



# **Council Meeting Agenda**

**Tuesday, June 23, 2020**

**7 p.m.**

**Video Conference**

Public Release  
June 18, 2020



## **Town of Aurora Council Meeting Agenda**

Tuesday, June 23, 2020  
7 p.m., Video Conference

Note: This meeting will be held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

### **1. Approval of the Agenda**

**Note:** According to the Procedure By-law, the consent of at least a two-thirds majority of the Members present is required to permit the addition of Delegation (c) to the agenda.

### **2. Declarations of Pecuniary Interest and General Nature Thereof**

### **3. Community Presentations**

### **4. Delegations**

Note: At this time, the Municipal Offices are closed. This meeting will be live streamed at <https://www.youtube.com/user/Townofaurora2012/videos>. Residents who would like to provide comment on an agenda item are encouraged to visit [www.aurora.ca/participation](http://www.aurora.ca/participation).

**(a) Rebecca Beaton, Resident**

**Re: Item S2(R2) – CS20-014 – Electoral System Review – Final Report**

**(b) Klaus Wehrenberg, Resident**

**Re: Motion (a) Councillor Gallo, Re: Trail Crossings**

**(c) Suzanne Lytle, Resident (written delegation)**

**Re: Item R1 – PDS20-049 – Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent Proposed Budget Increase**

## **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 that one or more items be pulled for discussion and voted on separately.

### **Recommended:**

That the following Consent Agenda items, C1 to C3 inclusive, be approved:

#### **C1. Council Meeting Minutes of May 26, 2020**

##### **Recommended:**

1. That the Council meeting minutes of May 26, 2020, be adopted as circulated.

#### **C2. Council Public Planning Meeting Minutes of June 9, 2020**

##### **Recommended:**

1. That the Council Public Planning meeting minutes of June 9, 2020, be adopted as circulated.

#### **C3. Memorandum from Councillor Gaertner**

**Re: Lake Simcoe Region Conservation Authority Board Meeting  
Highlights of April 24, 2020**

##### **Recommended:**

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of April 24, 2020, be received for information.

## **6. Standing Committee Reports**

#### **S1. General Committee Meeting Report of June 2, 2020**

**Recommended:**

1. That the General Committee Meeting Report of June 2, 2020, be received and the recommendations carried by the Committee approved.

**S2. General Committee Meeting Report of June 16, 2020**

**Recommended:**

1. That the General Committee Meeting Report of June 16, 2020, be received and the recommendations carried by the Committee approved.

**S3. Budget Committee Meeting Report of June 2, 2020**

**Recommended:**

1. That the Budget Committee Meeting Report of June 2, 2020, be received for information.

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

**R1. PDS20-049 – Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent Proposed Capital Budget Increase**

**Recommended:**

1. That Report No. PDS20-049 be received; and
2. That the total approved budget for Capital Project No. 34626 be increased from \$100,000 to \$192,700, representing an increase of \$92,700 to be funded from the Roads Repair and Replacement Reserve.

**R2. FIN20-015 – 2019 Year End Budget Report – as at December 31, 2019**

**Recommended:**

1. That Report No. FIN20-015 be received for information.

**R3. FIN20-018 – 2020 Tax Levy Funded Operations Forecast Update – as of  
May 31, 2020**

**Recommended:**

1. That Report No. FIN20-018 be received for information.

**8. Motions**

**(a) Councillor Gallo**

**Re: Trail Crossings**

**(b) Councillor Gaertner**

**Re: Aurora Community Tennis Club (ACTC)**

**9. Regional Report**

**York Regional Council Highlights – May 28, 2020**

**Recommended:**

That the Regional Report of May 28, 2020, be received for information.

**10. New Business**

**11. By-laws**

**Recommended:**

That the following by-laws be enacted:

**(a) By-law Number XXXX-20** Being a By-law to amend Municipal Waterworks  
Distribution By-law Number 3305-91, as amended.

(General Committee Report No. FIN20-012, May 19, 2020)

**(b) By-law Number XXXX-20** Being a By-law to set and levy the rates of  
Taxation for the taxation year 2020.

(General Committee Report No. FIN20-012, May 19, 2020)

- (c) **By-law Number XXXX-20** Being a By-law to amend By-law Number 5285-10, as amended, to adopt Official Plan Amendment No. 19.  
(General Committee Report No. PDS20-036, May 19, 2020)
- (d) **By-law Number XXX-20** Being a By-law to amend By-law Number 5285-10, as amended, to adopt Official Plan Amendment No. 20  
(General Committee Report No. PDS20-033, May 19, 2020)
- (e) **By-law Number XXXX-20** Being a By-law to amend By-law Number 6000-17, as amended respecting the lands municipally known as 132, 148, 166, 178, 186, 192, and 198 Old Bloomington Road.  
(General Committee Report No. PDS20-033, May 19, 2020)
- (f) **By-law Number XXXX-20** Being a By-law to amend By-law Number 6219-19, as amended, to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora (Fees and Charges By-law).  
(General Committee Report Nos. PDS19-026, Nov 19, 2019, FIN20-005, Apr 14, 2020, and PDS20-036, May 19, 2020)

## 12. Closed Session

## 13. Confirming By-law

### Recommended:

That the following confirming by-law be enacted:

**By-law Number XXXX-20** Being a By-law to confirm actions by Council resulting from a Council meeting on June 23, 2020.

## 14. Adjournment



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

## Electronic Delegation Request

Legislative Services

This Delegation Request form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to Legislative Services.

<b>Council or Committee Meeting Date:</b> June 23 2020 Council		
<b>Subject:</b> Item S2(R2) - CS2014 - Electoral System Review - Final Report		
<b>Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable):</b> Rebecca Beaton, Resident		
<b>Brief Summary of Issue or Purpose of Delegation:</b> Would like to speak against the Ward System.		
Have you been in contact with a Town staff or Council member regarding your matter of interest?		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>If yes, with whom?</b>	<b>Date:</b>	
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.		
<b>I wish to submit my delegation by (select one):</b>		
<input type="checkbox"/> Video/audio*	<input checked="" type="checkbox"/> Phone*	<input type="checkbox"/> Written Correspondence

\*must attend electronic meeting. Please click here for more information.



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## Electronic Delegation Request

Legislative Services

This Delegation Request form and any written submissions or background information for consideration by either Council or Committees of Council must be submitted to Legislative Services.

**Council or Committee Meeting Date:**

June 23, 2020 Council

**Subject:**

Metrolinx Off-road GO rail track crossings

**Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable):**

Klaus Wehrenberg

**Brief Summary of Issue or Purpose of Delegation:**

During the GO rail expansion project by Metrolinx, there is a need to include the infrastructure for off-road crossings of the tracks, to assure walkability and cycle-ability of Aurora, for non- vehicular utilitarian and recreational traffic.

I want to encourage Council to take decisive formal steps, to get Metrolinx to include, during the rail expansion project, seven off-road rail crossings that are set out in the Aurora Trails Master Plan.

Have you been in contact with a Town staff or Council member regarding your matter of interest?

Yes

No

**If yes, with whom?**

Councillor John Gallo  
Letter to Mayor

**Date:**

I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.

**I wish to submit my delegation by (select one):**

Video/audio\*

Phone\*

Written Correspondence

\*must attend electronic meeting. Please click here for more information.



**Re: Kitimat Sidewalk Budget Increase**

Dear Council,

Each September I look so forward to seeing all my little friends after the summer break. I also look forward to making new friends. Each year I find at least half of the children who are driven to school that park on Kitimat are in kindergarten. Some are as young as 3 when they start. Parents and caregivers drive the children for all different reasons. Many of them are working parents, primary parents, parents who have children in multiple schools, new moms with little ones and grandparents. They are all good people. They are just trying to go about their day and get their kids to and from school safely. They deserve a safe route to school, they deserve to be off the road.

Families parking along Kitimat is not exclusive to just the morning and afternoon rush. Parents pick up and drop off at all different times through out the day due to appointments or whatever. Some children go home each day for lunch. There are parent teacher interviews, award assemblies, Art night, Holiday celebrations, welcome to kindergarten, graduations, and sport teams coming from other schools who park on Kitimat. There are many little feet traveling along Kitimat throughout the day, not just during the rush.

March 22, 2016 Eden Cantkier, a parent representative from Aurora Heights Public School addressed council. In her statement she talked about child pedestrian injuries are substantially more dramatic including things like brain and spinal injuries because of where the impact hits the children. Their size and the speed of the car creates a significant impact of the injuries that are sustained, she said. Eden's statement hit home for me. I love my job, and I love these kids. It would haunt me forever if a child was ever hurt on my watch. I can't even imagine what it would do to the motorist. Children are impulsive, easily distracted, unpredictable and completely unaware of the dangers that are around them. It only takes a second to change a life forever. Restricting parking along the one side of Kitimat, or making Kitimat a one way street is not going to eliminate all of the dangers of having children walking on the road with cars travelling past them. The police may be able to help control and enforce the laws of the road. Bylaw may be able to control where people park. Parents can try and control their impulsive children, but no one can control Mother Nature. Accidents happen.

The General Committee Meeting Agenda from Tuesday May 5, 2020 states "this project requires a funding increase of \$92,700. As noted above, 60% of the proposed increase is attributable to the addition of provisional items relating to a possible requirement for additional curb replacement, catch basins and water valves works. It is unlikely that all of the additional works will be needed, however they were included in the Request for Tender..." \$55,308.75 is Optional Extra Work. If you subtract that from the \$92,700., it

equals \$37,391.25. Basically the price of a new car. Children's safety and peace of mind are worth a lot more. They are priceless.

The year 2032 is a long way away. Many children will make their way to and from school over the next 12 years. Please do the right thing for the children of today. Please give them a safe passageway. Please approve the budget increase for the Kitimat Crescent sidewalk. Their safety must be paramount.

Thank you for your time and consideration. Stay safe and healthy.

Suzanne Lytle



## **Town of Aurora Council Meeting Minutes**

Video Conference  
Tuesday, May 26, 2020

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### **Attendance**

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

**Members Absent** None

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Rachel Wainwright-van Kessel, Director of Finance, Allan Downey, Director of Operations, David Waters, Director of Planning and Development Services, Michelle Outar, Acting Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Linda Bottos, Council/Committee Coordinator

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This meeting was held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

The Chair called the meeting to order at 7:05 p.m.

The Chair relinquished the chair to Councillor Kim at 8:11 p.m. during consideration of Motion (b) and resumed the chair at 8:23 p.m.

### **1. Approval of the Agenda**

**Moved by Councillor Thompson  
Seconded by Councillor Humfryes**

That the agenda as circulated by Legislative Services, including the following additional items and withdrawal, be approved:

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- Delegation (a) Suzanne Lytle, Crossing Guard at Aurora Heights Public School (written delegation); Re: Item S1(R1) – PDS20-029 – Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent Proposed Capital Budget Increase
- Replacement Item S2 – General Committee Meeting Report of May 19, 2020 (administrative revision to recommendation of Item R2)
- Withdrawal of Motion (a) Councillor Gaertner; Re: Partial Lane Closure – Yonge Street

**On a recorded vote the motion  
Carried**

Yeas: 5      Nays: 0

Voting Yeas: Councillors Gallo, Humfryes, Kim, and  
Thompson, Mayor Mrakas

Voting Nays: None

Absent:      Councillors Gaertner and Gilliland

## **2. Declarations of Pecuniary Interest and General Nature Thereof**

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

## **3. Community Presentations**

None

## **4. Delegations**

- (a) **Suzanne Lytle, Crossing Guard at Aurora Heights Public School (written delegation)**

**Re: Item S1(R1) – PDS20-029 – Capital Project No. 34626 – Sidewalk  
Construction on Kitimat Crescent Proposed Capital Budget Increase**

**Moved by Councillor Kim**

**Seconded by Councillor Humfryes**

That the written comments of the delegation be received and referred to Item S1(R1).

**On a recorded vote the motion  
Carried**



approved, with the exception of sub-items S1(R1) and S2(R2), which were discussed and voted on separately as recorded below.

**On a recorded vote the motion  
Carried**

Yeas: 6      Nays: 0

Voting Yeas: Councillors Gallo, Gilliland, Humfries, Kim,  
and Thompson, Mayor Mrakas

Voting Nays: None

Absent:      Councillor Gaertner

**S1. General Committee Meeting Report of May 5, 2020**

**(C1) FIN20-007 – Capital Close Report as of December 31, 2019**

1. That Report No. FIN20-007 be received for information.

**Carried**

**(C2) FIN20-008 – Statement of Remuneration and Expenses for  
Members of Council, Committees and Local Boards**

1. That Report No. FIN20-008 be received for information.

**Carried**

**(C3) OPS20-003 – Blue Box Transition to Full Producer Responsibility**

1. That Report No. OPS20-003 be received for information.

**Carried**

**(C4) OPS20-005 – Waste Collection Limits**

1. That Report No. OPS20-005 be received for information.

**Carried**

**(C5) PDS20-023 – Planning Application Status List**

1. That Report No. PDS20-023 be received for information.

**Carried**

**(C6) PDS20-025 – Heritage Review Process for Building Permit  
Applications Related to Listed Properties**

1. That Report No. PDS20-025 be received for information.

**Carried**

**(R1) PDS20-029 – Capital Project No. 34626 – Sidewalk Construction on  
Kitimat Crescent Proposed Capital Budget Increase**

**Main motion**

**Moved by Councillor Gilliland**

**Seconded by Councillor Gaertner**

1. That Report No. PDS20-029 – Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent Proposed Capital Budget Increase be referred back to staff.

**Amendment**

**Moved by Councillor Kim**

**Seconded by Councillor Thompson**

That the original staff recommendation be restored.

**On a recorded vote the amendment was  
Defeated**

Yeas: 3      Nays: 4

Voting Yeas: Councillors Kim and Thompson, Mayor Mrakas

Voting Nays: Councillors Gaertner, Gallo, Gilliland, and  
Hurfries

**On a recorded vote the main motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,

Hurfries, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

**(R2) OPS20-007 – Off-Leash Dog Park in Highland Park**

1. That Report No. OPS20-007 be received; and
2. That Block 166 in Phase 2 of the Highland Gate Development be approved for an Off-Leash Dog Park; and

3. That staff be directed to design and construct the park through the future subdivision agreement; and
4. That staff be directed to further investigate the Dog Waste Diversion programs available, including all capital and operational costs associated with implementing the systems in park retrofits and new park development, and that a report be presented at a future Council meeting.

**Carried**

**(R3) CS20-008 – Clean Communities By-law**

1. That Report No. CS20-008 be received; and
2. That a Clean Communities By-law be enacted at a future Council meeting to repeal and replace the Clean Yards By-law No. 4754-05.P and Debris By-law No. 4738-05.P.

**Carried**

**(R4) CS20-007 – Regional Fire Service Study**

1. That Report No. CS20-007 be received; and
2. That Council supports proceeding with a study of the potential creation of a Regional Fire Service; and
3. That the Town Clerk be directed to circulate the Town's decision to York Region and all York Region municipalities.

**Carried**

**S2. General Committee Meeting Report of May 19, 2020**

**(R1) PDS20-033 – Applications for Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision, 2523059 Ontario Inc., 132-198 Old Bloomington Road, Lots 12 and 14 and Part of Lots 10, 11 and 13, Registered Plan 166, File Nos.: OPA-2017-05, ZBA-2017-07 and SUB-2017-03**

1. That Report No. PDS20-033 be received; and



2. That Official Plan Amendment application OPA-2017-05 (2523059 Ontario Inc.) be approved to:
  - (a) Amend section 3.6.2 of OPA 34 which permits a maximum building coverage of 12% for lands within a Cluster Residential designation by adding a site-specific policy to permit a maximum building coverage of 20% for the subject lands; and
  - (b) Amend section 3.6.3 (c) of OPA 34 requiring a minimum separation distance of 35 metres between the Estate Residential designation and the lot line of any Cluster Residential unit by adding a site-specific policy that reduces the setback to 35 metres between a dwelling in the Estate Residential Designation and a dwelling in the Cluster Residential Designation which includes a 10-metre landscaped buffer; and
  - (c) Delete section 3.2.7 of OPA 34 that requires a Block Plan be approved prior to the approval of an application to permit new development within the areas identified on Schedule CC; and
3. That Zoning By-law Amendment application ZBA-2017-07 (2523059 Ontario Inc.) be approved to rezone the subject lands from “Estate Residential (ER) Zone” to “Detached Third Density Residential R3(XX1) Exception Zone”, “Detached Third Density Residential R3(XX2) Exception Zone”, “Detached Third Density Residential R3(XX3) Exception Zone”, “Detached Third Density Residential R3(XX4) Exception Zone” “Environmental Protection – Oak Ridges Moraine (EP-ORM) Zone”, “Public Open Space (O1) Zone”, and “Private Open Space O2(XX) Zone”; and
4. That Draft Plan of Subdivision application SUB-2017-03 (2523059 Ontario Inc.) be approved, subject to the conditions listed in Schedule ‘A’ to this report; and
5. That Council grant an allocation of 161 persons from the reserve to service the development of 50 single detached dwellings on the approved Draft Plan of Subdivision; and

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6. That the implementing Official Plan and Zoning By-law Amendments be brought forward to a future Council meeting.

**Carried**

**(R2) FIN20-012 – Property Tax Due Dates and Penalties**

Council consented to vote on the third clause of the motion separately.

**Moved by Councillor Thompson**

**Seconded by Councillor Kim**

1. That Report No. FIN20-012 be received; and
2. That the installment dates for the final tax bill of September 15 and December 1, 2020, be approved; and
3. That Council approve that the Town continue to charge the normal monthly rate of 1.25% for penalties on taxes for the period of July 1 to December 31, 2020; and
4. That, at the discretion of the Director of Finance, accounts that were in arrears in 2019 not be provided with relief; and
5. That the Treasurer be able to provide relief for penalties on taxes to those demonstrating financial hardship related to COVID-19; and
6. That Council approve waiving the five percent, one-time penalty on past due water bills for the remainder of 2020; and
7. That a by-law be enacted to reflect these changes at a future Council meeting.

**On a recorded vote the first, second, fourth, fifth,  
sixth, and seventh clauses of the motion**

**Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfries, Kim, and Thompson, Mayor  
Mrakas

Voting Nays: None

**On a recorded vote the third clause of the motion  
Carried**

Yeas: 6      Nays: 1

Voting Yeas: Councillors Gaertner, Gilliland, Humfryes,  
Kim, and Thompson, Mayor Mrakas

Voting Nays: Councillor Gallo

**(R3) OPS20-008 – Blue Box Transition to Full Producer Responsibility**

1. That Report No. OPS20-008 be received; and
2. That the timing for transition of the Blue Box Program to full producer responsibility for collection on December 31, 2025, coinciding with the end of the current waste collection contract, be approved; and
3. That Council support the consideration of an earlier transition date provided that service levels would not be negatively impacted; and
4. That staff be authorized to continue working in cooperation with the Northern Six (N6) municipalities in providing Blue Box collection services on behalf of producers, through future long-term collection contracts, subject to mutually agreeable financial and operational terms; and
5. That staff be authorized to communicate this resolution to the Association of Municipalities of Ontario (AMO), to the Minister of the Environment, Conservation and Parks, and the Regional Municipality of York.

**Carried**

**(R4) CS20-010 – Electronic Meetings for Committees of Council**

1. That Report No. CS20-010 be received; and
2. That an amendment to the Procedure By-law to allow committees of Council to meet electronically during the state of emergency be enacted at the May 26, 2020 Council meeting; and

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3. That the provisions related to in-person attendance and in-person quorum of the Policy for Ad Hoc/Advisory Committees and Local Boards be waived to allow electronic participation by members of the committees; and
4. That staff report back to Council regarding the success of electronic committee meetings.

**Carried**

**(R5) PDS20-036 – Town-Initiated Official Plan Amendment to Consider Outdoor Swim Schools as a Permitted Home Occupation Use**

1. That Report No. PDS20-036 be received; and
2. That Town-initiated Official Plan Amendment Number 2020-19 to permit outdoor swim schools as a Permitted Home Occupation in the Official Plan be approved by adding the following new clause to Section 6.13:
  - (v) “Notwithstanding Section 6.13 (a)(i) and (iv) respecting Home Occupations, outdoor swim schools may be permitted as a home occupation use in addition to related minor outdoor storage, where appropriate and subject to the other policies in Section 6.13.”
3. That a new fee be added to the Town's 2020 Fees and Charges By-law for a "Minor Variance for Outdoor Swim Schools" at a cost of \$250; and
4. That the implementing Official Plan Amendment and revised Fees and Charges By-Law be presented to a future Council meeting.

**Carried**

**(R6) PDS20-039 – Aurora Economic Development Corporation Board Composition**

1. That Report No. PDS20-039 be received; and
2. That the terms of reference of the Aurora Economic Development Corporation (the “AEDC”) be amended to increase the number of

local residents or business owners to nine and to decrease the number of Council representatives to two members of Council; and

3. That staff be directed to present to Council a special resolution to be passed by the AEDC Board of Directors to increase the number of local residents or business owners to nine and to decrease the number of Council representatives to two, which will be confirmed at a future meeting of Council.

**Carried**

## **7. Consideration of Items Requiring Discussion (Regular Agenda)**

None

## **8. Motions**

- (a) **Councillor Gaertner**  
**Re: Partial Lane Closure – Yonge Street**

Withdrawn from agenda.

- (b) **Mayor Mrakas**  
**Re: Downtown Street Wall Mural Program**

**Moved by Mayor Mrakas**  
**Seconded by Councillor Humfries**

Whereas experience shows that a mural in a well-considered location often brings a community together and improves spaces for people passing through neighbourhoods; and

Whereas a mural can create belonging and a sense of pride, reduce graffiti and tagging, and allow neighbourhoods to shape their community through beautification and shared project goals; and

Whereas a street wall mural program would allow local artists to beautify the downtown core in a unique way;

1. Now Therefore Be It Hereby Resolved That staff be directed to report back to Council regarding a Downtown Street Wall Mural program where

local artists would create wall murals on Town-owned retaining walls along Yonge Street in the Downtown Core (Aurora Heights Drive to Kennedy Street); and

2. Be It Further Resolved That at least one Town-owned retaining wall shall be dedicated to our frontline workers, and the remaining Town-owned retaining wall murals shall be dedicated to the Town of Aurora; and
3. Be It Further Resolved That the report include guidelines for program objectives and eligibility requirements and timelines for selecting local artists.

**On a recorded vote the motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfries, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

**(c) Councillor Thompson  
Re: Municipal Service Level and Delivery Review**

**Moved by Councillor Thompson  
Seconded by Councillor Kim**

Whereas the Town of Aurora is committed to making informed, affordable, strategic choices about how municipal services are delivered; and

Whereas Council wishes to examine how to improve services, identify any new or rising service demands, and evaluate service levels in the face of competing priorities and/or decreasing revenues and increasing costs to operate the municipality; and

Whereas Council wishes to set priorities and, where possible, identify potential revenue opportunities, reduce the cost of delivery while maintaining and/or improving services and service levels; and

Whereas a municipal service level and delivery review is a rigorous evaluation process that looks at the needs and expectations of the community, the performance and costs of the services provided, and may

provide insight on best practices and/or alternative/ better ways to deliver a service; and

Whereas the last municipal service level review was conducted in 2013;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora consider a Municipal Services Review to identify actions and directions that could result in a more efficient and cost-effective service delivery, enhanced organizational and operation procedures, new revenue streams, and potential savings; and
2. Be It Further Resolved That this item be referred to the 2021 budget with an estimate on the cost of conducting a service review; and
3. Be It Further Resolved That pending Council's approval of the cost to conduct a review, the CAO be directed to finalize and issue a Request for Proposal for a Service Level and Delivery Review no later than February 2021.

**On a recorded vote the motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfryes, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

## **9. Regional Report**

### **York Regional Council Highlights – April 30, 2020**

**Moved by Councillor Gaertner**

**Seconded by Councillor Humfryes**

That the Regional Report of April 30, 2020, be received for information.

**On a recorded vote the motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfryes, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

## **10. New Business**

Councillor Gallo inquired about the status of the Yonge Street “canopy of lights” installation, and staff provided a response.

Councillor Kim expressed his appreciation to staff for installing the tennis court rule signs and court waiting racks.

Councillor Gilliland referred to her email regarding litter accumulating at Herb McKenzie Park and requested clarity on any available resources for residents who may wish to volunteer in cleaning up areas of Town, and staff provided a response.

Councillor Gilliland inquired about the status of the remnants of an old culvert still remaining inside a new culvert, and staff provided a response.

Councillor Gilliland inquired about what could be done to manage the blowing garbage from the commercial dumpsters in the Herb McKenzie Park area, and staff agreed to follow up with the Councillor on this matter.

Councillor Thompson inquired about the status of the new fire station, and staff provided an update.

Councillor Gaertner inquired about the status of the tree removal permit fees review and report, and staff provided an update.

Councillor Gaertner inquired about the possibility of having a Town pothole hotline, and staff provided a response.

Councillor Gaertner extended congratulations to the Lake Simcoe Region Conservation Authority (LSRCA) on achieving a balanced budget for 2020.

Councillor Gaertner advised that the LSRCA would be reopening the Sheppard’s Bush trails on May 29, 2020, for passive recreation only, noting that short visits are recommended, washrooms remain closed, and lingering in parking lots would not be allowed.

## **11. By-laws**

**Moved by Councillor Thompson  
Seconded by Councillor Kim**



Council Meeting Minutes  
Tuesday, May 26, 2020

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That the following by-laws be enacted:

- (a) **By-law Number 6257-20** Being a By-law to require owners and occupiers of land to clean, clear, and maintain private land and right of ways in the Town of Aurora.
- (b) **By-law Number 6258-20** Being a By-law to amend By-law Number 6228-19, as amended, to govern the proceedings of Council and Committee meetings of the Town of Aurora.

**On a recorded vote the motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfryes, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

## **12. Closed Session**

None

## **13. Confirming By-law**

**Moved by Councillor Humfryes**

**Seconded by Councillor Gaertner**

That the following confirming by-law be enacted:

**By-law Number 6259-20** Being a By-law to Confirm Actions by Council  
Resulting from a Council Meeting on May 26, 2020.

**On a recorded vote the motion  
Carried**

Yeas: 7      Nays: 0

Voting Yeas: Councillors Gaertner, Gallo, Gilliland,  
Humfryes, Kim, and Thompson, Mayor Mrakas

Voting Nays: None

Council Meeting Minutes  
Tuesday, May 26, 2020

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## **14. Adjournment**

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

That the meeting be adjourned at 9:01 p.m.

**Carried**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**



**Town of Aurora  
Council Public Planning  
Meeting Minutes**

Video Conference  
Tuesday, June 9, 2020

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**Attendance**

- Council Members** Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes, Kim, and Thompson
- Members Absent** None
- Other Attendees** David Waters, Director of Planning and Development Services, Matthew Peverini, Planner, Michael de Rond, Town Clerk, Linda Bottos, Council/Committee Coordinator
- 

This meeting was held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

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

**1. Approval of the Agenda**

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

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. Planning Applications**

Mayor Mrakas outlined the procedures that would be followed in the conduct of the public meeting. The Town Clerk confirmed that the appropriate notice was given in accordance with the relevant provisions of the *Planning Act*.

