



Council Meeting Agenda

**Tuesday, May 23, 2017
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora Council Meeting Agenda

Tuesday, May 23, 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) Mike Walters, Chief Administrative Officer, Lake Simcoe Region
Conservation Authority (LSRCA)**

Re: LSRCA's Phosphorus Off-setting Program

**(b) Ron Weese, Aurora Sports Hall of Fame Chair, and Stephen Forsey,
Aurora Sports Hall of Fame Induction Committee Chair**

Re: The Aurora Sports Hall of Fame Presents the Class of 2017

(c) Celebrating Recreation

**(i) Franco De Marco, Recreation Supervisor, Community Programs
Re: June is Recreation and Parks Month**

**(ii) Shelley Ware, Supervisor, Special Events
Re: Festivals and Events Ontario Recognition**

4. Delegations

(a) Tyler Barker, Resident

Re: Item R4 – CS17-019 – Alternative Methods of Election – Further Information

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 C6 inclusive, be approved:

C1. General Committee Meeting Report of May 16, 2017

Recommended:

1. That the General Committee meeting report of May 16, 2017, be received and the recommendations carried by the Committee approved.

C2. Council Meeting Minutes of May 9, 2017

Recommended:

1. That the Council meeting minutes of May 9, 2017, be adopted as printed and circulated.

C3. Council Public Planning Meeting Minutes of April 26, 2017

Recommended:

1. That the Council Public Planning meeting minutes of April 26, 2017, be adopted as printed and circulated.

C4. Council Closed Session Minutes of May 2 and May 9, 2017

(confidential attachment)

Recommended:

1. That the Council Closed Session minutes of May 2 and May 9, 2017, be adopted as printed and circulated.

C5. Council Closed Session Public Minutes of May 2 and May 9, 2017

Recommended:

1. That the Council Closed Session Public minutes of May 2 and May 9, 2017, be adopted as printed and circulated.

C6. Memorandum from Mayor Dawe

**Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights of April 28, 2017**

Recommended:

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of April 28, 2017, be received for information.

6. Consideration of Items Requiring Discussion (Regular Agenda)

R1. FS17-019 – Interim Operating Budget Forecast – as at March 31, 2017

(referred from General Committee meeting of May 16, 2017)

Recommended:

1. That Report No. FS17-019 be received for information.

**R2. IES17-025 – License Agreement between the Town and Aurora United
Church**

(referred from General Committee meeting of May 16, 2017)

Recommended:

1. That Report No. IES17-025 be received; and
2. That the requirement to repay a portion of the paving costs as set out in Section 7(b) of the License Agreement between the Town and Aurora United Church be waived.

R3. Correspondence from Regional Clerk dated April 21, 2017

Re: Regional Governance

(referred from General Committee meeting of May 16, 2017)

Recommended:

1. That the Correspondence from Regional Clerk dated April 21, 2017, regarding Regional Governance be received; and
2. That Council provide direction.

R4. CS17-019 – Alternative Methods of Election – Further Information

(referred from General Committee meeting of May 16, 2017)

Recommended:

1. That Report No. CS17-019 be received; and
2. That Council adopt a hybrid model, being a paper ballot counted by optical scan vote tabulators in conjunction with internet voting for the advanced voting period, for the 2018 municipal election.

R5. Memorandum from Mayor Dawe

Re: Correspondence from The Hon. Maurizio Bevilacqua, P.C., Mayor, City of Vaughan

(referred from General Committee meeting of May 16, 2017)

Recommended:

1. That the Correspondence from Regional Clerk dated April 21, 2017, regarding Regional Governance be received; and
2. That Council provide direction.

7. Notices of Motion

8. Motions

9. Regional Report

10. New Business

11. Public Service Announcements

12. By-laws

Recommended:

That the following by-law be enacted:

- (a)** By-law Number 59XX-17 Being a By-law to amend Zoning By-law Number 2213-78, as amended (24 Larmont Street).
(Report No. PBS17-018 – GC Item R9 – Mar. 21/17)

13. Closed Session

14. Confirming By-law

Recommended:

That the following confirming by-law be enacted:

By-law Number 59XX-17 Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting on May 23, 2017.

15. Adjournment



June is Recreation & Parks Month

Engaging Aurora Residents and Visitors to Stay Active and Play



OVERVIEW

- June is Recreation & Parks Month (JRPM) is an annual initiative to promote recreation programs and park facilities within the community.
- The Town of Aurora is a JRPM community ambassador
- 2017 provides a special opportunity as we celebrate Canada's 150th birthday and the many benefits of parks and recreation in our community





OBJECTIVES

- Celebrate recreation, parks and trails
- Showcase the wide range of services that The Town of Aurora offers including our Parks and Trails systems
- Promote new recreation programs in the community
- Provide an opportunity for residents and visitors to try something new
- Encourage active and healthy lifestyles for residents





BENEFITS OF RECREATION & PARKS

- Essential to personal health and wellness and reduce reliance on health care and other social services
- Help build strong, safe and inclusive communities
- Contribute to economic development
- Promote environmental sustainability

From: Parks and Recreation Ontario





WHAT ONTARIANS SAY

- 98% of Ontarians believe that recreation and parks are essential services that benefit their entire community
- 97% of Ontario households use local Parks
- 77% agree that recreation reduces crime and vandalism

From: Parks and Recreation Ontario





2017 JRPM SCHEDULE

- A full listing of our events can be found at www.aurora.ca/recreationparksmonth
- JRPM Calendar – Month at a Glance





JRPM PASSPORTS

- Complete the passport by participating in all four types of activities:
 - **Sport** (i.e. swim, skate)
 - **Fitness** (i.e. Rock Climbing)
 - **Parks and Trails** (i.e. Yoga in the Park)
 - **Social** (i.e. Family programs/events)

- Submit your completed passport by no later than June 30, 2017, to be eligible to win a \$50.00 credit for Town of Aurora recreation programs



SOCIAL MEDIA – PHOTO SUBMISSION

- Submit any photos related to June is Recreation and Parks Month to us on Facebook, Twitter and Instagram using the hashtag **#AuroraJRPM17**
- Promoting Aurora residents participating in recreation programs, parks and trails





COMMUNICATION PLAN

- Social Media
- Homepage web banner & web page
- Notice board
- Electronic signs
- Venue vision TV's
- Photography
- Mobile Signs
- Inside Aurora
- Aurora Matters





On behalf of the Parks, Recreation and Cultural Services Department, we invite Mayor Dawe and Council to come out and participate in all of the fun activities that we have planned this month.





Thank you for your time!



Legislative Services
905-727-3123
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

Council/Committee/Advisory Committee Meeting Date: May 23, 2017 - Council	
Subject: Internet Voting, Re: Item C1(R9)	
Name of Spokesperson: Tyler Barker, Resident	
Name of Group or Person(s) being Represented (if applicable): 	
Brief Summary of Issue or Purpose of Delegation: To speak in support of Internet Voting	
Please complete the following:	
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? Chris Catania	Date: May 16, 2017
<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, May 16, 2017

Attendance

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

Members Absent Councillor Pirri

Other Attendees Doug Nadorozny, Chief Administrative Officer, Mandie Crawford, Manager, Bylaw Services, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Fausto Filipetto, Senior Policy Planner, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Linda Bottos, Council/Committee Secretary, and Sarah Murray, Council/Committee Secretary

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

General Committee consented to recess the meeting at 9:24 p.m. and reconvene the meeting at 9:34 p.m.

General Committee consented to extend the hour past 10:30 p.m.

General Committee consented on a two-thirds vote to extend the hour past 11:00 p.m.

General Committee Meeting Report
Tuesday, May 16, 2017

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1. Approval of the Agenda

General Committee consented on a two-thirds vote to waive the requirement of the Procedural By-law to permit the addition of Delegation (d) and Delegation (e) to the agenda.

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

- Delegation (a) Sheena Griffith, Pine Tree Potters' Guild; Re: Activities and Community Involvement of the Pine Tree Potters' Guild
- Delegation (b) Susan Morton-Leonard, Resident; Re: Item R1 – PBS17-032 – Library Square Conceptual Plans
- Delegation (c) Nancy Eveleigh Browne, Chair, Aurora Public Library Board of Directors; Re: Item R1 – PBS17-032 – Library Square Conceptual Plans
- Delegation (d) Eric Acker, Vice President, Aurora Cultural Centre; Re: Item R1 – PBS17-032 – Library Square Conceptual Plans
- Delegation (e) David Heard, Resident; Re: Great Canadian Songbook Event Update
- Item R9 – CS17-019 – Alternative Methods of Election – Further Information
- Item R10 – Memorandum from Mayor Dawe, Re: Correspondence from The Hon. Maurizio Bevilacqua, P.C., Mayor, City of Vaughan

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

None

General Committee Meeting Report
Tuesday, May 16, 2017

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4. Delegations

(a) Sheena Griffith, Past President, Pine Tree Potters' Guild

Re: Activities and Community Involvement of the Pine Tree Potters' Guild

General Committee consented on a two-thirds vote to waive the requirements of the Procedure By-law to extend the time for the Delegation past five minutes.

Ms. Griffith presented an overview of the work the Guild has undertaken over the years to engage the community and its effort to support local issues through fundraising.

General Committee received the presentation for information.

(b) Susan Morton-Leonard, Resident

Re: Item R1 – PBS17-032 – Library Square Conceptual Plans

Ms. Morton-Leonard expressed concern regarding the Town's direction with the Library Square Conceptual Plans. She indicated that she would like to see more integration supporting active transportation.

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

(c) Nancy Eveleigh-Browne, Chair, Aurora Public Library Board of Directors

Re: Item R1 – PBS17-032 – Library Square Conceptual Plans

General Committee consented on a two-thirds vote to waive the requirements of the Procedure By-law to extend the time for the Delegation past five minutes.

Ms. Eveleigh-Browne expressed concerns regarding the direction that the Town is moving in with the Library Square Conceptual Plans. Ms. Eveleigh Browne stated that she would like to see more accessible parking to meet or exceed the existing available parking at the Aurora Public Library and noted the conceptual plans presented may impact Library operations.

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

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(d) Eric Acker, Vice President, Aurora Cultural Centre

Re: Item R1 – PBS17-032 – Library Square Conceptual Plans

Mr. Acker expressed concerns regarding the direction that the Town is moving in with the Library Square Conceptual Plans, stating that the Aurora Cultural Centre Executive briefly met the night prior on the matter and any input provided this evening is preliminary in nature. The initial review of the proposed plans raises a concern regarding available parking.

General Committee received and referred the comments of the delegation to Item R6.

(e) David Heard, Resident

Re: Great Canadian Songbook Event Update

Mr. Heard provided an update and expressed appreciation to Council, Town staff, and sponsors for their support of this event. He noted that the organizers of the event are very close to achieving the required funding goal and have extended the sponsorship deadline to Friday, May 19, 2017.

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

5. Consent Agenda

None.

6. Consideration of Items Requiring Discussion (Regular Agenda)

Items were considered in the following order: R1, R6, R4, R5, and R7. Items R2, R3, R8, R9 and R10 were referred to the Council meeting of May 23, 2017.

R1. PBS17-032 – Library Square Conceptual Plans

General Committee recommends:

1. That Report No. PBS17-032 be received; and

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Tuesday, May 16, 2017

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2. That the Concept Plans prepared by Fotenn Planning + Design be received; and
3. **That staff move ahead with the demolition and procurement process for design services, in accordance with the Procurement By-law; and**
4. **That \$500,000 budget funding for demolition and detailed design be approved, funded from the Council Discretionary Reserve Fund.**

Carried as amended

R2. FS17-019 – Interim Operating Budget Forecast – as at March 31, 2017
(Referred to Council meeting of May 23, 2017)

R3. IES17-025 – License Agreement between the Town and Aurora United Church
(Referred to Council meeting of May 23, 2017)

R4. PBS17-006 – Application for the Site Plan Approval Markangel Real Estates Assets Inc. 55 Eric T Smith Way Lot 6 and Part of Block 11, Registered Plan 65M-4324, File Number: SP-2016-06

General Committee recommends:

1. That Report No. PBS17-006 be received; and
2. That Site Plan Application File SP-2016-06 (Markangel Real Estate Assets Inc.) to permit the development of the subject lands for three (3) office buildings, each being four to five (4-5) storeys in height and with a total of 18,532.7 m² GFA including the parking garage, be approved; and
3. That the Mayor and Town Clerk be authorized to execute the site plan agreement, including any all documents and ancillary agreements required to give effect to same.

Carried

General Committee Meeting Report
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**R5. PBS17-017 – Application for Site Plan Approval Joe Cara 15132 and
15136 Yonge Street Part of Lots 4 and 5, Registered Plan 9
File Number: SP-2013-05**

General Committee recommends:

1. That Report No. PBS17-017 be received; and
2. That Site Plan Application File No. SP-2013-05 (Joe Cara) to permit the development of a three (3) storey mixed use building including 12 residential units and 240 square metres of commercial floor space, be approved; and
3. That a total of 12 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.

Carried

**R6. PBS17-017 – PBS17-025 – Additional Information: Comprehensive
Zoning By-law Review File No. ZBA-2012-ZBR**

General Committee recommends:

1. That Report No. PBS17-025 be received; and
2. That the Comprehensive Zoning By-law be presented at a future Council meeting for enactment; and
3. That the Amenity Space provisions be maintained in the new Comprehensive Zoning By-law; and
4. **That the Special Exception Zone regarding the maximum building height for the property at 15186 Yonge Street (Aurora United Church property) that is currently zoned Institutional, be removed; and**

General Committee Meeting Report
Tuesday, May 16, 2017

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5. That upon enactment of the Town's new Comprehensive Zoning By-law by Council, site specific Zoning By-law Amendment and Minor Variance applications will continue to be received, processed and considered by Council and the Committee of Adjustment.

Carried as amended

R7. FS17-024 – Canada 150 Funding Reallocation

General Committee recommends:

1. That Report No. FS17-024 be received; and
2. That the reallocation of \$35,000 of Canada 150 Celebration funding within Capital Project No. 74012, and the return of \$5,000 to the Tax Rate Stabilization Reserve, be approved.

