



Council Meeting Agenda

**Tuesday, December 12, 2017
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora Council Meeting Agenda

Tuesday, December 12, 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

4. Delegations

(a) Tyler Barker, Chair of Accessibility Advisory Committee

Re: Item C6 – Accessibility Advisory Committee Meeting Minutes of November 8, 2017; and Item C1(R1) PBS17-096 – Preferred Design for Library Square

(b) Suzanne Haines, Executive Director, Aurora Cultural Centre

Re: Item C1(R1) PBS17-096 – Preferred Design for Library Square

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 C10 inclusive, be approved:

C1. General Committee Meeting Report of December 5, 2017

Recommended:

1. That the General Committee meeting report of December 5, 2017, be received and the recommendations carried by the Committee approved.

C2. Council Meeting Minutes of November 28, 2017

Recommended:

1. That the Council meeting minutes of November 28, 2017, be adopted as printed and circulated.

C3. Council Closed Session Minutes of November 14, 2017

(confidential attachment)

Recommended:

1. That the Council Closed Session minutes of November 14, 2017, be adopted as printed and circulated.

C4. Council Closed Session Public Minutes of November 14, 2017

Recommended:

1. That the Council Closed Session Public minutes of November 14, 2017, be adopted as printed and circulated.

C5. Council Public Planning Meeting Minutes of November 22, 2017

Recommended:

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

C6. Accessibility Advisory Committee Meeting Minutes of November 8, 2017

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of November 8, 2017, be received for information.

C7. Budget Committee Meeting Minutes of November 18, 2017

Recommended:

1. That the Budget Committee meeting minutes of November 18, 2017, be received for information.

C8. Budget Committee Meeting Minutes of November 20, 2017

Recommended:

1. That the Budget Committee meeting minutes of November 20, 2017, be received for information.

C9. Budget Committee Meeting Minutes of November 27, 2017

Recommended:

1. That the Budget Committee meeting minutes of November 27, 2017, be received for information.

C10. Memorandum from Mayor Dawe

**Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights of November 24, 2017**

Recommended:

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of November 24, 2017 be received for information.

6. Consideration of Items Requiring Discussion (Regular Agenda)

R1. CS17-039 – Approval of 2018 Meeting Schedule

Recommended:

1. That Report No. CS17-039 be received; and
2. That the 2018 Meeting Schedule (Attachment No. 1) be approved.

R2. FS17-050 – 2018 Operating Budget Final Approval

Recommended:

1. That Report No. FS17-050 be received; and
2. That the 2018 Operating Budget summarized in Attachment #1 which reflects all revisions recommended for approval by the Budget Committee, resulting in a total expenditure plan of \$64,095,000 and a total tax levy of \$44,453,300, resulting in an estimated 3.1% increase on the Aurora share of property tax bills, and a 2.3% residential tax bill increase when combined with the regional and education shares of the tax bill, be approved; and
3. That the Town's full-time staff complement be increased by three (3) to 224 staff (excluding Library Board and Central York Fire Services) as presented in Attachment #2 and funded in the 2018 Operating Budget; and
4. That the necessary by-law be enacted at a future Council Meeting to set the final billing 2018 tax rates and payment dates.

R3. FS17-061 – Interim Operating Budget Forecast – as at October 31, 2017

Recommended:

1. That Report No. FS17-061 be received for information.

R4. PBS17-100 – Preferred Design for Library Square – Additional Information

Presentation to be provided by David Leinster, Partner, The Planning Partnership

Recommended:

1. That Report No. PBS17-100 be received for information.

R5. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan

(Deferred from Council meeting of November 28, 2017)

Recommended:

1. That Report No. IES17-037 be received; and
2. That Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora’s Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes conditional on the Capital Project No. 42809 approval in the 2018 capital budget and conditional on full funding; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

R6. IES17-041 – Additional Information to Report No. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan

(Deferred from Council meeting of November 28, 2017)

Recommended:

1. That Report No. IES17-041 be received for information.

7. Notices of Motion

8. Motions

(a) Councillor Abel

Re: Affordable Housing Plan

(Deferred from Council meeting of November 14, 2017)

(b) Councillor Mrakas

Re: Interim Control By-law – Stable Neighbourhoods

9. Regional Report

10. New Business

11. Public Service Announcements

12. By-laws

Recommended:

That the following by-laws be enacted:

(a) By-law Number XXXX-17 Being a By-law to appoint a Chief Building Official for The Corporation of the Town of Aurora.

(b) By-law Number XXXX-17 Being a By-law to exempt municipal capital facility lands (Aurora Sports Dome) from taxes.
(General Committee Report No. PRCS17-027 – Jul. 4/17)

(c) By-law Number XXXX-17 Being a By-law to allocate any 2017 Operating Fund surplus and any 2017 Water and Wastewater Operating Fund surplus or deficit.
(General Committee Report No. FS17-047 – Dec. 5/17)

- (d) By-law Number XXXX-17** Being a By-law to amend By-law Number 5553-13, as amended, to establish various Reserve Funds for the Town of Aurora.
(General Committee Report No. FS17-051 – Dec. 5/17)
- (e) By-law Number XXXX-17** Being a By-law to levy Interim Property Taxes for the 2018 taxation year.
(General Committee Report No. FS17-058 – Dec. 5/17)
- (f) By-law Number XXXX-17** Being a By-law to provide for the annual remuneration to be paid to the Mayor and Members of Council.
(General Committee Report No. GRAHC17-002 – Nov. 21/17)

13. Closed Session

14. Confirming By-law

Recommended:

That the following confirming by-law be enacted:

By-law Number XXXX-17 Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on December 12, 2017.

15. Adjournment



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: Council December 12, 2017	
Subject: Item C6 – Accessibility Advisory Committee Meeting Minutes of November 8, 2017; and Item C1(R1) – PBS17-096 – Preferred Design for Library Square	
Name of Spokesperson: Tyler Barker, Chair of Accessibility Advisory Committee	
Name of Group or Person(s) being Represented (if applicable): 	
Brief Summary of Issue or Purpose of Delegation: To speak to the proposed hotel (AAC minutes). To speak to the proposed design of Library Square.	
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? Legislative Services	Date: Dec. 7, 2017
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



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: Council Meeting December 12, 2017	
Subject: Library Square	
Name of Spokesperson: Suzanne Haines, Executive Director	
Name of Group or Person(s) being Represented (if applicable): Aurora Cultural Centre	
Brief Summary of Issue or Purpose of Delegation: To speak to the concept options for Library Square	
Please complete the following:	
Have you been in contact with a Town staff or Council member regarding your matter of interest? Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, with whom? Planning team, Senior Staff, a few Council members	Date: December 7, 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, December 5, 2017

Attendance

Council Members Councillor Thompson in the Chair; Councillors Abel, Gaertner, Humfries (arrived 7:15 p.m.), Kim, Mrakas, Pirri, and Mayor Dawe

Members Absent Councillor Thom

Other Attendees Doug Nadorozny, Chief Administrative Officer, Techa van Leeuwen, Director of Corporate Services, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Development Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Linda Bottos, Council/Committee Secretary

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

General Committee consented to recess the meeting at 9:20 p.m. and reconvened at 9:30 p.m.

1. Approval of the Agenda

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

- Nancy Eveleigh Browne, Chair, Aurora Public Library Board; Re: Item R1 – PBS17-096 – Preferred Design for Library Square
- Item R1 – Report No. PBS17-096 – Preferred Design for Library Square

General Committee Meeting Report
Tuesday, December 5, 2017

Page 2 of 13

- Item R14 – Report No. PBS17-099 – Post-Secondary Partnership – Niagara College
- Item R15 – Report No. FS17-060 – Final 2018 Operating Budget Adjustments
- Notice of Motion (a) Councillor Mrakas; Re: Interim Control By-law – Stable Neighbourhoods

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) Nancy Eveleigh Browne, Chair, Aurora Public Library Board Re: Item R1 – PBS17-096 – Preferred Design for Library Square

Ms. Browne spoke in support of Concept 1, the upper square option of the report, and expressed concerns regarding Concept 2, noting that programming space would be eliminated and accessible parking would be negatively impacted through the implementation of Concept 2.

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

5. Consent Agenda

Item C1 was removed from the Consent Agenda for separate discussion under Section 6, Consideration of Items Requiring Discussion, as Item R16.

That Consent Agenda Items C2 and C3 be approved:

General Committee Meeting Report
Tuesday, December 5, 2017

Page 3 of 13

C2. PRCS17-044 – Award of Tender 2017-99-PRCS Construction of Multi-Purpose Synthetic Turf Sports Field at Sheppard’s Bush Park

1. That Report No. PRCS17-044 be received; and
2. That Tender 2017-99-PRCS Construction of Multi-Purpose Synthetic Turf Sports Field at Sheppard’s Bush Park be awarded to TDI International Ag Inc. dba Eco Blue Systems in the amount of \$1,189,730.13, excluding taxes; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

C3. PBS17-088 – Request for Street Name Approval, Ballymore Building (South Aurora) Corporation, 14452 Yonge Street, Part Lot 75, Concession 1, Related File Numbers: ZBA-2016-09, SUB-2016-02, CDM-2016-04

1. That Report No. PBS17-088 be received; and
2. That Street “A” within approved Plan of Subdivision SUB-2016-02 be named Black Walnut Court:

Street “A”

Black Walnut Court

Carried

6. Consideration of Items Requiring Discussion (Regular Agenda)

General Committee consented to consider items in the following order: R14, R1, R15, R2, R3, R4, R5, R6, R7, R8, R9, R10, R11, R12, and R13, and R16 (formerly C1).

R1. PBS17-096 – Preferred Design for Library Square

General Committee consented to waive the Procedure By-law to allow additional time as required for the presentation.

General Committee Meeting Report
Tuesday, December 5, 2017

Page 4 of 13

Marco Ramunno, Director of Planning and Development Services, provided background information, noting that details were yet to be defined and further consultation would take place, and that Council's endorsement was being sought for either of the concepts presented in the staff report.

David Leinster, Partner of The Planning Partnership, presented details of the vision for the development of Library Square including location and site considerations, design parameters, and two concept options.

General Committee received the presentation for information.

General Committee recommends:

1. That Report No. PBS17-096 be received; and
2. That Council endorse Option 2, the lowered square option as the preferred option for the Library Square design; and
3. That staff be directed to proceed with the detailed design for the development of Library Square.

Carried

R2. FS17-047 – 2017 Year End Surplus/Deficit Financial Control By-law

General Committee recommends:

1. That Report No. FS17-047 be received; and
2. That a by-law be adopted to authorize the Treasurer and the Chief Administrative Officer to make necessary year-end financial adjustments and to allocate any 2017 Operating Fund surplus or deficit as set out in Report No. FS17-047; and
3. That the provisions of the by-law also authorize the Treasurer and the Chief Administrative Officer to allocate any 2017 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and

General Committee Meeting Report
Tuesday, December 5, 2017

Page 5 of 13

4. That the adjustments authorized herein are to occur with an effective date of December 31, 2017, and which may be determined prior to or after December 31, 2017; and
5. That the Treasurer and Chief Administrative Officer report to Council through General Committee after the year-end surplus/deficit control adjustments and allocations have been completed.

Carried

R3. FS17-051 – Creation of Additional Reserve Funds

General Committee recommends:

1. That Report No. FS17-051 be received; and
2. That By-law No. 5553-13 be amended to add the Economic Development reserve fund and the Winter Control reserve fund as set out in Attachments #1 and #2 respectively; and
3. That the new Economic Development reserve fund be initially funded by the transfer and closure of the unspent balances in Capital Project #81015: Community Improvement Plan; and
4. That the necessary by-law be presented at a future meeting for adoption.

Carried

R4. FS17-057 – Annual Cancellation, Reduction or Refund of Property Taxes Under Sections 357 and 358 of the *Municipal Act*

General Committee recommends:

1. That Report No. FS17-057 be received; and
2. That a meeting be held in accordance with Sections 357 and 358 of the *Municipal Act, 2001* as amended (the Act) in respect of the applications filed with the Treasurer by owners of property listed in this report at which applicants may make representation; and

General Committee Meeting Report
Tuesday, December 5, 2017

Page 6 of 13

3. That total property taxes in the amount of \$1,687.93 due from the property owners be adjusted pursuant to Section 357 of the Act; and
4. That total property taxes in the amount of \$1,742.27 due to the property owners be adjusted pursuant to Section 358 of the Act; and
5. That any associated interest charged applicable to these adjustments be cancelled in proportion to the total property taxes adjusted; and
6. That the Director of Financial Services – Treasurer be directed to remove said property taxes from the collector's roll reflecting these property tax adjustments.

Carried

R5. FS17-058 – 2018 Interim Property Tax Levy

General Committee recommends:

1. That Report No. FS17-058 be received; and
2. That a by-law be adopted to authorize the levying of 2018 Interim Property Taxes on all rateable properties and to establish installment due dates.

Carried

R6. IES17-043 – Purchase Order Increase for CIMCO

General Committee recommends:

1. That Report No. IES17-043 be received; and
2. That Purchase Order No. 1149 to CIMCO Refrigeration Division Toromont Industries Ltd. be increased by \$60,000 from the amount of \$90,000 to \$150,000, excluding taxes, for the one-year term of 2017.

Carried

R7. IES17-045 – Award of RFP IES2017-125 – Maintenance and Emergency Response to Sanitary Lift and Water Boost Stations

General Committee recommends:

1. That Report No. IES17-045 be received; and
2. That Request for Proposal IES2017-125 – Maintenance and Emergency Response to Sanitary Lift and Water Booster Stations be awarded to 709125 Ontario Limited o/a Pump System Interfacing for five (5) years at the unit prices tendered, including the option to renew for an additional two, one-year periods based on satisfactory performance of the Contractor; and
3. That the Director of the Water/Sewer Division be authorized to obtain a Purchase Order not to exceed a total of \$1,200,945.64, for the five (5) years of the contract, excluding taxes, to be assigned to 709125 Ontario Limited o/a Pump System Interfacing at the discretion of the Director; 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.

Carried

R8. IES17-046 – Purchase Order Increase for HVAC Services

General Committee recommends:

1. That Report No. IES17-046 be received; and
2. That the Contract for Carmichael Engineering Ltd, and Dunlis Mechanical Services as established through RFP IES 2015-35 be extended to the 2018 option year; and
3. That Purchase Order No. 713 in favour of Carmichael Engineering Ltd. be increased by \$117,000 from the amount of \$321,975 to \$438,975, excluding taxes, for the contract term of 2018; and
4. That the Director of the Facilities Division be authorized to execute future year extensions of their Agreement subject to satisfactory performance; and

5. That Purchase Order No. 714 in favour of Dunlis Mechanical Services be increased by \$151,000 from the amount of \$404,769 to \$555,769, excluding taxes, for the contract term of 2018.

Carried

**R9. IES17-047 – Purchase Order Increase for Supply and Delivery of
Waterworks and Sewer Materials**

General Committee recommends:

1. That Report No. IES17-047 be received; and
2. That the Contract for Wolesley Canada Inc. as established through RFQ IES 2016-12 be extended to the 2018 option year; and
3. That Purchase Order No. 745 in favour of Wolesley Canada Inc. be increased by \$50,000 from the amount of \$106,546 to \$156,546, excluding taxes, for the contract term of 2018.

Carried

**R10. IES17-048 – Award of RFP IES2017-116 – Emergency Sewer and
Watermain Repairs**

General Committee recommends:

1. That Report No. IES17-048 be received; and
2. That Request for Proposal IES2017-116 – Emergency Repairs to the Town of Aurora Water Distribution and Sewer Systems be awarded to A. Donofrio Construction Ltd. and V. M. DiMonte Construction Ltd., for a (5) five-year period at the unit prices tendered including the option to renew for an additional two (2), one (1) year periods based on satisfactory performance of the Contractor; and
3. That the Director responsible for Water/Wastewater Division be authorized to obtain a Purchase Order not to exceed a total of \$300,000, for each year of the five (5) year contract, excluding taxes, to be assigned to A. Donofrio Construction Ltd, and V. M. DiMonte

General Committee Meeting Report
Tuesday, December 5, 2017

Page 9 of 13

Construction Ltd. at the discretion of the Director subject to satisfactory performance; 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.

Carried

R11. PRCS17-042 – Sheppard’s Bush Property Use and Maintenance Agreement

General Committee recommends:

1. That Report No. PRCS17-042 be received; and
2. That the Mayor and Town Clerk be authorized to execute the Agreement between the Town of Aurora and the Lake Simcoe Region Conservation Authority for the use and maintenance of the Sheppard’s Bush Conservation Area, including any and all documents and ancillary agreements required to give effect to same.

Carried

R12. PRCS17-043 – Facility Sponsorship Program – BionX International Corporation

General Committee recommends:

1. That Report No. PRCS17-043 be received; and
2. That the Director responsible for the Business Support Division be authorized to execute the Agreement between the Town of Aurora and BionX International Corporation for the Facility Sponsorship of the Spin Cycle Room at the Aurora Family Leisure Complex, including any and all documents and ancillary agreements required to give effect to same.

Carried

R13. PRCS17-046 – Arboretum Community Partnership Agreement

General Committee Meeting Report
Tuesday, December 5, 2017

Page 10 of 13

General Committee recommends:

1. That Report No. PRCS17-046 be received; and
2. That the updated Arboretum Master Plan, as presented on May 31, 2017, be approved; and
3. That the Director of the Parks Division be authorized to enter into a new Community Partnership Agreement between the Town of Aurora and the Aurora Community Arboretum for a ten-year period commencing January 1, 2018, including any and all documents and ancillary agreements required to give effect to same.

Carried

R14. PBS17-099 – Post-Secondary Partnership – Niagara College

General Committee consented to consider Item R14 prior to consideration of Item R1.

General Committee consented to waive the Procedure By-law to allow additional time as required for the presentation.

Anthony Ierullo, Manager of Long Range and Strategic Planning, presented an overview of the Niagara College Post-Secondary Partnership including background context, strategy drivers, project description, preferred location, lease financials, financial considerations, and next steps.

Craig Youdale, Dean, Canadian Food and Wine Institute (CFWI) at Niagara College, presented an overview of the programs and pillars of focus of CFWI including academic excellence, community leadership, global opportunities, and food and beverage research and development. He further noted their Corporate Training Strategy, Expert Edge, aimed at enthusiasts, industry professional development, and corporate team building.

General Committee received the presentation for information.

General Committee recommends:

1. That Report No. PBS17-099 be received for information.

Carried

General Committee Meeting Report
Tuesday, December 5, 2017

Page 11 of 13

R15. FS17-060 – Final 2018 Operating Budget Adjustments

General Committee consented to consider Item R15 following consideration of Item R1.

General Committee recommends:

1. That Report No. FS17-060 be received; and
2. That the adjustments proposed for the 2018 Operating Budget be approved; and
3. That the Treasurer bring forward a final budget approval report reflecting all adjustments recommended by the Committee directly to Council on December 12, 2017.

Carried

R16. IES17-044 – Update on the Regional Road Projects in Aurora
(Formerly Consent Agenda Item C1)

General Committee recommends:

1. That Report No. IES17-044 – Update on the Regional Road Projects in Aurora be deferred to the General Committee meeting in January 2018.

