

KEY CONSIDERATION

2014 Department: Administration

Current Department: Corporate Services

Issue: Emergency Response Plan (By-law 5395-12) - Update

Background:

The *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9*, states that every municipality shall formulate an emergency plan governing the provision of necessary services during an emergency and the procedures under and the manner in which employees and other persons will respond to the emergency. The *Act* also states that every municipality shall review and, if necessary, revise its emergency plan every year.

The current Emergency Response Plan completed in 2012 is based on a plan developed in 2005 utilizing the Province's Incident Management System (IMS). Prior to 2005 the plan did not utilize the IMS protocol.

Impact:

Although the Emergency Response Plan was updated in 2010 and 2012, these updates only involved administrative changes. In reviewing the plan, staff recommends that a full update will be completed in 2014.

With the increase in weather related emergencies and other potential emergency situations, it is essential that the Town has an adequate plan and protocol in place to effectively manage any emergency situation.

2014 Status and Future Activities:

A staff team consisting of the Fire Chief, Director of Building and By-law Services, Town Clerk, Manager of Property, Facilities & Fleet and Manager of Special Projects have reviewed the existing plan and determined that an update is required. The next steps will be to develop a work program to update the plan.

Current Status:

The Town and CYFS are working with the N6 partnership and York Region to develop a consistent emergency plan for all of the municipalities. This partnership is also looking into sharing staff resources pertaining to emergency planning.

Contact: Techa van Leeuwen

Department: Administration

Current Department: Corporate Services

Issue: Emergency Recovery Plan

Background:

The current Emergency Response Plan completed in 2012 is based on a plan developed in 2005 utilizing the Province's Incident Management System (IMS).

The Hazard Identification Risk Assessment (HIRA) identified weather related incidents as the biggest threat to public safety in Aurora. Increasing severe weather events is a chief motivator in completing a Recovery Plan.

The current plan, which is scheduled to be updated, does not include an Emergency Recovery component.

Impact:

Recovery from an emergency is a key component of emergency management planning. However, the existing plan does not include a recovery component.

A recovery plan would have been a useful tool to aid in clean up following the 2013 ice storm.

Recovery can cause the most stress on resources, staff and finances and as such a recovery plan is necessary.

2014 Status and Future Activities:

A staff team consisting of the Fire Chief, Director of Building and By-law Services, Town Clerk, Manager of Property, Facilities & Fleet and Manager of Special Projects have reviewed the existing plan and determined that a recovery component is necessary. Next steps will be to develop a work program to prepare a separate recovery plan or to include a recovery section within the Emergency Response plan.

Current Status:

The Town and CYFS are working with the N6 partnership and York Region to develop a consistent emergency plan which includes a recovery plan for all of the municipalities. This partnership is also looking into sharing staff resources pertaining to emergency planning.

Contact: Techa van Leeuwen

2014 Department: Administration
Current Department: Administration

Issue: Service Level Review

Background:

In December, 2013 Council adopted a workplan to implement the recommendations of consultant lead Service Level Review.

The Service Level Review documented all services offered by the Town (both internal and external) and how the service was delivered (contract vs. in-house, or blended). The services were benchmarked against other jurisdictions and recommendations for action and further consideration made.

Impact:

The implementation plan identified key timeframes and responsibilities over a three-year period for completion. Work activity, where additional funding is required, is subject to Council consideration through the annual budget process.

2014 Status and Future Activities:

Some activities for 2015 include:

- Northern Six (N6) shared service study
- Organization review
- Review of service levels in Parks and Recreation Services
- Operating budget to reflect Service Inventory and include impact on service levels for decision making

Current Status:

Work in this area is ongoing. The organizational structure has been changed and the creation of a Corporate Services Department occurred in 2016. The Executive Leadership team continues to review organizational structure with a goal of optimizing the delivery of services to the community

Contact: Doug Nadorozny

2014 Department: Administration
Current Department: Planning and Building Services

Issue: Creation of a Business Improvement Area (BIA) in Downtown Aurora

Background:

In 2010, the Town of Aurora completed a revitalization strategy entitled “The Aurora Promenade – Concept Plan” for the commercial area along Yonge and Wellington Streets. Within the implementation section of this strategy, it was identified that the Town should work with business owners to consider the establishment of a Business Improvement Area.

Impact:

BIA’s are key components of downtown revitalization. The creation of a BIA in Aurora would provide a competitive edge to downtown merchants and provide a better link between businesses and Council.

2104 Status and Future Activities:

An information session was held at Aw Shucks on October 16, 2014. The next step will be to create a steering committee consisting of business owners and such committee will work with Town staff to implement a BIA for downtown Aurora.

Current Status:

The BIA Committee was established in 2015 and has been meeting regularly. The Town conducted a survey of businesses in proposed BIA area, provided contact information for impacted property owners and supporting information/documentation to assist with boundary refinement and to better understand support for the BIA. BIA Committee advancing towards request to establish a BIA.

Contact: Marco Ramunno

2014 Department: Administration
Current Department: Administration

Issue: Review for future shared service and collaboration opportunities among the Six Northern (N6) Municipalities of York Region

Background:

In 2006, Council endorsed the concept of closer collaboration with neighbouring municipalities in the Northern York Region, to review areas of mutual interest in the operational and administrative service areas. N6 Municipalities of York Region include Aurora, East Gwillimbury, Georgina, King, Newmarket and Whitchurch-Stouffville. Since 2006, all N6 Councils have continued to support and endorse these collaborative efforts.

Impact:

The ongoing collaborative of the N6 municipalities supports the Strategic Plan Vision “An innovative and sustainable community where neighbours care and businesses thrive” by identifying opportunities to deliver services better, making the Town financially sustainable and creating opportunities for innovation in service delivery.

Past N6 initiatives have saved the Town from incurring additional costs and/or have allowed existing budget allocations to achieve greater results. The Town accommodates its share of N6 costs through its existing staff, time and budget provisions, with any new projects considered as part of Council’s annual budget approval process.

Past initiatives have included solid waste collection, insurance, web site design and hosting, extended health benefits, and internal audit services.

2014 Status and Future Activities:

To expand the collaborative work undertaken by N6 municipalities, the N6 CAOs have directed a comprehensive study be conducted to recommend and prioritize potential future shared service and collaboration opportunities. Led by Glenn Lang (on a one- year secondment from the Regional Municipality of York), this study is currently underway. Draft recommendations of potential future N6 initiatives are anticipated to be available in the Spring of 2015.