Carried

**R8. Correspondence from Regional Clerk dated April 21, 2017
Re: Regional Governance**

(Referred to Council meeting of May 23, 2017)

R9. CS17-019 – Alternative Methods of Election – Further Information

(Referred to Council meeting of May 23, 2017)

**R10. Memorandum from Mayor Dawe, Re: Correspondence from The Hon.
Maurizio Bevilacqua, P.C., Mayor, City of Vaughan**

(Referred to Council meeting of May 23, 2017)

7. Notices of Motion

None

8. New Business

None

General Committee Meeting Report
Tuesday, May 16, 2017

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9. Closed Session

None

10. Adjournment

The meeting was adjourned at 11:06 p.m.

Harold Kim, Councillor

Michael de Rond, Town Clerk

The report of the General Committee meeting of May 16, 2017, is subject to final approval and Council endorsement of the recommendations on May 23, 2017.



Town of Aurora Council Meeting Minutes

Council Chambers
Aurora Town Hall
Tuesday, May 9, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel, Gaertner, Humfryes, 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, Al Downey, Director of Parks, Recreation and Cultural Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Linda Bottos, Council/Committee Secretary, and Sarah Murray, Council/Committee Secretary

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

Council consented to recess the meeting at 9:01 p.m. and reconvene the meeting at 9:11 p.m.

1. Approval of the Agenda

Moved by Councillor Pirri

Seconded by Councillor Humfryes

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

- Delegation (a) Troy Hourie, representing Aurora Village Ratepayers Group; Re: Item C1(R6) – Summary of Committee Recommendations Report No. 2017-04, re Heritage Advisory Committee Meeting Minutes of April 10, 2017, Item 3 – HAC17-009 – Official Plan Amendment and Zoning By-law Amendment Applications, Aurora United Church, 15186 Yonge Street, 12 and 16 Tyler Street, 55, 57 and 57A Temperance Street, File: OPA-2016-05, ZBA-2016-13
- Delegation (b) Hans Hoyer, representing Aurora Village Ratepayers Group; Re: Item C1(R6) – Summary of Committee Recommendations Report No. 2017-04, re Heritage Advisory Committee Meeting Minutes of April 10, 2017, Item 3 – HAC17-009 – Official Plan Amendment and Zoning By-law Amendment Applications, Aurora United Church, 15186 Yonge Street, 12 and 16 Tyler Street, 55, 57 and 57A Temperance Street, File: OPA-2016-05, ZBA-2016-13

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

None

4. Delegations

(a) Troy Hourie, representing Aurora Village Ratepayers Group

Re: Item C1(R6) – Summary of Committee Recommendations Report No. 2017-04, re Heritage Advisory Committee Meeting Minutes of April 10, 2017, Item 3 – HAC17-009 – Official Plan Amendment and Zoning By-law Amendment Applications, Aurora United Church, 15186 Yonge Street, 12 and 16 Tyler Street, 55, 57 and 57A Temperance Street, File: OPA-2016-05, ZBA-2016-13

Mr. Hourie spoke in opposition of delisting the heritage buildings on the subject lands and made requests to Council including consideration of an alternative to the peer review of the heritage report, amendments to the Heritage Advisory

Committee recommendation (c) of Report No. HAC17-009, and a final Community Cultural Precinct Plan for the development of the entire block bounded by Yonge, Temperance, Tyler and Wellington Streets. He suggested that the delisting of the four homes be revisited during review of the final Official Plan Amendment, and that any decision to demolish the five subject homes be deferred until the Official Plan and Zoning By-law Amendments have been approved.

Moved by Councillor Pirri

Seconded by Councillor Humfryes

That the comments of the delegation be received and referred to Item C1(R6).
Carried

(b) Hans Hoyer, representing Aurora Village Ratepayers Group

Re: Item C1(R6) – Summary of Committee Recommendations Report No. 2017-04, re Heritage Advisory Committee Meeting Minutes of April 10, 2017, Item 3 – HAC17-009 – Official Plan Amendment and Zoning By-law Amendment Applications, Aurora United Church, 15186 Yonge Street, 12 and 16 Tyler Street, 55, 57 and 57A Temperance Street, File: OPA-2016-05, ZBA-2016-13

Mr. Hoyer expressed concerns regarding the zoning issues, the proposed streetscape on Tyler and Temperance Streets, setbacks and buffering, and the height and massing of the development. He requested that Council not approve this project and that the decision to delist the residential properties be deferred until all approvals for the project have been given.

Moved by Councillor Thom

Seconded by Councillor Humfryes

That the comments of the delegation be received and referred to Item C1(R6).
Carried

5. Consent Agenda

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

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

That the following Consent Agenda items, C1 (with the exception of sub-items R6 and R7) to C4 inclusive, be approved:

C1. General Committee Meeting Report of May 2, 2017

1. That the General Committee meeting report of May 2, 2017, be received and the following recommendations carried by the Committee approved:

**(C1) IES17-022 – Drinking Water Quality Management Standard –
Management Review**

1. That Report No. IES17-022 be received; and
2. That the meeting minutes of the Annual Management Review by Top Management be received.

**(C2) IES17-023 – Award of Tender 2017-27-IES, Structural Watermain
Relining, Tamarac Trail, Milgate Place and Albery
Crescent**

1. That Report No. IES17-023 be received; and
2. That Tender 2017-27-IES under Capital Project No. 43054 for Structural Watermain Relining on Tamarac Trail, Milgate Place and Albery Crescent be awarded to Fer-Pal Construction Limited in the amount of \$692,355 excluding taxes; and
3. That the budget variance in the amount of \$220,605 be returned to source; 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.

**(C4) Economic Development Advisory Committee Meeting Minutes of
March 9, 2017**

1. That the Economic Development Advisory Committee meeting minutes of March 9, 2017, be received for information.

(C5) Heritage Advisory Committee Meeting Minutes of April 10, 2017

1. That the Heritage Advisory Committee meeting minutes of April 10, 2017, be received for information.

**(R1) PRCS17-020 – Property Use Agreement: York Catholic District
School Board Soccer Fields**

1. That Report No. PRCS17-020 be received; and
2. That the Director of Parks, Recreation and Cultural Services be authorized to execute the 2017 License Agreement, including any and all documents and ancillary agreements required to give effect to same; and
3. That the Director of Parks, Recreation and Cultural Services be authorized to renew the License Agreement on an on-going, annual basis, with the Director of Parks, Recreation and Cultural Services being authorized to execute the necessary renewal Agreements, including any and all documents and ancillary agreements required to give effect to same.

**(R2) PRCS17-019 – Award of Tender 2017-33-PRCS – Treatment of
Trees for Emerald Ash Borer**

1. That Report No. PRCS17-019 be received; and
2. That Tender 2017-33-PRCS be awarded to Green Lawn Ltd., Capital Project 73160, for the treatment of ash trees for the Emerald Ash Borer for a one-year period with an option to renew the agreement for four additional years based on contractor performance and future budget approval; and
3. That Option #1, the use of TreeAzin in the amount of \$215,400 for 2017, be approved; 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.

(R3) CS17-013 – Proposed Taxi Licensing By-law Amendments

1. That Report No. CS17-013 be received; and
2. That amendments to Schedule 13 of Licensing By-law No. 5630-14, being a by-law to regulate licensing of business establishments, be enacted at a future Council meeting.

(R4) IES17-021 – Award of Tender 2017-24-IES – Supply and Delivery of One (1) 5000lb Capacity Forklift

1. That Report No. IES17-021 be received; and
2. That Tender No. 2017-24-IES for the supply and delivery of one (1) new 5000lb capacity forklift be awarded to Liftow Limited, in the amount of \$30,550 excluding taxes; and
3. That additional funding in the amount of \$11,088 for Capital Project No. 34408 be provided from Fleet R&R reserve; 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.

(R5) PBS17-030 – Application for Site Plan Approval, 458021 Ontario Inc. (Tilemaster), Lots 8 and 9, Registered Plan 65M-4324, 21 and 33 Eric T. Smith Way, File Number: SP-2016-08, Related Files: D14-05-04 and D12-05-1A

1. That Report No. PBS17-030 be received; and
2. That site plan application number SP-2016-08 (458021 Ontario Inc.) to permit the development of the subject lands for a warehouse and

office be approved subject to the resolution of any outstanding issues; and

3. 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.

C2. Council Meeting Minutes of April 25, 2017

1. That the Council meeting minutes of April 25, 2017, be adopted as printed and circulated.

C3. Council Public Planning Meeting Minutes of March 22, 2017

1. That the Council Public Planning meeting minutes of March 22, 2017, be adopted as printed and circulated.

C4. PBS17-038 – Administrative Zoning By-law Amendment to the 2C West, Zoning By-law Number 5526-13, Shimvest Investments Limited, File No. ZBA-2012-02

1. That Report No. PBS17-038 be received for information.

Carried

6. Consideration of Items Requiring Discussion (Regular Agenda)

Items were considered in the following order: R1(R7) and R1(R6).

**R1. General Committee Meeting Report of May 2, 2017
(R6) Summary of Committee Recommendations Report No. 2017-04**

Main motion

Moved by Councillor Pirri

Seconded by Councillor Humfryes

1. That Summary of Committee Recommendations Report No. 2017-04 be received; and

2. That the Committee recommendations contained within this report be approved.

**Motion to defer
Moved by Councillor Gaertner
Seconded by Councillor Abel**

1. That Item (R6) Summary of Committee Recommendations Report No. 2017-04 be deferred.

**Motion to defer
Defeated**

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

That the main motion be amended by adding the following clause to Item 3 – HAC17-009 of the Heritage Advisory Committee meeting minutes of April 10, 2017:

That the Heritage Advisory Committee provide comments on the Zoning By-law Amendment Application and the Cultural Heritage Impact Statement.

Defeated

**Amendment
Moved by Councillor Humfryes
Seconded by Councillor Gaertner**

That the main motion be amended by amending clause (c) of Item 3 – HAC17-009 of the Heritage Advisory Committee meeting minutes of April 10, 2017, to read:

- (c) That residential-style architecture be incorporated in the design of the façade and streetscape on **Tyler Street and Temperance Street**.

Carried

**Main motion as amended
Moved by Councillor Pirri
Seconded by Councillor Humfryes**

1. That Summary of Committee Recommendations Report No. 2017-04 be received; and
2. That the Committee recommendations contained within this report be approved, as amended.

Carried as amended

**R1. General Committee Meeting Report of May 2, 2017
(R7) PBS17-027 – Long-Term Development Activity Projections
(formerly General Committee Consent Agenda Item C3)**

**Moved by Councillor Gaertner
Seconded by Councillor Humfryes**

1. That Report No. PBS17-027 be received for information.

Carried

7. Notices of Motion

None

8. Motions

**(a) Councillor Mrakas
Re: Vacant Property Tax**

**Main motion
Moved by Councillor Mrakas
Seconded by Councillor Humfryes**

Whereas housing prices have seen a significant increase in the past couple of years; and

Whereas residents—especially young residents—are experiencing difficulty entering the housing market due to a lack of affordable homes; and

Whereas there has been an increase in buyers purchasing properties and, upon closing, many of these homes remain unoccupied; and

Whereas some buyers are not living or working in Aurora and may or may not be properly reporting and paying income tax on their investment capital gains; and

Whereas the Province of Ontario has announced a new tax authority on vacant homes that will give Toronto and other interested municipalities the power to impose such a tax to encourage owners to sell or rent such spaces;

1. Now Therefore Be It Hereby Resolved That staff be directed to investigate options for imposing a vacant home tax under the new provincial initiative, and report back with recommendations in Q3 for Council's consideration.

Amendment

Moved by Councillor Pirri

Seconded by Councillor Mrakas

That the main motion be amended by adding the following operative clauses:

Be It Further Resolved That the Town of Aurora request the ability to tax vacant homes in any upcoming legislation that the Province introduces; and

Be It Further Resolved That a copy of this resolution be forwarded to all municipalities within the Greater Golden Horseshoe, and the Association of Municipalities of Ontario, for consideration; and

Be It Further Resolved That a copy of this resolution be sent to all members of the Provincial Legislature for consideration.

Carried

Main motion as amended

Moved by Councillor Mrakas

Seconded by Councillor Humfryes

1. Now Therefore Be It Hereby Resolved That staff be directed to investigate options for imposing a vacant home tax under the new provincial initiative, and report back with recommendations in Q3 for Council's consideration;
and
2. **Be It Further Resolved That the Town of Aurora request the ability to tax vacant homes in any upcoming legislation that the Province introduces; and**
3. **Be It Further Resolved That a copy of this resolution be forwarded to all municipalities within the Greater Golden Horseshoe, and the Association of Municipalities of Ontario, for consideration; and**
4. **Be It Further Resolved That a copy of this resolution be sent to all members of the Provincial Legislature for consideration.**

Carried as amended

(b) Councillor Kim

Re: Ontario Municipal Board (OMB) Statistics

Council consented to vote on each operative clause separately.

Moved by Councillor Kim

Seconded by Councillor Pirri

Whereas the updated provincial Growth Plan has identified a population forecast for York Region of 1.79 million people to the year 2041 and is targeting infill intensification in Ontario municipalities; and

Whereas the province is proposing to increase the density and intensification targets for the Growth Plan; and

Whereas more and more municipalities have disagreed with infill development and intensification projects by builders as a result of neighbourhood mobilization; and

Whereas developers, large and small, have appealed municipal decisions to the Ontario Municipal Board (OMB); and

Whereas there is information available from disclosing the characteristics of past OMB appeals and results; and

Whereas residents, builders and municipal Council would benefit from historical information, current information, and statistics from past OMB appeals to make more-informed decisions in current and future appeals; and

Whereas the Town of Aurora has information regarding the results of its own OMB hearings, characteristics, and the financial outlays involved in each;

1. Now Therefore Be It Hereby Resolved That staff be directed to prepare a report to Council that would provide OMB appeals information from December 2006 to present for the Town of Aurora.