- 1. PDS20-040 – Applications for Official Plan Amendment and Zoning By-law Amendment  
1623 Wellington Street Developments Limited, 1623 Wellington Street East, Concession 3, Part Lot 20, File Numbers: OPA-2020-02 and ZBA-2020-02, Related File Numbers: SP-2018-05 and C-2020-01**

#### **Applicant**

Mr. Nik Papapetrou, Senior Development Manager, SmartCentres REIT, noted that the owner of the subject lands, Penguin Group of Companies, has retained SmartCentres to manage development of the property, and provided background on each company and their history within Aurora. He presented an overview of the master plan concept of the proposal to develop a mixed-use business park in a campus-style format including three office buildings, two automotive dealerships, and a self-storage facility. Mr. Papapetrou highlighted aspects of the proposed amendments including uses, employment density, future expansion, phasing, and maximum gross floor area.

Ms. Bliss Edwards, Managing Director, SmartStop Self Storage, provided background on SmartStop's commitment and presence in North America, and presented a brief overview, including conceptual elevations, of the proposed four-storey, self-storage facility on the subject lands.

#### **Planning Staff**

Mr. Matthew Peverini, Planner, presented an overview of the staff report regarding the proposed Official Plan and Zoning By-law amendments, noting that the owner proposes to re-designate the subject lands from "Business Park" and "Business Park – Special Policy Area 1" to "Business Park – Special Policy Area 1" in its entirety, expand "Site Specific Policy Area 36 (SSPA 36) to the balance of the subject lands, remove the policy related to maximum gross floor area for individual commercial retail units, add "Motor

Council Public Planning Meeting Minutes  
Tuesday, June 9, 2020

Page 3 of 4

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Vehicle Sales Establishment” and “Commercial Self-Storage Facility” as permitted uses on a portion of the subject lands, and amend the Zoning By-law with one comprehensive site-specific Business Park “E-BP(XX) Exception Zone” to implement the proposed amendments to the Official Plan. He further noted that no public input has been received to date.

**Public Comments**

No members of the public were registered to provide comment.

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

1. That Report No. PDS20-040 be received; and
2. That comments presented at the Public Planning meeting be addressed by Planning and Development Services in a report to a future General Committee meeting.

**Carried**

**4. Confirming By-law**

**Moved by Councillor Gaertner  
Seconded by Councillor Gilliland**

That the following confirming by-law be enacted:

**6261-20** Being a By-law to confirm actions by Council resulting from a Council Public Planning meeting on June 9, 2020.

**Carried**

**5. Adjournment**

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

That the meeting be adjourned at 8:20 p.m.

**Carried**

Council Public Planning Meeting Minutes  
Tuesday, June 9, 2020

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**



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Box 1000  
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L4G 6J1  
**Phone:** 905-727-3123 ext. 4265  
**Email:** wgaertner@aurora.ca  
**www.aurora.ca**

**Town of Aurora**  
**Councillors' Office**

## **Memorandum**

**Date:** June 23, 2020

**To:** Mayor and Members of Council

**From:** Councillor Wendy Gaertner

**Re:** **Lake Simcoe Region Conservation Authority**  
**Board Meeting Highlights of April 24, 2020**

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## **Recommendation**

That Council:

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



## **Board Meeting Highlights**

April 24, 2020

### **ANNOUNCEMENTS:**

- a) CAO Walters was pleased to advise that the Lake Simcoe Conservation Foundation received a grant from the RBC Nature Grant for the Nature Centre operation of education programs in the amount of \$210,000 over 3 years, as well as a TD Friends of the Environment grant of \$4,500 for the Therapy in the Woods Program;
- b) CAO Walters advised that the Annual Conservation dinner scheduled for June 10<sup>th</sup> has been rescheduled to September 23<sup>rd</sup>;
- c) CAO Walters advised that the Dalt Hicks Invitational Golf Tournament is currently scheduled for July 15<sup>th</sup>; this date is being held as we monitor the situation and may change to early September.

### **PRESENTATIONS:**

#### **a) Lake Simcoe Region Conservation Authority 2019 Audited Financial Statements**

Mr. Adam Delle Cese of BDO Canada LLP provided the Board with a high-level overview of LSRCA's draft 2019 audited financial statements and the audit process and findings, noting that for the year ended December 31, 2019 the statement of operations and statement of financial position present fairly and are both in accordance with Canadian public sector accounting standards. He noted it was a clean audit and no issues were identified under internal controls. He referenced a new note for this year related to COVID-19, which is consistent for all financial statements being issued since the pandemic was declared.

#### **b) Alcona Flood Relief Project - Preferred Solution**

Watershed Restoration Services Engineer, Bhavika Patel, prepared a presentation on the Alcona Flood Relief Project. Due to technical difficulties, CAO Walters delivered the presentation, noting this project was a partnership between LSRCA and the Town of Innisfil, with funding through the Province of Ontario through the National Disaster Mitigation Program, and Greenland Consultants also contributed towards the project. The project objective was to develop an engineering design solution to reduce flooding by maximizing green infrastructure to enhance water quality and infiltration before discharge to the lake. The final solution is to enhance an existing wetland. As part of the environmental assessment, three areas for flood reduction were looked at, including natural environmental impacts, social/cultural impacts and economic impacts. The area in question is quite low with no defined outlet to the lake, causing flooding in the springtime. Two viable options found were i) a conveyance option to upgrade the Belle Aire Creek channel and culverts and ii) the storage and bypass option, where more water can be stored by putting up a berm outside the wetland facility, whereby water could be stored for a longer period of time. The preferred solution is a combination of these two options plus land cost for a total cost of \$10M solution, which would alleviate flowing the in Alcona area. This





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project provides an excellent opportunity for the use of green infrastructure. To view this presentation, please click this link: [South Alcona Flood Relief Project](#)

**CORRESPONDENCE AND STAFF REPORTS:**

Correspondence

a) The Board received the Town of Innisfil Council resolution of March 11, 2020 regarding the continuation of programs and services by Conservation Authorities.

COVID -19 Updates

The Board received Staff Report No. 21-20-BOD, prepared by Chief Administrative Officer, Mike Walters, which updated the Board regarding LSRCA's business continuity and operations in response to the COVID-19 pandemic.

Appointment of Enforcement Officer(s) under the Conservation Authorities Act

The Board approved Staff Report No. 22-20-BOD, prepared by Acting Director, Regulations, Ashlea Brown, which recommended the appointment of Mr. Matthew Brown and Mrs. Ashlea Brown as Enforcement Officers for the Lake Simcoe Region Conservation Authority per Section 28 of the Conservation Authorities Act.

LSRCA Watershed Development Guidelines Proposed Amendments

The Board approved Staff Report No. 23-20-BOD, prepared by General Manager, Planning & Development and Watershed Restoration Services, Rob Baldwin, which recommended changes to the Shoreline Section of the Watershed Development Guidelines effective June 1, 2020.

2020 Conservation Awards Program

The Board supported Staff Report No. 24-20-BOD, prepared by Director, Communications & Community Engagement, Kristen Yemm, which recommended the cancellation of this year's Conservation Awards Ceremony based on impacts of the COVID-19 pandemic.

Thornton Bales Conservation Area Management Plan

The Board approved Staff Report No. 25-20-BOD, prepared by Land Management Technician, Lauren Grzywniak, regarding the Thornton Bales Conservation Area Management Plan and associated Business Plan and staff's recommended to continue to pursue funding and in-kind support to implement the recommendations of the Management Plan.

Update regarding the Alcona NDMP Flood Relief Class EA

The Board received Staff Report No. 26-20-BOD, prepared by Chief Administrative Officer, Mike Walters, which provided the Board with an update on the Alcona NDMP Flood Relief Class EA.

For more information or to see the full agenda package, please click the link below for LSRCA's Board of Directors' webpage: <https://www.lsrca.on.ca/Pages/Board-Meetings.aspx>



**Town of Aurora  
General Committee Meeting Report**

Video Conference  
Tuesday, June 2, 2020

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**Attendance**

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

**Members Absent** None

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Rachel Wainwright-van Kessel, Director of Finance, Allan Downey, Director of Operations, David Waters, Director of Planning and Development Services, Michelle Outar, Acting Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Ishita Soneji, Council/Committee Coordinator

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This meeting was held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

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

**1. Approval of the Agenda**

General Committee approved the agenda as circulated by Legislative Services, including the following additional item:

- Delegation (b) Leslie Jennings & Dan Elliott, Residents (written delegation)  
Re: Item R2 – PDS20-005 – Aurora Heights Public School Student Safety Plan

## **2. Declarations of Pecuniary Interest and General Nature Thereof**

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

## **3. Community Presentations**

None

## **4. Delegations**

### **(a) Phillipp Parkhomenko, Resident**

**Re: Item R1 – CS20-001 – Fence By-law Exemption Request – 203 St. John’s Sideroad West**

Mr. Parkhomenko, representing the homeowner, spoke to the fence exemption request noting that the purpose of the fence is noise attenuation to mitigate ongoing health concerns expressed by the homeowner. He noted that trees would be planted along the fence to preserve the natural aesthetics of the property, provided details on the wrought-iron gate, and requested that the fence exemption be granted.

General Committee received and referred the comments of the delegation to Item R1.

### **(b) Leslie Jennings & Dan Elliott, Residents (written delegation)**

**Re: Item R2 – PDS20-005 – Aurora Heights Public School Student Safety Plan**

Ms. Jennings and Mr. Elliott submitted a written delegation with respect to the student safety plan as recommended by staff and offered four amendments to the recommendation to ensure child safety and improve traffic flow on Kitimat Crescent.

General Committee received and referred the written comments of the delegation to Item R2.

## **5. Consent Agenda**

**General Committee recommends:**

That the following Consent Agenda item, C1, be approved:

**C1. Memorandum from Councillor Gaertner**

**Re: Resolution from City of Kitchener, Re: Universal Basic Income**

1. That the memorandum regarding Resolution from City of Kitchener regarding Universal Basic Income be received for information.

**Carried**

**6. Advisory Committee Meeting Minutes**

None

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

**R1. CS20-001 – Fence By-law Exemption Request – 203 St. John’s Sideroad West**

**General Committee recommends:**

1. That Report No. CS20-001 be received; and
2. That an exemption to the Town’s Fence By-law No. 4753-05.P to permit a non-compliant fence in the front and side yard at 203 St. John’s Sideroad West, be refused; and
3. That an exemption to the Town’s Fence By-law No. 4753-05.P to permit the non-compliant wrought iron gate with a height exceeding 2.0 metres, be approved, and the amending by-law be brought forward at a future date for enactment.

**Carried**

**R2. PDS20-005 – Aurora Heights Public School Student Safety Plan**

**General Committee recommends:**

1. That Report No. PDS20-005 be received; and

2. That the student safety plan for Aurora Heights Public School comprise of the following elements:
  - (a) A layby lane on the east side of Tecumseh Drive along the frontage of the school, subject to the York Region District School Board transferring property and/or easements at no cost to the Town; and
  - (b) Prohibit parking at all times on the south and east sides of Kitimat Crescent from a point nine metres south of the beginning of the curb return to a point nine metres east of the end of the curb return adjacent to 25 Kitimat Crescent; and
3. That **prior to the project being included in the 2021 Capital Budget, the York Region District School Board be asked to pay for the design and construction in the amount of \$125,000, subject to recommendation 2(a); and**
4. **That the following be referred to staff for consideration, subject to the approval of layby lane on Tecumseh Drive:**
  - (a) **Temporarily make Kitimat Crescent a one-way west/south bound street until the completion of the layby lane, and the necessary signage be installed from the project budget; and**
  - (b) **Upon completion of the Tecumseh layby project, a traffic study be undertaken in the area during peak school drop-off/pick-up times to determine if the temporary one-way street restriction on Kitimat should remain long term or be lifted, and that such traffic study include a period of at least two weeks of two-way traffic on Kitimat for purposes of the study; and**
5. That staff and the working group ask the York Region District School Board to consider rearranging the school bus and parent pick-up and drop-off points (Option C), should the layby lane be approved.

Carried as amended

**General Committee recommends:**

1. That residents from surrounding streets be included in future working group meetings regarding the Aurora Heights Public School Student Safety Plan project.

**Defeated**

**R3. PDS20-034 – Assessment on Various Options to Support Existing Traffic Calming Measures on Centre Street**

**General Committee recommends:**

1. That Report No. PDS20-034 be received; and
2. That Option 'C' be implemented by installing signage on Centre Street at Yonge Street advising that Centre Street is not a through street.

**Carried**

**R4. CS20-012 – Transfer of Part III Prosecutions from the Province**

**General Committee recommends:**

1. That Report No. CS20-012 be received; and
2. That the attached resolution be approved to delegate authority to The Regional Municipality of York to enter into agreements with the Province, on behalf of the Town, that will amend the Memorandum of Understanding and the Local Side Agreement and transfer prosecutions of certain Part III offences under the *Provincial Offences Act* to the Region.

**Carried**

**R5. PDS20-035 – Approval for Capital Project No. 42810 – Climate Change Adaptation Plan**

**General Committee recommends:**

1. That Report No. PDS20-035 be received; and

2. That this report satisfy Council's conditional budget approval for Capital Project No. 42810 – Climate Change Adaptation Plan, in the amount of \$100,000.

**Carried**

## **8. Notices of Motion**

None

## **9. New Business**

Councillor Gilliland inquired about Capital Projects approved by Council thus far and requested that information regarding the budget allocations be provided prior to the upcoming budget reviews. Staff provided a response noting that the information is available in Attachment #3 of Information Report No. FIN20-007 – Capital Close Report as of December 31, 2019.

Councillor Gallo requested that information regarding queries raised at a previous meeting on Information Report No. FIN20-007 – Capital Close Report as of December 31, 2019, be provided.

Councillor Gallo inquired about the status of the report on efforts to mitigate budget deficits due to the ongoing pandemic, and staff provided a response noting that reports regarding water, wastewater and stormwater budgets and the tax levy budget are forthcoming to the June 16, 2020 General Committee meeting and June 23, 2020 Council meeting respectively.

Councillor Humfries referred to the absence of artists from the Aurora Farmers Market and Artisans Fair and noted that the absence is due to the regulations from Ontario Public Health permitting only essential services at this time.

Councillor Gaertner referred to Item C1 – Resolution from City of Kitchener, regarding Universal Basic Income and expressed her appreciation for their initiative.

Councillor Gaertner referred to residents' concerns regarding disposal of grass clippings and costs to do so at other facilities, and inquired about the possibility of including this service in the Town's services, and staff provided a response.

General Committee Meeting Report  
Tuesday, June 2, 2020

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Councillor Gaertner expressed her sorrow towards the recent events that occurred in Minneapolis, Minnesota.

Mayor Mrakas referred to the various task forces created during the COVID-19 pandemic and provided the following update and achievements:

- Aurora Business Continuity Task Force: Developed a business continuity plan to encourage residents to shop local, developed a checklist for all business in Town to prepare for reopening when permitted, and developed a poster with Provincial and Regional COVID-19 and public health guidelines to be displayed at the businesses.
- Aurora Cares Community Action Team: Donated thermometers to Aurora Resthaven Retirement Home, secured purchasing iPads for students and seniors who require access, developed a resource document for all residents, and working on Applications to Receive Funds received thus far.
- Mayor's Roundtable of Sport: Working and planning towards return to play when permitted, and working towards meeting quarterly with the sport organizations.

Mayor Mrakas noted that a combined \$100,000, all in donations, were utilized by the taskforces in order to help residents and businesses.

Councillor Gilliland provided an update on the Arts and Culture Task Force, noting that there was a survey of cultural partners regarding the ongoing challenges faced by arts and cultural groups and as well as a resource document including details of funding released to the Arts and Culture industry thus far. She noted that an Ontario Live website is forthcoming wherein artists will have the opportunity to display their art and merchandise, and expressed her appreciation to staff and Councillors Gallo and Humfries.

Councillors Gaertner expressed her appreciation to staff and all involved with the various task forces for their efforts.

Councillor Humfries inquired about the availability of the Aurora Business Continuity Task Force resource document and checklist for businesses, and the Mayor noted that it would be available to all businesses and that staff will be reaching out to businesses in-person with the information.



## **10. Public Service Announcements**

Councillor Humfries extended a reminder that The Aurora Farmers' Market and Artisan Fair will be on Saturday, June 6, 2020.

Councillor Gallo expressed his support and encouragement to all Aurora residents in the ongoing pandemic.

## **11. Closed Session**

None

## **12. Adjournment**

The meeting was adjourned at 8:59 p.m.



**Town of Aurora  
General Committee Meeting Report**

Video Conference  
Tuesday, June 16, 2020

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**Attendance**

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

**Members Absent** None

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Rachel Wainwright-van Kessel, Director of Finance, Allan Downey, Director of Operations, David Waters, Director of Planning and Development Services, Cindy Shaver, Communications and Community Engagement Specialist, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Ishita Soneji, Council/Committee Coordinator

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This meeting was held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

The Chair called the meeting to order at 7:03 p.m.

General Committee consented to recess the meeting at 8:55 p.m. and reconvened the meeting at 9:02 p.m.

**1. Approval of the Agenda**

General Committee approved the agenda as circulated by Legislative Services, on a two-thirds vote, with the following additional items:

- Delegation (a) Don Given, Founding Partner, Malone Given Parsons Ltd., Re: Item R9 – PDS20-045 – Application for Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, Shining Hill Estate Collections

General Committee Meeting Report  
Tuesday, June 16, 2020

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Inc., 306, 370, 434 and 488 St John's Sideroad, File Numbers: OPA-2018-01, ZBA-2018-02 & SUB2018-02

- Delegation (b) Bruce Hall, The Planning Partnership, representing Owners of 15356 Yonge Street, Re: Item R7 – PDS20-032 – Revoking Servicing Allocation
- Item C1 – Memorandum from Mayor Mrakas, Re: Letter from Canadian Wireless Telecommunications Association (CWTA), Re: The Benefits and Safety of 5G
- Item A1 – Heritage Advisory Committee Meeting Minutes of June 1, 2020
- Item R9 – Replacement Report – PDS20-045 – Application for Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, Shining Hill Estate Collections Inc., 306, 370, 434 and 488 St John's Sideroad, File Numbers: OPA-2018-01, ZBA-2018-02 & SUB2018-02
- Notice of Motion (a) Councillor Gallo, Re: Trail Crossings
- Notice of Motion (b) Councillor Gaertner, Re: Aurora Community Tennis Club (ACTC)

## **2. Declarations of Pecuniary Interest and General Nature Thereof**

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

## **3. Community Presentations**

None

## **4. Delegations**

- (a) **Don Given, Founding Partner, Malone Given Parsons Ltd.**  
**Re: Item R9 – PDS20-045 – Application for Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, Shining Hill Estate Collections Inc., 306, 370, 434 and 488 St John's Sideroad File Numbers: OPA-2018-01, ZBA-2018-02 & SUB2018-02**

Mr. Given spoke in support of the staff recommendation noting that the application has been revised as per suggestions from the Public Planning meeting, and offered to respond to any questions or comments regarding the application.

General Committee received and referred the comments of the delegation to Item R9.

**(b) Bruce Hall, The Planning Partnership, representing Owner of 15356 Yonge Street**

**Re: Item R7 – PDS20-032 – Revoking Servicing Allocation**

Mr. Hall spoke to the Site Plan Application SP-2006-13 for 15356 Yonge Street noting that the owner intends to submit a new application with updated plans and revisions suggested at previous Public Planning meeting. He requested that the current servicing allocation be maintained for the property until the new application is approved.

General Committee received and referred the written comments of the delegation to Item R7.

**5. Consent Agenda**

**General Committee recommends:**

That the following Consent Agenda item, C1, be received:

**C1. Memorandum from Mayor Mrakas**

**Re: Letter from Canadian Wireless Telecommunications Association (CWTA), Re: The Benefits and Safety of 5G**

1. That the memorandum regarding Letter from Canadian Wireless Telecommunications Association (CWTA) regarding the Benefits and Safety of 5G, be received for information.

**Carried**

**6. Advisory Committee Meeting Minutes**

General Committee Meeting Report  
Tuesday, June 16, 2020

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**A1. Heritage Advisory Committee Meeting Minutes of June 1, 2020**

**General Committee recommends:**

1. That the Heritage Advisory Committee meeting minutes of June 1, 2020, be received for information.

**Carried**

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

General Committee consented to consider the items in the following order: R3, R1 and R2 together, R4, R5, R6, R7, R8, and R9.

**R1. CS20-013 – Pros and Cons of Ward and At-large Electoral Systems**

**R2. CS20-014 – Electoral System Review – Final Report**

Ms. Beate Bowron, Beate Bowron Etcetera and Mr. Gary Davidson, Political Scientist, presented an overview of the final Electoral System Review report including details of the public engagement and outreach process and comparison of the various ward options. It was recommended that the six ward option be the preferred ward boundary configuration for the Town as it achieves effective representation and leaves the Council size unchanged.

**General Committee recommends:**

1. That Report Nos. CS20-013 and CS20-014 be received; and
2. That the six (6) ward option presented by the Consultant be adopted and implemented for the 2022 Municipal Election; and
3. That a by-law be brought forward to a future Council meeting to enact the ward system.

**Carried**

**R3. CMS20-012 – Library Square – Governance Review**

**General Committee recommends:**

1. That Report No. CMS20-012 be received; and

2. That the Not-for-Profit/Municipal Hybrid Model be approved as the governance model for the future operation of Library Square; and
3. That staff work with stakeholders to develop a fees and charges schedule for Library Square and report back to Council at a later date; and
4. That the Director of Community Services form a Space Allocation Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding rental and booking responsibilities for Library Square, including all spaces at 22 Church St. School, the New Addition, Outdoor Square, Bridge and Aurora Public Library; and
5. That the Director of Community Services form a Collaborative Programming Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding program delivery strategies and create a programming and performance schedule for Year 1 and Year 2 of Library Square operations; and
6. That the Director of Community Services form an Information Technology Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding the delivery of IT Services for Library Square, including all spaces at 22 Church Street School, the New Addition, Outdoor Square, Bridge and Aurora Public Library.

**Carried**

**R4. CMS20-014 – Hallmark Lands: Request for Information and User Group Survey Results**

**General Committee recommends:**

1. That Report No. CMS20-014 be received; and
2. That the Director of Operational Services be authorized to commence the tendering process for 100 Vandorf Sideroad and proceed with Capital Project No. 73287 as previously presented; and

3. That staff report back to Council with an updated budget request prior to awarding the contract, if required.

**Carried**

**R5. FIN20-017 – 2020 User Rate Funded Operations Forecast Update – as of  
April 30, 2020**

**General Committee recommends:**

1. That Report No. FIN20-017 be received; and
2. That the Town's present 'break-even' water, wastewater and storm water rates be maintained for the remainder of the year; and
3. That a by-law to extend the Town's 'break-even' water, wastewater and storm water rates be brought to the June 23, 2020 Council meeting for approval.

**Carried**

**R6. OPS20-010 – Award of Tender for Supply and Delivery of One (1) 2021  
Combination Dump, Sander and Plow Truck**

**General Committee recommends:**

1. That Report No. OPS20-010 be received; and
2. That the total approved budget for Capital Project No. 34440 be increased to \$263,900, representing an increase of \$23,900 to be funded from the Fleet Repair and Replacement Reserve.

**Carried**

**R7. PDS20-032 – Revoking Servicing Allocation**

**General Committee recommends:**

1. That Report No. PDS20-032 be received; and
2. That water and sewage capacity previously allocated to the following Site Plan Application be extended for one year:

General Committee Meeting Report  
Tuesday, June 16, 2020

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- (i) Site Plan Application File SP-2018-03 at 15086-15106 Yonge Street;  
and
- 3. That water and sewage capacity previously allocated to the following  
Site Plan Applications, be revoked:
  - (i) Site Plan Application File SP-2006-13 (formerly D11-13-06) at 15356  
Yonge Street; and
  - (ii) Site Plan Application File SP-2013-05 at 15132-15136 Yonge Street.

**Carried**

**R8. PDS20-037 – Capital Project No. 34527 – Yonge Street at Wellington  
Street Right Turn Lane Intersection Improvement  
Proposed Capital Budget Increase**

**General Committee recommends:**

- 1. That Report No. PDS20-037 be received; and
- 2. That the total approved budget for Capital Project No. 34527 be  
increased from \$75,000 to \$94,100, representing an increase of  
\$19,100, to be funded from the Roads Repair and Replacement  
Reserve.

**Carried**

**R9. PDS20-045 – Application for Official Plan Amendment, Zoning By-law  
Amendment, and Draft Plan of Subdivision  
Shining Hill Estate Collections Inc.  
306, 370, 434 and 488 St John's Sideroad  
File Numbers: OPA-2018-01, ZBA-2018-02 & SUB2018-02**

**General Committee recommends:**

- 1. That Report No. PDS20-045 be received; and
- 2. That Official Plan Amendment application OPA-2018-01 (Shining Hills  
Collections Inc.) be approved to:



- a) Amend Schedule AA of OPA 37 to re-designate the subject lands from 'Suburban Residential (SR)', 'Suburban Residential (SR-1)', 'Core Area Open Space' and 'Supporting Area Open Space' to 'Suburban Residential (SR-2)' and 'Core Area Open Space (COS-1)'; and
  - b) Amend Section 2.0 of OPA 37 to add the following new Section 2.5 'Suburban Residential (SR-2)' and the following policy: "Suburban Residential permits fully serviced single-detached lots with frontages generally greater than 15 metres and areas generally greater than 460 square metres. Accessory uses and home occupations which are accessory to the residential use and compatible with the residential character may also be permitted. Neighbourhood oriented community services such as schools and parks shall also be permitted"; and
  - c) Amend Section 2.0 of OPA 37 to add the following new Section 2.6, 'Core Area Open Space (COS-1)' and the following policy: "The Core Area Open Space designation permits lands that are open space, approved stormwater management ponds, and approved road and municipal service crossings. Other than the above permitted services this area shall remain in its natural state with only passive recreation uses permitted; and
3. That Zoning By-law Amendment application ZBA-2018-02 (Shinning Hills Collections Inc.) be approved to rezone the subject lands from 'Oak Ridges Moraine Rural General (RU-ORM)' to 'Detached Third Density Residential Exception Zone (R3-XX)', Private Open Space (O2-XX), 'Oak Ridges Moraine Environmental Protection (EP-ORM)'; and
  4. That the Draft Plan of Subdivision application SUB-2018-02 (Shinning Hills Collections Inc.) to create eight blocks be approved, subject to the conditions listed in Schedule 'A' to this report; and
  5. That Council grant an allocation of 291 persons from the reserve to service the development of 90 single-detached dwellings on the approved Draft Plan of Subdivision; and

6. That the implementing Official Plan Amendment be forwarded to the Region of York for approval; and
7. That the Zoning By-law Amendment ZBA-2018-02 be brought forward to a future Council Meeting, after the implementing Official Plan Amendment is approved by the Region of York.

