



# **Council Meeting Agenda**

**Tuesday, September 26, 2017  
7 p.m.**

**Council Chambers  
Aurora Town Hall**



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

Tuesday, September 26, 2017  
7 p.m., Council Chambers

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

**Recommended:**

That the agenda as circulated by Legislative Services be approved.

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

### **3. Presentations**

**(a) Adrian Wong, Recreation Supervisor – Aquatics & Fitness, and Jill Foster, Chief Executive Officer, Aurora Public Library**

**Re: Recognition of Town and Library Staff for Rescue Efforts on May 30, 2017, and July 31, 2017**

### **4. Delegations**

**(a) David Basco and Jessica Kerr, representing Southlake Regional Health Centre Foundation**

**Re: Item R5 – CAO17-005 – Donation of Naming Rights, Southlake Regional Health Centre Foundation Gala**

### **5. Consent Agenda**

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

**Recommended:**

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

**C1. General Committee Meeting Report of September 19, 2017**

**Recommended:**

1. That the General Committee meeting report of September 19, 2017, be received and the recommendations carried by the Committee approved.

**C2. Council Meeting Minutes of September 12, 2017**

**Recommended:**

1. That the Council meeting minutes of September 12, 2017, be adopted as printed and circulated.

**C3. Council Closed Session Minutes of September 12, 2017**

(confidential attachment)

**Recommended:**

1. That the Council Closed Session minutes of September 12, 2017, be adopted as printed and circulated.

**C4. Council Closed Session Public Minutes of September 12, 2017**

**Recommended:**

1. That the Council Closed Session Public minutes of September 12, 2017, be adopted as printed and circulated.

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

**R1. FS17-041 – 2018 Capital Investment Program and Ten Year Asset Management Plan Overview**

**Recommended:**

1. That Report No. FS17-041 be received; and

2. That the draft 2017 Ten Year Capital Investment Plan and draft 2018 Capital Budgets be received and referred to the Budget Committee meeting scheduled for October 14, 2017.

**7. Notices of Motion**

**8. Motions**

**(a) Councillor Mrakas**

**Re: Aurora Christmas Market (Outdoor)**

**9. Regional Report**

**10. New Business**

**11. Public Service Announcements**

**12. By-laws**

**13. Closed Session**

**14. Confirming By-law**

**Recommended:**

That the following confirming by-law be enacted:

**By-law Number XXXX-17 Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on September 26, 2017.**

**15. Adjournment**



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

## **Delegation Request**

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

**4:30 p.m. Two (2) Days Prior to the Requested Meeting Date**

<b>Council/Committee/Advisory Committee Meeting Date:</b> September 26th, 2017	
<b>Subject:</b> 2017 Southlake Gala - Request for Parkette Naming	
<b>Name of Spokesperson:</b> David Basco and Jessica Kerr	
<b>Name of Group or Person(s) being Represented (if applicable):</b> Southlake Regional Health Centre Foundation	
<b>Brief Summary of Issue or Purpose of Delegation:</b> Every two years, hundreds of our community business leaders and most influential community members come together with Southlake's physicians, management team, board members and corporate sponsors to enjoy this unique and exclusive event. This elegant evening includes live and silent auctions in support of our hospital's most urgent priorities. This year we are requesting the naming rights to a parkette in Aurora in hopes of auctioning it off during the live auction to raise necessary funds for the hospital.	
<b>Please complete the following:</b>	
Have you been in contact with a Town staff or Council member regarding your matter of interest? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, with whom? <b>Mayor Dawe</b>	Date: <b>Sept 7, 2017</b>
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



## **Town of Aurora General Committee Meeting Report**

Council Chambers, Aurora Town Hall  
Tuesday, September 19, 2017

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### **Attendance**

- Council Members** Councillor Abel in the Chair; Councillors Gaertner (arrived 7:14 p.m.), Humfryes, Kim, Mrakas, Thom, Thompson, and Mayor Dawe
- Members Absent** Councillor Pirri
- Other Attendees** Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Linda Bottos, Council/Committee Secretary, and Ishita Soneji, Council/Committee Secretary
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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, with the following additions:

- Delegation (a) Anthony Biglieri, The Biglieri Group Ltd., representing 2523059 Ontario Inc.; Re: Item R2 – PBS17-068 – Proposals for Zoning By-law Amendment Applications
- Delegation (b) Bruce Hall, The Planning Partnership, representing 2578461 Ontario Inc.; Re: Item R2 – PBS17-068 – Proposals for Zoning By-law Amendment Applications

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 2 of 8

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- Delegation (c) Jennifer Bentley, Owner, Re: Item R1 – PRCS17-031 – Tree Removal Permit Application – 81 Catherine Avenue
- Notice of Motion (a) Councillor Mrakas; Re: Aurora Christmas Market (Outdoor)

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

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

## **3. Presentations**

- (a) Julie Stephenson, Youth Programmer, and Shelley Ware, Supervisor,  
Special Events  
Re: Aurora's First Youth Innovation Fair on November 15, 2017**

Ms. Stephenson and Ms. Ware presented an overview of Aurora's Youth Innovation Fair, a new event in celebration of Canada's 150<sup>th</sup> birthday and in support of positive youth development and the future of the community, to be held on Wednesday, November 15, 2017, from 6 p.m. to 9 p.m. at the Aurora Family Leisure Complex.

General Committee received the presentation for information.

## **4. Delegations**

- (a) Anthony Biglieri, The Biglieri Group Ltd., representing 2523059 Ontario Inc.  
Re: Item R2 – PBS17-068 – Proposals for Zoning By-law Amendment  
Applications**

Mr. Biglieri presented a brief overview of the proposed application and highlighted the revisions to the submission as outlined in his letter of September 15, 2017, to Council. He requested that Council allow for a Zoning By-law amendment application to be received for the subject lands located at 132-198 Old Bloomington Road.

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 3 of 8

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

**(b) Bruce Hall, The Planning Partnership, representing 2578461 Ontario Inc.  
Re: Item R2 – PBS17-068 – Proposals for Zoning By-law Amendment Applications**

Mr. Hall presented a brief overview of the proposed application including background information, and requested that Council receive the Zoning By-law amendment application for the subject lands at 15356 Yonge Street for a proposed in-fill residential use.

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

**(c) Jennifer Bentley, Owner  
Re: Item R1 – PRCS17-031 – Tree Removal Permit Application – 81 Catherine Avenue**

Ms. Bentley advised that she had received a stop work order from the Town respecting the construction of her backyard pool, which cites a violation of the Tree By-law. She provided background information regarding the subject trees and pool permit, and requested that the stop work order be lifted in order to implement their action plan immediately to preserve and protect the trees in question, and to complete the construction of the pool, for which they have a permit that has been reviewed for compliance.

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

## **5. Consent Agenda**

**General Committee recommends:**

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

**C1. IES17-035 – Award of Tender 2017-100-IES, New Service Connections**



General Committee Meeting Report  
Tuesday, September 19, 2017

Page 4 of 8

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1. That Report No. IES17-035 be received; and
2. That Tender No. 2017-100-IES – The Construction of New Sewer and Watermain Service Connections for one (1) year commencing on January 1, 2018, with an option to renew by the Town, in its sole discretion, for an additional two (2) one (1) year periods, in the Town of Aurora, be awarded to V. M. DiMonte Construction Limited at the unit prices tendered; and
3. That the Director of Infrastructure and Environmental Services be authorized to renew Tender 2017-100-IES for an additional two, one-year periods pending an annual analysis and satisfactory performance review by the Director; and
4. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

**C2. Governance Review Ad Hoc Committee Meeting Minutes of June 6, 2017**

1. That the Governance Review Ad Hoc Committee meeting minutes of June 6, 2017, be received for information.

**Carried**

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

**R1. PRCS17-031 – Tree Removal Permit Application – 81 Catherine Avenue**

**General Committee recommends:**

1. That Report No. PRCS17-031 be received for information.

**Carried**

**R2. PBS17-068 – Proposals for Zoning By-law Amendment Applications**

General Committee consented to vote on each clause and proposal separately.