Carried

2. Be It Further Resolved That staff is not limited to but includes the following characteristics:

- Number of units involved;
- Infill or large scale open field;
- Low, mid and high rise (number of floors);
- Total financial outlay of the municipality.

Defeated

3. Be It Further Resolved That staff be directed to return the report back to Council within a reasonable time frame.

Carried

**(c) Councillor Mrakas and Councillor Thom
Re: Commemorative Sesquicentennial Plaques**

**Moved by Councillor Thom
Seconded by Councillor Mrakas**

Whereas the Town of Aurora takes pride in preserving and promoting Heritage properties; and

Whereas the Town of Aurora provides commemorative plaques to recognize properties with Heritage significance; and

Whereas the Town of Aurora has many buildings that were constructed in 1867; and

Whereas 2017 is Canada's Sesquicentennial;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora create a commemorative plaque celebrating Canada's 150 and the Town of Aurora buildings constructed in 1867; and
2. Be It Further Resolved That staff identify the buildings that were constructed in 1867 to be so plaqued; and
3. Be It Further Resolved That funding for Aurora's Canadian Sesquicentennial Plaque program be funded from the Heritage Reserve Fund; and
4. Be It Further Resolved That the plaques be presented during Canada Day Festivities to the properties identified by staff.

Carried

9. Regional Report

None

10. New Business

Councillor Gaertner expressed satisfaction with last week's General Committee discussion regarding the Emerald Ash Borer treatment plan and the decision to not use neonicotinoids.

Councillor Abel congratulated the Aurora Winter Blues Festival (AWBF) organization on its donation and cheque presentation of \$8,000 to Blue Door Shelters. He noted that AWBF has donated a total of \$40,000 over five years to Blue Door Shelters, and that AWBF also recently presented a cheque to CHATS.

Councillor Abel extended congratulations to Jamie MacDonald who was recognized at the Region's 2017 Character Community Awards.

11. Public Service Announcements

Councillor Thom announced that the Devins Drive Public School will be holding its fifth Annual Spring Fair on Tuesday, May 23, 2017, from 5 to 8 p.m., featuring games, family activities, and a barbecue run by the Optimist Club of Aurora.

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

Councillor Mrakas congratulated the following Aurora residents who were award recipients at the 11th Annual York Region 2017 Character Community Awards: Jason Scott received the Character Community Collaboration Award; Ron Weese received the Character Community Innovator Award; and Sergeant Anthony Torresan (Badge No. 651) received the Character Community Colleague Award. Councillor Mrakas expressed appreciation to everyone who submitted nominations and the Award recipients for their excellent volunteer work in the community. Councillor Humfryes added that Aurora resident Heather Hamilton also received an award for her volunteerism.

Councillor Pirri expressed appreciation to the Environmental Advisory Committee members who organized and participated in Aurora's second annual Eco Festival, which was held on Saturday, April 29, 2017, and he thanked all members of Council who dropped by in support of the event.

Mayor Dawe announced that an Emergency Preparedness Fair will be held on Friday, May 12, 2017, at 10 a.m. at the York Region Administration Centre.

Mayor Dawe announced that a Summer Camp Information Session will be held on Saturday, May 13, 2017, at the Stronach Aurora Recreation Complex.

Mayor Dawe announced that the Canadian Blood Services will be holding a blood donor clinic at Our Lady of Grace Catholic Church on Yonge Street on Monday, May 15, 2017.

Mayor Dawe extended a reminder that the Town is still seeking participating sites for Doors Open Aurora, which will take place on Saturday August 19, 2017. He encouraged interested parties to contact Planning and Building Services by Wednesday, May 31, 2017.

Mayor Dawe extended a reminder that the Town is still seeking nominations for the John West Memorial Leaders of Tomorrow Scholarship Award, and applications will be accepted until Thursday, June 1, 2017.

Mayor Dawe announced that anyone interested in being Aurora's Next Teen Idol may register by Friday, June 9, 2017.

Councillor Thom acknowledged the contributions to the community of Mr. Dave Franklin, past president of the Aurora Royal Canadian Legion, who recently passed away. He expressed condolences to Mr. Franklin's family on behalf of Council.

12. By-laws

Moved by Councillor Thompson

Seconded by Councillor Pirri

That the following by-laws be enacted:

(a) By-law Number 5982-17 Being a By-law to amend Zoning By-law Number 2213-78, as amended (Shimvest Investments Limited).

(b) By-law Number 5983-17 Being a By-law to amend By-law Number 5900-16, to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora (Fees and Charges By-law).

Carried

13. Closed Session

None

14. Confirming By-law

Moved by Councillor Pirri

Seconded by Councillor Thom

That the following confirming by-law be enacted:

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By-law Number 5984-17 Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting on May 9, 2017.

Carried

15. Adjournment

**Moved by Councillor Kim
Seconded by Councillor Humfryes**

That the meeting be adjourned at 10:11 p.m.

Carried

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The minutes of the Council meeting of May 9, 2017, are subject to final approval by Council on May 23, 2017.



**Town of Aurora
Council Public Planning
Meeting Minutes**

Council Chambers
Aurora Town Hall
Wednesday, April 26, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel, Gaertner, Kim (departed 8:02 p.m.), Mrakas, Pirri, Thom (departed 9:30 p.m.), and Thompson

Members Absent Councillor Humfryes

Other Attendees Marco Ramunno, Director of Planning and Building Services, Glen Letman, Manager of Development Planning, Samantha Yew, Deputy Clerk, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 7:01 p.m.

Council consented to recess the meeting at 8:45 p.m. and reconvened at 8:54 p.m.

1. Approval of the Agenda

**Moved by Councillor Mrakas
Seconded by Councillor Pirri**

That the agenda as circulated by Legislative Services be approved.

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. Planning Applications

Mayor Dawe outlined the procedures that would be followed in the conduct of the public meeting. The Deputy Clerk confirmed that the appropriate notice had been given in accordance with the relevant provisions of the *Planning Act*.

1. PBS17-029 – Application for Official Plan Amendment, Minister of Infrastructure Ontario (IO), 50 Bloomington Road West File Number: OPA-2016-06

Planning Staff

Mr. Glen Letman, Manager of Development Planning, presented an overview of the application and staff report respecting the proposed Official Plan and amendment to redesignate portions of the Eastern Parcel of the subject lands from 'Major Institution' and 'Minor Institution' to 'Cluster Residential', 'Special Policy Area' and increasing the 'Environmental Function Area'. He noted that the proposed Official Plan amendment would allow up to 148 residential units to be located on the subject lands and provide continued permissions for government office uses. Mr. Letman further noted that, while there are no plans for development of the subject lands at this time, if the lands were to be sold the future landowner would be responsible for obtaining any Zoning By-law amendments, Draft Plan of Subdivision or Site Plan Approvals.

Consultant

Ms. Amy Shepherd, of IBI Group, presented an overview of the proposed Official Plan amendment, including detailed site descriptions and context, the proposed redesignation of the Eastern Parcel, process and timing of potential future development, and plans for the remainder of the site.

Public Comments

Aurora residents, including, Jeff Andersen, Karen Bayly, Lauren Bayne, John Green, Asha Fortini, Shin Jiang, Bohdan Kowalyk, Warren May, Laurie Uetz, and Steve Varga, provided the following comments:

- Suggestion to preserve and enhance the natural landscape of the proposed development area
- Suggestion to keep area undeveloped as it is one of the few undeveloped gateways into Aurora
- Concern regarding potential loss of employment in the area
- Concern regarding increased density
- Concern regarding potential loss of parkland and community gardens
- Concern regarding potential destruction of historic buildings
- Concern regarding potential fragmentation of trail system
- Concern regarding the removal of mature trees
- Concern regarding conformity to the Lake Simcoe Region Conservation Authority Strategic Plan, and Oak Ridges Moraine Conservation Plan
- Concern regarding the preservation of gravesites on the subject lands
- Concern regarding impact on pond, animals and birds
- Concern regarding stormwater drainage into pond
- Concern regarding lack of community centres and greenspace in the Town
- Concern regarding potential relocation of Ontario Provincial Police Station
- Concern regarding traffic and safety
- Concern regarding the potential sale of the subject lands and future development

Consultant

Ms. Shepherd responded to the concerns regarding potential development plans, density, and tree preservation.

Main motion

Moved by Councillor Pirri

Seconded by Councillor Thompson

1. That Report No. PBS17-029 be received; and

2. That comments presented at the Public Planning meeting be addressed by Planning and Building Services in a comprehensive report outlining recommendations and options at a future General Committee meeting.

**Amendment No. 1
Moved by Councillor Thom
Seconded by Councillor Mrakas**

That the following clause be added to the main motion:

That the heritage component of the application be referred for evaluation by the Heritage Advisory Committee.

Carried

**Amendment No. 2
Moved by Councillor Thom
Seconded by Councillor Pirri**

That the last clause of the main motion as amended be replaced with the following clause:

That staff be directed to report back to another Public Planning meeting addressing the issues that were raised at this Public Planning meeting.

Carried

**Main motion as amended
Moved by Councillor Pirri
Seconded by Councillor Thompson**

1. That Report No. PBS17-029 be received; and
2. **That the heritage component of the application be referred for evaluation by the Heritage Advisory Committee; and**
3. **That staff be directed to report back to another Public Planning meeting addressing the issues that were raised at this Public Planning meeting.**

Carried as amended

**2. PBS17-033 – Applications for Official Plan Amendment and Zoning By-law Amendment, 1754260 Ontario Limited (Polo Club)
15286 and 15306 Leslie Street, Part of Lot 21, Concession 2
File Numbers: OPA-2016-03 and ZBA-2016-07**

Planning Staff

Mr. Marco Ramunno, Director of Planning and Building Services, provided a brief update regarding the application, noting that the applicant was requested to provide a further traffic and access evaluation based on the comments from the Public Planning meeting held on Wednesday, September 28, 2016. He further noted that the applicant has proposed four options, and that York Region staff has indicated that they concur with Option 4.

Consultant

Mr. Brad Rogers, of Groundswell Urban Planners, and Mr. Mark Jamieson, of BA Group, presented an overview of access options related to right-in/right-out access to the proposed condominiums from Leslie Street, and provided information regarding the application background, transportation background, access options, and next steps. Mr. Jamieson noted that the access options include:

- Option 1 – Connection thorough the property to the south
- Option 2 – Connection through the property to the north
- Option 3 – Roundabout to the north
- Option 4 – Introduction of a northbound turn lane at the Northridge Church driveway

Public Comments

Mr. Eric Liversidge noted that, although he resides at a property adjacent to the subject lands, he had not been consulted in regard to this application. Mr. Liversidge expressed concern regarding the number of parking spaces, traffic, proposed U-turn lanes indicated in Option 4, and maintaining the aesthetic of the eastern gateway to Aurora.

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**Moved by Councillor Pirri
Seconded by Councillor Mrakas**

1. That Report No. PBS17-033 be received; and
2. That comments presented at the Public Planning meeting be addressed by Planning and Building Services in a comprehensive report outlining recommendations and options at a future General Committee meeting.

Carried

4. Confirming By-law

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

That the following confirming by-law be enacted:

5979-17 Being a By-law to Confirm Actions by Council Resulting from a Council Public Planning Meeting on April 26, 2017.

Carried

5. Adjournment

**Moved by Councillor Thompson
Seconded by Councillor Gaertner**

That the meeting be adjourned at 9:38 p.m.

Carried

Geoffrey Dawe, Mayor

Samantha Yew, Deputy Clerk

The minutes of the Council Public Planning meeting of April 26, 2017, are subject to final approval by Council on May 23, 2017.



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

Holland Room
Aurora Town Hall
Tuesday, May 2, 2017

Attendance

Council Members	Mayor Dawe in the Chair; Councillors Abel, Kim (arrived at 6:03 p.m.), Mrakas, Thom, and Thompson
Members Absent	Councillors Humfryes, Gaertner, and Pirri
Other Attendees	Doug Nadorozny, Chief Administrative Officer, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Marco Ramunno, Director of Planning and Building Services, Anthony Ierullo, Manager of Long Range and Strategic Planning

The Chair called the meeting to order at 5:51 p.m.

Council consented to recess at 5:53 p.m. to resolve into a Closed Session.

Council Closed Session recessed into open session at 6:07 p.m.

Council consented to the addition of an item to the agenda for discussion in Closed Session under the provision of Personal matters about an identifiable individual, including municipal or local board employees (section 239(2)(b) of the *Municipal Act, 2001*); Re: Verbal Update from CAO.

Council reconvened into Closed Session at 6:09 p.m.

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

Council Closed Session Public Minutes
Tuesday, May 2, 2017

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1. Approval of the Agenda

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

That the confidential Council Closed Session meeting agenda as circulated by Legislative Services be approved.

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. Consideration of Items Requiring Discussion

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

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

1. Litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board (section 239(2)(e) of the *Municipal Act, 2001*); Re: Closed Session Report No. PBS17-034 – Appeal to the Ontario Municipal Board re 7, 15 and 19 Cousins Drive, Zoning By-law Amendment Application, Nunzio Grossi, File Number: ZBA-2015-12
2. A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Closed Session Report No. PBS17-036 – Offer to Purchase – 95 Eric T. Smith Way

Carried

**Moved by Councillor Mrakas
Seconded by Councillor Thom**

That the Council Closed Session be recessed into open session.

Carried

Council Closed Session Public Minutes
Tuesday, May 2, 2017

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**Moved by Councillor Mrakas
Seconded by Councillor Thom**

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

3. A personal matter about an identifiable individual, including municipal or local board employees (section 239(2)(b) of the *Municipal Act, 2001*) Re: Verbal Update from CAO
(Added Item)

Carried

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

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

Carried

1. **Litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board (section 239(2)(e) of the *Municipal Act, 2001*); Re: Closed Session Report No. PBS17-034 – Appeal to the Ontario Municipal Board re 7, 15 and 19 Cousins Drive, Zoning By-law Amendment Application, Nunzio Grossi, File Number: ZBA-2015-12**

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

1. That Closed Session Report No. PBS17-034 – Appeal to the Ontario Municipal Board re 7,15 and 19 Cousins Drive, Zoning By-law Amendment Application, Nunzio Grossi, File Number ZBA 2015-02, be received; and
2. That the confidential direction to the Director of Planning and Building Services regarding the appeal to the Ontario Municipal Board concerning 7, 15 and 19 Cousins Drive be confirmed.