**Carried**

## **8. Notices of Motion**

**(a) Councillor Gallo  
Re: Trail Crossings**

Whereas since the 1970's, Aurora's planners have been urged to include off-road trails in natural environments for non- motorized traffic; and

Whereas in 2011 with the assistance of Town staff and MMM Group the Trails Sub-Committee developed the Town of Aurora Trails Master Plan; and

Whereas during these unrepresented times, Aurora's trails have been used and appreciated more than ever; and

Whereas Aurora trails serve "the dual function of the trails network; as community infrastructure for non-motorized and self-propelled traffic, for utilitarian as well as recreational purposes"; and

Whereas key goals to the development of the Trails Master Plan are "Improve connections between existing trails, and to provide new trails and connections between residential areas, schools, commercial, industrial and institutional establishments, and parks, greenspace and natural areas" and "Create a connected network of trails which provide Aurora's residents with active, healthy lifestyle opportunities, the ability to travel easily throughout Town with opportunities to experience nature without having to rely on a car"; and

Whereas the Trails Master Plan has identified difficulties in trail development such as "challenging or non-existent road or rail crossings" and "a lack of trail continuity"; and

General Committee Meeting Report  
Tuesday, June 16, 2020

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Whereas the Trails Master Plan has identified that the “implementation of the plan can only be accomplished through short, medium and long term actions under the leadership and guidance of Council”; and

Whereas Section 11.10 (d) Policies for Public Open Space of the Town of Aurora Official Plan states “This Plan aims to encourage retention, enhancement, and full utilization of the existing public parks, including enhancements to improve the visual and physical linkages with the parks and associated trails with, for example, wayfinding signage, improved streetscape links and crosswalks”, and Section 12 (d) states “Enhance the Greenlands System through a comprehensive network of trails, in accordance with the Town’s Trails Master Plan”; and

Whereas in addition, section 12.2 (a) The Greenlands System of the Town of Aurora Official Plan clearly states “It is a fundamental principle of this Plan that the Town promote an active, healthy lifestyle for its residents. The provision of a highly integrated system of environmentally protected lands, parks, trails and recreation facilities that are well distributed, strategically located, well maintained and diverse plays an important role in encouraging community members to have active and healthy lifestyles”; and

Whereas Council has passed the following resolution “Now Therefore Be It Hereby Resolved That staff work with our local MPPs for their support and to advocate for Aurora to Metrolinx for re-opening the Cousins Drive Crossing and that staff provide an update report to a future General Committee meeting including an estimate of the costs of all possible options should the Town undertake the project”; and

Whereas the Mayor has sent a letter to Mr. Verster (CEO of Metrolinx) on May 13, 2020 regarding Cousins Drive; and

Whereas it is fundamentally clear the Town of Aurora is bisected by train tracks and in order to properly implement the Trails Master Plan and parts of the Town of Aurora Official Plan frequent and safe east west crossing for non-motorized traffic must be established; and

Whereas should the Town be interested in multiple non-motorized crossings along the train track, designs must be included in the tender documents during the track reconstruction by Metrolinx;

1. Now Therefore Be It Hereby Resolved That staff provide a status report on all potential pedestrian crossings for non-motorized traffic along the train corridor to a General Committee meeting by the end of October; and
2. Be It Further Resolved That staff include in that report the priority crossings as identified in the Trails Master Plan and costing of detailed designs so that they may be included in the tender documents during the reconstruction by Metrolinx.

**(b) Councillor Gaertner**

**Re: Aurora Community Tennis Club (ACTC)**

Whereas the Aurora Community Tennis Club was allowed to open in mid-May as per an update to the Provincial Orders; and

Whereas the restrictions and measures required to operate the club in an effective and safe way have impacted the club's continued ability to resume operations for the 2020 season; and

Whereas a large part of their programming is tennis lessons taught by their Club Pro; and

Whereas the Club is asking permission for their Club Pro to permit one court at McMahon Park for tennis lessons in this 2020 season; and

Whereas this will hopefully enable the ACTC to maintain some level of service/connection with their members as they try to manage through a year of significant transition and the difficulties imposed by COVID-19; and

Whereas the recent Council decision anticipated that typical demand would be satisfied with the permitting of two courts at Fleury Park; and

Whereas, as a result of the pandemic, tennis is one of the few allowed sports and increased demand for permits has superseded supply; and

Whereas the permitting of one court at McMahon Park should have no impact on public availability as these courts are mostly reserved for the ACTC;

General Committee Meeting Report  
Tuesday, June 16, 2020

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1. Now Therefore Be It Resolved That staff be authorized to issue Tennis Court rental permits for one court only, at McMahon Park, for the exclusive use of the Aurora Community Tennis Club Pro, for the remainder of the 2020 calendar year.

## **9. New Business**

Councillor Gaertner inquired about the Joint Operations Centre final budget report and staff provided a response noting that the information would be provided as part of a Capital Project Close report.

Councillor Gaertner inquired about the status of the street light request in the Mosaics area, south side of 14700 Yonge Street, and staff agreed to follow up.

Councillor Gilliland noted her attendance at a Tele-Town Hall with Minister Lisa McLeod, Minister of Heritage, Sport, Tourism and Cultural Industries, and noted that \$13,000,000 has been allocated towards tourism recovery and marketing plan and that \$5,000 has been allocated towards initiatives in York Region.

Councillor Gilliland advised that the **Ontario.live** website has been launched, where artists and performers have an opportunity to display their art and merchandise.

## **10. Public Service Announcements**

Councillor Humfries extended a reminder that the Aurora Farmers Market and Artisans Fair will be on Saturday, June 20, 2020 from 9 a.m. to 1 p.m. at Town Park and advised that the artisans will be present beginning this Saturday.

Councillor Kim extended his regards to Tom Connor, Aurora resident and recipient of the 2020 Aurora Citizen of the Year award.

Councillor Gaertner extended her wishes for Pride Month and emphasised the importance of promoting anti-discrimination and increasing awareness on inclusivity in the society. She extended her regards to York Region Police for being the first police department to raise the Pride Flag in Canada.

General Committee Meeting Report  
Tuesday, June 16, 2020

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Councillor Gaertner relayed comments of appreciation from Ms. Shillolo, Hartman Public School teacher, regarding the forthcoming butterfly garden in the Town's Wildlife Park.

Mayor Mrakas extended a reminder that due to the ongoing risks associated with COVID-19 & in the interest of public safety, the Town has cancelled all previously scheduled Town summer camp and aquatic programs noting that full refunds will be issued to all registered participants, and more information is available at [aurora.ca/summercamps](http://aurora.ca/summercamps) and [aurora.ca/aquatics](http://aurora.ca/aquatics).

Mayor Mrakas extended his wishes for Pride Month noting that the annual parade has been cancelled and the Town will continue the tradition of raising the Pride Flag at Town Hall.

Mayor Mrakas announced the launch of the new online community engagement platform, Engage Aurora, a 24/7 digital platform where residents can share feedback on a variety of Town projects, and noted that more information is available at [engageaurora.ca](http://engageaurora.ca).

Mayor Mrakas announced that the Town is looking for up to four members of our community to serve on the Official Plan Review Community Steering Committee (CSC), noting that more information regarding the Committee and the application form is available at [engageaurora.ca/opr](http://engageaurora.ca/opr). He noted that the deadline for submissions is Tuesday, June 30, 2020.

Mayor Mrakas announced that the Town has launched a Business Visitation Program to provide assistance to Aurora businesses as they move forward to recovery noting that Town staff will be reaching out to businesses to schedule visits, and more information is available at [aurora.ca/businesssupport](http://aurora.ca/businesssupport).

Mayor Mrakas announced that the Aurora Cares Community Resource Guide is now available at [aurora.ca/auroracares](http://aurora.ca/auroracares).

Mayor Mrakas announced that the Online Skylight Gallery, featuring artists Christine Chin-Fook and Tina Sanders for the month of June can be viewed at [aurora.ca/skylightgallery](http://aurora.ca/skylightgallery).

General Committee Meeting Report  
Tuesday, June 16, 2020

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Mayor Mrakas extended a reminder that residents can stay active and engaged by visiting the Recreation at Home webpage at [aurora.ca/recathome](http://aurora.ca/recathome) that contains a collection of activities to keep families active at home.

Mayor Mrakas announced that the Town is hosting a NHL20 PS4 Canada Day Tournament noting that further information regarding the tournament, participation, prizes, and registration is available at [aurora.ca/canadaday](http://aurora.ca/canadaday).

Mayor Mrakas advised that the Aurora Business Continuity Task Force and Aurora Cares Community Action Team were concluded and noted that Premier Doug Ford was in attendance at the last meetings.

Mayor Mrakas referred to his discussions with the Premier regarding commencing Stage 2 in Aurora starting on Friday, June 19, 2020, and the preparations the Town would be making to ensure a smooth transition.

Mayor Mrakas announced that as the Town prepares for Phase 2 of reopening, the Aurora Outdoor Patio Program has been developed for local business to ensure adequate expansion of patio areas. He noted that the program includes:

- Waiving of all application fees;
- Waiving of all application fees for minor variances for patio expansions; and
- Restaurants and bars that would like to expand to create patio space onto the sidewalk will have to enter into an encroachment agreement with the Town and must maintain accessibility requirements.

## **11. Closed Session**

None

## **12. Adjournment**

The meeting was adjourned at 10:25 p.m.



**Town of Aurora  
Budget Committee Meeting Report  
Public Consultation**

Video Conference  
Tuesday, June 2, 2020

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**Attendance**

**Council Members** Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, and Thompson.

**Members Absent** Councillors Humfryes and Kim

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Rachel Wainwright-van Kessel, Director of Financial Services, Allan Downey, Director of Operations, David Waters, Director of Planning and Development Services, Michelle Outar, Acting Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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This meeting was held electronically as per Section 20.1 of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 State of Emergency.

The Chair called the meeting to order at 6:15 p.m.

**1. Approval of the Agenda**

Budget Committee approved the agenda as circulated by Legislative Services.



**2. Declarations of Pecuniary Interest and General Nature Thereof**

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

**3. Delegations – Opportunity for Members of the Public to Provide Input Regarding the 2021 and 2022 Operating and Capital Budget**

None

**4. Adjournment**

The meeting was adjourned at 6:17 p.m.



**Town of Aurora  
Council Report**

**No. PDS20-049**

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**Subject:** Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent  
Proposed Capital Budget Increase

**Prepared by:** Garry Anggawinata, Project Delivery Coordinator

**Department:** Planning and Development Services

**Date:** June 23, 2020

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## **Recommendations**

1. That Report No. PDS20-049 be received; and,
2. That the total approved budget for Capital Project No. 34626 be increased from \$100,000 to \$192,700, representing an increase of \$92,700 to be funded from the Roads R&R Reserve.

## **Executive Summary**

This report requests Council authorization to increase the total approved budget for Kitimat Crescent Sidewalk Capital Project No. 34626, to \$192,700, representing an increase of \$92,700 to be funded from the Roads R&R Reserve Fund.

- The Request for Tender was undertaken by Town staff that resulted in ten compliant bid submissions that all exceeded the approved 2020 capital budget for the project.
- As a precautionary measure, provisional (extra work) was included in the Request for Tender to cover the cost of replacing or repairing all of the underground infrastructure during construction if required.

## **Background**

As directed by Council on November 26, 2019, staff included \$100,000 in the 2020 capital budget for the construction of a sidewalk on Kitimat Crescent. The sidewalk is proposed to be installed directly adjacent to the curb on the north and west side of Kitimat Crescent in order to preserve as much driveway capacity as possible. This results in the proposed curb-facing sidewalk not meeting provincial standards for roadway maintenance and snow removal as this was the only feasible design for a

retrofit sidewalk to minimize the impact to existing trees, utilities, and residents' driveways.

The design has been delivered in-house by the Engineering Staff and construction is planned for the summer of 2020.

## **Analysis**

**The Request for Tender was undertaken by the Town resulted in ten compliant bid submissions that all exceeded the approved 2020 capital budget for the project**

Engineering engaged Procurement to facilitate the process of acquiring a qualified contractor to undertake the works. The Request for Tender was issued on February 6, 2020 and closed on March 6, 2020, where a total of ten (10) compliant bid submission were received. Of these ten (10) submissions, the lowest bidder is Emmacon Corp. with a total bid price of \$167,167.00 excluding taxes which exceeded the approved budget of \$100,000.

**As a precautionary measure, provisional (extra work) was included in the Request for Tender in order to cover the cost of replacing or repairing all of the underground infrastructure during construction if required**

Bid submissions closed on March 6, 2020 and exceeded the project's approved budget of \$100,000 which was established based on previous similar work undertaken by the Town within the last three years (e.g. the sidewalk on Mary Street and on Algonquin Crescent).

As a precautionary measure, the capital budget was increased in order to cover the cost of provisional items for extra works involving the replacement or repairing of existing curbs and catch basins if necessary, as set out in the Request for Tender. As shown in Table 1, the contractor provided a budget of \$55,308 in their proposal to undertake this additional work.

Due to the nature of construction projects, there is always a degree of uncertainty in terms of site conditions especially with regards to underground infrastructure. In the case of the Kitimat capital project, the proposed sidewalk is to be installed directly adjacent to the existing curb with no setback due to property constraints. Since the contractor will be working very closely to the asphalt roadway, curb replacements and repairing existing catch basins, manholes, as well as watermain valves may be required. It is very unlikely that total replacement of the underground infrastructure will

be required, but were included in the Request for Tender to permit the project to continue once started.

As part of the capital budget, the Town's contractor will provide curb cuts if requested within the municipal right-of-way including driveway repair and sodding subject to complying with existing zoning standards. Driveway widening on private property, including repair and vegetation/tree removal will be the responsibility of the homeowner.

### **Advisory Committee Review**

Not applicable

### **Legal Considerations**

The awarding of this contract is in accordance with the Town's procurement By-law.

In a claim dealing with maintenance of a public highway, including a sidewalk, the Town may use as a defence the fact that it met the provincial minimum maintenance standards (MMS) established for public highways and sidewalks. By meeting the MMS, a municipality should not be held liable for failing to keep the public highway or sidewalk in a reasonable state of repair. In the event of a future claim that may occur on the proposed Kitimat sidewalk, this defence may not be available to the Town. If a claim did arise, the Town would have to prove that it kept the sidewalk in a state of repair that is reasonable in the circumstances, including the character and location of the sidewalk. In addition, in a personal injury claim, the claimant would have to prove that the Town was grossly negligent in order to be liable. To prove gross negligence, a claimant would have to show, among other things, that the Town completely disregarded the maintenance of the sidewalk.

### **Financial Implications**

The following Tables 1 and 2 summarize the tender prices submitted by the successful bidder (Emmacon Corp.), including the detailed breakdown of provisional items ("Part B – Optional Extra Work").

**Table 1 – Summary of Tender Prices**

<b>Tender Prices Submitted from Contractor</b>	
Part A – Kitimat Crescent Sidewalk Construction	\$111,858.25
Part B – Optional Extra Work	\$55,308.75
<b>Total Tender Price</b>	<b>\$167,167.00</b>

**Table 2 – Breakdown of Items in “Part B – Optional Extra Work”**

Remove existing catch basins and catch basin leads (if needed) and replace with new
Clean existing maintenance holes and catch basins (if needed)
Remove and replace water valve boxes (if needed)
Additional boulevard grading work (if needed)
Extra work performed on Time and Material Basis (if needed)

Table 3 below presents a financial summary of the total estimated requirements for Capital Project No. 34626 based upon the lowest bid price submitted by Emmacon Corp.

**Table 3 – Financial Summary**

<b>Approved Budget</b>	
Capital Project #34626 (Kitimat Sidewalk)	\$100,000
<b>Funding available for the subject contract</b>	<b>\$100,000</b>
Contract Award excluding HST	\$167,167
Geotechnical Inspection (Under separate P.O.)	\$2,500
Arborist Inspection (Under separate P.O.)	\$2,000

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Construction signage (Under Separate P.O.)	\$1,000
Sub-Total	\$172,667
Contingency amount (10% of the Contract Award Amount)	\$16,717
Non-refundable taxes (1.76% of the Contract Award Amount)	\$3,333
<b>Total Funding Required</b>	<b>\$192,700</b>
Budget Variance	(\$92,700)

As indicated in Table 3, this project requires a funding increase of \$92,700. As noted above, 60% of the proposed increase is attributable to the addition of provisional items relating to a possible requirement for additional curb replacement, catch basins and water valves works. It is unlikely that all of the additional works will be needed, however they were included in the Request for Tender to ensure the Town's ability to enforce this work should it be required during construction. All excess funds will be returned to source at the end of the project.

It is recommended that the funding short-fall of \$92,700 be funded from the Roads R&R Reserve Fund.

### **Communications Considerations**

The Town of Aurora will use 'Inform' and 'Consult' as the levels of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. This report will also be posted to the Town's website.

Area residents will be notified by mail prior to the start of the project to determine if they are interested in having the Town's contractor provide curb cuts within the municipal right-of-way subject to complying with existing zoning standards.

## **Link to Strategic Plan**

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

**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**

1. That Council provide direction.

## **Conclusions**

The Tender review has complied with the Town's Procurement By-law and it is recommended that the total budget for Capital Project No. 34626 for the Kitimat Sidewalk to be increased to \$192,700 with additional funding of \$92,700 to be provided from the Roads R&R Reserve Fund. About 60% of the budget increase is for provisional (extra work) to cover the cost of replacing or repairing underground infrastructure if required during construction. All excess funds will be returned to source at the end of the project.

## **Attachments**

Attachment 1 – Sidewalk on Kitimat Crescent – Key Plan

## **Previous Reports**

PDS20-029 – Capital Project No. 34626 – Sidewalk Construction on Kitimat Crescent Proposed Capital Budget Increase, dated May 5, 2020

PDS19-001 – Sidewalk Construction on Kitimat Crescent, dated March 19, 2019

IES16-013 – School Travel Planning for Aurora Heights PS, dated February 2, 2016

IES 16-027 – School Travel Planning for Aurora Heights PS update, March 22, 2016

## **Pre-submission Review**

Agenda Management Team Meeting review on April 16, 2020.

June 23, 2020

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Report No. PDS20-049

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**Departmental Approval**

**Approved for Agenda**



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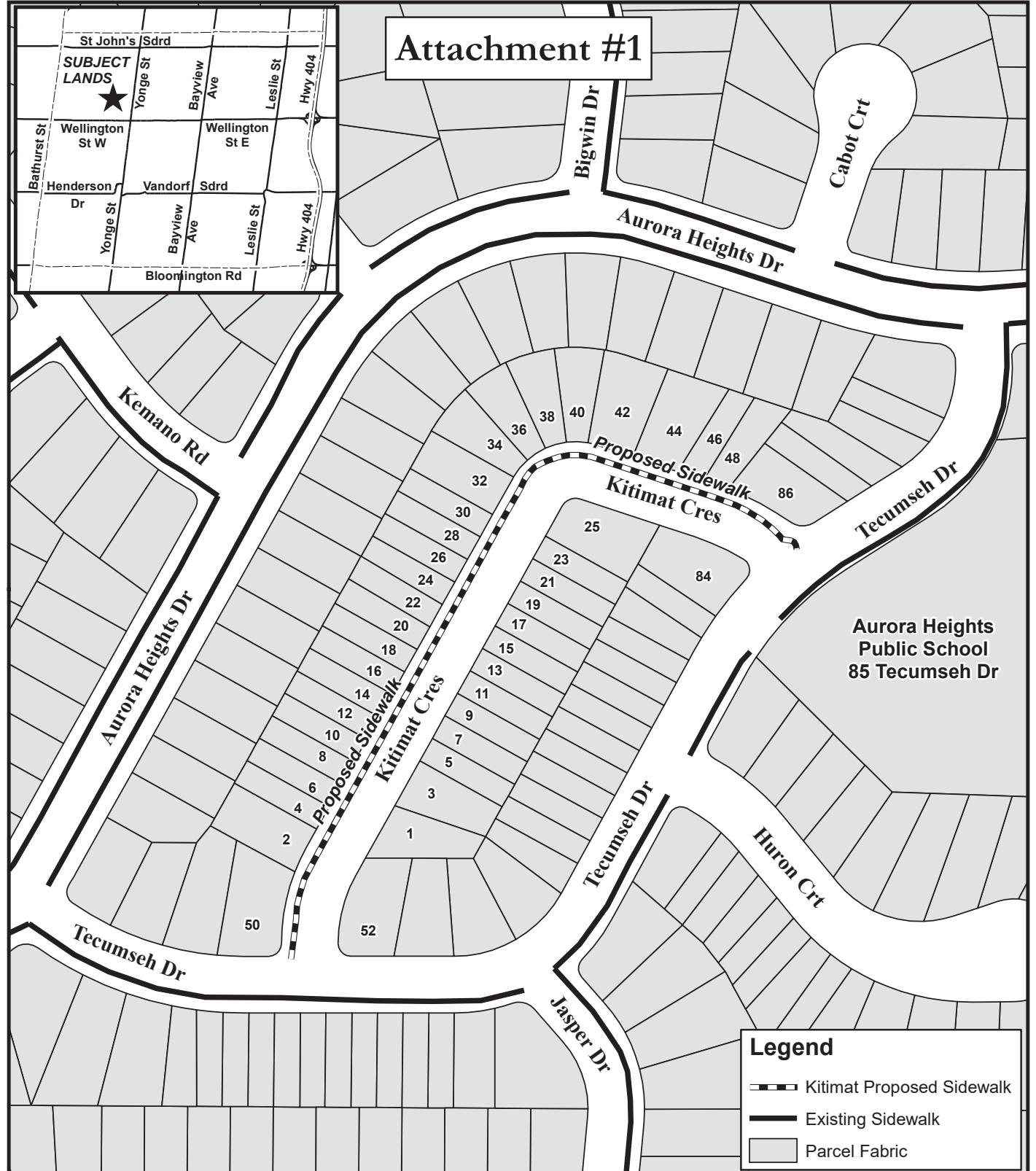
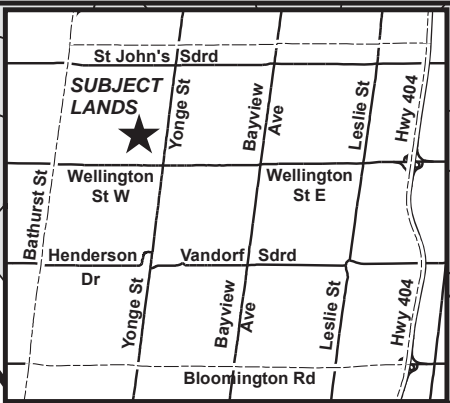
**Waters, MCIP, RPP, PLE  
Director  
Planning and Development Services**

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**Doug Nadorozny  
Chief Administrative Officer**

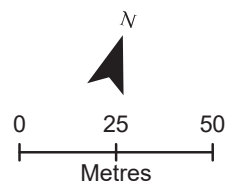


**Attachment #1**



**Legend**

- Kitimat Proposed Sidewalk
- Existing Sidewalk
- Parcel Fabric



**KEY PLAN  
LOCATION OF PROPOSED SIDEWALK  
KITIMAT CRESCENT**



PDS20-049

Map created by the Town of Aurora Planning and Development Services Department, Engineering and Capital Delivery Division, January 16th, 2019. Base data provided by York Region and Aurora - GIS.



**Town of Aurora  
Council Report**

**No. FIN20-015**

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**Subject:** 2019 Year End Budget Report – as at December 31, 2019  
**Prepared by:** Tracy Evans, Financial Management Advisor  
**Department:** Finance  
**Date:** June 23, 2020

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## **Recommendation**

- 1. That Report No. FIN20-015 be received for information.**

## **Executive Summary**

This report presents the yearend financial performance of the Town's tax levy and user rate funded operations. In addition, information is provided on the disposition of the Town's tax funded operating surplus, as well as the management of its user rate funded operating deficit in accordance with the 2019 Surplus Control By-law 6235-20.

- The Town's tax levy funded operations budget ended the year with a surplus of \$949,300
- Water, wastewater and storm water operations closed the fiscal year with an operating deficit of \$1,881,800
- The Town's Department's had many accomplishments over the course of 2019

## **Background**

In an effort to keep Council informed as to the financial status of the Town's operating budgets, it was presented with interim forecast updates on a quarterly basis over the course of 2019. Now that the Town's external audit is substantially complete, this allows Finance staff to finalize its report of the 2019 fiscal results for the Town of Aurora.

Staff presented the Town's audited 2019 draft financial statements to the Audit Committee this evening for its approval. It should be noted that these audited financial statements are presented in a format consistent with the Public Sector Accounting Standards (PSAS), whereas this report is presented in a format consistent with the "traditional balanced municipal budget" approach.

## **Analysis**

On January 28, 2020, the Surplus Control By-law 6235-20 was passed. This by-law authorizes the CAO and Treasurer to allocate portions of a yearend surplus to specific reserve accounts, or to offset a yearend operating deficit through a draw from specific reserve accounts as part of the yearend accounting processes. This is done in an effort to separate a previous year's budget variance from that of the upcoming year's budget. Any surplus allocations are to be made according to a specific formula set out in the by-law and are to be reported back to Council.

### **The Town's tax levy funded operations budget ended the year with a surplus of \$949,300**

Actual total expenditures for 2019 were \$70,567,600 which was 4.4 percent or \$2,974,100 above the established budget of \$67,593,500. Total 2019 revenues (including the \$47,280,964 tax levy) were \$71,516,900 which was 5.8 percent or \$3,923,400 higher than the \$67,593,500 budgeted for total revenue. These two variances result in the net \$949,300 surplus.

The 2019 approved operating budget provided for \$70,567,600 of expenses, offset by various revenue sources. Table 1 summarizes the Town's significant variances that contributed to the yearend results prior to the allocation of the \$949,300 surplus being contributed to reserves as per the Surplus Control By-law.

One of the most significant contributors to the overall favourable variance recognized by the Town's municipal operations arises from development as well as other higher than expected revenues. The most significant favourable expenditure variance contributing to the Town's operating surplus was utility savings.

The Town did not achieve its budgeted salary and benefits savings of \$150,000 relating to vacant position gapping, rather it concluded the fiscal year in a deficit position. The Town did recognize some savings but they were more than offset by higher salary costs arising mostly from winter management operations.

Rising contract and operating material unit costs and demand for those contracted services and materials contributed to the 2019 operating budget short-falls experienced by winter, waste and fleet management services.

**Table 1  
Summary of 2019 Key Budget Variances**

	<b>Favourable / (Unfavourable)</b>
<b>Revenues:</b>	
Penalties on unpaid property taxes	544,100
Engineering fees revenues	379,600
Community program revenues	120,500
Other development revenues	92,200
Parking enforcement revenues	88,000
Unplanned grant receipt	72,000
Ice and other rentals	(259,800)
Subtotal revenues	1,036,600
<b>Expenditures:</b>	
Utility savings (Facility, Parks, Streetlights)	247,200
Library Square operations	237,600
Tax write-off savings	113,300
Other various savings	79,400
Winter management operating materials/contract	(394,000)
Salaries & benefits	(193,400)
Fleet & equipment repairs	(97,300)
Recycling/solid waste contracts	(80,100)
Subtotal expenditures	(87,300)
<b>Total</b>	<b>949,300</b>

Many of the variance items noted in Table 1 are generally not directly controllable by the Town and are difficult to budget for. As a consequence, these items have an ability to become significant contributors to the budget variances experienced at yearend.

The following identifies the 2019 yearend variances by department:

CAO and Council

The Council and CAO budgets ended 2019 with a \$40,500 (2.1 percent) favourable variance on a net operating budget of \$1,908,200. This variance was the result of some savings experienced from conferences, contracts and consulting.