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 5 of 8

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**General Committee recommends:**

1. That Report No. PBS17-068 be received.

**Carried**

**General Committee recommends:**

2. That the Zoning By-law Amendment Proposal for (a) 132-198 Old Bloomington Road (The Biglieri Group Ltd.) be received as a Zoning By-law Amendment Application.

**Carried**

**General Committee recommends:**

3. That the Zoning By-law Amendment Proposal for (b) 15356 Yonge Street (2578461 Ontario Inc.) be received as a Zoning By-law Amendment Application.

**Carried**

**General Committee recommends:**

4. That the Zoning By-law Amendment Proposal for (c) Shimvest, Prato and Preserve, Aurora 2B be received as a Zoning By-law Amendment Application.

**Carried**

**R3. PBS17-069 – Mural Sign Request for DNA Bar & Lounge – 15480 Yonge Street**

**General Committee recommends:**

1. That Report No. PBS17-069 be received; and
2. That the request for a mural sign for the property located at 15480 Yonge Street be denied.

**Carried**

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 6 of 8

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**R4. PBS17-071 – Applications for Official Plan Amendment and Zoning By-law Amendment, York Region Christian Seniors' Home Inc., 440, 460, 480 and 500 William Graham Drive, Plan 65M-4442, Block 4 and Block 5, File Number: OPA-2017-04, ZBA-2016-12**

**General Committee recommends:**

1. That Report No. PBS17-071 be received; and
2. That Application to Amend the Official Plan, File Number OPA-2017-04 (York Region Christian Seniors' Home Inc.), to permit a maximum building height of seven (7) storeys be approved; and
3. That Application to Amend the Zoning By-law File Number ZBA-2016-12 (York Region Christian Seniors' Home Inc.), to amend the 'RA2(423)' and '(H)RA2(424)' exception zones to include assisted living units and accessory uses as permitted uses, and to allow a maximum building height of seven (7) storeys be approved; and
4. That the Official Plan Amendment and Zoning By-law Amendment be presented at a future Council Meeting; and
5. That a Temporary Use By-law for temporary relief of providing 80% of parking spaces underground be presented at a future Council Meeting.

**Carried**

**R5. CAO17-005 – Donation of Naming Rights, Southlake Regional Health Centre Foundation Gala**

**General Committee recommends:**

1. That Report No. CAO17-005 be received; and
2. That the naming of the Trailhead Parkette in the subdivision located at St. John's Sideroad and Thomas Phillip Drive, to be auctioned in support of the Regional Cancer Care Program, be approved.

**Carried**

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 7 of 8

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## **7. Notices of Motion**

### **(a) Councillor Mrakas**

#### **Re: Aurora Christmas Market (Outdoor)**

Whereas special events align with Objective 3: Celebrating and promoting our culture and Objective 5: Strengthening the fabric of our community, of the Town's Strategic Plan; and

Whereas the revitalization of the downtown core is a key priority for our businesses and residents;

1. Now Therefore Be It Hereby Resolved That staff develop a new special event—a one night, outdoor Aurora Christmas Market—to be held prior to Christmas 2017 in Library Square; and
2. Be It Further Resolved That staff report back to Council with dates and costs associated with holding a 2017 Aurora Christmas Market for Council's approval; and
3. Be It Further Resolved That staff include costs associated with holding a 2018 Aurora Christmas Market as a budget option in the 2018 Draft Operating Budget for consideration by Budget Committee.

## **8. New Business**

Councillor Thom extended congratulations to Councillor Paul Pirri on his wedding held on Saturday, September 16, 2017.

Councillor Thompson referred to Delegation (c) and Item R1 and inquired about the pool stop work order in relation to the tree removal permit application, and staff provided clarification.

Councillor Mrakas referred to the Open Forum speaker and inquired about the neighbour's fence installation in relation to any by-laws, heritage policies, and gas line access. Staff provided a response and agreed to investigate and provide further information. Councillor Thompson requested that staff consider how to prevent similar situations in future.

General Committee Meeting Report  
Tuesday, September 19, 2017

Page 8 of 8

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Councillor Gaertner extended birthday wishes to Brock Weir of The Auroran.

Councillor Mrakas expressed safety concerns regarding the trucks parked on each side of Bathurst Street in the afternoon, and staff agreed to investigate the matter.

Councillor Humfryes inquired about a possible traffic light installation at the Central York Fire Services station on Wellington Street East, which would alleviate safety concerns, and staff agreed to investigate and provide an update.

Councillor Humfryes advised that Central York Fire Services captain Jeffrey Lee was injured on his bicycle during an off-duty weekend crash, and she extended best wishes for Mr. Lee's recovery.

## **9. Closed Session**

None

## **10. Adjournment**

The meeting was adjourned at 9:13 p.m.

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**John Abel, Councillor**

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**Michael de Rond, Town Clerk**

The report of the General Committee meeting of September 19, 2017, is subject to final approval and endorsement of the recommendations by Council on September 26, 2017.



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

Council Chambers, Aurora Town Hall  
Tuesday, September 12, 2017

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### **Attendance**

**Council Members** Mayor Dawe in the Chair; Councillors Abel, Gaertner, Humfryes (arrived 7:44 p.m.), Kim, Mrakas, Pirri, Thom, and Thompson

**Members Absent** None

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Dan Elliott, Director of Financial Services, Marco Ramunno, Director of Planning and Building Services, Alan Downey, Director of Parks, Recreation and Cultural Services, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Linda Bottos, Council/Committee Secretary

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

Council consented to recess the meeting at 8:54 p.m. and reconvened the meeting at 9:05 p.m.

Mayor Dawe relinquished the Chair to Deputy Mayor Abel at 9:15 p.m., during the consideration of Motion (a), and resumed the Chair at 9:22 p.m.

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

**Moved by Councillor Thom**

**Seconded by Councillor Pirri**

That the agenda as circulated by Legislative Services, with the following additions, be approved:

- Item R3 – PBS17-073 – Sign Variance Appeal to Council – 330 McClellan Way  
(Additional Information)

**Carried**

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

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

## **3. Presentations**

- (a) Kristen Dajia, Chair, Education Committee, Karen Merk, Project Manager,  
Sports History Alive, Aurora Sports Hall of Fame  
Re: Sports History Alive Program**

Ms. Dajia and Ms. Merk presented a brief overview of the Sports History Alive Program and accomplishments, including a video and presentation of a plaque to the Mayor in appreciation of the Town's support.

**Moved by Councillor Thom  
Seconded by Councillor Kim**

That the presentation be received for information.

**Carried**

## **4. Delegations**

None

## **5. Consent Agenda**

Council consented to consider Item C1 (sub-items R1, R3, R5, R6, and R7) under Section 6, Consideration of Items Requiring Discussion (Regular Agenda) as Item R4.