Motion to defer

Carried

7. Notices of Motion

(a) Councillor Mrakas

Re: Interim Control By-law – Stable Neighbourhoods

Whereas the Town has experienced a significant amount of pressure for infill residential development that has resulted in intensification through the construction of additions, conversion of existing floor area and the demolition of existing buildings for the construction of larger, more intense forms of development; and

General Committee Meeting Report
Tuesday, December 5, 2017

Page 12 of 13

Whereas staff are conducting a study of the Town's existing zoning policies and regulations regarding infill housing and intensification in stable neighbourhoods; and

Whereas protecting the integrity of "Stable Neighbourhoods" is of the utmost importance to our residents; and

Whereas Section 38 of the *Planning Act* allows municipalities to pass an Interim Control By-law (ICBL), to be in effect for a period not exceeding one year, prohibiting the use of land, buildings or structures for specific purposes in a defined area;

1. Now Therefore Be It Hereby Resolved That staff propose an Interim Control By-law aimed at restricting development or alterations for a period not to exceed one year from the date of the passing of the by-law, which should define a specific area that includes areas within the existing "Stable Neighbourhoods" that contain older housing stock that contains predominantly single-storey dwellings, with the purpose of restricting new residential dwellings or additions to an existing residential dwelling that exceeds the current development standards of the existing residential zones; and
2. Be It Further Resolved That staff report back to General Committee in the January 2018 meeting cycle with a draft Interim Control By-law for Council's consideration and enactment.

8. New Business

Councillor Kim inquired about the party responsible for maintenance of the grounds around Canada Post mailboxes, and staff agreed to investigate and contact Canada Post.

Councillor Mrakas referred to a discussion on the Corporate Environmental Action Plan (CEAP) at the recent Environmental Advisory Committee meeting where the Committee recommended that staff reports should include a new section for links to the CEAP in the same way that links to the Strategic Plan are specified. Staff agreed to consider the recommendation.

General Committee Meeting Report
Tuesday, December 5, 2017

Page 13 of 13

Councillor Humfryes expressed concern regarding the increased graffiti in Town and inquired about the possibility of reinstating a committee to address this issue. Staff agreed to investigate the matter and report back with options.

Mayor Dawe extended a reminder about the Christmas Tree Lighting at Town Hall and other activities at the Seniors' Centre, including the new Christmas Market, being held on Wednesday, December 6, 2017, from 6:30 p.m. to 8:30 p.m.

Councillor Pirri referred to a discussion on anti-idling at the recent Environmental Advisory Committee where it was suggested that the Mayor issue letters to local organizations and transportation agencies regarding the negative impacts of idling.

9. Closed Session

None

10. Adjournment

The meeting was adjourned at 10:12 p.m.

Michael Thompson, Councillor

Michael de Rond, Town Clerk

The report of the General Committee meeting of December 5, 2017, is subject to final approval and endorsement of the recommendations by Council on December 12, 2017.



**Town of Aurora
Council Meeting Minutes**

Council Chambers, Aurora Town Hall
Tuesday, November 28, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel, Gaertner (arrived 7:06 p.m.), Humfryes (departed 9:19 p.m.), Kim, Mrakas, Thom, and Thompson

Members Absent Councillor Pirri

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, and Linda Bottos, Council/Committee Secretary

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

Council consented to recess the meeting at 9:19 p.m. and reconvened at 9:29 p.m.

On a motion of Councillor Thom seconded by Councillor Kim, Council consented to extend the hour past 10:30 p.m.

On a motion of Councillor Thom seconded by Councillor Gaertner, Council consented on a two-thirds vote to extend the hour to 11:15 p.m.

On a motion of Councillor Thom seconded by Councillor Kim, Council consented on a two-thirds vote to extend the hour to 11:20 p.m.

1. Approval of the Agenda

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

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

- Delegation (a) Chad B. John-Baptiste, representing 2501500 Ontario Inc. and 2540280 Ontario Inc.; Re: Item R9 – PBS17-085 – Proposal for Zoning By-law Amendment (a) 2501500 Ontario Inc. (16003 Yonge Street), File No. ZP-2017-09; and (b) 2540280 Ontario Inc. (255 Old Yonge Street), File No. ZP-2017-10
- Item C2 – Memorandum from Mayor Dawe; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of October 27, 2017
- Item R10 – IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan
- Item R11 – IES17-041 – Additional Information to Report No. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan
- Item R12 – PRCS17-045 – Award of Tender 2017-117-PRCS Demolition of Two (2) Buildings Located at 52 and 56 Victoria Street in Aurora

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

On a motion of Councillor Humfryes seconded by Councillor Thom, Council consented on a two-thirds vote to waive the Procedure By-law to allow more than ten minutes for the Presentation.

Council Meeting Minutes
Tuesday, November 28, 2017

Page 3 of 16

- (a) Rick Farrell, General Manager of Housing, and Valerie Shuttleworth,
Chief Planner, York Region
Re: York Region's Affordable Housing Strategy**

Mr. Farrell and Ms. Shuttleworth presented an overview of the Region's housing story including information on the Human Services Planning Board and Make Rental Happen, Regionally-administered social and affordable housing, affordability by income and location, and the York Region Local Municipal Housing Working Group.

**Moved by Councillor Humfryes
Seconded by Councillor Thom**

That the presentation be received for information.

Carried

4. Delegations

- (a) David Heard, Resident
Re: Item R1 – PBS17-095 – Restoration of the Aurora Armoury – 89
Mosley Street**

Mr. Heard provided historical context for the Aurora Armoury, including connections to the Fleury, Petch, and Mosley families and businesses, and feedback on the restoration and consultation processes.

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

That the comments of the delegation be received and referred to Item R1.

Carried

- (b) Christopher Watts, representing Aurora Heritage Authority
Re: Item R2 – CAO17-007 – Branding Concepts for Aurora Armoury**

Mr. Watts provided feedback on the proposed branding concepts and process for the Aurora Armoury.

Council Meeting Minutes
Tuesday, November 28, 2017

Page 4 of 16

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

That the comments of the delegation be received and referred to Item R2.

Carried

**(c) Mark Flowers, Davies Howe LLP
Re: Motion (a) Councillor Mrakas; Re: Interim Control By-law – Stable
Neighbourhoods**

Mr. Flowers expressed concerns regarding the proposed interim control by-law and the potential repercussions on the Highland Gate Developments Inc. (HGDI) lands and requested that the by-law be worded in such a way as to exclude the HGDI lands from the provisions of the by-law.

**Moved by Councillor Gaertner
Seconded by Councillor Mrakas**

That the comments of the delegation be received and referred to Motion (a).

Carried

5. Consent Agenda

Council consented to consider Items C1(sub-items R3, R6, R9, R10, R11, R12, and R13), and C5 under Section 6, Consideration of Items Requiring Discussion (Regular Agenda) as Items R3, R4, R5, R6, R7, R8, R9, and R10, respectively.

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

That the following Consent Agenda items—C1 (with the exception of sub-items R3, R6, R9, R10, R11, R12, and R13), C2, C3, and C4—be approved:

C1. General Committee Meeting Report of November 21, 2017

1. That the General Committee meeting report of November 21, 2017, be received and the following recommendations carried by the Committee approved:

**(C1) Governance Review Ad Hoc Committee Meeting Minutes of
October 31, 2017**

1. That the Governance Review Ad Hoc Committee meeting minutes of October 31, 2017, be received for information.

(R1) GRAHC17-002 – Council Compensation Review – Final Report

1. That Report No. GRAHC17-002 be received; and
2. That no change in compensation for the Mayor be made at this time; and
3. That the compensation of Councillors be increased to \$36,000 per year, fully taxable, commencing with the 2018-2022 term of office; and
4. That Council endorse, in principle, commercially available Long-Term Disability and Accidental Death and Dismemberment protection plans for the role of the Mayor only, commencing with the next term of office, and that staff report back with respect to details for Council's final consideration and approval; and
5. That an end of service transition payment program be implemented for the Mayor only, commencing with the 2018-2022 term of office, as follows:
 - (a) Eligible at the completion of one full term, one month of pay for each completed year of continual service as Mayor to a maximum of six months' pay (may be prorated for partial years);
 - (b) The amount is paid automatically, and paid if the Mayor resigns or does not return to office for any reason other than as outlined in (c) below. In the event of the Mayor's death while in office, the payment is made to the estate;
 - (c) No transition payment is paid if the Mayor is removed from office due to a judicial process and conviction under the Criminal Code, even if having resigned first; and

6. That no changes be made to transportation allowances, pension, or health and dental benefit programs currently in place; and
7. That staff bring forward the necessary by-law at a future Council meeting.

(R2) PRCS17-040 – Highland Gate Parkland Design

1. That Report No. PRCS17-040 be received; and
2. That the Final Parkland Design for the Highland Gate Development Lands be approved.

(R4) PBS17-084 – 2018 Planning Applications Fees

1. That Report No. PBS17-084 be received; and
2. That, in accordance with Section 69 of the *Planning Act*, Council update the Planning Applications Fees By-law as shown on attached Schedule A, which increases the 2018 fees for processing of Planning Applications by 2.1% (generally) to reflect the Consumer Price Index, and modest verifiable increases to the Official Plan, Zoning By-law, and Subdivision and Condominium base fees; and
3. That the amending Planning Applications Fees By-law be brought forward to a future Council meeting for enactment; and
4. That staff be directed to review and amend the Planning Fee schedule on an annual basis.

(R5) IES17-036 – Metrolinx Railway Overpass Multipurpose Tunnel

1. That Report No. IES17-036 be received; and
2. That Council request the Regional Municipality of York and Metrolinx to maintain the existing 1.5 meter sidewalk in all future design plans associated with the BRCE and the future Rapid Transit/Viva Regional Road Expansion projects; and

3. That any future relocation of the existing pedestrian walkway be designed to Town of Aurora standards and funded entirely by the Region of York.

(R7) IES17-040 – Purchase Order Increase for Pool Liner Repairs for the Stronach Aurora Recreation Complex (SARC) Facility

1. That Report No. IES17-040 be received; and
2. That, in accordance with the Procurement By-law, Purchase Order No. 1149 be increased by \$21,480, excluding taxes, to a total of \$113,672, excluding taxes, for pool repairs at the Stronach Aurora Recreation Complex (SARC) in favour of Nationwide Commercial Aquatics Inc.

(R8) PBS17-043 – Inflow and Infiltration Reduction Project

1. That Report No. PBS17-043 be received; and
2. That the Mayor and Town Clerk be authorized to execute an agreement with a new landowners group and The Regional Municipality of York, for an Inflow and Infiltration Reduction Project based on the principles outlined in this report, to the satisfaction of the Director of Planning and Building Services and the Town Solicitor.

C2. Council Meeting Minutes of November 14, 2017

1. That the Council meeting minutes of November 14, 2017, be adopted as printed and circulated.

C3. Council Closed Session Minutes of November 7, 2017

1. That the Council Closed Session minutes of November 7, 2017, be adopted as printed and circulated.

C4. Council Closed Session Public Minutes of November 7, 2017

1. That the Council Closed Session Public minutes of November 7, 2017, be adopted as printed and circulated.

Carried

Council Meeting Minutes
Tuesday, November 28, 2017

Page 8 of 16

6. Consideration of Items Requiring Discussion (Regular Agenda)

Council consented to consider items in the following order: R1, R2, R9 (formerly C1(R13)), R4 (formerly C1(R6)) together with R10 (formerly C5), R5 (formerly C1(R9)), R8 (formerly C1(R12)), Item R6 (formerly C1(R10)) together with R7 (formerly C1(R11)), and R3 (formerly C1(R3)).

R1. PBS17-095 – Restoration of the Aurora Armoury – 89 Mosley Street

Mr. Anthony Ierullo, Manager of Long Range and Strategic Planning, along with Mr. Jim Burkitt and Philip Hastings of GOW Hastings Architects, presented background and historical context to the Aurora Armoury and reviewed the proposed conceptual design and renovations.

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

That the presentation be received for information.

Carried

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

1. That Report No. PBS17-095 be received; and
2. That the total approved budget for Capital Project No. 12041 "89 Mosley Renewal" be increased to \$200,000, representing an increase of \$100,000, to be funded from the unallocated interest component of the Aurora Hydro Sale Investment reserve fund, to allow GOW Hastings Architects to proceed with detailed design for the renewal of 89 Mosley Street.

Carried

R2. CAO17-007 – Branding Concepts for Aurora Armoury

**Motion to defer
Moved by Councillor Kim
Seconded by Councillor Thom**

Council Meeting Minutes
Tuesday, November 28, 2017

Page 9 of 16

That Report No. CAO17-007 – Branding Concepts for Aurora Armoury be deferred to the Council meeting in January 2018 to allow for public consultation.

**Motion to defer
Carried**

R3. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule

(Formerly Consent Agenda Item C1(R3))

On a motion by Councillor Thompson seconded by Councillor Gaertner, Council consented to consider Item R3 following consideration of Items 6 and 7.

**Motion to defer
Moved by Councillor Mrakas
Seconded by Councillor Thompson**

That Report No. CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule be deferred to a future Council meeting.

**Motion to defer
Carried**

R4. IES17-039 – Request for Approval of Capital Project No. 72272 – Stronach Aurora Recreation Complex (SARC) Program Room Refresh

(Formerly Consent Agenda Item C1(R6))

Council consented to consider Item R4 together with Item R10.

**Moved by Councillor Gaertner
Seconded by Councillor Thom**

1. That Report No. IES17-039 and Report No. IES17-049 be received; and
2. That Report No. IES17-039 satisfy Council's conditional budget approval for Capital Project No. 72272 – SARC Program Room Refresh in the amount of \$20,000, excluding taxes; and

Council Meeting Minutes
Tuesday, November 28, 2017

Page 10 of 16

3. That staff be authorized to proceed with Capital Project No. 72272 – SARC Program Room Refresh.

Carried

R5. PBS17-085 – Proposal for Zoning By-law Amendment Application
(Formerly Consent Agenda Item C1(R9))

Main motion

Moved by Councillor Abel

Seconded by Councillor Thompson

1. That Report No. PBS17-085 be received.

Amendment

Moved by Councillor Abel

Seconded by Councillor Thompson

That the main motion be amended by restoring the following clause:

2. That the Zoning By-law Proposals from the following applicants be accepted as Zoning By-law Amendment Applications:

(a) 2501500 Ontario Inc. (16003 Yonge Street), File No. ZP-2017-09

(b) 2540280 Ontario Inc. (255 Old Yonge Street), File No. ZP-2017-10

(c) Shen & He (15385-15395 Bayview Avenue), File No. ZP-2017-11

Carried

Council consented to vote on each clause and proposal separately.

Main motion as amended

Moved by Councillor Abel

Seconded by Councillor Thompson

1. That Report No. PBS17-085 be received.

Carried

Council Meeting Minutes
Tuesday, November 28, 2017

Page 11 of 16

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

2. That the Zoning By-law Proposals from the following applicants be accepted as Zoning By-law Amendment Applications:

(a) 2501500 Ontario Inc. (16003 Yonge Street), File No. ZP-2017-09

Defeated

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

2. That the Zoning By-law Proposals from the following applicants be accepted as Zoning By-law Amendment Applications:

(b) 2540280 Ontario Inc. (255 Old Yonge Street), File No. ZP-2017-10

Defeated

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

2. That the Zoning By-law Proposals from the following applicants be accepted as Zoning By-law Amendment Applications:

(c) Shen & He (15385-15395 Bayview Avenue), File No. ZP-2017-11

Defeated

**R6. IES17-037 – Award of Request for Proposal 2017-81-IES – For
Consulting Services to Develop the Town of Aurora’s
Community Energy Plan**

(Formerly Consent Agenda Item C1(R10))

Council consented to consider Item R6 together with Item R7.

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

Council Meeting Minutes
Tuesday, November 28, 2017

Page 12 of 16

1. That Report No. IES17-037 and Report No. IES17-041 be received; and
2. That Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora’s Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes, conditional on the Capital Project No. 42809 approval in the 2018 capital budget and conditional on full funding; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

Motion to defer

Moved by Councillor Gaertner

Seconded by Councillor Mrakas

That Report No. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan and Report No. IES17-041 – Additional Information to Report No. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan be deferred to the Council meeting of December 12, 2017.

**Motion to defer
Carried**

R7. IES17-041 – Additional Information to Report No. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan

(Formerly Consent Agenda Item C1(R11))

Council consented to consider Item R7 together with Item R6.

R8. PRCS17-045 – Award of Tender 2017-117-PRCS Demolition of Two (2) Buildings Located at 52 and 56 Victoria Street in Aurora

(Formerly Consent Agenda Item C1(R12))

Council Meeting Minutes
Tuesday, November 28, 2017

Page 13 of 16

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

1. That Report No. PRCS17-045 be received; and
2. That Award of Tender 2017-117-PRCS Demolition of Two (2) Buildings located at 52 and 56 Victoria Street in Aurora be awarded to Priestly Demolition Inc. in the amount of \$111,300 excluding taxes; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

Carried

**R9. Memorandum from Mayor Dawe
Re: Lake Simcoe Region Conservation Authority Board Meeting
Highlights of October 27, 2017
(Formerly Consent Agenda Item C1(R13))**

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

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of October 27, 2017 be received for information.

Carried

**R10. IES17-049 – Additional Information to Report No. IES17-039 – Request
for Approval of Capital Project No. 72272 – Stronach Aurora
Recreation Complex (SARC) Program Room Refresh
(Formerly Consent Agenda Item C5)**

Council consented to consider Item R10 together with Item R4.

7. Notices of Motion

None

Council Meeting Minutes
Tuesday, November 28, 2017

Page 14 of 16

8. Motions

(a) Councillor Mrakas

Re: Interim Control By-law – Stable Neighbourhoods

On a motion of Councillor Abel seconded by Councillor Thom, Motion (a) was considered following Item R9 (formerly C1(R13)).

Motion (a) was withdrawn.

9. Regional Report

York Regional Council Highlights – November 16, 2017

Moved by Councillor Abel

Seconded by Councillor Thom

That the Regional Report of November 16, 2017, be received for information.

Carried

10. New Business

None

11. Public Service Announcements

Councillor Mrakas announced that the Aurora Tigers Jr. A hockey team will be holding a Teddy Bear Toss on Saturday, December 9, 2017, to raise funds for children at Southlake Regional Health Centre.

Mayor Dawe announced the impending birth of his grandson in 2018.

12. By-laws

Moved by Councillor Gaertner

Seconded by Councillor Thompson

That the following by-law be enacted:

Council Meeting Minutes
Tuesday, November 28, 2017

Page 15 of 16

- (a) **By-law Number 6027-17** Being a By-law to regulate various matters relating to the keeping, licensing and controlling of animals in the Town of Aurora.

Carried

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

That the following by-law be enacted:

- (b) **By-law Number 6028-17** Being a By-law to adopt Official Plan Amendment No. 17.

Carried

**Moved by Councillor Gaertner
Seconded by Councillor Mrakas**

That the following by-law be enacted:

- (c) **By-law Number 6029-17** Being a By-law to amend Zoning By-law Number 2213-78, as amended (14452 Yonge Street - Ballymore Building (South Aurora) Corp.).

Carried

**Moved by Councillor Gaertner
Seconded by Councillor Thom**

That the following by-law be enacted:

- (d) **By-law Number 6030-17** Being a By-law to declare as surplus and sell municipal lands (Part 5, Plan of Reference 65R-142).

Carried

**Moved by Councillor Abel
Seconded by Councillor Thompson**

That the following by-law be enacted:

- (e) **By-law Number 6031-17** Being a By-law to establish a tariff of fees for the processing of applications made in respect of planning matters.