Current Status:

The N6 group continues to look for ways to collaborate. Four of the partners have agreed to work together on animal shelter services. Hopefully the other two N6 partners will be able to join the effort as their contract obligations end in the future. The N6 has also renewed a joint contract for solid waste collection for the next ten years. Finally, the N6 partners are working together on Emergency Planning with the Region in an effort to better coordinate responses in the event of an emergency.

Contact: Doug Nadorozny

2014 Department: Administration

Current Department: Administration

Issue: Community Engagement on Planning & Development matters

Background:

The Town of Aurora is mandated by statute to advertise public information centres and other consultations related to planning and development matters.

Further to this statutory mandate, Aurora Town Council has mandated that Planning Notices will be placed in both Aurora weekly newspapers – The Banner and The Auroran.

Corporate Communications works with Planning & Development Services, as well as Legal & Legislative Services, to determine appropriate messaging for these Public Notices. Corporate Communications designs and books advertising space to meet statutory and Council-mandated requirements. All Notices are also posted on the Town website.

Outside of statute and Council-mandated requirements, further promotion for public consultations is determined on a case-by-case basis.

Impact:

Public engagement is critical for planning and development initiatives. Ensuring that all stakeholders receive pertinent information in a timely, professional and engaging format is essential, to ensure we get the fullest community participation possible.

Having a strategic approach to planning and development communications removes guesswork by staff in determining which media or communications vehicles are used to convey messaging to stakeholders.

2014 Status and Future Activities:

A key focus for Corporate Communications in 2015 (and beyond) is to work with Planning & Development and Legal & Legislative Services to create communications plans for each Planning & Development consultation/matter.

The aim of the initiative is to explore:

- The creation of a tiered system of communications, ranging from a few to many different communications vehicles/collateral, with the intention of recommending an option to Council for their consideration and approval. E.g.:
 - Tier 1: Paid Public Notices in newspapers

- Tier 2: Paid Notices and letters to homeowners
- Tier 3: Paid Notices, letters and door hanger advertisements delivered to stakeholder homes

Continue to refine Planning Notices to make them easier to understand and more engaging, by restructuring the legal-style language into “layman terms,” while maintaining appropriate disclosure.

Current Status:

Public Notice Signage is now required for site plan applications that are not associated with a related Planning Act application. Planning, Legal and Corporate Communications are also looking to implement revised signage at sites with improved language to assist residents in understanding the application and visualizing what is being proposed. In 2018, Corporate Communications will begin utilizing an online community engagement platform to keep residents informed of planning applications.

Contact: Doug Nadorozny

2014 Department: Building And By-Law Services

Current Department: Corporate Services

Issue: Animal Control and Shelter Services

Background:

In 2008 the Town issued an RFP for Animal Control and Shelter Services and subsequently entered into a three-year contract with the Ontario Society for the Prevention of Cruelty to Animals (OSPCA). In 2010 and 2011 one year contract extensions were approved by Council. In 2012, Council approved a three-year contract with the OSPCA which will expire December of 2015.

Related Reports – BBS10-015, BBS11-005, BBS11-010, BBS12-010

Impact:

Animal Control and Shelter Services affects a large percentage of our population as there are thousands of animals within the Town. The Town does have an Animal Control Bylaw regulating dogs and cats; OSPCA is responsible for responding to by-law related issues. As well they do provide emergency services as required.

2014 Status and Future Activities:

The Town contract with the OSPCA for animal control and shelter service does expire December 31, 2015. Staff will be bringing a report forward in 2015 outlining information and options for animal control.

Current Status:

A municipal partnership is proposed between Georgina, Newmarket, East Gwillimbury and Aurora for the provision of Animal Shelter services using the Georgina Shelter. Aurora is proposing to provide in-house animal control with the addition of one Bylaw Officer. This proposal will be brought forward to Council in October as a joint N4 report outlining the terms of partnership, financials, service standards, etc.

Contact: Techa van Leeuwen

2014 Department: Building And By-Law Services
Current Department: Planning and Building Services

Issue: Building Division 2C Workload

Background:

In 2006 Bill 124 “An Act to improve public safety and increase efficiency in building code enforcement” came into effect amending the building code in three significant areas; streamlining, knowledge and accountability. The amendments introduced legislative timeframes in reviewing and responding to permit applications. The timeframes range from 10 days on a house to 30 days on a complex building. The amendments also introduced mandatory inspections at various stages throughout the construction with a 2 days maximum inspection response time. It should be noted that Bill 124 also introduced legislation respecting permit fees and clarifying the fees can only be used for the administration and enforcement of the Act.

The OBC is continually being amended to address public health and safety, industry trends and building innovation making it a very complex and expanding regulation.

The Town of Aurora’s performance with respect to permit review and inspections has been consistently impressive in meeting the legislative timelines and meeting the needs of our customers. With the onset of growth commencing on the lands known as 2C, the building division with a small work force will be challenged to sustain performance and deliver service as mandated in the building code. Approximately 2900 units will be constructed in 2C over the next few years.

Impact:

Given current resources in the building division and the expected growth in 2C of 2900 units over the next few years we will be challenged to meet legislative timeframes for both permit review and inspections. Currently and in the near future the workload will be mainly permit review and in the future it will shift to inspections. The risk of delayed response could result in construction without permits and approvals, followed by construction without inspections. There is also a risk of reduced service levels whereby rushing through a process could result in items being missed throughout the process.

Having insufficient resources to respond to the workload will adversely impact public health and safety, our performance will decrease and public expectations will not be met.

2014 Status and Future Activities:

Construction has commenced in 2C and the building division activity is increasing along with pressure to meet timelines. Builders are preparing and executing development and construction.

Staff will monitor activity and performance. Staff may request additional resources in the near future to ensure that we are able to meet legislative requirements. An evaluation of current resources and activity will be included as well as options to address workload.

Any resource requirement will be offset and funded by building permit fees as set out in the Building Code Act. Any increase to resources will not impact the tax levy.

Current Status:

The Building Division has sustained the delivery service as mandated in the Building Code by authorizing the overtime and additional resources.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Building And By-Law Services

Current Department: Planning and Building Services

Issue: Temporary and Permanent Sign By-law

Background:

In the previous terms of Council, a motion was put forward with respect to a review of the Sign By-law and the variance process. The motion was forwarded to the Economic Development Advisory Committee (EDAC). Comments from EDAC were minimal. Concurrently staff had established a working team to review the Sign By-law in its entirety including the development of Sign Variance Criteria to assist in the evaluation of variances. The evaluation was brought forward to a Council meeting in February of 2014 along with a project plan. Council directed staff to continue with the review and bring forward an amended Sign By-law to a future Council meeting.

