



Town of Aurora  
Special General Committee  
2017 Operating Budget  
Meeting Minutes

Council Chambers  
Aurora Town Hall  
Monday, November 28 and Tuesday, November 29, 2016

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**Attendance**

**Council Members** Mayor Dawe in the Chair; Councillors Abel, Gaertner, Humfries (arrived 7:09 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, Ilmar Simanovskis, Director of Infrastructure and Environmental Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Jason Gaertner, Manager of Financial Planning, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Lisa Lyons, Town Clerk, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 7:02 p.m.

General Committee consented to recess at 9:55 p.m. following consideration of Item 4, and reconvened on Tuesday, November 29, 2016, at 7:02 p.m.

General Committee consented to recess at 9:11 p.m. and reconvened at 9:29 p.m.

**1. Declaration of Pecuniary Interest and General Nature Thereof**

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

## **2. Approval of the Agenda**

General Committee approved the agenda as circulated by Legislative Services, with the following additions:

- Item 2. b) Additional Information to Item 2. a) Memorandum from Director of Parks, Recreation and Cultural Services; Re: Special Events Budget for 2016; Re: Special Event Expenses – 2016, and 2016 Special Events Marketing
- Item 5. b) Report No. CAO16-008 – Training and Development
- Item 5. c) Report No. CAO16-009 – Vacancy Control
- Item 5. d) Memorandum from Director of Financial Services/Treasurer; Re: Updated 2016 Departmental Objectives Overview Summary

## **3. Delegations**

### **(a) Stephen Kimmerer and Ron Weese, Sport Aurora Re: Sport Aurora Funding Request**

Mr. Kimmerer presented a brief overview of Sport Aurora including its history, mission, community value, programs and services, events and activities, partnerships, collaboration in the development and progress of the Town's Sport Plan, sustainability plan, three-year budget projection, and funding request.

General Committee received the comments of the delegation and referred the Sport Aurora funding request to the 2017 Budget Option list.

### **(b) Ron Weese and Nancy Black, Aurora Sports Hall of Fame Re: Aurora Sports Hall of Fame Funding Request**

General Committee consented to waive the requirements of Procedural By-law subsection 3.8(c) to permit the delegation additional time.

Mr. Weese and Ms. Black presented a brief overview of the Aurora Sports Hall of Fame including its history, growth, sustainability, milestones, responsible fiscal management, goals, partnership proposal, and funding request.

General Committee received the comments of the delegation and referred the Aurora Sports Hall of Fame funding request to the 2017 Budget Option list.

#### **4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2017 Budget**

No members of the public came forward.

#### **5. Closed Session**

None

#### **6. Consideration of Items**

##### **1. 2017 Operating Budget – Departmental Business Plans (Budget Binder Tab 6); Review of Parks, Recreation and Cultural Services**

Mr. Al Downey, Director of Parks, Recreation and Cultural Services, provided a brief recap of the departmental 2017 Business Plan and Budget.

##### **General Committee recommends:**

1. That the 2017 Business Plan for Parks, Recreation and Cultural Services be approved **with the following exceptions:**
  - (a) **That the new staffing request for PT to FT conversion to uplift Special Events be moved to the 2017 Budget Option list; and**
  - (b) **That the new staffing request for Additional funding for PT Recreation Customer Service Representatives be moved to the 2017 Budget Option list.**

**Carried as amended**

**2. a) Memorandum from Director of Parks, Recreation and Cultural Services  
Re: Special Event Budget for 2016**

**and**

**2. b) Additional Information to Item 2. a)  
Re: Special Event Expenses – 2016, and 2016 Special Events Marketing**

**General Committee recommends:**

1. That the memorandum regarding Special Event Budget for 2016, and the additional information regarding Special Event Expenses – 2016, and 2016 Special Events Marketing be received for information.

**Carried**

**3. 2017 Operating Budget – Departmental Business Plans (Budget Binder  
Tab 6); Review of Corporate Services**

Ms. Techa van Leeuwen, Director of Corporate Services, provided a brief recap of the departmental 2017 Business Plan and Budget.

**General Committee recommends:**

1. That the 2017 Business Plan for Corporate Services be approved.

**Carried**

**4. 2017 Operating Budget – Departmental Business Plans (Budget Binder  
Tab 6); Review of Planning and Building Services**

Mr. Marco Ramunno, Director of Planning and Building Services, provided a brief recap of the departmental 2017 Business Plan and Budget.

**General Committee recommends:**

1. That the 2017 Business Plan for Planning and Building Services be approved.

**Carried**

Upon reconvening the meeting on November 29, 2016, General Committee consented to waive the requirements of the Procedural By-law to permit the opportunity for members of the public to provide input regarding the 2017 Budget.

**4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2017 Budget**

No members of the public came forward.

**5. a) 2017 Operating Budget – Departmental Business Plans (Budget Binder Tab 6); Review of CAO/Administration Services**

Mr. Doug Nadorozny, Chief Administrative Officer, provided a brief overview of the departmental functions and key changes for the 2017 Budget.

**General Committee recommends:**

1. That the 2017 Business Plan for CAO/Administration Services be approved.

**Carried**

**5. b) CAO16-008 – Training and Development**

**General Committee recommends:**

1. That Report No. CAO16-008 be received; **and**
2. **That a portion of the Training and Development budget in the amount of \$70,000 be moved to the 2017 Budget Option list.**

**Carried as amended**

**5. c) CAO16-009 – Vacancy Control Report**

**General Committee recommends:**

1. That Report No. CAO16-009 be received for information.

**Carried**

**5. d) Memorandum from Director of Financial Services/Treasurer**

**Re: Updated 2016 Departmental Objectives Overview Summary** (Budget Binder Tab 4)

**General Committee recommends:**

1. That the memorandum regarding Updated 2016 Departmental Objectives Overview Summary be received for information.

**Carried**

**6. Consideration of Budget Option Decision Units** (Budget Binder Tab 5)

**General Committee recommends:**

1. That the Aurora Sports Hall of Fame funding request, in the amount of \$50,500, be approved and funded from the Council Discretionary Reserve Fund.

**Carried**

**General Committee recommends:**

1. That the Sport Aurora funding request, in the amount of \$93,700, be conditionally approved and funded from the Council Discretionary Reserve Fund, subject to a report back from staff.

**Carried**

**General Committee recommends:**

1. That a maximum tax levy impact of 3.1% be respected when considering items from the 2017 Budget Option list to be included in the 2017 Operating Budget.

**Carried**

**General Committee recommends:**

1. That the following 2017 Budget Option list items be approved for inclusion in the 2017 Operating Budget:

<b>Ref.</b>	<b>Budget Option Description</b>	<b>Adjustment</b>
1	Animal control service level increase	\$45,000
2	Multicultural annual event	\$24,400
3	New Museum position (Apr-Dec) plus training	\$58,635
4	Additional exhibition and online Museum	\$15,500
5	Celebration 150 Town Park	\$15,000
6	Pet Cemetery establishment and annual maintenance	\$5,000
7	Ribfest gate fees/wristbands (reduction in revenue)	\$25,000
8	Economic Development position (Capital funded)	\$76,895
10	Business Excellence Awards (Chamber of Commerce)	\$10,000
11	Women in Business Conference (Chamber of Commerce)	\$2,500
12	Technology Expo (Chamber of Commerce)	\$2,500
13*	Aurora Sports Hall of Fame sustainability funding	\$50,500
14	Additional funding for PT Recreational Customer Service Representatives	\$58,179
15	PT to FT Conversion Uplift in Special Events	\$30,100
16*	Sport Aurora sustainability funding**	\$93,700
*Funded from Council Discretionary Reserve Fund		
**Conditional approval subject to further information		

**Carried**

## **7. Adjournment**

The meeting was adjourned at 9:55 p.m.

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**Geoffrey Dawe, Mayor**

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**Lisa Lyons, Town Clerk**

The minutes of the Special General Committee – 2017 Operating Budget meeting of November 28-29, 2016, are subject to being received by Council on December 13, 2016.