Carried

Council Meeting Minutes
Tuesday, November 28, 2017

Page 16 of 16

13. Closed Session

None

14. Confirming By-law

**Moved by Councillor Abel
Seconded by Councillor Thompson**

That the following confirming by-law be enacted:

By-law Number 6032-17 Being a By-law to Confirm Actions by Council Resulting from a Council Meeting on November 28, 2017.

Carried

15. Adjournment

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

That the meeting be adjourned at 11:21 p.m.

Carried

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The minutes of the Council meeting of November 28, 2017, are subject to final approval by Council on December 12, 2017.



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

Holland Room, Aurora Town Hall
Tuesday, November 14, 2017

Attendance

Council Members	Mayor Dawe in the Chair; Councillors Abel, Gaertner, Humfryes (arrived 6:43 p.m.), Kim, Mrakas, Pirri, Thom, and Thompson
Members Absent	None
Other Attendees	Doug Nadorozny, Chief Administrative Officer, Marco Ramunno, Director of Planning and Building Services, Anthony Ierullo, Manager, Long Range and Strategic Planning, Patricia De Sario, Town Solicitor and Michael de Rond, Town Clerk

The Chair called the meeting to order at 5:45 p.m.

Council consented to resolve into a Closed Session at 5:46 p.m.

Council recessed at 6:58 p.m. and resumed at 8:55 p.m.

Council reconvened into open session at 9:30 p.m.

1. Approval of the Agenda

**Moved by Councillor Gaertner
Seconded by Councillor Thom**

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

Carried

Council Closed Session Public Minutes
Tuesday, November 14, 2017

Page 2 of 3

2. Declaration 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 Mrakas

Seconded by Councillor Thompson

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. PBS17-089 – Lease Agreement – 89 Mosley Street

Carried

Moved by Councillor Humfryes

Seconded by Councillor Thompson

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. PBS17-089 – Lease Agreement – 89 Mosley Street**

Moved by Councillor Humfryes

Seconded by Councillor Thompson

1. That Closed Session Report No. PBS17-089 be received; and
2. That the confidential direction to staff be confirmed.

On a recorded vote the motion

Carried

Council Closed Session Public Minutes
Tuesday, November 14, 2017

Page 3 of 3

Yeas: 8 Nays: 1
Voting Yeas: Councillors Gaertner, Humfryes, Kim,
Mrakas, Pirri, Thom, Thompson, and
Mayor Dawe
Voting Nays: Councillor Abel
Absent: None

4. By-laws

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

That the following confirming by-law be enacted:

6017-18 Being a By-law to Confirm Actions by Council Resulting from a
Council Closed Session Meeting on November 7, 2017.

Carried

5. Adjournment

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

That the meeting be adjourned at 9:30 p.m.

Carried

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The public minutes of the Council Closed Session of November 14, 2017, are subject to final approval by Council on December 12, 2017.



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

Council Chambers, Aurora Town Hall
Wednesday, November 22, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel, Gaertner, Mrakas, Thom (arrived 7:06 p.m.), and Thompson

Members Absent Councillors Humfries, Kim, and Pirri

Other Attendees Marco Ramunno, Director of Planning and Building Services, Jeff Healey, Planner, Marty Rokos, Planner, Samantha Yew, Deputy Town Clerk, and Linda Bottos, Council/Committee Secretary

The Chair called the meeting to order at 7:04 p.m.

Council consented to recess the meeting at 8:24 p.m. and reconvened at 8:29 p.m.

1. Approval of the Agenda

Moved by Councillor Abel

Seconded by Councillor Gaertner

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 Town Clerk confirmed that the appropriate notice had been given in accordance with the relevant provisions of the *Planning Act*.

- 1. PBS17-083 – Application for Zoning By-law Amendment
2578461 Ontario Inc., 15356 Yonge Street, Lot 13 and Part
of Lot 14, Registered Plan 246, File Number: ZBA-2017-06,
Related File Number: SP-2017-05**

Planning Staff

Mr. Jeff Healey, Planner, presented an overview of the application and staff report respecting the proposal to rezone the subject lands from Promenade Downtown Shoulder-Special Mixed Density Residential “PDS4(380)” Exception Zone, Environmental Protection “EP” Zone, and Environmental Protection “EP(381)” Exception Zone to Promenade Downtown Shoulder-Special Mixed Density Residential “PDS4(XX)” Exception Zone, to allow a five-storey apartment building containing 37 residential units, and the retention of the existing detached dwelling—The Knowles-Redman House—on the subject lands. He noted that a Site Plan application has also been submitted, which shows the proposed building.

Consultant

Mr. Bruce Hall, of The Planning Partnership, presented a brief overview of the proposal, including background and historical information, context within the Aurora Promenade, proposal principles, consultation and submission, heritage preservation, and elements of the proposed streetscape, design and materials, built form, and neighbourhood transition.

Public Comments

Aurora residents, including Fiona Gagniel, Marcel Gagnon, John Green, Andrew Kamuf, Glen Payne, Behnam Pourdard, and Hugh Walker, provided the following comments:

- Concern regarding possible encroachment into flood plain
- Concern regarding drainage
- Concern regarding proximity of the building to the property line
- Concern regarding scale and height of building
- Concern regarding loss of privacy
- Concern regarding grade change from Yonge Street
- Concern regarding compatibility
- Concern regarding property values
- Concern regarding potential development of more similar buildings in future
- Objection to proposed access point change in relation to an existing easement, or any change that alters any part of the site, per communications from the Aurora Historical Society Board and Ontario Heritage Trust
- Request for more information regarding discussions with the Lake Simcoe Region Conservation Authority

Consultant

Mr. Hall addressed the concerns and questions regarding massing, suitability and angular planes, encroachment, drainage, comments from the Lake Simcoe Region Conservation Authority, and discussions with Ontario Heritage Trust. He noted that the Applicant wishes to meet and work with residents to resolve any issues.

Main motion

Moved by Councillor Thompson

Seconded by Councillor Mrakas

1. That Report No. PBS17-083 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.

Council Public Planning Meeting Minutes
Wednesday, November 22, 2017

Page 4 of 6

Amendment

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

That the main motion be amended by replacing the words “General Committee” with “Public Planning”.

Carried

Main motion as amended

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

1. That Report No. PBS17-083 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 **Public Planning** meeting.

Carried

2. **PBS17-086 – Application for Official Plan Amendment and Zoning By-law Amendment, Biddington Homes Aurora Inc., 46 St. John’s Sideroad, Part of Lot 86, Concession 1, File Numbers: OPA-2017-06 and ZBA-2017-08**

Planning Staff

Mr. Marty Rokos, Planner, presented an overview of the application and staff report respecting the proposal to allow the development of 68 stacked, back-to-back townhouse dwelling units, rezone the subject lands from RA1(134) Exception Zone to R8(XX) Exception Zone, and amend site specific performance standards for lot frontage, front yard setbacks, side yards, lot coverage, height, and parking. He noted that a Site Plan application would be submitted at a later date.

Applicant

Ms. Stephanie Kwast, Associate of Bousfields Inc., provided a brief overview of the proposal, including site context, previously approved and proposed site

plans, existing conditions, and conceptual elevation and section diagrams. She noted that the proposed site plan is not significantly different from the site plan approved in 1991.

Public Comments

No members of the public came forward.

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

1. That Report No. PBS17-086 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 Thompson
Seconded by Councillor Abel**

That the following confirming by-law be enacted:

6026-17 Being a By-law to Confirm Actions by Council Resulting from a Council Public Planning Meeting on November 22, 2017.

Carried

5. Adjournment

**Moved by Councillor Thom
Seconded by Councillor Gaertner**

That the meeting be adjourned at 9:06 p.m.

Carried

Council Public Planning Meeting Minutes
Wednesday, November 22, 2017

Page 6 of 6

Geoffrey Dawe, Mayor

Samantha Yew, Deputy Town Clerk

The minutes of the Council Public Planning meeting of November 22, 2017, are subject to final approval by Council on December 12, 2017.



**Town of Aurora
Accessibility Advisory Committee
Meeting Minutes**

Date: Wednesday, November 8, 2017

Time and Location: 4 p.m., Leksand Room, Aurora Town Hall

Committee Members: Tyler Barker (Chair), Gordon Barnes, James Hoyes, and Jo-anne Spitzer

Member(s) Absent: John Lenchak (Vice Chair) and Councillor John Abel

Other Attendees: Chris Catania, Accessibility Advisor, and Nicole Trudeau, Council/Committee Secretary

The Chair called the meeting to order at 4:05 p.m.

1. Approval of the Agenda

**Moved by James Hoyes
Seconded by Jo-anne Spitzer**

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. Receipt of the Minutes

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 8, 2017

Page 2 of 4

Accessibility Advisory Committee Meeting Minutes of October 4, 2017

**Moved by Gordon Barnes
Seconded by James Hoyes**

That the Accessibility Advisory Committee meeting minutes of October 4, 2017, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

**1. Memorandum from Accessibility Advisor
Re: Capital Accessibility Initiatives 2018-2024**

Staff provided an overview of the appendices to the 2018 -2024 Accessibility Plan, including Appendix A – Completed Accessibility Items and Appendix B - Recommended Accessibility Items 2018-2024.

The Committee discussed various capital accessibility initiatives including completed accessibility items and recommended accessibility items, along with the type of barrier to accessibility, proposed solution, associated costs, department responsible and target year completion.

**Moved by Jo-anne Spitzer
Seconded by Gordon Barnes**

1. That the memorandum regarding Capital Accessibility Initiatives 2018-2024 be received; and
2. That the following Accessibility Advisory Committee comment regarding the Capital Accessibility Initiatives for 2018-2024 be considered by staff:
 - (a) Request for the installation of ceiling track lifts in the Stronach Aurora Recreation Complex (SARC) and Aurora Family Leisure Complex

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 8, 2017

Page 3 of 4

(AFLC) change rooms be added to Appendix B - Recommended
Accessibility Items 2018-2024.

Carried

2. Memorandum from Senior Policy Planner

Re: Site Plan Application (Submission 3), MBH Aurora Lodging GP Limited, Northeast Corner of Goulding Avenue and Eric T. Smith Way, Part of Lot 1, Registered Plan 65M-4324, Part 1, Plan 65R-35666, File Number: SP-2017-04

Staff provided an overview of the site plan application, including comments submitted by the applicant in response to previous comments made by the Committee.

The Committee reviewed the site plan and drawings and discussed the comments submitted by the applicant together with accessibility standards to be considered as part of the site plan application.

The Committee expressed its appreciation to the applicant for their accessible considerations in this development.

**Moved by Gordon Barnes
Seconded by James Hoyes**

1. That the memorandum regarding Site Plan Application (Submission 3), MBH Aurora Lodging GP Limited, Northeast Corner of Goulding and Eric T. Smith Way, Part of Lot 1, Registered Plan 65M-4324, Part 1, Plan 65R-35666, File Number: SP-2017-04, be received; and
2. That the following Accessibility Advisory Committee comment regarding the Site Plan Application be considered by staff:
 - (a) Request for the Accessibility Advisory Committee to arrange a tour of the hotel before final building inspection.

Carried

Accessibility Advisory Committee Meeting Minutes
Wednesday, November 8, 2017

Page 4 of 4

6. Informational Items

None

7. New Business

None

8. Adjournment

Moved by Gordon Barnes

Seconded by Jo-anne Spitzer

That the meeting be adjourned at 5:20 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



**Town of Aurora
Budget Committee
2018 Operating Budget Review
Meeting Report**

Council Chambers, Aurora Town Hall
Saturday, November 18, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel (arrived at 9:10 a.m.), Gaertner, Humfryes, Kim (arrived at 9:08 a.m.), Mrakas, Pirri, Thom, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Jason Gaertner, Manager of Financial Planning, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Secretary

The Chair called the meeting to order at 9:03 a.m.

Budget Committee consented to recess the meeting at 11:11 a.m. and reconvened the meeting at 11:17 a.m.

Budget Committee consented to recess the meeting at 12:18 p.m. and reconvened the meeting at 1:20 p.m.

Budget Committee – 2018 Operating Budget Review Meeting Report
Saturday, November 18, 2017

Page 2 of 6

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

2. Declaration of Pecuniary Interest and General Nature Thereof

None

3. Delegations

None

4. Public Consultation – Open Session – Opportunity of members of the Public to Provide Input Regarding the 2018 Budget

Mr. Dan Elliott, Director of Financial Services gave an overview of the 2018 Citizen Budget survey final results.

5. Consideration of Items

1. 2018 Operating Budget – Departmental Business Plans Presentations by Department

(a) Office of the CAO and Council Administration

Dan Elliott, Director of Financial Services – Treasurer

Stephanie Mackenzie-Smith, Manager of Corporate Communications

Mr. Elliott provided an overview of the 2018 business plan and objectives for the office of CAO and Council Administration operating budget.

Ms. Mackenzie-Smith presented an overview of the Corporate Communication department's functions, 2017 successes, challenges, and 2018 objectives, and a brief recap of the departmental 2018 Business Plan and Budget.

Budget Committee recommends:

Budget Committee – 2018 Operating Budget Review Meeting Report
Saturday, November 18, 2017

Page 3 of 6

1. That the presentations by Dan Elliott, Director of Financial Services, and Stephanie Mackenzie-Smith, Manager of Corporate Communications, be received; and
2. That the 2018 Operating Budget for the Office of the CAO as presented be tentatively approved; and
3. That the 2018 Operating Budget for Council Administration as presented be tentatively approved **with the following exception:**

(a) That the conference budget amount be increased by \$14,900 from the amount of \$12,100 to \$27,000.

Carried as amended

(b) Infrastructure and Environmental Services

Al Downey, Director of Parks, Recreation and Cultural Services

Marco Ramunno, Director of Planning and Building Services

Mr. Downey and Mr. Ramunno presented an overview of the department's functions, 2017 successes, challenges, and 2018 objectives, and a brief recap of the departmental 2018 Business Plan and Budget.

Budget Committee recommends:

1. That the presentations by Al Downey, Director of Parks, Recreation and Cultural Services, and Marco Ramunno, Director of Planning and Building Services, be received; and
2. That the 2018 Operating Budget for the Infrastructure and Environmental Services department as presented be tentatively approved.

Carried

(c) Parks, Recreation and Cultural Services

Al Downey, Director of Parks, Recreation and Cultural Services

Budget Committee – 2018 Operating Budget Review Meeting Report
Saturday, November 18, 2017

Page 4 of 6

Mr. Downey presented an overview of the respective department's functions, 2017 successes, challenges, and 2018 objectives, and a brief recap of the departmental 2018 Business Plan and Budget.

Budget Committee recommends:

1. That the presentation by Al Downey, Director of Parks, Recreation and Cultural Services, be received; and
2. That the 2018 Operating Budget for the Parks, Recreation and Cultural Services department as presented be tentatively approved.

Carried

(d) Planning and Building Services

Marco Ramunno, Director of Planning and Building Services

Mr. Ramunno presented an overview of the respective department's functions, 2017 successes, challenges, and 2018 objectives, and a brief recap of the departmental 2018 Business Plan and Budget.

Budget Committee recommends:

1. That the presentation by Marco Ramunno, Director of Planning and Building Services, be received; and
2. That the 2018 Operating Budget for the Planning and Building Services department as presented be tentatively approved.

Carried

(e) Corporate Services

Techa van Leeuwen, Director of Corporate Services

Ms. Van Leeuwen presented an overview of the respective department's functions, 2017 successes, challenges, and 2018 objectives, and brief overview of the departmental 2018 Business Plan and Budget. It was noted prior to the presentation that the animal control budget was reduced by \$15,000.

Budget Committee recommends:

1. That the presentation by Techa van Leeuwen, Director of Corporate Services, be received; and
2. That the 2018 Operating Budget for the Corporate Services department as presented be tentatively approved.

Carried

(f) Financial Services

Dan Elliott, Director of Financial Services – Treasurer

Mr. Elliott presented an overview of the respective department's functions, 2017 successes, challenges, 2018 objectives, and a brief recap of the departmental 2018 Business Plan and Budget.

Budget Committee recommends:

1. That the presentation by Dan Elliott, Director of Financial Services – Treasurer, be received; and
2. That the 2018 Operating Budget for the Financial Services department as presented be tentatively approved.

Carried

(g) Corporate Revenues and Expenses

Dan Elliott, Director of Financial Services – Treasurer

Mr. Elliott provided an overview of aspects of the Corporate Revenues and Expenses business plan and budget.

Budget Committee recommends:

1. That the presentation by Dan Elliott, Director of Financial Services – Treasurer, be received; and
2. That the 2018 Operating Budget for the Corporate Revenues and Expenses as presented be tentatively approved **with the following exception:**

Budget Committee – 2018 Operating Budget Review Meeting Report
Saturday, November 18, 2017

Page 6 of 6

**(a) That the Council contingency amount be reduced by \$15,000,
from the amount of \$35,000 to \$20,000.**

Carried as amended

2. 2018 Operating Budget – General Discussion

Mr. Elliott provided an overview of the 2018 Budget option decision unit summaries. There were no motions passed.

6. Adjournment

The meeting was adjourned at 3:53 p.m.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The report of the Budget Committee – 2018 Operating Budget Review meeting of November 18, 2017, is subject to receipt by Council on December 12, 2017.



**Town of Aurora
Budget Committee
2018 Operating Budget Review
Meeting Report**

Council Chambers, Aurora Town Hall
Monday, November 20, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Abel (arrived 7:21 p.m.), Gaertner, Humfryes, Kim, Mrakas, Thom, and Thompson

Members Absent Councillor Pirri

Other Attendees Al Downey, Director of Parks, Recreation and Cultural Services (and Acting Chief Administrative Officer), Dan Elliott, Director of Financial Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Jason Gaertner, Manager of Financial Planning, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Secretary

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

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

2. Declaration of Pecuniary Interest and General Nature Thereof

None

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 20, 2017

Page 2 of 4

3. Delegations

None

4. Public Consultation – Open Session – Opportunity of members of the Public to Provide Input Regarding the 2018 Budget

None

5. Consideration of Items

1. 2018 Operating Budget – Aurora Public Library Board Presentation by Jill Foster, Chief Executive Officer and Secretary-Treasurer, Aurora Public Library Board; and Discussion

Ms. Foster presented an overview of the Aurora Public Library including: the Library's mission, vision and growth; 2017 key achievements; 2018 Budget development process and framework; and the 2018 Budget highlights, pressures and growth.

Budget Committee recommends:

1. That the presentation by the Aurora Public Library Board be received; and
2. That the 2018 operating grant to the Aurora Public Library Board in the amount of \$3,843,100 be approved.

Carried

2. 2018 Operating Budget – Aurora Cultural Centre Board 2018 Operating Grant Presentation by Craig Mather, President, Board of Directors, and Suzanne Haines, Executive Director, Aurora Cultural Centre Board; and Discussion

Mr. Mather and Ms. Haines presented an overview of the Aurora Cultural Centre including: elements of the Centre's activities including programming, fundraising, and community facility rentals; volunteer contributions;

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 20, 2017

Page 3 of 4

governance; 2017 program revenue; 2018 operating budget overview, pressures, highlights and 2018 new initiatives.

Budget Committee recommends:

1. That the presentation by the Aurora Cultural Centre Board be received; and
2. That the 2018 operating grant to the Aurora Cultural Centre Board in the amount of \$415,700 be approved.