Impact:

Signs are an advertising device and can significantly impact the business community. Signs also have an impact on the visual quality and appearance of a community. The objective of the review is to strike a balance between the needs of business and community as well as overall customer service improvements by providing clarity and consistency, streamlining and updating to address current industry trends and technologies.

2014 Status and Future Activities:

Staff has developed Sign Variance evaluation criteria and has processed several variances with success over the past year using the criteria. Staff workshops have been held to identify areas to be addressed through the review. Staff is currently obtaining comments, input and feedback from various stakeholders such as the former EDAC, chamber of commerce, sign industry, other departments and the general public. Staff is currently working on drafting amendments to the by-law.

The by-law will be brought forward to Council in Q1/Q2 of 2015 for consideration.

Current Status:

The Sign By-law project was completed internally and the new By-law has been in effect since March 2016. The new By-law has streamlined the sign variance process by providing delegated authority to the Director to make decisions about sign variance requests within certain limits.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Corporate And Financial Services

Current Department: Financial Services

Issue: Grant Funding for Infrastructure and Operating

Background:

Municipalities across Canada rely on receiving grant funding from their provincial and/or federal government to support required investment in repairing and replacing aging and failing infrastructure. Gas tax funding from the Federal government is shared with Ontario municipalities on a formula basis, and was recently made permanent with indexing, with the Federal Government. Other grant programs become available periodically from various sources.

Impact:

The Financial Planning division has staff who routinely monitor for grant opportunities for which the Town may qualify. The Treasurer is already authorized to apply for and execute any grant agreements, unless such requires a specific resolution or approval by Council as a term of the grant program. Any grant funding received will be applied to qualified capital projects, and internal funding previously approved will be reduced accordingly. A few small recurring operating grants are received each year, and are normally included in our operating budget as planned revenue.

The Gas Tax received by Aurora, amounting to \$1.461 million in 2014, is already committed by Financial Planning as a long term funding source for the repair and replacement of assets, specifically road network assets. Any redirection by Council of gas tax funding to any other qualified use will have direct impacts on the Town's long term financial plan, reserve adequacies, and the annual tax contribution to infrastructure reserves.

2014 Status and Future Activities:

Gas tax funding is received by the Town in two payments per year. In 2014, the allocation was \$1,461,000.

Current Status:

Staff continues to be successful in monitoring, applying and securing grants for various operating and capital initiatives. Gas tax funding received for 2016 was \$1,617,500.

Contact: Dan Elliott

2014 Department: Corporate And Financial Services

Current Department: Financial Services

Issue: Changes to Budget Process: Multi-year budgets, timing of capital, and accrual based budgets

Background:

Annually Council must adopt the following budgets: annual operating budget, annual capital budget, and annual utilities budgets which, including water, wastewater and storm sewer services. Council regularly asks staff to review the process to find efficiencies for both Council and staff with regards to getting these budgets through review and approval. Ideally, budgets would be approved prior to the commencement of the calendar year. The Municipal Act requires that a budget for a calendar year immediately following a municipal election be approved only by the new Council in the new calendar year.

Staff are proposing to combine the review of the Asset Management Plan, the 10 Year Capital Investment Plan and the approval of the forthcoming annual capital budget into a single process to be held normally in the month of June. This approach will ensure that capital budgets do not change between approval of the 10 year plan and the upcoming capital budget, as well as allow more time for the early preparation of tendering documents to optimize the pricing of major construction projects. Further it will allow more time for Council to review and approve the upcoming fiscal year's Operating Budget in the fall, prior to the commencement of the new budget year.

For the Operating Budget, staff have been in the practice of forecasting three years forward for tax impacts, but are now beginning to work on detailed multi-year budgeting to improve the accuracy of the forecasts. Annually, the updated multi-year budget, and in particular the upcoming fiscal year's budget would be reviewed and approved. Staff are also working to budget on an accrual basis in an effort to align with our annual audited financial statements presentation, and accordingly will include a budget line item for capital asset amortization.

Impact:

These changes will be discussed with Council during the early budget meetings scheduled to begin in February 2015. If adopted, this would mean that the 2015 capital will be approved in early 2015, with the 2016 capital budget to be reviewed and approved in June 2015. In addition, the 2016 operating budget will be reviewed and approved prior to the conclusion of the 2015 fiscal year.

Staff are working to redevelop some of the operating budget documentation in order to present the operating budget in a variety of ways, including the linking of recommendations to service levels, as well as the Strategic Plan and other planning and guidance documents of the Town. Some divisional level breakdowns will be eliminated, to keep focused on key drivers, changes, and impacts.

Key budget drivers to expect during this term of Council are expanded operating costs for 2C lands and population, declining operating development revenues, changing rates of assessment growth, inflation, operating costs of new facilities, and the expansion of Central York Fires Services with the addition of a new 20 person fire crew and hall pending the Fire Master Plan.

2014 Status and Future Activities:

Staff from all departments have submitted capital and operating requests to the Financial Planning Division. Various levels of review have been completed. With the support of Executive Leadership Team, final budget preparations continue. Budget details will be revealed at the kick-off of the budget process with Council, which is planned for late January or early February.

Current Status:

Capital budgets and 10 year plan timing has been consolidated to avoid changes between the two. These continue to be presented in the early fall to Budget Committee for approval. Operating budget continues to be on the traditional basis, as focus has been on presentation materials, reflecting structural changes, and improving the communication of the budget making it easier to read and follow. Multi-year budgeting continues to be on the horizon, however, modifying to forecast key pressures and initiatives in the three year horizon, and estimated tax rate increases.

Contact: Dan Elliott

KEY CONSIDERATION

2014 Department: Corporate And Financial Services

Current Department: Financial Services

Issue: Aurora's Reserve Funds

Background:

Reserve Funds are a critical component of the Town's long term financial planning strategies. Reserve Funds are funds set aside by Council for future uses:

- To fund future replacement of existing infrastructure
- To fund future growth related infrastructure
- To stabilize tax budgets against contingent liabilities or events
- To hold funds for specific or special purposes

All reserve funds are supported by a by-law which outlines its purpose, sources of funds, flexibility for redistribution, and target balances, if applicable. A complete schedule of reserve funds, balances and supporting bylaw links can be found in the CFS Departmental section of the Town's website.

Included are the two reserves which are holding the remaining balances of the proceeds of the sale of Aurora Hydro. These reserves have detailed criteria which must be met before any draws can be made upon them. There are no current or specific plans for these reserve funds, totaling approximately \$34.5 million. Council may wish to develop a plan during this coming term. Additionally Council may choose to review and amend the reserve fund bylaws to revise the process or criteria for use of the funds.

Impact:

Development Charge reserves can only be utilized for growth related infrastructure purposes, along with limited uses for studies such as the Official Plan updates. They are supported by a detailed Development Charge Background Study. Credit balance reserve funds incur internal interest charges, while positive balance reserve funds earn and retain interest. Detailed forecasts for infrastructure related reserve funds can be found in the Town's 10 Year Capital Investment Plan.

2014 Status and Future Activities:

Reserve funds will be accessed during the budget process for capital and operating purposes. Stabilized but annually increasing contributions to reserves will also be seen in the annual operating budget. The use of reserve funds buffers the tax rate budget from volatility due to timing and magnitude of significant capital projects among other pressures.

Current Status:

No changes. Reserve funds will be accessed during the budget process for capital and operating purposes. Stabilized but annually increasing contributions to reserves will also be seen in the annual operating budget. The use of reserve funds buffers the tax rate budget from volatility due to timing and magnitude of significant capital projects among other pressures. Website reserve fund schedule is regularly updated.

Contact: Dan Elliott

KEY CONSIDERATION

2014 Department: Corporate And Financial Services

Current Status: Corporate Services

Issue: Newmarket Aurora Partnership on IT Functions - Update

Background:

Aurora and Newmarket have started a detailed review of their collective IT functions, resources and needs in an effort to identify areas of opportunity for efficiency gains, partnerships, unification of systems or support. The CAO's, senior management and IT management from both municipalities are involved in monitoring and supporting this project initiative. All staff in both IT groups are fully aware of the project and its possible outcomes and implications.

Impact:

Impacts are unknown at this time. The objective is not to reduce staffing counts, but rather improve the deployment of the specialist skills of each staff member, make optimal use of our collective investments in staff and technology solutions of hardware and software; generally optimize the operations and resource efficiency of both groups. The potential exists for some form of merger of the two groups, pending the outcome and reception of the proposal report.

2014 Status and Future Activities:

A proposal report is expected early in 2015, which will include an implementation plan and timeline. Council will be briefed on the report, with recommendations of action.

Current Status:

This initiative was explored with the two IT teams, however it did not produce the desire to merge the two teams due to complexities of cultural differences and concerns raised by both teams. The two divisions continue to explore opportunities where a partnership on individual project would benefit both municipalities

Contact: Techa Van Leeuwen

KEY CONSIDERATION

2014 Department: Corporate And Financial Services

Current Department: Financial Services

Issue: Asset Management Plan and 10 Year Capital Investment Plan

Background:

Recently the Province began requiring each municipality seeking grant funding to have an Asset Management Plan (AMP). Aurora already had a rolling, annually updated 10 Year Capital Investment Plan. The 10 Year plan is used to forecast all capital expenditures and replacements, to be used as input into reserve adequacy evaluation, and the development of funding plans. The AMP's primary goals are to:

- Document the present condition of the corporation's assets by key asset category;
- document how each of its asset categories are managed, evaluated for repairs, refurbishment or replacement, and
- the decision process behind the development of our 10 Year plan

Both documents address existing assets and growth and new assets. The 10 year plan also includes a section on periodic expensive studies and other initiatives, which if not planned in advance, could have significant impact on tax rate funding in any one year.

Impact:

Staff have recently completed the Town's first consolidated Asset Management Plan. The document has been reviewed by consultants experienced in producing similar plans for other clients.

2014 Status and Future Activities:

The Town's AMP will be introduced to Council early in the new term, and will be used to assure Council of the discipline and methodologies used in asset replacement decisions for each of the town's key asset categories. These asset replacement decisions are the foundation upon which the 10 Year capital investment plan, as well as the current capital budget plans are built.

Current Status:

The Town's AMP was introduced to Council early in the new term, and annually is referred to and used to assure Council of the discipline and methodologies used in asset replacement decisions for each of the town's key asset categories. These asset replacement decisions are the foundation upon which the 10 Year capital investment plan, as well as the current capital budget plans are built. The AMP is available on the new Budget and Financial Information page of the website.

Contact: Dan Elliott

KEY CONSIDERATION

2014 Department: Corporate And Financial Services

Current Department: Financial Services

Issue: Financing Plan for the Joint Operations Centre

Background:

The Joint Operations Centre is currently under construction. There has been much said about the financing of this project in the media in the last several months.

The project is both a replacement of the old Operations facilities as well as an expansion of capacity to accommodate growth. Accordingly, there is an element of Repair & Replacement type funding, as well as Development Charges funding. Both of these sources are currently insufficient for the project.

Until the necessary funding is collected by DC or by sale of parcels of land, the project will be funded with debt. Initially, during the construction phase, the project is being funded by a Construction Line of Credit, provided by Infrastructure Ontario. Payments of interest only are made monthly, and the interest rate is variable each month, at lower than market rates. At completion of the project, the debt markets will be evaluated, and the construction line of credit will be refinanced with longer term fixed rate borrowing. A detailed report of options and recommendations will be brought forward at that time.

The needed DC's will be collected during the build out of the 2C lands, expected to occur heavily in the next two to three years. The Repair and Replacement portion will be funded from the sale of surplus lands of the Town rather than from future R&R reserves. The lands mentioned in past reports include the Leslie Street lands, conservatively valued at over \$20million, as well as \$3million net proceeds from the sale of the old operations centre site. This property is currently the subject of an executed sale agreement, with a closing date pending the relocation of Town operations into the new JOC.

The current approved budget of the JOC is \$20,385,589, and is being monitored for Council by a project Financial Monitoring Task Force. There is \$11.93 million available within the DC Background Study to fund the expansion portion of the project, for past, current and future growth. The remaining portion of \$8.45 million, net of any budget adjustments will be funded from the sale of lands.

Impact:

There will be no direct impact on the tax bill for the capital cost of the project. Due to the increase in footprint of the structure, operating costs will increase, although will be mitigated by the improved efficiencies of the new structure. These increases in operating costs will technically impact the tax bill upon opening, although its impact is not expected to be significant in the overall context.

2014 Status and Future Activities:

Regular reporting of the construction project, including financials, will be presented to the Task Force, and following to Council. Near the end of construction, a long term financing report will be presented by Finance.

Current Status:

Project complete, final reports provided to Council.

Contact: Dan Elliott

KEY CONSIDERATION

2014 Department: Infrastructure & Environmental Services

Current Department: Infrastructure & Environmental Services

Issue: Council Responsibility under Drinking Water Quality Management System

Background:

IES is responsible for the safe delivery of drinking water to the community. Being a two tier system, York Region is responsible for the production and bulk distribution of water. Due to the contamination of the Walkerton water supply in 2000, the O'Connor inquiry identified a number of recommendations for ensuring safety of the water supply for all Ontarians. One of the recommendations was that every water supply in Ontario must have a Drinking Water Quality Management System in place by stipulated deadlines. The Town of Aurora implemented our system in June 2009.

