value or Interest.

- The house on the property was constructed circa 1874 and can be described as a 1-storey Ontario Worker's Cottage clad in stucco.
- A Cultural Heritage Assessment was submitted by the owner and the Heritage Advisory Committee completed an evaluation of the property where it was determined that 84 Mosley St. E. does not have sufficient heritage value to warrant designation.
- The owner has submitted a conceptual site plan to replace the existing building with a 2-storey, Georgian-style single detached dwelling, which would be subject to site plan control because the property is located within the Town Park Stable Neighbourhood.

Background

The owner of the property located at 84 Mosley Street submitted an Application to request that the subject property be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest on January 21, 2019.

Location

The subject property is located on the north side of Mosley Street, east of Wells Street and west of Lamont Street (See Attachment 1). It is across from the Armoury and is part of the Town Park Stable Neighbourhood. The property is listed on the Aurora Register of Properties of Cultural Heritage Value or Interest.

Analysis

History of the Property

The construction date of the house at 84 Mosley Street can be readily established. In 1873, the builder, William Atkinson, purchased the property. In late 1874 Mr. Atkinson sold the land to Elizabeth Wheeler for \$500, which was several times what he had paid for it and enough to include a modest cottage. Based on the assessment rolls, by 1877, Mrs. Wheeler had a tenant. Therefore, the house was most likely built around 1874.

Heritage Evaluation of the Existing Building

The *Ontario Heritage Act* provides criteria for determining cultural heritage value or interest through Ontario Regulation 9/06. This Regulation requires that a building must exhibit significant design/physical, associative, or contextual value to warrant designation.

The House is a 1-storey frame structure clad in stucco. It has a hipped roof and a small porch extending from the front façade. It is designed as a vernacular interpretation of a Regency Cottage, best exemplified as an Ontario Worker's Cottage. It has been altered, although the basic form, massing, fenestration and roof shape of the structure remain intact.

Based on the assessments performed, the property at 84 Mosley Street does not have sufficient cultural value or interest as defined by regulation issued under section 29 (1) of the *Ontario Heritage Act* to warrant designation. The house does not have significant design value or physical value having been significantly altered; has only marginal historical or associative value being a modest work of the Aurora builder William Atkinson and occupied only briefly by descendants of the Davis family; and has only

marginal contextual value, being a non-significant site within the context of the community. Overall, the property does not contribute to or enhance the heritage character of the area.

The Heritage Committees's Evaluation Working Group also performed an objective evaluation of the subject property on May 3, 2019 (See Attachment 5). The Evaluation Criteria for assessing the cultural heritage value of buildings was developed by the Town in consultation with its Municipal Heritage Committee. As per Section 13.3 e) of the Official Plan, priority will be given to designating all Group 1 heritage resources. The Evaluation found the subject property to score Group 3, with an overall rating of 41.2/100.

Neighbourhood Context

The subject property is located directly across from the Armoury and Town Park. Being located in this historically prominent area of the Town, the subject property does possess some historical value, but due to significant alteration and general neglect, cannot be considered a valued component of the neighbourhood streetscape.

Proposal

The owner wishes to remove the property from the Aurora Register as a non-designated 'listed' property with the intention of demolishing the existing dwelling to construct a new, Georgian-style single detached residence.

Any new build will be designed sympathetically, so that setbacks and height align with other adjacent buildings along Mosley Street. Final elevations will be subject to review by Planning Staff and/or the Design Review Panel as well as approval under the Stable Neighbourhoods Site Plan Control By-law (#6106-18) to ensure the sympathetic design of the property and compatibility with the host neighbourhood.

Advisory Committee Review

On June 3, 2019, the Town's Heritage Advisory Committee reviewed a request to remove the subject property from the Aurora Register of Properties of Cultural Heritage Value or Interest. At this meeting, Committee passed a motion recommending that the subject property be removed from the Register; and that future building elevations be subject to review by Planning Staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building, prior to issuance of a building permit.

Further to the Legal Considerations section below, where a property is de-listed, Section 27 of the Ontario Heritage Act (OHA) no longer applies. As such, the review of

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elevations post de-listing by the Heritage Committee is beyond the scope of their mandate as per Section 27 of the OHA.

In light of the above, Staff have considered Committee's comments, and provided the recommendations listed at the outset of this report to Council.

Legal Considerations

According to section 27 of the Ontario Heritage Act (the "Act"), a municipal register of cultural heritage value or interest may include properties that have not been designated under the Act, but that Council believes to be of cultural heritage value or interest. Before deciding to remove a property from the list, Council shall consult with the Heritage Advisory Committee.

Where a property is listed, the property owner shall not demolish or remove a building or structure on the property without providing Council with at least 60 days written notice. This gives Council the time to determine whether the property should be designated. If Council de-lists the subject property, this section will no longer apply. The owner would still be required to obtain a demolition permit in accordance with the Building Code Act.

At the time of writing this report, a demolition permit has not been submitted.

Financial Implications

There are no financial implications.

Communications Considerations

No communication required.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of ***Supporting an Exceptional Quality of Life for All*** through its accomplishment in satisfying requirements in objective ***Celebrating and Promoting our Culture***.

Alternatives to the Recommendation

None.

Conclusions

A Cultural Heritage Assessment and Heritage Working Group Evaluation were conducted on the subject property, determining that it does not have sufficient cultural heritage value to warrant designation under the *Ontario Heritage Act*. The Owner is seeking to eventually demolish the existing property to build a new, Georgian-style single detached residential property. The final elevations of any replacement building will be subject to review by the Design Review Panel as well as approval under the Stable Neighbourhoods Site Plan Control By-law (#6106-18) to ensure the sympathetic design of the replacement dwelling.

It is recommended that 84 Mosley Street be removed from the Register of Properties of Cultural Heritage Value or Interest.

Attachments

The following Attachments are available upon request:

Attachment 1 – Location Plan

Attachment 2 – Cultural Heritage Assessment/Report

Attachment 3 – Conceptual Site Plan for Single Detached Residential Property

Attachment 4 – Heritage Inventory Information Sheet

Attachment 5 – Heritage Evaluation Working Group Scoresheet

Previous Reports

Heritage Advisory Committee Report No. HAC19-005, dated June 7, 2019

Pre-submission Review

Agenda Management Team meeting review on June 27, 2019

Departmental Approval



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

Approved for Agenda



**for Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. PDS19-059

**Subject: Request to Remove a Property from the Aurora Register of
Properties of Cultural Heritage Value or Interest**
11 Irwin Avenue

Prepared by: Adam Robb, Planner

Department: Planning and Development Services

Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-059 be received; and,**
- 2. That the property located at 11 Irwin Avenue be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest.**

Executive Summary

The purpose of this report is to provide Council with recommendations from the Heritage Advisory Committee regarding the request to remove the property located at 11 Irwin Avenue from the Aurora Register of Properties of Cultural Heritage Value or Interest.

- The house on the property was constructed sometime between 1954-1960 and can be described as a 1.5 storey frame structure with a side gable main roof and a large front dormer.
- A Cultural Heritage Assessment was submitted by the owner and the Heritage Advisory Committee completed an evaluation of the property where it was determined that 11 Irwin does not have sufficient heritage value to warrant designation.
- The owner has submitted a conceptual site plan to replace the existing building with a 2-storey, single detached dwelling with a built form that takes cues from a typical 2-storey, hipped roof Edwardian architectural form commonly constructed in southern Ontario in the early 20th century.

Background

The owner of the property located at 11 Irwin Avenue submitted an Application to request that the subject property be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest on April 30, 2019.

Location

The subject property is located on the south side of Irwin Avenue, east of Machell Avenue and west of Yonge Street (See Attachment 1). It is located within the Old Town character area as defined by the Aurora Promenade Plan, which requires sensitive infill considerations for streetscape improvements. The property is non-designated but listed on the Aurora Register of Properties of Cultural Heritage Value or Interest.

Analysis

History of the Property

The approximate construction date of the house at 11 Irwin Avenue can be readily established. Goad's 1913 and 1927 Fire Insurance Plans do not show any structure on the subject property. An air photo of the area dated 1954 does not show a structure either. The existing structure is first present in the 1960 Fire Insurance Plan for the street. Therefore, the house was most likely built sometime between 1954 and 1960.

Heritage Evaluation of the Existing Building

The *Ontario Heritage Act* provides criteria for determining cultural heritage value or interest through Ontario Regulation 9/06. This Regulation requires that a building must exhibit significant design/physical, associative, or contextual value to warrant designation.

The House is a 1.5 storey frame structure clad in stucco. The property has a side gable main roof and a large front gable dormer in the centre of the front main roof slope with a large coupled window. It is designed as a vernacular interpretation of the Craftsman architectural style. It has been altered, although the basic form, massing, fenestration and roof shape of the structure remain intact.

Based on the assessments performed, the property at 11 Irwin Avenue does not have sufficient cultural value or interest as defined by regulation issued under section 29 (1) of the *Ontario Heritage Act* to warrant designation. The house does not have significant design value or physical value having been significantly altered; has minimal historical or associative value being constructed in only the mid 20th century; and has only

marginal contextual value, being a non-significant site within the Old Aurora area. Overall, the property does not contribute to or enhance the Irwin Avenue streetscape.

The Heritage Advisory Committee's Evaluation Working Group also performed an objective evaluation of the subject property on May 3, 2019 (See Attachment 5). The Evaluation Criteria for assessing the cultural heritage value of buildings was developed by the Town in consultation with its Municipal Heritage Committee. As per Section 13.3 e) of the Official Plan, priority will be given to designating all Group 1 heritage resources. The Evaluation found the subject property to score Group 3, with an overall rating of 32.25/100.

Neighbourhood Context

The subject property is located within Old Aurora, within the northwest block of the Yonge and Wellington intersection. While the property supports the mid-20th Century built history of Irwin Avenue, it cannot be considered a valued component of the neighbourhood streetscape due to a lack of originality and unsympathetic alterations. The property is not located within the Stable Neighbourhoods Site Plan Control Area.

Proposal

The owner wishes to remove the property from the Aurora Register as a non-designated 'listed' property with the intention of demolishing the existing structure on the subject property to construct a new, Edwardian-style single detached residential building (See Attachment 3).

Any replacement building on the property will be designed sympathetically, and it is recommended that setbacks and height align with other adjacent buildings along Irwin Avenue. Final elevations will be subject to review by Planning Staff and/or the Design Review Panel to ensure the sympathetic design of the property and compatibility within the local area.

Advisory Committee Review

On June 3, 2019, the Town's Heritage Advisory Committee reviewed a request to remove the subject property from the Aurora Register of Properties of Cultural Heritage Value or Interest. At this meeting, Committee passed a motion recommending that the subject property be removed from the Register; and that future building elevations be subject to review by Planning Staff and/or the Design Review Panel to ensure the sympathetic design of any replacement building, prior to issuance of a building permit.

Further to the Legal Considerations section below, where a property is de-listed, Section 27 of the Ontario Heritage Act (OHA) no longer applies. As such, the review of elevations post de-listing by the Heritage Committee is beyond the scope of their mandate as per Section 27 of the OHA.

In light of the above, Staff have considered Committee's comments, and provided the recommendations listed at the outset of this report to Council.

Legal Considerations

According to section 27 of the Ontario Heritage Act (the "Act"), a municipal register of cultural heritage value or interest may include properties that have not been designated under the Act, but that Council believes to be of cultural heritage value or interest. Before deciding to remove a property from the list, Council shall consult with the Heritage Advisory Committee.

Where a property is listed, the property owner shall not demolish or remove a building or structure on the property without providing Council with at least 60 days written notice. This gives Council the time to determine whether the property should be designated. If Council de-lists the subject property, this section will no longer apply. The owner would still be required to obtain a demolition permit in accordance with the Building Code Act, 1992.

At the time of writing this report, a demolition permit has not been submitted to the Town.

Financial Implications

There are no financial implications.

Communications Considerations

No communication required.

Link to Strategic Plan

The conservation of heritage resources supports the Strategic Plan goal of **Supporting an Exceptional Quality of Life for All** through its accomplishment in satisfying requirements in objective **Celebrating and Promoting our Culture**.

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Report No. PDS19-059

Alternatives to the Recommendation

None.

Conclusions

A Cultural Heritage Assessment and Heritage Working Group Evaluation were conducted for the subject property, determining that it does not have sufficient cultural heritage value to warrant designation under the *Ontario Heritage Act*. The Owner is seeking to eventually demolish the existing property to build a new, Edwardian-style single detached dwelling and is not subject to site plan control.

It is recommended that 11 Irwin Avenue be removed from the Register of Properties of Cultural Heritage Value or Interest.

Attachments

The following Attachments are available upon request:

Attachment 1 – Location Plan

Attachment 2 – Cultural Heritage Assessment/Heritage Impact Assessment

Attachment 3 – Conceptual Site Plan for Single Detached Residential Property

Attachment 4 – Heritage Inventory Information Sheet

Attachment 5 – Heritage Evaluation Working Group Scoresheet

Previous Reports

Heritage Advisory Committee Report No. HAC19-006, dated June 7, 2019

Pre-submission Review

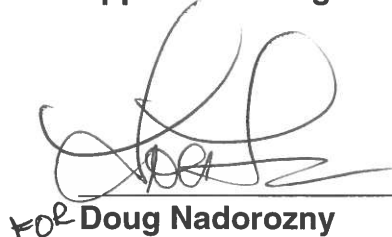
Agenda Management Team meeting review on June 27, 2019

Departmental Approval



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

Approved for Agenda



**FOR Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

No. PDS19-061

Subject: Approval for Capital Project No. 34533 – Traffic Calming Measures in School Zones

Prepared by: Michael Bat, Traffic/Transportation Analyst

Department: Planning and Development Services

Date: July 16, 2019

Recommendation

1. That Report No. PDS19-061 be received; and,
2. That this report satisfy Council's conditional budget approval for Capital Project No. 34533 – Traffic Calming Measures in School Zones in the amount of \$20,000.

Executive Summary

The Town would like to implement the Flexible In-Street Signs Pilot Program as a continuous efforts to enhance safety for all road users within school zones.

Capital Project No. 34533 – Traffic Calming Measures in School Zones was conditionally approved by Budget Committee during the 2019 Capital Budget Review meeting held on February 19, 2019.

The Capital Project Sheet is provided in Attachment 1.

This report presents to Council the additional information as requested by Budget Committee to satisfy the requirement for lifting the conditional approval.

The report can be summarized as follows:

- It describes existing road conditions for Bridgenorth Drive, McClellan Way and Devins Drive;
- It provides recommended layout and configurations of flexible in-street sign for traffic calming within the three school zones;
- It presents general criteria on school selection for the Flexible In-Street Sign Pilot Program;

- Staff are recommending the program not be extended to Aurora Heights Public School because of the adjacent all-way stop control and the location of the school driveway; and,
- Traffic data will be collected before and after installation of the flexible in-street signs to measure the effectiveness in speed reduction.

Background

Pedestrian safety in school zones is an ongoing concern experienced in the Town and various solutions have been implemented to reduce vehicle travel speeds and improve pedestrian crossing including:

- Implementation of parking and stopping restrictions accompanied with proactive patrol and enforcement;
- Strategic placement of crossing guards at intersections along key pedestrian routes with high crossing activities;
- Deployment of radar speed display signs to alert motorists and reinforce the posted speed limit; and,
- Work closely with school representatives and stakeholders to implement Active and Safe Route to School Program.

As a continuous effort to promote traffic safety and raise motorist awareness and attentiveness, staff are proposing to implement the Flexible In-Street Sign Pilot Program at the following school sites:

- Northern Lights Public School and St. Jerome Catholic Elementary School;
- Highview Public School and Light of Christ Catholic Elementary School; and,
- Devins Drive Public School.

The school sites are illustrated in Figure 1.

Analysis

Existing road conditions of Bridgenorth Drive, McClellan Way and Devins Drive

Bridgenorth Drive: is a two-lane local road with single lane per travel direction. It has an urban cross-section with curbs on both sides of the road and sidewalks on the west side of the road. The existing pavement is 10.0 metres wide. In accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.
(Northern Lights Public School and St. Jerome Catholic Elementary School)

McClellan Way: is a two-lane local road with single lane per travel direction. It has an urban cross-section with curbs on both sides of the road and sidewalks on both sides of the road. The existing pavement is 9.5 metres wide. In accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.
(Highview Public School and Light of Christ Catholic Elementary School)

Devins Drive: is a two-lane local road with single lane per travel direction. It has an urban cross-section with curbs on both sides of the road and sidewalks on the north side of the road. The existing pavement is 8.5 metres wide. In accordance to the Town Zoning By-law No. 4574-04.T the posted speed limit is 40 km/h.
(Devins Drive Public School)

Recommended layout and configurations of flexible in-street sign for traffic calming within school zones

The key feature of flexible in-street sign is to reduce vehicle travel speed by creating a “narrowing effect” on the lane and roadway using physical barriers. The flexible signs are durable and they are designed to resist impact from vehicles. If the sign is struck by a vehicle it will collapse and rebound back to its initial position.

The recommended layout for two-way streets with 8.0 metres or greater pavement width is one centreline sign accompanied with edge-line flexible bollard on both sides. In addition, a lane width of 3.5 metres should be maintained to accommodate buses and emergency vehicles. These signs will be removed in November and reinstated in April (weather permitting) to facilitate snow removal activities.

It is important to note that the flexible in-street signs are not a traffic control device and thereby pedestrian does not have the dedicated right-of-way to cross the street where these signs are installed.

The recommended general configuration is illustrated in Figure 2.

General criteria on school selection for the Flexible In-Street Sign Pilot Program

Based on similar experiences gathered from other municipalities (Newmarket and Markham), the schools were selected based on the following general criteria to ensure overall effectiveness:

- Two lane roadway with single lane per travel direction;
- Ability to maintain a minimum lane width of 3.5 metres;
- Ability to install a minimum of 80 metres from a curve; and,
- Ability to install a minimum of 80 metres from a traffic control device.

Staff will monitor the program and adjust the selection criteria accordingly once initiated.

The supplier will be responsible for installing and removing the signs and they will be temporarily stored at the JOC during the winter season.

Staff recommends not to extend the program to include Aurora Heights Public School

As requested by Budget Committee, staff have reviewed the request to extend the program to Aurora Heights Public School. However, given the close proximity between the school driveway and the existing all-way stop control at the intersection of Tecumseh Drive and Kitimat Crescent, the flexible in-street signs will not be effective.

Therefore, staff do not consider Aurora Heights Public School to be suitable site for the program.

Traffic data will be collected before and after installation of the flexible in-street signs to measure the effectiveness in speed reduction

Staff will arrange to collect traffic data and compare the vehicle travel speeds before and after the implementation of the Flexible In-Street Sign Pilot Program to determine the effectiveness in traffic calming.

A follow-up report will be presented to General Committee to summarize the findings and evaluate the effectiveness of the program after one year of implementation.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

The associated cost to install the flexible in-street signs will be funded by Capital Project No. 34533 – Traffic Calming Measures in School Zones.

Communications Considerations

The school sites and local area residents will be notified by mail of the Flexible In-Street Sign Pilot Program.

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All by examining traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community.

Alternative to the Recommendation

1. THAT the Council not approve the lifting of the conditional approval for Capital Project No. 34533.

Conclusions

Based on the information presented in this report, staff recommend that Council lift its conditional approval of Capital Project No. 34533 – Traffic Calming Measures in School Zones. In addition, staff recommends not to extend the program to Aurora Heights Public School given the adjacent all-way stop control resulting in limited benefit from the program.

A follow-up report will be presented to General Committee to summarize the findings and evaluate the effectiveness of the program after one year of implementation.