Carried

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- 2. A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the Municipal Act, 2001); Re: Closed Session Report No. PBS17-036 – Offer to Purchase – 95 Eric T. Smith Way**

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

1. That Closed Session Report No. PBS17-036 – Offer to Purchase – 95 Eric T. Smith Way be received; and
2. That the confidential direction to the Director of Planning and Building Services regarding the offer to purchase – 95 Eric T. Smith Way be confirmed

Carried

- 3. A personal matter about an identifiable individual, including municipal or local board employees (section 239(2)(b) of the *Municipal Act, 2001*) Re: Verbal Update from CAO**

**Moved by Councillor Abel
Seconded by Councillor Kim**

1. That the verbal update from the CAO be received.

Carried

4. By-laws

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

That the following confirming by-law be enacted:

- 5980-16** Being a By-law to Confirm Actions by Council Resulting from a Council Closed Session Meeting on May 2, 2017.

Carried

Council Closed Session Public Minutes
Tuesday, May 2, 2017

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5. Adjournment

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

That the meeting be adjourned at 6:20 p.m.

Carried

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The public minutes of the Council Closed Session of May 2, 2017, are subject to final approval by Council on May 23, 2017.



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

Holland Room
Aurora Town Hall
Tuesday, May 9, 2017

Attendance

Council Members	Mayor Dawe in the Chair; Councillors Abel, Gaertner (arrived at 5:52 p.m.) Kim, Mrakas, Pirri (arrived at 5:52 p.m.), Thom, and Thompson
Members Absent	Councillor Humfryes
Other Attendees	Doug Nadorozny, Chief Administrative Officer, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, Marco Ramunno, Director of Planning and Building Services, Al Downey, Director of Parks, Recreation, and Cultural Services

The Chair called the meeting to order at 5:47 p.m.

Council reconvened into open session at 6:33 p.m.

1. Approval of the Agenda

**Moved by Councillor Thompson
Seconded by Councillor Kim**

That the confidential Council Closed Session meeting agenda as circulated by Legislative Services, with the following additions, be approved:

- **A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Verbal Update – Letter of Intent – 89 Mosley Street**

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. Consideration of Items Requiring Discussion

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

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

1. A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Closed Session Report No. PRCS17-021 – Purchase of 100 Bloomington Road
2. A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Verbal Update – Letter of Intent – 89 Mosley Street

Carried

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

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

Carried

1. **A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the Municipal Act, 2001); Re: Closed Session Report No. PRCS17-021 – Purchase of 100 Bloomington Road**

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

That the confidential direction to the Director of Planning and Building Services regarding the purchase of 100 Bloomington Road be confirmed.

Carried

Council Closed Session Public Minutes
Tuesday, May 9, 2017

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2. **A proposed or pending acquisition or disposition of land by the Town or local board (section 239(2)(c) of the *Municipal Act, 2001*); Re: Verbal Update – Letter of Intent – 89 Mosley Street**

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

That the verbal update provided by the CAO regarding Letter of Intent – 89 Mosley Street be received for information

Carried

4. By-laws

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

That the following confirming by-law be enacted:

- 5981-16** Being a By-law to Confirm Actions by Council Resulting from a Council Closed Session Meeting on May 9, 2017.

Carried

5. Adjournment

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

That the meeting be adjourned at 6:33 p.m.

Carried

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The public minutes of the Council Closed Session of May 9, 2017, are subject to final approval by Council on May 23, 2017.



100 John West Way
Box 1000
Aurora, Ontario
L4G 6J1
Phone: 905-727-3123 ext. 4746
Email: mayor@aurora.ca
www.aurora.ca

**Town of Aurora
Office of the Mayor**

Memorandum

Date: May 23, 2017
To: Members of Council
From: Mayor Geoffrey Dawe
Re: **Lake Simcoe Region Conservation Authority
Board Meeting Highlights of April 28, 2017**

Recommendation

That Council:

- Receive the correspondence for information
- Endorse the recommendations
- Provide direction



Board Meeting Highlights

April 28, 2017

Announcements:

Congratulations Reneé Jarrett!

Vice Chair Richard Simpson, CAO Mike Walters, and Chair Geoffrey Dawe were pleased to present LSRCA's General Manager, Communications & Education, Reneé Jarrett, with a gift as they acknowledged and thanked her for her many contributions to LSRCA, as well as to other conservation authorities, during her career. Reneé, who is set to retire on May 5th, will be greatly missed by LSRCA staff, Board members, and many business partners. Board members wished Reneé much relaxation and happiness in the coming years.



Presenting Reneé with a Gift

Left to right: from LSRCA's Vice Chair, Councillor Richard Simpson, CAO Mike Walters; General Manager, Communications & Education Reneé Jarrett, and Chair, Mayor Geoffrey Dawe



Left to right: from LSRCA's CAO Mike Walters; Vice Chair, Councillor Richard Simpson; Manager, Integrated Watershed Management, Bill Thompson; General Manager, Integrated Watershed Management, Ben Longstaff; and Chair, Mayor Geoffrey Dawe

Friends of the Credit Award of Merit

General Manager, Integrated Watershed Management, Ben Longstaff, was pleased to announce that LSRCA, along with the Toronto and Region Conservation Authority, received an Award of Merit at the Credit Valley Conservation's annual Friends of the Credit Conservation Awards, recognizing leadership and collaboration across jurisdictional boundaries to improve water quality and promote sustainable parking lot and salt management practices.

Presentations:

a) LSRCA 2016 Audit Findings by BDO Canada LLP

Mr. Michael Jones, representing LSRCA's Audit firm, BDO Canada LLP, attended the meeting to report to the Board on the audit of LSRCA's 2016 Financial Statements. Mr. Jones noted that no significant issues were found during the audit and that BDO Canada received great cooperation from LSRCA's staff throughout the audit. He went on to note that it is the opinion of BDO Canada LLP that the financial statements present fairly, in all material aspects, the financial position of Lake Simcoe Region Conservation Authority as at December 31, 2016 and the results of its operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

b) LSRCA Rural Restoration Program

Manager, Forestry and Stewardship, Philip Davies, provided the Board with a presentation regarding revisions to LSRCA's Rural Restoration program, noting a priority action in LSRCA's Strategic Plan is to develop a new Urban Restoration Program and update the Rural Stewardship Program in 1 year. He noted that the program has been delivering rural restoration programming across the watershed primarily through the Landowner Environmental Assistance Program (LEAP), which provides both technical and financial support to landowners across the watershed.

Mr. Davies went on to note that a workplan to facilitate the rural program update was developed that included a number of consultations and reviews. Recommendations from these consultations and reviews led to the establishment of three Restoration Focus Areas outlined below, which ensure that project outcomes contribute to meaningful, measureable impacts on the landscape:

Focus Area	Project Areas
Water Quality Improvement (WQI)	Protection and restoration of water quality Streambank erosion, water temperature, nutrient inputs, barrier removal, sediment loading
Soil Conservation (SC)	Protection and restoration of soil quality Addressing water and wind erosion
Natural Heritage Enhancement (NHE)	Protection, restoration and enhancement of natural heritage systems Wildlife habitat, biodiversity, expanding, connecting and buffering natural heritage features

Correspondence and Staff Reports:

Correspondence

The Board received a copy of LSRCA's letter to the Hon. Kathleen Wynne requesting her support regarding the transfer of development rights regarding the Maple Lake Estates site. The Board also received a copy of LSRCA's response from Hon. Kathleen Wynne, which advised that the matter would be best dealt with by the Hon. Bill Mauro, Minister of Municipal Affairs.

LSRCA 2016 Draft Audited Financial Statements

The Board approved Staff Report No. 16-17-BOD, prepared by Manager, Finance, Katherine Toffan, which provided the Board with an update regarding the review LSRCA's 2016 Draft Audited Financial Statements and sought the Board's approval of appropriations to and from reserves from operations.

LSRCA's Rural Restoration Program

The Board approved Staff Report No. 17-17-BOD prepared by Philip Davies, Manager, Forestry and Stewardship, which updated the Board regarding LSRCA's Rural Restoration Program and sought the Board's approval on proposed adjustments to the project grant categories.

Progress Report: New Education and Training Facility, Scanlon Creek Conservation Area

The Board approved Staff Report No. 18-17-BOD prepared by General Manager, Communication and Education, Reneé Jarrett, which not only provided progress on the multiyear capital project to replace the existing Nature Centre facility at LSRCA's Scanlon Creek Conservation Area with a new education and training facility, but also identified key outcomes of work completed to date and planned milestones and timelines.

LSRCA's 2017 Proposed Budget

The Board approved Staff Report No. 19-17-BOD prepared by Manager, Budget and Business Analysis, Susan McKinnon, regarding LSRCA's 2017 Proposed Budget. LSRCA's 2017 Budget was then approved by weighted vote, unanimously by those in attendance.

For more information or to see the full agenda package, please click the link below for LSRCA's Board of Directors' webpage: [LSRCA Board Meetings](#)



**Town of Aurora
General Committee Report**

No. FS17-019

Subject: Interim Operating Budget Forecast – as at March 31, 2017

Prepared by: Dan Elliott, Director of Financial Services - Treasurer

Department: Financial Services

Date: May 16, 2017

Recommendation

- 1. That Report No. FS17-019 be received for information.**

Executive Summary

This report presents to Council the information necessary to effectively monitor the financial performance of the corporation's operating budget presented as at March 31, 2017. As of this date, the corporation is forecasted to conclude the fiscal year in a balanced position on the tax levy budget and a zero variance from the Town's utility operations.

- Staff will strive to maintain this expected outcome for the year
- If required, any operating budget deficit that remains at fiscal year-end will be offset by an equivalent reduced contribution of excess supplementary tax revenues to reserves, while surpluses would be contributed to stabilization reserves
- Any excess or shortfall in the rate funded program revenues at fiscal year-end will be contributed to or funded from rate reserves

Background

To assist Council in fulfilling its roles and responsibilities with respect to Town finances and accountability, the Financial Services Department has worked with all departments to review the corporation's operating budget financial performance to date. Each Director has reviewed his/her respective department's operating budget with its results to date and remaining outstanding plans, and forecasted an expected year end position. Finance staff have reviewed each submission and performed the necessary consolidation.

May 16, 2017

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Report No. FS17-019

A minor year-end deficit is currently forecasted

Staff currently forecast that the town's operating budget will finish the year with an anticipated deficit of \$41,500. Based upon this very small amount, staff are forecasting to finish the year in a balanced position for the year. A detailed break-down of the Town's forecasted variance by department can be found on attachment #1. The report has been simplified to show only the budget amount, the forecasted ending position for each item, and the variance.

Staff have similarly reviewed the results of operations to date and the expected year end forecasted positions for the water, wastewater, and storm water program budget which is presented in Attachment #2. Staff currently forecast that the Town's utility operations will finish the year with a zero variance.

Items of note are presented by department in the Analysis Section below. The forecasts and representations are those of each Director, and have not been revised by finance staff. Each department director is charged with delivering their approved portfolio of municipal services within their approved budget. They may manage issues encountered throughout the year by reallocating approved financial resources amongst their budget detailed line items, so as to best deliver their overall service portfolio in the circumstances of an ever changing community, operating environment and economic conditions.

Analysis

Operating Budget

Overall, the Town's approved budget for 2017 includes \$60,814,800 in approved expenditures, together with \$18,993,100 in revenues consisting of user fees, charges, and investment income, and a total "town purposes" tax levy for the year of \$41,821,700.

Upon detailed review of the consolidated forecast as of the end of March, the corporation is projected to conclude the fiscal year with an estimated operating budget deficit of \$41,500, (see attachment #1 for details). This forecast is based on best information and estimates available at this time. Accordingly, the forecast will continue to be subject to change over the remainder of the fiscal year, meaning there will continue to be influencing variables that are difficult for staff to estimate such as development driven revenues, investment income as well as the ultimate level of town services that will be consumed by fiscal year end. Staff will continue to remain vigilant to realize budget savings whenever possible in order to minimize or eliminate any deficit at year end.

May 16, 2017

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Report No. FS17-019

In previous years, the Town budgeted a “salary gapping savings” amount of \$150,000 in the corporate section of the budget. This provision is to recognize that while salaries in all departments are based on 100% usage, with no staff departures, in reality there is some staff turnover and periodic vacancies that arise naturally during the year. New for 2017, this amount has been identified in full in the Corporate Accounts section of the budget, but is then allocated to each operating department on a pro-rata basis.

CAO and Council – No Variance

The CAO and Council budget areas are currently forecasting to conclude the fiscal year with a budget variance of zero.

Corporate Services - \$120,000 favourable

Corporate Services’ forecasted favourable variance of \$120,000 (1.7%) arises mostly from insurance premium, software license and vacant position savings.

Financial Services - \$58,800 unfavourable

The unfavorable forecasted budget variance relates to unexpected staff turnover requirements, and a position uplift to meet heavy internal demands for procurement services.

Fire Services - no variance

The Newmarket Finance Department is reporting that the Central York Fire Services budget is on track at this point in time.

Infrastructure & Environmental Services - \$308,600 unfavourable

The Infrastructure & Environmental Services (IES) program is currently forecasting a deficit of \$308,600 (2.4%) on a net operating budget of \$12,689,700. This deficit is attributable to an unplanned 2016 snow management invoice being paid in 2017 and greater than anticipated town facility and streetlight electricity costs. These costs are partially offset by anticipated waste collection and engineering services savings.

Parks, Recreation & Cultural Services - \$96,300 favourable

The Parks, Recreation & Cultural Services Department is anticipating an overall favourable budget variance of \$96,300 (2.4%) on a net operating budget of \$3,934,100. The key contributors to this identified variance relate to anticipated savings in Business Support, Community Programs and Park’s operations contracts.