Carried

3. 2018 Operating Budget – Aurora Historical Society Board 2018 Operating Grant

Presentation by Bill Albino, President, Board of Directors, Aurora Historical Society Board; and Discussion

Mr. Albino and Ms. Erika Mazanik, Curator, presented an overview of the Aurora Historical Society's 2018 Operating Budget including: mission statement; request for Town's support; background, 2017 highlights including fundraising, Hillary House rehabilitation, 2017 key financial metrics; and plans for 2018.

Budget Committee recommends:

1. That the presentation by the Aurora Historical Society Board be received; and
2. That the 2018 operating grant to the Aurora Historical Society Board in the amount of \$74,400 be approved.

Carried

4. 2018 Operating Budget – General Discussion

None

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 20, 2017

Page 4 of 4

6. Adjournment

The meeting was adjourned at 9:13 p.m.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The report of the Budget Committee – 2018 Operating Budget Review meeting of November 20, 2017, is subject to receipt by Council on December 12, 2017.



**Town of Aurora
Budget Committee
2018 Operating Budget Review
Meeting Report**

Council Chambers, Aurora Town Hall
Monday, November 27, 2017

Attendance

Council Members Mayor Dawe in the Chair; Councillors Gaertner, Humfryes (arrived 7:45 p.m.), Kim (departed 10:01 p.m.), Mrakas, Pirri (departed 8:41 p.m.), Thom, and Thompson (arrived 7:14 p.m., departed 10:00 p.m.)

Members Absent Councillor Abel

Other Attendees Doug Nadorozny, Chief Administrative Officer, Dan Elliott, Director of Financial Services, Al Downey, Director of Parks, Recreation and Cultural Services, Marco Ramunno, Director of Planning and Building Services, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Jason Gaertner, Manager of Financial Planning, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Secretary

The Chair called the meeting to order at 7:03 p.m.

Budget Committee consented to recess the meeting at 9:11 p.m. and reconvened the meeting at 9:38 p.m.

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services.

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 27, 2017

Page 2 of 4

2. Declaration of Pecuniary Interest and General Nature Thereof

None

3. Delegations

None

4. Public Consultation – Open Session – Opportunity of members of the Public to Provide Input Regarding the 2018 Budget

Mr. Ron Weese, representing Sport Aurora and Aurora Sports Hall of Fame, gave an overview of the Sport Aurora funding requests, and requested that the budget be approved.

Budget Committee received the comments for information.

5. Consideration of Items

1. FS17-059 – Additional Budget Information

Budget Committee recommends:

1. That Report No. FS17-059 be received for information.

Carried

2. Consideration of Budget Option Decision Units

Budget Committee recommends:

1. That the Sport Aurora operating grant in the amount of \$113,400 be given conditional approval, pending further information from staff.

Defeated

Budget Committee recommends:

1. That the Christmas Market budget in the amount of \$29,500 be approved for inclusion in the 2018 Operating Budget.

Carried

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 27, 2017

Page 3 of 4

Budget Committee recommends:

1. That the Sport Aurora operating grant in the amount of \$113,400 be approved for inclusion in the 2018 Operating Budget.

Carried

Budget Committee recommends:

1. That the Town of Aurora Youth Innovation Fair budget in the amount of \$5,000 be approved for inclusion in the 2018 Operating Budget.

Carried

Budget Committee recommends:

1. That the Sport Hall of Fame Sustainability budget in the amount of \$51,500 be approved for inclusion in the 2018 Operating Budget.

Carried

Budget Committee recommends:

1. That the budget for new projector and blinds for the Aurora Family Leisure Complex (AFLC) in the amount of \$5,000 be approved for inclusion in the 2018 Operating Budget.

Defeated

Budget Committee recommends:

1. That staff find additional savings in the amount of \$70,800 in the 2018 Operating Budget and report back.

Carried

3. Final Discussion

There was no final discussion.

Budget Committee – 2018 Operating Budget Review Meeting Report
Monday, November 27, 2017

Page 4 of 4

6. Adjournment

The meeting was adjourned at 10:09 p.m.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The report of the Budget Committee – 2018 Operating Budget Review meeting of November 27, 2017, is subject to receipt by Council on December 12, 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: December 12, 2017
To: Members of Council
From: Mayor Geoffrey Dawe
Re: **Lake Simcoe Region Conservation Authority
Board Meeting Highlights of November 24, 2017**

Recommendation

That Council:

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



Board Meeting Highlights

November 24, 2017

Announcements:

a) LSRCA in Lake Simcoe Living Magazine

CAO Mike Walters provided Board members with the latest edition of Lake Simcoe Living magazine, which features LSRCA in two articles: Are We Ready? (P18-19); and Hatching Friendships through Fish (P22-23).

b) LSRCA 2018 Budget Presentations

CAO Mike Walters noted that 2018 Budget presentations to the various member municipal Councils are underway and going well. He thanked the General Manager, Corporate and Financial Services, Mark Critch for accompanying him and providing valuable support.

c) Bill 139, Conservation Authorities Act Review

CAO Walters noted that Bill 139, the *Conservation Authorities Act* review, received 3rd reading on November 23rd. At this time, the Bill was not voted, and it is unknown when the vote will take place.

Presentations:

a) Effective Communications

LSRCA Communications Specialists Nancie Knight and Melissa Rosato provided the Board with an overview of methods used at LSRCA to effectively communicate regarding available funding on behalf of the Stewardship and Restoration departments, noting there are three rules to communicating; i) Reaching the right person, ii) with the right message, and iii) in the right way.

LSRCA's Communications department spends considerable time identifying by market research who needs to be reached and ensuring each person receives the message that is relevant to his/her lifestyle. Accordingly, LSRCA will no longer refer to its funding program as the 'Landowner Environmental Assistance Program' or LEAP, and instead have outlined more clearly defined funding categories that are all described under the Funding & Expertise page on LSRCA's website: <http://www.lsrca.on.ca/funding>.

The Communications Specialists outlined their 2018 promotional plans, which include communicating with the Communications Departments of our municipal partners, and encouraged Board members to share information of LSRCA's funding program within their local municipalities. For more information, please contact Nancie Knight @ n.knight@lsrca.on.ca or Melissa Rosato @ m.rosato@lsrca.on.ca or by calling 905-895-1281.

LSRCA Board of Directors
Meeting Highlights – November 24, 2017
Page 2 of 3

b) *Salt Reduction Strategy Update*

Manager, Environmental Science and Monitoring, David Lembcke provided the Board with an update on LSRCA's Salt Reduction Strategy, noting that a priority action in LSRCA's strategic plan is to 'Implement a Salt Reduction Strategy to halt the trend of increasing chloride concentrations in the watershed'. This initiative is being led by Bill Thompson, Manager, Integrated Watershed Management, with David Lembcke and his team providing science and monitoring. He used a chart showing that in 2012 a total of 100,000 T of salt was applied in the Lake Simcoe watershed, distributed as follows: 39% on local roads, 27% on regional roads, 18% on parking lots, 14% on provincial highways, and 2% on residential properties. These results showed that a salt reduction strategy needed to engage all public road agencies, as well as private agencies.

Mr. Lembcke noted that a municipal salt working group was formed and led by Bill Thompson to engage and share information. In these discussions, the question arises as to whether salt can be replaced with sand. Studies show that sand application on highways has little to no improvement, as it only takes 10-12 vehicles moving at highway speeds to move the sand to the shoulder of the road. Sand was shown to be best used in slower traffic areas such as parking lots and sidewalks; however, while sand is cheaper than salt to purchase, sand is shown to be more costly when the clean-up costs, such as street sweeping and catch basin clean out, are factored in. Other factors are that sand will smother wildlife habitats and can pick up phosphorus and move it around. Sand studies continue and are ongoing.

He noted that monitoring of a commercial parking lot for three years has shown that salt is not uniformly applied and is over-applied in trouble spots (i.e. spots with regular freeze/thaw cycles that are salted daily). Discussions have taken place around the design of parking lots, and simple features can be incorporated into the design around better movement of melting ice. Feedback is being shared with winter contractors, as there is little information to inform contractors what the right amount of salt is. He went on to note that a Bi-National Salt Forum was recently held, which LSRCA co-hosted with US Consulate and the World Wildlife Federation-Canada (WWF), which included presentations from government, academia, and private sectors from Canada & US. Forum outcomes include WWF spearheading a public outreach campaign and LSRCA convening a Commercial Sector Salt Roundtable. To view this presentation, please click this link: [Salt Reduction Strategy Update](#). For more information, please contact David Lembcke @ d.lembcke@lsrca.on.ca or Bill Thompson @ b.thompson@lsrca.on.ca or either by phone at 905-895-1281.

Correspondence and Staff Reports:

Correspondence

There were no Correspondence items for this meeting.

Budget Status Report

The Board received Staff Report No. 47-17-BOD, prepared by Manager, Finance, Katherine Toffan, which provided the Board with a summary of revenues and expenditures for the period ending October 31, 2017. General Manager, Corporate and Financial Services, Mark Critch provided a brief presentation to address

LSRCA Board of Directors
Meeting Highlights – November 24, 2017
Page 3 of 3

the budget status report, as well as the recommended changes to financial reporting for the Board of Directors. He provided a high level summary of LSRCA's financial position, noting that year-to-date the financials are on track with \$64K (0.4%) deficit, and reserves are to be drawn at year-end. He went on to note that some capital projects will run into 2018. He also noted that in 2018 programs and financials will change to reflect the move from four pillars to harmonization with seven service areas.

GM Critch outlined his recommendations going forward, noting that staff will continue to monitor LSRCA's financial position and will update assumptions, develop measures and performance metrics, and review reserve adequacy. He referred to the recommended changes to reports and schedule for reporting for 2018 and welcomed feedback. Board members noted their preference is to know the financial position at any given time and to be made aware of any issues in a timely manner to avoid surprises. To view this presentation, please click this link: [Financial Progress](#)

Financial Reporting to the Board of Directors – Recommended Changes to Reports and Schedules

The Board approved Staff Report No. 48-17-BOD, prepared by General Manager, Corporate and Financial Services, Mark Critch, regarding improvements to the Lake Simcoe Region Conservation Authority financial reporting to the Board of Directors effective January 2018.

Regulation Limit Mapping Update Protocol

The Board approved in principle Staff Report No. 49-17-BOD prepared by Manager, Engineering, Tom Hogenbirk, regarding a proposed protocol for regular updates to the Regulation Limit Mapping. The resources required to complete the yearly updates of the mapping will be addressed through the budget process for 2018 and beyond.

Change in Appointment of Solicitors for 2017

The Board approved Staff Report No. 50-17-BOD regarding adding the firm of Barriston LLP to the Lake Simcoe Region Conservation Authority's list of Solicitors effective November 24, 2017. Mr. Ken Hill of Hill Hunter Losell LLP, who is set to retire at year-end, is to be recognized at the December 15, 2017 Board of Directors' meeting for his more than 35 years of excellent service.

Durham Regional Forest - Standing Timber Sale Tender – DRF-2017-001

The Board approved Staff Report No. 51-17-BOD regarding the Durham Regional Forest Tender DRF-2017-001 be received; and FURTHER THAT tender DRF-2017-001 be awarded to Gee Lumber and Logging.

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
Council Report**

No. CS17-039

Subject: Approval of 2018 Meeting Schedule

Prepared by: Samantha Yew, Deputy Town Clerk

Department: Corporate Services

Date: December 12, 2017

Recommendation

- 1. That Report No. CS17-039 be received; and**
- 2. That the 2018 Meeting Schedule (Attachment No. 1) be approved.**

Executive Summary

The purpose of this report is to establish a 2018 Meeting Schedule for Council and Committee meetings. As 2018 is an Election year, a variation of past meeting schedules is being proposed to accommodate the new timeframes set out in the recently amended *Municipal Elections Act*.

- Approval of a 2018 Meeting Schedule is required as per the Procedure By-law.

Background

As per Section 19 of By-law Number 5920-16 (the Procedure By-law), Council approves a Meeting Schedule of Council and Standing Committee meetings for each calendar year. The proposed schedule was to be considered at the November 28, 2017 Council meeting however the Item was deferred. In order to allow for efficient report forecasting, agenda planning, and sufficient public notice, a 2018 Meeting Schedule must be established prior to the end of 2017.

Analysis

Approval of a 2018 Meeting Schedule is required as per the Procedure By-law

Section 19 of the Procedure By-law establishes rules for the timing of Standing Committee and Council meetings. The proposed 2018 Meeting Schedule is provided as

Attachment No. 1. As 2018 is an election year, staff propose a variation of Council's past meeting schedules. These variations include:

- A one cycle schedule in March and September to accommodate March Break and 2018 Election preparations;
- As has been past practice in previous election years, the conclusion of all Advisory and Ad Hoc Committees in or prior to June 2018 with the exception of the Heritage Advisory Committee, Aurora Public Library Board, Aurora Cultural Centre Board, Aurora Economic Development Board, and Committee of Adjustment;
- Rescheduling the September Heritage Advisory Committee meeting from Monday, September 10, to Wednesday, September 5, to allow for meeting minutes to be brought forward to the Tuesday, September 11 General Committee meeting for consideration;
- No Standing Committee or Council meetings in October or November, with the exception of the final meeting of the incumbent Council on Tuesday, November 27;
- Inaugural Council Meeting of 2018-2022 Council on Tuesday, December 4.

The Aurora Cultural Centre Board, Aurora Public Library Board, Aurora Economic Development Board, Joint Council Committee and Committee of Adjustment will continue to be scheduled as outlined in their respective Terms of Reference or by-law. As in past election years, the 2019 Capital and Operating Budgets will be brought forward in early 2019 for Council consideration.

Advisory Committee Review

None

Financial Implications

None

Communications Considerations

Upon Council approval, the 2018 Meeting Schedule will be posted to the Town website.

Link to Strategic Plan

The proposed 2018 Meeting Schedule supports **Progressive corporate excellence and continuous improvement** by implementing policy and processes that reflect sound and accountable governance.

Alternative(s) to the Recommendation

1. Council may choose to approve an alternative Meeting Schedule.
2. Council may choose to provide direction on amendments they deem appropriate.

Conclusions

This report has been prepared to provide Council with a proposed 2018 Meeting Schedule. In order to allow for efficient report forecasting, agenda planning, and sufficient public notice, approval of the 2018 Meeting Schedule is required.

Attachments

Attachment No. 1 – Proposed 2018 Meeting Schedule

Previous Reports

CS16-010 – Draft Procedure By-law and 2017 Meeting Schedule

CS17-037 – 2018 Procedure By-law Review and Proposed Meeting Schedule

Pre-submission Review

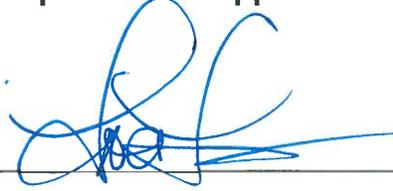
Director of Corporate Services and CAO review.

December 12, 2017

Page 4 of 4

Report No. CS17-039

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Attachment No. 1

January 2018



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 New Year's Day Hanukkah (Last Day)	2	3	4	5	6
7	8	9 9:30 a.m. Joint Council Committee (Newmarket)	10 4 p.m. Accessibility Advisory Committee (HR) 7 p.m. Aurora Cultural Centre Board	11 7 p.m. Committee of Adjustment (CC)	12	13
14	15	16	17 7 p.m. Aurora Public Library Board	18	19	20
21	22	23 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	24 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)	25	26	27
28	29	30 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	31			



February 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 7 p.m. Environmental Advisory Committee (HR)	2	3
4	5	6 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	7 4 p.m. Accessibility Advisory Committee (HR)	8 7 p.m. Committee of Adjustment (CC)	9	10
11	12 7 p.m. Heritage Advisory Committee (HR)	13 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	14 7 p.m. Aurora Cultural Centre Board	15 7 p.m. Parks, Recreation and Cultural Services Advisory Committee (HR)	16 10 a.m. Trails and Active Transportation Committee (CC)	17
18	19 Family Day	20 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	21 7 p.m. Aurora Public Library Board	22	23	24
25	26	27 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	28 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)			



March 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 7 p.m. Heritage Advisory Committee (HR)	6 9:30 a.m. Joint Council Committee (HR)	7 4 p.m. Accessibility Advisory Committee (HR) 8 p.m. Aurora Cultural Centre Board	8 7 p.m. Committee of Adjustment (CC)	9	10
11	12	13	14	15	16	17
	March Break	March Break	March Break	March Break	March Break	
18	19	20 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	21 7 p.m. Aurora Public Library Board	22	23	24
25	26 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	27	28 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)	29	30 Good Friday Passover (First Day)	31



April 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Easter Sunday	2 Easter Monday	3 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	4 4 p.m. Accessibility Advisory Committee (HR)	5 7 p.m. Environmental Advisory Committee (HR)	6	7 Passover (Last Day)
8	9 7 p.m. Heritage Advisory Committee (HR)	10 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	11 7 p.m. Aurora Cultural Centre Board	12 7 p.m. Committee of Adjustment (CC)	13	14
15	16	17 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	18 7 p.m. Aurora Public Library Board	19 7 p.m. Parks, Recreation and Cultural Services Advisory Committee (HR)	20 10 a.m. Trails and Active Transportation Committee (CC)	21
22	23	24 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	25 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)	26	27	28
29	30					



May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC) Municipal Election Nominations Begin	2 Art Show	3 Art Show	4 Art Show	5 Art Show
6 Art Show	7	8 9:30 a.m. Joint Council Committee (Newmarket) 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	9 4 p.m. Accessibility Advisory Committee (HR) 7 p.m. Aurora Cultural Centre Board	10 7 p.m. Committee of Adjustment (CC)	11	12
13	14 7 p.m. Heritage Advisory Committee (HR)	15 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	16 7 p.m. Aurora Public Library Board	17	18	19
20	21 Victoria Day	22 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	23 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)	24	25	26
27	28	29	30	31 FCM Conference Halifax		



June 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 FCM	2 FCM
3 FCM	4	5 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	6 4 p.m. Accessibility Advisory Committee (HR)	7 7 p.m. Environmental Advisory Committee (HR) 7 p.m. Committee of Adjustment (CC)	8	9
10	11 7 p.m. Heritage Advisory Committee (HR)	12 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	13 8 p.m. Aurora Cultural Centre Board	14	15 10 a.m. Trails and Active Transportation Committee (CC)	16
17	18	19 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	20 7 p.m. Aurora Public Library Board	21 7 p.m. Parks, Recreation and Cultural Services Advisory Committee (HR)	22	23
24	25	26 9:30 a.m. Joint Council Committee (HR) 5:45 p.m. Council Closed Session (if required) (HR) 6:30 p.m. Audit Committee (CC) 7 p.m. Council (CC)	27 5:30 p.m. Finance Advisory Committee (HR) 7 p.m. Public Planning (CC)	28	29	30



July 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Canada Day	2 Town Hall Closed in lieu of Canada Day	3	4	5	6	7
8	9 7 p.m. Heritage Advisory Committee (HR)	10 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	11 7 p.m. Aurora Cultural Centre Board	12 7 p.m. Committee of Adjustment (CC)	13	14
15	16	17 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	18	19	20	21
22	23	24	25	26	27 Municipal Election Nomination Day	28
29	30	31				



August 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Civic Holiday	7 5:45 p.m. Council Closed Session (if required) (LR) 7 p.m. General Committee (CC)	8 7 p.m. Aurora Cultural Centre Board	9 7 p.m. Committee of Adjustment (CC)	10	11
12	13	14 5:45 p.m. Council Closed Session (if required) (LR) 7 p.m. Council (CC)	15	16	17	18
19 AMO Conference Ottawa	20 AMO	21 AMO	22 AMO	23	24	25
26	27	28	29	30	31	



September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 Labour Day	4 9:30 a.m. Joint Council Committee (Newmarket)	5 7 p.m. Heritage Advisory Committee (LR)	6	7	1/8
9	10 Rosh Hashanah	11 5:45 p.m. Council Closed Session (if required) (LR) 7 p.m. General Committee (CC)	12 8 p.m. Aurora Cultural Centre Board	13 7 p.m. Committee of Adjustment (CC)	14	15
16	17	18 5:45 p.m. Council Closed Session (if required) (LR) 7 p.m. Council (CC)	19 7 p.m. Aurora Public Library Board Yom Kippur	20	21	22
23/30	24	25	26 7 p.m. Public Planning (CC)	27	28	29



October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8 Thanksgiving Day	9	10 7 p.m. Aurora Cultural Centre Board	11 7 p.m. Committee of Adjustment (CC)	12	13
14	15	16	17 7 p.m. Aurora Public Library Board	18	19	20
21	22 Municipal Election Voting Day	23	24	25	26	27
28	29	30	31			



November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7 7 p.m. Aurora Cultural Centre Board	8 7 p.m. Committee of Adjustment (CC)	9	10
11 Remembrance Day	12	13	14 7 p.m. Aurora Public Library Board	15	16	17
18	19	20	21	22	23	24
25	26	27 5:45 p.m. Council Closed Session (if required) (LR) 7 p.m. Council (CC)	28	29	30	



December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 Hanukkah (First Day)	4 7 p.m. Council Inaugural (CC)	5 Christmas Tree Lighting Ceremony	6 7 p.m. Committee of Adjustment (CC)	7	1/8
9	10 Hanukkah (Last Day)	11 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. General Committee (CC)	12 8 p.m. Aurora Cultural Centre Board	13	14	15
16	17	18 5:45 p.m. Council Closed Session (if required) (HR) 7 p.m. Council (CC)	19 7 p.m. Aurora Public Library Board	20 7 p.m. Public Planning (CC)	21	22
23	24 Christmas Eve	25 Christmas Day	26 Boxing Day	27 Town Hall Closed	28 Town Hall Closed	29
30	31 New Year's Eve					



**Town of Aurora
Council Report**

No. FS17-050

Subject: 2018 Operating Budget Final Approval

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

Department: Financial Services

Date: December 12, 2017

Recommendation

- 1. That Report No. FS17-050 be received; and**
- 2. That the 2018 Operating Budget summarized in Attachment #1 which reflects all revisions recommended for approval by the Budget Committee, resulting in a total expenditure plan of \$64,095,000 and a total tax levy of \$44,453,300, resulting in an estimated 3.1% increase on the Aurora share of property tax bills, and a 2.3% residential tax bill increase when combined with the regional and education shares of the tax bill, be approved; and**
- 3. That the Town's full-time staff complement be increased by three (3) to 224 staff (excluding Library Board and Central York Fire Services) as presented in Attachment #2 and funded in the 2018 Operating Budget; and**
- 4. That the necessary by-law be enacted at a future Council Meeting to set the final billing 2018 tax rates and payment dates.**

Executive Summary

The intent of this report is to present to Council for its approval the 2018 Operating Budget as amended by the reviews and deliberations of Budget Committee at its recent series of meetings.

Under Ontario Regulation 284/09, made under the *Municipal Act, 2001*, all Ontario municipalities are permitted to exclude from their annual budgets a specified list of Public Sector Accounting Board (PSAB) accounting non-cash costs. However, this same regulation requires that if a municipality excludes any costs of this nature that they must report to their Council on the impact of these excluded costs. Another purpose of this report is to satisfy this disclosure requirement and to illustrate the 2018 budget in the PSAB format.

Background

Budget Committee has concluded its review and discussions of the draft 2018 Operating Budget. Amendments made to the draft budget during the Committee deliberations are summarized on Attachment 1.

The Town of Aurora, like most municipalities, prepared its 2018 budget in the traditional, cash based, balanced municipal budget approach. The Province of Ontario enacted a regulation (O.Reg. 284/09, s.1.) under the *Municipal Act, 2001*, that permits all Ontario municipalities to exclude from their annual budgets the following PSAB accounting non-cash costs:

- amortization expenses
- post-employment benefits, and
- solid waste landfill closure and post-closure expenses (not applicable for Aurora).

Where these non-cash items have been excluded, Council are to receive:

- an estimate of the change in the accumulated surplus of the municipality to the end of the year resulting from the exclusion of any of these expenses, and
- an analysis of the estimated impact of the exclusion on the future tangible capital asset funding requirements of the municipality.

Exclusion in the annual budget of the amortization of tangible capital assets has no impact on the future tangible capital asset funding requirements of the Town. The Town includes in its municipal budget allocations to capital reserves for the purposes of funding future capital asset renewal and replacements. An approved detailed Asset Management Plan is in place, and drives the decisions and recommendations reflected in the detailed ten year capital and investment plan document. This long term plan includes all replacement needs, as well as new assets required for growth and other purposes. The long term plan is updated each year. It carefully evaluates the adequacy of the Town's reserves, anticipated future cash flows, and makes recommendations for continued annual dedicated tax increases for the purpose of increasing the capital reserve contributions for infrastructure. Council has a six year history of making such incremental increases specifically for infrastructure as recommended by the plan and staff. Continuing with such recommendations is evaluated annually by Council during the annual review of the ten year capital and investment plan, as well as the annual contribution to reserves amount included in the budget.

Analysis

2018 budget process continues to be guided by Council's two foundational documents: Council Budget Principles, and Council Budget Process

The 2018 budget process continued to be guided by the two foundational documents that Council adopted in 2016. Council adopted these two foundational documents to set out clearly the principles to be followed in preparing and reviewing its annual operating and capital budgets, and the detailed process which would be followed in conducting those reviews. The budget processes document outlines the additional role that the Finance Advisory Committee fulfills in performing detailed departmental reviews outside of the annual budget review and approval process.

Council directed staff to keep budget to inflation, and to add 1% for fiscal strategies

At its July 2017 meeting, guided by the Council Budget Principles foundational document, Council approved specific budget preparation directions for staff. The base budget was to result in a tax increase of not more than inflation, with a further 1% increase to assist in funding the Town's long term financial strategies related to unsustainable revenues and needed funding for infrastructure sustainability.

Staff presented a budget of 1.9% tax increase, plus 1% for fiscal strategies

Despite inflation reported at 2.1% for twelve months to June 2017 for the Toronto area, staff presented Council with a base operating budget proposal with a resulting tax increase of 1.9%, plus the 1% for fiscal strategies, leaving 0.2% available within the maximum ceiling allotted by Council for subsequent Council funding decisions. In addition to this draft budget, Council was presented with several budget option decision units relating to increases in service levels in various areas for its consideration.

The Base Budget accommodated services extension to accommodate all growth, while also making significant budget adjustments to several specific budget lines which had become substantially out of line with historical expense or revenue realities. The base budget presented by Council also accommodated substantial cost increases resulting from renewal of the long term solid waste collection contract and from provincial legislation contained in Bill 148, including the increases to minimum wage in Ontario. Both of these major budget pressures have been planned to be phased into the budget over two years, by drawing approximately half of the impact of these pressures from the Town's tax rate stabilization reserve fund for 2018, with the draw to be eliminated in 2019.

A key fiscal strategic goal was achieved with the 2018 budget

Since the sale of Aurora Hydro in 2005, the Town has held the proceeds of the sale in reserve, earning interest each year. Prior to the sale, the Town's operating budget benefitted from dividend income from the hydro to support the operations of the Town. Since the sale, the Town's budget has relied upon interest earned by the hydro sale proceeds rather than the dividend. However, drawing interest from the proceeds reserve meant that the reserve's purchasing power was not keeping up with inflation. A key long term financial strategy of the Town has been to gradually reduce and eliminate the amount of interest relied upon each year. For 2018, the town's reliance upon this revenue source has been fully eliminated; the Town's budget no longer has any draw upon interest from the hydro sale proceeds reserve fund. This accomplishment has taken many years. It means that the interest earned by the sale proceeds will now fully accumulate within the reserve and allow the purchasing power of the principle portion to keep pace with inflation, until needed by the Town for strategic purposes.

The Budget Committee made multiple adjustments

The Budget Committee made several adjustments, both budget reductions, as well as budget increases. Several options presented by staff for consideration were added to the budget. All budget adjustments made to the draft budget are detailed in Attachment #3.

The key elements affecting the budget increase are graphically presented in Attachment #4, while the sources of revenue and net operating budget by service is presented in graphs in Attachment #5 and 6, respectively.

2018 budget exclusions

For compliance with the regulation, the Town of Aurora's 2018 Business Plan, Operating Budget and Capital Investment Program as approved excludes the following expenses:

- an expense for the 2017 amortization of the Town's non-water rate funded tangible capital assets, estimated to be \$8,100,000 (see Attachment #8 for categorized list). Of this total estimated amount, \$7,769,800 is directly supported by taxes while \$330,300 is indirectly supported by taxes via a funding contribution to the Aurora Public Library and Central York Fire Services. In regards to the portion of the total estimated amortization expense that is directly supported by the tax levy, this amount has been under-funded by \$2,716,400; meaning the budgeted contributions to capital reserves are not keeping pace with the depreciation of the town's tangible capital assets. The Town is able to

partially subsidize this noted funding gap through alternative funding sources such as federal and provincial grants and gas tax sharing, reducing this noted gap to a remaining short-fall of \$539,900.

- the current year's post-employment benefit obligation in relation to eligible employee early retirement and/or accrued sick leave is estimated to grow by approximately \$209,700, thus creating a related non-cash expense;
- the current year's Workplace Safety & Insurance Board benefit obligation is estimated to decrease by approximately \$135,900, thus creating a related non-cash savings;
- the Town does not own or operate a landfill site and therefore is not subject to solid waste landfill closure or post-closure expenses.

The 2018 operating budget was prepared in the traditional cash-based municipal budget approach whereby total revenues (including taxation) equal total expenditures, resulting in a "balanced" budget. Attachment #9 illustrates the differences between the 2018 approved operating budget as prepared (on a cash basis) to what it would be if prepared under PSAB guidelines on an accrual basis budgeting. The accrual basis approach would result in an estimated annual surplus of \$19,379,400 as shown on Attachment #2. Two significant contributors to the 'accrual based' estimated surplus is the planned utilization of \$11,512,100 in DC revenues and a cost recovery of \$7,044,500 from the Town of Newmarket as funding sources for a group of approved 2018 capital projects. Both of these 'revenues' are excluded in the standard municipal budget approach, and therefore increase total revenues under PSAB, creating surplus.

Water, Wastewater and Stormwater utility budgets

The water utility budgets will be presented for review and approval in the first quarter of 2018. Staff require additional time for their preparation due in part to organizational changes, and required time to understand recent budget variance drivers.

Advisory Committee Review

The Finance Advisory Committee is not involved in the detailed budget reviews of the annual budget. However, this Committee is expected to review the detailed budgets of each operating department and budget section once per term of Council. It will continue these reviews in the new year.

Financial Implications

The 2018 Operating Budget sets out planned expenditures totalling \$64,095,000, funded with non-tax revenues of \$19,641,700, such as investment income, user fees, Federal Gas Tax grants, and fines & penalties. The remaining \$44,453,300 requirement is to be raised through property taxes.

The final approved budget results in an average increase to the Aurora share of the residential tax bill of 3.1%. When combined with the Region of York's estimated tax increase of 2.77%, and the expected net 0% increase on the provincial education share of the tax bill, the combined effect on the overall tax bill in Aurora is expected to be approximately 2.3% on average for residential properties. For each \$100,000 of assessment, these increases will add \$9.82 to the Aurora share, and \$20.12 total overall. For an average home assessed at \$770,000, the impacts are \$75.61 to the Aurora share, and \$154.93 total overall, on average. All reports, presentations and materials presented to Budget Committee will remain available to the public on the Town's Budget and Financial Information website page. Attachment #7 outlines Aurora's history of increases to its share of property tax levies.

In 2018, the budgeted contributions to infrastructure reserves are as follows:

Direct property taxation contributions	\$5,053,400
Expected Federal Gas Tax contributions	1,694,600
Expected Ontario Infrastructure contributions	481,900
Total non-rate funded Infrastructure renewal contributions	\$7,229,900

Of note is the disparity between the estimated amortization expense of \$8,100,000 for tax levy directly supported assets and the tax levy contributions to reserves of \$5,053,400 (excluding federal and provincial infrastructure funding) for the rehabilitation and replacement of these aging assets.

The Town has approved an ongoing financial strategy to close this funding disparity. This strategy includes increasing property taxes each year by 1% more than the Consumer Price Index. This additional 1% helps to increase funding for the current and future replacement or rehabilitation of our existing capital assets. Provided Council continues to follow the strategy, significant sudden tax increases, new debt, or financial crisis can be avoided in the future.

Communications Considerations

A press release and information kit has been prepared related to the approval of the Town's 2018 Operating Budget. Updated budget information will be included on the reverse side of the Interim Tax Brochure included with all mailed tax billings issued in January. The full budget details have been updated to the Town's Budget and Financial Information page on our website, including the capital budget approval report and detailed capital sheets of all approved projects.

Link to Strategic Plan

Approval of the 2018 Operating Budget provides funding support and approval for all initiatives, services and operations of the Town, all of which support and advance the Strategic Plan objectives. Overall, the budget leads to improving the quality of life of the community we serve.

Alternative(s) to the Recommendation

Council may make further adjustments to the budget than those recommended by Budget Committee.

Conclusions

The Budget Committee has concluded its review of the annual budget for 2018. The result of the recommended budget is a 3.1% tax increase on the Aurora share of the tax bill. When combined with the expected increases for the Region of York and the provincial education portions, the expected overall tax impact for Aurora residents is 2.3%.

In the preparation of the 2018 operating budget, the Town of Aurora has complied with requirements of the Municipal Act which identifies allowed exclusions from that budget (paragraph 3, subsection 289 (2) and paragraph 3, subsection 290 (2)). This report provides the disclosures required under this regulation which requires municipalities to report to Council when these exclusions exist and the impact on the overall accumulated surplus of each transaction.

Attachments

- Attachment #1 - 2018 Operating Budget Summary by Department
- Attachment #2 - New Full Time Staff Additions
- Attachment #3 - Details of Adjustments made to the Budget by Committee
- Attachment #4 - Key Budget Elements affecting tax increase
- Attachment #5 - Total Revenues by Source
- Attachment #6 - Net Operating Budget by Service
- Attachment #7 - History of Tax Rate Increases – Aurora Share
- Attachment #8 - Schedule of Estimated 2018 Tangible Capital Asset Amortization
- Attachment #9 - Reconciliation of 2018 Approved Budget to the 2018 Budget as if prepared under PSAB 3150

December 12, 2017

Page 8 of 8

Report No. FS17-050

Previous Reports

FS17-046 - 2018 Draft Operating Budget

FS17-059 - Additional Budget Information

FA17-060 - Final Operating Budget Adjustments

Pre-submission Review

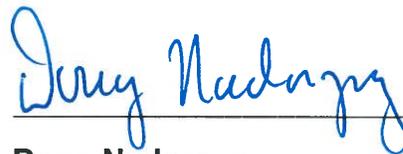
CAO and Treasurer only

Departmental Approval



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

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**

Attachment 1

**Town of Aurora
2018 Operating Budget**

Summary by Department

<u>Shown in \$000's</u>	<u>2017 Approved Budget (adjusted)</u>	<u>2018 Draft Budget</u>	<u>Dollar Change</u> favourable / (unfavourable)	<u>Tax Pressure Change</u> (unfavourable)
<u>Gross Expenses</u>				
Council	\$ 561.9	\$ 621.5	\$ (59.6)	(0.1 %)
CAO's Office	\$ 1,221.7	\$ 1,214.0	\$ 7.7	0.0 %
Corporate Services	\$ 7,499.2	\$ 7,658.1	\$ (158.9)	(0.4 %)
Election 2018	\$ 82.5	\$ 476.4	\$ (393.9)	(0.9 %)
Financial Services	\$ 1,948.7	\$ 2,057.7	\$ (109.0)	(0.3 %)
Planning and Building Services	\$ 4,665.1	\$ 4,821.9	\$ (156.8)	(0.4 %)
Infrastructure & Environmental Services	\$ 14,539.1	\$ 15,396.0	\$ (856.9)	(2.0 %)
Parks, Recreation & Cultural Services	\$ 9,253.9	\$ 9,770.5	\$ (516.6)	(1.2 %)
Corporate Expenses	\$ 7,050.1	\$ 7,751.6	\$ (701.6)	(1.6 %)
Fire Services	\$ 10,225.0	\$ 10,484.2	\$ (259.2)	(0.6 %)
Funding Provided for Library Operations	\$ 3,767.7	\$ 3,843.1	\$ (75.4)	(0.2 %)
Gross Expenditure (Increase) / Decrease	\$ 60,814.8	\$ 64,095.0	\$ (3,280.2)	(7.6 %)
<u>Gross Revenues</u>				
Council	\$ -	\$ -	\$ -	-
CAO's Office	\$ -	\$ (0.3)	\$ 0.3	0.0 %
Corporate Services	\$ (372.3)	\$ (378.4)	\$ 6.1	0.0 %
Election 2018	\$ -	\$ (368.9)	\$ 368.9	0.9 %
Financial Services	\$ (181.4)	\$ (202.7)	\$ 21.3	0.0 %
Planning and Building Services	\$ (4,696.0)	\$ (4,465.9)	\$ (230.1)	(0.5 %)
Infrastructure & Environmental Services	\$ (1,799.3)	\$ (1,772.6)	\$ (26.7)	(0.1 %)
Parks, Recreation & Cultural Services	\$ (5,354.8)	\$ (5,310.2)	\$ (44.6)	(0.1 %)
Corporate Revenues	\$ (6,589.3)	\$ (7,142.6)	\$ 553.3	1.2 %
	\$ (18,993.1)	\$ (19,641.7)	\$ 648.6	1.4 %
Taxation - 2016	(41,821.7)	\$ (41,821.7)		-
Taxation - Growth from New Assessment	-	\$ (1,296.5)	1,296.5	3.1 %
Taxation - 2018 Levy Increase	-	\$ (1,335.1)	1,335.1	3.1 %
Gross Revenue Increase / (Decrease)	\$ (60,814.8)	\$ (64,095.0)	\$ 3,280.2	7.6 %
<u>Net Expenditures/(Revenues)</u>				
Council	\$ 561.9	\$ 621.5	\$ (59.6)	(0.1 %)
CAO's Office	\$ 1,221.7	1,213.7	\$ 8.0	0.0 %
Corporate Services	\$ 7,126.9	7,279.6	\$ (152.8)	(0.4 %)
Election 2018	\$ 82.5	107.5	\$ (25.0)	(0.1 %)
Financial Services	\$ 1,767.3	1,855.0	\$ (87.7)	(0.2 %)
Planning and Building Services	\$ (30.9)	356.0	\$ (386.9)	(0.9 %)
Infrastructure & Environmental Services	\$ 12,739.8	13,623.4	\$ (883.6)	(2.0 %)
Parks, Recreation & Cultural Services	\$ 3,899.1	4,460.3	\$ (561.2)	(1.3 %)
Corporate Revenues & Expenses	\$ 460.8	609.0	\$ (148.3)	(0.3 %)
Fire Services	\$ 10,225.0	10,484.2	\$ (259.2)	(0.6 %)
Funding Provided for Library Operations	\$ 3,767.7	3,843.1	\$ (75.4)	(0.2 %)
	\$ 41,821.7	\$ 44,453.3	\$ (2,631.6)	(6.1 %)
Taxation	\$ (41,821.7)	(44,453.3)	\$ 2,631.6	6.1 %
	\$ -	\$ -	\$ -	-

Town of Aurora

Attachment 2

2018 Operating Budget Impacts

CONVERTED AND NEW POSITIONS IN 2018 BUDGET

2018 Budget Requests

	D o l l a r s			Full-Time Complement
	Gross Cost	Offsets	Net Cost	
2017 Budget Approved Full-Time Complement	—————→			221
<u>Full-Time Staffing - Conversion Requests</u>				
Uplift P/T to F/T Facility Advertising & Sponsorship Coordinator - July 1st start date Position will be funded 100% from increased revenue	30,000	(30,000)		1
Bylaw Officer - Animal Control (Approved as per CS17-033 - Jan 1st start date) Position will be funded 100% from contract savings	85,000	(85,000)		1
Bylaw Officer - Park Security - Jan 1st start date Position will be funded 100% from a savings in Parks Security and reduction of p/t hours	85,000	(85,000)		1
	<u>\$ 200,000</u>	<u>\$ (200,000)</u>	↓	
Net Full-Time			<u>\$ -</u>	<u>224</u>

**Town of Aurora
2018 Operating Budget
BUDGET COMMITTEE CHANGES**

Attachment 3

ADJUSTMENTS				RESULTS					
Ref.	Date of Decision	Department	ITEM	Change to Operating Budget	Running Revised Budget Increase	Impact on Town Rate	Running Town Rate Pressure	Effective Combined Tax Impact	
								Residential	Commercial
STARTING POINT - Draft Budget, As of November 7, 2017 = 1,241,900							2.9 %	2.2 %	1.3 %
1	Nov. 18	Corp. Servcs	Animal control alternative service delivery model adoption savings	(15,000)	1,226,900	(0.03 %)	2.9 %	2.2%	1.3%
2	Nov. 18	Council	Increase of conference budget back to original \$27,000	14,900	1,241,800	0.03 %	2.9 %	2.2%	1.3%
3	Nov. 18	Corp. Expenses	Decrease of Council contingency budget	(15,000)	1,226,800	(0.03 %)	2.9 %	2.2%	1.3%
4	Nov. 20	Library	Decrease in Town Library Requisition	(18,700)	1,208,100	(0.05 %)	2.8 %	2.2%	1.3%
5	Nov. 27	PRCS	New sponsorship program position (Jul-Dec)* (\$30,000)	-	1,208,100	-	2.8 %	2.2%	1.3%
6	Nov. 27	PRCS	Aurora Outdoor Christmas Market	27,500	1,235,600	0.07 %	2.9 %	2.2%	1.3%
7	Nov. 27	PRCS	Sport Aurora / Sport Plan implementation	103,400	1,339,000	0.24 %	3.1 %	2.3%	1.3%
8	Nov. 27	PRCS	Town of Aurora Youth Innovation Fair	5,000	1,344,000	0.01 %	3.1 %	2.3%	1.3%
9	Nov. 27	PRCS	Sport Hall of Fame Sustainability	48,100	1,392,100	0.11 %	3.2 %	2.4%	1.3%
10	Dec. 5	PRCS	Pow Wow 2018	18,000	1,410,100	0.04 %	3.3 %	2.4%	1.4%
11	Dec. 5	PBS	Chamber of Commerce	11,000	1,421,100	0.03 %	3.3 %	2.4%	1.4%
12	Dec. 5	PRCS	Delete Aurora Youth Innovation Fair - to be funded by Aurora Mayor's Charity Golf Classic	(5,000)	1,416,100	(0.02 %)	3.3 %	2.4%	1.4%
13	Dec. 5	PRCS	Increase in aquatic programs revenue budget	(30,000)	1,386,100	(0.07 %)	3.2 %	2.4%	1.3%
14	Dec. 5	PRCS	Increase in youth programs revenue budget	(16,000)	1,370,100	(0.03 %)	3.2 %	2.3%	1.3%
15	Dec. 5	PRCS	Decrease to aboriginal contracts budget	(10,000)	1,360,100	(0.03 %)	3.2 %	2.3%	1.3%
16	Dec. 5	PRCS	Decrease to shrub bed maintenance contract	(10,000)	1,350,100	(0.02 %)	3.1 %	2.3%	1.3%
17	Dec. 5	CS	Decrease to software maintenance contract	(8,000)	1,342,100	(0.02 %)	3.1 %	2.3%	1.3%
18	Dec. 5	FS	Decrease consulting - cease online Citizen Budget survey	(7,000)	1,335,100	(0.01 %)	3.1 %	2.3%	1.3%
				93,200		0.22 %			

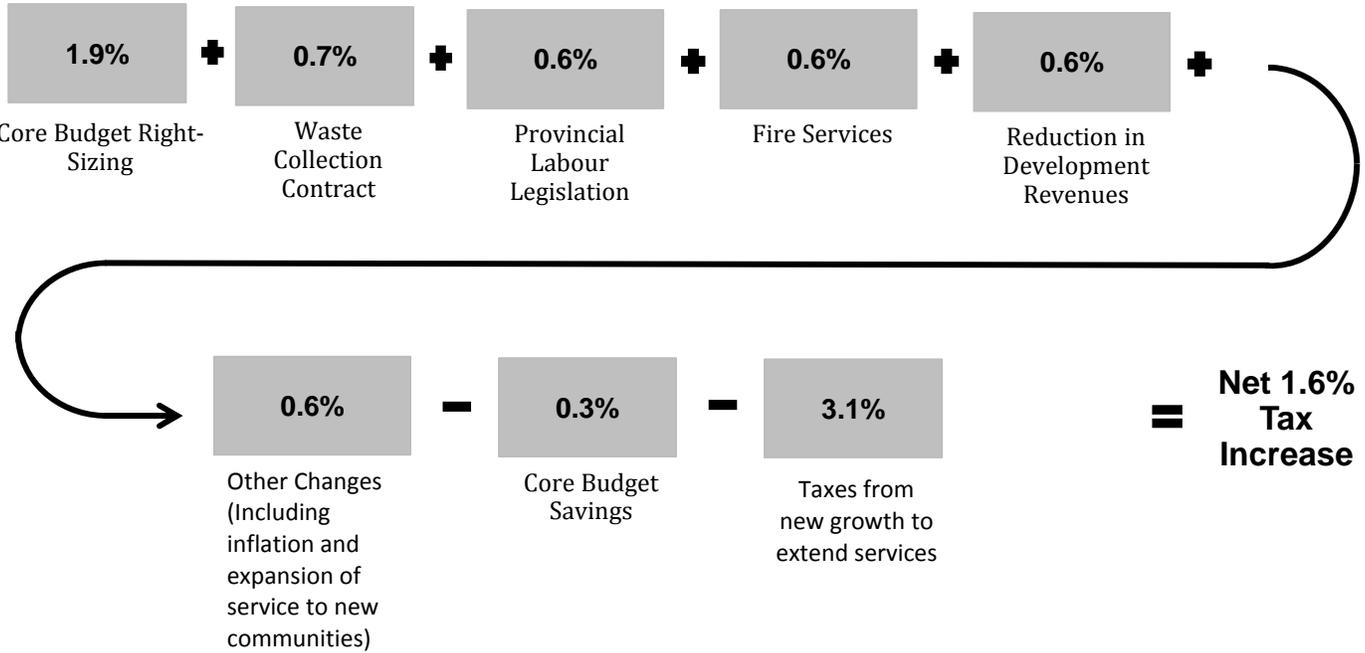
CALCULATION OF IMPACT ON OVERALL TAX BILL	Estimated Tax Rate Pressure (from above)	RESIDENTIAL		COMMERCIAL	
		Share of Tax Bill	Weighted Tax Rate Pressure	Share of Tax Bill	Weighted Tax Rate Pressure
Town of Aurora	3.10%	36.5 %	1.13%	20.8 %	0.6%
Region of York	2.77%	42.9 %	1.19%	24.4 %	0.7%
Education	0.00%	20.6 %	0.00%	54.8 %	0.0%
			2.32%		1.3%

Attachment 4

**Town of Aurora
2018 Operating Budget**

KEY BUDGET DRIVERS

Core Operations:



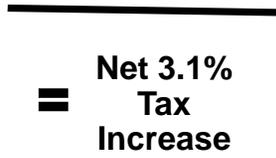
Service Enhancements:



Fiscal Strategy:



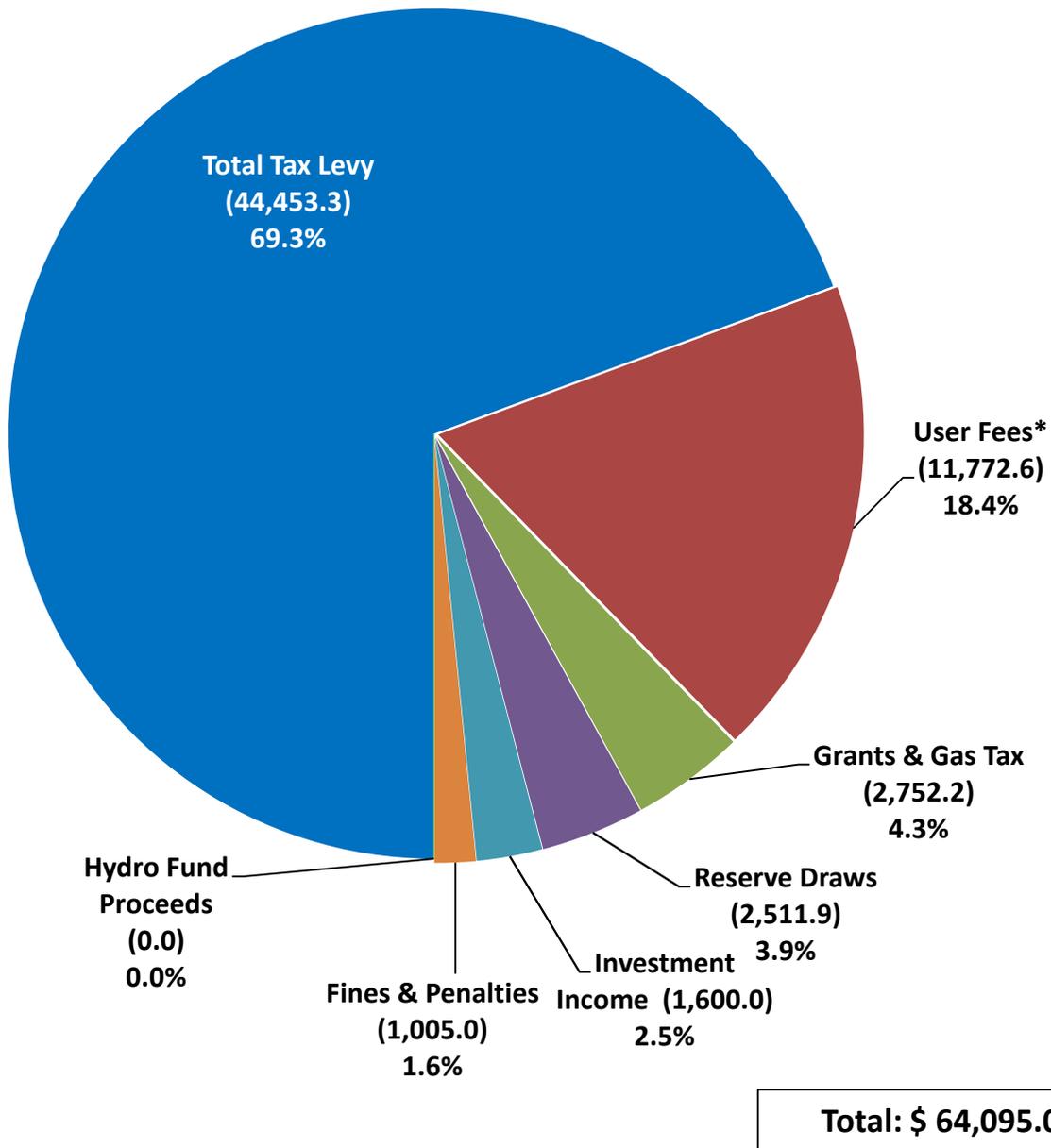
The 3.1% increase to the tax levy translates to an additional \$75.61 on a home with an average assessed value of \$770,000.



Attachment 5

Town of Aurora 2018 Operating Budget Total Revenues by Source

Shown in \$000's

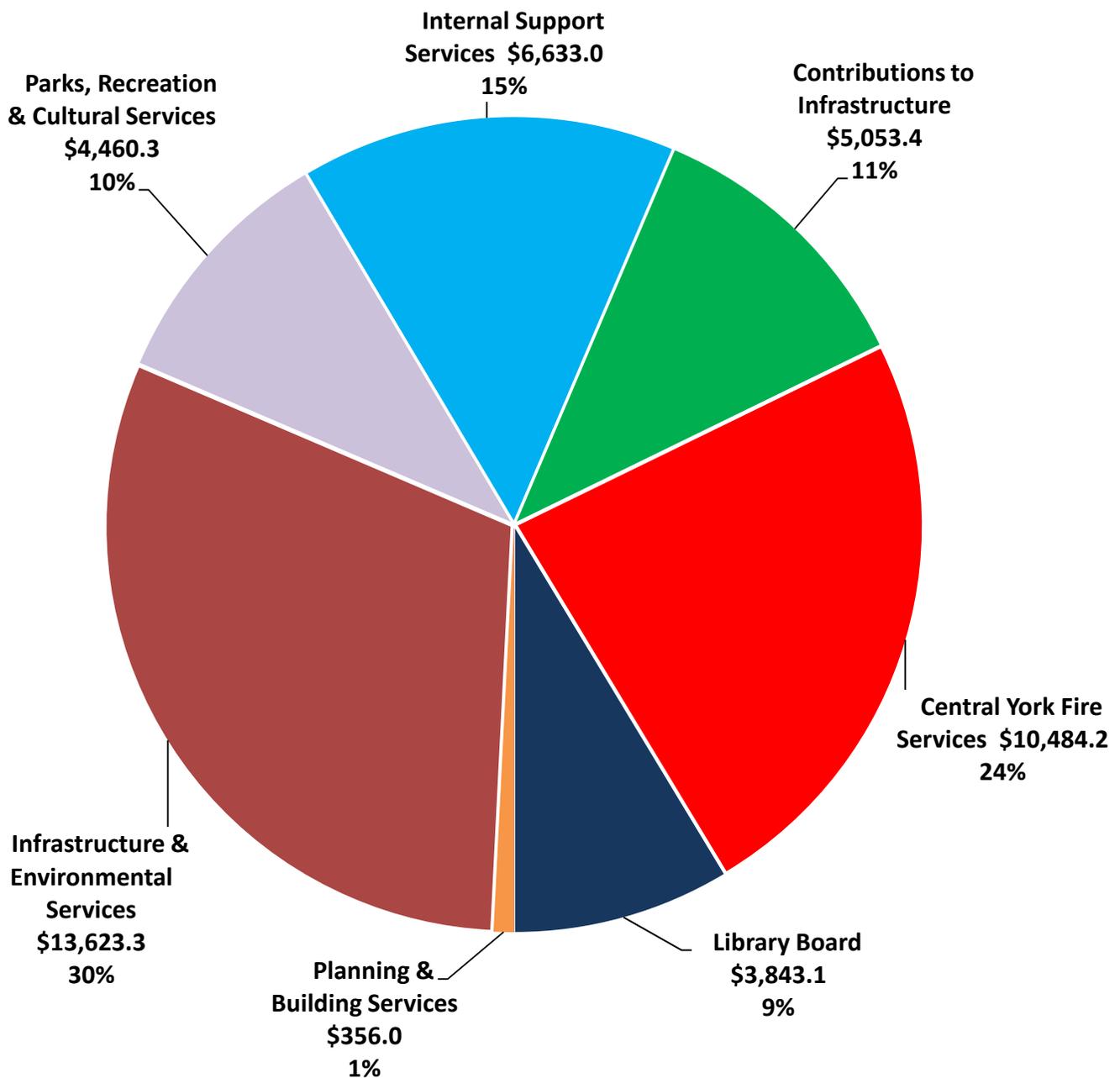


* User Fees include revenue received in relation to the utilization of the town's various service offerings such as its parks and facilities, building permit issuances and development application fees.

Attachment 6

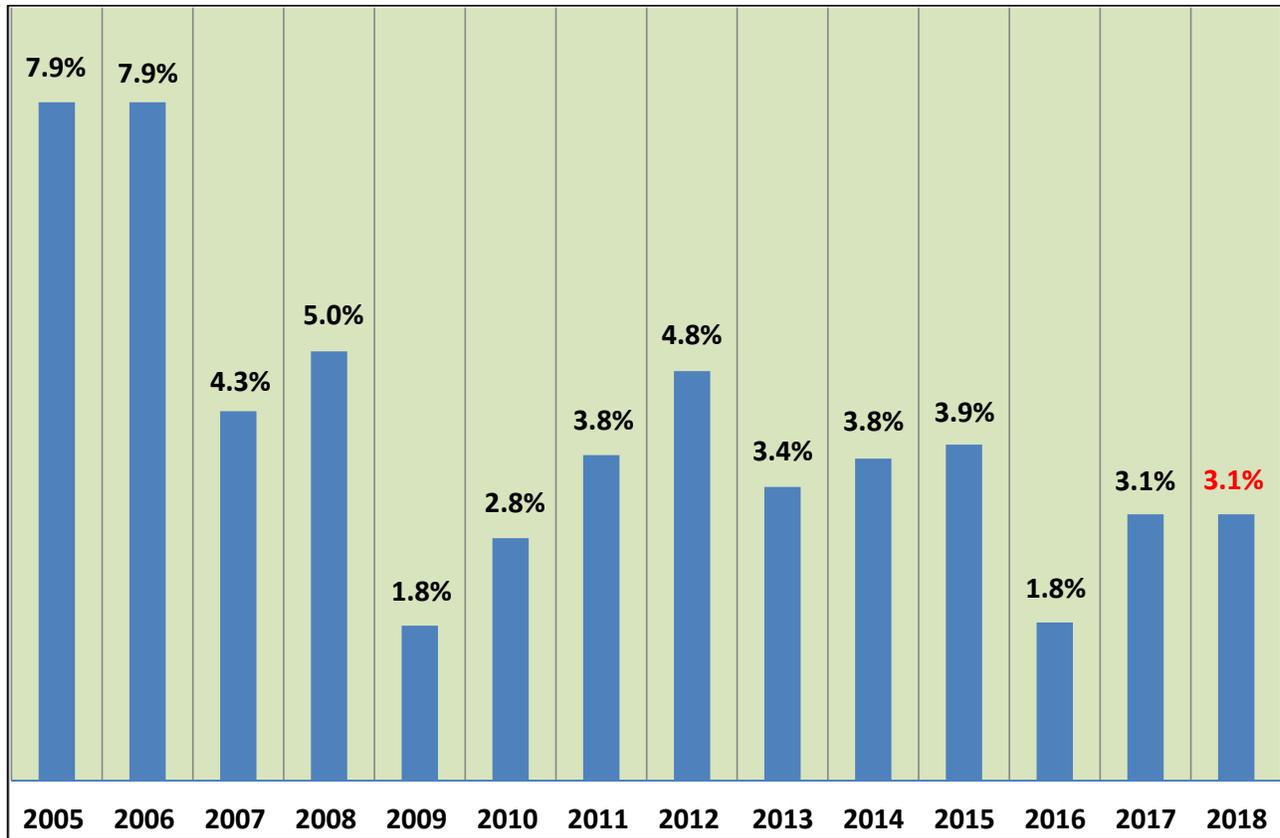
Town of Aurora 2018 Operating Budget Net Tax Funding by Service

Shown in \$000's



Total: \$ 44,453.3

**Town of Aurora
2018 Draft Operating Budget
HISTORY OF AURORA TAX RATE INCREASES**



Attachment #8

**Estimate of Tangible Capital Asset Amortization Expense for 2017:
(Excluding Rate Funded Assets)**

<u>Category</u>	<u>Amortization Amount</u>	
	in \$'000's	
<u>Tax Supported Assets</u>		
Buildings	\$ 3,089.2	
Roads/Sidewalks/Street Lighting	3,337.8	
Bridges & Culverts	261.7	
Parks (Land Improvement)	743.2	
Other Vehicles & Equipment	229.8	
Computer Related Equipment	<u>108.2</u>	
Sub Total - Directly Supported Assets		7,769.8
 <u>Indirectly Supported Assets (from Taxes)</u>		
Fire Vehicles & Equipment	\$202.6	
Library Content & Equipment	<u>127.7</u>	
		330.3
		<u> </u>
Estimated Amortization Expense for 2017		<u><u>\$ 8,100.0</u></u>

Town of Aurora - 2018 Budget

2018 Budget Presentation Differences

"Standard" Cash-Basis Budget vs. Presentation Requirement under P.S.A.B.

<u>In \$ 000 's</u>	<u>Town Budget</u> <small>(excl Library)</small>	<u>+</u>	<u>Library Budget</u>	<u>=</u>	<u>Consolidated Municipal "Standard"</u> <small>(cash basis)</small>	<u>Reporting Change</u>	<u>Under PSAB Guidelines</u> <small>(accrual basis)</small>
Revenues:							
Operating - Tax Levy	\$ 40,610.2		\$ 3,843.1		\$ 44,453.3	\$ -	\$ 44,453.3
Operating - Receipts From Outside Sources	17,129.8		127.9		\$ 17,257.6	-	17,257.6
Operating - Transfers From Other Funds	2,511.9		-		\$ 2,511.9	(2,511.9) ⁽¹⁾	-
Capital - Receipts From Outside Sources	20,839.8		-		\$ 20,839.8	-	20,839.8
Capital - Transfers From Other Funds	9,436.1		745.0		\$ 10,181.1	(10,181.1) ⁽¹⁾	-
Total Revenues	\$ 90,527.8		\$ 4,716.0		\$ 95,243.7	\$ (12,693.0)	\$ 82,550.7
Expenses:							
Operating Expenses	\$ 50,397.3		\$ 3,841.0		\$ 54,238.3	\$ -	\$ 54,238.3
Operating - Transfers To Capital Funds	5,500.4		130.0		5,630.4	5,630.4 ⁽²⁾	-
Operating - Transfers To Other Funds	3,666.1		-		3,666.1	3,666.1 ⁽²⁾	-
Operating - Debt Principal Payment	533.8		-		533.8	533.8 ⁽³⁾	-
Operating - Debt Interest Payment	154.2		-		154.2	-	154.2
Tangible Capital Additions	29,670.9		745.0		30,415.9	30,415.9 ⁽⁴⁾	-
Non-Tangible Capital Additions	605.0		-		605.0	- ⁽⁵⁾	605.0
Total Expenses	\$ 90,527.8		\$ 4,716.0		\$ 95,243.7	\$ 40,246.2	\$ 54,997.5
Annual Surplus / (Deficit) with Exclusions	\$ -		\$ -		\$ -	\$ 27,553.3	\$ 27,553.3
per O.Reg 284/09							

Exclusions Add Back / (Deduct):

- Amortization of Tangible Capital Assets ⁽⁴⁾
- Post Employee Benefits and Sick Leave liabilities
- Workplace Safety & Insurance Board Benefits

Total Exclusions

Annual Surplus / (Deficit) - full PSAB Compliance - Audited Financial Statement Result

\$ (8,100.0)
(209.7)
135.9
\$ (8,173.9)
\$ 19,379.4

Foot Notes:

1. "Transfers From Other Funds" represents transfers from reserves (Retained Earnings) for expenditures and is not considered a revenue source under accrual accounting.
2. "Transfers To Other Funds" represents the contribution to reserves (Retained Earnings) and is not considered an expense under accrual accounting.
3. "Debt Principal Payments" are considered a repayment of a long term liability and are not considered an expense under accrual accounting - only the related interest portion remains a valid expense
4. Under accrual accounting, costs related to the acquisition of "Tangible Capital Assets" are recorded on the balance sheet - only the amortization of existing Tangible Assets is included as an expense. This amortization is generally excluded from traditionally prepared, cash basis, municipal budgets.
5. Studies and Reports are examples of non-Tangible Capital Assets and their acquisition is included as an expense.

Under O.Reg 284/09, this schedule is to be presented prior to or as part of the budget approval process



**Town of Aurora
Council Report**

No. FS17-061

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

Prepared by: Jason Gaertner, Manager, Financial Planning

Department: Financial Services

Date: December 12, 2017

Recommendation

1. That Report No. FS17-061 be received.

Executive Summary

This report presents to Council the information necessary to effectively monitor the financial performance of the corporation's operating budget presented as of October 31, 2017. As of this date, the corporation is forecasted to conclude the fiscal year with a favourable variance of \$498,800 from the Town's tax levy funded operations and a favourable variance of \$201,900 from its utility rate funded operations.

- Staff will strive to maintain this expected outcome for the year
- If required, any tax levy funded operating budget 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.

Tax levy funded operating budget surplus now forecasted

Staff currently forecast that the Town's tax levy funded operating budget will finish the year with an anticipated surplus of \$498,800, representing a \$395,100 improvement in the Town's financial position over its forecasted position at the end of July. A detailed break-down of the Town's current forecasted variance by department can be found in Attachment #1. The report has been simplified to show only the net budget amount, the forecasted ending position for each item, and the variance.

Staff have similarly reviewed the results of the Town's rate funded 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 are on pace to finish the year with a surplus of \$201,900.

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 financial services staff. Each 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 October, the corporation is projected to conclude the fiscal year with an estimated operating budget surplus of \$498,800; representing an improvement in the Town's forecasted financial position of \$395,100. This improvement in position is most attributable to further forecasted software license and maintenance savings and increased fitness and aquatics revenues. This forecast is based upon the 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.

December 12, 2017

Page 3 of 7

Report No. FS17-061

In previous years, the Town budgeted a “salary gapping savings” amount of \$150,000 under the corporate expenses 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 – \$50,000 favourable

The CAO and Council budget areas are currently forecasting to conclude the fiscal year with a favourable budget variance of \$50,000 (2.8%) arising from promotional material savings and salary savings within the Communications division.

Corporate Services - \$315,700 favourable

The Corporate Services department forecasted favourable variance of \$315,700 (4.5%) on a net operating budget of \$7,022,500 arises mostly from insurance premium, software license, external legal fees and vacant position savings. These savings have been partially offset by unplanned one-time health & safety and compensation review consulting costs.

Financial Services - \$104,400 favourable

The favorable forecasted budget variance of \$104,400 (7.6%) on a net operating budget of \$1,371,700 relates to higher than anticipated administrative revenues (property tax ownership changes, water account ownership changes, admin fees and tax certificates) driven by an increase in the volume of sales of new and used homes, representing a moderate improvement over last quarter.

Fire Services - no variance

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

Infrastructure & Environmental Services - \$273,800 unfavourable

The Infrastructure & Environmental Services department program is currently forecasting a deficit of \$273,800 (2.2%) on a net operating budget of \$12,689,800. This deficit is attributable to greater than anticipated town facility and streetlight electricity costs, increased facility and fleet operating material costs and unexpected compressor repairs at the Stronach Aurora Recreation Complex. These costs are partially offset by anticipated snow management contract savings and engineering services savings.

An additional report will be presented to Council summarizing the status of the LED streetlight replacement program and the resulting energy savings that have been achieved.

December 12, 2017

Page 4 of 7

Report No. FS17-061

Parks, Recreation & Cultural Services - \$332,600 favourable

The Parks, Recreation & Cultural Services Department is anticipating an overall favourable budget variance of \$332,600 (8.5%) on a net operating budget of \$3,934,100, representing an increase of \$194,800 over last quarter's forecasted variance. The key contributors to this identified variance relate to anticipated salary savings in Business Support and Community Programs and increased sponsorship revenues which have been partially offset by larger than anticipated active net user charges. The growth in PRCS' forecasted variance is mostly attributable to healthier than anticipated fitness and aquatic program revenues and contract savings in Parks Operations.

Planning & Building Services - \$4,500 favourable

The Planning & Building Services Department is forecasting an overall favourable budget variance of \$4,500 on a net operating budget of (\$30,900) attributable primarily by salary savings due to a position vacancy in the first quarter.

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 dedicated 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 - \$99,100 favourable

Corporate Revenues & Expenses are projected to conclude the fiscal year with an favourable budget variance of \$99,100 (2.1%) on a net operating budget of \$4,811,000 attributable to larger than anticipated supplementary tax revenues which have been partially offset by larger than expected tax adjustments on assessment appeals, and 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.

The above noted larger supplementary tax revenues relate to the further recognition of assessment growth that had not been realized as budgeted; staff's expectation is that the unrealized assessment growth still occurred, however instead it will now manifest itself through higher than expected in-year supplementary taxes. Accordingly, staff are now forecasting a \$133,600 favourable variance in supplementary tax revenues, which will not be contributed to reserves and will instead offset the equivalent tax levy deficit.

Total Tax Levy - \$133,600 unfavourable

In an effort to achieve an approved operating budget for the upcoming year prior to the year commencing, the Town must estimate its tax assessment base growth for the upcoming year as the final figure is not yet available at the time of budget's creation. The Town is anticipating that it will collect a total of \$41,688,100 in tax levy revenue for 2017, which is \$133,600 less than what was budgeted. These lower than anticipated

revenues relate to the Town's overestimate of its 2017 growth in its tax assessment base upon which the year's property taxes are calculated; the budget anticipated an assessment growth of 4.10% while the final assessed growth for 2017 was 3.36%. As noted above, staff now expect that this additional assessment growth still occurred, however instead it manifested itself through higher than expected in-year supplementary taxes. This revenue short-fall is fully offset by an equivalent supplementary tax revenue surplus under Corporate Revenues above.

Operating Budget Summary

Overall, staff are predicting that the general municipal operations budget will end the year in surplus position of \$498,800. This surplus will be moved to reserve funds in accordance with the year-end surplus control bylaw that was recently approved by Council. In the event that a deficit arises unexpectedly, it would be offset by an equivalent reduced contribution of excess supplementary tax revenues to reserves.

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 are not directly impacted by 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 favourable budget variance of \$201,900 primarily attributed to greater than anticipated development driven water meter sale revenues combined with contract and salary savings.

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 control 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

None

Conclusions

Having completed ten months of operations, the management team of the Town is presently forecasting to end the year with a favourable budget variance from its tax levy funded operations of \$498,800. Staff remain vigilant to continue to realize budget savings whenever possible in an effort to continue to end the year in a surplus position. Any remaining surpluses at fiscal year-end will be contributed to the Town's rate stabilization reserve.

The water, wastewater and storm water operations are currently projected to conclude the fiscal year with a favourable budget variance. Any surplus remaining at fiscal year-end will be contributed to the rate reserves.

Attachments

Attachment #1 – Net Operating Forecast Update

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

December 12, 2017

Page 7 of 7

Report No. FS17-061

Previous Reports

FS17-019 - Interim Forecast Update - As of March 31, 2017

FS17-035 - Interim Forecast Update - As of May 31, 2017

FS17-039 - Interim Forecast Update – As of October 31, 2017

Pre-submission Review

Agenda Management Team review on December 7, 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 October 31, 2017**

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 535.9	\$ 535.3	\$ 0.6	0.1 %
Council Programs/Grants	4.0	4.0	-	-
Advisory Committees	22.0	22.6	(0.6)	(2.7 %)
Council Office Total	\$ 561.9	\$ 561.9	\$ -	-
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 501.8	\$ 507.8	\$ (6.0)	(1.2 %)
Communications	734.9	678.9	56.0	7.6 %
Chief Administrative Office Total	\$ 1,236.7	\$ 1,186.7	\$ 50.0	4.0 %
Council and C.A.O. Combined	\$ 1,798.6	\$ 1,748.6	\$ 50.0	2.8 %
<u>CORPORATE SERVICES</u>				
Legal Services	\$ 891.3	\$ 845.9	\$ 45.4	5.1 %
Legislative Services	1,260.0	1,118.8	141.2	11.2 %
CS Administration	429.0	461.1	(32.1)	(7.5 %)
Human Resources	684.0	737.8	(53.8)	(7.9 %)
Elections	82.5	84.7	(2.2)	(2.7 %)
Information Technology	1,899.2	1,815.0	84.2	4.4 %
Telecommunications	260.0	215.2	44.8	17.2 %
By-law Services	551.5	510.8	40.7	7.4 %
Animal Control	242.1	239.7	2.4	1.0 %
Customer Service	699.8	654.9	44.9	6.4 %
Emergency Preparedness	23.0	22.9	0.1	0.3 %
Corporate Services Total	\$ 7,022.5	\$ 6,706.8	\$ 315.7	4.5 %
<u>FINANCIAL SERVICES</u>				
Policy & Planning Administration	\$ 304.5	\$ 307.3	\$ (2.8)	(0.9 %)
Accounting & Revenue	285.8	186.0	99.8	34.9 %
Financial Planning	430.0	431.6	(1.6)	(0.4 %)
Procurement Services	351.4	342.4	9.0	2.6 %
Financial Services Total	\$ 1,371.7	\$ 1,267.3	\$ 104.4	7.6 %
<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	\$ 468.6	\$ 24.9	5.0 %
Engineering Service Operations	(112.3)	(108.8)	(3.5)	(3.1 %)
Facilities & Fleet	6,606.3	6,638.8	(32.5)	(0.5 %)
Snow Management	1,563.7	1,514.2	49.5	3.2 %
Road Network Operations	2,447.1	2,738.5	(291.4)	(11.9 %)
Waste Collection & Recycling	1,691.5	1,712.3	(20.8)	(1.2 %)
Infrastructure & Environmental Services Total	\$ 12,689.8	\$ 12,963.6	\$ (273.8)	(2.2 %)
<u>PARKS, RECREATION & CULTURAL SERVICES</u>				
Parks & Recreation Administration	\$ 988.8	\$ 1,029.3	\$ (40.5)	(4.1 %)
Business Support	(921.8)	(1,020.2)	98.4	10.7 %
Parks/Open Spaces	2,467.4	2,287.7	179.7	7.3 %
Recreational Programming/Community Dev.	1,399.7	1,304.7	95.0	6.8 %
Parks, Recreation & Cultural Services Total	\$ 3,934.1	\$ 3,601.5	\$ 332.6	8.5 %

Attachment 1

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

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>PLANNING & BUILDING SERVICES</u>				
Development Planning	\$ (633.1)	\$ (648.6)	\$ 15.5	2.4 %
Long Range & Strategic Planning	602.2	613.2	\$ (11.0)	(1.8 %)
Net Building Department Operations	\$ (503.5)	\$ (876.6)	\$ 373.1	74.1 %
Contribution to Building Reserve	503.5	876.6	\$ (373.1)	(74.1 %)
Total Building Services	-	-	-	-
Planning & Building Department Total	\$ (30.9)	\$ (35.4)	\$ 4.5	14.5 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Supplementary Taxes & Payments-in-Lieu	\$ (711.0)	\$ (845.1)	\$ 134.1	18.9 %
Penalties on Unpaid Property Taxes	(900.0)	(930.0)	\$ 30.0	3.3 %
Overhead Cost Re-allocation to Building Services	(453.8)	(932.9)	\$ 479.1	105.6 %
All Other Revenue	(4,841.4)	(4,965.7)	\$ 124.3	2.6 %
Cash to Capital	4,837.8	4,837.8	\$ -	-
All Other Expense	6,879.4	7,547.8	\$ (668.4)	(9.7 %)
	\$ 4,811.0	\$ 4,711.9	\$ 99.1	2.1 %
<u>TOTAL TAX LEVY FUNDED OPERATIONS</u>	\$ 41,821.7	\$ 41,189.3	\$ 632.4	1.5 %
<u>TOTAL TAX LEVY</u>	\$ (41,821.7)	\$ (41,688.1)	\$ (133.6)	(0.3 %)
OPERATING (SURPLUS) DEFICIT	-	\$ (498.8)	\$ 498.8	0.9 %
		Surplus	Surplus	

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

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<u>RETAIL REVENUES</u>				
Water	\$ (11,249.8)	\$ (11,135.5)	\$ (114.3)	(1.0 %)
Wastewater	(10,029.5)	(9,868.7)	\$ (160.8)	(1.6 %)
Storm Water	(1,451.6)	(1,696.6)	\$ 245.0	16.9 %
Retail Revenues Total	\$ (22,731.0)	\$ (22,700.8)	\$ (30.2)	(0.1 %)
TOTAL REVENUE	(22,731.0)	(22,700.8)	(30.2)	(0.1 %)
<u>WHOLESALE COSTS OF WATER & SEWER</u>				
Water	\$ 6,796.0	\$ 6,614.4	\$ 181.6	2.7 %
Sewage Discharge Fee	7,699.4	8,448.3	(748.9)	(9.7 %)
Wholesale Costs Of Water & Sewer Total	\$ 14,495.4	\$ 15,062.7	\$ (567.3)	(3.9 %)
NET CONTRIBUTION TO OPERATING COSTS	\$ (8,235.6)	\$ (7,638.1)	\$ (597.5)	(7.3 %)
<u>OPERATING COSTS:</u>				
Water Administration & Billing	\$ 1,300.8	\$ 1,666.0	\$ (365.2)	(28.1 %)
Water System Operations	1,414.1	824.5	\$ 589.6	41.7 %
Wastewater System Operations	945.7	189.9	\$ 755.8	79.9 %
Storm Water Management Operations	451.6	217.9	\$ 233.7	51.7 %
Pumping Stations (Net)	173.4	158.0	\$ 15.4	8.9 %
Reserve Contributions OUT	3,950.0	4,379.9	\$ (429.9)	(10.9 %)
TOTAL OPERATING COSTS	\$ 8,235.6	\$ 7,436.2	\$ 799.4	9.7 %
UTILITY BUDGET (SURPLUS) / DEFICIT	\$ 0.0	\$ (201.9)	\$ 201.9	0.9 %
		Surplus	Surplus	



**Town of Aurora
Council Report**

No. PBS17-100

Subject: Preferred Design for Library Square - Additional Information

Prepared by: Fausto Filipetto, Senior Policy Planner

Department: Planning and Building Services

Date: December 12, 2017

Recommendations

- 1. That Report No. PBS17-100 be received for information.***

Executive Summary

The intent of this report is to provide Council with additional information that was requested at the General Committee Meeting held on December 5, 2017. The information can be summarized as follows:

- Preliminary investigations identify that at least three layby parking spots can be provided along Yonge Street for accessible parking; furthermore, additional accessible parking spaces, drop-off/pick-up area and delivery route can be accommodated along the northern laneway;
- both design options propose to replace the 77 parking spaces currently located between the Library and Cultural Centre with 80 parking spaces;
- deliveries as proposed in Option 2, the Lowered Square Design, can occur without disruptions to the function and design of the Library as it currently operates at the eastern entrance; and
- there would be annual operating costs as well as periodic (5 year interval) maintenance costs with the parking deck structure required in Option 1, the Upper Square Design.