**Moved by Councillor Mrakas  
Seconded by Councillor Gaertner**

That the following Consent Agenda items, C1 (with the exception of sub-items R1, R3, R5, R6, and R7) to C6 inclusive, be approved:

**C1. General Committee Meeting Report of September 5, 2017**

1. That the General Committee meeting report of September 5, 2017, be received and the following recommendations carried by the Committee be approved:

**(C1) FS17-037 – Award of Contract – External Auditors**

1. That Report No. FS17-037 be received; and
2. That BDO Canada be awarded the contract to provide external audit services for the Town and the Library Board for a three-year period commencing for the 2017 fiscal year-end for an annual fee of \$33,788 per year, plus an option to extend these services for an additional two years; and
3. That the Treasurer be authorized to approve invoices for the base services audit, plus any reasonable additional billings related to audit assistance, additional audit work or services related to audit issues or consultations in the context of preparing and auditing the annual financial statements of the Corporation, to a total combined amount not to exceed the provisions made for such in each budget year; and
4. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

**(C2) PBS17-059 – Request for Street Name Approval, Coppervalley Estates Inc., 1756 St. John's Sideroad, File Number: SUB-2015-05, Related File Number: ZBA-2015-09**

1. That Report No. PBS17-059 be received; and



2. That Street "A" within approved Site Plan SP-2015-05 be named Sikura Circle:

Street "A"                      Sikura Circle

**(C3) PBS17-060 – Request for Street Name Approval, Shimvest Investments Ltd., Block 161, Registered Plan 65M-4485, File Number: SP-2016-05, Related File Numbers: SUB-2012-02, SPA-2012-02**

1. That Report No. PBS17-060 be received; and
2. That street "A" within approved Site Plan SP-2016-05 be named Stubbs Lane:

Street "A"                      Stubbs Lane

**(C4) Strategic Plan Steering Committee Meeting Minutes of May 4, 2017**

1. That the Strategic Plan Steering Committee meeting minutes of May 4, 2017, be received for information.

**(C5) Accessibility Advisory Committee Meeting Minutes of June 7, 2017**

1. That the Accessibility Advisory Committee meeting minutes of June 7, 2017, be received for information.

**(C6) Finance Advisory Committee Meeting Minutes of June 13, 2017**

1. That the Finance Advisory Committee meeting minutes of June 13, 2017, be received for information.

**(C7) Environmental Advisory Committee Meeting Minutes of June 15, 2017**

1. That the Environmental Advisory Committee meeting minutes of June 15, 2017, be received for information.

**(C8) Economic Development Advisory Committee Meeting Minutes of June 26, 2017**

1. That the Economic Development Advisory Committee meeting minutes of June 26, 2017, be received for information.

**(C9) Central York Fire Services – Joint Council Committee Meeting Minutes of January 10 and February 7, 2017**

1. That the Central York Fire Services – Joint Council Committee meeting minutes of January 10 and February 7, 2017, be received for information.

**(C10) Heritage Advisory Committee Meeting Minutes of July 17, 2017**

1. That the Heritage Advisory Committee meeting minutes of July 17, 2017, be received for information.

**(R2) IES17-037 – Winter Maintenance 2017/18 Report**

1. That Report No. IES17-037 be received; and
2. That the proposed operational changes for the 2017/18 winter maintenance season as outlined in Table 2 be endorsed; and
3. That Capital Project No. 34413 – Specialized Snow Removal Attachments, with a budget of \$80,000 to be funded from the Roads and Related Development Charges Fund, be approved; and
4. That winter roads and sidewalk maintenance standards remain unchanged from the previous 2013/14 standards.

**(R4) FS17-034 – Changes to the Practice and Processes of the Assessment Review Board**

1. That Report No. FS17-034 be received; and
2. That the Treasurer be delegated authority to appoint an Appeals Representative and a Complaints Representative from time to time, and as appropriate on a case by case basis, to represent the Town of Aurora in property assessment appeal matters, as set out under the recently amended Rules of Practice and Procedure of the Assessment Review Board (ARB); and

3. That, as required by the ARB, the Appeals Representative as appointed by the Treasurer be delegated full binding authority of the Town to choose to initiate appeals, participate in appeals, discuss, negotiate and settle assessment appeal cases, including the power to execute binding minutes of settlement on behalf of the Town, all in the context of a formal ARB assessment appeals proceeding.

**(R8) PBS17-066 – Award of Contract for Library Square Site Plan**

1. That Report No. PBS17-066 be received; and
2. That the contract for Request for Proposal No. 2017-96-PBS regarding the preparation of a site plan for Library Square be awarded to The Planning Partnership.

**(R9) Summary of Committee Recommendations Report No. 2017-08**

1. That Summary of Committee Recommendations Report No. 2017-08 be received; and
2. That the Committee recommendations contained within this report be approved.

**(R10) Memorandum from Director of Planning and Building Services  
Re: Additional Information to Item R8 – PBS17-066 – Award of  
Contract for Library Square Site Plan**

1. That the memorandum regarding Additional Information to Item R8 – PBS17-066 – Award of Contract for Library Square Site Plan be received for information.

**C2. Council Meeting Minutes of July 11, 2017**

1. That the Council meeting minutes of July 11, 2017, be adopted as printed and circulated.

**C3. Council Closed Session Minutes of September 5, 2017**

1. That the Council Closed Session minutes of September 5, 2017, be adopted as printed and circulated.

**C4. Council Closed Session Public Minutes of September 5, 2017**

1. That the Council Closed Session Public minutes of September 5, 2017, be adopted as printed and circulated.

**C5. Audit Committee Meeting Minutes of June 27, 2017**

1. That the Audit Committee meeting minutes of June 27, 2017, be received and the recommendations carried by the Committee approved.

**C6. Memorandum from Mayor Dawe, Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2017**

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2017, be received for information.

**Carried**

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

Items were considered in the following order: R4(R1), R4(R3), R4(R5) and R3 together, R4(R6), R4(R7), R1, and R2.

**R4. General Committee Meeting Report of September 5, 2017**

**(R1) FS17-038 – Intent to Consider Accessing Hydro Reserve Funds**

(Formerly Consent Agenda Item C1(R1))

**Moved by Councillor Gaertner**

**Seconded by Councillor Mrakas**

1. That Report No. FS17-038 be received; and
2. That staff publish a public notice of Council's intent to consider allocating funding from the principal component of the Aurora Hydro Sale Investment Reserve Fund as required of By-law No. 5439-12.

**Carried**

**R4. General Committee Meeting Report of September 5, 2017**

**(R3) CS17-018 – Power of Entry**

(Formerly Consent Agenda Item C1(R3))

Council Meeting Minutes  
Tuesday, September 12, 2017

Page 8 of 15

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**Motion to refer**

**Moved by Councillor Thom**

**Seconded by Councillor Mrakas**

1. That Report No. CS17-018 – Power of Entry be referred back to staff for further clarification and report back to Council.

**Motion to refer  
Carried**

**R4. General Committee Meeting Report of September 5, 2017**

**(R5) PBS17-061 – Sign Variance Appeal to Council – 330 McClellan Way**

(Formerly Consent Agenda Item C1(R5))

and

**R3. PBS17-073 – Sign Variance Appeal to Council – 330 McClellan Way  
(Additional Information)**

**Moved by Councillor Mrakas**

**Seconded by Councillor Thompson**

1. That Report No. PBS17-061 and Report No. PBS17-073 be received;  
and
2. That Council authorize the revised request for a variance to Sign By-law No. 5840-16 as amended to allow one internally illuminated ground sign with sign area of 8.0 m<sup>2</sup> and height of 6.0 m subject to no illumination after 11:30 p.m. on the property located at 330 McClellan Way where the Sign By-law does not allow ground signs in any C1 zones.

**On a separate vote the first clause of the motion  
Carried**

**On a separate vote the second clause of the motion  
Carried**

**R4. General Committee Meeting Report of September 5, 2017**

**(R6) PBS17-064 – Sign Variance Request – 676 Wellington Street East, Unit B1**

(Formerly Consent Agenda Item C1(R6))

**Moved by Councillor Mrakas  
Seconded by Councillor Thompson**

1. That Report No. PBS17-064 be received; and
2. That the request for a variance to Sign By-law No. 5840-16, as amended, to allow 9.34 m<sup>2</sup> wall sign on the south elevation of the premises located at 676 Wellington Street East, Unit B1, whereas the Sign By-law allows for a maximum 4.91 m<sup>2</sup> wall sign on that elevation, be approved.