Planning & Building Services - \$127,600 favourable

The Planning & Building Services Department is forecasting an overall favourable budget variance of \$127,600 on a net operating budget of (\$31,000) attributable primarily to vacant position and contract savings; in addition to larger than anticipated development driven revenues from site plan fees.

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Report No. FS17-019

Building Services is a self-funded function as per provincial legislation. Consequently, if it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve in order to balance its operating budget. If it recognizes excess revenues, these revenues are utilized to replenish its reserve. Currently, Building Services is anticipating concluding the fiscal year with a small surplus which will be contributed to its dedicated reserve.

Corporate Revenues & Expenses - \$17,900 unfavourable

Corporate Revenues & Expenses are projected to conclude the fiscal year with an unfavourable budget variance of \$17,900 (0.4%) on a net operating budget of \$4,811,500 due to a minor increase in post-retirement health and dental benefit premium requirements for staff who have recently retired early. Post-retirement benefits end upon the recipient reaching their normal retirement age.

Operating Budget Summary

Overall, the management team of the Town of Aurora are predicting that the general municipal operations budget will end the year in a balanced position, if the budget contribution from supplemental taxes is to be realized. Any deficit that remains at fiscal year-end would be offset by an equivalent reduced contribution of excess supplementary tax revenues to reserves, while any surpluses will be moved to stabilization reserve funds.

Water, Wastewater and Storm Water Budget

The water and wastewater budgets are comprised primarily of fixed operational costs, funded by the net proceeds from the sale of water and wastewater services. These fixed operational costs include staff and service maintenance costs related to maintaining the infrastructure systems, water quality testing, and the billing and customer service functions. These costs all remain reasonably stable, regardless of the volume of water flowing through the system. These fixed costs are funded from the net revenues earned which are variable in nature due to the fact that they are based upon metered water consumption volumes.

The water, wastewater and stormwater operations budget is currently projected to close the year with a budget variance of zero. This forecasted variance will continue to be subject to change particularly over the summer months as the average daily temperature and level of rainfall received have a direct relationship to the volume of water consumed.

Advisory Committee Review

Not applicable

Financial Implications

The actual resultant annual surplus or deficit in the general operating budget and Water / Wastewater budgets will be allocated by Council to/from various reserves at fiscal year-end as per the Town's surplus/deficit bylaw. There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

Communications Considerations

The report will be posted to the Town's Budget and Financial Information web page for transparency and accountability.

Link to Strategic Plan

Outlining and understanding the Town's present financial status at strategic intervals through-out the year contribute to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

Alternative(s) to the Recommendation

1. Provide direction to staff on specific management actions to be taken in order to further control expenditures, enhance revenues, or alter service levels with the intent of managing the year end results to a balanced position.

Conclusions

Having completed three months of operations, the management team of the Town is presently forecasting to end the year in a balanced position. Staff remain vigilant to realize budget savings whenever possible in an effort to continue to minimize or eliminate an operating budget deficit at year end.

The water, wastewater and storm water operations are currently projected to conclude the fiscal year with zero variance.

Staff recommend that this report be received.

May 16, 2017

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Report No. FS17-019

Attachments

Attachment #1 – Net Operating Forecast Update

Attachment #2 – Water, Wastewater and Storm Water Net Operating Forecast Update

Previous Reports

None

Pre-submission Review

Agenda Management Team review on April 27, 2017

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

**Town of Aurora
Net Operating Forecast Update
as at March 31, 2017**

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 535.9	\$ 535.9	\$ -	-
Council Programs/Grants	4.0	4.0	-	-
Advisory Committees	22.0	22.0	-	-
Council Office Total	\$ 561.9	\$ 561.9	\$ -	-
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 501.9	\$ 501.9	\$ -	-
Communications	734.9	734.9	-	-
Chief Administrative Office Total	\$ 1,236.8	\$ 1,236.8	\$ -	-
Council and C.A.O. Combined	\$ 1,798.7	\$ 1,798.7	\$ -	-
<u>CORPORATE SERVICES</u>				
Legal Services	\$ 891.3	\$ 852.5	\$ 38.8	4.4 %
Legislative Services	1,260.0	1,210.5	49.5	3.9 %
CS Administration	428.9	461.4	(32.5)	(7.6 %)
Human Resources	684.0	740.0	(56.0)	(8.2 %)
Elections	82.5	84.7	(2.3)	(2.7 %)
Information Technology	1,899.2	1,801.0	98.2	5.2 %
Telecommunications	260.0	231.0	29.0	11.2 %
By-law Services	551.5	541.5	10.0	1.8 %
Animal Control	242.0	262.8	(20.8)	(8.6 %)
Customer Service	699.8	693.8	6.0	0.9 %
Emergency Preparedness	23.0	23.0	-	-
Corporate Services Total	\$ 7,022.2	\$ 6,902.2	\$ 120.0	1.7 %
<u>FINANCIAL SERVICES</u>				
Policy & Planning Administration	\$ 304.5	\$ 280.1	\$ 24.5	8.0 %
Accounting & Revenue	285.7	273.0	12.7	4.4 %
Financial Planning	430.0	430.0	0.0	0.0 %
Procurement Services	351.4	447.4	(96.0)	(27.3 %)
Financial Services Total	\$ 1,371.6	\$ 1,430.4	\$ (58.8)	(4.3 %)
<u>FIRE SERVICES</u>				
Central York Fire	10,225.0	10,225.0	-	-
Total Fire Services	10,225.0	10,225.0	-	-
<u>INFRASTRUCTURE & ENVIRONMENTAL SERVICES</u>				
IES Administration	\$ 493.5	\$ 542.8	\$ (49.3)	(10.0 %)
Engineering Service Operations	(112.3)	(126.4)	14.1	12.6 %
Facilities & Fleet	6,606.2	6,647.7	(41.5)	(0.6 %)
Snow Management	1,563.7	1,737.7	(174.0)	(11.1 %)
Road Network Operations	2,447.1	2,527.7	(80.6)	(3.3 %)
Waste Collection & Recycling	1,691.5	1,668.8	22.7	1.3 %
Infrastructure & Environmental Services Total	\$ 12,689.7	\$ 12,998.3	\$ (308.6)	(2.4 %)

Attachment 1

**Town of Aurora
Net Operating Forecast Update
as at March 31, 2017**

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>PARKS, RECREATION & CULTURAL SERVICES</u>				
Parks & Recreation Administration	\$ 988.8	\$ 1,023.0	\$ (34.2)	(3.5 %)
Business Support	(921.8)	(952.1)	30.3	3.3 %
Parks/Open Spaces	2,467.4	2,398.7	68.7	2.8 %
Recreational Programming/Community Dev.	1,399.7	1,368.2	31.5	2.3 %
Parks, Recreation & Cultural Services Total	\$ 3,934.1	\$ 3,837.8	\$ 96.3	2.4 %
<u>PLANNING & BUILDING SERVICES</u>				
Development Planning	\$ (633.2)	\$ (744.7)	\$ 111.5	17.6 %
Long Range & Strategic Planning	602.2	586.1	\$ 16.1	2.7 %
Net Building Department Operations	\$ (503.5)	\$ (503.5)	\$ -	-
Contribution to Building Reserve	503.5	503.5	\$ -	-
Total Building Services	-	-	-	-
Planning & Building Department Total	\$ (31.0)	\$ (158.6)	\$ 127.6	412.3 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Supplementary Taxes & Payments-in-Lieu	\$ (711.0)	\$ (711.0)	\$ -	-
Penalties on Unpaid Property Taxes	(900.0)	(900.0)	\$ -	-
Overhead Cost Re-allocation to Building Services	(453.8)	(453.8)	\$ -	-
All Other Revenue	(4,841.4)	(4,862.9)	\$ 21.5	0.4 %
Cash to Capital	4,837.8	4,837.8	\$ -	-
All Other Expense	6,879.9	6,919.3	\$ (39.5)	(0.6 %)
	\$ 4,811.5	\$ 4,829.4	\$ (17.9)	(0.4 %)
TOTAL TAX LEVY FUNDED OPERATIONS	\$ 41,821.7	\$ 41,863.2	\$ (41.5)	(0.1 %)
TOTAL TAX LEVY	\$ (41,821.7)	\$ (41,821.7)	\$ -	-
OPERATING (SURPLUS) DEFICIT	-	\$ 41.5	\$ (41.5)	(0.1 %)
		Deficit	Deficit	

Attachment 2

**Town of Aurora
Water, Wastewater and Storm Water Net Operating Forecast Update
as at March 31, 2017**

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>RETAIL REVENUES</u>				
Water	\$ (11,249.8)	\$ (11,246.9)	\$ (2.9)	(0.0 %)
Wastewater	(9,929.5)	(9,929.5)	\$ 0.0	0.0 %
Storm Water	(1,351.6)	(1,345.2)	\$ (6.4)	(0.5 %)
Retail Revenues Total	\$ (22,530.9)	\$ (22,521.6)	\$ (9.3)	(0.0 %)
TOTAL REVENUE	(22,530.9)	(22,521.6)	(9.3)	(0.0 %)
<u>WHOLESALE COSTS OF WATER & SEWER</u>				
Water	\$ 6,796.0	\$ 6,796.0	\$ -	-
Sewage Discharge Fee	7,699.4	7,699.4	-	-
Wholesale Costs Of Water & Sewer Total	\$ 14,495.4	\$ 14,495.4	\$ -	-
NET CONTRIBUTION TO OPERATING COSTS	\$ (8,035.5)	\$ (8,026.2)	\$ (9.3)	(0.1 %)
<u>OPERATING COSTS:</u>				
Water Administration & Billing	\$ 1,300.8	\$ 1,278.3	\$ 22.5	1.7 %
Water System Operations	1,414.0	1,278.8	\$ 135.2	9.6 %
Wastewater System Operations	945.7	903.2	\$ 42.5	4.5 %
Storm Water Management Operations	451.6	449.5	\$ 2.1	0.5 %
Pumping Stations (Net)	173.4	166.3	\$ 7.1	4.1 %
Reserve Contributions OUT	3,750.0	3,950.0	\$ (200.0)	(5.3 %)
TOTAL OPERATING COSTS	\$ 8,035.5	\$ 8,026.1	\$ 9.4	0.1 %
UTILITY BUDGET (SURPLUS) / DEFICIT	\$ 0.0	\$ (0.0)	\$ 0.0	0.0 %
		Surplus	Surplus	



**Town of Aurora
General Committee Report No. IES17-025**

Subject: License Agreement between the Town and Aurora United Church

Prepared by: Anca Mihail, Manager of Engineering and Capital Delivery

Department: Infrastructure and Environmental Services

Date: May 16, 2017

Recommendation

- 1. That Report No. IES17-025 be received; and**
- 2. That the requirement to repay a portion of the paving costs as set out in Section 7(b) of the License Agreement between the Town and Aurora United Church be waived.**

Executive Summary

The purpose of this report is to recommend to Council that the Aurora United Church be terminated and the Aurora United Church not be required to pay for a portion of the repaving costs totaling \$8,353.27.

- Aurora United Church is closing the lot and terminating the Agreement
- Aurora United Church requests that the costs of re-paving the parking lot be forgiven

Background

The Town of Aurora and the Aurora United Church have entered into several lease agreements starting as early as 1951 in which various amenities and fixtures within the Aurora United Church were made available to, and managed by, the Town. The relationship has been a mutual benefit whereas costs of the parking lot maintenance and snow clearing have been performed by the Town in exchange for access to surplus parking space for designated public parking use within the downtown area. The agreement with the Aurora United Church has benefited the downtown business area

May 16, 2017

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Report No. IES17-025

by allowing the Town to provide additional public parking for the commercial businesses.

The most recent agreement was signed in 2011 for a period of ten (10) years commencing on June 21, 2011 and expiring on June 21, 2021, with the option to extend for 2 additional 5 year terms (the "Agreement").

The Agreement includes an annual fee of \$200 funded from the operating budget and payable to the Aurora United Church for the use of the parking in the Town's designated area as identified on Appendix "A".

The Agreement requires that the Town provide the necessary snow clearing and line painting of the parking lot consistent with service levels for other Town owned facilities.

In 2014, a fire destroyed the historic Aurora United Church and recently the Church partnered with Southbound Developments Ltd. to re-develop the site for a new place of worship and a retirement home with associated structured parking.

With the proposed redevelopment, Aurora United Church will be closing the existing parking lot and requested that the License Agreement with the Town be terminated and that the costs required to be paid for the re-paving of the parking lot be forgiven.

Analysis

Aurora United Church is closing the lot and terminating the agreement

Aurora United Church together with its development partner, Southbound Development Ltd., submitted an application to the Town for the redevelopment of the site after a fire destroyed the historic church in 2014. As such, Aurora United Church is closing the existing parking lot and requesting termination of the Agreement.

Aurora United Church requests that the costs of re-paving the parking lot be forgiven

The Agreement stipulates that, if the license is terminated at any time before June 21, 2021, Aurora United Church shall reimburse the Town "fifty percent (50%) of the full costs and expenses to re-pave the surface of the Parking Lot, which costs shall be pro-rated on a month-to-month basis over a ten (10) year period." The pro-rated costs for repaving the lot, calculated from June 21, 2017 to June 21, 2021, are \$8,353.27.

May 16, 2017

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Report No. IES17-025

The Agreement stipulates that either party shall have the right to terminate the agreement at any time for any reason provided that a sixty (60) day written notice is being given to the other party. On March 15, 2017 Aurora United Church has requested that the Agreement with the Town be terminated and that the costs associated with the re-paving of the parking lot, totaling \$8,353.27 be forgiven.

Advisory Committee Review

Not applicable

Financial Implications

\$8,353.27 in repaving costs will not be recuperated from the Aurora United Church, if Council decides to forgive the amount the Aurora United Church owes the Town for terminating the License Agreement before June 21, 2021.

Communications Considerations

No communication required.

Link to Strategic Plan

This report supports multiple Strategic Plan objectives under Community goal section:

- strengthening the fabric of our Community.
- actively promote and support a plan to revitalize the downtown.

