

Public Release
June 15, 2017



**Town of Aurora
Additional Items to
General Committee Meeting Agenda**

Tuesday, June 20, 2017
7 p.m., Council Chambers

- **Revised General Committee Meeting Agenda Index**
- **Item R2 – PRCS17-024 – Space Accommodations for Community Groups**



**Town of Aurora
General Committee
Meeting Agenda (Revised)**

Tuesday, June 20, 2017
7 p.m., Council Chambers

Councillor Mrakas in the Chair

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Presentations

(a) Mark Schollen, Landscape Architect

Re: Item R1 – PRCS17-026 – Highland Gate Conceptual Parkland Design

(b) Rob Baldwin, General Manager, Planning and Development for LSRCA

Re: Item R1 – PRCS17-026 – Highland Gate Conceptual Parkland Design

4. Delegations

(a) Tim Jones, Director of Development, Community & Home Assistance to Seniors (CHATS)

Re: Seniors Month and Awareness of CHATS Services in Aurora

**(b) Anita Moore, Chair, Governance Review Ad Hoc Committee (GRAHC)
Re: Overview of Item R12 - GRAHC17-001 Re: Report No. 1 of the
Governance Review Ad Hoc Committee**

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.

6. Consideration of Items Requiring Discussion (Regular Agenda)

R1. PRCS17-026 – Highland Gate Conceptual Parkland Design

Recommended:

1. That Report No. PRCS17-026 be received; and
2. That the Conceptual Parkland Design for the Highland Gate Development Lands be approved as presented at the Public Open House, April 5, 2017.

R2. PRCS17-024 – Space Accommodations for Community Groups

Recommended:

1. That Report No. PRCS17-024 be received; and
2. That Council provide staff direction with regard to the preferred option:

Option 1:

That the users of 52 and 56 Victoria Street be provided notice that they are to vacate the premises no later than October 1, 2017, in preparation for the demolition of the structures.

Option 2:

That the users of 56 Victoria Street (Old Library) be provided notice that they are to vacate the premises no later than October 1, 2017 in preparation for the demolition of the structure and that temporary premises for the 140 Air Cadet Squadron, and reduced space for the Aurora Bridge Club, to be provided at 52 Victoria (Old Seniors Centre) until such time as the demolition of that structure is required and that staff provide permit space in the Aurora Seniors Centre to accommodate the needs of the Faith Fellowship Baptist Church of Aurora.

R3. IES17-031 – Award of Tender York Purchasing Co-op Tender No. CRFP2016-05 for the Supply of York Purchasing Cooperative Custodial Supplies

Recommended:

1. That Report No. IES17-031 be received; and
2. That York Purchasing Co-op Tender No. CRFP2016-05 for the supply and delivery of Custodial Supplies be awarded to Swish Maintenance Ltd. for a three (3) year term for the supply and delivery of Paper, Soap, Chemicals and Personal Protective Equipment (PPE), and that the Town issue a Purchase Order for an upset limit of \$45,000, excluding taxes for 2017; and
3. That York Purchasing Co-op Tender No. CRFP2016-05 for the supply and delivery of Custodial Supplies be awarded to Mr. Chemical Ltd. for a three (3) year term for the supply and delivery of Bags, Miscellaneous and Equipment, and that the Town issue a purchase order for an upset limit of \$15,000 excluding taxes for 2017; and
4. That the Director of Infrastructure and Environmental Services be authorized to approve Purchase Orders for the years commencing in 2018 and 2019 to an upset limit of the approved budget for each year; and
5. That the Director of Infrastructure and Environmental Services be authorized to renew Tender No. CRFP2016-05 for an additional two (2) additional, one (1) year terms, pending an annual analysis and

satisfactory performance review, for a total contract duration of up to five (5) years; and

6. 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.