**Carried**

**R4. General Committee Meeting Report of September 5, 2017  
(R7) PBS17-065 – Proposals for Zoning By-law Amendment Applications  
(Formerly Consent Agenda Item C1(R7))**

**Moved by Councillor Pirri  
Seconded by Councillor Thompson**

1. That Report No. PBS17-065 be received; and
2. That the Zoning By-law Amendment Proposal for 46 St. John's Sideroad (Biddington Homes Aurora Inc.) be received as a Zoning By-law Amendment Application.

**Carried**

**R1. FS17-045 – Additional Information to GC Item R4 – FS17-034 – Changes  
to the Practice and Processes of the Assessment Review  
Board**

**Moved by Councillor Gaertner  
Seconded by Councillor Humfries**

1. That Report No. FS17-045 be received for information.

**Carried**

**R2. PRCS17-033 – Award of Tender 2017-103-PRCS – Removal and  
Disposal of Topsoil from 95 Eric T. Smith Way**

**Moved by Councillor Thom  
Seconded by Councillor Pirri**

1. That Report No. PRCS17-033 be received; and
2. That the allocation of \$1,109,348 from the proceeds of Land Sales Reserve be approved; and
3. That Tender 2017-103-PRCS Removal and Disposal of Topsoil from 95 Eric T. Smith Way be awarded to 1124760 Ontario Inc. o/a Tricon Contracting Ltd. at \$1,057,040, excluding taxes; and
4. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

**Carried**

## **7. Notices of Motion**

None

## **8. Motions**

### **(a) Mayor Dawe**

**Re: Protecting the Automotive Sector**

**Moved by Mayor Dawe  
Seconded by Councillor Thom**

Whereas the auto sector directly employs more than 101,000 people in Ontario, and indirectly supports the creation of more than 300,000 good jobs in communities nationwide; and

Whereas the automotive industry represents Canada's largest manufacturing sector, Ontario's chief export, and the economic lifeblood of hundreds of Canadian communities; and

Whereas a thriving auto sector is an essential part of Aurora's local economy, stimulating growth, innovation, and good, high-paying jobs; and

Whereas Canada's auto sector has been deeply integrated with that of the United States since the early-20th century, as indicated by the 1965 Canada-US Auto Pact; and

Whereas the North American Free Trade Agreement (NAFTA) governs nearly every aspect of Canada and the United States' economic relationship, including the import and export of auto parts and vehicles; and

Whereas even minor changes to the established trade relationship between Canada and the United States could have enormous consequences for workers and consumers on both sides of the border; and

Whereas in 2016 the governments of Ontario and Michigan signed a Memorandum of Understanding calling for increased cooperation and partnership between their two automotive sectors; and

Whereas the United States has announced its intent to renegotiate NAFTA; and

Whereas Canada's economic future and the continued well-being of Aurora's local economy depend on a thriving automotive sector.

1. Now Therefore Be It Hereby Resolved That Council join with Councils across Ontario in calling on the federal government to make the protection and growth of Canada's automotive sector a key priority in the upcoming NAFTA negotiations; and
2. Be It Further Resolved That the Mayor be requested to write a letter to Prime Minister Justin Trudeau and Aurora's local Members of Parliament reinforcing these concerns; and
3. Be It Further Resolved That those local Members of Parliament who have not yet done so be urged to join the parliamentary auto caucus, advocating for the well-being of Canada's automotive sector; and
4. Be It Further Resolved That this motion be forwarded to the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) for further support.

**Carried**



Council Meeting Minutes  
Tuesday, September 12, 2017

Page 12 of 15

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## **9. Regional Report**

None

## **10. New Business**

Councillor Mrakas expressed safety concerns, in relation to the Highland Gate development, regarding the numerous trucks that have lined up along Bathurst Street before 7 a.m. Staff advised that this matter has been discussed with the developer and contractor to ensure that this activity does not continue.

Councillor Gaertner inquired about the planned Town-wide parking study and whether cul-de-sacs could be prioritized. Staff provided an update and agreed to endeavour to address cul-de-sacs first and provide information to Council.

Councillor Gaertner inquired about the plans for more informative signage with regard to off-leash dogs, and staff provided an update. Councillor Gaertner suggested that this matter be included on the next meeting agenda of the Parks, Recreation and Cultural Services Advisory Committee. Councillor Gaertner further inquired about available budget funds for education, and staff provided an update.

Councillor Gaertner noted that an invasive species specialist from York Region will be holding a workshop for municipal staff and suggested that staff attend.

Councillor Abel presented information regarding the "Making Peace" international photo exhibit, currently on view in Toronto, and requested to bring forward a motion to bring this exhibit to Aurora from October 29 to November 19, 2017.

Council consented on a motion by Councillor Abel and seconded by Councillor Humfries on a two-thirds vote to waive the requirements of the Procedure By-law to permit a motion from Councillor Abel regarding the Making Peace Exhibit.

### **New Business Motion No. 1**

**Moved by Councillor Abel**

**Seconded by Councillor Kim**

1. That the Town contribute up to \$7,000 to the Making Peace Exhibit; and

2. That the funding source be the Council operating contingency account; and
3. That this funding be conditional on the exhibit receiving at least \$5,000 in additional funding from outside sources; and
4. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

**Carried**

Councillor Humfryes referred to a memo received from David Tomlinson regarding the Ivy Jay Community Nature Reserve, and staff provided an update.

## **11. Public Service Announcements**

Councillor Kim expressed appreciation to staff and volunteers for the successful Multi-Cultural Festival held on September 9, 2017, in Town Park. Councillor Gaertner thanked Councillor Kim for bringing forward the idea of a Multi-Cultural Festival to Aurora, and thanked Council for its support of the event.

Councillor Thom announced that the 6<sup>th</sup> annual Hillary House Ball will be held on Saturday, October 21, 2017, at the King Valley Golf Club with doors opening at 6 p.m. and dinner at 7 p.m. He noted that the Aurora Historical Society is presenting the Ball, which will have a theme of Aurora in 1867 in celebration of Canada 150, and that the event benefits the Hillary House National Historic Site.

Councillor Humfryes extended a reminder about the Aurora Farmers' Market and Artisan Fair held every Saturday from 8 a.m. to 1 p.m. in Town Park.

Councillor Abel acknowledged the successes of various Town events including the Concerts in the Park series, Ribfest, Aurora Farmers' Market, Music Festival, and Multi-Cultural Festival, and expressed appreciation to staff and volunteers.

Councillor Thompson extended a reminder regarding the Joint Operations Centre open house, to which the public is invited, is being held from 10 a.m. to noon on Saturday, September 16, 2017.

Council Meeting Minutes  
Tuesday, September 12, 2017

Page 14 of 15

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Councillor Thompson noted that the Aurora Tigers will be playing their home opener game on Friday, September 15, 2017.

Councillor Mrakas announced that the Queen's York Rangers Army Cadet Corps will be holding its 50<sup>th</sup> anniversary reunion at the Aurora Legion starting at 6 p.m. on Saturday, September 23, 2017.

Councillor Mrakas announced that a mobile scavenger hunt called "Hidden Aurora" will be held on Saturday, September 30, 2017, starting at the Armoury in Town Park at 10:15 a.m., noting that this free event is open to all ages.

Councillor Mrakas announced that a Trailblazer Music Festival will be held on Saturday, September 30, 2017, as part of Culture Days, at the Armoury in Town Park, with open mic from noon to 2 p.m. and live bands from 3 to 10 p.m.

Councillor Mrakas extended a reminder about the Magna Hoedown event being held on Friday, September 15 and Saturday, September 16, 2017.

Mayor Dawe noted that the Town's Architectural Salvage Program has collected more than 70 heritage doors and a door giveaway will be held at the Old Library, 56 Victoria Street, from 6 to 8 p.m. on Wednesday, September 13, 2017.

Mayor Dawe announced that the Town and Aurora Chamber of Commerce will be co-hosting a Town Hall regarding Bill 148, Fair Workplaces, Better Jobs Act, 2017, from 7 to 9 p.m. in Council Chambers on Monday, September 25, 2017.