Attachments

Attachment 1: Capital Project No. 34533 Sheet
Figure 1: School Site Locations
Figure 2: Recommended General Configuration

Previous Reports

None.

Pre-submission Review

Agenda Management Team Meeting review on June 27, 2019

Departmental Approval



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

Approved for Agenda



**FOR Doug Nadorozny
Chief Administrative Officer**

ATTACHMENT #1

Town of Aurora

PDS19-061

Capital Projects

Project	34533 Traffic Calming Measures in School Zones		
Department	Planning & Development Services		
Version	Commitments-Bal	Year	2020

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.

The flexible sign is installed on the centreline of road and flexible posts on edge of roadway are optional (depending on road width and other existing constraints). It is designed to narrow the street and forces vehicles to slow down. The following locations can be considered for the implementation of the school zone centreline flexible sign pilot program:

- 1) Northern Lights PS and St. Jerome Catholic ES
- 2) Highview PS and Light of Christ Catholic ES
- 3) Devins Drive PS

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 Town would like to implement a school zone centreline flexible sign pilot program as a continuous efforts to enhance safety for all road users within school zones.

PROJECT BENEFITS:

Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits.

The key benefits of centreline flexible sign are: 1) Effective at reducing vehicle travelling speed. 2) Low capital and operating costs compared to traditional physical traffic calming measures or other methods. 3) Minimal impacts to emergency or transit vehicles (if implemented correctly). 4) Durable and easy to implement.

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.

The centreline flexible sign is designed and intended to reduce vehicle traveling speed in school zones. Therefore, if the program was not approved it may have an impact on road safety within school zones.

Budget

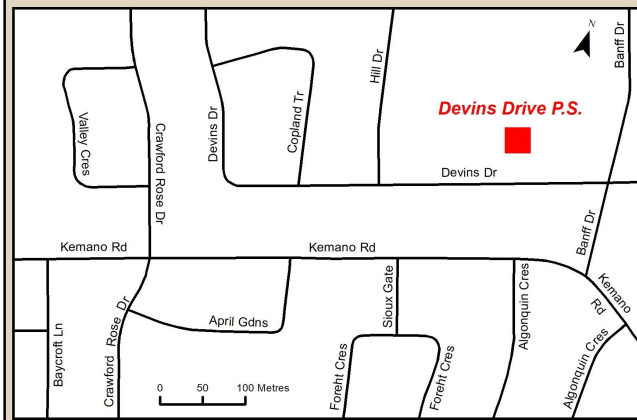
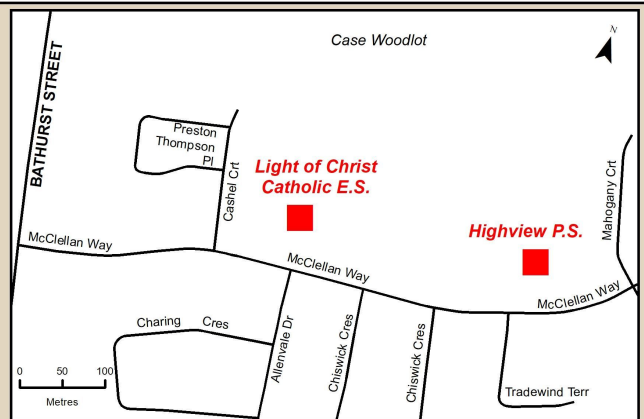
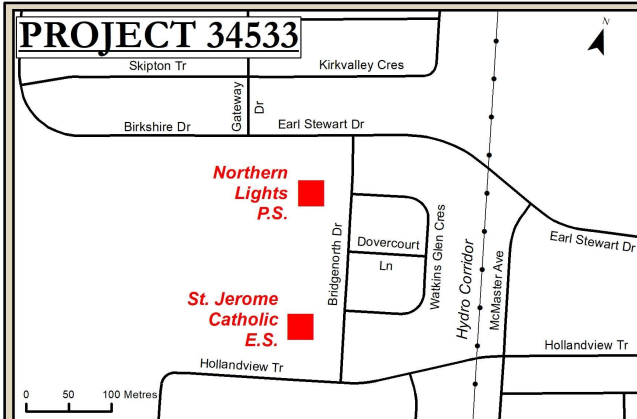
Total	2020	2021	2022	2023	2024	2025	Future
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Town of Aurora

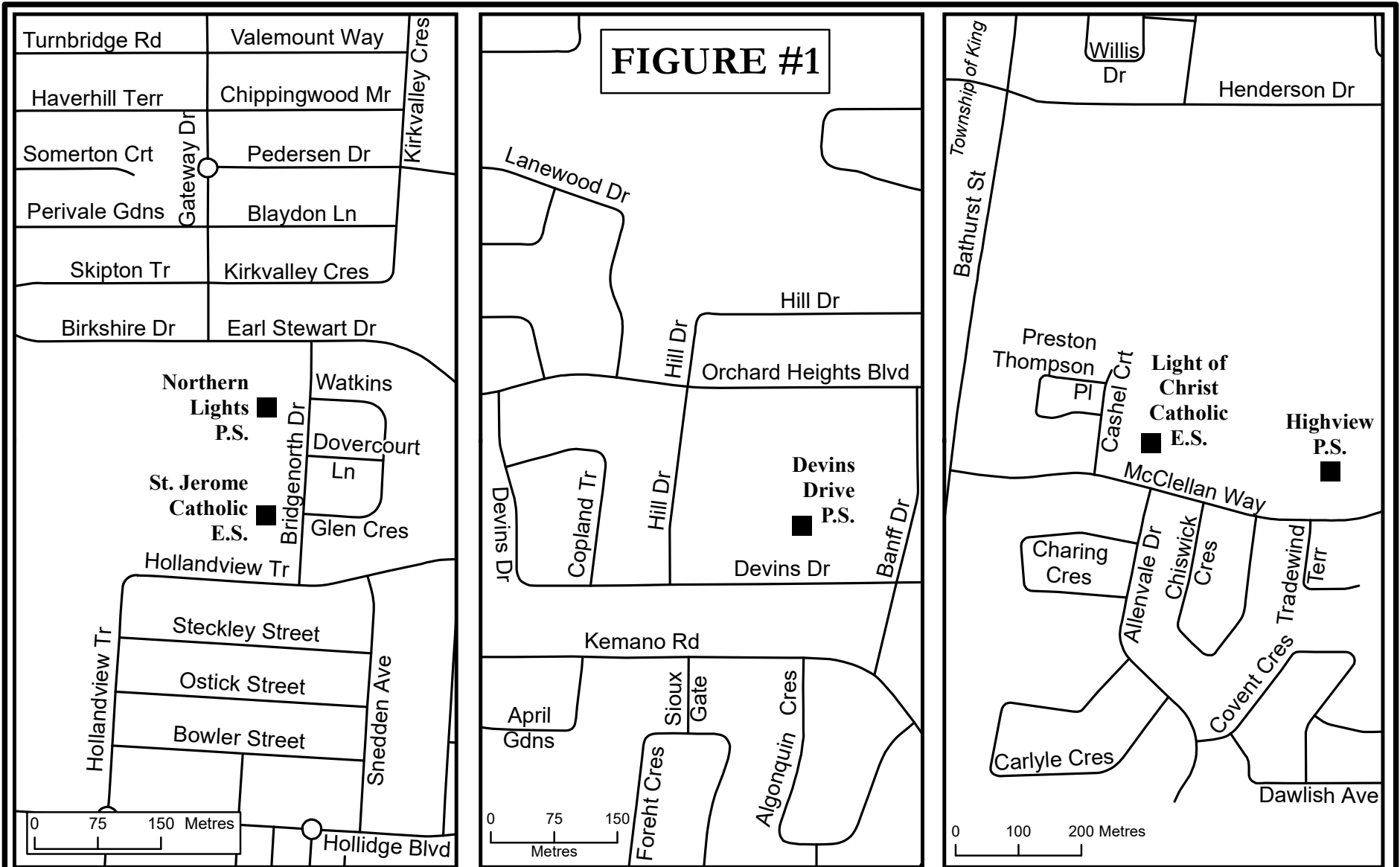
Capital Projects

Project	34533 Traffic Calming Measures in School Zones		
Department	Planning & Development Services		
Version	Commitments-Bal	Year	2020

Gallery



Map created by the Town of Aurora Planning and Development Services Department, June 18th, 2018. Base data provided by Aurora GIS & York Region.



KEY PLAN SCHOOL SITE LOCATIONS



PDS19-061

Map created by the Town of Aurora Planning and Development Services Department, June 18th, 2019. Base data provided by York Region and Aurora - GIS. This is not a legal survey.



Source: City of Markham



FIGURE 2 RECOMMENDED GENERAL CONFIGURATION



PDS19-061



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

Date:	Wednesday, June 5, 2019
Time and Location:	7 p.m., Holland Room, Aurora Town Hall
Committee Members:	John Lenchak (Chair) (arrived 7:50 p.m.), Hailey Reiss (Vice Chair), Matthew Abas, Gordon Barnes, Max Le Moine and Jo-anne Spitzer
Members Absent:	Councillor Rachel Gilliland
Other Attendees:	Robin McDougall, Director of Community Services, Mat Zawada, Accessibility Advisor, and Nicole Trudeau, Committee Coordinator

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

1. Approval of the Agenda

**Moved by Matthew Abas
Seconded by Max Le Moine**

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

Accessibility Advisory Committee Meeting Minutes of May 8, 2019

Accessibility Advisory Committee Meeting Minutes
Wednesday, June 5, 2019

Page 2 of 6

**Moved by Matthew Abas
Seconded by Gordon Barnes**

That the Accessibility Advisory Committee meeting minutes of May 8, 2019, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Director of Community Services Re: Library Square Design

Staff introduced the consultants, David Leinster of The Planning Partnership, and Thomas Nemeskeri of RAW Design Inc., who presented an overview of the latest interior and exterior features of the Library Square Design including the performance hall (features, sample uses and theatre configuration), accessible parking (off-street and on-street parking) and the current project schedule.

The Committee received the comments of the presentation for information.

The consultants, staff and the Committee discussed various amenities and features of the Library Square Design, including the theatre configuration of the performance hall (accessible, adaptable and companion seating), exterior and interior accessible pedestrian routes, and site finishings (plant material), along with the number and location of accessible parking spaces.

**Moved by Matthew Abas
Seconded by Gordon Barnes**

1. That the memorandum regarding Library Square Design be received for information.

Carried

Accessibility Advisory Committee Meeting Minutes
Wednesday, June 5, 2019

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2. Memorandum from Planner

**Re: Site Plan Application, J.E. DEL Management Inc., 2 Scanlon Court,
Aurora, ON L4G 4C3, Part of Lot 105, Reg. Plan 246, File Number:
SP-2019-01**

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

**Moved by Max Le Moine
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Site Plan Application, J.E. DEL Management Inc., 2 Scanlon Court, Aurora, ON L4G 4C3, Part of Lot 105, Reg. Plan 246, File Number: SP-2019-01 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application be considered by staff:
 - (a) Request a power door operator at each entrance; and
 - (b) Request additional curb cuts along the exterior path of travel (walkway); and
 - (c) Request for the exterior path of travel (walkway) to connect to the future sidewalk, along Scanlon Court; and
 - (d) Request that parking be moved to be adjacent with the proposed building.

Carried

3. Memorandum from Planner

**Re: Application for Site Plan Amendment, St. Andrew's College
15800 Yonge Street, Part of Lot 84, Concession 1 WYS, File Number:
SP-2019-02**

Staff provided an overview of the Application for Site Plan Amendment, and the Committee reviewed the site plan and discussed accessibility standards to be considered as part of the application for site plan amendment.

Accessibility Advisory Committee Meeting Minutes
Wednesday, June 5, 2019

Page 4 of 6

**Moved by Matthew Abas
Seconded by Max Le Moine**

1. That the memorandum regarding Application for Site Plan Amendment, St. Andrew's College, 15800 Yonge Street, Part of Lot 84, Concession 1 WYS, File Number: SP-2019-02 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Application for Site Plan Amendment be considered by staff:
 - (a) Request a power door operator at each entrance;
 - (b) Request a marked crosswalk between the parking lot and main entrance, with a curb cut; and
 - (c) Request to review and comment on the interior drawings for the theatre, at a future Accessibility Advisory Committee.

Carried

4. Round Table Discussion

Re: Town of Aurora Accessibility Plan 2018 to 2024

Staff provided an overview of the Town of Aurora Accessibility Plan 2018 to 2024, including the status of various project items in Appendix "B" – Recommended Accessibility Items 2018-2024.

The Committee agreed to develop a checklist to assess needs, identify barriers and issues of concern to ensure Town facilities are accessible and exceed the requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11, as amended, and the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended.

The Committee discussed new project items to be added to Appendix "B" – Recommended Accessibility Items 2018-2024, including an induction loop in the Holland Room.

Accessibility Advisory Committee Meeting Minutes
Wednesday, June 5, 2019

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**Moved by Matthew Abas
Seconded by Gordon Barnes**

1. That the comments and suggestions regarding the Town of Aurora Accessibility Plan 2018 to 2024 be received and referred to staff for consideration and action as appropriate.

Carried

6. Informational Items

5. Memorandum from Accessibility Advisor Re: Ontario BIA Association (OBIAA) Handbook

Staff provided an overview of the handbook produced by the Ontario BIA Association called “The Business of Accessibility: How to Make Your Main Street Business Accessibility Smart”, and noted that the handbook offers no cost and low cost suggestions, gathered from those with first-hand experience, to inspire businesses to go beyond the minimum requirements of the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11, as amended.

The Committee was encouraged to visit www.obiaa.com/accessibility to download an accessible version of the handbook.

**Moved by Jo-anne Spitzer
Seconded by Max Le Moine**

1. That the memorandum regarding Ontario BIA Association (OBIAA) Handbook be received for information.

Carried

6. Memorandum from Accessibility Advisor Re: Accessible Documents Project

Staff provided an overview of the Accessible Documents Project, including the current project schedule, – and noted that the internal project, when launched, will include accessible templates, guidelines and step-by-step instructions for Town staff to make information accessible.

Accessibility Advisory Committee Meeting Minutes
Wednesday, June 5, 2019

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**Moved by Max Le Moine
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Accessible Documents Project be received for information.

Carried

7. Adjournment

**Moved by Jo-anne Spitzer
Seconded by Max Le Moine**

That the meeting be adjourned at 8:35 p.m.

Carried



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

Date: Thursday, June 20, 2019

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

Committee Members: Sera Weiss (Chair), Denis Heng (Vice Chair), Barry Bridgeford, Councillor Rachel Gilliland, Chris Gordon, Balpreet Grewal, Councillor Harold Kim, Janet Mitchell, and Jennifer Sault

Members Absent: Chris MacEachern

Other Attendees: Anca Mihail, Manager of Engineering and Capital Delivery, Lisa Warth, Manager, Recreation, and Linda Bottos, Council/Committee Coordinator

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

1. Approval of the Agenda

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

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.*

Community Advisory Committee Meeting Minutes
Thursday, June 20, 2019

Page 2 of 4

3. Receipt of the Minutes

**Moved by Barry Bridgeford
Seconded by Chris Gordon**

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

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Manager, Recreation Re: Aquatic Facility Feasibility Study

Staff introduced the project consultant, Mr. Stuart Isaac, President of Isaac Sports Group, who provided an overview of the feasibility study goals and objectives including methodology, program development, design options, site options, detailed financial operating analysis, and final report.

The Committee inquired about various aspects of the study including the planned approach and detailed analysis of site options, identification and analysis of community/user group needs and opportunities, carbon footprint reduction, community engagement methodology, alternatives to chlorine, and pool air quality.

The Committee made suggestions regarding community engagement to include surveys, various social media platforms, and reaching out to potential users as well as current users, group homes, private club members, and therapy providers. The Committee further suggested consideration of a subsidized fees assistance program to ensure that all residents have the opportunity to use the facilities.

Community Advisory Committee Meeting Minutes
Thursday, June 20, 2019

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**Moved by Barry Bridgeford
Seconded by Councillor Kim**

1. That the memorandum regarding Aquatic Facility Feasibility Study be received for information.

Carried

**2. Memorandum from GIS Infrastructure Analyst
Re: Community Energy Plan (CEP) – Stakeholder Working Group**

Staff provided a brief overview of the memorandum and background to the development process of the Community Energy Plan (CEP), noting that the Stakeholder Working Group will contribute throughout the development of the CEP.

The Committee and staff discussed opportunities for public outreach and input, social media, reduction of greenhouse gas emissions, and the plans being developed by other York Region municipalities. Members of the Committee expressed interested in participating in the development process.

**Moved by Jennifer Sault
Seconded by Councillor Gilliland**

1. That the memorandum regarding Community Energy Plan (CEP) – Stakeholder Working Group be received; and
2. That the Community Advisory Committee nominate Barry Bridgeford to participate in the Community Energy Plan's Stakeholder Working Group (SWG).

Carried

6. Informational Items

None

Community Advisory Committee Meeting Minutes
Thursday, June 20, 2019

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7. Adjournment

Moved by Janet Mitchell

Seconded by Councillor Kim

That the meeting be adjourned at 8:32 p.m.

Carried



**Town of Aurora
General Committee Report No. CMS19-019**

Subject: Library Square Project – Next Steps
Prepared by: Robin McDougall, Director of Community Services
Department: Community Services
Date: July 16, 2019

Recommendation

- 1. That Report No. CMS19-019 be received.**

Executive Summary

The addition to Church Street School, the Outdoor Square and Parking Strategy were approved to proceed to detailed design which is due to wrap up this month. This report focusses on summarizing the work completed during the detailed design stage and outlining the next steps for the project.

- The Project Team has been undertaking coordination of design refinements for each area of the project
- Design Review Panel supports design of Library Square subject to minor site plan modifications
- Community engagement continues throughout the project schedule
- Manager of Library Square has been contracted to commence the implementation of the Business Plan
- Project Management contract has been awarded to Colliers Project Leaders who will lead the project through to completion and manage the temporary relocation of the Aurora Cultural Centre and Aurora Museum and Archives
- The next step in the project will include refining the building design in order to develop Construction Documentation
- The project schedule is on track with the construction scheduled to be complete Fall 2021

Background

In March 2019, Council approved the schematic design for the Library Square project and authorized staff to proceed to the detailed design stage. In May 2019, Council

July 16, 2019

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Report No. CMS19-019

approved the addition of the bridge, café and library entrance vestibule to be included in the scope of the Library Square project.

For clarity, the Detailed Design stage is sometimes referred to as 'design development' or 'defining design'. It is the process of taking on and developing the approved schematic design. By the end of the detailed design process, the design should be dimensionally correct and coordinated, describing all the main components of the building and how they fit together.

Additionally, Council directed staff to report back on the final cost estimate for the Library Corridor Extension. This detail will be outlined in a separate report on today's General Committee agenda (CMS19-020).

Based on the project schedule (Attachment 1), the project is on track and ready to advance to the next stage of Construction Documentation.

For clarity, the Construction Documentation phase takes the design as developed and finalized during the Design Development and documents it for construction. Details are further refined as construction issues are addressed. The main emphasis of this phase of work is to verify that all information is on the tender ready drawings and in the specifications so that the project can be bid for construction.

Subject to any other direction received from Council at this time, the project team will proceed to getting tender ready documents for Council's final pre-tender approval in the Fall 2019.

Analysis

The Project Team has been undertaking coordination of design refinements for each area of the project

Over the last few months, the project team has been refining the design based on a number of inputs including inputs from Council, Advisory Committees, staff, public, code consultants, technical specialists, and study results. The following is an overview of the areas that have been refined:

- Coordination of Electrical Requirements to serve Banquet and Conference events in the Performance Hall
- Refinement of the seating configuration in the Performance Hall to provide Adaptable and Accessible seating when necessary

- Continued coordination of building program with building systems
- Development of the Bridge and Café designs, including coordination with the Code consultant to refine the proposed bridge design
- Development of the outdoor square design, including the refinement of the amphitheatre seating configuration, and the design of the water-wall feature
- Development of the Site Plan, including the overall Parking Strategy, Waste Management Strategy, and Tree Preservation Plan

Design Review Panel supports design of Library Square subject to minor site plan modifications.