**R4. PBS17-046 – Request for Street Name Approval
Highland Gate Developments Inc.
21 Golf Links Drive
File Number: SUB-2015-01
Related File Numbers: OPA-2015-01, ZBA-2015-02**

Recommended:

1. That Report No. PBS17-046 be received; and
2. That the following Street Names be approved for the proposed roads within the approved Plan of Subdivision, SUB-2015-01:

Street "A"	Klees Crescent
Street "B"	Mathew Lepper Court
Street "C"	Kenneth Campbell Court
Street "D"	Alex Gardner Court
Street "E"	Wallace Merchant Court
Street "F"	William Crossley Court
Street "G"	John Bradbury Court
Street "H"	William Heath Court

**R5. IES17-029 – Award of Tender IES 2017-53 – Supply and Delivery of One
2017 Sign Body/Crane Truck**

Recommended:

1. That Report No. IES17-029 be received; and
2. That Capital Project No. 34411 for replacement of the sign truck be established, and \$156,700 in funding be approved from the Fleet Repair and Replacement reserve fund; and

3. That Tender IES 2017-53 for the supply and delivery of one 2017 Sign Body/Crane Truck be awarded to Donway Ford Sales Limited, in the amount of \$153,963, 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.

R6. IES17-030 – Procurement of 2018 Capital Projects No. 34168 Single Axle Dump Truck and No. 34410 Tandem Axle Dump Truck in 2017

Recommended:

1. That Report No. IES17-030 be received; and
2. That funding pre-approval for two (2) 2018 fleet projects be approved, and direction be given to staff to immediately tender for 2018 Capital Projects No. 34168 Single Axle Dump Truck with a budget estimate of \$208,600 and No. 34410 Tandem Axle Dump Truck with a budget estimate of \$246,300; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreements, including any and all documents and ancillary agreements required to give effect to same.

R7. IES17-024 – Implementation of Train Whistle Cessation for GO Train Crossings

Recommended:

1. That Report No. IES17-024 be received; and
2. That staff initiate a process to implement train whistle cessation at the road crossings at Engelhard Drive, St. John's Sideroad, Wellington Street East and Centre Street, in the Town of Aurora; and
3. That the implementation of the whistle cessation not proceed until the Metrolinx Barrie Corridor Expansion Program is completed; and

4. That Council approve the design budget of \$235,000 in 2018 Budget year to initiate the design phase of the project; and
5. That the Region of York and Metrolinx be advised accordingly of the Town's plans for Train Whistle Cessation.

**R8. PBS17-015 – Application for Official Plan Amendment, Zoning By-law Amendment, Site Plan
The Gathering Place of Aurora
210 Edward Street
Part of Block B and C Edward Street, Reg. Plan 488
Part 1 65R13909
File Numbers: OPA-2016-02, ZBA-2016-06, and SP-2016-09**

Recommended:

1. That Report No. PBS17-015 be received; and
2. That the Application to Amend the Official Plan File Number OPA-2016-02 (The Gathering Place of Aurora), to re-designate the subject lands from "Existing Employment – Light Industrial/Service" to "Existing Employment – Light Industrial/Service Site Specific Policy Area No. XX" to permit a place of worship in the entire existing building be approved; and
3. That the Application to Amend the Zoning By-law File Number ZBA-2016-06 (The Gathering Place of Aurora), to amend the provisions of the "General Industrial (M2-9) Exception Zone" to permit a place of worship in the entire existing building be approved; and
4. That Site Plan Application File SP-2016-09 (The Gathering Place of Aurora), to permit the development of the subject lands for a place of worship be approved; and
5. That the implementing by-laws be presented at a future Council meeting; and
6. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.

R9. PBS17-051 – Application for Site Plan Approval

P.A.R.C.E.L. Inc.

Southwest Corner of Yonge Street and Elderberry Trail

Pt Lot 72, Conc 1 and Pt Blk A, B and G, Plan M-42

File Number: SP-2014-07

Recommended:

1. That Report No. PBS17-051 be received; and
2. That Site Plan Application File No. SP-2014-07 (P.A.R.C.E.L. Inc.) to permit the development of one (1) four (4)-storey residential condominium building, with a total of 20 residential units, be approved; and
3. That a total of 20 units of water and sewage capacity be allocated to the Approval of the Site Plan Application; and
4. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any and all documents and ancillary agreements required to give effect to same.

R10. PBS17-055 – Proposed Changes to the Ontario Municipal Board (OMB) and Updates to Four Provincial Land Use Plans

Recommended:

1. That Report No. PBS17-055 be received for information.

R11. PRCS17-025 – Sport Aurora and Sport Plan Funding Request

Recommended:

1. That Report No. PRCS17-025 be received; and
2. That Council enter into a Service Agreement with Sport Aurora Inc. for the provision of services to fulfill the recommendations of the Sport Plan in the amount of \$93,692 until December 31, 2017; and

3. That the Director of Parks, Recreation and Cultural Services be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same; and
4. That this report satisfies the Condition for Release of funds from the 2017 Operating Budget.