June 23, 2020

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Report No. FIN20-015

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### Corporate Services

Corporate Services ended the fiscal year with a \$73,100 (1.0 percent) favorable variance on a net operating budget of \$7,472,900. This variance is mostly attributable to larger than anticipated parking violation revenues and part time salary savings.

### Finance

Finance ended the year with a \$125,400 (6.8 percent) favourable variance on a net operating budget of \$1,837,500 mostly as a result of salary savings related to staff vacancies.

### Fire Services

Central York Fire Services (CYFS) experienced a surplus of \$1,100,226 from a total approved operating budget of \$27,207,116, mostly attributable to gapping for retirements, leave of absences, new hires, and other vacancies. Aurora's share of this budget and resultant surplus was \$10,729,932 and \$452,193, respectively. This noted CYFS surplus was offset by a contribution to the shared CYFS Reserve, leaving the Town's portion as budgeted.

### Operational Services

Operational Services, excluding water, wastewater & storm water services, ended 2019 with a \$557,400 (5.6 percent) unfavourable variance on a net operating budget of \$9,996,100. This deficit had multiple service line contributors which included winter, fleet, as well as waste management. These service line deficits were partially offset by surpluses arising in road network and parks operations resulting from contract, operating materials and salary savings.

Winter management services was the most significant contributor to the overall deficit experienced by the department. As per the Town's winter control reserve policy, had the overall Town operating budget been unable to accommodate the full reported \$607,500 winter management deficit, any required funding short-fall could have been drawn from this reserve. As the Town's overall operating budget had sufficient funds available to offset this short-fall, a draw from the winter control reserve was not necessary in 2019. In consideration of these offsetting funds, Operational Services' overall reported variance would become a surplus of \$50,100.

Operational Services' salaries and wages are split between the tax levy and rate (water, wastewater & storm water services) funded programs. In any given year, the extent of

operational service staff support of tax levy or rate funded programs is difficult to predict; consequently, some variability is not unusual. Overall the department's salaries and benefits for tax supported programs finished the year over their established budgets by \$189,300. Within this variance, a salary shortfall of \$23,400 was recognized relating to a lower than budgeted amount of staff's time being spent on rate funded programs, partially offset by park operations salary savings.

Fleet and winter management services' reported deficits were most attributable to greater than anticipated operating material / supply costs. The waste management services deficit was attributable to higher than anticipated demand. In particular, the higher snow management costs are the result of a greater than planned number of snow events. Increased 3<sup>rd</sup> party fleet repair costs were the key contributor to the funding short-falls experienced in fleet management services.

#### Community Services

Community Services closed the year with a favourable variance of \$357,100 (3.8 percent) on a net operating budget of \$9,429,700. Some of the key contributors to this variance were stronger membership fee revenues from fitness, aquatics and seniors; as well as community program delivery contract and salary savings. This variable variance is partially offset by less than anticipated ice rental revenues.

Other key contributors to the Community Services' favourable variance was facility electricity cost and Library Square operations savings. The Town's electricity cost savings reflect the Town beginning to recognize energy savings resulting from its continued conversion of all its facilities to LED lighting. The Library Square operations savings are expected as the Town strategically continues to phase the full estimated operating costs for the Square upon becoming fully operational onto the tax levy. These temporary unspent balances will be contributed to the Town's rate stabilization reserve for future support of the Library Square's operations upon it becoming fully operational, if required.

#### Planning & Development Services

The Planning & Development Services department ended the year with a surplus of \$452,300. The key contributing factor to this favourable variance was healthier than expected development driven revenues such as engineering fees for lot grading, subdivisions and site plans. These surplus revenues were partially offset by lower than anticipated revenues relating to condominium development. It should be noted that the majority of these revenues arise at the 'front end' of a development; consequently, as

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the Town has almost reached its build out capacity, these revenues can be expected to begin to decline in future years.

Not included in this variance is a Building Services' surplus of \$243,100, as it is a self-funded function as per provincial legislation. Consequently, if it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve in order to balance its operating budget. If it recognizes excess revenues, these revenues are utilized to replenish its reserve. This year's surplus results from position vacancies arising over the course of 2019.

#### Corporate Revenues & Expenses

Corporate Revenues and Expenses concluded the year with a \$435,700 (10.0 percent) favourable variance on a net operating budget of \$4,378,100. The primary driver of this variance was larger than anticipated penalties on unpaid property taxes attributed to the continued application of the Town's new collection policy that requires all outstanding water amounts owing of a certain age to be transferred to tax accounts.

Other key contributors to this favourable variance was the unbudgeted BIA special area tax levy that was approved after the budget had already been established, larger than anticipated payments in lieu of taxes and the receipt of an unplanned grant. The noted favourable variance from BIA special area tax levy revenues is fully offset by an equally unfavourable variance under the Planning & Development Services department relating to the payment of these collected revenues to the Downtown Business Improvement Association.

#### Aurora Public Library Contribution

The Aurora Public Library experienced a surplus of \$91,500 from a total approved net operating budget of \$3,843,100, mostly attributable to salary savings. This net operating budget is equivalent to the Town's 2019 contribution to the Aurora Library Board. This surplus was contributed to the Library Board's general capital reserve, leaving the Town's planned contribution as budgeted.

#### Total Tax Levy

The Town collected a total of \$47,281,000 in tax levy revenue, excluding supplementary tax revenues, which was \$22,600 higher than what was budgeted. In an effort to achieve an approved operating budget for the upcoming year prior to the year commencing, the Town must estimate its tax assessment base growth for the upcoming

year prior to the final figure being known, consequently some minor variation between the budgeted and final levy can be expected.

### Operating Summary

Overall, the Town of Aurora tax levy funded operations ended the year with a surplus of \$949,300 with no noticeable adverse impacts to service levels. Under the guidelines as presented in the Surplus/Deficit Control By-law, as the rate stabilization reserve balance has reached its maximum ceiling of ten percent of the tax levy, the CAO and Treasurer have approved a contribution of this equivalent amount across the Town's repair & replacement reserves.

The final net tax levy funded operations results can be found in Attachment 1.

### **Water, wastewater and storm water operations closed the fiscal year with an operating deficit of \$1,881,800**

Staff strive to better match revenues with expenses and to eliminate historic reliance upon contributions from reserves in order to balance these programs and to ensure the sufficient replenishment of the underground infrastructure rehabilitation and replacement reserves. In addition, the Town has adopted a strategy whereby the annual contribution to underground infrastructure reserves continues to be responsibly increased each fiscal year in an effort to ensure that these reserves are able to sustain these assets into the medium to longer term. Staff have made progress but more effort is required.

Water and wastewater services concluded the fiscal year with an unfavorable operating budget variance of \$1,455,400 largely attributable to lower than anticipated retail water volumes producing lower retail revenues than planned partially offset by wholesale water purchase and sewage discharge fees savings. Another key contributor to this variance was the Town's write-off of some of its uncollectable water receivables owing, partially offset by maintenance and emergency contract savings.

Storm water services ended the year with a deficit of \$426,400 driven predominately by lower than anticipated revenue, as well as larger than expected catch basin cleaning expenses. Staff will strive to eliminate future revenue short-falls through the right-sizing of future storm water revenue targets.



Storm water costs are expected to continue to be under considerable pressure for the next three to five years as the Town strives to further align its reserve balance with its associated infrastructure's renewal requirements which are significant.

Overall user rate funded operations experienced a deficit of \$1,881,800 which was brought to a balanced budget at year end through a draw from each respective user rate reserve as per the Town's 2019 surplus control bylaw.

The Final Net User Rate Funded Operations Results can be found in Attachment 2.

### **The Town's Department's had many accomplishments over the course of 2019**

2019 was another very busy year for the Town of Aurora. In addition to the continued delivery of high quality services to the Town's citizens in as cost effective manner as possible, the Town's department's achieved many other accomplishments over the course of 2019. Attachment #3 summarizes some of the key accomplishments for each department in 2019.

### **Advisory Committee Review**

Not applicable.

### **Legal Considerations**

None

### **Financial Implications**

There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

The audited PSAB basis financial statements for 2019, as currently drafted, reflect an operating surplus of \$9,378,000. This amount reconciles to the internal report cumulative total general operating and water & wastewater program budget deficit of \$932,500 as shown in Table 2.

**Table 2  
Public Sector Accounting Board 2019 Surplus Reconciliation**

<b>Description</b>	<b>Amount</b>
Tax levy supported budget surplus	949,300
Rate supported budget deficit	(1,881,800)
<b>Traditional Balanced Consolidated Budget Surplus</b>	<b>(\$932,500)</b>
Add Back: Debt principal repaid included	1,040,500
Add: Transfers to/from reserves	10,753,000
Add: Capital assets assumed through development	1,920,700
Add: Gain on disposal of capital assets and land	5,273,000
Add: Net capitalization of assets adjustment	4,957,000
Add: Investment income allocated directly to reserves	2,890,400
Add: Net Deferred Revenue Adjust – DC, CIL, FGT	2,260,300
Deduct: Additional operating revenue	(3,367,500)
Deduct: Amortization of capital assets	(15,089,000)
Net all other PSAB adjustments	(327,900)
<b>PSAB 2019 “Annual Surplus”: Audited (Draft)</b>	<b>\$9,378,000</b>

### **Communications Considerations**

The Town of Aurora will use ‘Inform’ as the level of engagement for this report. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform the public, this report will be made available on the Town’s website in the Budget and Financial Information pages.

## **Link to Strategic Plan**

The 2019 Final Budget Report provides an update on the surplus/deficit of the corporation and outlines the strategy for managing the identified surplus/deficit. Outlining and understanding the Town's financial results contributes to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

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

Not applicable; this report is for information only.

## **Conclusions**

The general operating results show a year end surplus of \$949,300 arising primarily from larger than anticipated development driven revenues such as engineering fees for lot grading, subdivisions and site plans and penalties on unpaid property taxes. These surpluses have been partially offset by larger than planned operating material and contract costs and a salary short-fall. The net water, wastewater and storm water program results reflect an overall deficit of \$1,881,800 caused by lower than anticipated water demand and the write-off of uncollectable water receivable balances.

The above noted year end surpluses were then adjusted by transfers from/to reserves in accordance with the 2019 surplus control by-law as follows:

**Table 3  
2019 Surplus Disposition**

<b>Reserve Transfer</b>	<b>Amount</b>
Transfer TO Roads R&R reserve fund	\$385,400
Transfer TO Facilities R&R reserve fund	306,900
Transfer TO Parks R&R reserve fund	72,700
Transfer TO Equipment R&R reserve fund	65,200
Transfer TO IT R&R reserve fund	66,700
Transfer TO Discretionary R&R reserve fund	52,400
Transfer FROM Water reserve fund	(672,100)
Transfer FROM Wastewater reserve fund	(783,300)
Transfer FROM Storm Water reserve fund	(426,400)
	<b>(\$932,500)</b>

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## **Attachments**

Attachment #1 – Final Net Tax Levy Funded Operations Results

Attachment #2 – Final Net User Rate Funded Operations Results

Attachment #3 – 2019 Departmental Accomplishments


## **Previous Reports**

None

## **Pre-submission Review**

Agenda Management Team review on May 28, 2019

### **Departmental Approval**



Digitally signed by Rachel  
Wainwright-van Kessel, CPA,  
CMA  
Date: 2020.06.16 08:40:11 -04'00'

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

### **Approved for Agenda**



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

**Town of Aurora  
Final NET Tax Levy Funded Operations Results  
as at December 31, 2019**

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<b><u>COUNCIL</u></b>				
Council Administration	\$ 564.1	\$ 552.0	\$ 12.1	2.1 %
Council Programs/Grants	4.0	-	4.0	100.0 %
Advisory Committees	8.0	2.7	5.3	66.3 %
<b>Council Office Total</b>	<b>\$ 576.1</b>	<b>\$ 554.7</b>	<b>\$ 21.4</b>	<b>3.7 %</b>
<b><u>CHIEF ADMINISTRATIVE OFFICE</u></b>				
CAO Administration	\$ 545.6	\$ 523.5	\$ 22.1	4.1 %
Communications	786.5	789.5	(3.0)	(0.4 %)
<b>Chief Administrative Office Total</b>	<b>\$ 1,332.1</b>	<b>\$ 1,313.0</b>	<b>\$ 19.1</b>	<b>1.4 %</b>
<b>Council and C.A.O. Combined</b>	<b>\$ 1,908.2</b>	<b>\$ 1,867.7</b>	<b>\$ 40.5</b>	<b>2.1 %</b>
<b><u>CORPORATE SERVICES</u></b>				
Corporate Services Administration	\$ 407.7	\$ 564.8	(157.1)	(38.5 %)
Legal Services	1,487.0	1,527.4	(40.4)	(2.7 %)
Legislative & Administrative Services	709.8	658.1	51.7	7.3 %
Human Resources	836.4	802.4	34.0	4.1 %
Elections	92.5	107.7	(15.2)	(16.4 %)
Information Technology	2,043.7	2,025.2	18.5	0.9 %
Telecommunications	165.1	144.3	20.8	12.6 %
By-law Services	561.2	434.5	126.7	22.6 %
Animal Control	259.2	242.7	16.5	6.4 %
Customer Service	874.6	876.6	(2.0)	(0.2 %)
Emergency Preparedness	35.7	16.1	19.6	54.9 %
<b>Corporate Services Total</b>	<b>\$ 7,472.9</b>	<b>\$ 7,399.8</b>	<b>\$ 73.1</b>	<b>1.0 %</b>
<b><u>FINANCIAL SERVICES</u></b>				
Policy & Planning Administration	\$ 342.2	\$ 216.3	\$ 125.9	36.8 %
Accounting & Revenue	469.7	447.4	22.3	4.7 %
Financial Management	517.4	552.8	(35.4)	(6.8 %)
Procurement Services	508.2	495.6	12.6	2.5 %
<b>Financial Services Total</b>	<b>\$ 1,837.5</b>	<b>\$ 1,712.1</b>	<b>\$ 125.4</b>	<b>6.8 %</b>
<b><u>FIRE SERVICES</u></b>				
Central York Fire	11,188.1	11,188.1	-	-
<b>Total Fire Services</b>	<b>11,188.1</b>	<b>11,188.1</b>	<b>-</b>	<b>-</b>
<b><u>Operational Services</u></b>				
Operational Services Administration	\$ 258.4	\$ 329.0	\$ (70.6)	(27.3 %)
Fleet & Equipment	758.8	845.5	(86.7)	(11.4 %)
Winter Management	1,584.1	2,191.6	(607.5)	(38.3 %)
Road Network Operations	2,721.6	2,472.8	248.8	9.1 %

**Town of Aurora  
Final NET Tax Levy Funded Operations Results  
as at December 31, 2019**

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
Parks/Open Spaces	2,603.8	2,554.1	49.7	1.9 %
Waste Collection & Recycling	2,069.4	2,160.5	(91.1)	(4.4 %)
<b>Operational Services Total</b>	<b>\$ 9,996.1</b>	<b>\$ 10,553.5</b>	<b>\$ (557.4)</b>	<b>(5.6 %)</b>
<b><u>Community Services</u></b>				
Community Services Administration	\$ 1,135.1	\$ 1,176.0	\$ (40.9)	(3.6 %)
Business Support	(529.4)	(285.8)	(243.6)	(46.0 %)
Recreational Programming/Community Dev.	2,042.7	1,596.5	446.2	21.8 %
Facilities	6,781.3	6,585.9	195.4	2.9 %
<b>Community Services Total</b>	<b>\$ 9,429.7</b>	<b>\$ 9,072.6</b>	<b>\$ 357.1</b>	<b>3.8 %</b>
<b><u>PLANNING &amp; DEVELOPMENT SERVICES</u></b>				
Development Planning	\$ (321.5)	\$ (277.4)	\$ (44.1)	(13.7 %)
Long Range & Strategic Planning	879.3	851.0	28.3	3.2 %
Engineering Service Operations	490.0	21.9	468.1	95.5 %
Net Building Department Operations	390.8	\$ 147.7	243.1	62.2 %
Contribution from Building Reserve	(390.8)	(147.7)	(243.1)	(62.2 %)
<b>Total Building Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Planning &amp; Development Services Total</b>	<b>\$ 1,047.8</b>	<b>\$ 595.5</b>	<b>\$ 452.3</b>	<b>43.2 %</b>
<b><u>CORPORATE REVENUE &amp; EXPENSE</u></b>				
Supplementary Taxes & Payments-in-Lieu	\$ (1,050.3)	\$ (1,773.5)	\$ 723.2	68.9 %
Contribution of Excess SUPPs to reserves	400.0	1,082.3	(682.3)	(170.6 %)
Penalties on Unpaid Property Taxes	(900.0)	(1,444.1)	544.1	60.5 %
Overhead Cost Re-allocation to Building Services	(1,815.3)	(1,815.3)	-	-
All Other Revenue	(5,879.6)	(8,442.3)	2,562.7	43.6 %
Cash to Capital	5,263.9	5,263.9	-	-
All Other Expense	8,359.4	11,071.4	(2,712.0)	(32.4 %)
	<b>\$ 4,378.1</b>	<b>\$ 3,942.4</b>	<b>\$ 435.7</b>	<b>10.0 %</b>
<b><u>TOTAL TAX LEVY FUNDED OPERATIONS</u></b>	<b>\$ 47,258.4</b>	<b>\$ 46,331.7</b>	<b>\$ 926.7</b>	<b>2.0 %</b>
<b><u>TOTAL TAX LEVY</u></b>	<b>\$ (47,258.4)</b>	<b>\$ (47,281.0)</b>	<b>\$ 22.6</b>	<b>0.0 %</b>
<b>OPERATING (SURPLUS) DEFICIT</b>	<b>-</b>	<b>\$ (949.3)</b>	<b>\$ 949.3</b>	<b>1.6 %</b>
		Surplus	Surplus	

**Town of Aurora**  
**Final Net User Rate Funded Operations Results**  
**as at December 31, 2019**

Shown in \$,000's	ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<b>Water Services</b>				
Retail Revenues	(11,105.4)	(9,846.4)	\$ (1,259.0)	(11.3 %)
Penalties	(175.0)	(175.9)	0.9	0.5 %
Other	(210.1)	(290.7)	80.6	38.4 %
<b>Total Revenues</b>	<b>(11,490.5)</b>	<b>(10,313.0)</b>	<b>\$ (1,177.5)</b>	<b>(10.2 %)</b>
Wholesale water purchase	7,151.0	6,857.1	293.9	4.1 %
Operations and maintenance	1,029.6	1,109.9	(80.3)	(7.8 %)
Administration and billing	899.5	607.7	291.8	32.4 %
Corporate overhead allocation	710.4	710.4	-	-
Infrastructure sustainability reserve contributions	1,700.0	1,700.0	-	-
<b>Total Expenditures</b>	<b>11,490.50</b>	<b>10,985.1</b>	<b>\$ 505.4</b>	<b>4.4 %</b>
<b>Net Operating Water Services</b>	<b>-</b>	<b>672.1</b>	<b>\$ (672.1)</b>	<b>n/a</b>
<b>Waste Water Services</b>				
Retail Revenues	(13,839.1)	(12,331.2)	\$ (1,507.9)	(10.9 %)
Penalties	-	-	-	n/a
Other	(90.0)	(28.2)	(61.8)	(68.6 %)
<b>Total Revenues</b>	<b>(13,929.1)</b>	<b>(12,359.4)</b>	<b>\$ (1,569.7)</b>	<b>(11.3 %)</b>
Sewer discharge fees	10,944.0	10,493.9	\$ 450.1	4.1 %
Operations and maintenance	868.8	532.5	\$ 336.3	38.7 %
Administration and billing	261.4	261.4	-	-
Corporate overhead allocation	554.9	554.9	-	-
Infrastructure sustainability reserve contributions	1,300.0	1,300.0	-	-
<b>Total Expenditures</b>	<b>13,929.1</b>	<b>13,142.7</b>	<b>\$ 786.4</b>	<b>5.6 %</b>
<b>Net Operating Waste Water Services</b>	<b>-</b>	<b>783.3</b>	<b>\$ (783.3)</b>	<b>n/a</b>
<b>Total Water and Waste Water Services</b>	<b>-</b>	<b>1,455.4</b>	<b>\$ (1,455.4)</b>	<b>n/a</b>
<b>Storm Water Services</b>				
Retail Revenues	(2,069.1)	(1,700.5)	\$ (368.6)	(17.8 %)
Penalties	-	-	-	n/a
Other	-	(354.9)	354.9	n/a
<b>Total Revenues</b>	<b>(2,069.1)</b>	<b>(2,055.4)</b>	<b>\$ (13.7)</b>	<b>(0.7 %)</b>
Operations and maintenance	529.2	586.9	(57.7)	(10.9 %)
Administration and billing	105.4	105.5	(0.1)	(0.1 %)
Corporate overhead allocation	34.5	34.5	-	-
Infrastructure sustainability reserve contributions	1,400.0	1,754.9	(354.9)	(25.4 %)
<b>Total Expenditures</b>	<b>2,069.1</b>	<b>2,481.8</b>	<b>\$ (412.7)</b>	<b>(19.9 %)</b>

Attachment 2

Net Operating Storm Water Services	<u>-</u>	<u>426.4</u>	<u>\$ (426.4)</u>	<u>n/a</u>
OPERATING (SURPLUS) DEFICIT	<u>-</u>	<u>\$ 1,881.8</u>	<u>\$ (1,881.8)</u>	<u>(7.8 %)</u>
		Deficit	Deficit	



## **Attachment #3**

### **2019 Departmental Accomplishments**

2019 was another very successful year. The Town's departments had many accomplishments of note over the course of 2019. Each department's top five accomplishments are listed below.

#### **CAO/Communications**

- Redesign and launch of Town's new website
- Increased community engagement at the 2019 Aurora Home Show and 2019 Aurora Chamber Street Sale
- Increased use of animation and live video to support various projects and programs
- Communications support for Stanley Cup event July 2019 (media relations, photos, social media, event promotion etc.)
- Communications support for the Armoury grand opening November 2019 (photos, media relations, social media, speeches, event coordination, event promotion etc.)

#### **Corporate Services**

- Completion and approval of the Corporate Technology Strategic Plan
- Successful start up of Animal Services partnership with Newmarket and Georgina with improved service delivery to all three communities
- Received Excellence Canada Silver Certification for Excellence, Innovation and Wellness standard
- Development of Project Management Office focussed on standardizing project management framework for all projects
- Enactment of various new by-laws and amendments to existing by-laws to meet community and organizational needs.

#### **Finance**

- Implementation of a new Development Charge Bylaw
- Development of the Town's first multi-year budget for years 2020 to 2022
- Overdue Account Collection Activities:
  - a. Reduced Property Tax Arrears by approx. 64%
  - b. Reduced Water Bill Arrears by approx. 43%
  - c. Reduced overdue general accounts receivable by approx. 10%
- 228 procurements processed including 147 awarded with a total value of \$18,133,928
- Managing and continuing to adapt to legislative changes relating to the Development Charges Act and the Construction Lien Act

**Attachment #3**

**Community Services**

- Hiring of two positions, Sport and Community Development Specialist which has allowed for significant progress on the Sport Plan and hiring of Program Manager – Facility Capital Projects, has provided ability to enhance project management
- The Town was recognized as a Platinum Youth Friendly community and by Festivals and Events Ontario as top municipality in the 50-100K category for best festivals and events
- Swift & Bold: The Queen's York Rangers exhibition and documentary film
- Completed implementation of strategies arising from the recreation customer service review, supporting our ongoing commitment to providing excellent customer service
- Completed the Sports Field Development Strategy which will help guide our sports field development for the next 10 years
- Finalized Library Square design and received approval to proceed to develop tender ready construction documentation

**Operational Services**

- Completion of the Armoury renovation
- Completion of the final phase of Stewart Burnett Park
- Commenced construction of the Wildlife Park
- Completed a Fleet Management Strategy
- Partnered with the LSRCA on a Storm water Management Pond maintenance strategy
- Commenced Infrastructure condition inventory program
- Correct over 2000 sidewalk trip hazards
- Received two Healthy Water Awards from the LSRCA for reduced winter salt on our roads and for stream rehabilitation at Saw Mill Dam

**Planning & Development**

- Council Approval of a new zoning by-law for Stable Neighborhoods
- Completion of the Town's Economic Development Strategic Plan
- Completion of the Stream Management Master Plan and the Tannery Creek Flood Relief Study
- Completion of the Corporate Energy Management Plan
- Established a dormant building permit process to eliminate open building permits.



**Town of Aurora  
Council Report**

**No. FIN20-018**

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**Subject:** 2020 Tax Levy Funded Operations Forecast Update – As of May 31, 2020

**Prepared by:** Tracy Evans, Financial Management Advisor

**Department:** Finance

**Date:** June 23, 2020

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## **Recommendation**

- 1. That Report No. FIN20-018 be received for information.**

## **Executive Summary**

This report presents to Council the information to effectively monitor the financial performance of the Town's tax levy funded operating budget as of May 31, 2020. COVID-19 is forecasted to have a material financial impact on the Town's tax levy funded operations.

- This forecast is based on different assumptions and is more comprehensive than the previously presented COVID-19 forecast
- An overall surplus of \$94,600 is anticipated by fiscal year end based upon the Town's present COVID-19 assumptions
- COVID-19 continues to have a significant financial impact on the Town's operations
- The Town has and will continue to search for opportunities to mitigate its COVID-19 financial impacts
- The Town is working with its community partners to identify savings for the programs the Town funds
- The timing of the province's implementation of its framework for reopening our province will have a particular impact on the forecasted financial results for the Town's facilities and community programs

These forecasted variances will continue to be subject to material change as the COVID-19 pandemic progresses over the remainder of the fiscal year. Future Council decisions in this regard may also have an impact. Any operational budget short-falls or

surpluses remaining at year end will require an offsetting adjustment from/to the rate stabilization reserve as defined in the Town's 2020 surplus control by-law.

## **Background**

To assist Council in fulfilling its roles and responsibilities with respect to Town finances and accountability, Finance has worked with all departments to review the corporation's tax levy funded operations financial performance to date. Each Director has reviewed their department's operating budget versus its results to date and remaining outstanding plans in consideration of the Town's present COVID-19 assumptions, and forecasted an expected year end position. Finance staff have reviewed each submission and performed the necessary consolidation.

This report is being brought directly to Council in an effort to provide it with as timely as possible financial updates on the Town's operations. The timeliness of reporting is of particular importance in the present COVID-19 environment where change is constant. On an ongoing basis, Staff will strive to bring reports of this nature to General Committee as it strikes a balance between reporting timeliness and Town protocol.

The magnitude of the impact of COVID-19 on the Town of Aurora remains unclear, but the existing social distancing measures and economic shut-down impacts have already been significant. On March 20<sup>th</sup> the Town of Aurora announced financial relief measures which included the deferral of its second tax levy installment payment due date by approximately two months for residential tax payers. A similar offer was made available to commercial tax payers on an application basis.

On April 28<sup>th</sup>, staff presented Council with its first projection of the possible financial impacts to the Town that were directly related to COVID-19. This forecast assumed the status quo at that time continued for the rest of 2020.