Alternative(s) to the Recommendation

1. Council could require the United Church pay for the portion of the repaving costs totaling \$8,353.27 as part of the terminating of the Agreement in accordance with the terms of the Agreement.

Conclusions

As the Aurora United Church is redeveloping the site, the parking lot will be closed and the License Agreement with the Town terminated, The Aurora United Church has asked

May 16, 2017

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Report No. IES17-025

the Town to forgive them the portion of the repaving costs they have to pay totaling \$8,353.27.

Attachments

Appendix "A" – Key plan showing the Aurora United Church Parking Area

Previous Reports

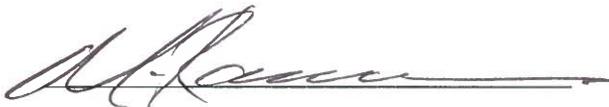
Report IES11-025 United Church Parking Lot Usage
Report IES11-037 Extension of Contract IES2010-24

Pre-submission Review

Agenda Management Team Meeting review on April 27, 2017.

Departmental Approval

Approved for Agenda

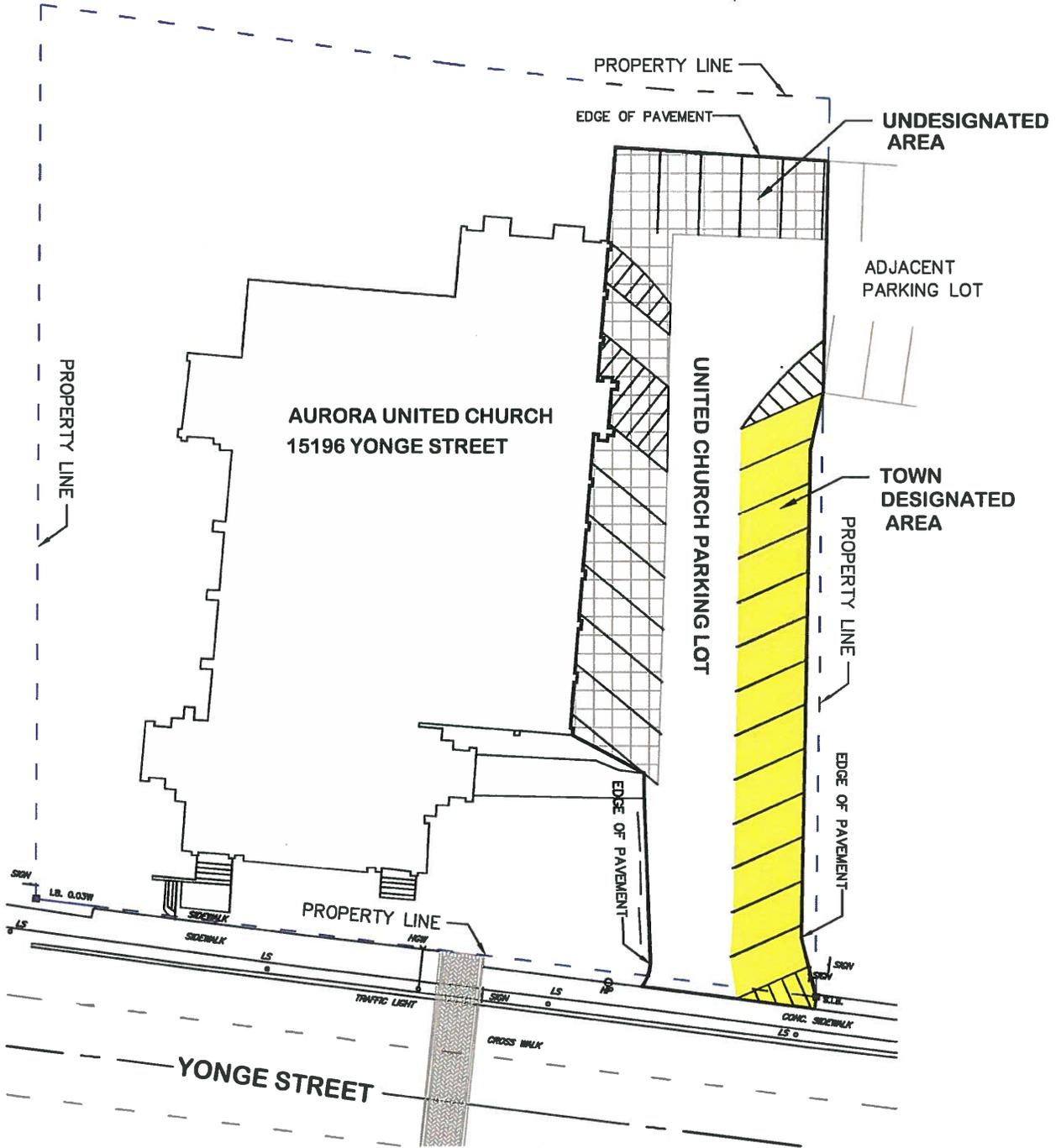


**Marco Ramunno, MCIP, RPP
Acting Director
Infrastructure and Environmental Services**



**Doug Nadorozny
Chief Administrative Officer**

Appendix "A"



KEY PLAN SHOWING AURORA UNITED CHURCH PARKING LOT



Regional Clerk's Office
Corporate Services Department

April 21, 2017

Ms. Samantha Yew
Deputy Clerk
Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

Dear Ms. Yew:

Re: Regional Governance

Regional Council, at its meeting held on April 20, 2017, adopted the following motion to start the process to increase the size of Regional Council by increasing the number of members from Vaughan from four to five. Please note that each local municipality is requested to provide its consent or lack of consent to this change by May 31, 2017:

WHEREAS on October 18, 2013 the Minister of Municipal Affairs enacted Regulation 279/13 which permits York Region to exercise its powers under section 218 of the Municipal Act to change the size of its council by increasing the number of members from The Corporation of the City of Vaughan from four to five;

BE IT RESOLVED THAT:

1. The Regional Clerk forward a copy of Regulation 279/13 to the local municipalities with a request that they provide their consent or lack of consent by May 31, 2017, to a bylaw changing the composition and size of Regional Council by increasing the number of members from The Corporation of the City of Vaughan from four to five.
2. Regional Council schedule a public meeting at 9 a.m. on June 29, 2017 for the purpose of considering this bylaw in the event that a majority of local municipal councils, representing a majority of the total number of electors, provide their consent for such a bylaw.
3. Staff publish notice of Council's intention to pass the bylaw if the public meeting is scheduled.

Council also received the following communications:

- a) Joy Hulton, Regional Solicitor, dated April 13, 2017 regarding "Update on Bill 68 – Modernizing Ontario's Municipal Legislation Act, 2017".
- b) Peel Region Council Members regarding "Election of the Chair of The Regional Municipality of Peel".
- c) John Espinosa, Town Clerk, Town of Georgina dated March 23, 2017 regarding "Review of Regional Council Governance".
- d) Council extract from January 26, 2017 containing the previously deferred motion regarding an additional Member of Council for the City of Vaughan.

A copy of Regulation 279/13 and Clause 16 of Committee of the Whole Report No. 7 is enclosed for your information.

Please contact Christopher Raynor, Regional Clerk at 1-877-464-9675 ext.71300 if you have any questions with respect to this matter.

Sincerely,



Christopher Raynor
Regional Clerk

CR/lmb
Attachments



ONTARIO REGULATION 279/13

made under the

MUNICIPAL ACT, 2001

Made: October 18, 2013

Filed: October 18, 2013

Published on e-Laws: October 18, 2013

Printed in The Ontario Gazette: November 2, 2013

COUNCIL COMPOSITION — REGIONAL MUNICIPALITY OF YORK

Municipality may exercise power

1. The Regional Municipality of York may exercise its power under section 218 of the Act to change the size of its council by increasing the number of members from The Corporation of the City of Vaughan from four to five.

Commencement

2. This Regulation comes into force on the day it is filed.

Made by:

Pris par :

La ministre des Affaires municipales et du Logement,

LINDA JEFFREY

Minister of Municipal Affairs and Housing

Date made: October 18, 2013.

Pris le : 18 octobre 2013.



Clause 16 in Report No. 7 of Committee of the Whole was adopted, as amended by the Council of The Regional Municipality of York at its meeting held on April 20, 2017.

**16
REGIONAL GOVERNANCE**

Committee of the Whole recommends:

1. Receipt of the following communications:
 - a) Joy Hulton, Regional Solicitor, dated April 13, 2017 regarding "Update on Bill 68 – Modernizing Ontario's Municipal Legislation Act, 2017".
 - b) Peel Region Council Members regarding "Election of the Chair of The Regional Municipality of Peel".
 - c) John Espinosa, Town Clerk, Town of Georgina dated March 23, 2017 regarding "Review of Regional Council Governance".
 - d) Council extract from January 26, 2017 containing the previously deferred motion regarding an additional Member of Council for the City of Vaughan.

2. Adoption of the following motion:

WHEREAS on October 18, 2013 the Minister of Municipal Affairs enacted Regulation 279/13 which permits York Region to exercise its powers under section 218 of the Municipal Act to change the size of its council by increasing the number of members from The Corporation of the City of Vaughan from four to five;

BE IT RESOLVED THAT:

1. The Regional Clerk forward a copy of Regulation 279/13 to the local municipalities with a request that they provide their consent, or lack of consent by May 31, 2017, to a bylaw changing the composition and size of Regional Council by increasing the number of members from The Corporation of the City of Vaughan from four to five.
2. Regional Council schedule a public meeting at 9 a.m. on June 29, 2017 for the purpose of considering this bylaw in the event that a majority of local municipal councils, representing a majority of the total number of electors, provide their consent for such a bylaw.
3. Staff publish notice of Council's intention to pass the bylaw if the public meeting is scheduled.



**Town of Aurora
General Committee Report**

No. CS17-019

Subject: Alternative Methods of Election – Further Information

Prepared by: Michael de Rond, Town Clerk

Department: Corporate Services

Date: May 16, 2017

Recommendation

- 1. That Report No. CS17-019 be received; and**
- 2. That Council adopt a hybrid model, being a paper ballot counted by optical scan vote tabulators in conjunction with internet voting for the advanced voting period, for the 2018 municipal election.**

Executive Summary

This report provides further information to Council regarding vote counting using optical scan vote tabulators as well as internet voting.

- Council should be aware that all alternative methods of voting come with risks to the municipality, and regardless of the final choice, staff will be taking steps to mitigate risks.
- The hybrid model provides electors a choice of voting using the Town's traditional method of paper ballot, or by voting over the internet.
- While the hybrid model is more expensive, it provides Aurora residents multiple options to safely and securely cast their vote, in a way that is convenient for them.
- By providing voters an additional option from the traditional paper ballot, the election becomes much more inclusive and accessible to the whole population in Aurora.

Background

At the April 18 General Committee meeting, Staff's recommendation regarding the use of internet only voting in the 2018 Municipal Election was defeated, and no subsequent

May 16, 2017

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Report No. CS17-019

motion was passed. This left the municipality without an alternative voting method, meaning the election would be conducted using a paper ballot that would be manually counted.

As staff knew this was not the preferred method of Council, a further report was presented at the April 25, 2017 Council meeting seeking direction regarding the method of voting that would be used in 2018. The following motion was passed;

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

1. That Report No. CS17-015 and Report No. CS17-011 be received; and
2. That in accordance with Section 42 (a) and (b) of the Municipal Elections Act, 1996, a by-law be brought forward to the April 25, 2017 Council meeting authorizing the use of alternative voting equipment and an alternative voting method in the 2018 Municipal Election; and
3. That staff be directed to bring forward further information regarding alternative methods of voting for the 2018 Municipal Election.

The following report provides Council with the information that has been requested.

Analysis

Security Risks for associated with alternative methods of voting

The discussions around the Council table regarding internet voting have centered on the security concerns with the voting model, and whether an internet voting model can be maliciously tampered with. Staff understand these concerns, and can not provide an absolute guarantee that the system would not be tampered with. However, it is important to note that all alternative methods of voting have risks.

Optical Scan Vote Tabulators

Electronic vote tabulators, now called Optical Scan Vote Tabulators, have been in use in Aurora since the 2000 Municipal Election. At this point, it is evident that the public is comfortable with their use and confident that they produce the correct results. However, the use of Optical Scan Voting Tabulators is not without risk. In his 2016 piece regarding the current world of electronic voting, J. Alex Halderman, professor of Computer Science at the University of Michigan College of Engineering, notes;

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“Yet in practically every case where a fielded e-voting system has been publicly scrutinized by capable independent security experts, it has turned out to have serious vulnerabilities with the potential to disrupt elections, compromise results, or expose voters’ secret ballots.”¹

In this case, Halderman’s use of the term e-voting encompasses both internet voting and the tabulating of paper ballot results electronically. In regards to paper ballot and tabulator voting, the municipality could be exposed to risk when the tabulators are not in our possession. This has not been an issue for Aurora in recent election years, as we have owned our tabulators since the 2003 Municipal Election, and therefore always had them in our possession. As noted in previous reports, the tabulators we own are no longer supported by the manufacturer, and consequently not fit for use in next year’s election. Halderman notes the following about the use of vote tabulators;

“They confirmed Hursti’s discovery that anyone who had physical access to the machine—or to a memory card that would later be inserted into a machine—could install malicious software. This could be achieved by opening the machine and replacing a socketed ROM chip inside.”²

The Town will be renting vote tabulators for the 2018 Municipal Election, and therefore will be exposed when the tabulators are not in our possession.

Internet Voting

As Halderman notes, the risk in internet voting is exposing an election to the internet.

“Unlike poll-site voting, online voting systems necessarily have servers that are accessible from the public Internet. Consequently, they expose what might otherwise be a regional election to attackers from around the globe.”³

This exposure legitimizes threats like cybercriminals creating a fake election site and redirecting voters there, or transmitting viruses to the voter’s electronic devices.⁴ While these threats have never materialized in an Ontario municipal election, staff do recognize that they could occur, and would be taking steps to mitigate them, should some form of internet voting be approved.

¹ Halderman, J. Alex. "Practical Attacks on Real-World E-Voting." *Real-World Electronic Voting: Design, Analysis and Deployment*. <https://jhalderm.com/pub/papers/ch7-evoting-attacks-2016.pdf>, 2016. Pg. 145

² Ibid, page 148.