Councillor Humfries advised that a candlelight vigil will be held by the Cadets at the Aurora Cemetery starting on the night of Saturday, September 16, 2017, followed by a service at 2 p.m. on Sunday, September 17, 2017.

Councillor Thompson announced that the Aurora Soccer Club will be hosting the Royal Artillery Football Club at the Highland field on Saturday, September 16, 2017, with games at 1 p.m. and 3 p.m.

## **12. By-laws**

**Moved by Councillor Thom**

**Seconded by Councillor Pirri**

Council Meeting Minutes  
Tuesday, September 12, 2017

Page 15 of 15

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That the following by-laws be enacted:

- (a) **By-law Number 6005-17** Being a By-law to exempt Blocks 249 and 250 on Plan 65M-4461 from Part-Lot Control (Mattamy (Aurora) Limited).
- (b) **By-law Number 6006-17** Being a By-law to amend By-law Number 5691-15, to establish a Committee of Adjustment and appoint members to the Committee of Adjustment.

**Carried**

### **13. Closed Session**

None

### **14. Confirming By-law**

**Moved by Councillor Abel**

**Seconded by Councillor Thompson**

That the following confirming by-law be enacted:

**By-law Number 6007-17** Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on September 12, 2017.

**Carried**

### **15. Adjournment**

**Moved by Councillor Kim**

**Seconded by Councillor Humfryes**

That the meeting be adjourned at 10:27 p.m.

**Carried**

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**Geoffrey Dawe, Mayor**

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**Michael de Rond, Town Clerk**

The minutes of the Council meeting of September 12, 2017, are subject to final approval by Council on September 26, 2017.



**Town of Aurora  
Council Closed Session  
Public Minutes**

Holland Room  
Aurora Town Hall  
Tuesday, September 12, 2017

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**Attendance**

<b>Council Members</b>	Mayor Dawe in the Chair; Councillors Abel, Gaertner, Mrakas (arrived 5:51 p.m.), Pirri (arrived 5:53 p.m.), Thom, and Thompson
<b>Members Absent</b>	Councillors Humfryes and Kim
<b>Other Attendees</b>	Doug Nadorozny, Chief Administrative Officer, Marco Ramunno, Director of Planning and Building Services, Al Downey, Director of Parks, Recreation and Cultural Services, Patricia De Sario, Town Solicitor, Anthony Ierullo, Manager of Long Range and Strategic Planning, and Michael de Rond, Town Clerk

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The Chair called the meeting to order at 5:48 p.m.

Council consented to recess at 5:48 p.m. to resolve into a Closed Session.

Council reconvened into open session at 6:20 p.m.

Council recessed at 6:20 p.m., and reconvened at 6:50 p.m.

**1. Approval of the Agenda**

**Moved by Councillor Thompson  
Seconded by Councillor Thom**

That the agenda as circulated by Legislative Services, with the following addition, be approved:

Council Closed Session Public Minutes  
Tuesday, September 12, 2017

Page 2 of 4

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- **Personal matters about an identifiable individual, including Town or local board employees (section 239(2)(b) of the *Municipal Act, 2001*);  
Re: Verbal Update from the Town Solicitor**

**Carried**

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

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

## **3. Consideration of Items Requiring Discussion**

**Moved by Councillor Gaertner**

**Seconded by Councillor Thompson**

That Council resolve into Closed Session to consider the following matters:

1. A proposed or pending acquisition or disposition of land by the Town of local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Closed Session Report No. PBS17-072 – Agreement of Purchase and Sale – 95 Eric T. Smith Way
2. Personal matters about an identifiable individual, including Town or local board employees (section 239(2)(b) of the *Municipal Act, 2001*); Re: Verbal Update from the Town Solicitor (Added Item)

**Carried**

**Moved by Councillor Pirri**

**Seconded by Councillor Thom**

That the Council Closed Session be reconvened into open session to rise and report from Closed Session.

**Carried**

Council Closed Session Public Minutes  
Tuesday, September 12, 2017

Page 3 of 4

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1. **A proposed or pending acquisition or disposition of land by the Town of local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Closed Session Report No. PBS17-072 – Agreement of Purchase and Sale – 95 Eric T. Smith Way**

**Moved by Councillor Pirri  
Seconded by Councillor Abel**

1. That Closed Session Report No. PBS17-072 be received; and
2. That the confidential direction to staff be confirmed.

**Carried**

2. **Personal matters about an identifiable individual, including Town or local board employees (section 239(2)(b) of the *Municipal Act, 2001*); Re: Verbal Update from the Town Solicitor (Added Item)**

**Moved by Councillor Pirri  
Seconded by Councillor Abel**

1. That the verbal update from the Town Solicitor be received; and
2. That the confidential direction to staff be confirmed.

**Carried**

#### **4. By-laws**

**Moved by Councillor Abel  
Seconded by Councillor Gaertner**

That the following confirming by-law be enacted:

- 6004-17** Being a By-law to Confirm Actions by Council Resulting from a Council Closed Session Meeting on September 12, 2017.

**Carried**

Council Closed Session Public Minutes  
Tuesday, September 12, 2017

Page 4 of 4

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**5. Adjournment**

**Moved by Councillor Kim  
Seconded by Councillor Thom**

That the meeting be adjourned at 6:52 p.m.

**Carried**

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**Geoffrey Dawe, Mayor**

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**Michael de Rond, Town Clerk**

The public minutes of the Council Closed Session of September 12, 2017, are subject to final approval by Council on September 26, 2017.





**Town of Aurora  
Council Report**

**No. FS17-041**

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**Subject: 2018 Capital Investment Program and Ten Year Asset Management Plan Overview**

**Prepared by:** Jason Gaertner, Manager, Financial Planning

**Department:** Financial Services

**Date:** September 26, 2017

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## **Recommendation**

- 1. That Report No. FS17-041 be received; and**
- 2. That the draft 2017 Ten Year Capital Investment Plan and draft 2018 Capital Budgets be received and referred to the Budget Committee meeting scheduled for October 14, 2017.**

## **Executive Summary**

On October 14, 2017 the budget committee will commence its review of the Town's Asset Management Plan's draft 2017 Ten Year Capital Investment Plan; as well as its draft 2018 capital budgets. In support of this review, budget committee members will receive at tonight's meeting the following key documents:

- The Town's approved asset management plan (AMP) which outlines the "how" of the Town's asset planning and management methodologies, including an assessment of the overall condition of the Town's depreciating assets. A detailed review and update of this plan is undertaken every four years, aligning with Council's term in office.
- The AMP's draft 2017 Ten Year Capital Investment Plan which is derived based upon the methodologies set out in the AMP, setting out specific capital investments required in order to maintain the serviceability of existing town assets, as well as new assets required or anticipated in order to service and meet the expectations of the growing community. This component of the Town's AMP is updated on an annual basis.

September 26, 2017

Page 2 of 13

Report No. FS17-041

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- The draft detailed 2018 proposed capital budgets for review and approval, representing a highly detailed breakout of the 2018 items of the Ten Year Capital Plan.

## **Background**

### **An asset management plan has become the foundation upon which Town asset decisions are based**

The Province of Ontario requires all municipalities to have in place a Council approved Asset Management Plan. An approved AMP has become the foundation upon which the Town's asset decisions are based; as well as an essential application requirement for all municipal requests for provincial or federal infrastructure funding.

### **A Ten Year Capital Investment Plan assists the Town in ensuring the long term sustainability of each of its assets**

Complementing the Town's AMP is its annual Ten Year Capital Investment Plan representing a consolidation of the anticipated needs of all Town departments. This plan is intended to assist the managers responsible for each asset category to carefully plan the long term sustainability of each asset, and ensure appropriate and timely budgeting for the replacement of assets at the optimal time, balancing available funding, with the need and condition of the asset and its service standard.