On May 19<sup>th</sup> Town of Aurora Council approved a further financial relief measure for its tax payers. Council approved waiving the Town's interest rate charged on outstanding tax balances owing to tax payers that are financially impacted by COVID-19.

## **Analysis**

### **This forecast is based on different assumptions and is more comprehensive than the previously presented COVID-19 forecast**

The COVID-19 pandemic continues to significantly impact the Town's operations. Its impacts are volatile and difficult to predict. For this forecast staff have assumed what the pandemic's impact could be on the Town until fiscal year end. The Town strives to align its assumptions as much as possible with what it feels its reality might be.

This report's forecast assumptions were aligned with the province's recently released framework for reopening our province which presents its plan in the form of 3 stages. The Town has made further assumptions for each of these stages.

#### **Stage 1: Starting June 1, 2020**

Opening of Town Open Space and Parks (Except for equipment, no permitting of space)

#### **Stage 2: Ramp-up starting July 1, 2020**

Opening of Daycares/Summer Camps, playground equipment open, some limited outdoor space permitting as long as social distancing rules can be maintained

#### **Stage 3: Ramp-up starting September 1, 2020**

Opening of recreation centres, full permitting of Town facilities

These assumptions differ from those originally used in the April 28<sup>th</sup> COVID-19 Forecasted Financial Impact update to Council as staff continue to adjust its assumptions in an effort to keep up with its changing pandemic reality. Some the key changes in assumptions are highlighted in Table 1:

**Table 1  
COVID-19 Forecast Assumption Comparison**

<b>Current Forecast</b>	<b>Previous COVID-19 Forecast</b>
Complete closure until Aug 31, 2020	Complete closure until Dec 31, 2020
Full waiving of tax penalties until Jun 30, 2020	Full waiving of tax penalties until Dec 31, 2020
Waiving of other tax and water penalties on an application basis	Full waiving of other tax & water penalties until Dec. 31, 2020
Minor impact on 'front-end' development activity	No significant 'front-end' development activity until 2021
Gradual ramp-up of 'back-end' development activity	No significant 'back-end' development activity until 2021

June 23, 2020

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The Town also considered an alternative COVID-19 reality as per the below assumptions:

**Stage 1: Starting August 1, 2020**

Opening of Town Open Space and Parks (Except for equipment, no permitting of space)

**Stage 2: Ramp-up starting September 1, 2020**

Opening of Daycares/Summer Camps, playground equipment open, some limited outdoor space permitting as long as social distancing rules can be maintained

**Stage 3: Ramp-up starting November 1, 2020**

Opening of recreation centres, full permitting of Town facilities

This forecast also goes beyond the previously presented COVID-19 forecast to present other variances which are not directly related to COVID-19 and other measures staff have taken to mitigate the COVID-19 cost impact to the Town.

Due to the volatility of the situation, the Town's assumptions are likely to change with each subsequent forecast update.

**An overall surplus of \$94,600 is anticipated by fiscal year end based upon the Town's present COVID-19 assumptions**

The Town's tax levy funded operations are forecasted to finish the year with an anticipated surplus of \$94,600 by fiscal year end based upon its present COVID-19 assumptions. This surplus is much lower than what the Town would normally expect at this point in the year. Under normal circumstances the Town could generally expect a surplus of between one and two percent. In 2019, the April 30<sup>th</sup> interim forecast reported an expected surplus of \$975,800 and finished the year with a yearend surplus of \$949,300.

A detailed break-down of the Town's current forecasted variance by department can be found in Attachment #1. This report has been simplified to show only the net budget amount, the forecasted ending position for each item, and the variance to budget. Overall, the Town's approved budget for 2020 includes \$71,774,400 in approved expenditures, funded by \$21,669,900 in revenues consisting of user fees, charges, and investment income, and a total tax levy of \$50,104,500.

The Town has budgeted a "salary gapping savings" amount of \$150,000 as part of its total operating budget. This provision is to recognize that while salaries in all departments are based on 100% usage, with no staff departures, in reality there is

some staff turnover and periodic vacancies that arise naturally during the year. A share of this amount has now been formally allocated to each department Director's Office on a pro-rata basis.

The COVID-19 pandemic's specific impacts upon the Town's forecasted variances is presented in more detail later in this report.

A summary of the Town's key forecasted variances by department follows.

#### CAO and Council

Council and the Office of the CAO are forecasting to conclude the fiscal year with a surplus of \$103,500 on a net operating budget of \$1,950,700. This surplus relates to COVID-19 driven internal grant, committee and conference savings, as well as favourable consulting and advertising variances.

#### Corporate Services

Corporate Services is forecasting a surplus of \$240,800 on a total net operating budget of \$8,726,800. This surplus is mostly attributable to COVID-19 driven salary savings arising from the delay of all new staffing actions partially offset by higher than anticipated outside legal and heritage consultant fees relating to the Yonge street heritage appeals.

#### Finance

Finance is forecasting a deficit of \$69,000 on a net operating budget of \$2,061,600 as a result of reduced water and tax administrative revenues as a result of COVID-19. This deficit has been partially offset by COVID-19 driven salary savings resulting from the delay of all new staffing.

#### Fire Services

As a result of the COVID-19 pandemic, there has not been a recent Joint Council Committee meeting. Consequently, a Central York Fire Services (CYFS) forecast update is not available as of the writing of this report. In the absence of an update the Town is assuming a zero variance on Central York's total approved operating budget of \$28,393,700. Aurora's share of this budget is \$11,749,300. As per normal practice, should a CYFS surplus or deficit arise by fiscal year end, it will be offset by an equal contribution to/from the shared CYFS Reserve, thus leaving the Town's forecasted Fire Services requirements as budgeted.

### Operational Services

Operational Services excluding water, wastewater & storm water services is forecasting an overall surplus of \$151,400 on a net operating budget of \$10,479,700. Key contributors to this surplus are COVID-19 driven salary and contract savings relating to Park Operations and Crossing Guard services. In addition, savings are forecasted from fleet management repair and operating material as well as, from solid waste collection contracts. These favourable variances are partially offset by an unfavourable variance in winter management resulting from larger than anticipated contract, operating material and salary costs due to a larger number of snow events at the beginning of 2020 and reduced ball diamond/soccer field revenues as a result of COVID-19.

As per the Town's winter control reserve policy, if the overall Town operating budget is unable to accommodate the full reported winter management deficit, any required funding short-fall can be drawn from this reserve. As the Town's present forecasted position indicates that it will have sufficient funds available to offset this noted short-fall, a draw from the winter control reserve is not necessary at this time. However, should it become necessary the Town will access this reserve as required.

Operational Services' salaries and wages are split between tax levy and rate (water, wastewater & storm water services) funded programs. In any given year, the extent of operational service staff support of tax levy or rate funded programs is difficult to predict; consequently some variability is not unusual.

### Community Services

Community Services is forecasting a \$440,600 surplus on a net operating budget of \$9,592,300. The key contributors to this surplus all relate to COVID-19 drivers including lost community program, sponsorship/advertising, ice rental and special event revenues partially offset by salary and contract savings. These unfavourable variances are further offset by net facility operation utility/heating, contract and operating material savings.

Library Square unspent savings are anticipated relating to the implementation of the Town's financial strategy to phase in its projected incremental operating costs prior to it becoming fully operational in 2022. Any surplus funds relating to Library Square will be contributed to the Town's rate stabilization reserve as per the 2020 surplus control bylaw. These funds can then be drawn upon as required in future years in order to manage any one-time implementation/start-up operating costs that may exceed the on-going operational funding estimates.



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### Planning & Development Services

Planning & Development Services is forecasting a deficit of \$214,800. This deficit is attributable to lower than anticipated development revenues because of COVID-19. This unfavourable variance has been partially offset by vacant position savings.

Not included in this variance is a projected Building Services' deficit of \$768,500 as it is a self-funded function as per provincial legislation. If it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve in order to balance its operating budget. If it recognizes excess revenues, these revenues are used to replenish its reserve. This year's forecasted deficit results from a projected revenue short-fall of \$917,100 as a result of COVID-19. This unfavourable variance has been partially offset by salary vacant position salary savings.

### Corporate Revenues & Expenses

Corporate Revenues and Expenses is forecasting a deficit of \$435,300 on a net operating budget of \$4,798,700. The primary drivers of this deficit are forecasted tax penalty and investment income revenue losses resulting from COVID-19. This unfavourable variance is partially offset by projected corporate salary savings.

### Aurora Public Library Contribution

The Aurora Public Library anticipates that it may conclude the 2020 fiscal year in a surplus position as a result of COVID-19.

### Total Tax Levy

The Town is forecasting to collect a total of \$50,146,700 in tax levy revenue in 2020. This amount includes an anticipated BIA special tax levy of \$41,200 which has not yet been considered for approval by Council.

The Tax Levy Funded Net Operating Forecast Update can be found in Attachment 1.

### **COVID-19 continues to have a significant financial impact on the Town's operations**

As one could expect, COVID-19 continues to have significant impact on the Town's forecasted financial results. Table 2 offers a summary of the Town's current forecasted COVID-19 financial impacts based upon its present noted assumptions.

**Table 2  
Forecasted COVID-19 Revenue Losses**

\$000s	
Lost senior, aquatics, camp & fitness membership revenues	\$1,869.6
Lost ice and other rental revenues	645.1
Lost tax penalty revenues	639.1
Lost development revenues	376.9
Lost investment income	150.0
Lost sponsorship & advertising revenues	115.8
Lost baseball diamond/soccer field rental revenues	113.1
Lost water & tax administrative revenues	94.1
Lost special event revenues	71.5
Lost bylaw enforcement revenues	44.0
Other lost revenues	100.4
<b>Total</b>	<b>4,217.0</b>

**The Town has and will continue to search for opportunities to mitigate its COVID-19 financial impacts**

To date the Town has already initiated several measures in an effort to mitigate its COVID-19 financial impacts such as the temporary release of over 280 part time and contract staff, the pulling of all ice pads and the draining of all recreation facility pools. Table 3 presents some of the key COVID-19 savings that they Town has already achieved, or is forecasting to achieve by fiscal year end based upon its present COVID-19 assumptions.

**Table 3  
Town Mitigation Measure Savings to Date**

\$000s	
Community program part time and contract savings	\$1,689.4
Town facility closure net operating savings	760.7
Salary savings resulting from delayed recruitment of new staff	446.0
Special event part time and contract savings	321.5
Other salary savings	289.1
Park operations part time, maintenance & operating supply savings	155.0
Crossing guard services salary & contract savings	99.0
Business Support salary and other cost savings	90.0
Other savings	39.0
<b>Total</b>	<b>3,889.7</b>

**The Town is working with its community partners to identify savings for the programs the Town funds**

On April 28<sup>th</sup> Council approved a motion requesting that the Town consult its service partners on their ability to reduce expenditures in an effort to assist the Town in the balancing of its potential operating budget deficit resulting from COVID-19. Each partner was asked to speak to the following questions:

- The impact that COVID-19 has had on operations
- What COVID-19 mitigation measures had they undertaken
- Ability to provide any financial relief to the Town

The Aurora Sports Hall of Fame Board of Governors has approved a dramatically pared-down budget consisting solely of essential expenses for the balance of 2020. This pared down budget included the indefinite deferral of the 2020 Induction dinner and the deferral of multiple special education projects until 2021. Aurora Sports Hall of Fame is projecting a possible surplus of \$4,000 to \$5,000. The Board of Governors has directed that should this surplus arise at year end that it be offered to the Town to assist with its COVID-19 shortfall.

As a result of COVID-19, the Aurora Cultural Centre's venue has been closed and its programs cancelled since March 13, 2020. Staff have been moved to remote offices and their focus shifted to the planning and delivery of virtual cultural experiences, as well as the exploration of reopening strategies. To date, the Aurora Cultural Centre has experienced significant program revenue losses. In an effort to mitigate these losses, part time facility staff have been laid off and independent contractors (artists and instructors) released from their contracts. In addition, Canada Emergency Wage Subsidy program funding is providing partial financial relief. The Centre also intends to apply for an interest free loan from the Canada Emergency Business Account which will fund its fixed expenses for the Kaleidoscope in the Schools (KITS) program. If successful in its loan application, the Centre will be able to offer cash flow relief to the Town through the deferral of its 2020 KITS payment into 2021. Overall, the Centre is projecting to conclude the year in a deficit position, however should a surplus arise, the Board would implement a transparent approach to return any surpluses to the Town.

The Aurora Historical Society has been dramatically affected by the current pandemic – both financially and in its ability to fulfil its mandate to the public. The Society is projecting a revenue loss of 20 to 25 percent for 2020, with the largest component of this revenue loss relating to the cancellation of the Hillary House Ball, scheduled for this

fall. Lost revenues from general admissions, community events and donations are also contributing to above noted loss. Furthermore, the cancellation of the Home Show, Street Festival and Doors Open events have impacted the Society's ability to raise awareness and recruit much needed volunteer help. The Historical Society has partly mitigated its losses through the postponement of staff hires and instead relying more heavily upon its volunteers to perform some of its administrative functions. It will also explore other fundraising opportunities. While the Society fully appreciates the challenges that the Town is facing, it is unable to offer any financial assistance at this time. However, should its financial circumstances change, it will certainly revisit this decision.

Like the Town's other service partners, the COVID-19 pandemic and recent federal and provincial directives have significantly impacted the Aurora Public Library's operations. As a result of COVID-19, the Aurora Public Library is projecting an operating budget surplus for fiscal year 2020. The extent of this surplus will be determined by the duration of the emergency closure. Going forward it is uncertain what a 'new normal' may be. As such the Library will continue to evaluate financial implication as the pandemic unfolds. Under normal circumstances, any operating surplus experienced by the Library is transferred to its General Capital reserve. Given these unprecedented times any 2020 Library operating budget surplus will instead be returned to the Town of Aurora in support of its COVID-19 budget pressures.

Central York Fire Services will address the above questions in a future forecast update to the Joint Council Committee.

**The timing of the province's implementation of its framework for reopening our province will have a particular impact on the forecasted financial results for the Town's facilities and community programs**

COVID-19 has had the most profound impact on the Town's facility and community program functions. Consequently, the financial performance of these functions will hinge on the timing of the province's relaxation of the present pandemic measures.

In recognition of this fact, the Town explored the impacts of a second scenario on its facility and community program delivery. This scenario assumed a slower implementation of the province's framework for reopening the province. The full details of this second scenario's assumptions are noted above. However, under this second scenario, the Town would be required to forego all summer camp programs at a considerable revenue loss to the Town. Also, its recreational facilities would also be

forced to remain closed for an additional two months. Table 4 illustrates the difference in Community Services' financial performance under the first scenario versus this second scenario.

**Table 4  
Community Services Forecasted Budget Variance**

Favourable / (Unfavourable)

<b>\$000s</b>	<b>Scenario 1</b>	<b>Scenario 2</b>
Community Service Administration	(35.1)	(8.2)
Business Support	(479.0)	(877.6)
Recreational Programming/Community Dev.	193.8	154.7
Facilities	760.7	999.1
<b>Total</b>	<b>440.4</b>	<b>268.0</b>

### **Advisory Committee Review**

Not applicable.

### **Legal Considerations**

Nil

### **Financial Implications**

The actual resultant annual surplus or deficit in the general operating budget and water / wastewater budgets will be allocated by Council to / from various reserves at fiscal year-end as per the Town's surplus control bylaw. There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

In addition, in an effort to minimize the impact to the Town's reserves resulting from COVID-19, the Town will strive to maximize its receipt of funding from any eligible federal or provincial financial relief opportunities. There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

## **Communications Considerations**

The Town of Aurora will use 'Inform' as the level of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform, this report will be posted to the Town's website.

## **Link to Strategic Plan**

Outlining and understanding the Town's present financial status at strategic intervals throughout the year contributes to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

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

Not applicable

## **Conclusions**

Having completed five months of operations, the management team is presently forecasting to end the year with a favourable budget variance from its tax levy funded operations of \$94,600. This forecast is will continue to be heavily influenced by the Town's COVID-19 pandemic assumptions which will continue to be subject to change over the course of the fiscal year as the Town strives to keep pace with this volatile situation. This forecast will also continue to be subject to other more normal influencing variables such as the ultimate level of town services that will be consumed by fiscal year end.

Any remaining surplus or deficit at fiscal year-end will be offset through a contribution or draw from the Town's rate stabilization reserve as per the town's 2020 surplus control by-law.

June 23, 2020

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## **Attachments**

Attachment #1 – Tax Levy Funded Net Operating Forecast Update

## **Previous Reports**

FIN20-011 - COVID-19 Financial impact forecast

## **Pre-submission Review**

Circulated via e-mail for AMT Review on June 9, 2020

Departmental Approval



Digitally signed by Rachel  
Wainwright-van Kessel, CPA,  
CMA  
Date: 2020.06.15 16:37:37 -04'00'

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**Rachel Wainwright-van Kessel, CPA, CMA**  
**Director, Finance/Treasurer**

Approved for Agenda



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

**Town of Aurora  
Tax Levy Funded Net Operating Forecast Update  
as at May 31, 2020**

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
<b><u>Council</u></b>				
Council Administration	\$ 564.9	\$ 536.6	\$ 28.3	5.0 %
Council Programs/Grants	4.0	4.0	-	-
Advisory Committees	8.0	4.7	3.4	41.9 %
<b>Council Office Total</b>	<b>\$ 576.9</b>	<b>\$ 545.3</b>	<b>\$ 31.7</b>	<b>5.5 %</b>
<b><u>Chief Administrative Office</u></b>				
CAO Administration	\$ 564.7	\$ 540.1	\$ 24.6	4.4 %
Communications	809.1	761.9	47.2	5.8 %
<b>Chief Administrative Office Total</b>	<b>\$ 1,373.8</b>	<b>\$ 1,302.0</b>	<b>\$ 71.8</b>	<b>5.2 %</b>
<b>Council and C.A.O. Combined</b>	<b>\$ 1,950.7</b>	<b>\$ 1,847.3</b>	<b>\$ 103.5</b>	<b>5.3 %</b>
<b><u>Corporate Services</u></b>				
Corporate Services Administration	\$ 426.5	\$ 366.3	60.2	14.1 %
Legal Services	1,568.2	1,691.7	(123.5)	(7.9 %)
Legislative & Administrative Services	741.7	726.6	15.1	2.0 %
Human Resources	961.1	961.1	(0.0)	(0.0 %)
Elections	92.5	95.2	(2.7)	(2.9 %)
Information Technology	2,936.9	2,676.2	260.7	8.9 %
Telecommunications	172.9	162.3	10.6	6.1 %
By-law Services	635.7	619.0	16.7	2.6 %
Animal Control	265.6	266.3	(0.7)	(0.3 %)
Customer Service	883.9	881.0	2.9	0.3 %
Emergency Preparedness	41.8	40.3	1.5	3.6 %
<b>Corporate Services Total</b>	<b>\$ 8,726.8</b>	<b>\$ 8,486.0</b>	<b>\$ 240.8</b>	<b>2.8 %</b>
<b><u>Finance</u></b>				
Director's Office	\$ 325.5	\$ 337.2	\$ (11.7)	(3.6 %)
Financial Reporting & Revenue	573.3	690.9	(117.6)	(20.5 %)
Financial Management Services	645.0	596.4	48.6	7.5 %
Procurement Services	517.8	506.1	11.7	2.3 %
<b>Financial Services Total</b>	<b>\$ 2,061.6</b>	<b>\$ 2,130.6</b>	<b>\$ (69.0)</b>	<b>(3.3 %)</b>
<b><u>Fire Services</u></b>				
Central York Fire	11,755.3	11,755.3	-	-
<b>Total Fire Services</b>	<b>11,755.3</b>	<b>11,755.3</b>	<b>-</b>	<b>-</b>
<b><u>Operational Services</u></b>				
Operational Services Administration	\$ 299.8	\$ 327.7	\$ (27.9)	(9.3 %)
Fleet & Equipment	837.1	781.2	55.9	6.7 %
Winter Management	1,662.5	2,191.6	(529.1)	(31.8 %)
Road Network Operations	2,652.2	2,298.8	353.4	13.3 %



**Town of Aurora**  
**Tax Levy Funded Net Operating Forecast Update**  
**as at May 31, 2020**

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
Parks/Open Spaces	2,654.8	2,503.3	151.5	5.7 %
Waste Collection & Recycling	2,373.3	2,225.7	147.6	6.2 %
<b>Operational Services Total</b>	<b>\$ 10,479.7</b>	<b>\$ 10,328.3</b>	<b>\$ 151.4</b>	<b>1.4 %</b>
<b><u>Community Services</u></b>				
Community Services Administration	\$ 1,271.5	\$ 1,306.5	\$ (35.0)	(2.8 %)
Business Support	(534.5)	(55.5)	(479.0)	(89.6 %)
Recreational Programming/Community Dev.	2,078.8	1,884.9	193.9	9.3 %
Facilities	6,776.5	6,015.8	760.7	11.2 %
<b>Community Services Total</b>	<b>\$ 9,592.3</b>	<b>\$ 9,151.7</b>	<b>\$ 440.6</b>	<b>4.6 %</b>
<b><u>Planning &amp; Development Services</u></b>				
Development Planning	\$ (442.1)	\$ (187.3)	\$ (254.8)	(57.6 %)
Long Range & Strategic Planning	729.7	604.6	125.1	17.1 %
Engineering Service Operations	493.9	579.0	(85.1)	(17.2 %)
Net Building Department Operations	\$ 614.2	\$ 1,382.7	(768.5)	(125.1 %)
Contribution from Building Reserve	(614.2)	(1,382.7)	768.5	125.1 %
<b>Total Building Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Planning &amp; Development Services Total</b>	<b>\$ 781.5</b>	<b>\$ 996.3</b>	<b>\$ (214.8)</b>	<b>(27.5 %)</b>
<b><u>Corporate Revenues &amp; Expenses</u></b>				
Supplementary Taxes & Payments-in-Lieu	\$ (1,023.0)	\$ (1,023.0)	\$ -	-
Contribution of Excess SUPPs to reserves	400.0	400.0	-	-
Penalties on Unpaid Property Taxes	(1,395.3)	(756.2)	(639.1)	(45.8 %)
Overhead Cost Re-allocation to Water & Building	(2,050.3)	(2,050.3)	-	-
All Other Revenue	(5,907.0)	(5,798.5)	(108.5)	(1.8 %)
Cash to Capital	5,700.2	5,700.2	-	-
All Other Expense	9,074.1	8,884.4	189.7	2.1 %
	<b>\$ 4,798.7</b>	<b>\$ 5,356.6</b>	<b>\$ (557.9)</b>	<b>(11.6 %)</b>
<b>TOTAL TAX LEVY FUNDED OPERATIONS</b>	<b>\$ 50,146.7</b>	<b>\$ 50,052.1</b>	<b>\$ 94.6</b>	<b>0.2 %</b>
<b>TOTAL TAX LEVY</b>	<b>\$ (50,146.7)</b>	<b>\$ (50,146.7)</b>	<b>\$ -</b>	<b>-</b>
<b>OPERATING (SURPLUS) DEFICIT</b>	<b>-</b>	<b>\$ (94.6)</b>	<b>\$ 94.6</b>	<b>0.1 %</b>
		Surplus	Surplus	



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**Motion For Which Notice  
Has Been Given** (June 16, 2020)

**Councillor John Gallo**

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**Date:** June 23, 2020

**To:** Mayor and Members of Council

**From:** Councillor Gallo

**Re:** **Trail Crossings**

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Whereas since the 1970's, Aurora's planners have been urged to include off-road trails in natural environments for non- motorized traffic; and

Whereas in 2011 with the assistance of Town staff and MMM Group the Trails Sub-Committee developed the Town of Aurora Trails Master Plan; and

Whereas during these unrepresented times, Aurora's trails have been used and appreciated more than ever; and

Whereas Aurora trails serve "the dual function of the trails network; as community infrastructure for non-motorized and self-propelled traffic, for utilitarian as well as recreational purposes"; and

Whereas key goals to the development of the Trails Master Plan are "Improve connections between existing trails, and to provide new trails and connections between residential areas, schools, commercial, industrial and institutional establishments, and parks, greenspace and natural areas" and "Create a connected network of trails which provide Aurora's residents with active, healthy lifestyle opportunities, the ability to travel easily throughout Town with opportunities to experience nature without having to rely on a car"; and

Whereas the Trails Master Plan has identified difficulties in trail development such as "challenging or non-existent road or rail crossings" and "a lack of trail continuity"; and

Whereas the Trails Master Plan has identified that the "implementation of the plan can only be accomplished through short, medium and long term actions under the leadership and guidance of Council"; and

Motion  
Re: Trail Crossings  
June 23, 2020

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Whereas Section 11.10 (d) Policies for Public Open Space of the Town of Aurora Official Plan states “This Plan aims to encourage retention, enhancement, and full utilization of the existing public parks, including enhancements to improve the visual and physical linkages with the parks and associated trails with, for example, wayfinding signage, improved streetscape links and crosswalks”, and Section 12 (d) states “Enhance the Greenlands System through a comprehensive network of trails, in accordance with the Town’s Trails Master Plan”; and

Whereas in addition, section 12.2 (a) The Greenlands System of the Town of Aurora Official Plan clearly states “It is a fundamental principle of this Plan that the Town promote an active, healthy lifestyle for its residents. The provision of a highly integrated system of environmentally protected lands, parks, trails and recreation facilities that are well distributed, strategically located, well maintained and diverse plays an important role in encouraging community members to have active and healthy lifestyles”; and

Whereas Council has passed the following resolution “Now Therefore Be It Hereby Resolved That staff work with our local MPPs for their support and to advocate for Aurora to Metrolinx for re-opening the Cousins Drive Crossing and that staff provide an update report to a future General Committee meeting including an estimate of the costs of all possible options should the Town undertake the project”; and

Whereas the Mayor has sent a letter to Mr. Verster (CEO of Metrolinx) on May 13, 2020 regarding Cousins Drive; and

Whereas it is fundamentally clear the Town of Aurora is bisected by train tracks and in order to properly implement the Trails Master Plan and parts of the Town of Aurora Official Plan frequent and safe east west crossing for non-motorized traffic must be established; and

Whereas should the Town be interested in multiple non-motorized crossings along the train track, designs must be included in the tender documents during the track reconstruction by Metrolinx;

1. Now Therefore Be It Hereby Resolved That staff provide a status report on all potential pedestrian crossings for non-motorized traffic along the train corridor to a General Committee meeting by the end of October; and
2. Be It Further Resolved That staff include in that report the priority crossings as identified in the Trails Master Plan and costing of detailed designs so that they may be included in the tender documents during the reconstruction by Metrolinx.



