



TOWN OF AURORA
ADDITIONAL ITEMS (REVISED)
FOR COUNCIL MEETING

Tuesday, June 23, 2015
7 p.m.
Council Chambers

- **Replacement Page 6 (of 7) of Council Meeting Agenda
(with respect to recommendation of Item 5)** Pg. 1

- **Item 10 – Correspondence from Jill Foster, CEO and Library Board
Secretary** Pg. 2
**Re: Presentation (c) Steve Langlois, Principal Planner,
Monteith Brown Planning Consultants**
Re: Aurora Public Library Facility Needs Assessment

RECOMMENDED:

THAT the correspondence regarding Presentation (c) Steve Langlois, Principal Planner, Monteith Brown Planning Consultants; Re: Aurora Public Library Facility Needs Assessment be received for information.

- **Item 11 – Memorandum from Director of Corporate & Financial Services/
Treasurer** Pg. 3
**Re: Additional Information to Report No. CFS15-025 – 2014
Budget Report – as at December 31, 2014**

RECOMMENDED:

THAT the memorandum regarding Additional Information to Report No. CFS15-025 – 2014 Budget Report – as at December 31, 2014 be received for information.

(Deferred from Council meeting of June 9, 2015 – Item 1(2))

- 3. Finance Advisory Committee Meeting Minutes of April 28, 2015** pg. 44

RECOMMENDED:

THAT the Finance Advisory Committee meeting minutes of April 28, 2015, be received; and

THAT the following recommendation regarding Item 1 – Memorandum from Town Clerk; Re: Finance Advisory Committee – Terms of Reference, be approved:

THAT the Finance Advisory Committee Terms of Reference be amended to reflect the changes recommended by staff.

(Deferred from Council meeting of June 9, 2015 – Item 1(4))

- 4. Memorandum from Director of Planning & Development Services** pg. 49
Re: Corporate Environmental Action Plan Progress Report 2014

RECOMMENDED:

THAT the memorandum regarding Corporate Environmental Action Plan Progress Report 2014 be received for information.

(Deferred from Council meeting of June 9, 2015 – Item 1(8), as amended by General Committee on June 2, 2015)

- 5. Memorandum from Chief Administrative Officer** pg. 100
Re: Town of Aurora Strategic Plan (2015) Update

RECOMMENDED:

THAT the memorandum regarding Town of Aurora Strategic Plan (2015) Update be referred back to staff for a report on a work plan to update the Strategic Plan using internal resources.



Aurora Public Library

June 19, 2015

15145 Yonge Street, Aurora
Ontario L4G 1M1

Administration:
905-727-9494

Library:
905-727-9493

www.library.aurora.on.ca

Mr. Stephen Huycke
Town Clerk
Town of Aurora
100 John West Way
Aurora, ON L4G 6J1

Dear Mr. Huycke:

A Facility Needs Assessment was recently completed for the Library Board by Monteith Brown Planning Consultants and Libraries in Transition. The report was presented to the Library Board on May 20, 2015 and discussed in more detail at their June 17, 2015 meeting. Based on an analysis of the community and with extensive stakeholder and public input, including sessions with Town Council/staff, the report recommended that the Library Board undertake strategic improvements to the current facility, including the assumption by the Library of the Magna and Lebovic Rooms and the area currently leased by the Town to the Pine Tree Potters' Guild, rather than working to establish a second library service point within Aurora.

At the monthly meeting of the Aurora Public Library Board on June 17th, I was given direction by the Board to submit a request to Council to consider designating the Magna and Lebovic Rooms, the two meeting rooms that are situated within the facility that houses Aurora Public Library, as Library space, and also include the area in the basement of the Library that is currently occupied by the Pine Tree Potters' Guild, as Library space also.

Mr. Steve Langlois, Principal Planner with Monteith Brown Planning Consultants, will be presenting the Facility Needs Assessment to Council on June 23rd. Town of Aurora CAO Neil Garbe suggested I write to you to include this request as an add-on item to Council's agenda on June 23rd so that the above-noted recommendations may be received by Council.

Thank you for your assistance. Please contact me if you require any further details regarding this request.

Sincerely,

Jill Foster, CEO and Library Board Secretary
Aurora Public Library
905 727 9494 x221
jfoster@library.aurora.on.ca



Town of Aurora
Corporate & Financial Services

MEMORANDUM

DATE: June 23, 2015
TO: Mayor and Members of Council
FROM: Dan Elliott, Director, Corporate & Financial Services - Treasurer
RE: **Additional Information to Report No. CFS15-025 – 2014 Budget Report – as at December 31, 2014**

RECOMMENDATIONS

THAT the memorandum regarding Additional Information to Report No. CFS15-025 – 2014 Budget Report – as at December 31, 2014 be received for information.

BACKGROUND

At its meeting of June 16, 2015, General Committee requested additional detail which would support a value of \$2,710,200 total over expenditure referenced in the text of the report to a schedule of results.

The schedule of results included in the original report was shown net expenses and revenues combined. The attached schedule separates the expenses from revenues as additional information. The \$2,710,200 value is now visible. Of note, the Building Services, Planning Division and Engineering Capital Delivery, and Parks Design groups all budget for certain revenues, with any excess revenues diverted to reserve as these functions are to be net zero impact to the tax payer both in budget and actual. Similarly, the Town must budget for Gas Tax receipts from the Federal Government, with all received being transferred to the related capital Gas Tax Reserve. In 2014, an additional allocation of surplus gas taxes was received in the amount of \$118,500 which had not been included in our budgeted revenues.