The plan is sorted into three sections: Repair and replacement of existing assets (R&R), plans for growth and new assets (G&N), and periodic studies and other special projects (S&O). This plan is reviewed and updated each year by staff and presented to Council for its review and endorsement. It is important background material for the annual capital budget review and approval processes.

In addition to ensuring the alignment of ten year capital plan funding recommendations with defined AMP strategies, these recommendations also align with the following four Council endorsed asset sustainability strategies:

1. The Town generally will not use debt to finance the major restoration or replacement of its assets which were originally funded from development charges or would be so funded if initially constructed today. To avoid incurring debt, the Town will annually set aside sufficient reserves to provide for existing asset sustainability.

2. Targets for R&R reserve funds future desired balances at the end of each ten year planning period should be set equal to two times the average of the ten year annual funding requirement for that period, reviewed annually.
3. Annual “tax cash to capital” funding will be apportioned pro rata amongst the asset specific reserve funds for each asset category, including tax funded Growth & New and Studies & Other.
4. Annual “tax cash to capital” budget amounts must achieve sustainable infrastructure funding and should be reviewed annually as part of the ten year capital plan update process to ensure annual contributions keep pace with capital cost inflation, capital plan needs, and ultimately allowing for the achievement of the goal of concluding each ten year planning period with R&R reserve balances at approximately equal to their applicable ten year average funding requirement for that period

**The Town’s recommended 2018 capital budgets are built upon the foundation as set out in the Town’s AMP**

As part of its review of the Ten Year Capital Investment Plan, staff have undertaken its usual detailed review and documentation of their recommended 2018 capital budgets. This review considers several factors including the foundations as set out in the Town’s AMP, available reserve funding, as well as other key Town priorities.

NOTE: The budget binder materials referenced in this report will be distributed at the September 26, 2017 Council meeting for review prior to the first formal budget committee review meeting which has been scheduled for 9:00 a.m. Saturday October 14, 2017. All materials will be available from the Towns’ web site shortly after the September 26<sup>th</sup> meeting.

## **Analysis**

### **Asset Management Plan (AMP)**

The primary objective of an AMP is to maximize benefits, control risks, and provide a satisfactory level of service to the community in a sustainable manner. Infrastructure management ensures that the Town is capable of providing the desired level of service to support attaining the Town’s high level strategic goals. The AMP is a strategic document stating the characteristics and condition of infrastructure assets, levels of service expected from them, planned actions to ensure that assets are providing the

expected level of service and financing strategies to implement the planned actions. The overall intent of the AMP is to help the Town ensure investments are made at the right time, future repair and rehabilitation costs are minimized, and municipal assets are being appropriately maintained.

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

The Town's AMP under goes a comprehensive review and update once every four years. This four year period aligns with Council's term in office period. Some financial tables included in the AMP are updated annually.

A copy of the town's AMP will be included in the budget binder.

### **2017 Ten Year Capital Investment Plan – Totals \$259,989,700**

This year's ten year capital plan contains detailed plans for assets showing the approved 2017 capital budget, plus ten forecast years from 2018 to 2027. It is the result of a comprehensive review and update undertaken by each asset manager of the 2016 Ten Year Capital Investment Plan.

The ten year plan shows a planned investment requirement of \$261 million total over the next ten years; \$123 million for R&R, \$135 million for G&N assets, and \$3 million for S&O. The Town's updated Ten Year Capital Investment Plan is included in the budget binder. The committee is encouraged to review this material in detail, and raise questions with regard to any proposed project, with a particular review of the first three years of the plan, as well as any significant one-time projects appearing in the plan.

Comparing the previous ten year capital plan and this year's ten year capital plan the change in the average required investment per year is as follows:

**Table 1: Historic and Planned Average Annual Investment**

<b>Ten Year Average Annual Required Investment</b>		
	<b>2016</b>	<b>2017</b>
Tax Funded:		
R & R	6,100,400	7,574,000
G & N	9,515,100	11,879,500
S & O	323,000	246,900
	15,938,500	19,747,000
Rates Funded:		
	3,483,400	3,494,600

The assets that the Town owns need to be segregated as to whether they are maintained and funded by general taxation (“tax funded assets”), or whether they are maintained and funded by utility rates (“rate funded assets”). Rates funded assets are restricted to all underground water, sanitary sewer, and stormwater systems, pumping stations, stormwater management ponds, storm drainage ditches, culverts and related infrastructure. Tax funded assets are all other assets owned by the Town, including fleet, equipment, technology assets, roads, sidewalks, street lighting, town facilities, parks, fields and other structures, together with Aurora located fire halls. In an effort to minimize the impact on these core funding sources, both the tax and rate funded capital requirements are subsidized through any other available funding sources, if any, such as provincially or federally available grant monies.

The Town receives both Federal Gas Tax and Ontario Community Infrastructure Fund (OCIF) allocations each year. To simplify the financial planning and reporting, while remaining segregated in the Town’s books, these funds are notionally pooled with the Town’s tax cash to capital amount for funding tax supported infrastructure capital reserves. These two grant amounts are used exclusively to fund the first requirements of the roads asset category, with other tax cash used to complete the funding allocation requirements for roads. Accordingly, gas tax and OCIF are only used by the Town to fund roads projects, despite their eligibility to fund other types of projects.

As will be seen in the next section of this report, the funding strategy of the ten year capital plan hinges on the reliability, completeness and reasonableness of this plan. If the planned spend is inflated, the funding strategy will impose an unnecessary burden on taxpayers and the annual budget. Contrary, if the ten year plan is understated, the funding strategy employed will be insufficient in providing for the real needs of the Town. While this plan is updated each year in detail by staff, it is important for Council to identify any projects contained in the plan which may require further discussion. Amendments can be made by removing projects altogether or amending the planned timing of projects to more realistically align with the expectations of Council.

Repair & Replacement (R&R)

Optimally staff recommend that the annual funding of capital R&R match the ten year planned average spend. Currently, the annual funding compared to annual planned averages spend is as follows:

**Table 2: Budget Funding Compared to Average Annual Planned Investment**

	<b>2017 Ten Year Avg. R&amp;R Requirement*</b>	<b>Ten Year Average Gas Tax and OCIF funding expected</b>	<b>2018 Draft Cash to Capital Funding</b>	<b>Funding (Short-fall) / Surplus</b>
Tax Funded	(7,443,900)	2,832,000	3,469,400	(1,142,500)
Rate Funded	3,494,600	0	4,200,000	705,400

\*Ten Year Ave R&R Requirement is net of all other funding sources.

The 2017 ten year average R&R requirement presented in the above table reflects the portion of the total \$7,574,000 R&R tax funded asset requirement that the town is unable to subsidize through other available funding sources such as provincial or federal infrastructure grants. As per the above table, we see that the annual tax contribution to capital for R&R is less than the average annual spend by \$1,142,500 per year over the ten year period. This represents the equivalent of an unfunded 2018 tax rate pressure of 2.7%. This short-fall will be addressed by the proposed cash to capital increases recommended in Table 3 below.

The 2018 contribution from utility rates is more than is required for the next ten year period average requirement as it is based upon a much longer time horizon (50 to 100 years). This is done in an effort to grow these related reserve balances in preparation for the future when the very expensive R&R costs for the Town's underground infrastructure begin arising as they reach the end of their useful lives. Annual utility budgets consider this updated plan and long term funding needs.

Overall Cash to Capital Contributions to Reserves

Overall in 2017, excluding the receipt of federal gas tax and Ontario Community Infrastructure Funding (OCIF), the tax base contributed \$4,837,800 to the capital reserves for infrastructure. This amount gets immediately allocated amongst R&R, G&N and S&O capital reserves. As infrastructure costs increase with inflation, so to must the annual contribution from the tax base. Otherwise, the inflationary growth of future R&R requirements will out-pace the growth of available reserve balances resulting in insufficient funds being available when required in the mid to longer term future.