³ Ibid, page 160.

⁴ Ibid

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Mitigating the risks of malicious tampering

Optical Scan Vote Tabulators

Vote counting using Optical Scan Vote Tabulators has been used on numerous occasions by many municipalities in Ontario, and staff can not find an example of when a tabulator was tampered with in an attempt to interfere with the results of the election. This technology is trusted by all forms municipalities like Toronto and Ottawa, and also places with under 10,000 residents like Malahide and Hanover.

Further to this, should staff be directed to engage a tabulator vendor, they have a strong business interest in ensuring that the tabulators are in no way tampered with at their facility or in transit to ours. Upon receipt of the tabulators, staff would ensure that only authorized election personnel would have access to them.

Internet Voting

There have been no instances of successful, malicious tampering in a municipal election held in Ontario. This includes well over 200 instances where a municipality has used some form of an internet model, across many different vendors. Staff would also be very diligent in recommending a vendor to Council with experience running multiple elections over the internet in Ontario. Further, if a suitable vendor can not be procured, staff would return to Council to seek permission to eliminate any internet aspect from the Town's electoral method.

The use of internet voting also involves a daily security audit, performed by an IT professional, to ensure that the system is operating correctly. For staff, this audit would be an integral part of the process.

Hardware malfunctions

Optical Scan Voting Tabulators

There have been various reports and news articles related to vote tabulator hardware failure during the 2016 United States presidential election. These reports note old equipment and poorly trained staff as the likely causes for the issues that voters faced at the polls.⁵ The article also notes that there are no standards for optical scan vote

⁵ Norden, Lawrence, "Michigan Recount exposes Voting Machine Failures," <https://www.brennancenter.org/blog/michigan-recount-exposes-voting-machine-failures>, December 8, 2016.

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tabulators across the United States, meaning different states could be using vastly different aged tabulators.

Staff feel quite confident these issues could be successfully mitigated. Our Request For Proposal for optical scan vote tabulators would ensure that the equipment we use is utilizing the most recent technology that is supported by the vendor. We would also ensure that the vendor who we rent our tabulators from provides on-site support people who are physically in the Town on advanced voting and election day. This support person is a common requirement of RFP's for the rental of vote tabulators.

Internet Voting

In the 2014 municipal election, a prominent and trusted internet voting provider experienced an 'outage' on election day which lasted about an hour. This was caused by server overload, and caused voters to not be able to reach the election website. In the months following, the company assured municipalities that used their services that they had solved their server issues and were not anticipating further problems. Staff learned of these faults through consultations with other Municipal Clerk's who experienced this in 2014 and it is a concern that staff have been aware of throughout this process.

Staff feel confident that these issues could also be mitigated through the Clerk's ability to extend voting. Section 12 of the Municipal Elections Act, reads as follows;

12 (1) A clerk who is responsible for conducting an election may provide for any matter or procedure that,

- (a) is not otherwise provided for in an Act or regulation; and
- (b) in the clerk's opinion, is necessary or desirable for conducting the election. 1996, c. 32, Sched., s. 12 (1).

This means that the Clerk has broad powers to deal with irregular situations that arise, including the extension of voting hours as he/she sees fit. Staff would not hesitate to do this, should an issue arise.

Hybrid Voting Model

Staff recognize the concerns from Council regarding an internet only voting model, and are now suggesting a Hybrid model. This would allow the Town to provide the option to all electors on casting their ballot the traditional way (paper ballot counted by optical

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scan vote tabulator), or over the internet. Although this option is more costly, it permits the elector to vote in the method they are most comfortable or find the most convenient.

Staff would suggest that to mitigate risk exposure to the election, the internet voting period be open from 7-10 days before Election Day. Residents voting on Election Day would be required to attend a polling station and vote using a paper ballot. This is a very popular model for municipalities who select the hybrid approach, including the City of Markham.

Attitudes and Experiences regarding Internet Voting

Before beginning research into internet voting, staff conducted a survey of Ontario Municipalities to understand more about their experiences with internet voting. The survey was enlightening, and staff received the following comments;

Markham – Noted that communication and education are important to a successful operation. The Information Technology department must be fully committed to the process, or it will struggle.

Ajax - Not in favour of the hybrid model as it was redundant and not cost effective. Also noted the importance of communication and of having regular ‘polling stations’ to make electors feel more comfortable

Wasaga Beach - Experience was not as good as others. An inaccurate voters list lead to frustrations from the public when receiving voting PINS.

Burlington - In the first year, staff time is required to answer questions and walk through the process. Used in both 2010 and 2014 as part of a hybrid model, and saw a big increase in internet voting users in 2014.

In 2014, Dr. Nicole Goodman, of the University of Toronto’s Monk School of Global Affairs, authored a study about internet voting during the 2014 Ontario Municipal Elections, which considered, among other things, the attitudes of people voting using various alternative methods. The study reports that 95% of people across 43 municipalities who participated in the survey were satisfied with their experience voting over the internet.⁶ Conversely, only 68% of voters reported satisfaction voting using a paper ballot.⁷ Dr. Goodman concluded that results of the survey showed, “strong

⁶ Goodman, Nicole and Heather Pyman, *Internet Voting Project Report*,

http://www.centreforedemocracy.com/wp-content/uploads/2016/08/IVP_Report.pdf, August 2016. Pg. 16

⁷ Ibid, page 33

support for Internet voting among voters, candidates, and election administrators in Ontario.”⁸

Other considerations when selecting a method of voting

Accessibility

Internet voting is generally considered the most accessible form of voting available to municipalities. The features of voting anywhere, anytime, from any device with an internet connection help maintain the dignity of all voters, and in many cases, vote without any assistance. Should Council decide that internet voting will not be included as an option, the Town will include touch screen tabulators as has always been done, and investigate new technologies available to us to make the election more accessible.

Language Barrier

Conversations with Access Aurora staff have revealed that they are experiencing language barrier issues with residents more than ever before. Staff regularly receive requests for information about Town services in a language other than English. A simple search on the Business Aurora website shows that residents of Aurora speak more than 50 other languages.⁹ These are likely often in addition to English, however, there is a clear and strong demographic in the Town that is more comfortable using a language other than English. The following table is from the 2011 census (2016 census figures for language currently unavailable) and summarizes the most popular languages spoken in Aurora households;¹⁰

Language	Total Population speaking that language at home	Percentage of the total population speaking that language at home
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⁸ Ibid, page 64

⁹ Demographics Search, <http://businessaurora.ca/aurorastatisticsc8.php>.

¹⁰ 2011 Canadian Census Data, Aurora ON. <http://www12.statcan.gc.ca/census-recensement/2011/as-sa/fogs-spg/Facts-csd-eng.cfm?LANG=Eng&GK=CSD&GC=3519046>

English	38,885	73.7%
Italian	1,390	2.6%
Russian	1,260	2.4%
Persian (Farsi)	960	1.8%
Chinese	880	1.7%
Spanish	805	1.5%
French	750	1.4%

If the Town adopts a hybrid model, eligible electors who use English as a second language can take advantage of page translation tools that are now available, and have the instructions for voting translated into a language of their choice. This would be an enhancement to the inclusivity of the election.

Advisory Committee Review

The Governance Review Ad Hoc Committee is in support of an internet only voting election. A more detailed response from the Committee Chair regarding how they came to this recommendation of a voting model has been attached to this report.

Financial Implications

The costing chart from Report CS17-011 - 2018 Municipal Election – Adoption of Voting Method has been included as an attachment to this report.

Communications Considerations

A detailed communications plan has been provided as an attachment to this report.

Link to Strategic Plan

The Town of Aurora’s strategic plan can be described in one sentence; “Our vision for Aurora 2031 is: An innovative and sustainable community where neighbours care and

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businesses thrive.” The adoption of a hybrid method of voting supports the Town of Aurora being an innovative community. A hallmark of innovation is developing new techniques for traditional processes, and the implementation of internet voting fits this description.

Alternative(s) to the Recommendation

Should Council defeat the recommendation that a hybrid model be used, staff would recommend a subsequent motion be passed which confirms that the Town will vote with a paper ballot, counted by optical scan vote tabulators.

Conclusions

Through further research and consultation with Council, staff are recommending that a hybrid model, where electors are provided the option of paper ballot voting counted by optical scan voting tabulators or internet voting, be adopted for the 2018 municipal election. This model will provide an enhanced democratic process for the residents of Aurora, and suits the unique circumstances of the municipality. If successful, a hybrid model may lead the town to an internet only election in 2022.

There is no such thing as a perfect election. Unexpected issues always arise, and staff are forced to think quickly about how to solve problems. These issues could manifest themselves in situations like temporary election staff not reporting on election day, a power outage, or any number of other hitches. Likewise, staff also accept that there is an inherent risk with any method of alternative voting method. Our commitment to Council is to prepare as thoroughly as we can for the method of Council’s choosing.

Does the status quo method of a paper ballot counted by vote tabulators create a problem? Staff’s response would be no, as this is a proven model in this municipality to elect representatives. However, the addition of internet voting does enhance the democratic process for the residents of Aurora. By providing voters an additional option from the traditional paper ballot, the election becomes much more inclusive to the whole population in Aurora. This is a tested and trusted method of voting across Ontario, which has seen exponential growth in use in the last two election terms. Staff do not

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take this recommendation lightly, and base it from considering all risks and the unique set of circumstances within the Town of Aurora.

Attachments

Attachment 1 – Communications Plan

Attachment 2 – Projected Election Scenario Budgets

Attachment 3 – Comments from the Chair of the Governance Review ad Hoc Committee

Previous Reports

CS17-011 - 2018 Municipal Election – Adoption of Voting Method

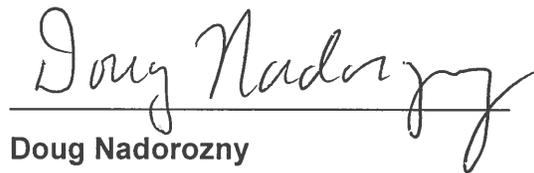
CS17-015 - Alternative Methods of Election – Next Steps

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



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TOWN OF AURORA

Communications Plan

2018 Municipal Elections – Voting Methods

Background

At the April 25, 2017, Aurora Town Council meeting, Council passed a by-law regarding the use of alternative voting methods and equipment. Options presented and still available to Council include Internet voting, tabulator voting, and a hybrid voting model incorporating both, for the 2018 municipal election.

Should a hybrid model be adopted, a comprehensive communications plan will be required to educate residents on the change and how it will affect them.

Audiences

- Primary
 - Aurora residents
- Secondary
 - Local media

Key Messages

- The Municipal election is being held on October 22, 2018
- Residents can ensure they are registered to vote by contacting Access Aurora
- For information on polling stations and hours, visit www.aurora.ca/AuroraVotes2018
- There are many different ways that internet voting can be used: as an alternative to traditional paper ballots, in combination with traditional ballots, for advance voting only or for both advance polls and on voting day
- Internet voting allows residents to vote anywhere, anytime (within specific dates) and offers convenience and flexibility for voters
- Internet voting reflects the lifestyle of Aurora residents, many of whom are busy families, commuters and travelers
- Municipalities such as Guelph, Markham and Ajax have implemented internet voting and 97 municipalities in Ontario have utilized internet voting for either advance voting or on voting day
- With Internet voting residents can still attend a polling station to cast their votes. Exercising democratic rights can be an important event for families therefore, this option is still available.
- At polling stations residents will have the opportunity to cast their vote via Internet voting or paper ballot
- The Town will be hosting an open house where residents can participate in hands-on demonstrations of Internet voting. Online tutorials will also be available.
- Your municipal Council is the most visible and accessible form of government. The Town encourages all residents to come out and vote and have their voices heard.

Objectives

- To educate residents about voting options

Channels

- Social media messaging (text, videos, infographics)
- Webpage
- Town Noticeboard
- Digital signage
- On-hold messaging through Access Aurora
- Text messages for opt-in residents
- Aurora Matters newsletter
- Promotion at Town and community events
- Infographics and handouts
- Workshops and open houses with demonstrations
- Multi-lingual educational materials
- Radio exposure
- Media coverage
- Advertisements in Town facilities
- Mobile signs
- Promotional videos
- Extensive voter support through social media, telephone, and email prior to and during the Advance Voting period and on Election Day.

Schedule

Channel	Timing	Description
Media releases	Week of May 8, 2017 : <ul style="list-style-type: none"> • Announce Council decision re: alternative voting method • Multiple media releases to be sent out in 2018 promoting voting methods, workshop (if necessary) general election/voting information and promoting the YouTube video 	Announce voting methods and share general information on the 2018 municipal elections
Notice Board	Notices on the following weeks: <ul style="list-style-type: none"> • June 14, 2018 • June 28, 2018 • July 12, 2018 	Place ads in the Town Notice Board to announce voting options. Direct residents to a webpage or Access Aurora for questions.

	<ul style="list-style-type: none"> • July 26, 2018 • August 9, 2018 • August 23, 2018 • September 6, 2018 • September 20, 2018 • October 4, 2018 • October 18, 2018 	
Promotion at Town/Community Events	Ribfest Farmers' Market Concerts in the Park	Hand out postcards educating residents on voting methods and promoting workshop
Mayor's messages/columns	<p>Announcement:</p> <ul style="list-style-type: none"> • June 2017 column <p>Reminder:</p> <ul style="list-style-type: none"> • January 2018 column • July 2018 • August 2018 • September 2018 • October 2018 	Overview of voting methods
Website: www.aurora.ca	Week of January 1, 2018	<p>Go live with page on website with information re: voting methods.</p> <p>This will be a separate page off the 2018 election section of the website.</p>
Social media	Week of January 1, 2018 – Election	<p>Ongoing posts to coincide with voting methods.</p> <p>Ongoing social media posts – including video and infographic – to coincide with election events, workshops and general election messaging.</p> <p>#AuroraVotes2018</p>
Aurora Matters	Monthly editions from July to October, 2018	Summary for residents on voting methods to go along with election messaging
Poster/handouts	Beginning week of August 7, 2018	<p>Posters to be displayed in municipal facilities</p> <p>Postcards will be available for residents to take (information re: voting methods and general election information) at Town and community partner facilities.</p>

		Postcards will also be handed out at Town and community events.
Digital screens and mobile signs	August 23 to October 22, 2018	Ongoing updates to inform the public about voting methods, in addition to general election messaging
Internet voting workshop (if applicable)	Week of October 1, 2018	Provide residents and media with the opportunity to do a hands-on demonstration of internet voting. Remind residents of approaching election date and locations.
YouTube video	Week of October 11, 2018	Short video demonstrating voting methods
Text message	Week of October 11, 2018	Text message notifying residents of voting methods and directing them to website.