The proposal for Library Square was presented at the Design Review Panel on June 26, 2019. Panel Members were appreciative of the complexity of this project, and provided feedback related to: the scale and massing of the addition in relation to the existing heritage building (Church Street School at 22 Church Street); building materiality; ground floor programming and its relationship to the exterior design of the building; and compatibility with the immediate and local context.

Panel members felt that the project would benefit from refinement to the public realm, particularly the landscape treatment on Victoria Street, which was seen as a highly visible 'front' of the site. The members strongly encouraged additional glazing at grade, a more pleasing east elevation, and relocating the service door/loading bay from Victoria Street to a less prominent elevation, or re-designing it so that the door blends in to the façade and has a similar style and scale as other entry doors.

In their final comments, the Panel members were supportive of the Library Square design. The consultant team will continue to consider the Design Review Panel's feedback as they finalize the Library Square landscape plans and elevation drawings.

Community engagement continues throughout the project schedule

Throughout the development of the project, there has been numerous community engagement initiatives that have taken place and will continue to take place as the project progresses through each stage. The following opportunities have taken place over the last few months, while others will continue through the next stage:

- Library Square Project Webpage – ongoing
- Public Information Session – Church Street Parking – May 23
- Advisory Committees – June 3 & 5

- Cultural Partners – Open House – June 24
- Design Review Panel – June 26
- Pop-up Information Booths at various Town events
 - Go Train Station
 - Street Sale
 - Canada Day
 - Farmers Market
 - Music in the Park
 - Movie in the Park
 - Ribfest
 - Multi-Cultural Festival

Manager of Library Square has been contracted to commence the implementation of the Business Plan

Through a recruitment process, the 3-year contract position has been filled with the individual commencing on Monday July 15, 2019. This role will be responsible for the implementation of the Business Plan which will include a review of the management model, operating budget, marketing plan, fundraising campaign and developing the seasonal programming in anticipation of the opening season in 2022. This role will also be responsible for overseeing the temporary relocation of the Aurora Museum & Archives and the Aurora Cultural Centre supporting both entities in their communication plan to achieve the greatest success during this temporary relocation. In cooperation with the consultant, this role will also be responsible for the implementation of the Cultural Master Plan.

Project Management contract has been awarded to Colliers Project Leaders who will lead the project through to completion and manage the temporary relocation of the Aurora Cultural Centre (ACC) and Aurora Museum and Archives (AMA)

Colliers Project Leaders are well known in the industry of Project Management with many successful projects completed including many municipal projects of similar size and scope. They will be responsible for the management and coordination of all aspects of the project from this stage through to occupancy. Some of these responsibilities include the oversight of the preparation of tender packages, contract administration, change order control, budget management, move management (temporary relocation of ACC and AMA), work schedules, payments, monthly project summary reports, etc.

The next step in the project will include refining the building design in order to develop Construction Documentation

The construction documentation stage will involve staff and the consultants continuing to work together to refine the building design over the next few months. Some of those areas will include:

- Refinement of the acoustic design of the Performance Hall
- Refinement of a Stormwater Management Strategy
- Refinement of the Bridge, Library Vestibule, and the Maintenance Pavilion
- Ongoing coordination with the Town's services, toward integration in the building, including Waste, Security and IT
- Selection of Furniture within the Square and within the buildings
- Continued Structural, Mechanical, Electrical and Building Envelope coordination, toward the Sustainable Design goals of the project
- Research into various patinated metal veil materials, including how they are to be lit, for review by Council
- Coordination of Lighting Design strategy throughout

The project schedule is on track with the construction scheduled to be complete Fall 2021

As outlined in the project schedule, the next stage of the project is Task 4 – Commence Construction Documentation (CD) along with a refinement of the project budget. Following the development of the construction documentation, the refined cost estimate will advance to a Class A estimate. As per Tasks 7 and 8, staff will return to Council with the Class A estimate along with a request to issue the construction tender in late Fall 2019. This will be an important step in the project.

With Council's approval in the Fall 2019 to proceed to issue the construction tender, the construction is scheduled to commence Spring 2020 with final completion in Fall 2021. This would result in fit-out and occupancy in Spring 2022.

Advisory Committee Review

Heritage Advisory Committee (HAC) - Staff and consultants attended the HAC on June 3, 2019 to share the latest designs and presented an update on the content regarding the coloured elevations, depicting a revised roof line for the Cultural Centre Addition, building material properties, and shadow studies. In addition, ERA provided

July 16, 2019

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Report No. CMS19-019

commentary on the building massing and alterations to the School House interior to serve Code/Life-Safety requirements.

The committee members had a few additional questions and comments.

Heritage Advisory Committee – June 3, 2019	
Comments from Committee members	Response from Consultants or Staff
Concerns expressed and discussion of effective fire separation at key connection points between new building and heritage asset	As per the Building Code, the Fire Code measures will be accommodated through the use of a water curtain between the new building and heritage asset. ERA are in support of this methodology. OHT will be consulted on this type of mitigation to confirm their position.
Discussed future maintenance of new structure cladding “veil” and glass ceiling over atrium. Which direction will the grain of the veil be (different lighting opportunities)?	Roof top access is available to perform maintenance/cleaning of glass ceiling over atrium. Little to no maintenance would be required on the veil. Veil is intended to ‘age’ naturally over time. Consultants are still reviewing veil material and lighting opportunities.
Two points of view on impact on Heritage impact: scale, massing and material choice and reference to original building	ERA Architects (Heritage Consultant) stated their experience and support for the design of the project and that it is in line with heritage principles.
Discussed that contemporary style is acceptable however some questions about lack of other alternative designs presented at beginning of process	Staff explained that with the limitations on the footprint (must not be larger than the school house) along with the basic ‘black box’ shape for the large performance hall, there are very few things that can be done to the design. Council approved to proceed to the next stage of the project based on the schematic design.
Discussion that despite some refinements and acknowledgement of the committees previous concerns, the overall impact of the building’s design is unchanged	In relation to the heritage aspects, the architects made some refinements based on Council, HAC Committee, Heritage consultants and OHT inputs.
Discussion that HAC discussions should not detain process for getting building started	Committee passed a motion to receive the staff memo and consultant’s presentation requesting their input be shared with Council.

Additionally, the consultants shared the preservation measures that will be implemented to protect the heritage tree located at the front of the Church Street School entrance adjacent to Church Street.

Accessibility Advisory Committee - Staff and consultants attended the AAC on June 5, 2019 to share the latest designs and presented updated content regarding parking space design, seating design for the Performance Hall, stair design, and overall landscape design considerations within the Square.

Accessibility Advisory Committee – June 5, 2019	
Comments from Committee members	Response from Consultants or Staff
Question regarding the stage – was it raised?	Consultants confirmed the floor for the Performance Hall is flat and fully accessible.
Questions regarding the retractable seating – is there room for a walker? What if there are a higher demand for the accessible seating, what can be done?	Consultants confirmed patron’s walker could be used and then stored to the side. Also, the current provision of accessible and adaptable seating exceeds code requirements, however, if there is a special occasion where there is a higher demand for accessible seating, the retractable seating could be extended one less row providing additional space at floor level for more accessible seating.
AAC asked for some clarification about having companion seating as well as leg/wheelchair clearance in rows directly behind the first row	Consultants confirmed the design includes companion seating adjacent to the accessible or adaptable seats and confirmed there is clearance behind the first row.
Is there provisions for individuals with hearing restrictions?	Yes, an induction loop – hearing aid system is included in the design.
Consideration for the developer to use tree species that drop minimum foliage next to off-street parking lot to decrease slip hazard when the leaves begin to fall	Consultants will take this into consideration during the development of the final landscape design.

The Town’s Accessibility Advisor also noted that there are new Design of Public Spaces (Built Environment) Standards enacted from the Province of Ontario, under the Accessibility for Ontarians with Disabilities Act and revisions to the Ontario Building

July 16, 2019

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Report No. CMS19-019

Code to help standardize and encourage barrier free access. These new design standards will apply to the Library Square project.

Legal Considerations

Not applicable

Financial Implications

An update on the expenditures to date, as well as the most current recommended funding strategy for the complete Library Square project is outlined in report number FS19-025 which is included in the this evening's General Committee agenda.

Further refinements to the total cost estimate may come as this project progresses through its construction documentation. This will also include refinement of its contingency allowance as it becomes a Class A estimate.

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 provide further direction.

Conclusions

As the project team worked diligently through the detailed design stage of the Library Square project, the project is on track and ready to advance to the next stage of Construction Documentation. The current project schedule remains on track to be complete Fall 2021 with fit-out and occupancy Spring of 2022.

Subject to any other direction received from Council at this time, the project team will proceed to getting tender ready documents for Council's final pre-tender approval in the Fall 2019.

Attachments

Attachment 1 – Library Square – Project Schedule

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
FS19-017 – Incremental Operating Requirement Funding Strategy – March 18, 2019
PDS19-020 – Library Square – Planning Policy – Conformity Report – March 21, 2019
FS19-012 – Library Square – Financial Strategy – March 21, 2019
PDS19-018 – Library Square – Parking Strategy – March 21, 2019
CMS19-007 – Library Square – Addition to Church Street School – March 21, 2019
CMS19-008 – Library Square – Outdoor Square – March 21, 2019
CMS19-009 – Library Square – Proposed Operating Plan – March 21, 2019
CMS19-015 – Library Square – Linkage and Café Options – May 21, 2019
FS19-024 – Library Square – Total Budget Funding Sources – May 28, 2019

July 16, 2019

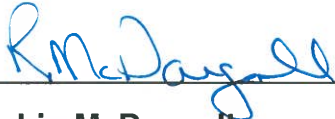
Page 10 of 10

Report No. CMS19-019

Pre-submission Review

Reviewed by AMT and CAO July 8, 2019

Departmental Approval



**Robin McDougall
Director
Community Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

AURORA LIBRARY SQUARE - ELEMENTAL PROJECT SCHEDULE

	TASK	2019				2020	2021	2022
		SPRING	SUMMER	FALL	WINTER	SPRING	WINTER	SPRING
PRE-CONSTRUCTION	1 Commence Design Development	x						
	2 Complete Design Development		x					
	3 Receive direction to Proceed to next Phase		x					
	4 Commence Construction Documentation (CD)		x					
	5 Class-B costing prepared at 50-60% CD			x				
	6 Value Engineering options at 75% CD			x				
	7 Class-A costing prepared at 90% CD			x				
	8 Receive direction to Proceed to next Phase			x				
PROC.	1 Prepare Tender Documentation (late Dec.)			x				
	2 Early Works Tenders (Early January)				x			
	3 Remaining Trade Tenders (January)				x			
CONSTRUCTION	1 Early Works							
	2 Construction							
	3 Substantial Performance					x		
	4 Fit Out							x
	5 Occupancy							x

*Assumption: with Council approval to commence July 2019



**Town of Aurora
General Committee Report No. FS19-025**

Subject: Library Square - Financial Update
Prepared by: Jason Gaertner, Manager, Financial Planning
Department: Financial Services
Date: July 16, 2019

Recommendation

- 1. That Report No. FS19-025 be received.**

Executive Summary

This report presents Council with a financial update for the Library Square project.

- A summary by key Library Square project components of its total approved budget and expenditures as of June 30, 2019 has been included for Council's reference
- The Library Square project's funding strategy has been updated to reflect recent Council decisions

The Library Square project's total budget and associated funding strategy is expected to be finalized by Council in the fall of 2019.

Background

Council continues to refine the Library Square's design. To date some of its recent design refinements include:

- A bridge link between the New Church Street School Addition and the existing Aurora Public Library;
- Library extension vestibule; and
- New café.

In an effort to monitor the financial impacts of its approved refinements to the design of Library Square, Council has requested that staff provide regular financial updates to Council for this project.

In addition, recent Council decisions have necessitated an update of the recommended funding strategy for the Library Square project.

Analysis

A summary by key Library Square project components of its total approved budget and expenditures as of June 30, 2019 has been included for Council's reference

In an effort to ensure greater reporting transparency, the Library Square project's key components have been expanded to include the following five components:

- Demolition of 52 and 56 Victoria Street Structures,
- Addition to Church Street School,
- Outdoor Square,
- Parking & Laneway, and
- Library Bridge Link & Vestibule.

A detailed break-down of the Library Square's total approved budget and expenditures to date by these noted key components can be found under Attachment #1. This attachment provides a summary of the total estimated budget required in order to complete each key Library Square component, as well as each component's current approved budget and expenditures to date. The estimated budget requirements for each of these components may be subject to change as their designs become final.

The Library Square project's funding strategy has been updated to reflect recent Council decisions

Recent Council decisions have impacted the previously proposed funding strategy for the Library Square project thus necessitating an update to the said strategy. These noted decisions solely affect the available proceeds from the sale of municipal lands that can be allocated toward the Library Square project. This impact is anticipated to be a reduction of approximately \$3,900,000 in available funds of this nature.

Accordingly staff have undertaken a review of this project's recommended funding strategy and propose that the reduced contribution of \$3,900,000 from the proceeds from the sale of municipal lands reserve be replaced by an equivalent shared contribution from the Town's available federal gas tax grant revenues and the Town's Hydro Sale Investment reserve. Staff do not propose any other changes to this project's funding strategy at this time.

As per the Town's Municipal Funding Agreement for the Transfer of Federal Gas Tax Funds, an investment into cultural infrastructure, i.e. infrastructure that supports arts, humanities, and heritage, would be considered an eligible project to which these funds

could be applied. Consequently, the Library Square’s proposed addition to the Church Street School would be considered an eligible project under this agreement. Of note as well, as part of its 2019/2020 operating budget, the Federal Government has approved a one-time doubling of the gas tax monies to be transferred to the provinces. The administrator of these funds to Ontario’s municipalities, the Association of Municipalities Ontario (AMO), has already confirmed that the Town of Aurora will receive its share of these one-time revenues.

Figure 1 presents the most current recommended or approved funding sources versus the previous strategy for the Library Square’s total approved budget to date of \$42.4 million. Of this amount, Council has formally approved and funded \$2.3 million of these identified funding sources.

Figure 1 (in \$Millions)

	Previous	Change	New
Total estimated required investment	42.4	-	42.4
Proceeds from the sale of municipal lands reserve	(7.1)	3.9	(3.2)
Community benefits reserve	(2.6)	-	(2.6)
Grants	(14.1)	-	(14.1)
Federal gas tax grant	-	(3.4)	(3.4)
Outdoor recreation & Library Development Charges	(3.5)	-	(3.5)
Tax levy funded twenty year debenture ¹	(6.7)	-	(6.7)
Council Discretionary reserve ²	(0.8)	-	(0.8)
Hydro investment reserve ³	(7.6)	(0.5)	(8.1)

Note(s):

- 1) Assumed a 20 year debenture with an annual carrying cost equivalent to a one-time 1% tax levy increase. The currently available 20 year debenture interest through Infrastructure Ontario is 3.26%.
- 2) This draw from the Council Discretionary reserve was formally approved by Council in January, 2018 in support of the design of the proposed new addition to the Church Street School.
- 3) This current balance is made up of multiple components that were approved or recommended at different points in time over the life of this project:

2017	Demolition of 52 & 56 Victoria Street Structures and early site design.	\$ 500,000
2018	Parking and laneway design & construction	1,000,000
2019	March 21 st core budget increases	3,548,000
2019	March 21 st parking option approvals	419,000
2019	May 21 st option approvals	2,129,300
2019	July 16 th funding strategy adjustment	500,000
Total Balance		\$ 8,096,300

Advisory Committee Review

None

Legal Considerations

Not applicable.

Financial Implications

To account for the reduced availability of proceeds from the sale of municipal lands, staff recommend that the equivalent funding reduction be replaced with gas tax grant funding. Council has previously formally approved \$2.3 million in funding for this project. The remaining \$40.1 million in budget and funding approved to date will be finalized and formally approved by Council in the fall of 2019.

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, the Town website and social media.

Link to Strategic Plan

Reporting to Council and the public on capital investment expenditures to date and its funding strategy supports the Strategic Plan principles of transparency and accountability.

Alternative(s) to the Recommendation

1. Council may provide further direction.

Conclusions

This report strives to provide Council with a financial update for the Library Square project. It is recommended that the updated preliminary capital investment funding strategy as set out above be adopted as the Town's most current strategy.

Attachments

Attachment #1 - Library Square Project Break-down by Key Component

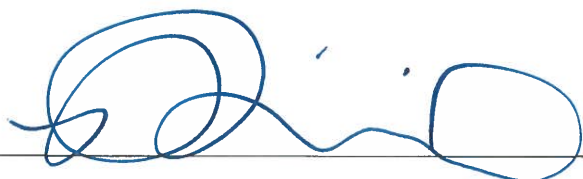
Previous Reports

CMS19-008 Library Square – Outdoor Square
CMS19-007 Library Square – Addition to Church Street School
CMS19-009 Library Square – Proposed Operating Plan
PDS19-018 Library Square – Parking
CMS19-005 Library Square Project - Update
FS19-004 Major Capital Investment Funding Strategy
FS19-024 Library Square Total Budget Funding Sources

Pre-submission Review

None

Departmental Approval



**Rachel Wainwright-van Kessel, CPA, CMA
Director of Finance**

Approved for Agenda



**FOR Doug Nadorozny
Chief Administrative Officer**

Attachment #1

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		\$28,324,800
<i>Preparation for Construction</i>		
Spent to Date	537,400	
Outstanding	<u>1,709,200</u>	2,246,600
<i>Construction</i>		
Total construction estimate	25,110,100	
Project Management	324,800	
Unrecoverable HST	\$386,700	
Public Art Contribution	<u>\$256,600</u>	26,078,200
	\$28,324,800	\$28,324,800
Outdoor Square		\$8,563,100
<i>Preparation for Construction</i>		
Spent to Date	92,000	
Outstanding	<u>132,200</u>	224,200
<i>Construction</i>		
Total construction estimate	8,130,700	
Project Management	96,900	
Unrecoverable HST	<u>\$111,300</u>	\$8,338,900
	\$8,563,100	\$8,563,100
Parking and Laneway		\$1,469,000
<i>Preparation for Construction</i>		
Spent to Date	139,800	
Outstanding	<u>-</u>	139,800
<i>Construction</i>		
Total construction estimate	1,290,400	
Project Management	15,800	
Unrecoverable HST	<u>\$23,000</u>	\$1,329,200
	\$1,469,000	\$1,469,000
Library Bridge Link & Vestibule		\$3,943,300

Attachment #1

<i>Preparation for Construction</i>			
Spent to Date	-		
Outstanding	-		-
	<hr/>		
<i>Construction</i>			
Total construction estimate	3,875,100		
Unrecoverable HST	<u>\$68,200</u>	\$3,943,300	
		<hr/>	
		\$3,943,300	\$3,943,300
		<hr/>	
Total Project		\$42,428,700	\$42,428,700
		<hr/>	



**Town of Aurora
General Committee Report**

No. PDS19-063

**Subject: Library Square – Church Street Parking - Design Options
Recommendation Report**

Prepared by: Andria Sallese, Senior Policy Planner

Department: Planning and Development Services

Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-063 be received;**
- 2. That Council direct staff to proceed with Design Option 2B for the Church Street right -of-way; and,**
- 3. That Town Staff continue to liaise with York Region Transit and the consultants to ensure there are no conflicts with the existing bus route.**

Executive Summary

The purpose of this report is to provide Council with a summary of public feedback received at the Church Street Public Open House on May 23rd, 2019. The report also seeks Council direction on the preferred design option for the Church Street right-of-way. The report can be summarized as follows:

- Four parking options were presented for feedback from the public;
- Public feedback on the Parking Design Options was mixed; and,
- Option 2B was selected as the preferred design option for Church Street.

Background

Since 2000, Council has directed Staff to undertake various studies to address the parking supply in the downtown. A summary of those initiatives are summarized in Report No. PDS19-018.

At a Special Meeting of Council on March 21st, 2019, Council approved the following recommendation directing staff to consult with the public relating to additional on-site parking on Church Street:

1. That Council approve \$145,740.00 to the Library Square budget to be funded as per Funding Strategy Report FS19-012 for additional on-site parking on Church Street subject to further public consultation, conditional on the approval of the addition to the Church Street School.

Staff have prepared the following report to summarize feedback from the public open house and additional correspondence, and to provide a recommendation on the preferred option.

Analysis

Four parking options were presented for public feedback

Further to Council direction on March 21st, 2019 (Report No. PDS19-018), the Town of Aurora and the consultants hosted a Public Open House on Thursday May 23rd, 2019 at the Aurora Public Library. The purpose of the Public Open House was to introduce potential options to modify the Church Street right-of-way as part of the Library Square redevelopment and seek public feedback. Approximately 15 residents attended the public open house to provide feedback.

Four parking options were presented to the public, three of which were modifications of the option presented to Council on March 27, 2019 (Staff Report No. PDS19-018) (Table 1).

The first option was a 'Do Nothing' option (see Attachment 1) that maintains existing on-street parking permissions on the north side of Church Street, retains existing street trees and sidewalk in the boulevard. With the redevelopment of the Library Square site and removal of the existing driveways, this Option could provide 3 to 4 additional on-street parking on the north side of Church Street. In total, this Option could see a total of 16 on-street parking stalls (13 of which are existing).

Option 1 (see Attachment 2) proposes a slight modification to the "Do Nothing" option by adding a paved area in the boulevard to accommodate three new on-street accessible spaces and one on-street loading space. In total, Option 1 could see a total of 12 on-street parking stalls, 3 accessible stalls, and 1 loading stall for a total of 16 (13 of which are existing).

Option 2A (see Attachment 3) removes the existing boulevard treatment and street trees on the north side of Church Street and replaces it with lay-by parking. The soft

landscape area (sod and heritage trees) is maintained within the tree protection zone. On-street parking would be introduced on the south side of Church Street. In total, Option 2A could see a total of 9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall for a total of 24 stalls.

To address potential issues related to the removal of many of the existing street trees on Church Street, and introducing additional on-street parking on the south side of the street, Option 2B proposes a hybrid of Options 1 and 2A (Attachment 4). Option 2B removes the boulevard treatment and street trees on the north side of Church Street (west side) in front of the Library, and replaces it with lay-by parking. The boulevard treatment including the existing street trees in front of 22 Church Street and the plaza would continue to be maintained.

On-street parking would be provided on the south-west side of Church Street mirroring the lay-by stalls on the north side of the street. This option also limits on-street parking on the south side of Church Street in front of the existing residences. In total, Option 2B could see a total of 3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall, for a total of 21 stalls.

Public feedback on the Parking Design Options was mixed

Feedback received on the parking options from participants at the Public Open House was mixed (see Attachment 1). Generally, however, participants were supportive of a design option that balanced good streetscape design, preserving existing trees, promoting walkability, and providing additional parking on Church Street and the balance of the site.

Planning staff also spoke with two residents and one business owner on Church Street. While some residents on the south side of Church Street preferred the design options that did not include on-street parking in front of their properties, one of the business owners indicated that they were in favour of providing additional on-street parking for their patrons.

Option 2B was selected as the preferred design option for Church Street

The Options were also reviewed by the Transportation consultant hired by the Town (BA Group). The consultant's recommendation is that it is important to find a balance between good design, costs, and accommodating additional parking demand. Based on these factors, public input and the consultant's recommendations, Town Staff

recommend Option 2B. Option 2B provides a total of 21 parking stalls, including 8 additional parking spaces, maintains many of the existing street trees on Church Street, protects for the heritage landscape in front of the Cultural Centre, and provides the street width necessary to accommodate two-way traffic. The Transportation consultant and the Town's Transportation Analyst advise that alternating parking could provide additional traffic calming on Church Street.

The consultant also recommends further consultation with York Region Transit on the design of Option 2B and the proposed perpendicular parking configuration on Victoria Street. The consultant advises that the perpendicular parking configuration on Victoria Street could impact existing transit routes with vehicles reversing into a live traffic lane. Finally, with respect to the design of the parking lot on the north-east side of the site, the consultant recommends, where possible, to reduce hardscaping and create additional space for trees and landscaping.

Advisory Committee Review

The proposed approach to accessible parking was presented to the Accessibility Advisory Committee as part of the Library Square review. The current design includes additional accessible parking as requested by both the Committee and Council.

Legal Considerations

The Town's Zoning By-law exempts the Town from complying with the parking requirements of the By-law since the site is not adjacent to a residential zone.

Financial Implications

On March 21, 2019, as per the Library Square – Funding Strategy Report FS19-012 Council approved an increase of \$145,740.00 to the Library Square budget for additional on-site parking on Church Street subject to further public consultation and conditional upon the approval of the addition to the Church Street School. The addition to the Church Street School was approved on March 21st and the required public Open House in this regard was held on May 23rd, 2019.

Based partially upon the feedback received from the Public Open House, working with its consultant, the Town has generated four options to address additional on-site parking on Church Street. Table 1 below provides a summary of these noted options,

including the relative cost of each option. The Town’s consultant notes that, as a result of the cost of replacing a section of the sidewalk along the accessible parking spaces on Church Street, and the need for a continuous curb cut, design Option 2A being the original option approved by Council on March 21st would require an additional \$15,010 from the initial amount budgeted. The cost of the preferred, Option 2B, is approximately \$93,500, resulting in a savings of approximately \$52,240, which can be redirected to other parking needs. The additional cost relating to the design of Option 2B would be funded from these noted savings.

Table 1: Church Street Parking Options

Option Name	Proposed Parking	Total Parking	Estimated Cost		
			Total Investment	Approved Budget	Estimated Savings / Short-fall
Do Nothing	No change.	13 existing on-street parking stalls	\$145,740	\$145,740	\$0
Option 1	12 on-street parking stalls, 3 accessible stalls, and 1 loading stall	16 (3 new, 13 existing)	\$145,740	\$145,740	\$0
Option 2A	9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall	Up to 24 (14 new, 13 existing)	Approximately \$160,750	\$145,740	(\$15,000)
Option 2B*	3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall	Up to 21 (8 new, 13 existing)	Approximately \$93,500	\$145,740	\$52,240

*Recommended Option

Communications Considerations

Notice was provided to residents and business owners within 120 metres of the subject area. Staff also hand delivered notices to all property owners on Church Street who are directly affected by the proposed design options.

Approximately 15 members of the public attended the Public Open House, many who reside or own businesses in the area. Attendees provided feedback by speaking directly with staff, by writing their comments on sticky notes, or on a comment card.

Copies of the notice and a reduced copy of the display panels from the May 23rd Public Open House were delivered by hand to the property owners and residents on the south side of Church Street.

Feedback from the Public Open House was summarized and, on June 11th, 2019, a draft of the summary document was emailed to attendees to allow participants an opportunity to review the document and provide additional comments. Comments from the Public Open House, including any additional comments received by email, are listed in Attachment 1.

Link to Strategic Plan

The development of Library Square supports the following Strategic Plan goals and key objectives by supporting an exceptional quality of life for all in its accomplishment in satisfying requirements in the following key objectives within these goal statements: investing in sustainable infrastructure, celebrating and promoting our culture, encouraging an active and healthy lifestyle; and strengthening the fabric of our community.

Enabling a diverse, creative and resilient economy in its accomplishment in satisfying requirements in promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business.

Alternative to the Recommendation

None

Conclusions

On the basis of the consultant and Town Staff's recommendations to find a balance between good design, costs, and accommodating additional parking demand, and input from the public, Option 2B is recommended as the preferred parking Option. The implementation of this option will cost approximately \$93,000. The cost of the design Option 2B would be funded from the Church Street budget for Library Square.

The consultant further recommends consulting with York Region Transit on Option 2B, as well as the proposed perpendicular parking on Victoria Street. Finally, with respect to the design of the parking lot on the north-east side of the site, the consultant recommends, where possible in the site design, to reduce hardscaping and create additional space for trees and landscaping.

Attachments

Figure 1: Existing Context and 'Do Nothing' Option

Figure 2: Option 1

Figure 3: Option 2A

Figure 4: Option 2B

Attachment 1: Public Feedback Summary

Previous Reports

Special Meeting of Council Report No. PDS19-018, dated March 21, 2019.

Pre-submission Review

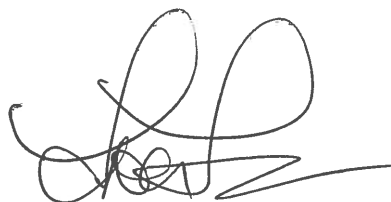
Agenda Management Team Meeting review on June 28, 2019.

Departmental Approval

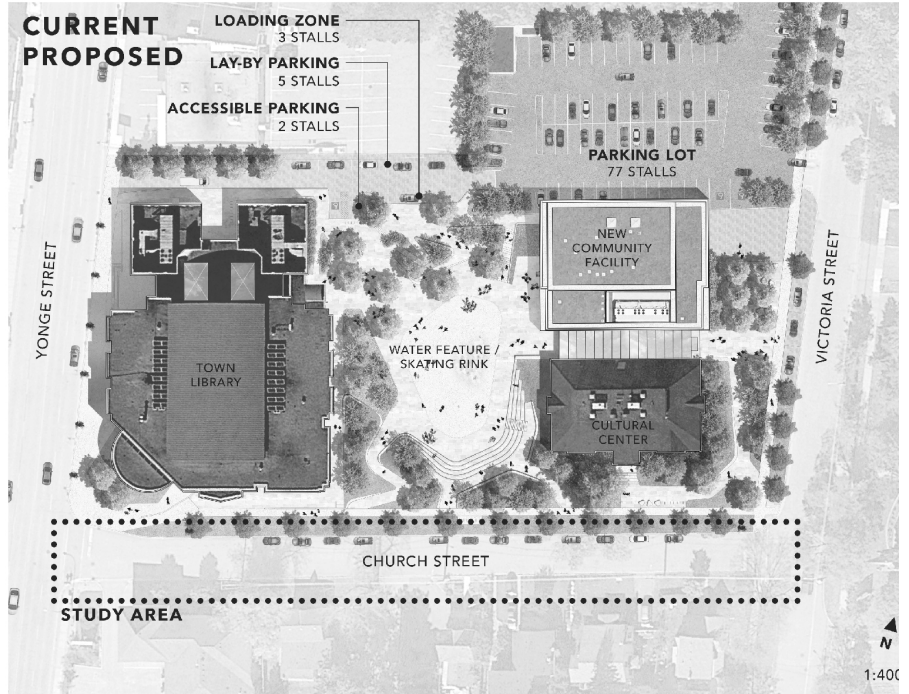
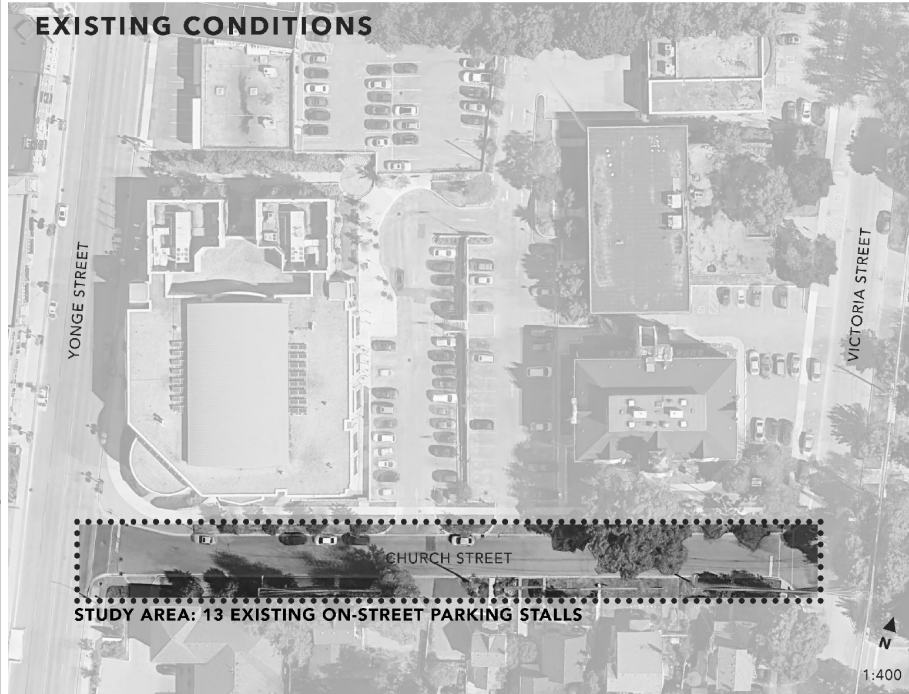


**David Waters, MCIP, RPP
Director
Planning and Development Services**

Approved for Agenda



**FOR Doug Nadorozny
Chief Administrative Officer**






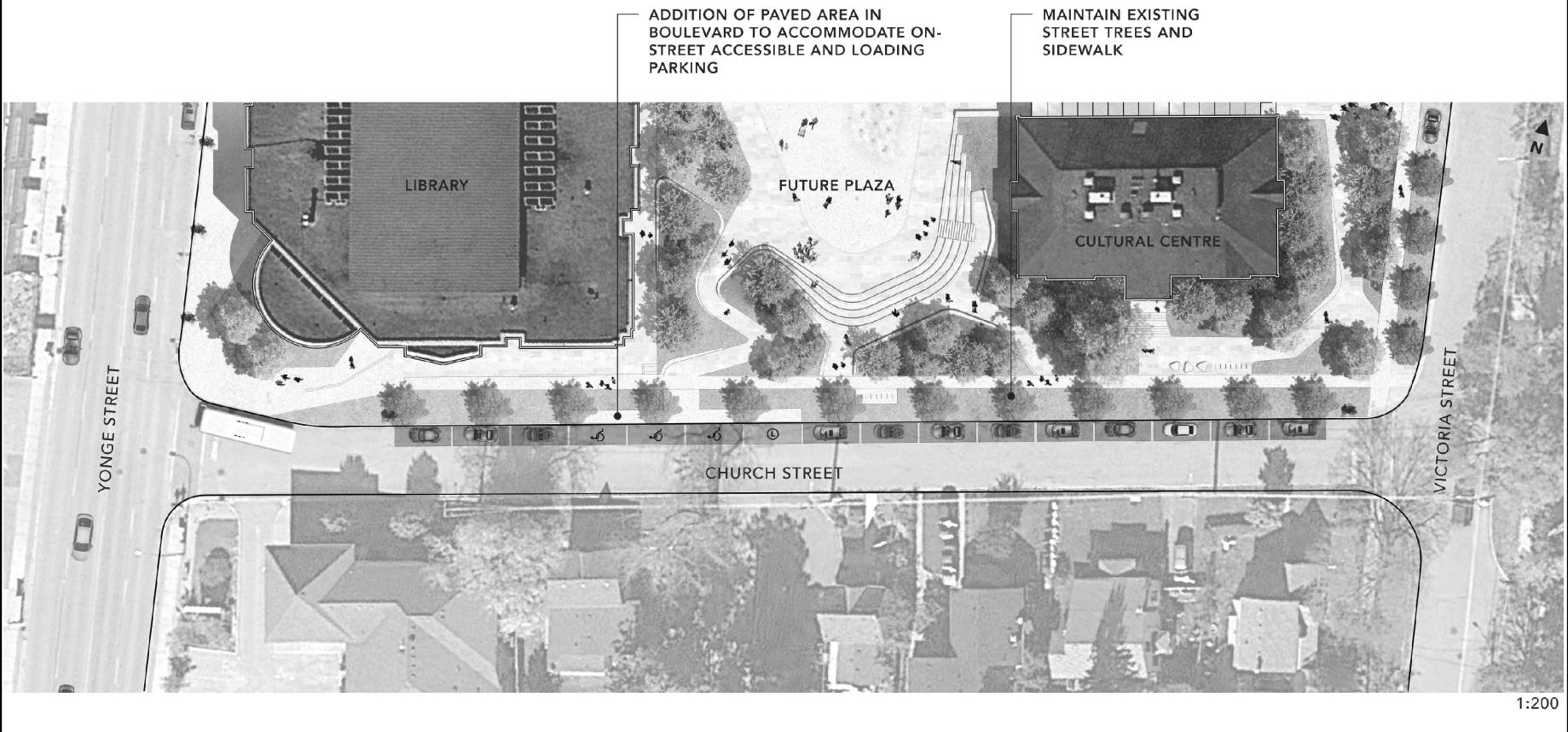
“DO NOTHING” OPTION

FIGURE 1



16 STALLS TOTAL:

-  12 ON-STREET STALLS
-  3 ACCESSIBLE STALLS
-  1 LOADING STALL



OPTION 1

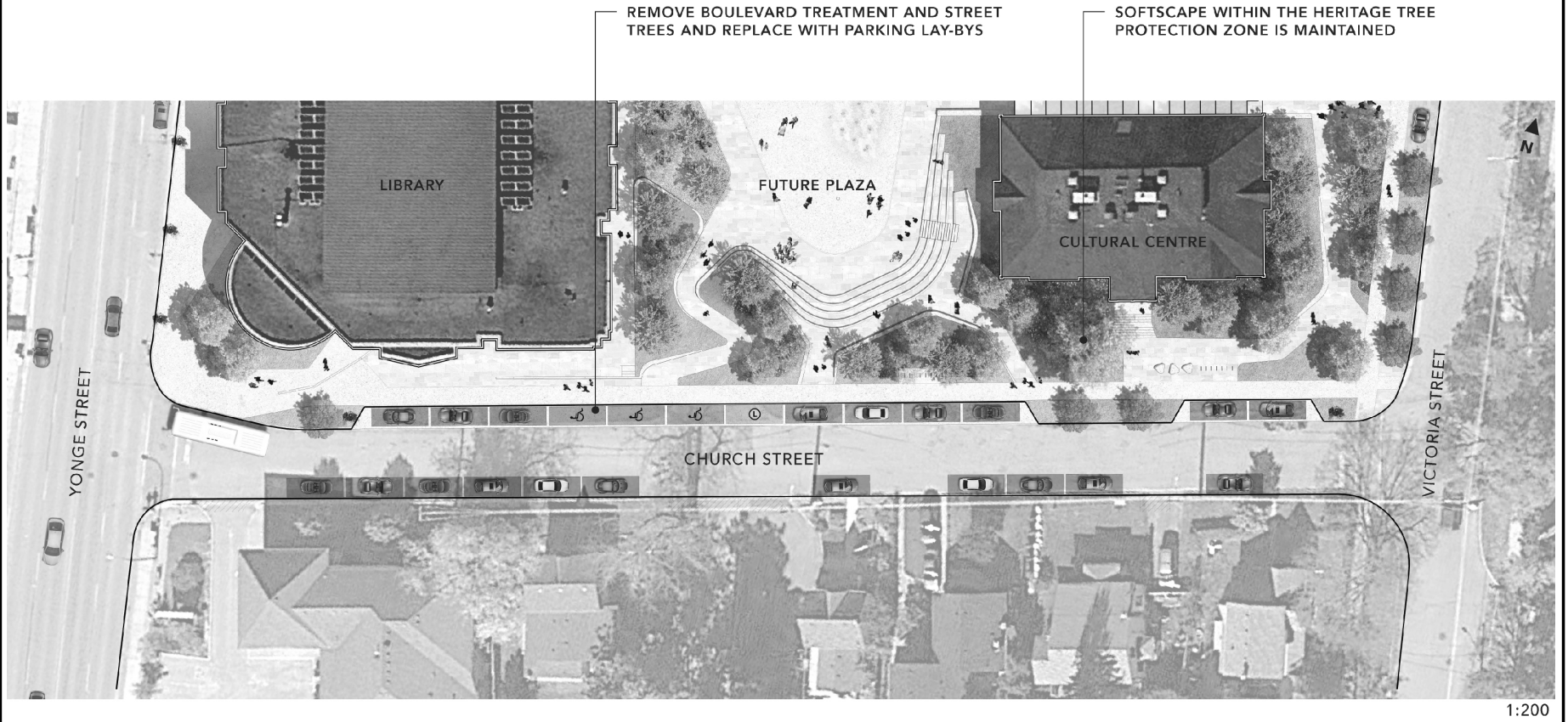
FIGURE 2



Map created by the Town of Aurora Planning & Development Services Department, June 18, 2019. Base data provided by the Planning Partnership

24 STALLS TOTAL:

- 9 LAY-BY STALLS
- 11 ON-STREET STALLS
- 3 ACCESSIBLE STALLS
- 1 LOADING STALL



OPTION 2A

FIGURE 3



Map created by the Town of Aurora Planning & Development Services Department, June 18, 2019. Base data provided by the Planning Partnership

- 21 STALLS TOTAL:**
- 3 LAY-BY STALLS
 - 14 ON-STREET STALLS
 - 3 ACCESSIBLE STALLS
 - 1 LOADING STALL



OPTION 2B

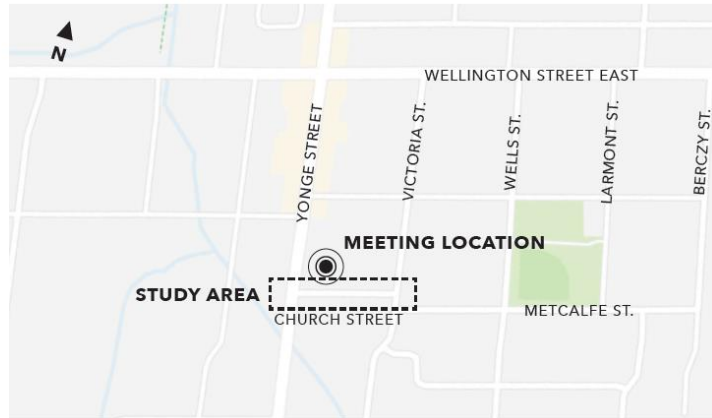
FIGURE 4



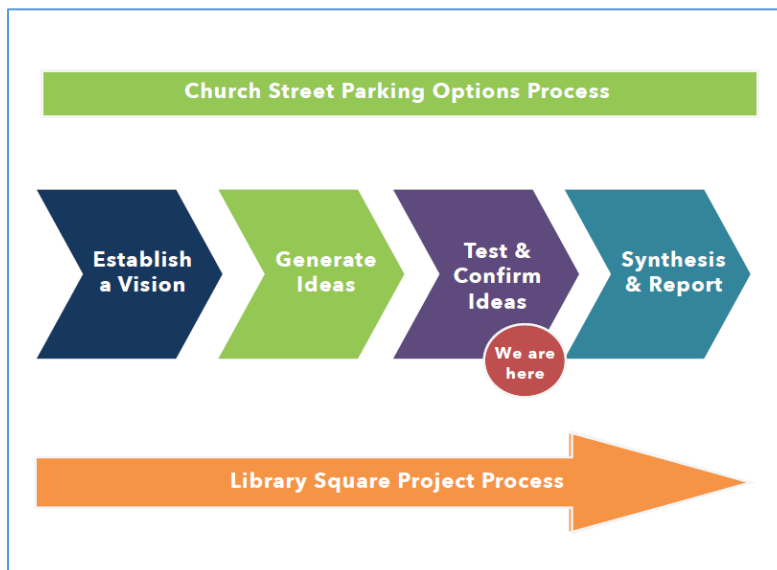
**Church Street Parking (Library Square)
Public Open House Summary**

Event Overview

The Town of Aurora and the consultants hired on behalf of the Town (The Planning Partnership and BA Group) hosted a Public Open House on Thursday May 23rd, 2019 at the Aurora Public Library (15145 Yonge St, Magna Room). The purpose of the Public Open House was to provide information about the review process, introduce potential options to modify the Church Street right-of-way as part of the Library Square redevelopment, and seek feedback from the public.



The Public Open House included display boards containing information on the Parking Options, which were prepared by the consultant team and Town of Aurora staff. In addition to the consultant team, staff from Planning, Corporate Communications, and Transportation Services were present at the community meeting to answer questions from the public.



Approximately 15 members of the public attended the Public Open House, many who reside or own businesses in the area. Attendees provided feedback by speaking directly with staff, by writing their comments on sticky notes (see photos below) or on a comment card.

Parking Options

Four parking options were presented to the public. The first option was a ‘Do Nothing’ option (see Figure 1). This Option maintains existing on-street parking permissions on the north side of Church Street, retains existing street trees in the boulevard and the position of the existing sidewalk. With the redevelopment of the Library Square site, this Option could provide 3 to 4 additional on-street parking on the north side of Church Street. In total, this Option could see a total of 16 on-street parking stalls (13 of which are existing).



Figure 1: “Do Nothing Option”

Option 1 (Figure 2) proposes a slight modification to the “Do Nothing” option by adding a paved area in the boulevard to accommodate three on-street accessible spaces and one on-street loading space. In total, Option 1 could see a total of 12 on-street parking stalls, 3 accessible stalls, and 1 loading stall for a total of 16 (13 of which are existing).



Figure 2: Option 1

Public Feedback:

- This option is preferable as it maintains the existing street trees;
- Consider a secondary entrance to the south-east corner of the library for easier access from Church Street;
- Widen the intersection at Yonge Street and Church Street to accommodate bus turning movements;
- Focus on changing behaviours and get people walking rather than adding more parking spaces for cars;
- Consider converting on-street parking on Yonge Street to a 15-minute drop off to take advantage of the accessibility ramp connecting to the west entrance of the Library; and
- Make sure there are enough drop-off spots per building (Library, Cultural Centre, and the new Community Facility).

Option 2A (Figure 3) removes the boulevard treatment and street trees on the north side of Church Street and replaces them with parking lay-bys. A softscape area is provided within the heritage tree protection zone. On-street parking is provided on the south side of Church Street. In total, Option 2A could see a total of 9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall for a total of 24 stalls.

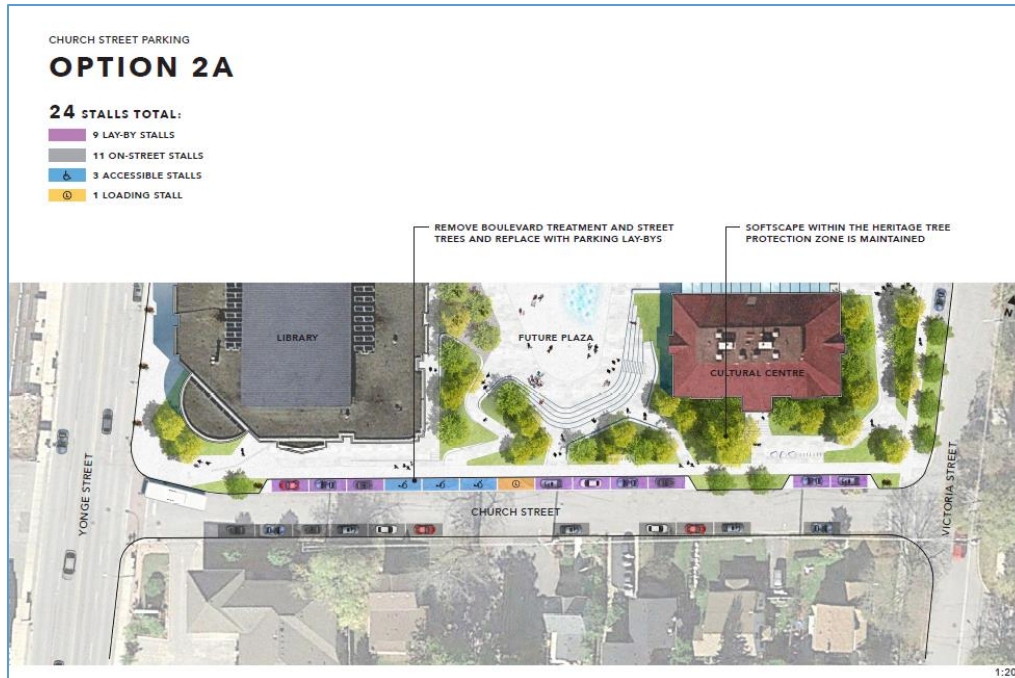


Figure 3: Option 2A

Public Feedback:

Option 2A

- Like pathways through the site that connect to places and streets;
- Consider moving the existing bus stop at Church Street and Yonge Street to a safer location;
- Limit street parking on Yonge Street;
- Consider changing Church Street to one-way movement;
- Take away the left turn movements from Church Street onto Yonge Street to promote safer vehicular and pedestrian movement at this intersection;
- Consider ‘bump-outs’ along the layby to provide space for street tree plantings;
- Provide 2 loading and drop-off/pick-up spaces;
- This option changes the character of houses on the south side of Church Street. Clarify if the houses are offices or homes. The use makes a difference in terms of the level of impact;
- There are not enough parking spots or enough room for emergency services;
- There is currently a lot of through traffic on Church Street;
- Parking on the south side of Church Street will increase pedestrian movement in a south-north and north-south direction across the street. Make sure there are plenty of safe pedestrian crossing;
- Do a survey to see where cars in the library parking lot are currently coming from and consider parking study on a Sunday to monitor church activity in the parking lots and on on-street parking;

- Try Option 2A without parking on the south side of Church Street. Could monitor and implement on-street parking later, if additional parking is required;
- Option 2A looks good. If issue with south side go to option 2B;
- Make the landscaping and building a learning experience for kids; and
- Undertake an analysis of turning movements and traffic flows from existing and new uses.

Option 2B (Figure 4) removes the boulevard treatment and street trees on the north side of Church Street, west side, in front of the Library and replaces them with parking lay-bys. The boulevard treatment, including street trees, in front of the cultural centre and the plaza will be maintained. On-street parking is provided on the south side of Church Street in front of the businesses only (west side of Church Street), mirroring the lay-by stalls on the north side of the street. This option also limits on-street parking on the south side of Church Street in front of the residences. In total, Option 2B could see a total of 3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall, for a total of 21 stalls.



Figure 4: Option 2B

Public Feedback:

- Option 2B is a good compromise that saves trees.
- Option 2A is preferable over option 2B. If you change the design of the road and boulevard, do it all, not just half the plan (in 2A);
- Consider a parking study on Sundays to monitor Church activity and parking needs;
- Consider the possibility of allowing food trucks and vending machines in or near the square;

- Put a bin/book drop off spot on Yonge St. near the Library Square entrance;
- Consider speed bumps as a traffic calming measure on Church Street;
- This option is preferable because it introduces traffic calming with parking on both sides of the street;
- Consider changing the bus route on Church Street with this option;
- Church Street has significant landscaping on Victoria Street. Mirror this landscape treatment on the west side of Victoria Street;
- By not providing parking, it is an incentive for people to walk to the site;
- Consider a dedicated pedestrian crossing at Church Street and Yonge Street Parking
- More cars parked on Church Street is not acceptable.

General Feedback from the Public on the Parking Options

- Street parking on Church Street creates sightline issues at the corner going around the church;
- For aging people it will be difficult because they have to walk a far distance to the entrance of the library;
- Parking on Church Street will make it more dangerous to get out of cars, especially if someone has children;
- With the new plan, many people that only want to return books will have to park farther, whereas now they only park in front of the door and immediately come back;
- Consider traffic calming on the laneway using different paving materials or a gate;
- Library needs a loading space near the north entrance;
- Concern not enough parking in any option to service combined draw of Library, Cultural Centre and events at Library Square;
- Concerns about the total number of parking spaces in the parking lot.
- There is the potential for more public parking in the lot south of the creek, where there is currently a sales office;
- Make sure the laneway is 1-way movement only;
- Consider controlling turning movements and traffic on Church St during peak hours;
- Closest wheelchair parking spots should be under cover;
- Introduce traffic calming on Victoria Street;
- Make Victoria Street one way with angled parking;
- Keep trees; do not take out existing landscaping;
- Place Library book return drop-off close to the driveway (laneway, north side);
- Permeable pavers should be used for the parking lot to address runoff and stormwater flows;

While the intent of the Church Street Public Open House was to solicit feedback from the public on the design options for this street, members of the public also provided more general comments on the Library Square Plan and surrounding context. These comments are listed below:

- Consider shifting some indoor programming from the Library into the Square;
- Make it an inclusive space for people of all ages and abilities;
- When buses travel on Church Street there is currently not enough space for cars going in opposite direction;
- Change bus route because Church Street is not narrow enough;
- Project would help revitalize Yonge Street and bring new development to the area;
- The plaza should be enclosed for year round activities;
- The plaza will become a skateboard park; consider a skateboard park in Town Park;
- Consider parking limits (1 hour)
- As population increases, more people come to the neighborhood and will increase traffic congestion;
- The corner of Church Street and Victoria street is congested, there are accidents at this intersection;
- Extend bridge structure to provide “carport” style cover (snow and wheelchairs don’t mix);
- Create a walking path from Berczy Street to Library Square to connect to the Metrolinx parking lot;
- This project would help retailing to Yonge Street and bring development to the area;
- Accessibility pathways seem to be limited and there may be issues arising at the "new" North Laneway to Yonge Street;
- Infrastructure to deter cars, like traffic buffers, to create single accessibility purpose lanes to the front doors of the library and from Victoria Street. The same can be applied to the corner of Church Street and Yonge Street, and for bicycle paths to the library;
- Reduce the number parking areas to reduce emissions, pollution and noise to the public;
- Put pedestrian weather protection on the front doors of the Library and/or Cultural Centre. Pedestrian weather protection is especially helpful for seniors, those who have accessibility needs and those who need assistance, reduce costs run for snow and ice clearing and provide protection from the sun & rain;
- A green friendly area should not be all concrete;
- We always want to encourage walking and cycling; and
- Reducing traffic congestions and pedestrian is a major concern. Drop-off access points are critical based on people’s routes and behaviours. The goal of the area is to make it Town friendly and to complement Town Park in this urban area.

Questions and Answers

- Are there bicycle racks in front of the library?
 - *Bicycle racks are currently located at the parking lot entrance off of Church Street. Bicycle racks will continue to be provided for the Library and as part of the comprehensive re-design of the site.*

- Where are emergency routes in the three parking scenarios?
 - *The fire access route for the existing building at 22 Church Street and the proposed addition will be from Church Street, with access to the fire hydrant at this location. The Fire Truck Access to the site is from the surrounding streets.*

- With the amphitheatre right at Church Street, will there be sufficient room for a snowplow to operate on the right-of-way and will it be wide enough to accommodate a wide front end plough? The road seems to be less 9m wide.
 - *The amphitheatre does not encroach into the Church Street right-of-way. Any modifications to the design of the Church Street right-of-way would need to meet the minimum standard in the Town's Design Criteria Manual, where the pavement width for residential streets is between 8.0 to 8.5 metres. The pavement widths outlined in The Town's Design Manual are designed to accommodate snow plow operations.*



**Town of Aurora
General Committee Report**

No. PDS19-015

Subject: Municipal Stormwater Funding Approach
Prepared by: Anca Mihail, Manager of Engineering and Capital Delivery
Department: Planning and Development Services
Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-015 be received for information; and,**
- 2. That this report satisfy Council's conditional budget approval for Capital Project No. 42059 – Storm Sewer Reserve Fund and Rates Study, in the amount of \$100,000.**

Executive Summary

The purpose of this report is to inform Council on the completion and recommendations of the Stormwater Financing Study and to satisfy Council's conditional budget approval for Capital Project No. 42059.

This study was undertaken by DFA Infrastructure International Inc. to review the Town's current stormwater funding approach, identify, assess and evaluate new alternative funding approaches, and recommend an approach that will ensure that the Town's stormwater program is funded in a sustainable manner from a source that is dedicated, stable, predictable and fair.

- Aurora's stormwater program needs sustainable funding for infrastructure improvements;
- A number of municipalities and their stormwater funding options were analyzed;
- The Town implemented the Tiered Flat Rate for stormwater funding in 1998 with good results, and since then, Aurora has a dedicated and sustainable funding source for stormwater infrastructure;
- For the long term, the Town should consider a more equitable funding option (e.g. the development intensity approach); and,
- Implementation of a stormwater incentive program is not recommended at this time.

Background

In 1998, The Town of Aurora established a stormwater reserve funding approach, consisting of a “tiered” flat rate, to support the cost of operating, maintaining and upgrading stormwater infrastructure.

This approach removed the responsibility of funding the Town’s stormwater management program from the property tax bill and established a user fee that is now placed on a customer’s water bill as a monthly charge for residential properties (which includes condominiums), or monthly charge per water meter for industrial, commercial and multi-residential properties.

This stormwater reserve funding approach applies separate cost formulas to either residential or industrial/commercial/multi-residential areas within the municipal boundary. Based on a pro-rated adjustment of the original residential/ICI split, stormwater rates have increased through the years. Annual adjustments are made to accommodate both increases in budget and increases in housing units/ICI properties.

The Town’s 2019 monthly stormwater rates are \$5.44 for residential (including condominiums) and \$69.08 per water meter for commercial, industrial and institutional properties.

There were 18,000 residential and 600 non-residential stormwater accounts in the Town at the end of 2018. Stormwater funds generated from these accounts are credited into the stormwater reserve, which are then used to fund all stormwater related operating and capital expenditures. It is the Town’s policy to strive for a target stormwater reserve balance of twice the annual average reserve draw that is needed over a 10-year forecast period.

In December 2016, the Town of Aurora retained DFA Infrastructure International Inc. to undertake a Stormwater Financing Study and review the Town’s stormwater funding approach to ensure that the Town’s stormwater program is funded in a sustainable manner for the next decade.

Analysis

Aurora's Stormwater Program needs sustainable funding for infrastructure improvements

The Town of Aurora has completed a Comprehensive Stormwater Management Master Plan (CSWM-MP). The CSWM-MP has been prepared in support of the Lake Simcoe Protection Plan (LSPP). The CSWM-MP has developed a stormwater program that will:

- improve water quality including the reduction of phosphorous found in the Town's stormwater;
- reduce flooding and its impacts within the Town;
- support storm water runoff volume reduction and well head protection measures within the Town;
- reduce stream erosion within the Town.

The Town of Aurora is also nearing completion of its Stream Management Master Plan (SMMP). This master plan is in alignment with the CSWM-MP. The SMMP is developing a program to reduce stream erosion and flooding within the Town.

The CSWM-MP and the SMMP will make the Town more resilient to climate change. Town of Aurora, like other municipalities across Ontario and Canada is seeking to deliver a comprehensive stormwater management program that takes into account among other stressors the variations and changes due to climate change. Because of climate change, storms are occurring at a greater frequency and intensity. Other changes taking place include variations to seasonal water flows, increased winter flows, more frequent and severe freezing/thawing cycles, decreased lakes' ice cover and increased pollution.

Like other municipalities across Ontario, Aurora is seeking a way to generate sustainable funding for its stormwater management program, to be able to address the significant need to adapt its stormwater infrastructure to the challenges and stressors resulting from development and climate change.

To address the need for this, many municipalities have turned to treating stormwater management as a utility, much like water and wastewater. Traditionally, stormwater services have been funded using several mechanisms including: development charges, cash-in-lieu compensation, perpetual maintenance fees, infrastructure renewal levy, local improvement charges and property taxes. Each funding program is different, each

with its own advantages and disadvantages. The key in funding stormwater management programs is to find the most effective approach for a specific community and to fund it sustainably over the long term.

Taking into account the Town's aging municipal stormwater infrastructure and the challenges and stressors of climate change, the forecasted capital and operating costs for Aurora's stormwater infrastructure will more than double over the next 10-year period.

A number of municipalities and their stormwater funding options were analyzed

The Town's Consultant analyzed a number of municipalities in Ontario and their funding approach for the stormwater capital and operating costs. Stormwater management costs per capita range from \$17 to \$51 with the Town being approximately in the middle with \$36. We should note that when comparing municipalities' stormwater cost/capita, this indicator does not provide insight into the state of a municipality's stormwater infrastructure, or whether the municipality's stormwater objectives are being satisfied. However, the comparison shows that the Town's current stormwater costs, as measured on a per capita basis, are in line with other municipalities.

In addition, a previous comparison of 42 municipalities in Canada, completed by the Town of Newmarket, suggests that a healthy per capita stormwater budget is approximately \$45 to \$50.

Municipalities in Ontario use a variety of approaches for recovering costs related to stormwater management. Presently, many Ontario municipalities have either recently completed or are in the process of completing a review of their stormwater funding approach and rates.

However, at present, the most common or conventional form of stormwater funding approach used by Ontario municipalities is the General Property Tax Base which means that stormwater projects will compete with other municipal priorities for funding.

Since 1998, Aurora removed the responsibility of funding the Town's stormwater infrastructure from the property tax bill and established a user fee, creating a dedicated, stable and predictable funding option for this type of infrastructure.

The Town's Consultant undertook an evaluation of other funding options available as presented in the Attachment #1 – Evaluation of Funding Options.

When evaluating these options, it is noted that the more fair and equitable a funding option rated, the greater is the administration effort and staff resources needed to implement and administer it. The flat fee method is the easiest to calculate and administer, but it is the least fair. On the other end of the spectrum, charging a fee based on actual imperviousness of a property (the variable rate) is the fairest approach, but it would be very labor intensive and complicated to calculate the fee and administer the program.

The Town implemented the Tiered Flat Rate for stormwater funding in 1998 with good results, and since then, Aurora has a dedicated and sustainable funding source for stormwater infrastructure.

The Tiered Flat Fee is a stormwater charge based on categorization of properties. This funding option is also a dedicated and sustainable funding source for stormwater related costs. However, depending on the basis of the categorization of the properties, and the method in which the tiers are established, the Tiered Flat Fee could be as simple to administer as a Flat Fee, if the categorization is based on a property's use such as residential/non-residential, or as administratively challenging as the Variable Rate funding option if the categorization is based on the property's total measured impervious area.

Town's Tiered Flat Fee (Rate) categorizes customers into residential and non-residential customers. As mentioned above, this funding approach sets a flat charge based on specific characteristic of each property which in the Town's case is the property land use/zoning.

Under the Town's current approach, all residential properties get the same stormwater charge and all non-residential properties get the same stormwater charge. The Tiered Flat Rate based on property use has the main advantage that is easy to administer with minimal set-up and administration costs.

As highlighted before, there are a number of ways in which a stormwater user fee can be calculated. The chosen method is dependent on each community, its resources and capacity, land base and the intended use of the revenue.

Staff recommends that the current approach continue in the short term, however, the level of fairness of this funding option will worsen as storm water costs begin to materially increase over the coming years. The extent of the required increase to storm water rates will be discussed and approved as part of the 2020 budget process.

For the long term, the Town should consider a more fair funding option (e.g. the Development Intensity Approach)

The Town should strive to ensure that its stormwater funding methodology be fair and equitable in its recovery of these costs from the Town's property owners while at the same time keeping the administration and complexity of this recovery process as reasonably simple as possible. In Attachment #1, "Evaluation of Stormwater Funding Options", it can be seen that the most fair and equitable options are the ones that take into consideration the area, imperviousness and the runoff of a certain property, however they are the most labor intensive requiring significant staff resources to administer.

Consultant research to date indicates that a storm water cost recovery model that would be worth considering in the longer term would be the Development Intensity Approach, which is relatively easy to administer and more fair than a Tiered Flat Fee approach based on zoning or property categorization.

A "Development Intensity" approach is a "tiered" rate system based on type of property (runoff level group) and property size. Properties are divided in 3 groups: low runoff level group (i.e. estate residential and parks), medium runoff level group (i.e. residential, multi-residential and institutional), high runoff level group (i.e. industrial and commercial), and the charge is based on the group's runoff level and the property's area.

With this model, a small business would not be charged as much as a large business because of the size of the property. Equally, measuring every property is not required because the average imperviousness of the runoff level group is used to calculate the charge. This model balances simplicity and fairness since properties are charged what they should be charged, yet it is not overly costly to administer.

However, this model is significantly more complex to create and maintain than the Town's current tiered flat rate. The implementation of Newmarket's stormwater charge based on Development Intensity Approach was an iterative process. Through trial and error, the Town developed a model to sort 27,000 properties into three groups. The first step was to build the model to classify properties; the second step was to verify the results of the model. If the results were not sufficiently accurate, staff returned to improving the model. Once the results were sufficiently accurate, the final step was to develop a software program to automate the process.

Should its conditional approval be lifted, staff will utilize the available funding from capital project number 42059, to retain an Engineering Consultant, part of the second phase of the project, to lead the implementation process of a new, fairer, stormwater funding approach that includes:

1. A technical component to establish the runoff level groups for the Town, grouping Town's properties into runoff level groups, calculating the average imperviousness for each group, establishing the resulting runoff group rates and then the stormwater charge for each property.
2. A communication strategy which includes consultation with the public on the need for a stormwater rate change/upgrade and the rate structure and report back to Council on the public input.
3. Presentation to Council of the final rate structure and timeline for implementation at project completion.

Implementation of a stormwater incentive program is not recommended

A stormwater incentive program can take two forms:

1. **A credit program** – property owners receive a rate reduction (called credit) on their stormwater charge based on some eligible stormwater management mitigation measures implemented on their property (e.g. back yard trees, rain barrels, rain gardens, permeable driveways etc.)
2. **A rebate program** – property owners are provided with a one-time payment (subsidy) to implement beneficial measures on their property, such as a refund of a portion of the cost of the rain barrel.

The most common incentive programs offered by the municipalities are credit programs or rate-reduction programs.

The main disadvantages of an incentive program are:

- It is labour intensive with very high administration work involved in communication, annual administration and monitoring of the program. This will necessitate increased staff resources; and,
- An incentive program could reduce significantly the stormwater revenues.

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An incentive program it is not recommended for consideration at this time due to its high administration work that will necessitate additional staff resources. In addition, an incentive program could reduce significantly the stormwater revenues.

Advisory Committee Review

Not Applicable.

Legal Considerations

Not Applicable.

Financial Implications

This report satisfies Council's conditional budget approval for Capital Project No. 42059 – Storm Sewer Reserve Fund and Rates Study, for \$100,000.

Should Council lift the conditional approval of Capital Project No. 42059 – Storm Sewer Reserve Fund and Rates Study, for \$100,000, staff will proceed to select an Engineering Consultant to lead the Town's implementation process of a new, fairer, stormwater funding approach.

Communications Considerations

Should the Town move to a new approach, a communication strategy which includes consultation with the public on the need for a stormwater rate change/upgrade and the rate structure will take place. A subsequent report on public education and engagement will be brought before Council for review.

Link to Strategic Plan

This report supports the Strategic Plan goal of ***Supporting an Exceptional Quality of Life for All*** through its accomplishment in satisfying requirements in the following key objective within this goal statement:

Invest in sustainable infrastructure: Maintain and expand infrastructure to support forecasted population growth through technology, waste management, roads, emergency services and accessibility.

Alternative(s) to the Recommendation

None.

Conclusions

It is recommended that the “Tiered” Flat Rate, based on the property use, continue in the short term. The required increases to these rates will be determined as part of the Town’s 2020 budget process.

In the longer term, it is recommended that the Town adopt a more fair approach for its recovery of storm water service costs from the Town’s property owners using a Development Intensity funding option.

Should Council lift the conditional approval of Capital Project No. 42059 – Storm Sewer Reserve Fund and Rates Study, for \$100,000, staff will proceed to select an Engineering Consultant for the second phase of this project.

Attachments

Attachment #1 – Evaluation of Stormwater Funding Options

Previous Reports

None.

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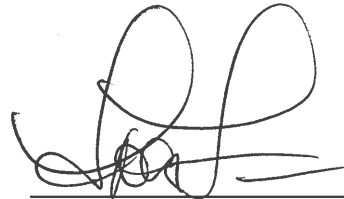
Report No. PDS19-015

Pre-submission Review

Agenda Management Team review on June 27, 2019

Departmental Approval

Approved for Agenda



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

FOR **Doug Nadorozny
Chief Administrative Officer**

EVALUATION OF STORMWATER FUNDING OPTIONS

Principle Funding Option	Fair and Equitable	Dedicated Funding Source	Ease of Administration	Effectiveness Environmental Benefits	Financially Sustainable	Defensible Transparent
Property Tax (Portion of general property tax levy allocated to fund stormwater management)	Low	Low	High	Low	Low	Low
Dedicated Property Tax (A dedicated property tax specifically levied to fund stormwater management)	Low	Medium	High	Low	Medium	Low
Flat Fee (User Fee or Charge) (An equal stormwater user charge imposed on all properties)	Low	High	High	Low	High	Low
Tiered Flat Fee (A stormwater charge based on a categorization of properties)	Medium	High	Medium	Medium	High	Medium
Tiered SFU (Single Family Unit) (Charges based on impervious area characteristics of a typical single family property)	High	High	Low	High	High	Medium
Development Intensity (Unique stormwater charge for each property based on area of property and runoff level group)	High	High	Medium	High	High	High
Variable Rate (All property owners charged based on measured impervious area to reflect runoff contribution)	High	High	Low	High	High	High

ATTACHMENT #1
PDS19-015





Town of Aurora
General Committee Report

No. PDS19-057

Subject: Yonge Street Rail Bridge (Metrolinx) Architectural Cladding Concepts
Prepared by: Adam Robb, Planner
Department: Planning and Development Services
Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-057 be received; and**
- 2. That Metrolinx be advised that Concept 4: Double Fin Curve with Aurora identity signage is the preferred architectural cladding option for the Yonge Street Rail Bridge.**

Executive Summary

This report seeks Council's input to proceed with an architectural cladding option for the Yonge Street Rail Bridge. Metrolinx has presented the Town with two (2) cladding design concepts, each with optional identity lettering/signage for a total of four (4) design options (See Attachment 1).

- The Yonge Street Rail Bridge is owned and operated by Metrolinx.
- The proposed architectural cladding work is part of Metrolinx's Barrie Rail Corridor Expansion (BRCE) project, which will also see an additional bridge with two new tracks added to the north side of the current Yonge Street Rail Bridge (See Attachment 2).
- The Yonge Street Rail Bridge is a local landmark and considered a "Primary Entryway" from the south by the Town's Aurora Promenade Urban Design Strategy.
- Both of the proposed cladding options are considered to be in conformity with the Aurora Promenade Urban Design Strategy - with or without the additional "Aurora" lettering options.

Background

A meeting was held on May 24th, 2019 between Metrolinx and Town Staff to review architectural cladding options for the Yonge Street Rail Bridge. Metrolinx presented two different architectural cladding options, each with optional identity signage (See Attachment 1). It was determined that Council should have consideration into the selection of the final design.

Location

The Yonge Street Rail Bridge is an important community landmark and “Primary Entryway” from the south into the Town and the Aurora Promenade. The Rail Bridge crosses above Yonge Street, approximately 80 metres north of Industrial Parkway.

Analysis

Proposed Cladding Options

Metrolinx presented the Town with two (2) cladding options, each with optional identity signage (such as “Aurora”), for a total of four (4) design options. All of the designs feature simple accent lighting from two floodlights within the side landscape on the south side only (See Attachment 1).

Concept 1 – Vertical Fins

The Vertical Fins option proposes fixed diamond-shaped aluminum extrusion fins gradually rotated to create a subtle colour transition from west to east, from dark to light, symbolizing ‘dawn’ as the meaning behind the name Aurora. One side of the fins is dark bronze anodized, one side is light bronze anodized. The anodized finish is extremely hard and durable, retaining a premium appearance over time. No signage is proposed with this concept.

Concept 2 – Vertical Fins with signage

The Vertical Fins with signage option proposes the exact same material and design style as Concept 1, with the addition of simple, sophisticated, LED backlit identity signage placed on the south side. The signage would be situated on the top ledge of the Rail Bridge, on the right-hand (eastern) portion of the bridge so that drivers coming north into Town can easily view the sign. Note that the concept drawing features

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Report No. PDS19-057

“Aurora” lettering, but this can be modified to say whatever Council chooses. Town Staff believe “Aurora” is the simplest way of generating civic pride and enhancing orientation around the landmark without overcrowding the overpass with too many letters.

Concept 3 – Double Fin Curve

The Double Fin Curve option proposes upper and lower rows of fixed vertical diamond-shaped aluminum extrusion fins gradually rotated to create a large scale curve pattern, similar to the Town of Aurora’s sunrise/dawn logo. The pattern would feature opposite colour transitions from one side to the other. One side would be dark bronze anodized, and the other would be lightly bronze anodized. The anodized finish is extremely hard and durable, retaining a premium appearance over time. No signage is proposed with this concept.

Concept 4 – Double Fin Curve with signage

The Double Fin Curve with signage option proposed the exact same material and design style as Concept 3, with the addition of simple, sophisticated, LED backlit identity signage placed on the south side. The signage would be situated on the top ledge of the Rail Bridge, on the right-hand (eastern) portion of the bridge so that drivers coming north into Town can easily view the sign. Note that the concept drawing features “Aurora” lettering, but this can be adjusted to say whatever Council chooses. Town Staff believe “Aurora” is the simplest way of generating civic pride and enhancing orientation around the landmark without overcrowding the overpass with too many letters.

Planning Considerations

The Aurora Promenade Urban Design Strategy:

The redesign of the Yonge Street Rail Bridge is an opportunity to strengthen the entryway from the south into the Aurora Promenade. Planning is of the opinion that all of the proposed architectural cladding options are consistent with the Aurora Promenade Urban Design Strategy according to the Aurora Promenade Urban Design Strategy, the entryway should act as an identifiable entry and landmark for the Aurora Promenade. The bold yet complementary design of each cladding options will accomplish this objective. Planning Staff are also of the opinion that the redesign of the Yonge Street Rail Bridge should include “Aurora” signage, as a simple means of enhancing orientation and generating civic pride around the landmark and entryway status of the overpass.

Town of Aurora Official Plan:

Planning Staff are of the opinion that each of the proposed architectural cladding options conform to the “Ensuring Design Excellence” objectives of Section 4.0 of the Official Plan by contributing to an attractive and high-quality public realm and landmark that upholds the design excellence for the community. According to Section 4.2 b) of the Official Plan, environments through which people travel should be designed in simple, large-scale, and visually clear manners. Further, according to Section 4.2 c) of the Official Plan, Council shall support urban design that reconciles compatibility with diversity, and avoids both monotony and harsh contrasts. The architectural cladding options achieve these objectives by being aesthetically pleasing from a distance and up close, by day and night. The architectural cladding options balance boldness with compatibility, are responsive of the unique Aurora context, and are also complementary to the existing landscape, which includes large coniferous trees on either side.

Metrolinx advises that the architectural cladding options for the proposed second rail bridge for the second rail track (located just north of the existing rail bridge) will be designed using high-quality materials and finishes, requiring very minimal maintenance. The construction of the overpass is not expected to begin until 2022 at the earliest.

Advisory Committee Review

None.

Legal Considerations

None.

Financial Implications

There are no financial implications as all cost related to the installation of the proposed architectural cladding option for the Yonge Street Rail Bridge will be fully covered by Metrolinx.

Communications Considerations

Communications Staff have confirmed that the font type and serif for the proposed “Aurora” lettering is acceptable based on the Town’s Communications and Design standard.

Link to Strategic Plan

The proposed cladding options support the Strategic Plan goal of ***Supporting an Exceptional Quality of Life for All*** through its accomplishment in satisfying requirements in objective ***Strengthening the Fabric of our Community***.

Alternative to the Recommendation

None.

Conclusions

Metrolinx has proposed two (2) architectural cladding options, each with the option of adding identity signage, for a total of four (4) design considerations for the Yonge Street Rail Bridge for Council to review and select a preferred alternative.

All four of the design options align with to the Aurora Promenade Design Strategy and the Town of Aurora Official Plan. Planning Staff are of the opinion that Option 4 that includes “Aurora” identity signage will better enhance the goals of the Aurora Promenade and Official Plan by enhancing orientation and generating civic pride around the landmark feature.

Attachments

Attachment 1 – Design Concept Options
Attachment 2 – Design Approach Package

Previous Reports

None.

July 16, 2019

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Report No. PDS19-057

Pre-submission Review

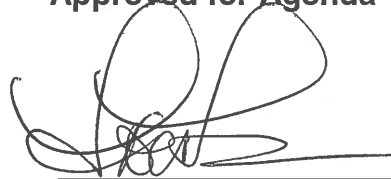
Agenda Management Team Meeting review on June 27, 2019

Departmental Approval



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

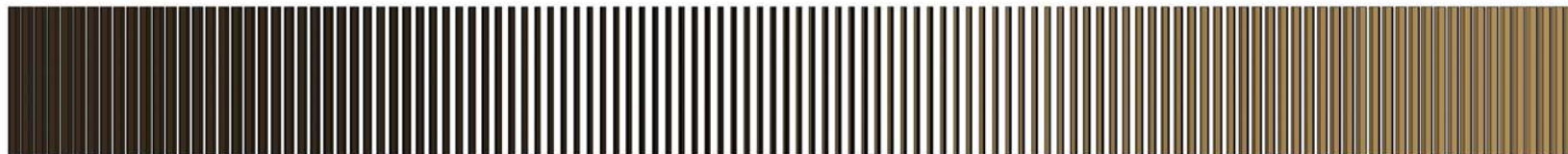
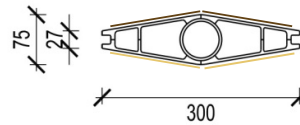
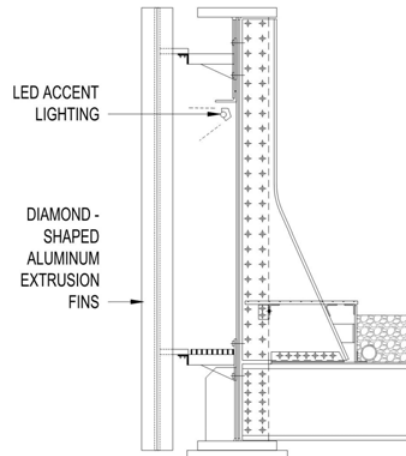
Approved for Agenda



FOR
**Doug Nadorozny
Chief Administrative Officer**

Concept 1: Vertical Fins

- Fixed diamond-shaped aluminum extrusion fins gradually rotate in plan, creating a subtle colour transition from west to east, from dark to light symbolizing “dawn”
- One side dark bronze anodized, one side light bronze anodized
- Anodized finish is extremely hard & durable, retains premium appearance over time



dtah

Concept 1: Vertical Fins

- Daytime view on Yonge Street looking north



Concept 1: Vertical Fins

- Night view on Yonge Street looking north
- Simple accent lighting approach: two floodlights in landscape, south side only



Concept 2: Vertical Fins with sign

- Daytime view on Yonge Street looking north
- Simple, sophisticated identity signage on south side: LED backlit channel letters



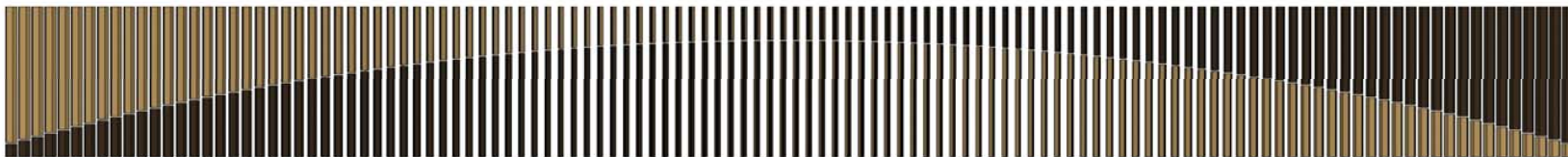
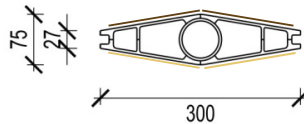
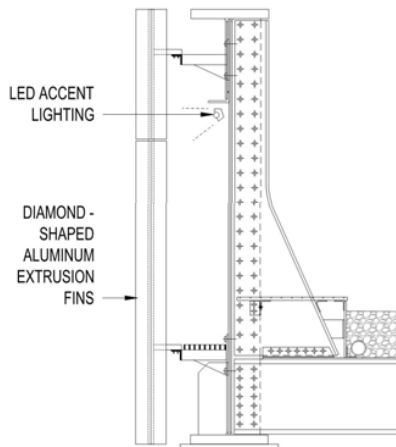
Concept 2: Vertical Fins with sign

- Night view on Yonge Street looking north



Concept 3: Double Fin Curve

- Upper and lower rows of fixed vertical diamond-shaped aluminum extrusion fins gradually rotate in plan, creating a large scale “aurora” curve pattern, with opposite colour transitions from one side to the other
- One side dark bronze anodized, one side light bronze anodized



dtah

Concept 3: Double Fin Curve

- Daytime view on Yonge Street looking north



Concept 3: Double Fin Curve

- Night view on Yonge Street looking north



Concept 4: Double Fin Curve with sign

- Daytime view on Yonge Street looking north



Concept 4: Double Fin Curve with sign

- Night view on Yonge Street looking north



Comparison of Concept 1 and 3 - Day



Comparison of Concept 2 and 4 – Day with sign



Comparison of Concept 1 and 3 - Night

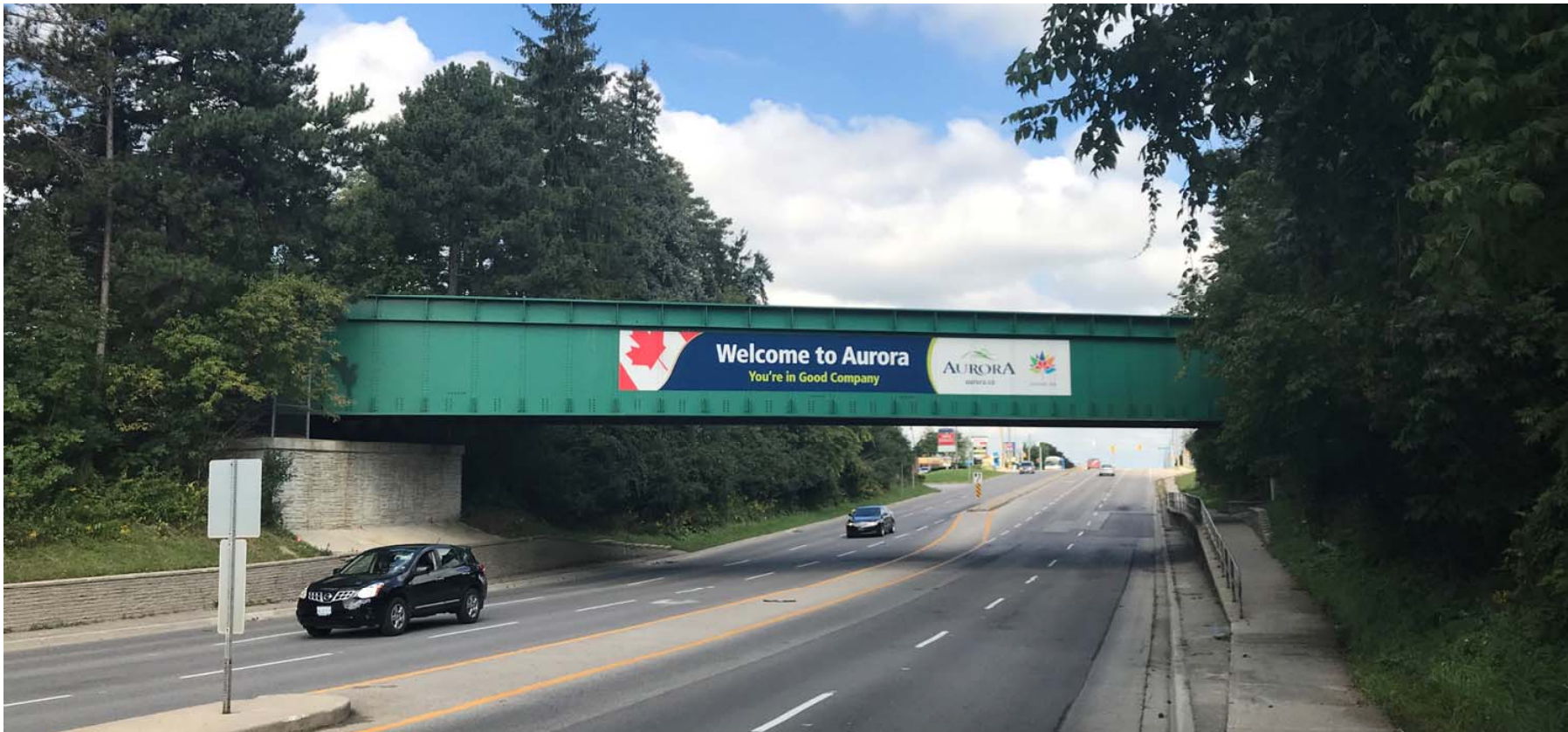


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Comparison of Concept 2 and 4 – Night with sign

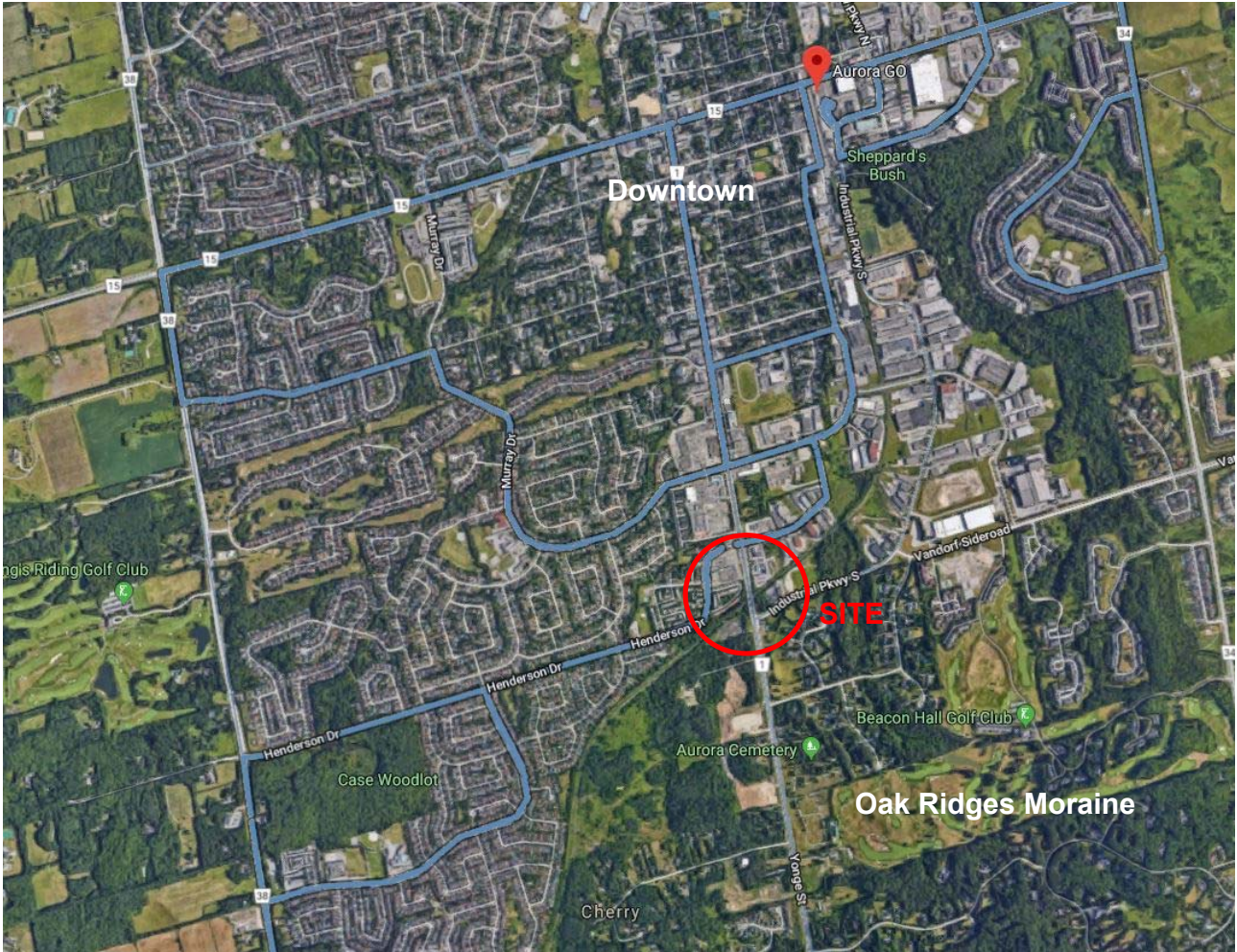


Metrolinx BRCE – Yonge Street-Aurora Rail Bridge Architectural Cladding Concept



Context

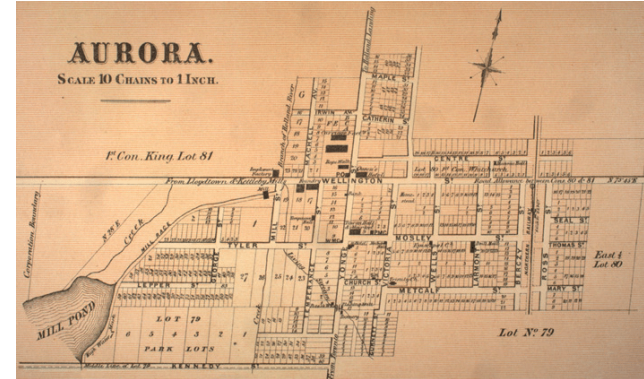
- Location Plan



Context

Local History

- 1795 - first house built at Yonge Street & Catherine Avenue
- Early 1800s - Charles Doan, postmaster, influential in renaming village from “Machell’s Corners” to “Aurora” after Aurora (Goddess of Dawn in Roman mythology)
- 1853 - railway arrives, historic train station opens; Aurora emerges as an important town centre
- 1888 - incorporated as a Town
- 1970 - becomes part of York Region
- Current - thriving urban/suburban centre with big-city amenities & small-town charm



Context

“Aurora” - the name

- Goddess of Dawn in Roman mythology; Aurora renews herself every morning and flies across the sky, announcing the arrival of the sun ...
- Latin word for “dawn”
- “Aurora Borealis” - Northern Lights named by Galileo; atmospheric phenomenon consisting of bands of light that move across the sky in polar regions
- Aurora: the name for various luminous phenomena in atmosphere of planet e.g. Jupiter



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Context

- Aurora: Visual Character



Context

- Yonge Street & Existing Bridge

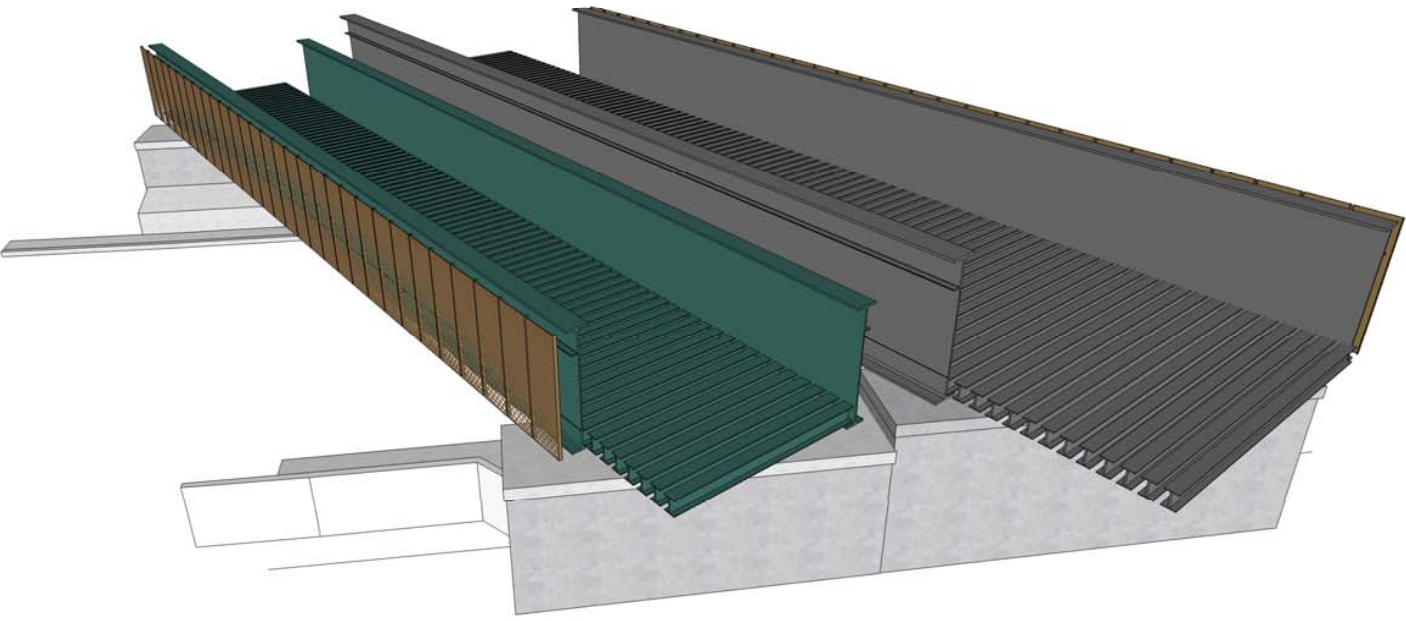


Urban Design Considerations

- Town of Aurora Planning comments
- The railway overpass should act as the south entry into “The Aurora Promenade”, as well as become a landmark of the Promenade
- The overpass is an ideal location for signage that identifies the entrance to The Aurora Promenade



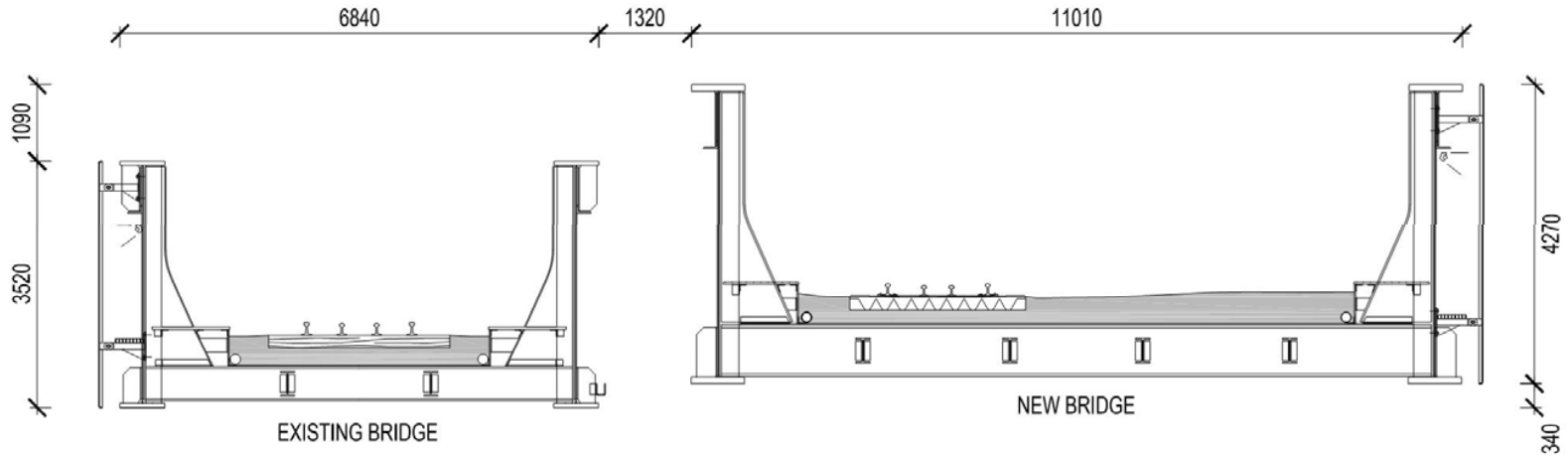
3D Model Base



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Bridge Cross Section

- Looking west



Design Approach

- Cladding design should work aesthetically from a distance and up close, for drivers and pedestrians, by day & by night
- Develop a design that responds to its unique Aurora context, and provides a distinctive new landmark at the south entry point to “The Aurora Promenade”
- Develop a design in line with Metrolinx’s brand and DX principles: bold, expressive, contemporary design with a sense of movement
- Develop a design with high-quality, durable materials and finishes, requiring minimal maintenance



dtah



**Town of Aurora
General Committee Report No. OPS19-018**

Subject: Improvements to Fleury Park Washroom Facility
Prepared by: Sara Tienkamp, Manager Parks & Fleet
Department: Operational Services
Date: July 16, 2019

Recommendation

- 1. That Report No. OPS19-018 be received; and**
- 2. That this report satisfy Council's conditional approval of Capital Project No. 73242 – Improvements to Fleury Park Washroom Facility in the amount of \$250,000.**

Executive Summary

This report provides information to satisfy the conditional approval of Capital Project No.73242 and seeks Council approval to proceed with design and tender for the replacement of the Fleury Park washroom facility:

- Lake Simcoe Region Conversation Authority (LSRCA) agrees to replacement of the washroom on the existing washroom footprint
- Design will meet current Accessibility for Ontarians with Disabilities Act (AODA) requirements for the building
- Improved storage and separate utility room essential in new facility

Background

Grant approval was received in 2015 through the Canada 150 Community Infrastructure Program to make significant improvements to the Fleury Park washroom. Staff retained a consultant through PRS 2016-46 to redesign the building including architectural, structural, mechanical/electrical works and preparation of tender contract documents.

During the analysis stage of the project, it was found that the existing building had approximately 20 years of life left and the most cost effective business approach was to demolish the building and rebuild, rather than restore it. As such, staff contacted LSRCA to discuss the project, as the building is located within the floodplain. LSRCA

July 16, 2019

Page 2 of 5

Report No. OPS19-018

informed staff that they would not permit the reconstruction of the building on the existing footprint and the building would need to be relocated to another area in the park, outside the floodplain.