The Town’s financial goal is to grow its infrastructure reserve balances to “two times the average annual spend requirement” by the end of the ten year plan period. In order to achieve this goal the Town will require a minimum increase to the prior year’s cash to capital contribution as outlined in Table 3 below. The following schedule of increases to the base cash to capital contribution each year has been designed to achieve a more manageable annual budget impact:

**Table 3: Proposed Cash to Capital Increases for Infrastructure Sustainability as a percentage of the prior year’s tax levy**

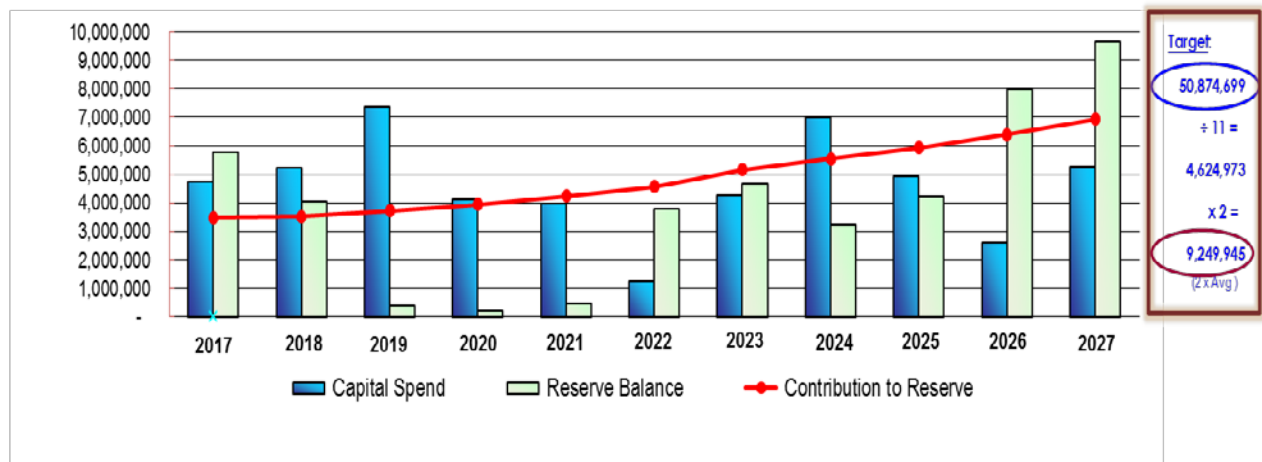
2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
0.60%	0.50%	0.70%	0.70%	0.80%	0.80%	0.80%	0.90%	0.90%	0.90%	1.00%

In recognition of growing inflationary and aging asset pressures, staff recommend the above noted rates of growth for the next 10 years. This requirement would be funded out of the annual 1.0% recommended tax increase in support of fiscal strategies, such as this and the continued reduction in the Town’s reliance upon supplementary tax and interest from hydro proceeds revenue. No annual operating budget surplus contributions to these reserves are included in this forecast model as surpluses of this nature are difficult to project; however contributions of this nature will only serve to reduce the impact of inflationary pressures on the plan and contributions.

**Projected Ten Year Financial Performance of the Repair and Replacement Reserves**

While individual asset category reserves are kept, on a consolidated level, the Town’s R&R reserves which are tax funded can be summarized as follows:

**Consolidated Tax Based Repair & Replacement Reserve Performance**



This graph illustrates the annual planned spend to be funded from these reserves, based upon the updated 2017 ten year capital plan. It is important to note that this identified planned spend does not represent the full planned R&R spend for each year,

rather it is only the portion of the full planned spend that has not been funded through an alternative source of revenue such as grants, gas tax or other external funding. The above graphic reflects an expected consolidated reserves fund balance at the end of each year, and the expected total cash to capital contribution to flow into these reserves each year. Looking at the far right hand side, the Town's target of achieving an ending reserve balance of approximately two times the average annual spend for that planning period is presented. As can be seen above, the tax funded R&R reserves, as a group, do reach the desired planning period end reserve balance target. However, finance staff believe that the captured R&R requirements in the latter years of this planning horizon may be incomplete, thus producing healthier than expected reserve balances. A similar analysis to that presented above for the Town's other key capital funding reserves can be found within the detailed ten year capital plan under the "Funding Sources" section.

Each year, this model must be reviewed in order to ensure that the ten year plan for the cash to capital contributions remains sustainable and balanced with the capital requirements of the plan, with an expectation of annual cash to capital increases in the long term that keep pace with the inflationary pressures placed on capital program costs. It is important to note that the planned annual contribution increases as set out in Table 3 are based only on the data contained in the most current 10 year plan, and are revisited each year based upon all new available information that has been acquired as part of the most recent capital update process.

Since the preparation of the ten year capital plan, and the resulting analysis, staff note that the speed of the development of the 2C lands continue to be more accelerated than originally planned. This produces higher ending reserve balances for DC reserves, as the associated spending plans for these funds have not yet been accelerated as quickly, due to the long lead time necessary to implement large capital projects such as the planned new community center.

### **Draft 2018 Capital Budgets**

For 2018, the capital budget continues to be segregated into three key groupings which align with the conceptual differences in capital project funding sources, thus allowing for a more focussed examination. These three sections being:

- Repair and Replacement (R&R) of existing Town infrastructure Capital
- Growth and New (G&N) Town Infrastructure Capital
- Major Studies and Other (S&O) Capital

Any applicable capital budget proposals received by staff as part of the Town's May 31, 2017 public stakeholder 2018 operating and capital budget consultation have been integrated into the draft 2018 capital plan for the budget committee's consideration.

The Draft 2018 Repair and Replacement of existing Town infrastructure Capital program, for both tax and rate funded assets, is summarized follows:



2018 to 2027 average annual planned requirement	\$11,022,000
2018 planned requirements as forecasted in 2016 ten year plan	\$12,726,800
<b>2018 Draft Budget</b>	
<b>Funded by:</b>	
Tax funded R&R reserves	\$7,064,700
Rate funded R&R reserves	3,680,100
Federal Gas Tax Grants	1,694,600
Ontario Community Infrastructure Grant	481,900
Growth & New reserve	250,000
EAB reserve	235,000

The recommended repair and replacement capital program for 2018 is included in the budget binder, with details provided for each proposed project.

The Draft 2018 Growth & New Town Infrastructure for existing Town Infrastructure Capital program for both tax and rate funded assets, is summarized as follows:

2018 to 2027 average annual planned requirement	\$11,879,500
2018 planned requirements as forecasted in 2016 ten year plan	\$18,003,000
<b>2018 Draft Budget</b>	
<b>Funded by:</b>	
Development Charges	\$11,512,100
External Funding	7,151,300
Tax Funded G&N Reserve	6,972,800
Hydro Funds	1,100,000
Special Purpose Reserves	348,400

This capital program includes nine larger projects which include the new fire hall and training center construction, Hallmark baseball diamonds, new recreation center design, additional JOC work, a new 2C lands park, the construction of a parking lot and playground at Stewart Burnett Park, continued advancement of the wildlife park construction and Aurora promenade work. Hydro funding is proposed to advance the cultural precinct master plan and the cultural master plan.

The recommended Growth and New Town Infrastructure Capital program for 2018 is included in the budget binder.

The Draft 2018 Studies and Other Capital program, for both tax and rate funded assets, is summarized as follows:

2018 to 2027 average annual planned requirement	\$246,900
2018 planned requirements as forecasted in 2016 ten year plan	\$530,000
2018 Draft Budget	\$605,000

The recommended Studies and Other Capital program for 2018 is included in the budget binder.