Impact:

Under the Act, Council is required to be the Owner of the water system and as such has overall responsibility. Council meets its obligations as owner by:

- a) ensuring that a Quality Management System is in place that meets the requirements of this Standard;
- b) ensuring that the Operating Authority is aware of all applicable legislation and regulatory requirements;
- c) communicating the Quality Management System according to the procedure for communications; and
- d) determining, obtaining or providing the resources necessary to maintain and continually improve the Quality Management System.

2014 Status and Future Activities:

All obligations are being met and Council is provided periodic reports on the status of the water system and obligations of the Drinking Water Quality Management System as required.

Current Status:

Council has been provided annual reports pertaining to the Towns drinking water quality.

Contact: Alan Downey

KEY CONSIDERATION

2014 Department: Infrastructure & Environmental Services

Current Department: Infrastructure & Environmental Services

Issue: N6 Solid Waste Contract Renewal

Background:

In 2005, the CAO's of the Northern Six Municipalities agreed to form a partnership for the collection of solid waste and recycling materials. This partnership included Aurora, King, Whitchurch Stouffville, Georgina, East Gwillimbury and Newmarket.

This collaboration saved approximately \$1.0M per year in the total cost of waste management for the six municipalities combined. For the Town of Aurora the annual waste program budget is \$2.0M.

Impact:

The relationship with our contractor Green For Life has been in place since September 2007 and is a 10 year commitment. Cooperation is significant aspect of the relationship with both the contractor and the N6 partners in ensuring the best service is provided to the community.

Regular meeting and reporting between municipalities and to the CAO's ensures that both opportunities and issues are addressed in a timely and effective manner.

2014 Status and Future Activities:

Currently the contract is in year 7 of a 10-year commitment. The contract is running well. N6 staff initiated the contract renewal process in the spring of 2014 and plan to tender for the new contract in early 2016 to allow sufficient time for equipment procurement.

Current Status:

A new agreement is being executed with GFL, as part of the N6 initiative, which is being coordinated by the Town of Newmarket.

Term of Contract with GFL – September 1, 2007 to August 31, 2017 and extended to December 31, 2017.

Contact: Alan Downey

KEY CONSIDERATION

2014 Department: Infrastructure & Environmental Services

Current Department: Infrastructure & Environmental Services

Issue: Joint Operations Centre

Background:

Parks and Roads operations are currently located at 9 Scanlon Court where we have two separate buildings, a salt dome and outdoor storage areas for equipment and materials.

This facility was originally constructed in 1974 and expanded in 1988 to accommodate a community population of 30,000. The site is 5.8 acres in size with 39,000 SF of building space.

Impact:

There has not been any significant investment in the facility and growth in the size of the workforce has made it difficult to accommodate all the current needs. Other concerns are the overall condition of the buildings, site constraints both for equipment maneuvering and materials storage, and inadequate accommodations for staff locker space, shower facilities and lunchroom and meeting space.

2014 Status and Future Activities:

Opportunities for increasing accommodations have been under consideration since at least 2006 with a formal review occurring in 2008 through a joint space need study.

A preliminary space accommodation investigation was undertaken in 2009 which confirmed the need for additional accommodations. A subsequent preliminary design exercise was initiated in 2010 which verified that the existing site could not accommodate future needs and that either operations are split across multiple sites or a new site be selected to accommodate both services.

Design for a new Joint site was approved in 2012 following approval to purchase the 11 acre site on Industrial Parkway North. Construction was initiated in September 2014 and the project is expected to be completed in early 2016.

Current Status:

The JOC was officially opened on September 16, 2017

Contact: Alan Downey

KEY CONSIDERATION

2014 Department: Legal & Legislative Services
Current Department: Corporate Services

Issue: Review Code of Ethics for Council Members

Background:

Within the first six (6) months of the first year of each term of Council, a review must be conducted of the Code of Ethics for Council Members – By-law Number 5532-13 (i.e., between December 1, 2014 and May 31, 2015 for this term of Council). During this time, changes may be implemented to revise the Code of Ethics. The current Code of Ethics was adopted on June 25, 2013, following from the previous review of the Code of Ethics that was adopted on November 22, 2011. Council Members are expected to execute a copy of the Code of Ethics at the beginning of each Council term. A Code of Ethics component will be part of the Council orientation workshop.

Impact:

Staff will be reviewing the Code of Ethics to ensure that it complies with current legislative and administrative procedure requirements.

2014 Status and Future Activities:

Staff is drafting a report to Council regarding the review of the Code of Ethics, which will be presented to Council in early 2015.

Current Status:

Bill 68 will come into full force and effect March of 2019 which will require municipalities to have in place a Council Code of Conduct as well as an Integrity Commissioner that the public will have full access to.

Contact: Techa van Leeuwen

KEY CONSIDERATION

2014 Department: Legal & Legislative Services
Current Department: Corporate Services

Issue: Revise Procedural By-law

Background:

Within the first six (6) months of the second year of each term of Council, a review must be conducted of the Procedural By-law (i.e., between December 1, 2015 and May 31, 2016 for this term of Council). During this time, changes may be implemented to continue to improve the governing of proceedings for all Council and Committee meetings. A review of the Procedural By-law may occur earlier in the Council term with a two-thirds majority vote of Council. The revision of the current Procedural By-law would assist the new Council in governing the proceeding of Council meetings. The current Procedural By-law had two (2) amendments this term.

Impact:

Staff will be recommending changes to the Procedural By-law to improve transparency, encourage the efficient and organized conduct of meetings, and to clarify and resolve issues that have arisen.

2014 Status and Future Activities:

Staff has reviewed the current Procedural By-law and is drafting a report to Council with proposed revisions, which staff will recommend to be reviewed and implemented by Council earlier than the window of review currently set out in the Procedural By-law.

Current Status:

Procedural By-law No. 5920-16 came into effect January 1, 2017. An evaluation of the by-law has identified revisions for clarity, efficiency and improved process. Amendments will be coming forward this fall of 2017 for January 1, 2018 enactment.

Contact: Techa van Leeuwen

KEY CONSIDERATION

Department: Parks And Recreation Services

Current Department: Parks, Recreation and Cultural Services

Issue: Implementation of Cultural Master Plan Amendments

Background:

Council approved the Cultural Master Plan on June 10, 2014. This plan provided recommendations in four strategic directions:

1. Define the Municipality's Role and Build Partnerships
2. Expand Culture's Role on Economic Development
3. Build a Strong and Vital Cultural Sector
4. Enhance Access to Cultural Resources

Impact:

The role of Cultural Services has not been well defined. The Master Plan provides guidance to Council and the Community on how best to address issues related to the provision and support for Culture in the Community.