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**Motion For Which Notice  
Has Been Given** (June 16, 2020)

**Councillor Wendy Gaertner**

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**Date:** June 23, 2020  
**To:** Mayor and Members of Council  
**From:** Councillor Gaertner  
**Re:** **Aurora Community Tennis Club (ACTC)**

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Whereas the Aurora Community Tennis Club was allowed to open in mid-May as per an update to the Provincial Orders; and

Whereas the restrictions and measures required to operate the club in an effective and safe way have impacted the club's continued ability to resume operations for the 2020 season; and

Whereas a large part of their programming is tennis lessons taught by their Club Pro; and

Whereas the Club is asking permission for their Club Pro to permit one court at McMahon Park for tennis lessons in this 2020 season; and

Whereas this will hopefully enable the ACTC to maintain some level of service/connection with their members as they try to manage through a year of significant transition and the difficulties imposed by COVID-19; and

Whereas the recent Council decision anticipated that typical demand would be satisfied with the permitting of two courts at Fleury Park; and

Whereas, as a result of the pandemic, tennis is one of the few allowed sports and increased demand for permits has superseded supply; and

Whereas the permitting of one court at McMahon Park should have no impact on public availability as these courts are mostly reserved for the ACTC;

Motion

Re: Aurora Community Tennis Club (ACTC)

June 23, 2020

Page 2 of 2

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1. Now Therefore Be It Resolved That staff be authorized to issue Tennis Court rental permits for one court only, at McMahon Park, for the exclusive use of the Aurora Community Tennis Club Pro, for the remainder of the 2020 calendar year.

Attachment #1 – Letter from ACTC dated June 12, 2020



Attachment #1

June 12, 2020

Dear Councillor Gaertner

Re: Aurora Community Tennis Club (ACTC)

I am writing further to my email regarding ACTC Board's request for consideration for a permit to be allocated to the club pro, Jordan Master, in order to continue to provide tennis lessons at Mc Mahon Park throughout the 2020 season.

ACTC opened up May 19, 2020, with plans for a full and productive season that would engage returning members and attract new players to the game. Unfortunately, due to liability issues relating to Covid-19, ACTC has had to suspend operations and we are now shut down. The greatest impact of this closure has been upon our club pro Jordan Master. Jordan has been giving lessons to local families and adults, many of whom are taking up tennis for the first time. As ACTC is not operating, Jordan must now compete with other players to use the courts for lessons in accordance with the public rules.

It is our understanding that the permits associated with Fleury Park have been allocated. As these are unusual and exceptional times due to Covid-19, the Board of ACTC is asking if you would be so kind as will introduce a motion for Jordan Master receive a permit allocation in order to continue to provide lessons at the ACTC site, (Mc Mahon Park). This would also enable ACTC, despite being shut down, to have a continued presence at the site during the 2020 season. (if the pro were able to teach and coach children and adults from Aurora). This exception would be for the 2020 season only in light of Covid-19. The Board is hopeful that we will be fully operational in 2021.

I have detailed the court hours that Jordan is requesting in the attached chart. Thank you for your consideration and support of this request. Please let me know if you require any further information to support this request.

Christine Zarebski,  
On behalf of the ACTC Board

Request For Permitted Court Hours at Mc Mahon Park

Weekdays	10.00a.m.-noon 2.00p.m.-7.00p.m.
Weekends	9.00a.m.-3.00 p.m.



100 John West Way  
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Aurora, Ontario  
L4G 6J1  
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**www.aurora.ca**

**Town of Aurora  
Office of the Mayor**

## **Memorandum**

**Date:** June 23, 2020  
**To:** Members of Council  
**From:** Mayor Tom Mrakas  
**Re:** York Regional Council Highlights of May 28, 2020

---

### **Recommendation**

That Council:

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





Monday, June 1, 2020

## York Regional Council Highlights - May 28, 2020



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

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### **Ontario and York Region sign agreements to advance key transit project**

York Regional Council has authorized [execution of an agreement](#) with the Province of Ontario to fund and build the estimated \$5.6 billion Yonge North Subway Extension.

Approval of a [preliminary agreement](#) and associated [transit-oriented memorandum of understanding](#) directs the Chief Administrative Officer to continue negotiating additional agreements with the Province, City of Toronto and the TTC to ensure

In 2019, the Province of Ontario announced the \$28.5 billion expansion of four priority projects in Ontario's transit network, including the expansion of the Yonge North Subway. Entering into a preliminary agreement with the Province provides a structured framework for the overall delivery of this project, including roles and responsibilities for funding, planning, delivering, operating and maintaining the Yonge North Subway Extension.

The Yonge North Subway Extension is a cross-jurisdictional project spanning the City of Toronto, City of Markham, City of Vaughan and the City of Richmond Hill. It extends 7.4 kilometres north on Yonge Street from Finch Station to the Richmond Hill / Langstaff Gateway Urban Growth Centre at Highway 7.

For more information, please visit [vivanext.com/YongeSubwayExt](http://vivanext.com/YongeSubwayExt)

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### **York Regional Council welcomes new Chief of Police**

Regional Council extended their congratulations to York Regional Police Chief James MacSween.

Sworn in on May 1, 2020, Chief MacSween leads the professional and highly dedicated women and men of York Regional Police as they continue to protect the safety of the community and health and well-being of York Region residents.

With over 30 years of experience with York Regional Police, Chief MacSween has proven his leadership abilities across all areas of the organization. He has extensive experience in administration, operations and strategic initiatives, and most recently served as Deputy Chief of Police.

Chief MacSween succeeds Chief Eric Joliffe who retired on April 30, 2020 after more than 40 years in policing.

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### **Supporting residents and businesses through the COVID-19 pandemic**

Regional Council received a number of updates on York Region's current response to the COVID-19 global pandemic and the on-going impacts on The Regional Municipality of York.

Included in the updates is an [analysis of financial information](#) suggesting unexpected costs and reduced revenues associated with COVID-19 have had a cumulative impact of \$25.77 million to date, or approximately \$3.9 million per week.

Further updates on the [impact of COVID-19 on public transit](#) were provided to Council, outlining an 80% decline in transit ridership across the country and a \$14.6

York Region continues to monitor the impacts of COVID-19 on the operating budget and will continue to update Council as more information becomes available. Other financial considerations may include additional service adjustments, potential program savings due to closures and redeployment of resources and further relief measures by federal and provincial governments.

While the financial impacts of COVID-19 are far reaching, Regional Council continues to take steps to support employers, workers and residents.

Additional COVID-19 support activities include:

- Partnering with [Kingbridge Conference Centre and Hotel](#), [The Salvation Army](#) and [York Housing and Support Services](#) to open a [temporary transitional shelter](#) for residents experiencing homelessness
- Leveraging relationships with [United Way Greater Toronto](#) and other [community partners](#) to address issues related to homelessness and access to food
- Collaborating with York Region Paramedic Services, community partners, the [Local Health Integration Network](#) and hospitals to deliver effective and collaborative public health responses to the pandemic
- Supporting the gradual re-opening of the local economy through the development of a [Re-opening and Resuming Business Toolkit](#)
- Advocating to federal and provincial governments to help identify solutions to challenges faced by municipal and regional governments

Throughout the COVID-19 crisis, York Region has maintained [york.ca/covid19](http://york.ca/covid19) as a trusted source of information related to public health and safety. On May 25, 2020, the website was restructured and redesigned to enhance COVID-19 data reporting and continue serving as a source of key information for the Region's 1.2 million residents, 54,000 businesses and over 650,000 workers.

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### **2021 Budget timeline approved by Regional Council**

The [timeline](#) for preparation and approval of the 2021 budget was endorsed by Regional Council, with 2021 being the third year of the 2019-2022 multi-year budget, coinciding with the term of Council.

A multi-year budget:

- Enables better coordination of budgeting and strategic priorities
- Provides greater certainty for departments in managing expenditures
- Improves fiscal discipline

- Supporting vulnerable populations
- Supporting economic recovery
- Focusing on highest priority programs and services
- Mitigating affordability concerns
- Focusing on long-term financial stability
- Funding key infrastructure projects
- Ensuring short-term liquidity and cash flow

The 2020 budget was approved with a tax levy increase after assessment growth of 2.96% and an outlook for 2021 and 2022 of 2.96%. Due to current levels of uncertainty and associated financial pressures, the 2021-2022 Budget will now be tabled with Council in February 2021 with tentative Council approval in March 2021.

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**77% of York Region's Strategic Plan's performance measures are trending in the desired direction**

The Regional Municipality of York released its Year 1 (2019) Progress Report on the *2019 to 2023 Strategic Plan* which shows the Region has made progress on its four-year strategic plan. In 2019, 24 of 31 (77%) of the performance measures were trending in the desired direction. The strategic plan provides a detailed course of action over a term of Council within the following four community result areas: Economic Vitality, Healthy Communities, Sustainable Environment and Good Government.

Last year York Region released its [2019 to 2023 Strategic Plan – From Vision to Results](#). The plan is tracked, measured and reported annually to ensure progress is made on Council's priorities. A copy of the progress report and other documents relating to the Region's strategic planning is available at [york.ca/strategicplan](http://york.ca/strategicplan)

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**York Region Transit enforcement continues to provide safe travel**

Regional Council received the York Region Transit (YRT) [2019 Enforcement and Security Report](#) highlighting YRT's commitment to providing safe and enjoyable experience for travellers and protecting fare revenue.

York Region continues to have a low evasion rate of approximately 2%. Evasion is controlled by officer presence, random inspection, education and enforcement.

YRT enforcement and security also continues to engage travellers to improve customer experience, including an event at Richmond Hill Terminal providing an opportunity for general discussion surrounding YRT Enforcement and Security services.

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Regional Council received an update on the [GTA West Transportation Corridor](#) and continues to request additional considerations in the Environmental Assessment from the Ministry of Transportation. These include adding interchange locations to improve connectivity and moving the proposed route to not divide the future growth to the Huntington Road Community.

The GTA West Highway environmental study proposes a new freeway, as well as an adjacent transitway, providing more east-west travel options and reducing traffic on roads such as Major Mackenzie Drive and King Road. The Province has also initiated the Northwest GTA Transmission Corridor Identification Study, generally aligned with the proposed highway to protect for future electricity infrastructure.

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### **Municipal Comprehensive Review Update**

The Regional Municipality of York's Municipal Comprehensive Review continues during the COVID-19 pandemic. Though York Region declared a [state of emergency](#) in March 2020, York Region staff continue to advance the [Municipal Comprehensive Review](#) that will support the update to [York Region's Official Plan](#).

Recognizing large gatherings of people are not allowed under the current provincial order, public and stakeholder engagement activities will be done through virtual means as much as possible.

Staff are working to minimize impacts and delays in the release of key documents, however the following reports have been postponed due to the current pandemic and will be presented to York Regional Council in the third and fourth quarters of 2020:

- Natural Heritage Planning Update
- New Community and Designated Greenfield Area Density Update and Directions
- Draft Updated [Vision](#) for York Region
- Planning for Employment and Employment Land Conversion Requests Directions Report

A draft updated Regional Official Plan is anticipated to be share with York Regional Council by June 2021.

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### **National Nurses Week**

Regional Council recognized May 11 to May 17, 2020 as [National Nurses Week](#), honouring the critical role nurses play in protecting and promoting health and safety with the community.

the health and well-being of those they care for. Nurses continue to be on the front lines caring for patients and doing their part to stop the spread of COVID-19.

On behalf of all York Region residents, Regional Council expressed its thanks to nurses for dedicating their lives to the care of others.

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### **National Public Works Week**

Regional Council recognized May 17 to May 23, 2020 as [National Public Works Week](#) and acknowledged the many public works professionals who contribute to the high quality of life experienced across York Region.

The 2020 theme for National Public Works Week, *The Rhythm of Public Works*, challenged residents and businesses to think about their communities as a symphony of essential services working in harmony to create a great place to live and conduct business.

On behalf of York Region and the 1.2 million residents who rely on public services, Regional Council thanked the countless public works professionals who build and maintain key infrastructure and facilities, improve and protect our natural environment and maintain a clean water supply.

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### **Personal Support Worker Day**

Regional Council recognized May 19, 2020 as [Personal Support Worker Day](#), thanking York Region's personal support workers for their dedication and commitment to delivering essential care and support to some of the most vulnerable in the community.

Personal Support Worker Day provides an opportunity to recognize the essential role personal support workers play in the broader health care system by providing high-quality community and home based care. It also provides an opportunity to thank people for being on the front lines of the COVID-19 response, putting themselves at risk in order to provide care and support to those most in need.

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### **Paramedic Services Week**

Regional Council celebrated [Paramedic Services Week](#) from May 24 to May 30, 2020, thanking the dedicated women and men who work around the clock to keep York Region residents healthy and safe.

During Paramedic Services Week and throughout the year, York Region recognizes the passion, expertise and dedication of paramedics, emergency medical

Paramedics in York Region play an integral role in the community, delivering a wide-range of emergency medical services. They often serve as the vital initial contact residents have with the health care system in times of crisis or emergency.

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### **World Sickle Cell Day**

Regional Council proclaimed June 19, 2020 as World Sickle Cell Day in York Region.

First established in 2005, World Sickle Cell Day encourages global awareness and action to support those living with Sickle Cell disease, improve treatment, educate the community and reduce the number of children born with the disease.

World Sickle Cell Day is supported and organized by the [Sickle Cell Awareness Group of Ontario](#).

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### **Next regular meeting of York Regional Council**

York Regional Council will meet on Thursday, June 25, 2020 at 9 a.m. In order to maintain physical distancing and protect the health and well-being of residents, this will be a virtual meeting and streamed on [york.ca/live](http://york.ca/live)

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The Regional Municipality of York consists of nine local cities and towns and provides a variety of programs and services to 1.2 million residents and 54,000 businesses with over 650,000 employees. More information about the Region's key service areas is available at [york.ca/regionalservices](http://york.ca/regionalservices)

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#### **Compiled by:**

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**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to amend Municipal Waterworks Distribution  
By-law Number 3305-91, as amended.**

**Whereas** paragraph 4 of subsection 11(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may pass by-laws with respect to public utilities;

**And whereas** on August 28, 1991, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 3305-91, as amended, to provide for the maintenance and operation of a Municipal Waterworks Distribution System;

**And whereas** Schedule "A" of By-law Number 3305-91 imposes a schedule of fees with respect to water, wastewater, and storm sewer rates, as amended from time to time;

**And whereas** the Council of the Town deems it necessary and expedient to amend By-law Number 3305-91 to enact a new schedule of fees with respect to water, wastewater and storm sewer rates;

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

1. Schedule "A" to By-law Number 3305-91, as amended, be and is hereby deleted and replaced with Schedule "A" to this By-law.
2. This By-law shall come into full force and effect on July 1, 2020 save and except for all of sections 1 and 2 on Schedule "A" to this By-law which shall become effective for all billings issued by the Town on or after July 1, 2020, and be retroactive for all consumption newly billed on such billings.
3. All billings are due and payable as stated thereon and shall, if not paid on or before the due date stated, be subject to a one time late payment penalty of five percent (5%) of the total billed (temporarily suspended until December 31, 2020), plus the monthly interest rate of one and one quarter percent (1.25%) (being fifteen percent (15%) per annum), calculated from the first day of the month after the account is overdue.

**Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**



**Schedule "A"**

**Water, Wastewater, and Storm Sewer Rates  
Effective July 1, 2020**

<b>1.</b>		<b>Water</b>	<b>Wastewater</b>	<b>Combined</b>
(a)	Metered Service	\$2.18 per m <sup>3</sup>	\$2.77 per m <sup>3</sup> of water consumed	\$4.95 per m <sup>3</sup>
(b)	Non-metered Service <i>(Refusal by homeowner to install meter)</i>	Flat Rate \$144.00 per unit per month	Flat Rate \$167.00 per unit per month	Flat Rate \$311.00 per unit per month
(c)	Non-metered Service <i>(Installation not physically possible)</i>	Flat Rate \$72.00 per unit per month	Flat Rate \$83.00 per unit per month	Flat Rate \$155.00 per unit per month
<b>2.</b>	<b>Storm Sewer Flat Rates</b>			
(a)	All Residential and Residential Condominium Properties - \$7.09 per unit, per month.			
(b)	All Non-Residential, Commercial, Industrial and Multi-residential Apartment Properties - \$90.07 per meter per month.			
<b>3.</b>	<b>Bulk Purchase of Water</b>			
	\$4.95 per m <sup>3</sup>			

**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to set and levy the rates of  
Taxation for the taxation year 2020.**

**Whereas** for the purposes of raising the general local municipality levy, subsection 312(2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act"), provides that a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes;

**And whereas** the Council of The Corporation of the Town of Aurora (the "Town") considers it necessary and desirable to levy certain tax rates on the whole of the rateable property according to the last revised assessment roll for the Town for the purpose of raising the Town's estimated tax levy requirement of \$50,104,500 adopted for the taxation year 2020, and the said tax rates are included in the tax rates set out in Schedule "A" to this By-law;

**And whereas** the property classes have been prescribed by the Minister of Finance under the *Assessment Act*, R.S.O. 1990, c. A.31, as amended, and Regulations thereto;

**And whereas** The Regional Municipality of York has approved the tax rates and tax ratios to raise its estimated expenditures adopted for the year 2020;

**And whereas** pursuant to Ontario Regulation 400/98, amended to Ontario Regulation 132/17, made under the *Education Act*, R.S.O. 1990, c. E.2, as amended, the Minister of Finance has established the Education Tax Rates for all property classes for the year 2019;

**And whereas** on December 10, 2019, the Council of the Town enacted By-law Number 6227-19 which levied an Interim Property Tax on the Residential, Multi-Residential, Commercial, Industrial, Pipelines, Farmland and Managed Forests classes of property, before the adoption of the estimates for the taxation year 2020;

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

1. For the property taxation year 2020, the Town shall levy upon the Residential Assessment, Multi-Residential Assessment, Commercial Assessment, Industrial Assessment, Pipelines Assessment, Farmland Assessment and Managed Forests Assessment the rates of taxation per current value assessment, as adjusted by the provisions of the *Continued Protection for Property Taxpayers Act*, S.O. 2000, c. 25, and which are set out in Schedule "A" to this By-law.
2. The levy provided for in Schedule "A" to this By-law shall be reduced by the amount of the Interim Property Tax levy set out in By-law Number 6227-19 for the taxation year 2020 on the Residential, Multi-Residential, Commercial, Industrial, Pipelines, Farmland and Managed Forests classes of property.
3. For the payments-in-lieu of taxes due and payable to the Town, the actual amount due to the Town shall be based on the assessment roll as returned and the rates as prescribed in Schedule "A" to this By-law for the taxation year 2020,

the revenue from which is considered as non-tax revenue for the Town in its budgets.

4. For the railway right-of-way taxes due and payable to the Town in accordance with Ontario Regulation 387/98, as amended and as established by the Minister of Finance, the actual amount due to the Town shall be based on the assessment roll as returned and the rates as prescribed in Schedule "A" to this By-law for the taxation year 2020, the revenue from which is considered as tax revenue for the Town in its budgets.
5. For the utility transmission line taxes due and payable to the Town in accordance with Ontario Regulation 387/98, as amended and as established by the Minister of Finance, the actual amount due to the Town shall be based on the assessment roll as returned and the rates as prescribed in Schedule "A" to this By-law for the taxation year 2020, the revenue from which is considered as tax revenue for the Town in its budgets.
6. All rates and taxes levied under the authority of this By-law shall, pursuant to section 342 of the Act, be due and payable in two instalments on Tuesday, September 15, 2020 and Tuesday, December 1, 2020. These due dates are subject to amendment by the Director of Finance - Treasurer, or his/her designate, if required, to meet the statutory notice period set out in section 343 of the Act, and may be changed for all properties in any or all property tax classes, but not for individual tax accounts.
7. All taxes payable to the Town under the Pre-authorized Tax Payment Plans shall be due and payable on the last business day of each calendar month, starting in January 2020, and continuing as required until and including December 31, 2020, in the manner established for each of the said Plans.
8. The Director of Finance - Treasurer or his/her designate shall add to the Collector's Roll all or any municipal charges in arrears for water and sewer billings, cutting weeds, property standards infractions, or any other charges which should be levied pursuant to any statute or by-law against the respective properties chargeable therewith and that the same shall be collected in the same manner and at the same time as all other rates or levies.
9. A late payment penalty charge at the rate of one and one quarter percent (1.25%) shall be levied on the non-payment of any instalment of the taxes or any portion thereof as at the first day of each calendar month following the instalment date.
10. If any taxes levied pursuant to this By-law remain unpaid on the first day of the month following the date a late payment penalty charge was added pursuant to section 9 of this By-law, interest at the rate of one and one quarter percent (1.25%) of the unpaid taxes as at the date of calculation shall be levied, and likewise again on the first day of each month thereafter for as long as there are taxes remaining unpaid.
11. That, at the discretion of the Director of Finance - Treasurer, accounts that were in arrears in 2019 not be provided with relief; and that the Director of Finance - Treasurer be able to provide relief for penalties on taxes to those demonstrating financial hardship related to COVID-19.

By-law Number XXXX-20

Page 3 of 3

12. Partial payments are to be applied to accounts in accordance with section 347 of the Act. Despite the provisions of subsection 347(3) of the Act, the Director of Finance - Treasurer or his/her designate shall apply all payments received, including partial payments, to accounts in a consistent manner.
13. The Director of Finance - Treasurer or his/her designate is hereby authorized to mail or cause to be mailed the notices specifying the amount of taxes payable by a person liable for property taxes, addressed to them at their place of residence or place of business.
14. Schedule "A" attached hereto shall be and form a part of this By-law.
15. Where there is a conflict between a provision(s) of this By-law and any other by-law of the Town, the provision(s) of this By-law shall prevail to the extent of the conflict.
16. In the event any part or provision of this By-law, including any part or provisions of a Schedule(s), is declared by a court of competent jurisdiction to be void, illegal or invalid, the offending part or provision shall be considered as separate, severable and struck out from the remaining parts or provisions of this By-law, which parts or provisions shall remain valid, binding and of full force and effect.

**Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**

<b>TOWN OF AURORA 2020 PROPERTY TAX RATES Schedule A to By-law XXXX-20</b>		
TAX CLASS	QUALIFIER	2020 Town Rate
Residential Taxable: Full	RT	0.278278%
Multi-Residential Taxable: Full	MT	0.278278%
Commercial Farmland Awaiting Development	C1	0.069570%
Commercial Taxable: Full	CT	0.370694%
Commercial Taxable: Lower Tier and Education only	CC	0.370694%
Commercial Taxable: Excess Land	CU	0.259486%
Commercial Taxable: Vacant Land	CX	0.259486%
Office Buildings Taxable: Full	DT	0.370694%
Office Buildings Taxable: Excess Land	DU	0.259486%
Parking Lots Taxable: Full	GT	0.370694%
Shopping Centre Taxable: Full	ST	0.370694%
Shopping Centre Taxable: Vacant Land	SU	0.259486%
Commercial New Construction Taxable: Full	XT	0.370694%
Commercial New Construction Taxable: Excess Land	XU	0.259486%
Office Buildings New Construction Taxable: Full	YT	0.370694%
Shopping Centre New Construction Taxable: Full	ZT	0.370694%
Shopping Centre New Construction Taxable: Excess Land	ZU	0.259486%
Industrial Taxable: Full	IT	0.457267%
Industrial Taxable: Full Shared as PIL	IH	0.457267%
Industrial Taxable: Excess Land	IU	0.297223%
Industrial Taxable: Vacant Land	IX	0.297223%
Industrial Taxable: New Construction Taxable: Full	JT	0.457267%
Industrial Taxable: New Construction Taxable: Excess Land	JU	0.297223%
Large Industrial Taxable: Full	LT	0.457267%
Pipelines Taxable: Full	PT	0.255738%
Farm Taxable: Full	FT	0.069570%
Managed Forests Taxable: Full	TT	0.069570%
Railway Right-of-Way Taxable: Full	WT	\$ 288.20
Utility Trans/Distrib Taxable: Full-Shared as PIL	UH	\$ 384.99
PAYMENT IN LIEU CLASS	QUALIFIER	Aurora Rates
Residential PIL General Rate	RG	0.278278%
Commercial PIL Full Rate	CF	0.370694%
Commercial PIL General Rate	CG	0.370694%
Commercial PIL Tenant of the Province	CP	0.370694%
Commercial PIL General Rate - Excess Land	CW	0.259486%
CZ-Commercial PIL: General Vacant Land	CZ	0.259486%
Industrial PIL General Rate-Vacant Land	IZ	0.297223%
Railway Right-of-Way PIL General Rate	WG	\$ 288.20

For all properties, property taxes are calculated by multiplying the assessed value by the appropriate rate above.  
Example calculation: \$100,000 RT assessment x .278278% = \$278.28 (Aurora's portion of property taxes due)

**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to amend By-law Number 5285-10, as amended, to  
adopt Official Plan Amendment No. 19.**

**Whereas** on September 28, 2010, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 5285-10, as amended, to adopt the Official Plan for the Town of Aurora (the "Official Plan");

**And whereas** authority is given to Council pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, as amended (the "Planning Act") to pass a by-law amending the Official Plan;

**And whereas** the Council of the Town deems it necessary and expedient to further amend the Official Plan;

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

1. Official Plan Amendment No. 19 to the Official Plan, attached and forming part of this by-law, be and is hereby adopted.
2. This by-law shall come into full force subject to compliance with the provisions of the Planning Act and subject to compliance with such provisions, this by-law will take effect from the date of final passage hereof.

**Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**

**Amendment No. 19**

**To the Official Plan for the Town of Aurora**

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**Statement of Components**

**Part I – The Preamble**

1. Introduction
2. Purpose of the Amendment
3. Location
4. Basis of the Amendment

**Part II – The Amendment**

1. Introduction
2. Details of the Amendment
3. Implementation and Interpretation

**Part I – The Preamble**

**1. Introduction**

This part of Official Plan Amendment No. 19 (the “Amendment”), entitled Part I – The Preamble, explains the purpose and location of this Amendment, and provides an overview of the reasons for it. It is for explanatory purposes only and does not form part of the Amendment.

**2. Purpose of the Amendment**

The purpose of this Amendment is to allow outdoor swim schools to be considered as a permitted home occupation use for single and semi-detached dwellings. The Amendment will amend the home occupation policies of the Official Plan to enable a swim school home occupation use to be conducted outside of a dwelling unit and to permit associated minor outdoor storage subject to receiving approval for a minor variance from the Committee of Adjustment.

**3. Location**

The proposed Amendment will apply to all lands within the Town of Aurora where home occupations are permitted in single and semi-detached dwellings.

**4. Basis of the Amendment**

The basis of the Amendment is as follows:

- 4.1 The Official Plan Amendment is a Town-initiated amendment. On December 10, 2019, Council directed staff to initiate an Official Plan Amendment to add outdoor swim schools as a permitted Home Occupation use.
- 4.2 A Public Planning Meeting was held on March 10, 2020 to present the proposed Amendment and to obtain input from members of the public and Council.
- 4.3 The Town’s Official Plan policies (6.13) permit home occupations in single detached and semi-detached residences provided, amongst other things that the use is carried out entirely within the dwelling unit and there is no outdoor storage. An Official Plan Amendment is required to amend the Official Plan home occupation policies to allow a swim school home occupation use to be conducted entirely outside of a dwelling unit and to permit associated minor outdoor storage.
- 4.4 To ensure compatibility with neighbouring and surrounding properties and to mitigate potential impacts, the existing Official Plan policies that limit home occupations as a secondary use to the primary residential use (in terms of floor space utilization), require compliance with on-site parking requirements and require no adverse traffic or hours of operation impacts will be maintained.
- 4.5 The Amendment will provide the flexibility for outdoor swim schools to be considered as a permitted home occupation use, on a case by case basis and where appropriate, via a minor variance application to the Committee of Adjustment.
- 4.6 The Amendment is consistent with Provincial and Regional Policies and Plans which support the:



- Utilization of existing housing stock for local employment opportunities; and,
- Development of complete communities by providing local services to residents and opportunities for living and working in close proximity.