A 2018 capital budget binder is being distributed to members of Council at the meeting of September 26, 2017. All such material will be subject to review and discussion by the Budget Committee at its first scheduled budget review meeting to be held at 9am on Saturday, October 14, 2017. The October 14<sup>th</sup> meeting will include a discussion on the Ten Year Capital plan, and will then turn its attention to the detailed 2018 Capital Budgets.

### **Advisory Committee Review**

Not applicable

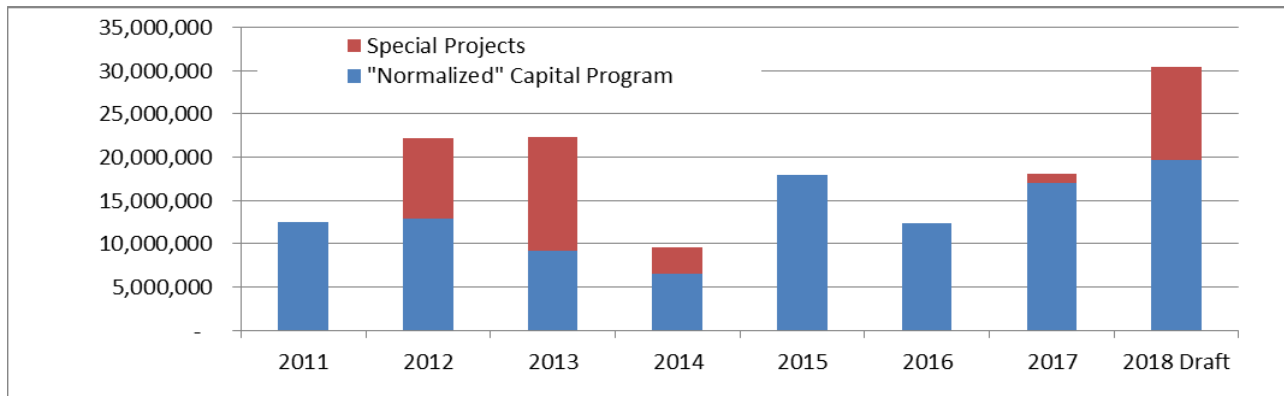
### **Financial Implications**

With regards to the AMP and its associated Ten Year Capital Investment Plan, there are no direct financial commitments being made in this report. The AMP and Ten Year Capital Investment Plan are guidance and/or planning documents only, serving to assist in asset repair and replacement decision points as well as long range financial planning. These documents provide insight and opportunity to make financial planning adjustments to avoid future financial pinch points or other problems arising. The AMP and associated ten year plan also give clear insight to Council and to the public as to planned projects well in advance, including the provision of further context such as the priorities of individual projects relative to each other.

Staff recommend an equivalent tax increase amount of 0.5% to the tax cash to capital contribution to be funded out of the total 1% tax increase for Town Fiscal Strategies that will be included in the 2018 draft operating budget as per Council direction. This

increased contribution in support of infrastructure is consistent with the recommendations contained within this report. The remaining fiscal strategy funding will be addressed as part of the annual operating budget in the early November.

The 2018 Draft Capital Budget proposes a total capital program of \$41,095,900. The most recent seven years of approved total capital budgets are outlined below for comparison.



## **Communications Considerations**

Financial Services and Corporate Communications have worked closely to develop a comprehensive communication plan around the Town's 2018 capital and operating budget. The plan was developed with the intent of increasing public participation in the budget process.

One new addition to this plan for 2018 was the 2018 Public Stakeholder Operating and Capital Budget consultation which was held on May 31, 2017 from which valuable input was received and subsequently integrated into the Town's draft capital and operating budgets.

Staff also released a Citizen Budget online survey tool to allow residents to submit feedback on how their tax dollars are spent. Feedback from the survey will serve to inform the operating budget. In order to engage citizens and increase understanding of municipal taxes and the budget process, the Town will continue to make available the three educational videos entitled: How your Town Budget Works, How Property Assessment and Taxation Works and How my Tax Dollars are Spent. The Citizen Budget tool and the budget videos have been promoted extensively through the Town website, social media, media release, online newspapers, partner web sites, digital

screens, email blasts, newspaper advertisements, postcards, banner displays in Town Hall and through in-person public engagement at Town facilities and Town events.

In addition to the above mentioned channels, budget meetings are open to the public and Corporate Communications will continue to promote these meetings through the website, social media and the Notice Board.

### **Link to Strategic Plan**

Developing the annual capital budget supports all aspects of the Strategic Plan. In particular, outlining and understanding the Town's long term financial planning and use of financial reserves to buffer related fluctuations in financial requirements from year to year contribute to achieving the Strategic Plan's guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

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

1. Council may choose to accept, amend or reject any or all of the recommendations of this report.
2. Council may provide alternative directions with respect to the Ten Year Capital Plan contents, including the detailed 2018 Capital Plan.

### **Conclusions**

The 2018 recommended capital investment budget is introduced by this report. Committee will now begin its detailed reviews of the Ten Year Capital Investment Plan and the 2018 Capital Budgets.

All Budget Committee meetings are open to the public. Members of the public interested in providing input to these proceedings are encourage to attend as early in the process as possible, or to provide their comments by email through the Town's website at [www.aurora.ca](http://www.aurora.ca); or by email to [OurTownBudget@Aurora.ca](mailto:OurTownBudget@Aurora.ca). All constructive input related to the 2018 Capital Budgets is welcomed; however no formal funding requests can be received via this mechanism. Any email submission comments will be summarized and presented to Committee as they are submitted. Submissions relating to the 2018 operating budget will be retained and presented at the appropriate time to Committee.

## **Attachments**

None. The following materials will be included in the budget binder to be distributed separately at the September 26<sup>th</sup> Council meeting for its review at its subsequent budget committee meeting scheduled on October 14, 2017. This distributed material will also be available electronically on the Town's web site on September 27, 2017.

- Final Approved Asset Management Plan – With updated financial tables
- 2017 Ten Year Capital Investment Plan
- 2018 Repair and Replacement of Existing Town Infrastructure Capital program
- 2018 Growth and New Town Infrastructure Capital program
- 2018 Studies and Other Capital program
- Reserve and Reserve Fund Schedule – Forecast December 31, 2017

## **Previous Reports**

FS17-023 2018: Budget Preparation Directions

## **Pre-submission Review**

Agenda Management Team review on September 14, 2017

### **Departmental Approval**



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**Dan Elliott, CPA, CA**  
**Director of Financial Services**  
**- Treasurer**

### **Approved for Agenda**



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



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**Motion for Which Notice Has  
Been Given** (September 19, 2017)

**Councillor Tom Mrakas**

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**Date:** September 26, 2017  
**To:** Mayor and Members of Council  
**From:** Councillor Mrakas  
**Re:** **Aurora Christmas Market (Outdoor)**

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Whereas special events align with Objective 3: *Celebrating and promoting our culture* and Objective 5: *Strengthening the fabric of our community*, of the Town's Strategic Plan; and

Whereas the revitalization of the downtown core is a key priority for our businesses and residents;

1. Now Therefore Be It Hereby Resolved That staff develop a new special event—a one night, outdoor Aurora Christmas Market—to be held prior to Christmas 2017 in Library Square; and
2. Be It Further Resolved That staff report back to Council with dates and costs associated with holding a 2017 Aurora Christmas Market for Council's approval; and
3. Be It Further Resolved That staff include costs associated with holding a 2018 Aurora Christmas Market as a budget option in the 2018 Draft Operating Budget for consideration by Budget Committee.

**The Corporation of The Town of Aurora**

**By-law Number XXXX-17**

**Being a By-law to Confirm Actions by Council  
Resulting from a Council Meeting  
on September 26, 2017.**

**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 September 26, 2017, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is, except where prior approval of the Ontario Municipal Board is required, 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 26<sup>th</sup> day of September, 2017.**

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**Geoffrey Dawe, Mayor**

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**Michael de Rond, Town Clerk**