2014 Status and Future Activities:

Staff will be making presentations to Council, through staff reports, on a plan for moving forward with the recommendation outlined in the Master Plan.

Current Status:

Staff will be retaining a facilitator and hosting a workshop with all of our cultural partners to help determine next steps in implementing the cultural plan.

Contact: Alan Downey and Doug Nadorozny

KEY CONSIDERATION

2014 Department: Parks And Recreation Services
Current Department: Planning and Building Services

Issue: Disposition of Library Square / Aurora Armoury / Petch House

Background:

The Town is in possession of a number of facilities that do not have long-term, approved purpose or use. The facilities in Library Square have been temporarily permitted since 2000 and the recent acquisition of the Armoury and the refurbishing of the Petch House, both need a defined role or use.

Impact:

Without resolution to the future use of these facilities, staff is concerned with the ongoing maintenance and facility upgrades that are being deferred or not identified in order to support identified uses. Repairs to roofs, windows, HVAC systems, floors, accessibility, etc. are being delayed until a use is determined.

2014 Status and Future Activities:

Staff has identified the need to engage a consultant in 2015 to assist in the public and community group consultation process and provide recommendations back to Council on their findings.

Current Status:

Consultation has been ongoing. Council has approved the demolition of 52 and 56 Victoria Street. The Planning Partnership has been retained to develop a “Visioning” plan for the Cultural Precinct.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Parks And Recreation Services

Current Department: Parks, Recreation and Cultural Sevices

Issue: Management of the Aurora Collection

Background:

The Aurora Historical Society transferred ownership of the Aurora Collection to the Town on May 28, 2013. The Municipality is now responsible for the care and display of the Collection.

Impact:

The Aurora Collection provides an insight of Aurora's history. It, along with the archival collection, is used by many people to research events and genealogy regarding Aurora's history.

2014 Status and Future Activities:

The Collection is presently housed at 22 Church Street and staff is completing the hiring of a Curator to manage the Collection.

Current Status:

Council has been presented with a Three year plan. Staff have presented operating and capital requests as per the yearly budget process.

Contact: Alan Downey

KEY CONSIDERATION

2014 Department: Parks And Recreation Services

Current Department: Parks, Recreation and Cultural Services

Issue: Parks and Recreation Master Plan Review

Background:

Council approved the existing Parks and Recreation Master Plan on February 23, 2010. The study was to provide guidance through to year 2013. The Master Plan now requires an updated review to project our needs for the next 5 years.

Impact:

This document will permit the engagement of the residents and Community Organizations on the future requirements to provide services to the residents of Aurora.

2014 Status and Future Activities:

The engagement of a consultant is before Council for consideration in the 2015 Capital Budget.

Current Status:

The Parks and Recreation Master Plan was approved in January 2016. Staff has continued to present and implement recommendations from the plan. Council has directed staff to proceed with a proposed facility layout for a new multi-purpose centre.

Contact: Alan Downey

KEY CONSIDERATION

Department: Parks And Recreation Services

Current Department: Parks, Recreation and Cultural Services

Issue: Public Art Policy

Background:

Council approved the Town's Official Plan on September 28, 2010. Within the Plan, section 4.4 deals with the provision for Public Art. The municipality is required to set aside 1% of the construction cost of new facilities to support public art.

Impact:

Public Art helps define the communities and creates an identity and culture. The Public Art Policy will outline the procedures necessary for the provision approval of public art within Aurora.

2014 Status and Future Activities:

Staff has researched other municipalities Public Art Policies and will be presenting a draft policy to Council in early 2015.

Current Status:

A draft Public Art Policy is complete and awaiting presentation to Council.

Contact: Alan Downey

KEY CONSIDERATION

2014 Department: Parks And Recreation Services
Current Department: Parks, Recreation and Cultural Services

Issue: Physical Activity Plan

Background:

The Youth Needs Analysis was approved by Council on March 22, 2011. The first recommendation states:

1. The Parks and Recreation Services Department should take an active and lead role in initiating the development of a Physical Activity Plan for the Town of Aurora.

Impact:

A physical Activity Plan will establish goals and objectives to promote physical activity. Consideration will be given to fee rates, facility accessibility and program development.

2014 Status and Future Activities:

The Town has requested provincial funding through the Healthy Kids Community Challenge Grant. We are awaiting approval and will use the funds to engage a consultant.

Current Status:

This initiative was captured in the Sports Plan that was approved by Council in March 2016.

Contact: Alan Downey

KEY CONSIDERATION

<p>2014 Department: Parks And Recreation Services Current Department: Parks, Recreation and Cultural Services</p>
<p>Issue: Land Acquisition</p>
<p>Background:</p> <p>The Parks and Recreation Master Plan has indicated a deficit of Community Parkland within the Town's inventory. Staff has identified a number of potential land parcels to address this deficit.</p>
<p>Impact:</p> <p>In order to maintain service levels, within a growing population, additional lands will be required to support the construction of sports fields and community centres.</p>
<p>2014 Status and Future Activities:</p> <p>Staff are presently in negotiations with both public and private groups to secure community parkland with consideration given to both purchase and long-term options.</p>
<p>Current Status:</p> <p>Process is ongoing.</p>
<p>Contact: Alan Downey</p>

KEY CONSIDERATION

2014 Department: Planning & Development Services

Current Department: Planning and Building Services

Issue: Undertake a comprehensive zoning by-law review and update

Background:

The Town's Zoning By-law 2213-78 was prepared in 1978. There have been many site-specific amendments throughout the years and only a few Town initiated amendments.

Impact:

Following our comprehensive Official Plan update (2010), the Zoning By-law needs to be updated to implement the new Official Plan. The By-law affects the entire Town and regulates the use of land, establishes standards and regulations regarding height, setbacks, size, floor area, use of structures, establishes parking standards and provides definitions of uses etc.

2014 Status and Future Activities:

Planning and Building staff have commenced a review of the by-laws. A statutory Public Planning Meeting was held in Council Chambers on February 26, 2014. Council directed staff to bring the proposed Zoning By-law Review forward to a future Public Planning Meeting. Staff has prepared a draft By-law for departmental review and has posted a copy of the draft By-law on the Town's Website. The Comprehensive Zoning By-law will be presented to Council at a future public meeting in early 2015. Public consultation and input into this process will be ongoing through the review process. The goals of the review are to implement the new Official Plan (2010), replace the current dated Zoning By-law with a New Zoning By-law, resolve any known issues with the current By-law, reduce the number of site specific zones and establish more progressive and up to date By-law standards. This By-law Review was identified as a capital project in the 2011 budget.