**Part II – The Amendment**

**1. Introduction**

This part of the document entitled Part II – The Amendment, consisting of the following text, constitutes Amendment No. 19 to the Official Plan.

**2. Details of the Amendment**

The Official Plan is hereby amended as follows:

Item (1): Section 6.13 of the Town of Aurora Official Plan be and is hereby amended by adding the following:

- “b) Notwithstanding Section 6.13 (a)(i) and (iv) respecting Home Occupations, outdoor swim schools may be permitted as a home occupation use in addition to related minor outdoor storage, where appropriate and subject to the other policies in Section 6.13.”

**3. Implementation**

This Amendment has been considered in accordance with the provisions of the Official Plan. The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan.

**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to amend By-law Number 5285-10, as amended, to  
adopt Official Plan Amendment No. 20.**

**Whereas** on September 28, 2010, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 5285-10, as amended, to adopt the Official Plan for the Town of Aurora (the "Official Plan");

**And whereas** authority is given to Council pursuant to the *Planning Act*, R.S.O. 1990, c. P.13, as amended (the "Planning Act") to pass a by-law amending the Official Plan;

**And whereas** the Council of the Town deems it necessary and expedient to further amend the Official Plan;

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

1. Official Plan Amendment No. 20 to the Official Plan, attached and forming part of this by-law, be and is hereby adopted.
2. This by-law shall come into full force subject to compliance with the provisions of the Planning Act and subject to compliance with such provisions, this by-law will take effect from the date of final passage hereof.

**Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**

By-law Number XXXX-20

Page 2 of 5

**Amendment No. 20**

**To the Official Plan for the Town of Aurora**

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**Statement of Components**

**Part I – The Preamble**

1. Introduction
2. Purpose of the Amendment
3. Location
4. Basis of the Amendment

**Part II – The Amendment**

1. Introduction
2. Details of the Amendment
3. Implementation and Interpretation

**Part I – The Preamble**

**1. Introduction**

This part of Official Plan Amendment No. 20 (the “Amendment”), entitled Part I – The Preamble, explains the purpose and location of this Amendment, and provides an overview of the reasons for it. It is for explanatory purposes only and does not form part of the Amendment.

**2. Purpose of the Amendment**

The purpose of this Official Plan Amendment is to implement policies that: permit a maximum building coverage of 17.5% for the subject lands; reduce setback requirements between Estate Residential and Cluster Residential Designations; and remove the requirement for approval of a Block Plan.

**3. Location**

The lands affected by this Amendment are located east of Yonge Street and north of Old Bloomington Road, and are municipally known as 132, 148, 166, 178, 186, 192 and 198 Old Bloomington Road; and are legally described as Part Lots 10, 11 and 13 and Lots 12 and 14, Plan 166, designated as Part 1 on Plan 65R-38076 and Parts 1 and 2 on Plan 65R-38075, Town of Aurora (the “Subject Lands”).

**4. Basis of the Amendment**

The basis of the Amendment is as follows:

- 4.1 The Official Plan Amendment application (file OPA-2017-05) and Draft Plan of Subdivision application (file: SUB-2017-03) were submitted to the Town for consideration on August 2, 2017. The Zoning By-law Amendment application (file: ZBA-2017-07) was submitted to the Town for consideration on November 28, 2017.
- 4.2 A Statutory Public Planning Meeting was held on January 24, 2018 to obtain input from the public and Council.
- 4.3 The Draft Plan of Subdivision consists of 50 single detached lots, 2 environmental protection blocks, 1 block for public parkland use, a public right-of-way, and 1 block for a future road extension.
- 4.4 The Yonge Street South Secondary Plan (OPA 34) designates the subject lands as “Cluster Residential” and “Environmental Protection”. Amendments are required to permit the proposed development.
- 4.5 The implementing Zoning By-law amendment will add By-law exceptions to the lot area, lot frontage, setbacks, height, lot coverage, permitted yard encroachments, and landform conservation provisions.
- 4.6 The proposed policies are consistent with the Provincial Policy Statement (2020). The development proposes the efficient development of urban land and use of existing infrastructure, while maintaining the character of surrounding land uses.

- 4.7 The proposed policies conform to the York Region Official Plan, particularly with respect to directing growth within the built-up area through infill and intensification at an appropriate scale, taking into account the existing site and its surrounding context.
- 4.8 Section 3.2.3(c) of OPA 34 provides that the gross residential density over the constrained and unconstrained lands subject to a development application shall be no more than 5 units per hectare (2 units per acre). The property has an area of 10.12 hectares, which results in a permitted density of 50 units across the area subject to this amendment. The limits of the Environmental Areas were determined during a site visit with the Lake Simcoe Region Conservation Authority, and are intended to be protected through the re-zoning of the subject lands.
- 4.9 Site-specific amendments to the “Cluster Residential” policies of OPA 34 are required to: permit a greater building coverage on the subject lands; permit a lesser setback between “Cluster Residential” and “Estate Residential” designations; and, to remove the requirement for a Block Plan.
- 4.10 Section 3.6.2 of OPA 34 provides that buildings shall not cover more than 12% of all the lands within a “Cluster Residential” designation, and that lands within this designation shall be retained in an open or natural condition. A site-specific policy amendment permitting a maximum 17.5% building coverage for the subject lands in its entirety will enable a built form that transitions appropriately to neighbouring developments, while still allowing a minimum of 40% of the total lot area to remain in an open, landscaped or natural condition.
- 4.11 Section 3.6.3(c) of OPA 34 provides that within a “Cluster Residential” designation, maintenance of a minimum separation distance of 35 metres between any “Estate Residential” designation and the lot line of any “Cluster Residential” unit is required. A site-specific policy amendment requiring a minimum separation distance of 30 metres between a dwelling in an “Estate Residential” designation and a dwelling in a “Cluster Residential” designation, and the inclusion of a 10 metre wide landscape buffer will ensure that the intent of this separation policy can be maintained given this reduction.
- 4.12 Section 3.2.7 of OPA 34 provides that prior to approval of an application to permit the development within a “Cluster Residential” designation, a Block Plan for the respective area as identified on Schedule CC must be approved by the Town in accordance with Section 11.1. Through the review process, it was required that the general intent of Section 11.1 would still need to be satisfied for Block ‘C’ in its entirety. The intent of this policy was satisfied through the identification of new roads, intersections, parks and trails; the general location for potential residential clusters and environmental protection areas; servicing; identification of a water budget through a Hydrogeological Study; and consideration of interface with surrounding land uses.
- 4.13 The subject lands are located within the settlement area of the Oak Ridges Moraine Conservation Plan, which provides flexibility in the application of the policies governing development in Landform Conservation Areas within designated settlement areas. Environmentally significant features have been identified and protected through re-zoning of the subject lands. Adherence to the recommendations of Studies and Reports submitted and reviewed through the

application process will ensure that there is no adverse impacts on these features or the Oak Ridges Moraine.

## **Part II – The Amendment**

### **1. Introduction**

All of this part of the document entitled Part II – The Amendment, consisting of the following text and attached maps, designated as Schedule “A” and Schedule “B” to Official Plan Amendment No. 20 to the Official Plan.

### **2. Details of the Amendment**

The Official Plan is hereby amended as follows:

- Item (1): Schedule ‘H’, Site Specific Policy Areas, being part of the Town of Aurora Official Plan, is amended by adding Site-Specific Policy No. 50 as shown on Schedule “B” to Official Plan Amendment 20, attached hereto and forming part of this Amendment.
- Item (2): Notwithstanding any policies to the contrary as outlined in the Yonge Street South Secondary Plan (OPA 34), the following site specific policies shall apply to the lands designated as “Cluster Residential” and “Environmental Protection Area” within the area shown as the Subject Lands on Schedule “A” attached hereto and forming part of this Amendment:
- a) Notwithstanding Policy 3.6.2 of OPA 34 respecting building coverage, buildings footprints shall not cover more than 17.5% of the total area of the subject lands;
  - b) Notwithstanding Policy 3.6.3 (c) of OPA 34 respecting minimum separation distances, a minimum separation distance of 35 metres shall exist between dwellings in an “Estate Residential” designation and dwellings in a “Cluster Residential” designation. This 35 metres shall be inclusive of a 10 metre landscaped buffer; and,
  - c) Notwithstanding Policy 3.2.7 of OPA 34 respecting Block Plans, development of the lands subject to this amendment shall be permitted to occur in advance of a Block Plan for the area shown as Block ‘C’ on Schedule ‘CC’ of the Yonge Street South Secondary Plan (OPA 34).
- Item (3): Section 16 of the Town of Aurora Official Plan is hereby amended by adding Policy 16.50, outlining the “Details of the Amendment – Official Plan Amendment 20”.

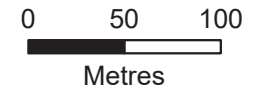
### **3. Implementation and Interpretation**

This Amendment has been considered in accordance with the provisions of the Official Plan. The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan, the Town’s Zoning By-law Number 6000-17, as amended, the Draft Plan of Subdivision (File No. SUB-2017-03), and related agreements as required.

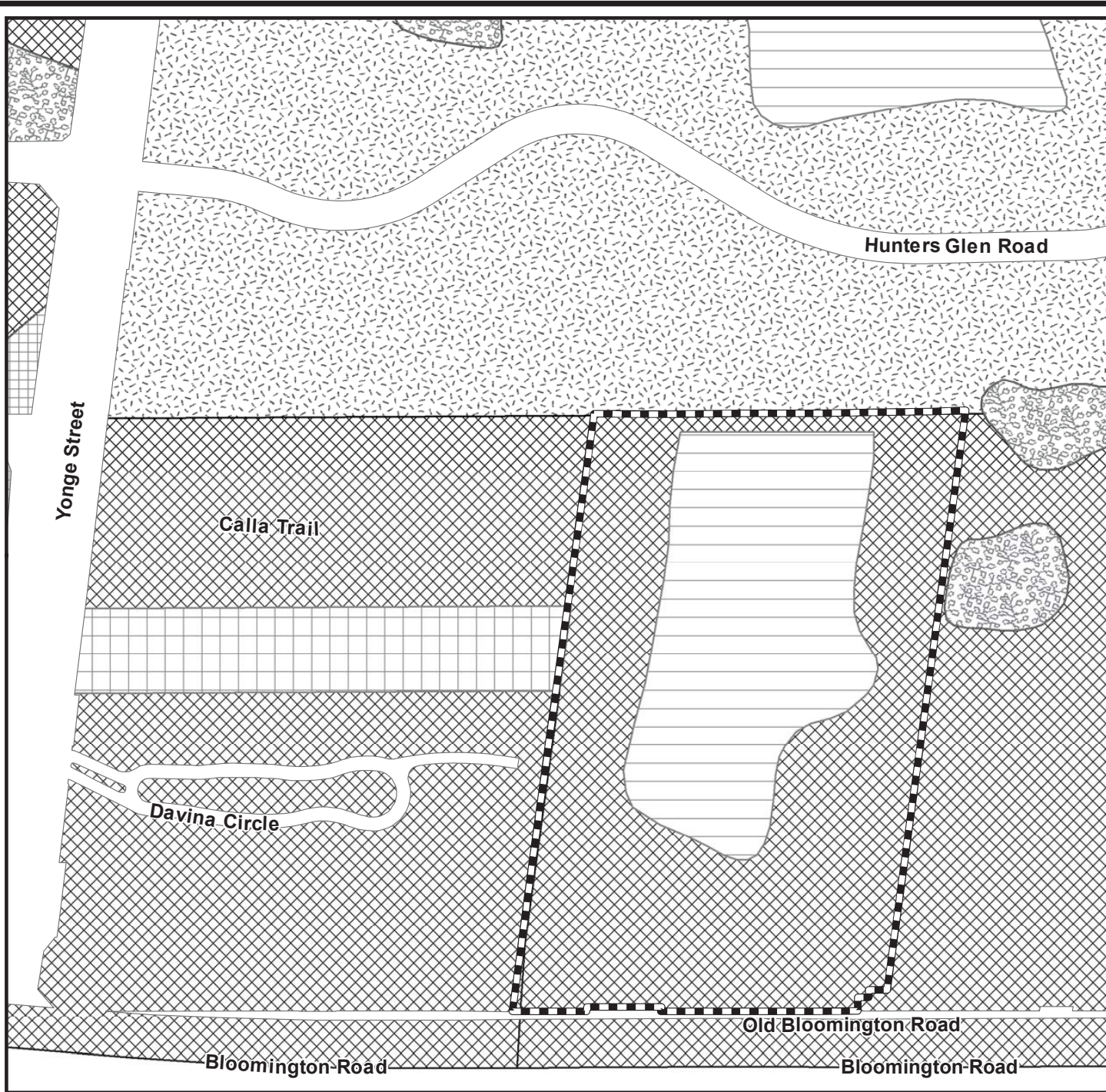
# SCHEDULE "A" TO OPA NO 20.

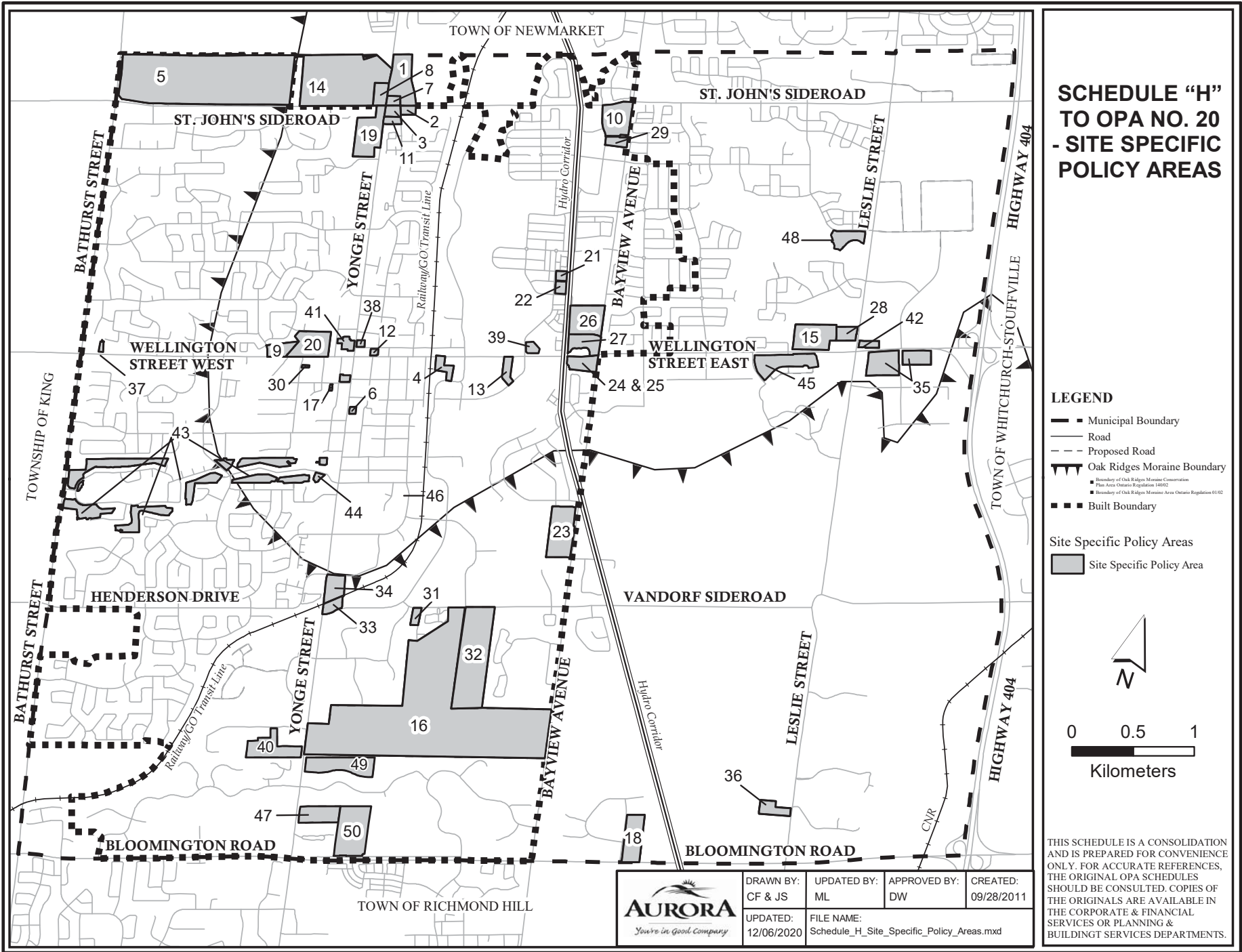
## LEGEND

-  Subject Lands
  
- OPA 34**
-  Minor Institution
-  Major Institution
-  Estate Residential
-  Cluster Residential
-  Environmental Protection Area
-  Environmental Function Area
-  Private Open Space



*Map created by the Town of Aurora Planning and Building Services Department - GIS Division, June 12, 2020. Base data provided by York Region*





	DRAWN BY: CF & JS	UPDATED BY: ML	APPROVED BY: DW	CREATED: 09/28/2011
	UPDATED: 12/06/2020	FILE NAME: Schedule_H_Site_Specific_Policy_Areas.mxd		

THIS SCHEDULE IS A CONSOLIDATION AND IS PREPARED FOR CONVENIENCE ONLY. FOR ACCURATE REFERENCES, THE ORIGINAL OPA SCHEDULES SHOULD BE CONSULTED. COPIES OF THE ORIGINALS ARE AVAILABLE IN THE CORPORATE & FINANCIAL SERVICES OR PLANNING & BUILDING SERVICES DEPARTMENTS.



**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to amend By-law Number 6000-17, as amended respecting the lands municipally known as 132, 148, 166, 178, 186, 192, and 198 Old Bloomington Road.**

**Whereas** under section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended (the “Planning Act”), zoning by-laws may be passed by the councils of local municipalities to prohibit and regulate the use of land, buildings and structures;

**And whereas** on June 27, 2017, the Council of The Corporation of the Town of Aurora (the “Town”) enacted By-law Number 6000-17 (the “Zoning By-law”), which Zoning By-law was appealed to the Ontario Municipal Board (the “OMB”);

**And whereas** on January 29, 2018, the OMB made an order, in accordance with subsection 34(31) of the Planning Act, providing that any part of the Zoning By-law not in issue in the appeal shall be deemed to have come into force on the day the Zoning By-law was passed;

**And whereas** the OMB is continued under the name Local Planning Appeal Tribunal (the “LPAT”), and any reference to the Ontario Municipal Board or the OMB is deemed to be a reference to the LPAT;

**And whereas** the Council of the Town deems it necessary and expedient to further amend the Zoning By-law;

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

1. The Zoning By-law be and is hereby amended to replace the “Estate Residential (ER) Zone” category applying to the lands shown in hatching on Schedule “A” attached hereto and forming part of this by-law with “Detached Third Density Residential R3(522) Exception Zone”, “Detached Third Density Residential R3(523) Exception Zone”, “Detached Third Density Residential R3(524) Exception Zone”, “Detached Third Density Residential R3(525) Exception Zone”, “Detached Third Density Residential R3(526) Exception Zone”, “Private Open Space O2(527) Exception Zone”, “Environmental Protection – Oak Ridges Moraine (EP-ORM) Zone”, and “Public Open Space (O1) Zone”.
2. The Zoning By-law be and is hereby amended to add the following:

**“24.522 Detached Third Density Residential R3(522) Exception Zone**

<b>24.522.1 Uses Permitted</b>	
<ul style="list-style-type: none"><li>• One detached dwelling per lot</li><li>• Home occupation</li><li>• Second Suite Dwelling</li></ul>	
<b>24.522.2 Zone Requirements</b>	
<b>24.522.2.1 Siting Specifications</b>	
Lot Area (minimum)	525 square metres
Lot Frontage (minimum)	16.5 metres
Front Yard (minimum)	6.0 metres

Rear Yard (minimum)	7.5 metres
Interior Side Yard (minimum)	
One-Storey	1.2 metres
Two-Storey	1.5 metres
Exterior Side Yard (minimum)	4.5 metres
<b>24.522.2.2 Building Specifications</b>	
Height (maximum)	11.0 metres
Lot Coverage (maximum)	35%

<b>24.522.2.3 Yard Exemption and Setback Encroachment Permitted</b>	
Open porches, and uncovered terraces (including associated steps and landings) shall be permitted to encroach a maximum of 3 metres into the required front yard, and a maximum of 2.5 metres into the required exterior side yard.	
<b>24.522.2.4 Daylighting Triangle</b>	
Notwithstanding any other provisions to the contrary, on a corner lot where a daylighting triangle has been conveyed, the Exterior Side Lot Line and the front lot line shall be deemed to be the continued projection of the Exterior Side Lot Line and the front lot line to a point of intersection, for the purposes of calculating the required minimum front yard and the required minimum exterior side yard requirements. Notwithstanding the provisions above, and any other provisions to the contrary, no building or structure shall be permitted to encroach within the daylighting triangle.	
<b>24.522.3 Landscaping Specifications</b>	
Notwithstanding any other provisions to the contrary, a minimum of 40.0% of the lot area shall be preserved in an open landscaped or natural condition. This 40.0% shall not include accessory buildings or structures (excluding a deck), swimming pools or any other covered area with impervious material."	

3. The Zoning By-law be and is hereby amended to add the following:

**"24.523 Detached Third Density Residential R3(523) Exception Zone**

<b>24.523.1 Uses Permitted</b>	
<ul style="list-style-type: none"> <li>• One detached dwelling per lot</li> <li>• Home occupation</li> <li>• Second Suite Dwelling</li> </ul>	
<b>24.523.2 Zone Requirements</b>	
<b>24.523.2.1 Siting Specifications</b>	
Lot Area (minimum)	775 square metres
Lot Frontage (minimum)	21.0 metres
Front Yard (minimum)	6.0 metres
Rear Yard (minimum)	7.5 metres
Interior Side Yard (minimum)	
One-Storey	1.2 metres
Two-Storey	1.5 metres
Exterior Side Yard (minimum)	4.5 metres
<b>24.523.2.2 Building Specifications</b>	
Height (maximum)	10.0 metres
Lot Coverage (maximum)	35%
<b>24.523.2.3 Yard Exemption and Setback Encroachment Permitted</b>	
Open porches, and uncovered terraces (including associated steps and landings) shall be permitted to encroach a maximum of 3 metres into the required front yard, and a maximum of 2.5 metres into the required exterior side yard.	

<p><b>24.523.2.4 Daylighting Triangle</b></p> <p>Notwithstanding any other provisions to the contrary, on a corner lot where a daylighting triangle has been conveyed, the Exterior Side Lot Line and the front lot line shall be deemed to be the continued projection of the Exterior Side Lot Line and the front lot line to a point of intersection, for the purposes of calculating the required minimum front yard and the required minimum exterior side yard requirements. Notwithstanding the provisions above, and any other provisions to the contrary, no building or structure shall be permitted to encroach within the daylighting triangle.</p>
<p><b>24.523.3 Landscaping Specifications</b></p> <p>Notwithstanding any other provisions to the contrary, a minimum of 40.0% of the lot area shall be preserved in an open landscaped or natural condition. This 40.0% shall not include accessory buildings or structures (excluding a deck), swimming pools or any other covered area with impervious material.”</p>

4. The Zoning By-law be and is hereby amended to add the following:

**“24.524 Detached Third Density Residential R3(524) Exception Zone**

<p><b>24.524.1 Uses Permitted</b></p> <ul style="list-style-type: none"> <li>• One detached dwelling per lot</li> <li>• Home occupation</li> <li>• Second Suite Dwelling</li> </ul>	
<p><b>24.524.2 Zone Requirements</b></p>	
<p><b>24.524.2.1 Siting Specifications</b></p>	
Lot Area (minimum)	1,000 square metres
Lot Frontage (minimum)	21.0 metres
Front Yard (minimum)	6.0 metres
Rear Yard (minimum)	17.5 metres
Interior Side Yard (minimum)	
One-Storey	1.2 metres
Two-Storey	1.5 metres
Exterior Side Yard (minimum)	4.5 metres
<p><b>24.524.2.2 Building Specifications</b></p>	
Height (maximum)	10.0 metres
Lot Coverage (maximum)	35%
<p>Notwithstanding any other provisions to the contrary, dually zoned lots may use the area on the lots zoned O2(527) when calculating lot area, lot frontage, lot coverage or yards required by this By-law.</p>	
<p><b>24.524.2.3 Yard Exemption and Setback Encroachment Permitted</b></p> <p>Open porches, and uncovered terraces (including associated steps and landings) shall be permitted to encroach a maximum of 3 metres into the required front yard, and a maximum of 2.5 metres into the required exterior side yard.</p>	
<p><b>24.524.3 Landscaping Specifications</b></p> <p>Notwithstanding any other provisions to the contrary, a minimum of 40.0% of the lot area shall be preserved in an open landscaped or natural condition. This 40.0% shall not include accessory buildings or structures (excluding a deck), swimming pools or any other covered area with impervious material.</p> <p>Notwithstanding any other provisions to the contrary, dually zoned lots are required to have a 10.0 metre landscape buffer from the northern property line, in accordance with the O2(527) Exception Zone.”</p>	

5. The Zoning By-law be and is hereby amended to add the following:

**“24.525 Detached Third Density Residential R3(525) Exception Zone**

<b>24.525.1 Uses Permitted</b>	
<ul style="list-style-type: none"> <li>• One detached dwelling per lot</li> <li>• Home occupation</li> <li>• Second Suite Dwelling</li> </ul>	
<b>24.525.2 Zone Requirements</b>	
<b>24.525.2.1 Siting Specifications</b>	
Lot Area (minimum)	1,600 square metres
Lot Frontage (minimum)	21.0 metres
Front Yard (minimum)	6.0 metres
Rear Yard (minimum)	7.5 metres
Interior Side Yard (minimum)	
One-Storey	1.2 metres
Two-Storey	1.5 metres
Exterior Side Yard (minimum)	4.5 metres
<b>24.525.2.2 Building Specifications</b>	
Height (maximum)	11.0 metres
Lot Coverage (maximum)	35%

<b>24.525.2.3 Yard Exemption and Setback Encroachment Permitted</b>	
Open porches, and uncovered terraces (including associated steps and landings) shall be permitted to encroach a maximum of 3 metres into the required front yard, and a maximum of 2.5 metres into the required exterior side yard.	

<b>24.525.2.4 Daylighting Triangle</b>	
Notwithstanding any other provisions to the contrary, on a corner lot where a daylighting triangle has been conveyed, the Exterior Side Lot Line and the front lot line shall be deemed to be the continued projection of the Exterior Side Lot Line and the front lot line to a point of intersection, for the purposes of calculating the required minimum front yard and the required minimum exterior side yard requirements. Notwithstanding the provisions above, and any other provisions to the contrary, no building or structure shall be permitted to encroach within the daylighting triangle.	

<b>24.525.3 Landscaping Specifications</b>	
Notwithstanding any other provisions to the contrary, a minimum of 40.0% of the lot area shall be preserved in an open landscaped or natural condition. This 40.0% shall not include accessory buildings or structures (excluding a deck), swimming pools or any other covered area with impervious material.”	