R12. GRAHC17-001 – Report No. 1 of the Governance Review Ad Hoc Committee, Re: Council Compensation Review

Recommended

1. That Report No. GRAHC17-001 be received; and
2. That the existing one-third tax-free provisions of Council's compensation be discontinued effective January 1, 2018 and that staff take all steps necessary to give effect to this; and
3. That effective January 1, 2018 the base compensation of members of Council be grossed-up to effectively neutralize or offset the income taxation that will then occur, so to have the effect of the same or similar "take home" Town of Aurora earnings amount; and
4. That for purposes of evaluating and reviewing the compensation of members of Council, Council supports the Mayor role being considered as "full-time" while the eight current Councillor roles being considered as "part-time".

R13. CAO17-001 – Economic Development Board - Terms of Reference

Recommended:

1. That Report No. CAO17-001 be received; and
2. That the attached Economic Development Board – Terms of Reference be endorsed and staff be directed to proceed with the creation of the Aurora Economic Development Board.

7. Notices of Motion

8. New Business

9. Closed Session

10. Adjournment



**Town of Aurora
General Committee Report**

No. PRCS17-024

Subject: Space Accommodation for Community Groups

Prepared by: Allan D. Downey, Director of Parks, Recreation and Cultural Services

Department: Parks, Recreation and Cultural Services

Date: June 20, 2017

Recommendation

- 1. That Report No. PRCS17-024 be received; and**
- 2. That Council provide staff direction with regard to the preferred option:**

Option 1:

That the users of 52 & 56 Victoria Street be provided notice that they are to vacate the premises no later than October 1, 2017, in preparation for the demolition of the structures.

Option 2:

That the users of 56 Victoria Street (Old Library) be provided notice that they are to vacate the premises no later than October 1, 2017 in preparation for the demolition of the structure and that temporary premises for the 140 Air Cadet Squadron, and reduced space for the Aurora Bridge Club, to be provided at 52 Victoria (Old Seniors Centre) until such time as the demolition of that structure is required and that staff provide permit space in the Aurora Seniors Centre to accommodate the needs of the Faith Fellowship Baptist Church of Aurora.

Executive Summary

The purpose of this report is to provide Council with options regarding accommodations for users of 52 and 56 Victoria Street:

- Staff have met with each User Group to assess their needs
- Each group has its own specific requirements
- No option addresses the long-term needs of the users

Background

52 & 56 Victoria Street have provided many user groups with space for their organizations since the relocation of both the library and the seniors centre.

The structures have accommodated a number of groups for the past 17 years with little upgrade or major facility upgrades required.

The structures have been subject of evaluation reports to determine what works are required to ensure they continue to function. No major repairs or upgrades have been approved by Council while a determination of their purpose is contemplated. Council approved the demolition of these properties at their December 5, 2016 meeting.

Since that date, staff have been meeting with all the users to assess their needs and determine our ability to accommodate. Staff have also met with the Lion's Club of Aurora to consider their request for space made to Council in August 2015.

Analysis

Staff have met with each User Group to assess their needs

As a result of our ongoing discussions with each user group, the following chart has been prepared:

Organization	Space Requirement	Time Requested	# of Members	Fee Paid	Length of time with Lease / Permit with Town	Special Requirements
Lions Club of Aurora	Victoria Hall	Dedicated space for 5 years	26	Rent free (Lion's to provide janitorial service to clean up after any event)	0	Hang banners, plaques and pictures Store mobile kitchen supplies; Place to hold meetings; Place to host fundraisers; Permit other functions when it's not being used by the Lion's.

Organization	Space Requirement	Time Requested	# of Members	Fee Paid	Length of time with Lease / Permit with Town	Special Requirements
Aurora Bridge Club	2,250 ft ²	Long-term lease (up to 10 years)	225	\$1,600 rent/month (includes taxes)	14+ years	Dedicated space required; Central Aurora location; Lockable storage space (40 sq ft); Accessible space; Accessible washrooms; Adjoining space with access to water for making coffee; 30-40 parking spots.
Private Group	Meeting room for 30-50	5-10 year lease Tuesday and Thursday @ 8pm (Closed Meeting)	30-50 members/ week	\$6,500/year	18+ years	Require complete anonymity; coffee makers and supplies provided by the group to be stored on-site – literature storage on-site; chairs and tables are currently provided by The Town of Aurora discussion circle set-up; need access to facility from 7:15pm-9:30pm Access to transit required.