Current Status:

Council approved the new Comprehensive By-law in July 2017.

Staff has established a process for Council to consider re-zoning applications through the 2 year "freeze" for amendments to the By-law.

The By-law review has been completed with the Council's enactment of ZB 6000-17 on June 28, 2017. There are currently nine (9) OMB appeals to the Comp By-law, which are currently being addressed with the intent of having the appeals withdrawn by the end of 2017.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Planning & Development Services
Current Department: Planning and Building Services

Issue: *Climate Change Adaptation Plan*

Background:

The Town's Corporate Environmental Action Plan includes a mandate to develop a Climate Change Adaptation Plan for the Town of Aurora. As a result, the Town has been monitoring its Green House Gas Emissions and completed climate change risk assessments in partnership with the City of Vaughan, City of Markham and York Region.

Impact:

Destructive weather and associated flooding have become increasingly prevalent due to the effects of climate change. These events have a significant impact on community infrastructure, local business activity and human health.

2014 Status and Activities to Date:

Aurora has partnered with the Regional Municipality of York, City of Vaughan and the City of Markham in contracting Deloitte to conduct a Joint Municipal Climate Change Risk Assessment on storm and wastewater management. The 3-day workshop will produce useful information and tools on how to enhance the resilience to extreme weather and climate change of processes, assets, and resources. One key benefit is the use of a Climate Change risk assessment tool that the City of Toronto had developed with Deloitte. The objectives include building the capacity of municipal staff to conduct climate change risk assessments, to provide methods for staff to build climate change resilience into municipal plans.

In 2015, Aurora staff plan to identify climate change impacts, conduct risk assessments on other key assets and lay the ground work to develop a Climate Change Adaptation Plan in early 2016, pending budget approval.

Current Status:

Staff obtained the Climate Change risk assessment tool from the City of Toronto. Staff continues to meet with the Joint Municipal Climate Change Working Group on a quarterly basis, consisting of the Regional Municipality of York, and most of its Municipal counterparts, to stay informed on how various jurisdictions are moving this mandate ahead.

In the Summer of 2017, Staff added all of the Municipal requirements from the Provincial Climate Change Plan into the updated Corporate Environmental Action Plan (CEAP). The updated Plan is going to the Environmental Advisory Committee on October 5th. There is a new section in the updated CEAP named Climate Change and Energy, which includes some preliminary actions for the Town to begin adapting to climate change in advance of the development of a formal Climate Change Adaptation Plan.

Staff is planning to apply for funding, when available, to help pay for the development of a comprehensive Climate Change & Implementation Plan. If a grant does not become available, staff plans to ask for a budget request in the 2019 or 2020 budget to develop this plan.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Planning & Development Services

Current Department: Planning and Building Services

Issue: Town of Aurora Official Plan Update

Background:

In September 2010, Council approved a new Official Plan and Secondary Plan for the 2C planning area. The Plan was approved by York Region Council in 2012 with and is currently in force. Under the Planning Act, municipalities are required to undertake an Official Plan review and update every 5 years. The next update of the Aurora Official Plan is currently contemplated for 2016.

Impact:

The Official Plan is a comprehensive plan created by a municipality that outlines public policy in terms of transportation, utilities, land use and housing. The Official Plan encompasses the entire Town, a broad range of topics and covers a 20-year planning horizon. The Official Plan review will update planning policy to conform to changes in Legislation, Regional policy, market pressures and land supply.

2014 Status and Future Activities:

The Town of Aurora Official Plan has been approved by local and Regional Council with no pending appeals. The Regional Official Plan update is anticipated to begin in 2015 and staff recommend that the Town coordinate the update of the Town's Official Plan in 2016 following the development of a Regional Land Budget.

Current Status:

Significant changes to provincial policy have resulted in significant delays to the Town's Official Plan update. As part of this process, the Town must conform to the new Regional Official Plan, which is now scheduled to be completed by 2020.

The Town will be working with Regional staff to contribute to the Regional Official Plan process in 2018 and will begin the process to update the Town's Official Plan in 2019.

Contact: Marco Ramunno

KEY CONSIDERATION

2014 Department: Planning & Development Services
Current Department: Planning and Building Services

Issue: *Community Strategic Plan*

Background:

In 1993, Aurora developed its first Strategic Plan, which included a corporate mission statement, 6 values with context statements, objectives and strategic actions for each value. The current Aurora 2031 Strategic Plan was approved and adopted by Town of Aurora Council in June 2012. The Plan articulated the vision for the Town of Aurora for 2031 and outlines specific goals, objectives and actions to support the vision. The Plan also functions as the Town's Corporate sustainability Plan and is linked to the triple bottom line, which demonstrates the interconnectedness of: a) the natural environment; b) the economy; and, C) the community.

Impact:

The Community Strategic Plan will aid the community in:

- Setting strategic priorities for the corporation;
- Continuing to make smart decisions that integrate economic, environmental and community considerations;
- Addressing the expectations and values of our public, stakeholders and employees; and,
- Increasing our competitive advantage for the future by leveraging opportunities in the green economy, energizing our employees and increasing efficiency and productivity.

2014 Status and Activities to Date:

Staff is planning the update of the Aurora 2031 Strategic Plan in 2015. The proposed project can be initiated in March 2015 with completion planned in late fall 2015.

Current Status:

Staff presented the "mid-term" update of the Plan in October 2017.

Council will determine whether to initiate a comprehensive review of the Strategic Plan in early 2019.

Contact: Marco Ramunno

KEY CONSIDERATION

Department: Planning & Development Services
Current Department: Planning and Building Services

Issue: 15059 Leslie Street

Background:

15059 Leslie Street is a large parcel of land located between Leslie Street and Highway 404, south of Wellington Street in the Town of Aurora. The site is approximately 85 acres in size with approximately 680 feet of frontage on Leslie Street. The lands were purchased by the Town of Aurora in June 2000 as the proposed site of a major recreational facility and fire station to accommodate the growing population in Aurora's east end. However, in early 2004, the Town purchased the former 'Burnett' lands as a more suitable site for the planned facilities. The Leslie Street lands have remained vacant since they were originally acquired in 2000. The lands are zoned as "Business Park" in the Town of Aurora Official Plan and "Urban" in the Regional Official Plan.