Measurement

- Media inquiries
- Website visits to page
- Number of calls to Customer Service regarding voting methods
- Number of YouTube video views
- Social media metrics
- Voter turnout

Attachment 1 – Projected Election Scenario Budgets

Report No. CS17-011

	Status Quo	Internet Only	Hybrid	Comments/ Explanation
Number of voting locations	18	6	At least 6	Far fewer locations required with internet only or hybrid. Expect that vast majority of residents would choose to vote from home/work.
Staffing and overtime	\$145,000	\$110,000	\$145,000	Additional staff required if voting locations have choice of computer terminal or paper ballot. Fewer staff would be required with internet only as fewer voting locations would be used. This cost includes the salary for a full-time Elections Coordinator.
Printing, ballots and signage	\$15,000	\$2,500	\$15,000	Only signage required for internet only.
Consumable supplies	\$14,000	\$7,500	\$14,000	
Advertising/communications	\$12,000	\$20,000	\$20,000	Slightly higher than 2014 due to new voting method/option.
Voting system rental/purchase, including hardware rental	\$85,000	\$120,000	\$205,000	The Town would be required to rent vote tabulators for both the status quo and hybrid options.
Network Security Audit	\$0	\$12,000	\$12,000	An independent security audit would be undertaken as part of the voting process.

Attachment 1 – Projected Election Scenario Budgets

Report No. CS17-011

Other costs/ contingency	\$30,000	\$35,000	\$35,000	Website, apps, voter notification, postage, Voterview (live voters list)
Recount contingency, to reserve for by- election	\$25,000	\$5,000	\$30,000	A recount with an internet voting only election would be much less expensive and less time consuming due to the lack of paper.
Total estimated cost for 2019 Election	\$326,000	\$312,000	\$476,000	

Attachment No. 3 - Note from the Chair

Governance Review Ad Hoc Committee Response

As a reminder, the Governance Review Ad Hoc Committee terms of reference state in part..."to review and provide advice on governance issues....and election provisions." It is not the Committee's intent to lobby for our recent recommendation related to internet voting but rather this synopsis is being provided as a response to a Councillor's request for some background on the discussion the Committee had at its March 28, 2017 Committee meeting.

In summary, increased voter turnout was not seen as a primary driver for internet voting. The Committee started from a point of view that the internet was the future, so it should be acknowledged and planned for accordingly in order to get Aurora there in a timely manner. It was agreed that key factors for success would include an effective communications plan and due diligence relative to security concerns. It was also suggested to staff that launch plans from other municipalities already using the system be examined so that the Town could learn from their experience.

The Committee meeting included the review of a report from staff, GRAHC 2017-001 and a round table discussion on various things related to internet voting. It included:

- Security concerns, vote tampering/influence
- Communications plan – with specific emphasis on first implementation since subsequent elections would be less "change"
- Online help
- Options for people who still wanted to go to a voting station (providing ample locations for voters to still have a "place" to vote); and to potentially receive support if needed
- Cost implications for election as well as impact on future elections as they became more the norm (we expected high 1st time costs in staff and technology, but felt these would diminish long term as people became comfortable); and
- Convenience factor for the majority of eligible electors



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**Town of Aurora
Office of the Mayor**

Memorandum

Date: May 16, 2017

To: Members of Council

From: Mayor Geoffrey Dawe

Re: **Correspondence from The Hon. Maurizio Bevilacqua, P.C.
Mayor, City of Vaughan**

Recommendations

1. That the correspondence be received for information.



Hon. Maurizio Bevilacqua, P.C.
Mayor

May 12, 2017

His Worship Geoffrey Dawe
Town of Aurora
100 John West Way, Box 1000
Aurora, ON L4G 6J1

Dear Mayor Dawe,

I am grateful to serve with you and our colleagues at Regional Council to continue to improve the quality of life for the more than one-million citizens who call York Region home. Together, our Council has provided greater access to healthcare, created safer communities, and invested in key social and economic infrastructure. As a result, we have built one of the most prosperous regions in the country.

It is an undeniable fact that the population of all our municipalities is growing and will continue for years to come. For that reason, the composition of our Regional Council should take measured steps to adapt to this growth. In 2018 Vaughan's population will exceed 335,000 people which means in terms of electoral representation that one member serve 83,750 citizens. This makes Vaughan the most under-represented municipality at the Region. The request to increase Regional Council by one member for Vaughan is solely based in good governance – representation by population.

As you are aware, the province is proactively taking steps with the introduction of Bill 68, now at Third Reading, to allow for our local municipalities with a single member to appoint an alternate when the elected official cannot attend a Regional Committee or Council meeting. This will ensure that every local municipality will have a voice at the table and maintain their representation by population for their respective residents.

Therefore, I am writing on behalf of the over 330,000 citizens of Vaughan asking you to support the adoption of a by-law that will change the composition and size of Regional Council. By consenting to this change, it will support our shared value of good governance.

Let's continue to work together "Creating Strong, Caring, Safe Communities" in York Region.

Respectfully,

A handwritten signature in blue ink that reads 'Maurizio Bevilacqua'.

Hon. Maurizio Bevilacqua, P.C.
Mayor

The Corporation of the Town of Aurora

By-law Number 59XX-16

Being a By-law to amend Zoning By-law Number 2213-78, as amended (24 Larmont Street).

Whereas section 34 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, provides that the councils of local municipalities may pass zoning by-laws;

And whereas the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 2213-78, including amendments thereto (the "Zoning By-law");

And whereas the Council of the Town deems it necessary and expedient to further amend the Zoning By-law;

Now therefore the Council of The Corporation of the Town of Aurora hereby enacts as follows:

1. The Zoning By-law be and is hereby amended to replace the "Special Mixed Density Residential (R5) Zone" zoning category applying to the lands shown in hatching on Schedule "A" attached hereto and forming part of this By-law with "Special Mixed Density Residential (R5-45) Exception Zone".

2. The Zoning By-law be and is hereby amended to add the following:

14.3.45 Special Mixed Density Residential (R5-45) Exception Zone

14.3.45.1 Uses Permitted

In addition to the uses permitted in Section 14.1, the lands zoned R5-45 may also be used for business and professional offices.

14.3.45.2 Zone Requirements

14.3.45.2.1 Lot Specifications

In accordance with Section 11.2.1 hereof.

14.3.45.2.2 Siting Specifications

Front Yard (minimum)	2.2 metres
Rear Yard (minimum)	0.0 metres

14.3.45.2.3 Building Specifications

In accordance with Section 11.2.3 hereof.

14.3.45.3 Parking

Notwithstanding the provisions of Section 6.26.1, a minimum of 3.5 parking spaces for each 100 square metres gross floor area shall be provided.

Notwithstanding the provisions of Section 6.26, one parking space shall have minimum dimensions of 2.7 metres by 4.9 metres and all other parking spaces shall have minimum dimensions of 2.7 metres by 5.3 metres.

Notwithstanding the provisions of Section 6.26, all parking spaces shall have a minimum of 6.0 metres of manoeuvring space.

14.3.45.4 Design, Construction and Location

Notwithstanding the provisions of Section 6.27.2, no curbing shall be required.

Notwithstanding the provisions of Section 6.27.7, the parking area shall be separated from any adjacent street line by a strip of land not less than 1.0 metres in width, which shall be reserved for landscaping purposes. No curbing shall be required.

14.3.45.5 Buffer Strip

Notwithstanding the provisions of Section 6.31.1, a buffer strip shall be in accordance with the following provisions:

Buffer strips shall be located adjacent to property lines which abut the zones or uses stated in Section 6.31 as follows:

- i) West property line: there be a minimum 1.5 metre high wood privacy fence for a minimum length of 22.0 metres from the south property line; and
- ii) South property line: there be a minimum 0.5 metre wide planting strip for a minimum length of 11.0 metres from the east property line and a minimum 1.5 metre high wood privacy fence for a minimum length of 3.0 metres from the west property line.

14.3.45.6 Yard and Setback Encroachments Permitted

Notwithstanding the provisions of Section 6.48.1, encroachments for open sided roofed porches shall have a minimum distance separation of 1.1 metres from the front lot line. Encroachments for steps shall have a minimum distance separation of 0.0 metres from the front lot line.”

- 3. This By-law shall come into full force subject to compliance with the provisions of the Planning Act, R.S.O. 1990, c. P. 13, as amended, and subject to compliance with such provisions, this By-law will take effect from the date of final passage hereof.

Enacted by Town of Aurora Council this 23rd day of May, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

By-law Number 59XX-17

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Explanatory Note

Re: Zoning By-law Number 59XX-17

By-law Number 59XX-17 has the following purpose and effect:

To amend By-law 2213-78, as amended, being the Zoning By-law in effect in the Town of Aurora, to rezone the subject lands from “Special Mixed Density Residential (R5) Zone” zoning category applying to the lands shown in hatching on Schedule “A” attached hereto and forming part of this By-law with “Special Mixed Density Residential (R5-45) Exception Zone”.

The zoning amendment will permit the use of a business and professional office on the lands municipally known as 24 Larmont Street, Aurora. Business and professional offices are not currently permitted on site. The zoning amendment will add by-law exceptions to the parking requirements, manoeuvring, curbing, buffer strips, and yard and setback encroachments.

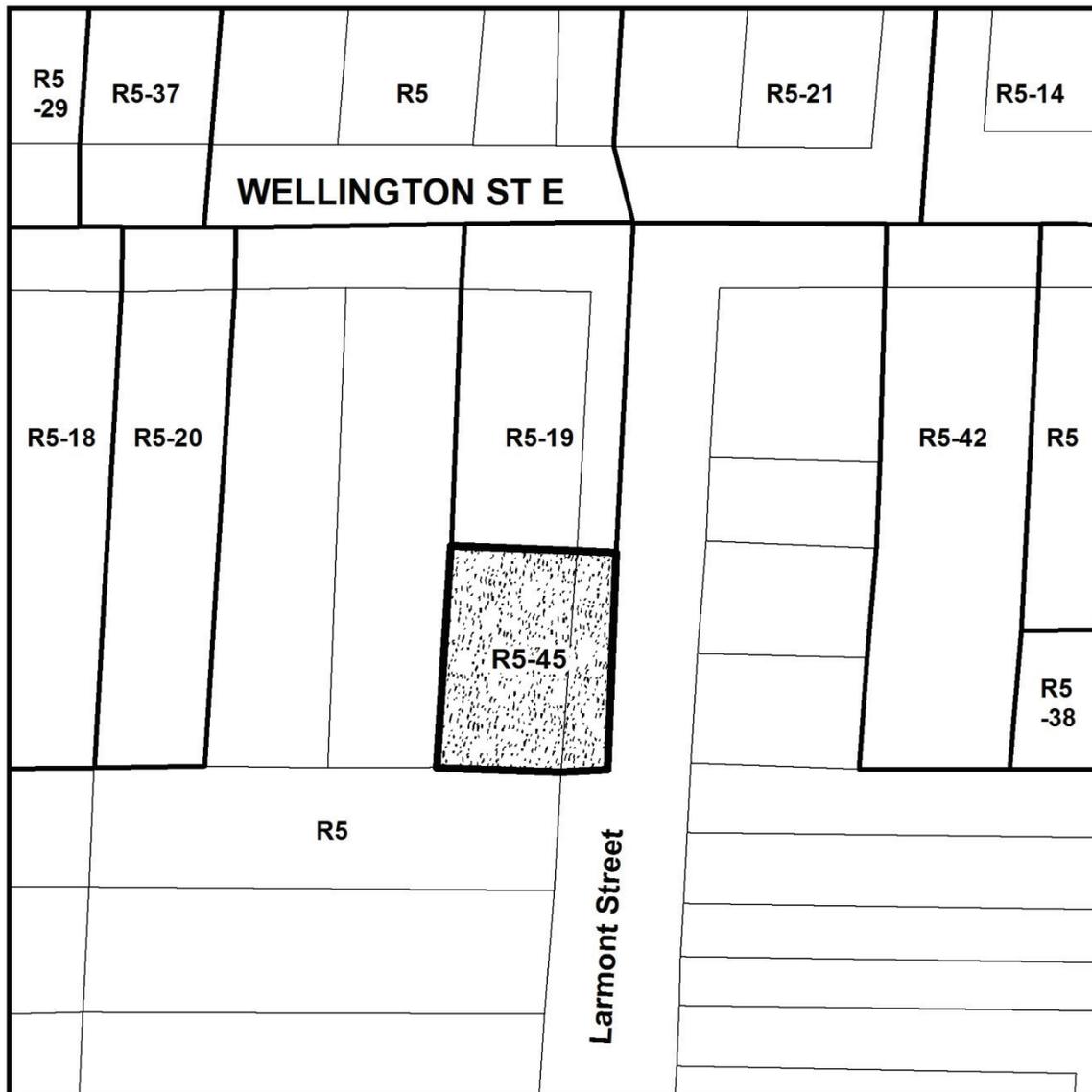
Schedule "A"

Town of Aurora
The Regional Municipality of York

Location: Part of Lot 12, South Side of Wellington Street, Registered Plan 68, Aurora



Lands to be rezoned from "Special Mixed Density Residential (R5) Zone" to "Special Mixed Density Residential (R5-45) Exception Zone".



The Corporation of The Town of Aurora

By-law Number 59XX-17

**Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting
on May 23, 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 May 23, 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 23rd day of May, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk