



Town of Aurora  
General Committee Meeting Report

Council Chambers  
Aurora Town Hall  
Tuesday, December 6, 2016

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**Attendance**

**Council Members** Councillor Thompson in the Chair; Councillors Abel, Gaertner, Humfryes, Kim, Mrakas, Pirri, Thom, and Mayor Dawe

**Members Absent** None

**Other Attendees** Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Ilmar Simanovskis, Director of Infrastructure and Environmental 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, Lisa Lyons, Town Clerk, and Linda Bottos, Council/Committee Secretary

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The Chair called the meeting to order at 7:05 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 15 – PRCS16-048 – Award of Tender PRS 2016-59 Construction of Multi-Purpose Synthetic Turf Sports Field at Stewart Burnett Park
- Item 16 – PBS16-091 – Applications for Official Plan Amendment, Draft Plan of Subdivision and Zoning By-law Amendment, Leslie – Wellington Developments Inc., 1289 Wellington Street East, Part of Block 13 and Part of Block 2, Plan 65M-3436, File Numbers: SUB-2016-01, OPA-2016-01 and ZBA-2016-03
- Item 17 – Parks and Recreation Advisory Committee Meeting Minutes of November 17, 2016
- Item 18 – Trails and Active Transportation Committee Meeting Minutes of November 18, 2016
- Item 19 – Environmental Advisory Committee Meeting Minutes of November 24, 2016
- Item 20 – Correspondence from Association of Municipalities of Ontario, dated December 1, 2016; Re: Federal Infrastructure Phase 2 Incrementality Resolution
- Notice of Motion (a) Councillor Abel; Re: Library Square
- Notice of Motion (b) Councillor Abel; Re: Downtown Revitalization Plan

### **3. Determination of Items Requiring Separate Discussion**

Items 1, 2, 6, 13, and 15 were identified for discussion.

### **4. Adoption of Items Not Requiring Separate Discussion**

Items 3, 4, 5, 7, 8, 9, 10 11, 12, 14, 16, 17, 18, 19, and 20 were identified as items not requiring separate discussion.

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

That the following recommendations respecting the matters listed as “Items Not Requiring Separate Discussion” be adopted as submitted to the General Committee:

#### **3. CS16-014 – Governance Review Ad Hoc Committee Terms of Reference**

1. That Report No. CS16-014 be received; and

2. That the Terms of Reference for the Governance Review Ad Hoc Committee, Attachment 2 to this report, be approved; and
3. That staff be directed to commence recruitment.

**4. FS16-037 – 2017 Interim Property Tax Levy**

1. That Report No. FS16-037 be received; and
2. That a by-law be adopted to authorize the levying of 2017 Interim Property Taxes on all rateable properties and to establish installment due dates.

**5. FS16-038 – 2016 Surplus Control By-law**

1. That Report No. FS16-038 be received; and
2. That a by-law be adopted to authorize the Treasurer and the Chief Administrative Officer to make any necessary year-end financial adjustments and to allocate any 2016 Operating Fund surplus in the following order of priority:
  - i. That any unspent funds from various reserve funds allocated in the 2016 Budget for specific expenditures be returned to the respective original reserve fund sources from which they came; and
  - ii. That any net Building Permit revenue surplus/deficit be allocated to/funded from the Building Permit Fees Reserve; and
  - iii. That the remainder of any surplus be allocated to budget carry-forward items, being Council approved special projects or initiatives funded in the Operating Fund in the subject year, but not started by year end; and
  - iv. That up to a maximum of \$389,600.00 of any then remaining surplus be allocated to the Tax Rate Stabilization Reserve Fund to assist with the stabilization of tax rates in future years which may be subject to fluctuations due to significant changes in service levels or municipal costs, or changes in expected revenues; and

- v. That the remainder of any surplus be allocated proportionately to the tax rate funded Repair & Replacement reserves; and

Or, alternatively, in the event of a year-end operating deficit, that adjustments i. and ii. above are authorized, with the remaining net shortfall being funded from the Tax Rate Stabilization reserve; and

- 3. That the provisions made within By-law 5928-16 be adopted to authorize the Treasurer and the Chief Administrative Officer to allocate any 2016 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and
- 4. That the adjustments authorized herein are to occur with an effective date of December 31, 2016, and which may be made prior to or after December 31, 2016; and
- 5. That the Treasurer and Chief Administrative Officer report to Council through General Committee after the year-end surplus/deficit control adjustments and allocations have been performed.

**7. IES16-090 – Acceptance of Municipal Services, Brookvalley Developments (Aurora) Ltd., Registered Plan 65M-4084**

- 1. That Report No. IES16-090 be received; and
- 2. That ownership, operation and maintenance of the works within the roads, rights-of-way and other lands dedicated to the Town as contained within Registered Plan 65M-4084, being Brookvalley Development Residential Subdivision, be assumed; and
- 3. That the necessary by-law be brought forward for enactment to assume for public use the highways within Registered Plan 65M-4084 and to establish as public highway any applicable reserves.

**8. PBS16-096 – Application for Exemption from Part Lot Control, Countrywide Homes at Aurora, Blocks 1, 2, 3, 4, 5, and 6, Plan 65M-4467, File Number: PLC-2016-14, Related File Numbers: SUB-2011-04, ZBA-2011-12**

1. That Report No. PBS16-096 be received; and
2. That the Application for Exemption from Part Lot Control submitted by Countrywide Homes at Aurora to divide Blocks 1, 2, 3, 4, 5, and 6, Plan 65M-4467, into 33 townhouse lots, be approved; and
3. That the implementing Part Lot Control Exemption by-law be presented at a future Council meeting.

**9. PBS16-097 – Delegated Development Agreements, 2016 Summary Report**

1. That Report No. PBS16-097 be received for information.

**10. PBS16-101 – Planning Applications Status List**

1. That Report No. PBS16-101 be received for information.

**11. Community Recognition Review Advisory Committee Meeting Minutes of October 25, 2016**

1. That the Community Recognition Review Advisory Committee meeting minutes of October 25, 2016, be received for information.

**12. Accessibility Advisory Committee Meeting Minutes of November 2, 2016**

1. That the Accessibility Advisory Committee meeting minutes of November 2, 2016, be received; and
2. That the Accessibility Advisory Committee recommend to Council:
  2. **2017 Draft Repair & Replacement Capital Project Referred from Special General Committee – 2017 Capital Budget Meeting of October 15, 2016; Re: Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation**
    - (a) That Capital Project 72259 – Victoria Hall – Accessibility Ramp Installation be approved as an initial accessible feature; and
    - (b) That an accessible entranceway with automatic door openers and an accessible universal washroom be approved; and

- (c) That additional accessible features to facilitate possible future uses of the building, including visual and audible building alert and alarm signals, be considered; and
- (d) That any future proposed renovation plans for Victoria Hall be submitted to the Accessibility Advisory Committee for review and comment.

**14. Memorandum from Mayor Dawe**

**Re: Lake Simcoe Region Conservation Authority Board Meeting  
Highlights – October 28, 2016**

- 1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights – October 28, 2016, be received for information.

**16. PBS16-091 – Applications for Official Plan Amendment, Draft Plan of Subdivision and Zoning By-law Amendment, Leslie – Wellington Developments Inc., 1289 Wellington Street East, Part of Block 13 and Part of Block 2, Plan 65M-3436, File Numbers: SUB-2016-01, OPA-2016-01 and ZBA-2016-03**

- 1. That Report No. PBS16-091 be received; and
- 2. That Application to Amend the Official Plan File No. OPA-2016-01 (Leslie – Wellington Developments Inc.) to re-designate the land use to allow single detached uses on the subject lands be approved; and
- 3. That Application to Amend the Zoning By-law File No. ZBA-2016-03 (Leslie – Wellington Developments Inc.) to implement the proposed draft plan of subdivision be approved; and
- 4. That Application for Draft Plan of Subdivision File No. SUB-2016-01 (Leslie – Wellington Developments Inc.), to allow the development of 145 single detached dwellings on the subject lands be approved, subject to the conditions outlined in Schedule “A” of this report; and
- 5. That the implementing Official Plan and Zoning By-law Amendments be presented at a future Council Meeting; and

6. That a total of 145 units of water and sewage capacity be allocated to the Draft Plan of Subdivision; and
7. That the Mayor and Town Clerk be authorized to execute a Subdivision Agreement, including any and all documents and all of the Agreements referenced in the Conditions of Draft Plan Approval, including any ancillary agreements required to give effect to same.

**17. Parks and Recreation Advisory Committee Meeting Minutes of November 17, 2016**

1. That the Parks and Recreation Advisory Committee meeting minutes of November 17, 2016, be received; and

**1. Proposed New Terms of Reference for Parks and Recreation Advisory Committee**

- (a) That the proposed new Terms of Reference for the Parks and Recreation Advisory Committee be endorsed and implemented in 2017.

**New Business Motion No. 1**

- (a) That staff be directed to investigate the feasibility of control and/or eradication of invasive species in Aurora and report back.

**New Business Motion No. 2**

- (a) That the development of Library Square be endorsed.

**18. Trails and Active Transportation Committee Meeting Minutes of November 18, 2016**

1. That the Trails and Active Transportation Committee meeting minutes of November 18, 2016, be received; and

**1. Extract from Council Meeting of October 11, 2016  
Re: Item 1(6), Report No. PRCS16-044 – Leslie Street  
Underpasses Construction**

- (a) That the construction of Leslie Street Underpass C be approved and funded as recommended by staff in Report No. PRCS16-044.

**New Business Motion No. 1**

- (a) That the proposed option to demolish the former library at 56 Victoria Street, and the former seniors centre at 52 Victoria Street, be endorsed; and
- (b) That any development proposal criteria include affordable housing or mixed uses.

**New Business Motion No. 2**

- (a) That staff be directed to investigate the possibility of cost sharing with the Town of Newmarket in the construction of Leslie Street Underpass C; and
- (b) That any potential cost sharing not be contingent on the approval of the Town of Aurora's 50 per cent share in the construction costs of Leslie Street Underpass C.

**19. Environmental Advisory Committee Meeting Minutes of November 24, 2016**

1. That the Environmental Advisory Committee meeting minutes of November 24, 2016, be received; and

**New Business Motion No. 1**

- (a) That staff be directed to investigate the feasibility of eliminating single-use plastic bottles at all Town facilities, and report back; and
- (b) That a "bring your own bottle" initiative be implemented at all Town facilities.

**New Business Motion No. 2**

- (a) That the concept plans for Library Square and Town Park, and removal of the former library and seniors centre, be endorsed; and

- (b) That green and sustainable development aspects are incorporated in the final designs.

**New Business Motion No. 3**

- (a) That staff be directed to investigate the feasibility of containment or removal of phragmites, and report back to Council within the first quarter of 2017; and
- (b) That a public education strategy be developed, regarding phragmites, dog-strangling vine, and Japanese knotwood.

**New Business Motion No. 4**

- (a) That staff be directed to investigate the feasibility of joining the ClimateWise Business Network.

**20. Correspondence from Association of Municipalities of Ontario (AMO), dated December 1, 2016**

**Re: Federal Infrastructure Phase 2 Incrementality Resolution**

1. That the Correspondence from Association of Municipalities of Ontario (AMO), dated December 1, 2016, regarding Federal Infrastructure Phase 2 Incrementality Resolution be received; and
2. That Council provide direction.

**Carried**

**5. Delegations**

**(a) Denis Van Decker, Resident**

**Re: Recommended Improvements to Aurora By-law Department**

General Committee consented on a two-thirds vote to waive the requirements of subsection 3.8(c) of the Procedural By-law to permit the delegation an additional five minutes.

Mr. Decker provided background to his experiences with By-law Services respecting property standards, and presented recommendations for improving the Town's by-laws, policies and processes.

General Committee received and referred the comments of the delegation to staff.

## **6. Presentations by the Advisory Committee Chair**

None

## **7. Consideration of Items Requiring Separate Discussion**

General Committee consented to consider the items in the following order: 1, 2, 15, 6, and 13.

### **1. CAO16-007 – Update on Collaborative Municipal Initiatives of the Six Northern Municipalities of York Region**

**General Committee recommends:**

1. That Report No. CAO16-007 be received for information

**Carried**

### **2. IES16-088 – Award of Recycling and Garbage Collection Contract for Northern Six Partnership**

**General Committee recommends:**

1. That Report No. IES16-088 be received; and
2. That Tender CRP2016-0210 for the collection of recycling and garbage materials be awarded to Green For Life Environmental Inc. for a period of eight (8) years starting January 1, 2018; and
3. That the Mayor and Town Clerk, in concert with the other five (5) municipalities of the Northern Six Municipalities of York Region, be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same; and

4. That the 2018 contract award value be \$2,290,000 excluding taxes for Aurora's waste collection cost; and
5. That annual increases be based on the cost escalation protocol established in the tender documents based on established inflationary benchmarks; and
6. That the Director of Infrastructure and Environmental Services be authorized to renew Tender CRP2016-0210 for an additional two (2), one (1) year optional years, pending an annual analysis and satisfactory performance review, for a total contract duration of up to ten (10) years; and
7. That the Director of Infrastructure and Environmental Services be authorized to approve additional expenditures within the scope of the contract to an amount up to the approved annual operating budget for these services over the term of the contract.

**Carried**

**6. IES16-089 – Purchase Order Increase for HVAC Services**

**General Committee recommends:**

1. That Report No. IES16-089 be received; and
2. That the Contract for Carmichael Engineering Ltd, and Dunlis Mechanical Services as established through RFP IES 2015-35 be extended to the 2017 option year; and
3. That Purchase Order No. 713 in favour of Carmichael Engineering Ltd. be increased by \$170,000 from the amount of \$125,000 to \$295,000, excluding taxes, for the contract term of 2016 and 2017; and
4. That Purchase Order No. 714 in favour of Dunlis Mechanical Services be increased by \$270,000 from the amount of \$125,000 to \$395,000, excluding taxes, for the contract term of 2016 and 2017.

**Carried**

### **13. Heritage Advisory Committee Meeting Minutes of November 14, 2016**

General Committee consented to vote on each item separately.

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

1. That the Heritage Advisory Committee meeting minutes of November 14, 2016, be received.

**Carried**

#### **1. HAC16-015 – Heritage Permit Application, 70-72 Centre Street, File Number: NE-HCD-HPA-16-09**

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

- (a) That Heritage Permit Application NE-HCD-HPA-16-03 be approved to permit the demolition of a 9.25m<sup>2</sup> accessory structure (mudroom); and
- (b) That, in the removal of the 9.25m<sup>2</sup> accessory structure, that the Owner minimize any damage to the main building.

**Carried**

#### **2. HAC16-016 – Request to Remove a Property from the Aurora Registrar of Properties of Cultural Heritage Value or Interest, 111 Metcalfe Street**

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

- (a) That the property located at 111 Metcalfe Street remain listed on the Aurora Register of Properties of Cultural Heritage Value or Interest.

**Defeated**

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

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

- (a) That staff investigate opportunities for signage to identify the North East Heritage District.

**Carried**

**2. HAC16-016 – Request to Remove a Property from the Aurora Registrar of Properties of Cultural Heritage Value or Interest, 111 Metcalfe Street**

**General Committee recommends:**

- (a) That the property located at 111 Metcalfe Street be removed from the Aurora Register of Properties of Cultural Heritage Value or Interest.

**Carried**

**15. PRCS16-048 – Award of Tender PRS 2016-59 Construction of Multi-Purpose Synthetic Turf Sports Field at Stewart Burnett Park**

**General Committee recommends:**

1. That Report No. PRCS16-048 be received; and
2. That Tender PRS 2016-59 Construction of Multi-Purpose Synthetic Turf Sports Field at Stewart Burnett Park be awarded to Rutherford Contracting Ltd. in the amount of \$1,956,936, excluding taxes; and
3. 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**

**8. Notices of Motion**

**(a) Councillor Abel  
Re: Library Square**

Whereas the Town of Aurora has declared the old Library and the old Fire Hall, both on Victoria Street, as surplus properties; and

Whereas these two properties are known as ‘Library Square’; and

Whereas the Town has completed approximately 11 studies on the uses and purposes of Library Square prior to 2012; and

Whereas, during the last term of Council, the Town in 2013 undertook another study, to engage the community as to what uses Library Square might have, to better enhance the businesses in the downtown heritage core, cultural activities and the community at large; and

Whereas the development of Library Square is documented in the Aurora Promenade Study and the Cultural Master Plan, as a recommended action to be undertaken; and

Whereas many business, cultural, and community partners have expressed support for the concept of developing Library Square; and

Whereas residents and Members of Council have expressed support for the concept of developing Library Square;

Now Therefore Be It Hereby Resolved That, based on the previous studies, staff be directed to report back on options, including costs and time lines, to implement the conceptual architectural designs; and

Be It Further Resolved That staff report back on options and/or a Terms of Reference for the formation of a Task Force, Round Table, or Ad Hoc Committee to engage the Town's business, cultural, and community partners in the development of Library Square; and

Be It Further Resolved That staff report back by March 2017.

**(b) Councillor Abel**

**Re: Downtown Revitalization Plan**

Whereas the Town of Aurora has declared the old Library and the old Fire Hall, both on Victoria Street, as surplus properties; and

Whereas these two properties are known as "Library Square"; and

Whereas the development of Library Square is documented in the Aurora Promenade Study and the Cultural Master Plan as a recommended action to be undertaken; and

Whereas, there are four overarching plans and studies, namely the Aurora Promenade Study, the Cultural Master Plan, the Strategic Plan, and the Community Tourism Plan, which all speak to the revitalization of the downtown core; and

Whereas these plans and studies provide guidelines and recommendations on provisions to develop a Downtown Revitalization Plan, through engagement, collaboration, and communication; and

Whereas many business, cultural, and community partners have expressed the need for the revitalization of the downtown core; and

Whereas residents and Members of Council of past and present have expressed the need to revitalize the downtown core; and

Whereas the Town of Aurora has recently resolved that a new Office of Economic Development be formed, with terms of reference to form a Board;

Now Therefore Be It Hereby Resolved That Council endorse the concept of the development of a Downtown Revitalization Plan; and

Be It Further Resolved That the new Office of Economic Development be tasked to deliver a draft Downtown Revitalization Plan, in collaboration with the newly-formed Board, before the third quarter of 2017 for Council's consideration.

## **9. New Business/General Information**

Councillor Mrakas commented on the one-hour parking restrictions on Yonge Street and suggested that the maximum period should be extended to encourage and support the use of local businesses. Staff indicated that background information would be provided to Council.

Councillor Mrakas noted that residents have complained about the maintenance of the leash-free dog park on Industrial Parkway North, and he requested that staff provide a report, including maintenance agreement options, through the Parks and Recreation Advisory Committee (PRAC). Staff indicated that the previous report of 2012 and updated information would be submitted to PRAC for comment.

Councillor Gaertner inquired about the snack bar in Town Park. Staff advised that the snack bar has not been operational for some time and that, through the Cultural Precinct development process, staff would be considering options for using the snack bar, particularly during the winter season and special events.

Mayor Dawe extended a reminder that the Tree Lighting Ceremony will be held on Wednesday, December 7, 2016, at Town Hall.

Councillor Humfryes noted that complaints had been received regarding the idling vehicles at Our Lady of Grace Separate School, and about the subsequent parking tickets issued. She inquired about the “no parking” zone and lack of a “drop-off” zone at the School, and suggested that staff further investigate this matter.

Councillor Pirri advised that Durham Regional Chair Roger Anderson was recently diagnosed with cancer, and he suggested that a letter of best wishes be sent to Mr. Anderson on behalf of Council.

Councillor Pirri noted that December 6, 2016, is the anniversary of the École Polytechnique massacre in Montreal. He commented on the challenges faced by women in politics, and he thanked Councillor Gaertner and Councillor Humfryes for serving and representing Aurora so well.

The Town Clerk noted that a correction had been made to the Trails and Active Transportation Committee meeting minutes of November 18, 2016, which were passed on consent, respecting the New Business Motion No. 1, which should read “(a) That the proposed option to demolish the former library at 56 Victoria Street, and the former seniors centre at 52 Victoria Street, be endorsed; and...”.

Councillor Mrakas requested clarification regarding the parking and ticketing at Our Lady of Grace Separate School. Staff confirmed that parking tickets were issued, and indicated that further information would be provided to Council respecting the parking and/or stopping restrictions.

## **10. Closed Session**

None

## **11. Adjournment**

The meeting was adjourned at 8:52 p.m.

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**Michael Thompson, Councillor**

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**Lisa Lyons, Town Clerk**

The report of the General Committee meeting of December 6, 2016, is subject to final approval and Council endorsement of the recommendations on December 13, 2016.