Organization	Space Requirement	Time Requested	# of Members	Fee Paid	Length of time with Lease / Permit with Town	Special Requirements
Faith Fellowship Baptist Church of Aurora	1,500 ft ²	Own or lease	25-50 members on Sunday morning	\$9,652.50/year	19 years	Current needs: Every Sunday from 9:30am-1:30pm (set-up/take down); Two rooms (congregation and children) plus washrooms - Larger room to set up 50 chairs, podium and a piano; smaller room set up 2 long tables with a window for the children with a private area for nursing mothers; Equipment and storage needs – 50-60 chairs, 3-6 long tables, 1 square table, children’s tables and chairs, piano, projection screen; Space needs to be wheelchair accessible – AODA compliant; Optional kitchen; Future needs: AODA compliant.
140 Air Cadet Squadron	2,100 ft ²	Dedicated space	91 cadets = 10 adults	\$1,000-4,000/year	28 years	Dedicated space Access to washrooms Physical accessibility
Town of Aurora: Community Programs	Meeting room to gymnasium	Five Programs 1-3 times/wk Each program				Active programs that require significant space and equipment

Organization	Space Requirement	Time Requested	# of Members	Fee Paid	Length of time with Lease / Permit with Town	Special Requirements
Summer Camps		3 sessions/yr Mon-Fri 9am-noon Four Camps Camps run between 1-3 wks				
Canadian Children's Theatre Company <i>(alternate location for all cancel dates)</i>	4-6,000 ft ²	40 times/year				Open space and multiple rooms

Each group has its own specific requirements

Staff have researched our inventory of available space extensively to accommodate each groups needs. Our analysis is as follows:

a) Lion's Club of Aurora

The Lion's Club made a presentation to Council on August 11, 2015 requesting consideration of 56 Victoria Street for their Club meetings and den requirements. With the recent news of the demolition of 56 Victoria Street, they have modified their request to have Victoria Hall dedicated for their purposes. Their uses may conflict with present permittees of the facility and future plans for the facility are uncertain at this time. The Lion's presently meet at the Legion and staff recommend that, until such time as a long-term opportunity exists, we cannot address their needs.

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b) Aurora Bridge Club

The Club presently has dedicated space in 56 Victoria. The Club is very popular and requires dedicated space due to the schedule of events. Option 2 could provide temporary dedicated space; however, it would be at a significantly reduced footprint and not meet their long-term needs. Other facilities for consideration could be Victoria Hall however, that facility is not large enough to meet the needs of the Aurora Bridge Club and would require the relocation of other permit users as well as Town programs. Another facility for consideration could be the space allocation for the radio station at the AFLC however this footprint is also too small to meet the needs of the Aurora Bridge Club.

c) Private Group

This self-help group presently meets at 56 Victoria on Tuesday's and Thursday's. They have been successful in finding alternative space for Thursday's; however, Tuesday's remain an issue. Permits in Victoria Hall conflict with their requested time and, due to their specific requirements identified in the table, alternative space is not available.

d) Faith Fellowship Baptist Church of Aurora

This group holds their meetings every Sunday from 9:30am – 1:30pm. Staff have researched available space and with some exceptions, the West Mackenzie Room at the Aurora Seniors Centre is available; however, rental fees are significantly higher. Their present rental fee of \$47.50/hour would increase to \$152/hour at the Seniors Centre.

e) 140 Air Cadet Squadron

The Air Cadets share the lower floor of 56 Victoria with the Aurora Bridge Club. The space at 56 Victoria is used for administrative offices, storage, uniforms and equipment. They presently use 150 Industrial Parkway with the DND for part of their programs and will drill at G.W. Williams High School. Option 2 provides a temporary site for their needs; however, no long term solution presently exists.

f) Town of Aurora Programs

The demolition of 56 Victoria Street has impacts on our community programs, especially with limited options to relocate. Programs currently operating at 56 Victoria Street:

Preschool

Program	X per week	Session per year	Annual Revenue
Ready, Set, Play	2	3	\$2100
On the Move	2	3	\$2800
Jumping Jellybeans	2	3	\$2600
Playful Tots	3	3	\$4000
Mini Gym	1	3	\$1500
Total			\$13,000

Relocation Options for Preschool programs

Options are limited as these programs are active and require significant space and equipment. The gymnasium at the AFLC and the McKenzie room at the Aurora Seniors Centre are already booked during these program times. The only viable option in a Town owned facility is the auditorium at the ACC. These programs will require use of the ACC each morning from Monday – Friday, 9am – noon. Schools are not an option as these programs take place during the school day.