Limited space is available to construct a new washroom. Where it could be located would be immediately behind long established residential houses backing onto the park. The repositioning of the washroom facility include the following complications:

- significant change in the underground infrastructure
- increase in budget and extensive timelines required to accomplish the potential relocation

These complications resulted in the Town being unable to meet grant deadlines which resulted in the loss of funding.

Analysis

Lake Simcoe Region Conversation Authority (LSRCA) agrees to replacement of the washroom on the existing washroom footprint.

In 2018, staff continued conversations with LSRCA staff outlining the importance of keeping the washroom in its current location, rationale included;

- Need to rebuild rather than restore, responsible financial decision
- New location would present strong opposition from residents backing onto the park as washroom has been in its current location since park construction in the 1970's and would be in very close proximity to their rear yards
- New location would be further away from park amenities
- New location would require extensive relocation of sewer and water, increased funding and disruption to the park
- Current foundation has not heaved or shifted since original building construction and could be viable for new build, resulting in potential cost savings

LSRCA reconsidered their position and provided the Town with a letter (attached), allowing the washroom facility to be reconstructed on the existing footprint, provided project is submitted to LSRCA for required permits.

Design will meet current Accessibility for Ontarians with Disabilities Act (AODA) requirements for the building.

The current washroom facility was constructed in the mid 1970's and does not meet current AODA standards for accessibility.

The new building will be brought up to current standards allowing for modern upgraded amenities and more importantly, barrier free access to building for all patrons who frequent the multi-use community park.

Improved storage and separate utility room essential in new facility.

One room currently houses the electrical panel and storage for the cleaning supplies for the washroom. Over the years, with the change in programming in the park and increased use, this relatively large room has now become a much needed storage area for the Town's Recreation Division. Secured space in this room is very important as they require storage for supplies to assist in the delivery of their programming, primarily Summer Camps.

Storage of cleaning products, main electrical panel and program delivery supplies in one room is not ideal. The utility room will be divided into two (2) different areas, one (1) for storage and the other as an electrical/mechanical utility room. This division allows for increased staff safety, ease of access and security.

To proceed with detailed design and tendering of the park washroom facility, staff requires approval from Council to proceed as a Single Source in the procurement process.

Advisory Committee Review

Detailed design to be circulated for review and comment.

Legal Considerations

None

Financial Implications

The Improvements to Fleury Park Washroom Facility 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 construction and 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 73242.

Conclusions

Staff recommends that Capital Project No. 73242, Improvements to Fleury Park Washroom Facility be approved.

Attachments

Attachment #1 – Capital Project No. 73242, Improvements to Fleury Park Washroom Facility

Attachment #2 – LSRCA letter

Previous Reports

None.

Pre-submission Review

Agenda Management Team Review on June 27, 2019

July 16, 2019

Page 5 of 5

Report No. OPS19-018

Departmental Approval

Approved for Agenda



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

FOR **Doug Nadorozny**
Chief Administrative Officer

**Town of Aurora
Capital Projects**

Attachment 1

Project	73242 Improvements to Fleury Park Washroom Facility		
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 2, 2019
PROJECT DESCRIPTION:
Provide a brief overview of the project and include the key goals, objectives and performance measures. In 2015 the Town of Aurora successfully submitted an application to the Canada 150 Community Infrastructure Program to facilitate the rehabilitation of the Fleury Park Washroom Facility, which required work to be completed by end of 2017. Parks retained a consultant (PRS 2016-46) to redesign the building, including mechanical, structural, architectural, electrical and contract document preparation. It was found that the building only had approx 20 yrs of viability left and that it would be better to demolish the building and rebuild. To rebuild, required the Town to discuss the project with LSRCA as the building site is directly within the flood plain. At the time, LSRCA was not in support of the project reconstruction, so the project lost grant funding as it was not feasible to
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 building was constructed in the mid 70's and has become very aged/tired and does meet current AODA standards. The building needs to be brought up to current code and amenities upgraded within the washroom areas within this busy multi-use Community Park. The building also has storage to house cleaning supplies but over the years this space has become needed by Town program staff to assist in storage of materials needed to help deliver their programs, primarily summer camps. Ideally, the storage area would be separate from the utility room for safety and ease of access.
PROJECT BENEFITS:
Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits The new facility will be inviting and barrier free for all users. Improvements will provide better infrastructure and increased storage to facilitate the towns demand for additional storage. A new building will have a life expectancy of more than 50 years.
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. Increased cost to maintain structure in safe/functional manner. Not being able to provide an inclusive facility to residents and patrons of the park.

	Budget							
	Total	2019	2020	2021	2022	2023	2024	Future
Expenditures								
Estimated Expenditures								
CONTRACTS	282,100	250,000			32,100			
	282,100	250,000			32,100			
Expenditures Total	282,100	250,000			32,100			
Funding								
Infrastructure Sustainability Reserves								
PARKS R&R RESERVE CONT'N	282,100	250,000			32,100			
	282,100	250,000			32,100			
Funding Total	282,100	250,000			32,100			
Total Over (Under) Funded								

**Town of Aurora
Capital Projects**

Project	73242 Improvements to Fleury Park Washroom Facility		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Gallery

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Town of Aurora

Capital Projects

Project	73242 Improvements to Fleury Park Washroom Facility		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Gallery

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**Town of Aurora
Capital Projects**

Project	73242 Improvements to Fleury Park Washroom Facility		
Department	Operational Services		
Version	Final Approved Budget	Year	2019

Gallery

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Lake Simcoe Region
conservation authority

Attachment 2

www.LSRCA.on.ca

June 14, 2019

Ms. Sara Tienkamp
Town of Aurora
100 John West Way, Box 1000
Aurora, Ontario. L4G 6J1

Dear Ms. Tienkamp

RE: Proposed Washroom Replacement
Fleury Park
1 Community Centre Lane
Town of Aurora, Region of York

Further to our previous discussion, it is our understanding that you are proposing to re-build the Fleury park washrooms in the existing footprint.

The subject property is regulated by the Lake Simcoe Region Conservation Authority (LSRCA) under the *Conservation Authorities Act* due to the susceptibility of flooding during a Regional Storm event.

Based on our review of existing information, we can confirm that replacement of the washrooms in the existing footprint would be permitted subject to the issuance of a permit. In order to obtain a permit under Ontario Regulation 179/06, please submit an application form along with the following information:

1. Detailed site plan showing the location of the existing and proposed structure in relation to other significant features on the property;
2. Cross Section detail confirming the new washroom will be constructed at existing grade.

If you have any questions regarding the above please do not hesitate to contact the undersigned.

We look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink that reads "Rob Baldwin".

For Rob Baldwin
General Manager Planning and Development Services



**Town of Aurora
General Committee Report No. PDS19-036**

Subject: Approval of Capital Project No. 81023 - Urban Design Guidelines for Stable Neighbourhoods Study Area

Prepared by: Andria Sallese, Senior Policy Planner

Department: Planning and Development Services

Date: July 16, 2019

Recommendation

- 1. That Report No. PDS19-036 be received;**
- 2. That the Urban Design Guidelines be presented to a future Council meeting; and,**
- 3. That this report satisfies Council's conditional budget approved in the amount of \$75,000 for work undertaken for Capital Project No.81023 – Urban Design Guidelines for Stable Neighbourhoods Study Area.**

Executive Summary

This report is being prepared in response to Council's conditional approval to proceed with Capital Project No. 81023 to retain consultant services to establish Urban Design Guidelines for the Stable Neighbourhood Study Area (the 'Study Area') (Attachment 1). The purpose of the guidelines would be to implement Official Plan policies, the recently approved zoning by-law (PDS19-039) for Stable Neighbourhoods and to inform the review of new builds and additions within the Study Area.

Staff are requesting that Council lift the conditional approval of funding to complete the Urban Design Guidelines for the Study Area. The guidelines are intended to complement the approved performance standards to the Zoning By-law. The Urban Design Guidelines will be presented to Council at a future General Committee meeting for consideration.

- The Stable Neighbourhoods Urban Design Guidelines for new construction of detached homes and additions will inform the review of development in the Study Area.

Background

At the May 28, 2018 Special Meeting of Council, Planning Staff described how urban design guidelines can be used to coordinate elements that form the built environment and provide direction for future development. In that report, Staff advised that the Town of Aurora Official Plan (Section 8.1.3 d) directs that all development within the Stable Neighbourhood designation may be subject to Site Plan Control, and that Council may use provisions within the *Planning Act* related to Site Plan Control to control, “building materials, colour and architectural detail”. Council directed staff to consider at a future Public Planning Meeting a number of implementation tools under the *Planning Act* for the Study Area, including urban design guidelines.

At the June 27, 2018 Public Planning Meeting, Council directed Staff to amend the Site Plan Control By-law to include all development within the Stable Neighbourhood Study Area. Specifically, that any development within the Study Area equal to or greater than 50m², including proposals for a detached garage, would require Site Plan Approval under subsections 41(4) and 41(5) of the *Act*.

At the Public Planning meeting of September 18, 2018, Council directed Staff to retain a consultant that was experienced with development in mature residential neighbourhoods to provide an information report for a future Public Planning meeting.

In January of 2019, the Town retained The Planning Partnership to peer review the Town’s current zoning standards and best practices to address new builds and additions within the Study Area. Staff summarized The Planning Partnership’s findings in a January 30, 2019 report to the Public Planning Committee. At that meeting, Council directed staff to report back to the March Public Planning with a report on, among other matters, Council-approved Design Guidelines, and to undertake a substantive public outreach program to ensure all affected landowners had a chance to understand and respond to all the changes being proposed to the By-law.

At a March 26, 2019 Council Meeting, Council granted conditional funding approval as part of the Capital Budget to retain a consultant to prepare Urban Design Guidelines for the Study Area.

At a June 11th Council Meeting, Staff received direction to continue work on the Urban Design Guidelines, and to present the guidelines to a future Council meeting.

Analysis

The Stable Neighbourhoods Urban Design Guidelines for new builds and additions will inform the review of development in the Study Area.

In addition to Site Plan Control, urban design guidelines can be a useful tool to help inform the review of new builds and additions, promote compatibility, and encourage built form that is sympathetic to, as well as respects and reinforces, the existing physical character of the surrounding area. The initial scope of consultant work envisioned in the budget included the preparation of Urban Design Guidelines. Through the study process, Council directed Staff to prepare Urban Design Guidelines rather than Architectural Control Guidelines. Urban Design Guidelines allow greater flexibility in building style and materiality, and are more appropriate in the context of the intent of the Stable Neighbourhoods Study.

To reflect this change, Staff have renamed the Capital Project Budget Sheet from “Capital Project No. 81023 – Architectural Design Guidelines for Stable Neighbourhoods” to “Capital Project No. 81023 - Urban Design Guidelines for Stable Neighbourhoods.”

The table in Attachment 3 describes the difference between Guidelines and Zoning. Table 2 lists other municipalities that have undertaken Stable Neighbourhood-type studies that included, among other implementation tools, urban design guidelines.

Ultimately, the goal of the Urban Design Guidelines for Stable Neighbourhoods will be to help mitigate incompatible development and manage growth pressure in the Town’s stable, mature neighbourhoods, while promoting innovation and flexibility in architectural style.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

Table 1 outlines the breakdown of work by phase and the total cost of the project, which is approximately \$61,700.00.

Table 1 - Stable Neighbourhoods Study Budget Breakdown by Phase

Phase/Task	Cost
Phase 1 <ul style="list-style-type: none"> • Background Review; and • Preparation and Finalization of Peer Review Document. 	\$23,400
Phase 2 <ul style="list-style-type: none"> • Review and analyze Town property data; • Prepare Draft Zoning Recommendations; • Respond to specific questions from Council (e.g. height, gross floor area); and • Prepare Draft Urban Design Guidelines, including mapping and graphics. 	\$23,100
Phase 3 <ul style="list-style-type: none"> • Refine Draft Zoning Recommendations; • (respond to specific questions from Council (median vs. mean in calculating Gross floor area); • Prepare and present to the Design; • Review Panel; • Attend meetings to receive feedback from Staff; • Revise and finalize Urban Design Guidelines; and • Prepare presentation and attend Council meeting. 	\$15,200
Total	\$61,700

If approved, Capital Project No. 81023 - Urban Design Guidelines for the Stable Neighbourhoods Study Area - will be funded from the 2019 Capital Budget. Staff anticipate that the proposed budget will be sufficient for the purposes of completing the Urban Design Guidelines.

Communications Considerations

Notice was given to all interested parties in advance of the June 4 recommendation report which presented the Zoning By-law for consideration by Council.

Link to Strategic Plan

Supporting an exceptional quality of life for all through its accomplishment in satisfying requirements in the following key objective within the goal statement of Objective 5 to strengthen the fabric of our community; collaborate with the development community to ensure future growth includes housing opportunities for everyone; and prepare and regularly update the Town's Official Plan and Zoning By-law.

Alternative(s) to the Recommendation

None

Conclusions

The funds for the Stable Neighbourhoods Study were conditionally approved by Council as part of the 2019 Capital Budget.

Staff recommend that Capital Project No. 81023 be approved to ensure that work that has commenced on the Urban Design Guidelines can continue in a timely manner. Town Staff will present the Design Guidelines to Council in the fall of 2019.

Attachments

Attachment 1 – Figure 1 - Stable Neighbourhoods Study Area

Attachment 2 - Capital Project No. 81023 – Architectural Design Guidelines for Stable Neighbourhoods Study Area Budget Sheet

Attachment 3 – Urban Design Guidelines vs. Zoning

Previous Reports

Council Meeting Report No. FS19-007, dated March 26, 2019.

July 16, 2019

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Report No. PDS19-036

Pre-submission Review

Agenda Management Team Review date on June 27, 2019

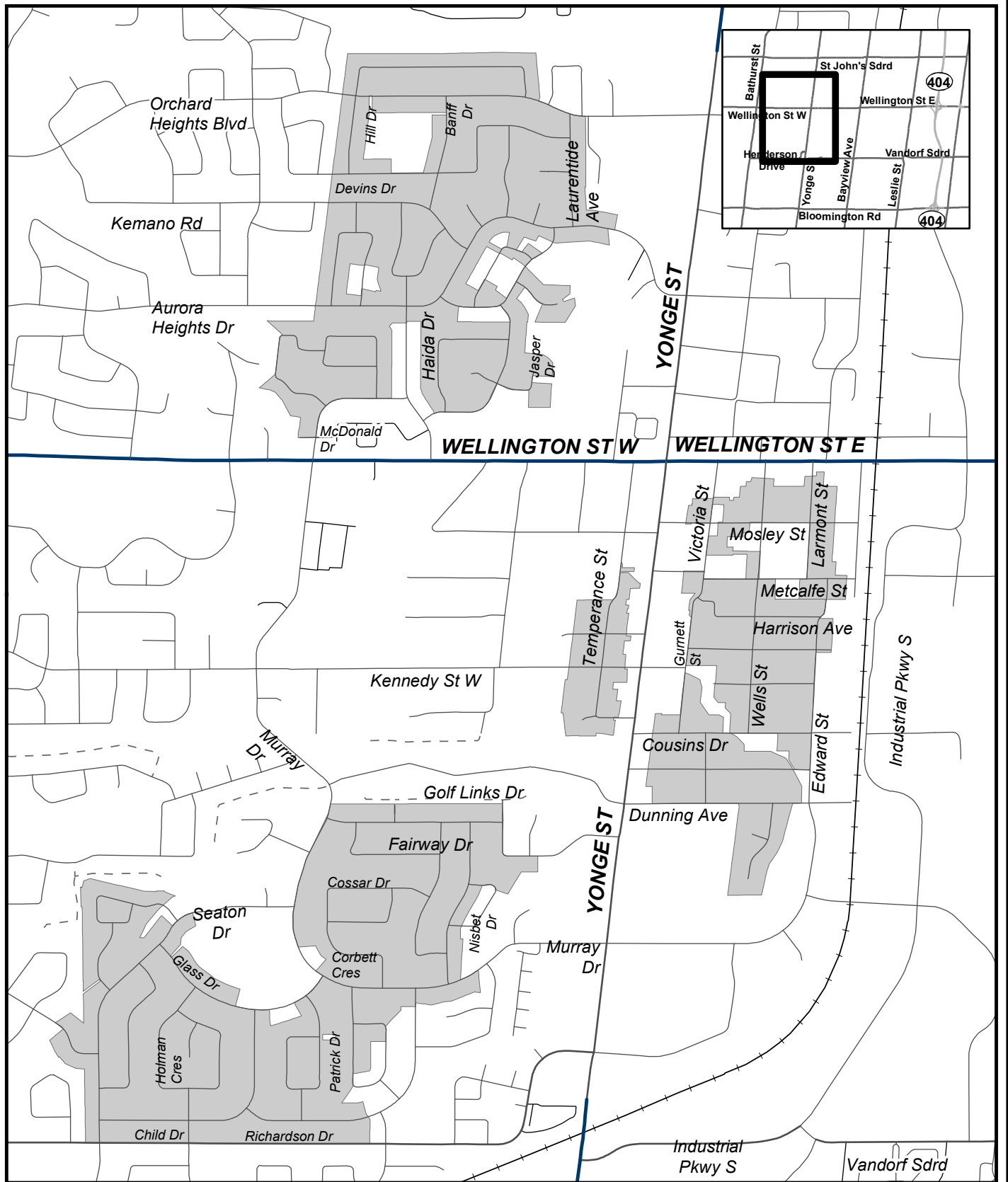
Departmental Approval

Approved for Agenda



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

**FOR Doug Nadorozny
Chief Administrative Officer**



Stable Neighbourhood Study Areas

Attachment 1

FIGURE 1

 STUDY AREA



Attachment 3

Urban Design Guidelines vs. Zoning

Urban Design Guidelines	Zoning
Non-statutory statements	Statutory planning tool under the <i>Planning Act</i>
Inherent flexibility in interpretation and application, focused on achieving stated objectives	Includes specific regulations that must be implemented without interpretation
Implemented through Site Plan Approval	Implemented through building permits
Can be applied by Staff/Council on a case-by-case basis	Regulations may only be adjusted through the Minor Variance or Rezoning processes
Changes to the document should be approved by Council and may include public notification	Minor Variance and Rezoning are statutory processes and require public notification

Municipal Scan

Municipality	Urban Design Guidelines for Mature Neighbourhoods
City of Brampton	Yes.
Town of Newmarket	Yes.
Town of Richmond Hill	Area-specific Infill Studies and Design Guidelines.
City of Vaughan	Yes.
Halton Hills	No.
City of Kitchener	Yes (in progress).



Notice of Motion	Councillor Michael Thompson
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Date: July 16, 2019
To: Mayor and Members of Council
From: Councillor Thompson
Re: **Advisory Committee Chair Rotation**

Whereas the Town's Procedure By-Law and Policy for Ad/Hoc Advisory Committees and Local Boards govern all meetings; and

Whereas in the interest of good governance there is value in rotating the Committee Chair; and

Whereas the rotation of roles and responsibilities can develop/enhance a committee member's skillset, create additional engagement, and help build a stronger 'team' environment; and

Whereas some committees/boards, such as Aurora Public Library Board, Joint Council Committee, and Finance Advisory Committee, already rotate the Chair;

1. Now Therefore Be It Hereby Resolved That the Town's Policy for Ad Hoc/Advisory Committees and Local Boards be amended so that the position of Chair and Vice Chair of each Advisory Committee be for a one-year term; and
2. Be It Further Resolved That at the start of each calendar year elections be held for the Chair and Vice Chair positions, and that no citizen member may act as Chair or Vice Chair for more than two years in a single term of Council; and
3. Be It Further Resolved That members of Council may serve as Chair should no citizen member put their name forward, and that members of Council not be subject to any term restrictions.