6. The Zoning By-law be and is hereby amended to add the following:

**“24.526 Detached Third Density Residential R3(526) Exception Zone**

<b>24.526.1 Uses Permitted</b>	
<ul style="list-style-type: none"> <li>• One detached dwelling per lot</li> <li>• Home occupation</li> <li>• Second Suite Dwelling</li> </ul>	
<b>24.526.2 Zone Requirements</b>	
<b>24.526.2.1 Siting Specifications</b>	
Lot Area (minimum)	700 square metres
Lot Frontage (minimum)	21.0 metres
Front Yard (minimum)	6.0 metres
Rear Yard (minimum)	7.5 metres
Interior Side Yard (minimum)	
One-Storey	1.2 metres

Two-Storey	1.5 metres
Exterior Side Yard (minimum)	4.5 metres
<b>24.526.2.2 Building Specifications</b>	
Height (maximum)	10.0 metres
Lot Coverage (maximum)	
One-Storey	40%
Two-Storey	35%

<b>24.526.2.3 Yard Exemption and Setback Encroachment Permitted</b>
Open porches, and uncovered terraces (including associated steps and landings) shall be permitted to encroach a maximum of 3 metres into the required front yard, and a maximum of 2.5 metres into the required exterior side yard.

<b>24.526.2.4 Daylighting Triangle</b>
Notwithstanding any other provisions to the contrary, on a corner lot where a daylighting triangle has been conveyed, the Exterior Side Lot Line and the front lot line shall be deemed to be the continued projection of the Exterior Side Lot Line and the front lot line to a point of intersection, for the purposes of calculating the required minimum front yard and the required minimum exterior side yard requirements. Notwithstanding the provisions above, and any other provisions to the contrary, no building or structure shall be permitted to encroach within the daylighting triangle.

<b>24.526.3 Landscaping Specifications</b>
Notwithstanding any other provisions to the contrary, a minimum of 40.0% of the lot area shall be preserved in an open landscaped or natural condition. This 40.0% shall not include accessory buildings or structures (excluding a deck), swimming pools or any other covered area with impervious material."

7. The Zoning By-law be and is hereby amended to add the following:

**"24.527 Private Open Space O2(527) Exception Zone**

<b>24.527.2 Zone Requirements</b>
<b>24.527.2.1 Permitted Uses</b>
Notwithstanding Section 13.2, lands zoned O2(527) shall only be used for Natural Vegetation Plantings for purposes of establishing a 10.0 metre landscaped buffer from the northern property line.
<b>24.527.2 Zone Requirements</b>
Notwithstanding the provisions of Section 13.2 respecting minimum zone requirements, dually zoned lots shall be subject to the minimum zone requirements of the lots zoned Detached Third Density Residential R3(524) Exception Zone, as applicable."

8. This by-law shall come into full force subject to compliance with the provisions of the Planning Act and subject to compliance with such provisions, this by-law will take effect from the date of final passage hereof.

Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.

\_\_\_\_\_  
Tom Mrakas, Mayor

\_\_\_\_\_  
Michael de Rond, Town Clerk

By-law Number XXXX-20

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**Explanatory Note**

Re: By-law Number XXXX-20

By-law Number XXXX-20 has the following purpose and effect:

To amend By-law Number 6000-17, as amended, the Zoning By-law in effect in the Town of Aurora, to rezone the subject lands from "Detached Third Density Residential R3(522) Exception Zone", "Detached Third Density Residential R3(523) Exception Zone", "Detached Third Density Residential R3(524) Exception Zone", "Detached Third Density Residential R3(525) Exception Zone", "Detached Third Density Residential R3(526) Exception Zone", "Private Open Space O2(527) Zone", "Environmental Protection – Oak Ridges Moraine (EP-ORM) Zone", and "Public Open Space (O1) Zone".

The effect of this zoning amendment will rezone the subject property to five (5) residential exception zones, one (1) private open space exception zone, one (1) public open space exception zone, and two (2) environmental protection zones; and will facilitate the creation of 50 single detached dwellings on a municipal right-of-way.

By-law Number XXXX-20

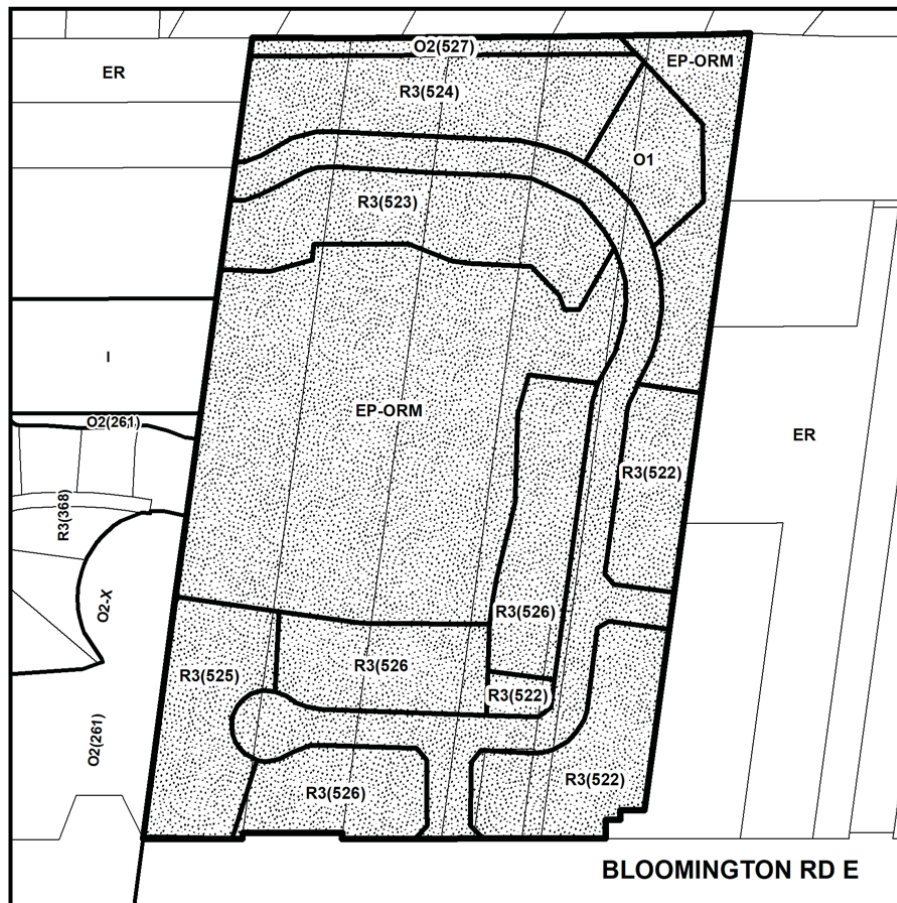
Page 7 of 7

**Schedule "A"**

**Location:** Part Lots 10, 11 and 13 and Lots 12 and 14, Plan 166, designated as Part 1 on Plan 65R-38076 and Parts 1 and 2 on Plan 65R-38075, Town of Aurora, Regional Municipality of York



Lands rezoned from "Estate Residential (ER) Zone" to "Detached Third Density Residential R3(522) Exception Zone", "Detached Third Density Residential R3(523) Exception Zone", "Detached Third Density Residential R3(524) Exception Zone", "Detached Third Density Residential R3(525) Exception Zone", "Detached Third Density Residential R3(526) Exception Zone", "Private Open Space O2(527) Zone", "Environmental Protection – Oak Ridges Moraine (EP-ORM) Zone", and "Public Open Space (O1) Zone"



**The Corporation of the Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to amend By-law Number 6219-19, as amended, to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora (Fees and Charges By-law).**

**Whereas** subsection 391(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, authorizes a municipality to impose fees and charges on persons (a) for services or activities provided or done by or on behalf of it; (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and (c) for the use of its property including property under its control;

**And whereas** on November 12, 2019, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 6219-19, to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora, which repealed By-law Number 6147-19 (the "Fees and Charges By-law);

**And whereas** on November 26, 2019, the Council of the Town passed a resolution contained in Report No. PDS19-026 to amend the Fees and Charges By-law, to adopt a new site alteration permit fee and a site alteration permit renewal fee, as set out in Schedule "B" – Planning and Development Services Department;

**And whereas** on April 28, 2020, the Council of the Town passed a resolution contained in Report No. FIN20-005 to amend the Fees and Charges By-law, to adopt a new development charge administrative fee, as set out in Schedule "F" – Financial Services Department;

**And whereas** on May 26, 2020, the Council of the Town passed a resolution contained in Report No. PDS20-036 to amend the Fees and Charges By-law, to adopt a new outdoor swim school variance fee, as set out in Schedule "H" – Development Planning Division;

**And whereas** the Council of the Town deems it necessary and expedient to amend the Fees and Charges By-law;

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

1. Schedule "B" – Planning and Development Services Department to By-law Number 6219-19, as amended, be and is hereby deleted and replaced with Schedule "B" – Planning and Development Services Department attached hereto and forming part of this by-law.
2. Schedule "F" – Financial Services Department to By-law Number 6219-19, as amended, be and is hereby deleted and replaced with Schedule "F" – Financial Services Department attached hereto and forming part of this by-law.
3. Schedule "H" – Development Planning Division to By-law Number 6219-19, as amended, be and is hereby deleted and replaced with Schedule "H" – Development Planning Division attached hereto and forming part of this by-law.



By-law Number XXXX-20

Page 2 of 2

4. This by-law shall come into full force and effect on July 1, 2020.

Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.

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Tom Mrakas, Mayor

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Michael de Rond, Town Clerk

**By-law Number XXXX-20  
Schedule "B"  
Planning and Development Services Department  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
<b>Development Planning Division</b>				
<b>Maps</b>				
Official Plan Schedule 'A' Map (18x24 inches) (colour)	per map	\$19.00	\$19.50	\$20.00
Official Plan Schedules other than 'A' (11x17) (b/w)	per map	\$8.50	\$8.75	\$9.00
Town Street Plan Map (b/w) (24x36 inches)	per map	\$8.50	\$8.75	\$9.00
Town Street Plan Map (colour) (24x36 inches)	per map	\$13.50	\$13.75	\$14.00
Town Air Photo Map (30x39 inches)	per map	\$41.00	\$42.00	\$43.00
Application Status List Map (24x36 inches)	per map	\$13.50	\$13.75	\$14.00
Oak Ridges Moraine Map Schedule 'J' as per Official Plan 48 (11 x 17) (b/w)	per map	\$17.00	\$17.50	\$18.00
<b>Official Plans</b>				
Official Plan	per OP	\$56.50	\$57.75	\$59.00
2C Secondary Plan	per copy	\$34.50	\$35.25	\$36.00
Secondary Plans	per Secondary Plan	\$24.00	\$24.50	\$25.00
Aurora Promenade Study	per copy	\$56.50	\$57.75	\$59.00
Secondary Plans Consolidation	per copy	\$45.00	\$46.00	\$47.00
<b>Zoning</b>				
Comprehensive Zoning By-law	per copy	\$31.50	\$32.25	\$33.00
Comprehensive Zoning Exceptions	per copy	\$89.00	\$91.00	\$93.00
<b>Heritage</b>				
Northeast Old Aurora Heritage Conservation District Plan	per copy	\$30.50	\$31.25	\$32.00
<b>Other</b>				
GIS Analysis	per hour	\$81.00	\$83.00	\$85.00
Application Status Listing	per copy	\$19.00	\$19.50	\$20.00
Vacant Employment Land Inventory	per copy	\$19.00	\$19.50	\$20.00
Circulation Fees, including Labels	per circulation	\$82.00	\$84.00	\$86.00
Pre-Application Consultation	per consultation	\$400.00	\$408.00	\$416.00
<b>Building Division</b>				
<b>Permitted Use Letter</b>				
To respond in writing to enquires related to uses of specific properties with respect to permitted uses as set in the Town of Aurora Zoning By-law 2213-78, as amended	each	\$43.00	\$44.00	\$45.00
<b>Administrative Costs</b>				
Additional costs associated with the administration fee internal processing model homes applications with respect to outside agencies, and engineering review, and corporate policies and procedures	per unit	\$454.00	\$463.00	\$472.00

**By-law Number XXXX-20  
Schedule "B"  
Planning and Development Services Department  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
<b>Construction Activity Report</b>				
Reports generated upon request providing permit numbers, location, description and construction value	each	\$86.00	\$88.00	\$90.00
<b>Zoning Review - Residential (single, semi or street townhomes)</b>				
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$86.00	\$88.00	\$90.00
<b>Zoning Review - All Other Building Types</b>				
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$171.00	\$174.00	\$177.00
<b>Sign Review</b>				
Sign By-law review of applications other than a sign permit application including Sign By-law review of Planning Applications.	each	\$171.00	\$174.00	\$177.00
<b>Permit fees related to By-law Number 4753-05.P</b>				
Pool Enclosure Permits	each	\$321.00	\$327.00	\$334.00
Hot Tub Permits	each	\$171.00	\$174.00	\$177.00
<b>Engineering and Capital Delivery Division</b>				
Subdivision and Site Plan Engineering Fees	percentage of servicing costs	6.0%	6.0%	6.0%
Benchmarks	per benchmark	\$80.00	\$82.00	\$84.00
Plot, Engineering Drawings (10 Drawings Maximum)	per sheet of map	\$4.25	\$4.50	\$4.75
Request for digital drawings	per drawing	\$4.25 (fee applies only for large requests: over 10 drawings)	\$4.50 (fee applies only for large requests: over 10 drawings)	\$4.75 (fee applies only for large requests: over 10 drawings)
Request for information	per request	\$67.00	\$68.00	\$69.00
<b>REQUEST FOR TRAFFIC DATA</b>				
7-Day Traffic Counts	per location	\$66.00	\$67.00	\$68.00
8-Hour Turning Movement Count	per intersection	\$171.00	\$174.00	\$177.00
Traffic Signal Timings	per intersection	\$83.00	\$85.00	\$87.00
<b>Grading Review</b>				
Lot Grading review and inspection	per lot	\$295.00	\$301.00	\$307.00
Grading review and inspection for pool construction (securities of \$3,000 will be collected at the time of permit fee payment)	per lot	\$401.00	\$409.00	\$417.00
<b>Service Connections</b>				
Construction of new service connections by the Town	each	Actual cost, plus 10% administration subject to HST	Actual cost, plus 10% administration subject to HST	Actual cost, plus 10% administration subject to HST
Inspection of services installed by Owner	each	10% of construction cost	10% of construction cost	10% of construction cost
<b>Site Alteration Fees</b>				
Site Alteration Permit	flat fee + price per ha of site area	\$681.00 Flat Fee + \$39.00/ha	\$695.00 Flat Fee + \$40.00/ha	\$709.00 Flat Fee + \$41.00/ha
Site Alteration Permit Renewal	flat fee + price per ha of site area	\$390.50 Flat Fee + \$19.50/ha	\$347.50 Flat Fee + \$20.00/ha	\$354.50 Flat Fee + \$20.50/ha

**By-law Number XXXX-20  
Schedule "F"  
Financial Services Department  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
Tax Bill Reprint - Per Tax Year	per document	\$ 20.50	\$ 21.00	\$ 21.50
Returned Cheques	per cheque	\$ 51.00	\$ 52.00	\$ 53.00
Payment Recalled by Bank	per item	\$ 20.50	\$ 21.00	\$ 21.50
Mortgage Administrative Fee	per transaction	\$ 10.25	\$ 10.50	\$ 10.75
Tax Reminder Notices	per property	\$ 7.15	\$ 7.30	\$ 7.45
Water and Wastewater Reminder Notices	per property	\$ 7.15	\$ 7.30	\$ 7.45
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 143.00	\$ 146.00	\$ 149.00
Online Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 143.00	\$ 146.00	\$ 149.00
Tax Certificate	per property	\$ 100.00	\$ 110.00	\$ 120.00
Water/Wastewater Certificate	per property	\$ 100.00	\$ 110.00	\$ 120.00
Water Bill Reprint - Per Billing Period	per document	\$ 20.50	\$ 21.00	\$ 21.50
Official Tax Receipt Letter for Government Agencies	per document	\$ 35.75	\$ 36.50	\$ 37.25
Duplicate Receipt	per receipt	\$ 15.30	\$ 15.60	\$ 15.90
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 35.75	\$ 36.50	\$ 37.25
Tax Roll Ownership Change	per property	\$ 56.00	\$ 57.00	\$ 58.00
Water Account Ownership Change/ New Account Set-up	per property	\$ 56.00	\$ 57.00	\$ 58.00
Letter of Reference for Utilities	each	\$ 30.50	\$ 31.00	\$ 31.50
Addition of Unpaid Provincial Offences Act Fines to Tax Bill	per addition	\$ 51.00	\$ 52.00	\$ 53.00
Addition of Unpaid Charges to Tax Bill	per addition	\$ 30.50	\$ 31.00	\$ 31.50
DC Administration Fee	per application	\$ 1,600.00	\$ 1,630.00	\$ 1,663.00

**By-law Number XXXX-20  
Schedule "H"  
Development Planning Division  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
<b>Official Plan Amendment</b>				
Major (see Note 1)	base fee	\$ 21,591.00	\$ 22,023.00	\$ 22,463.00
	processing fee/surcharge prior to adoption of OPA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
	revision fees	\$ 2,353.00	\$ 2,400.00	\$ 2,448.00
Minor (see Note 2)	base fee	\$ 12,253.00	\$ 12,498.00	\$ 12,748.00
	processing fee/surcharge prior to adoption of OPA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
	revision fees	\$ 1,803.00	\$ 1,839.00	\$ 1,876.00
<b>Zoning By-law Amendment</b>				
Major (see Note 3)	base fee	\$ 12,938.00	\$ 13,197.00	\$ 13,461.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
	revision fees	\$ 2,353.00	\$ 2,400.00	\$ 2,448.00
Minor (see Note 4)	base fee	\$ 7,005.00	\$ 7,145.00	\$ 7,288.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
	revision fees	\$ 1,803.00	\$ 1,839.00	\$ 1,876.00
Removal of Hold	base fee	\$ 4,430.00	\$ 4,519.00	\$ 4,609.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
Temporary Use	base fee	\$ 6,485.00	\$ 6,615.00	\$ 6,747.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,460.00	\$ 5,569.00	\$ 5,680.00
	extension of the Temporary By-law	\$ 6,485.00	\$ 6,615.00	\$ 6,747.00
<b>Draft Plan of Subdivision</b>				
Draft Plan of Subdivision	base fee	\$ 16,007.00	\$ 16,327.00	\$ 16,654.00
	processing fee/surcharge (residential)	\$657/unit and \$8,636/hectare or part thereof for all other lands (see Note 5)	\$670/unit and \$8,809/hectare or part thereof for all other lands (see Note 5)	\$683/unit and \$8,985/hectare or part thereof for all other lands (see Note 5)
	processing fee/surcharge (non-residential)	\$8,458/hectare or part thereof for all other lands (see Note 5)	\$8,627/hectare or part thereof for all other lands (see Note 5)	\$8,800/hectare or part thereof for all other lands (see Note 5)
	registration of Subdivision per agreement	\$ 4,401.00	\$ 4,489.00	\$ 4,579.00
	revision fee (where applicant makes revisions to plans requiring recirculation)	\$ 1,874.00	\$ 1,911.00	\$ 1,949.00
	revisions to a Draft Approved Plan of Subdivision, or Conditions of Draft Approval	\$ 4,493.00	\$ 4,583.00	\$ 4,673.00
	extension of Draft Approval	\$ 2,353.00	\$ 2,400.00	\$ 2,448.00
<b>Draft Plan of Condominium</b>				
(All Types)	base fee	\$ 20,814.00	\$ 21,230.00	\$ 21,655.00
	registration of Subdivision per agreement	\$ 4,493.00	\$ 4,583.00	\$ 4,673.00
	revisions to Approved Draft Plan of Condominium	\$ 3,682.00	\$ 3,756.00	\$ 3,831.00
	extension of Draft Approval	\$ 2,353.00	\$ 2,400.00	\$ 2,448.00
<b>Part Lot Controls</b>				
Part Lot Controls	base fee	\$ 2,536.00	\$ 2,587.00	\$ 2,639.00

**By-law Number XXXX-20  
Schedule "H"  
Development Planning Division  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
<b>Block Plans</b>				
Block Plans	base fee	\$ 11,053.00	\$ 11,274.00	\$ 11,499.00
	processing fee/surcharge	\$577/hectare or part thereof	\$589/hectare or part thereof	\$601/hectare or part thereof
<b>Site Plan Approval</b>				
Major	base fee	\$ 6,548.00	\$ 6,679.00	\$ 6,813.00
	plus: per unit for residential	\$ 657.00	\$ 670.00	\$ 683.00
	plus: per unit for multi-residential (apartments)	\$ 337.00	\$ 344.00	\$ 351.00
	plus: ICI buildings for first 2,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 3.44	\$ 3.51	\$ 3.58
	plus: ICI buildings portion of GFA between 2,001m <sup>2</sup> and 10,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 2.23	\$ 2.27	\$ 2.32
	plus: ICI buildings portion of GFA beyond 10,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 1.12	\$ 1.14	\$ 1.16
Minor and Amending Plans (see Note 6: per m2 fee applicable only if there is an increase in GFA)	base fee	\$ 3,517.00	\$ 3,587.00	\$ 3,659.00
	plus: ICI buildings for first 2,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 3.44	\$ 3.51	\$ 3.58
	plus: ICI buildings portion of GFA between 2,001m <sup>2</sup> and 10,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 2.23	\$ 2.27	\$ 2.32
	plus: ICI buildings portion of GFA beyond 10,000m <sup>2</sup> - per m <sup>2</sup> of GFA	\$ 1.12	\$ 1.14	\$ 1.16
Recirculation/Revisions (where the applicant fails to revise drawings as requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	each	\$ 1,255.00	\$ 1,280.00	\$ 1,306.00
Site Plan Review (Stable Neighbourhood)	each	\$ 1,046.00	\$ 1,067.00	\$ 1,088.00
Site Plan Exemption	base fee	\$ 629.00	\$ 642.00	\$ 655.00
	request for site plan exemption beyond 2 <sup>nd</sup> submission	\$ 261.00	\$ 266.00	\$ 271.00
Radio Communication Tower/Antenna Facilities	base fee	\$ 8,519.00	\$ 8,689.00	\$ 8,863.00
<b>Committee of Adjustment</b>				
<b>Consent</b>				
Lot Creation, Lot Addition, Establishment of Easements, Mortgage change over, Lease over 21 years	base fee	\$ 3,550.00	\$ 3,621.00	\$ 3,693.00
	plus: per new lot created	\$ 1,783.00	\$ 1,819.00	\$ 1,855.00
	change of conditions (only before a final consent is granted)	\$ 938.00	\$ 957.00	\$ 976.00
	recirculation fee (see Note 7)	\$ 2,669.00	\$ 2,722.00	\$ 2,776.00
<b>Minor Variances or Permission</b>				
Ground Related Residential Zoned Lands	base fee	\$ 2,038.00	\$ 2,079.00	\$ 2,121.00
Oak Ridges Moraine Residential	base fee	\$ 1,702.00	\$ 1,736.00	\$ 1,771.00
More than one Variance related to a Draft Approved Plan of Subdivision	base fee	\$ 2,038.00	\$ 2,079.00	\$ 2,121.00
	plus: per lot or unit	\$ 1,068.00	\$ 1,089.00	\$ 1,111.00
All Other Uses, including ICI	base fee	\$ 2,498.00	\$ 2,548.00	\$ 2,599.00
Outdoor Swim School Variance	base fee	\$ 250.00	\$ 255.00	\$ 260.00
Recirculation/Revisions (see Note 7)	each	\$ 1,415.00	\$ 1,443.00	\$ 1,472.00

**By-law Number XXXX-20  
Schedule "H"  
Development Planning Division  
Effective July 1, 2020**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2020 (Including H.S.T. where applicable)	2021 (Including H.S.T. where applicable)	2022 (Including H.S.T. where applicable)
<b>General Fees</b>				
Owner's Request to Cancel Public Planning Meeting	base fee	\$ 3,555.00	\$ 3,626.00	\$ 3,699.00
Local Planning Appeal Tribunal Referral Fee (for all types of development applications)	base fee	\$ 619.00	\$ 631.00	\$ 644.00
Local Planning Appeal Tribunal Referral Fee (Minor Variances and Consent)	base fee	\$ 320.00	\$ 326.00	\$ 333.00
File Maintenance Fee	per year	\$ 732.00	\$ 747.00	\$ 762.00
Cash in Lieu of Parking Agreement	base fee	\$ 5,228.00	\$ 5,333.00	\$ 5,450.00
Section 37 (Bonusing Agreement)	base fee	\$ 5,228.00	\$ 5,333.00	\$ 5,450.00
Municipal Street Name Change	each	\$ 1,681.00	\$ 1,715.00	\$ 1,749.00
Municipal Addressing Change	each	\$ 1,093.00	\$ 1,115.00	\$ 1,137.00
<b>Notes</b>				
<b>1) Major Official Plan Amendment</b>				
An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include those relating to multiple properties; site specific proposals that represent large scale development/significant change in use; and applications involving significant changes to the text/policies of the Official Plan.				
<b>2) Minor Official Plan Amendment</b>				
An application that is a small scale amendment to the Official Plan policies and designations, having limited impact or policy implications beyond the subject lands.				
<b>3) Major Zoning By-law Amendment</b>				
An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include: <ul style="list-style-type: none"> <li>- an application relating to more than one property;</li> <li>- a site specific application, if considered to represent large scale redevelopment;</li> <li>- significant change in use and/or zone category;</li> <li>- an application involving significant changes to the development standards or general provisions of the by-law.</li> </ul>				
<b>4) Minor Zoning By-law Amendment</b>				
An application for minor and small scale zoning amendment having no significant impact on adjoining lands. Minor application must be site specific and include: <ul style="list-style-type: none"> <li>- a request for additional permitted use, within an existing building or with no significant impact on existing development standards; and</li> <li>- changes in development standards to accommodate a minor development or severance.</li> </ul>				
<b>5) Draft Plan of Subdivision</b>				
All other lands within the draft plan excluding roads, road widenings and environmental protection lands.				
<b>6) Minor and Amending Site Plans</b>				
Shall include amendments to existing site plan agreements for those properties with development agreements executed and registered after 2000. Staff shall determine, in consultation with other departments, if a site plan application is considered minor, an amendment or if a new site plan application is required.				
<b>7) Recirculation Fee</b>				
Required due to an Owner's or Applicant's revisions or deferrals.				
<b>Payment of Fees</b>				
All fees set out herein shall be payable to the Town of Aurora upon the submission of the related application to the Town, unless otherwise provided herein. The fee amount shall be completed by the Applicant on the Fee Calculation Worksheet included with each Application Form. 50% of fees refunded if application is withdrawn prior to any Council or Committee of Adjustment consideration.				

**The Corporation of The Town of Aurora**

**By-law Number XXXX-20**

**Being a By-law to confirm actions by Council  
resulting from a Council meeting  
on June 23, 2020.**

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

1. That the actions by Council at its Council meeting held on June 23, 2020, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the corporate seal to all such documents.

**Enacted by Town of Aurora Council this 23<sup>rd</sup> day of June, 2020.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**