Summer Camp

Relocation Options for Summer Camp

Summer camps are currently scheduled to take place at 56 Victoria Street until September 1, 2017. There will be no disruption to the 2017 Summer Camp program.

Options are also limited for the summer camp program at most Town facilities as they are already utilized for summer camps. Some facilities (SARC, AFLC), already have 5-7 Town camps operating during any given week during the summer.

In 2018 school facilities may be an option but will limit when these programs can be offered as there is no school access during the last 3 weeks of August. A rental fee will be charged with the use of schools, impacting the net revenue for summer camps. Private facilities can also be explored but will likely come with a significant rental fee, impacting net revenue for the summer day camp program. Camp offerings may need to be reduced and service levels would be impacted.

Town-Operated Theatre Program

56 Victoria Street serves as the alternate location for all cancel dates for the Town-operated Theatre program. The regular location for this program is the Aurora Seniors Centre. Cancel dates occur approximately 40 times annually, due to the large number of programs we run with our program contractor.

56 Victoria is currently the only feasible location as an alternate for our program contractor due to the space and multiple rooms needed. Cancel dates for this program would have to be refunded and program quality would be impacted.

No option addresses the long-term needs of the users

Alternative locations on a permanent basis for any of the groups do not presently exist. Option 1 would require all groups vacate with 90 days with no plans for accommodation by the Town. Consideration could be given in the future with new construction but nothing is planned as of this date. Option 2 delays the demolition of 52 Victoria Street and will only offer a temporary solution to some of the groups with no long-term solutions in place.

Advisory Committee Review

None required.

Financial Implications

Option 1: Demolition of 52 & 56 Victoria Street

Annual loss in revenue – 56 Victoria Street	
Private Group	\$3,250
Faith Fellowship Baptist Church	\$10,000
Aurora Bridge Club	\$16,000
140 Squadron	\$870
Sub-Total	\$30,120

Annual loss in revenue – 52 Victoria Street	
Morneau Shepell	\$20,184
Total Revenue 52 & 56 Victoria Street	\$50,304

Annual Operating Costs	
52 Victoria Street	\$24,500
56 Victoria Street	\$72,948
Total	\$97,448
Net Difference (Loss)	(\$47,144)

Option 2: Annual Revenue 52 Victoria Street

140 Squadron	\$ 870
Aurora Bridge Club	\$ 5,000
Operating Costs 52 Victoria Street	\$24,500
Net Difference (Loss)	(\$19,413)

Morneau Shepell has decided to vacate 52 Victoria Street effective Aug. 1, 2017.

Communications Considerations

No communication considerations at this time.

Link to Strategic Plan

The relocation of community groups supports the Strategic Plan in the redevelopment of Library Square.

Alternative(s) to the Recommendation

Council may recommend that staff investigate the rental of non-municipal space at market value.

Conclusions

Staff have been in contact with all user groups extensively to determine their needs. The two options presented to Council consider our present inventory of available structures or rooms that have not been previously identified for future use.

Attachments

Attachment #1 - Extract from Council Meeting of Tuesday, August 11, 2015.

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on May 17, 2017

Departmental Approval



Allan D. Downey
Director of Parks, Recreation and
Cultural Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer

Attachment No. 1



**EXTRACT FROM
COUNCIL MEETING OF
TUESDAY, AUGUST 11, 2015**

4. PRESENTATIONS

- (b) Don Lewis, President, Aurora Lions Club
Re: Home for the Aurora Lions Club**

Mr. Lewis noted that the Aurora Lions Club is currently without a home and he requested that Council consider allowing the Club to use a section of the old library building as their new home, and presented a schematic of the area with the proposed renovations that would be required. He further noted that the Lions Club has served the community of Aurora for more than 70 years and needs a place to work as they strengthen and grow in order to continue serving the community.

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

THAT the presentation of Don Lewis, President, Aurora Lions Club, be received and referred to staff for a report back to Council.

CARRIED