These excess fees noted above are reported as revenue in the Gross Revenues section of the schedule, while the actual transfer of this same amount out to the reserves are classed in the Gross Expenses as required by accounting standards. The excess over budget of these fees contributes to the reported variances, and thereby explains only a portion of the total reported variance. Overall, of the \$2,710,200 reported over expenditure of the total Gross Expenditure budget, \$2,635,400 was related directly to this excess revenue over budget from these zero based operation areas of the Town. The right column of the attachment, "Variance Excluding Excess Fees Transfers", is a clearer reflection of the variances from budget for expenditures, and for revenues, by excluding these development related surplus fees.

I would be pleased to field any questions in regards to this additional information.

Attachment 1 – 2014 Operating Budget Final Results – Summary by Department

**Town of Aurora
2014 Operating Budget Final Results
OPERATING BUDGET - SUMMARY BY DEPARTMENT**

<u>Shown in \$,000's</u>	<u>Approved Budget</u> (adjusted)	<u>DEC. 31/14 ACTUAL</u>	<u>Variance Fav / (Unfav)</u>	<u>Includes Transfer of excess fees to Reserves of:</u>	<u>Variance Excluding Excess Fees Transfers</u>
Gross Expenses					
Council	\$ 624.6	\$ 552.2	\$ 72.4		\$ 72.4
Chief Administrative Office	\$ 1,894.6	\$ 1,879.7	14.9		14.9
Legal & Legislative Services	\$ 2,845.5	\$ 2,729.1	116.5		116.5
Corporate & Financial Services	\$ 2,968.0	\$ 2,887.2	80.8		80.8
Building & By-law Services	\$ 3,725.9	\$ 4,029.5	(303.6)	(458.0)	154.4
Planning & Development Services	\$ 1,998.6	\$ 2,119.5	(120.8)	(236.6)	115.8
Infrastructure & Environmental Serv	\$ 12,285.6	\$ 13,564.4	(1,278.8)	(775.3)	(503.5)
Parks & Recreation	\$ 8,019.7	\$ 8,775.2	(755.5)	(1,047.0)	291.4
Corporate Expenses	\$ 7,303.8	\$ 7,839.9	(536.1)	(118.5)	(417.6)
Central York Fire Services	\$ 8,814.6	\$ 8,814.6	-		-
Funding Provided for Library Operatic	\$ 3,439.2	\$ 3,439.2	-		-
Gross Expenditures	\$ 53,920.2	\$ 56,630.4	\$ (2,710.2)	\$ (2,635.4)	\$ (74.9)
Gross Revenues					
Council	\$ (5.0)	\$ (6.0)	\$ 1.0		\$ 1.0
Chief Administrative Office	\$ -	\$ (15.7)	15.7		15.7
Legal & Legislative Services	\$ (388.0)	\$ (384.8)	(3.2)		(3.2)
Corporate & Financial Services	\$ (119.0)	\$ (163.5)	44.5		44.5
Building & By-law Services	\$ (2,553.2)	\$ (2,903.1)	349.8	458.0	(108.2)
Planning & Development Services	\$ (1,577.9)	\$ (2,184.5)	606.6	236.6	370.0
Infrastructure & Environmental Serv	\$ (1,275.8)	\$ (1,998.1)	722.3	775.3	(53.1)
Parks & Recreation	\$ (5,246.3)	\$ (6,077.8)	831.6	1,047.0	(215.4)
Corporate Revenues	\$ (7,932.2)	\$ (8,861.9)	929.8	118.5	811.3
	\$ (19,097.5)	\$ (22,595.4)	\$ 3,498.0	\$ 2,635.4	\$ 862.6
Taxation	(34,822.7)	\$ (34,822.7)	\$ -	\$ -	\$ -
Gross Revenues	\$ (53,920.2)	\$ (57,418.1)	\$ 3,498.0	\$ 2,635.4	\$ 862.6

Net Expenditures/(Revenues)			
Council	\$ 619.6	\$ 546.2	\$ 73.4
Chief Administrative Office	\$ 1,894.6	1,864.0	30.6
Legal & Legislative Services	\$ 2,457.5	2,344.3	113.2
Corporate & Financial Services	\$ 2,849.0	2,723.7	125.3
Building & By-law Services	\$ 1,172.7	1,126.5	46.2
Planning & Development Services	\$ 420.7	(65.1)	485.8
Infrastructure & Environmental Serv	\$ 11,009.8	11,566.3	(556.5)
Parks & Recreation	\$ 2,773.4	2,697.4	76.0
Corporate Expenses & Revenues	\$ (628.4)	(1,022.0)	393.7
Central York Fire Services	\$ 8,814.6	8,814.6	-
Funding Provided for Library Operatic	\$ 3,439.2	3,439.2	-
	\$ 34,822.7	\$ 34,035.0	\$ 787.7
Taxation	(34,822.7)	\$ (34,822.7)	-
Overall Net Surplus	\$ -	\$ (787.7)	\$ 787.7