In 2011, the Town sold approximately 25 acres of the property to Bulk Barn Foods for the purposes of constructing a Corporate Head Office and Distribution Centre. The Town also entered into a parallel agreement with Bulk Barn Foods to jointly construct municipal services on site. Following the sale to Bulk Barn Foods approximately 35 acres of land remain excluding environmental lands, roads and utilities. These lands are currently fully serviced and available for sale.

Impact:

The sale of the Aurora Business Park lands will have a significant economic impact in the Town of Aurora. Potential benefits include:

1. The economic impact of the potential development: The development of the property would attract additional residents and workers and result in significant economic growth.
2. A need to improve the assessment split and expand the non-residential tax base: The existing assessment split in the Town of Aurora strongly favours residential development with approximately 85% of assessment falling within the residential category. The sale of the lands would add to the non-residential tax base.
3. An opportunity to gather a significant return on investment for lands that were purchased for municipal use and are now surplus: The disposal of the lands would likely result in a significant return on investment for the Town.

2014 Status and Activities to Date:

In December 2009, Council authorized the Mayor and Clerk to sign the required agreements to award ADM2009-101 for professional real estate services related to the sale of 15059 Leslie Street to DTZ Barnicke - GTA Industrial Team. In the fall of 2011, the Town negotiated an Offer to Purchase and Servicing Agreement with Bulk Barn Foods. The lands are currently serviced and approximately 30 acres of land are available for sale. Staff will be presenting options and a Marketing Plan for the sale of the remaining lands.

Current Status:

Staff have coordinated the sale of all remaining lands within the municipal business park.

The final site is scheduled to close in the Summer of 2018.

The project has resulted in approximately \$15 million in net revenue and significant new employment.

Contact Information: Marco Ramunno

KEY CONSIDERATION

Department: Aurora Public Library

Issue: Strategic Plan, 2016-2021.

Background:

The Library's current Strategic Plan 2010-2015 will have been completed at the end of 2015. A new plan will be developed in 2015, to guide the Library's development from 2016 to 2021.

Impact:

The community assessment that will form the basis of strategic plan development in Quarters 2, 3 and 4 will build on the analysis done for the Facility Needs Assessment taking place in the first quarter of 2015.

Current Status:

The Library released Aurora Public Library: A Place of Possibilities, Strategic Plan 2017 – 2021 in October 2016. The Plan formalizes the interconnectivity of the Library's relationship with Aurora based on a community-led model that incorporates ongoing consultation between the Library and our residents and stakeholders. It focuses the efforts of staff and the Board on three broad areas of activity: Build Community, Place of Possibilities and Organizational Capacity.

Contact: Jill Foster

KEY CONSIDERATION

DEPARTMENT: AURORA PUBLIC LIBRARY

Issue: Facility development/space planning

Background:

The Library serves the community from a single, central location on Yonge Street. With the development of remaining land in the NE sector underway coupled with projections of population growth to match, it is essential that the Library's current infrastructure and service model be critically examined to determine if it is sufficient to meeting the needs of the community.

In addition, the current facility lacks public space for meeting, gathering and library events. Its configuration does not allow for community space for creative and innovative services such as hacker spaces, digital media opportunities or maker culture events.

To determine the community's space and service needs, the Library is currently conducting a Facility Needs Assessment that will include a survey of the community, input from stakeholders, feedback from non-library users, analysis of demographic trends and an overall review of current and emerging library service trends.

Impact:

Libraries are in a heightened period of transition – both resources/content and services are adapting to meet the demands of an increasingly digital society where the traditional definition of literacy has expanded. Coupled with changes in Aurora's development landscape, it is essential that library facility and service needs be assessed to ensure that the residents' demands for library service can be met.

This presents a space and service planning consideration for the current facility on Yonge Street as well as for any potential second service point in Aurora.

2014 Status and Future Activities:

Facility Needs Assessment underway. Final report due March 2015.

Current Status:

The Facility Needs Assessment (FNA) was completed in May 2015. The community consultation that was conducted as part of the FNA fed into the environmental scan used as the basis for the Strategic Plan work done in 2016.

The Monteith Brown Planning Consultants recommended that APL:

- work with the Town to assume responsibility for the Magna and Lebovic Rooms to allow for additional APL programming and access by APL partners;
- undertake strategic improvements to the current facility;
- continue to examine opportunities to offer additional library programs and services at off-site Locations;
- monitor changing demands for quick-serve off-site options, such as kiosks and emerging technologies,
- and that for the foreseeable future, there is insufficient demand for a second library branch within the Town. To meet longer-term needs, APL and the Town may once again examine the feasibility of this option.

Contact: Jill Foster

KEY CONSIDERATION

Department: Central York Fire Services

Issue: Master Fire Plan Update

Background:

The department's Master Fire Plan is overdue for updating.

The Master Fire Plan deals with a number of matters affecting the delivery of fire protection services to the Towns of Aurora and Newmarket. It addresses issues such as:

- New facilities – including a proposed 5th station and training facility
- New equipment – including major purchases such as fire trucks
- Technological innovations – including improvements in communications and record management
- Staffing – including proposals for much needed increases to the staffing of the Training Division, Administration Division and Prevention Division as well as increased staffing in Suppression and the implementation of additional operational crews.

Impact:

The Master Fire Plan outlines the strategic direction for Central York Fire Services for the next 10 years. There are many pressing matters that will need to be addressed. Some of these involve very considerable cost – specifically facilities and staffing.

There will be significant budget pressures consequent to this plan that will need to be addressed in 2015 and beyond.

2014 Status and Future Activities:

Since the consolidation of the Aurora Fire Department and the Newmarket Fire Department in 2002, Central York Fire Services has followed a Master Fire Plan.

Central York Fire Services hired a consultant to update its Master Fire Plan in 2013. A draft report was tabled in July, 2014. The next step is a public information session scheduled for Thursday, January 2015 from 19:00 – 21:00 hours. (The location is 16195 Bayview Avenue, Newmarket). Subsequent to the public meeting, the Master Fire Plan update will be brought back to the Joint Council Committee.

Current Status:

Architectural Consultant engaged to commence preliminary design of Stn. 4-5 which will be located on a parcel of land near St. Johns Sideroad and Bayview.

Construction completion date is estimated for year end 2019

Fleet replacement program on-going – 2 replacement fire engines on order

New Self Contained Breathing Apparatus purchased 2017

Staffing – 5 year model in place to hire 20 additional firefighters; over the past two years, 8 additional firefighter positions have been added.

- One additional Training Officer hired in 2016
- Full time Fire and Life Safety Educator position filled internally 2017
- One additional Fire Prevention inspector to be hired by late 2017

Contact: Fire Chief Ian Laing