Background

At the General Committee Meeting held on December 5, 2017, Council supported the staff recommendation to select Option 2, the Lowered Square Option, as the preferred option for the design of Library Square.

Additional information was requested with respect to parking/accessible parking, library deliveries and the cost of construction and maintenance of underground parking.

Analysis

Parking and Accessible Parking Spaces

Based on a preliminary investigation, staff have identified that there would be enough room available to include a minimum of three layby parking spaces along Yonge Street which could be included as accessible parking.

Both design options presented propose to replace the 77 parking spaces currently located between the Library and Cultural Centre to be used for the Square with 80 parking spaces. The proposal being designed for Library Square is an urban format, therefore suburban parking standards are not being applied to the development. This is consistent with the key objective of The Promenade regarding the eventual transformation from an automobile-oriented and dependent suburban environment to a vibrant pedestrian-oriented one. This objective is not only a function of good and sustainable planning, it is also necessary given the constraints to road capacity and is in-keeping with the planned Yonge Street rapid transit plans. On-street parking is permitted throughout the Town and any time restrictions can be investigated and should not apply during special events programming within the Square. There are also approximately 700 Town (street and lot) parking spaces within a 500 metre radius of the Library.

Deliveries, Drop-off/Pick-up and Accessible Parking

Staff and their consultants believe that deliveries as proposed in Option 2, the Lowered Square Design, can occur without disruptions to the function and design of the library as it currently operates. Deliveries can be made via any of the proposed delivery routes and brought to the existing receiving area and processed as usual without requiring any internal modifications to the Library. The Planning Partnership is preparing a design for the December 12th Council meeting that will demonstrate that the north laneway can accommodate accessible parking spaces; in addition to providing an access route for visitor drop off/pick-up and deliveries to the Library. Visitors and deliveries can then proceed to use the existing east entrance of the Library, without requiring any internal changes to the Library. Construction of the proposed Square can be phased in order to ensure the greatest amount of access to the Library possible.

The Library did provide some delivery information with respect to the frequency and quantity of delivered items. Items such as books and magazines, newspapers, donations, cleaning supplies and other courier and vendor deliveries occur daily. Office supplies and paper are delivered monthly and recycling pick-up occurs weekly.

The data provided indicates that approximately 300,000 pieces are delivered annually contained in approximately 2000 boxes.

Maintenance Costs of Underground Parking (Upper Square Design)

The service area of a parking garage is subjected to more severe environmental conditions than that of other buildings. The entire garage structure is exposed and subject to weathering from large thermal cycles and moisture changes as well as de-icing salts. The implementation of a routine maintenance program would extend the service life of the structure to over 50 years with minimal restoration costs. Generally major repairs and replacement costs would be expected after 50 years with good maintenance.

Routine and preventative maintenance includes housekeeping tasks and safety checks such as yearly fall sweeping for removal of accumulated dust and dirt and yearly spring flushing to remove winter salts and debris. Annual maintenance is projected to average \$250 per stall per year; therefore the cost for 20 stalls would amount to \$5,000 per year. Annual inspection and reports is expected to cost \$3,000.00 per year.

Thermal changes will result in periodic cracks and also weathering of the protective sealants and membranes. Repairs and replacement maintenance is required to periodically crack seal and repairs to spalling, sealants and toppings, electrical, lighting, drainage system, signing, etc. Ongoing repairs average 3 to 5 years with an average \$100.00 to \$125.00 per square metre of garage floor space every 3 to 5 years or \$100,000.

Inspection and condition appraisals and reports by a licensed professional are necessary to evaluate the structural integrity for safety and the effectiveness of the ongoing maintenance. Inspections are done yearly and condition surveys are every 5 years with an average cost to the project of \$3,000.00 per year and \$10,000 every 5 years.

Routine maintenance and rehabilitation of any garage to the sealants and membranes along with any major concrete repairs is projected to average \$250 per square metre or approximately \$250,000.00 every 10 years.

Maintenance costs can be summarized as follows:

- Average annual cost for preventative and routine maintenance is approximately \$5,000.00; and
- average inspection and reporting is approximately \$3000.00/year.

In addition, depending on the condition survey of the parking structure, there are additional costs that may be incurred as follows:

- Average periodic maintenance cost and condition report is \$110,000.00/five years; and
- average routine and rehabilitation maintenance is \$250,000.00/10years.

It is also estimated that the construction period for the Upper Square Design would take approximately 1 year. This would necessitate temporary parking and delivery options for the Library during the construction phase of the deck structure proposed in Option 1.

Advisory Committee Review

Not applicable.

Financial Implications

Financial implications were reported on in Report No. PBS17-096. Information regarding the estimated cost of maintenance of underground parking has been provided in this report.

Communications Considerations

Not applicable.

Link to Strategic Plan

The Cultural Precinct Plan, including the redesign of Library Square, supports the Strategic Plan goal of **Supporting an exceptional quality of life for all** through the following key objectives:

- *Develop a Cultural Master Plan that includes heritage, music, and art to promote more cohesive and coordinated cultural services;*
- *expand opportunities and partnerships that contribute to the celebration of culture in the community; and*
- *actively promote and support a plan to revitalize the downtown that includes culture.*

Alternatives to the Recommendation

Not applicable.

Conclusions

At the General Committee Meeting held on December 5, 2017, Council supported the staff recommendation to select Option 2, the Lowered Square Design as the preferred option for the design of Library Square. Additional information was requested with respect to parking/accessible parking, library deliveries and the maintenance costs of underground parking. Staff have therefore prepared Report No. PBS17-100 for information.

It is important to note that Council is being asked to endorse a preferred concept for Library Square and not a final design; therefore, either of the concepts presented can be modified during the detailed design process.

Attachments

A modified Option 2 (Lowered Square Design) will be presented at the December 12th Council meeting. The modified concept will contain a revised north laneway design illustrating accessible parking, visitor drop off/pick-up and deliveries.

Previous Reports

- PBS17-096 - Preferred Design for Library Square, December 5, 2017.

Pre-submission Review

Reviewed by the Chief Administrative Officer.

Departmental Approval



Marco Ramunno
Director
Planning and Development Services

Approved for Agenda



FOR Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
General Committee Report**

No. IES17-037

**Subject: Award of Request for Proposal 2017-81-IES –
For consulting services to develop the Town of Aurora’s
Community Energy Plan**

Prepared by: Christina Nagy-Oh, Program Manager, Environmental Initiatives

Department: Infrastructure and Environmental Services

Date: November 7, 2017

Recommendation

- 1. That Report No. IES17-037 be received; and**
- 2. That Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora’s Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes conditional on the capital project No.42809 approval in the 2018 capital budget; and**
- 3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.**

Executive Summary

To receive Council’s authorization to award RFP 2017-81-IES for consulting services to develop the Town of Aurora’s Community Energy Plan.

- RFP 2017-81-IES was issued on August 1, 2017 and closed on August 31 2017.
- The evaluation determined that the winning bid was made by IndEco Strategic Consulting with a total bid price of \$132,660.00.
- The Town was awarded grant funding by the MOECC on August 1st 2017 in the amount of \$66,330 which represents 50% of the cost of developing the CEP.

Background

A Community Energy Plan (CEP) is a comprehensive long term plan to improve energy efficiency, reduce energy consumption and greenhouse gas. It is developed within the context of the built environment, land use planning, and growth planning and generation and transmission infrastructure. The CEP results in a comprehensive energy plan that fosters a culture of conservation, considers the impact of future growth and options for local clean energy generation and supports economic development by better meeting local energy needs. The CEP will allow the Town of Aurora to integrate energy planning into the land use planning process and help develop longer term energy strategies.

The CEP will consist of a Stakeholder Engagement component, followed by a Baseline Energy Study (BSL), Energy Map(s) and the development of a Community Energy Plan (CEP). The CEP will identify opportunities for green energy solutions and conservation measures meant to support local economic development and community objectives of energy and water conservation, waste and greenhouse gas emission reduction.

The vision for Aurora's Community Energy Plan (CEP) is "to achieve a healthy community that is resilient, adaptable, efficient, and economically viable in how it uses and manages energy through new development and retrofits, land use and transportation planning, energy generation (including the use of renewables) and conservation, and industrial processes in order to reduce its reliance on the use of energy and its carbon footprint."

Analysis

Proposal evaluations

The Request for Proposal (RFP 2017-81-IES) - Consulting services to develop a Town wide Community Energy Plan for the Town of Aurora was issued on August 1, 2017 and closed on August 31 2017. The RFP set out the Terms of Reference for the project which included a description of the scope of work and deliverables. Eighty percent (80%) of the evaluation criteria was made up of:

1. Experience and Qualifications of the Firm and Project Team Members (45%); and
2. Project Understanding, Approach and Methodology (35%).

Proponents were required to achieve a minimum score of 70% to proceed to the pricing phase (56 out of 80 possible points). Evaluation of pricing made up twenty percent (20%) of the score.

Proposals were submitted by twelve (12) firms:

- A Kennedy Consulting Ltd.
- Burman Energy Consultants Group Inc.
- FVB Energy Inc.
- IndEco Strategic Consulting
- Integral Group
- Lura Consulting
- R&B Cormier Enterprises Inc.
- Ramboll Environ
- RWDI
- Sustainability Solutions Group
- Urban Equation Corporation
- WalterFedy

Six (6) of the firms scored above the 70% threshold and their pricing was open and evaluated. The evaluation team determined that the highest ranked proposal was made by IndEco Strategic Consulting with a cumulative score of 80.8% and total proposal price of \$132,660.

IndEco Strategic Consulting has successfully completed Community Energy Plans for the City of Markham, Town of Caledon, Region of Waterloo and the City of Kingston to name a few.

The project is expected to commence in January 2018.

Advisory Committee Review

Not applicable.

Financial Implications

The development of the CEP will cost the town approximately \$132,660.00. There is a 2018 budget item to accommodate this cost. Table 2 is a financial summary for Capital Project No.42809 as based on the Proposal submitted by IndEco Strategic Consulting. A grant of \$66,330.00 which represents 50% of the cost of developing the CEP was awarded to the Town by MOECC.

2018 Budget	
2018 Capital Project No. 42809	\$132,660
Less previous commitments	\$0
Non-refundable taxes (1.76%)	\$2,335
Sub-Total	\$134,995
Contingency amount (10%)	\$13,500
Total Funding Required	\$148,495
Funded by MOECC Grant	\$66,630.00
Net Town Funding	\$81,865.00

It is recommended that \$148,495 be provided from the Studies Reserve Fund for the Community Energy Plan.

Communications Considerations

Not applicable.

Link to Strategic Plan

Developing a Community Energy Plan will support the Strategic Plan Goal of ***Supporting Environmental Stewardship and Sustainability*** and the objectives of ***encouraging the stewardship of Aurora's natural resources and promoting and advancing green initiatives.***

Alternative(s) to the Recommendation

1. Council may choose to not award this project. The Proposal evaluation process meets all requirements of the Procurement By-law and awarding this contract is the next step in fulfilling the requirements of the tendering process. If Council chooses to not award this contract, than the grant received from the MOECC will not be utilized and it is worth \$66,330.

Conclusions

The Proposal review has complied with the Procurement By-law requirements and it is recommended that Request for Proposal 2017-81-IES – For consulting services to develop the Town of Aurora's Community Energy Plan be awarded to IndEco Strategic Consulting in the amount of \$132,660.00, excluding taxes. The Town received confirmation that 50% of the cost of this study (\$66,330) is to be funded by MOECC.

Attachments

None

Previous Reports

None

Pre-submission Review

Agenda Management Meeting review on October 19, 2017

Departmental Approval



Marco Ramunno
Acting Director
Infrastructure and Environmental Services

Approved for Agenda



Doug Nadorozny
Chief Administrative Officer



**Town of Aurora
Council Report**

No. IES17-041

Subject: Additional Information Report Item R8,
General Committee Meeting November 7, 2017
Award of RFP – Community Energy Plan

Prepared by: Christina Nagy-Oh, Program Manager Environmental Initiatives

Department: Infrastructure and Environmental Services

Date: November 14, 2017

Recommendation

- 1. That Report No. IES17-041 be received for information.**

Executive Summary

The purpose of this report is to provide Council additional information regarding the development of a Community Energy Plan for The Town of Aurora. Development of the CEP is required for Aurora to have access to Municipalities for Climate Innovation Program, up to \$10 million, and estimated at \$1.8 billion from the Cap and Trade Program.

Background

On April 25, 2017 Council passed the following Resolution:

Whereas municipalities around the world are taking the lead on climate change with sustainable and responsible policies that will reduce their Carbon Footprint; and

Whereas municipalities are developing Energy Plans that are both environmentally progressive and economically viable; and

Whereas Aurora's Infrastructure and Environmental Services (IES) Project 10-Year Plan has already allocated \$100,000 for such a potential project, for future Budget consideration; and

Whereas the Provincial Ministry of Energy has established, and is funding through the Ministry of Environment, a Municipal Energy Plan Program, which

November 14, 2017

Page 2 of 7

Report No. IES17-041

may offer municipalities matching funds of up to \$90,000 to support the development of a Community Energy Plan; and

Whereas Newmarket's Community Energy Plan received \$90,000, Markham's received \$90,000, and Vaughan's received \$54,000;

1. Now Therefore Be It Hereby Resolved That staff be directed to prepare a Terms of Reference and a budget for a Community Energy Plan for Council's consideration as part of the 2018 Budget.

Analysis

Community Energy Plan vs Corporate Environmental Action Plan vs Corporate Energy Management Plan

The Town has two existing environmental plans. The Corporate Environmental Action Plan (CEAP) and the Corporate Energy Management Plan (CEMP). Both of these plans consider only actions that the corporation is required to do regarding the facilities, fleet, town owned land, staff, town events, purchasing, staff related travel and actions whereby the corporation interacts with the environment. Neither of these plans consulted with local businesses, schools, local energy or natural gas distribution companies, other governmental organizations in their development, goals or implementation considerations. Neither of the Town's existing plans encourage developing relationships, circles of influence, community programs that have the ability to encourage or influence behaviour change within the community. Examples:

- Green development policies can encourage greater sustainable development from the building community;
- Energy retrofit incentive programs can encourage residents to modify their homes in a more energy efficient manner; and
- Implementing recycling or composting waste stream programs in high rise buildings, schools and creating or partnering in education and awareness of these programs all impact the carbon footprint of the Town as a whole.

November 14, 2017

Page 3 of 7

Report No. IES17-041

Corporate Environmental Action Plan (2010) is a five-year action plan that allows the Corporation of Town of Aurora to meet its environmental goals. Purpose:

- Protect and enhance the natural environment;
- Promote environmental sustainability, integrity and conservation of resources; and
- Create a practice of environmental stewardship within the community

Corporate Energy Management Plan (2013) is a five year plan that the corporation will take to increase its energy efficiency, reduce its energy consumption, and minimize its environmental footprint. The Town's vision is to establish a culture of energy conservation, while contributing to global reduction of greenhouse gas emissions. This plan is intended to assist the Town in complying with the corporate energy management planning requirements of Ontario *Regulation 397/11* under the *Green Energy Act (2009)*

A Community Energy Plan (CEP) is a comprehensive long-term plan that serves to define community priorities around energy. It explores how energy is and could be used, generated, and delivered in the community now and into the future. It aims to improve energy efficiency, reduce energy use and greenhouse gas emissions, and foster green energy solutions at the local level, while helping to plan ahead for the future growth and development, energy generation, delivery and use in a community.

Funding Options for CEP development

Staff plan to apply for funding to develop the CEP to a secondary grant source, the FCM Municipalities for Climate Innovation Program. This grant will not conflict with the MOE funding that the Town has already been awarded.

Benefits of developing a CEP

The CEP will play a key role in attracting quality investment, in ensuring reliable and affordable energy, in reducing environmental impacts and in enhancing Aurora's competitiveness. Additional CEP benefits are:

- Improve energy efficiency;

November 14, 2017

Page 4 of 7

Report No. IES17-041

- Retain energy dollars within the community;
- Reduce greenhouse gas emissions;
- Improve resident health through improved air quality and increased active transportation;
- Foster local sustainable energy solutions in the community;
- Support local economic development and green job creation;
- Design a local energy strategy for a more sustainable, energy secure future;
- Reduce energy costs and direct these savings to other community priorities;
- Foster innovation and leadership in energy planning and renewable energy development;
- Support greener development and greener transportation system; and
- Support energy innovation, economic competitive advantage, local investment.

Aurora's motivation to develop a CEP

- Requirement to apply for funding programs – financial incentives available through the GHG Reduction Challenge Fund (up to 10 Million);
- Development of the CEP is required for Aurora to have access to the Municipal Challenge Fund, estimated at \$1.8 Billion, from the Cap and Trade Program;
- CEPs required for Partners for Climate Protection (PCP) Campaign Milestones. 61 Ontario Municipalities are registered for the PCP program;
- Job creation from energy efficiency, energy generation and associated products and services; and
- Solar, wind, combined heat and power opportunities.

Many municipalities have developed CEPs in Ontario and Canada

Over the past five years an increasing number of municipalities across Ontario and Canada have undertaken the development of CEPs: Mississauga, Sudbury, Kingston, Temiskaming Shores, Chatham Kent, **Newmarket, Markham**, Windsor, Middlesex Centre, Bayham, Toronto, Kenora, Durham Region, Waterloo Region, Kitchener, Cambridge, Waterloo, Woolwich, Wellesley, North Dumfries, Ajax, Brock, Clarington, Oshawa, Pickering, Scugog, Uxbridge, Whitby, Burlington, Sault Ste. Marie, Caledon, Guelph and London.

Currently CEPs are being implemented in Kingston, Vaughan, Chatham-Kent, Sault Ste. Marie, Wawa, Temiskaming Shores, Woodstock, Halton Hills, and Oakville.

November 14, 2017

Page 5 of 7

Report No. IES17-041

Other municipalities experience and benefits in developing and implementing CEPs

Town of Halton Hill's states that their Community Energy Plan fulfils the first three milestones of the FCM Partners for Climate Protection program by:

- Creating a community-wide greenhouse gas emissions inventory;
- Setting a greenhouse gas emission reduction target; and
- Identifying actions that need to be taken to achieve greenhouse gas reductions.

For the community as a whole, the Energy Plan sets the following targets:

- 35% reduction in per capita greenhouse gas emissions by 2031– compared to 2011 levels.
- 14% reduction in total greenhouse gas emissions by 2031.

Implementation is projected to:

- Reduce annual energy costs by \$17 million (\$271 in total).
- Create over 200 new jobs.

Newmarket has a 2018 budget request in for the implementation of their CEP. Newmarket was mandated to do the CEP through the Region's OP and Newmarket's Secondary plan. Benefit to preparing plan is access to grant funding. Staff said that they had a good experience creating the plan. The Newmarket Energy Efficiency Retrofit Program has been set up to generate a return on investment or at the least be cost neutral to the Town. The business case to prove this has not been completed to date.

York Region's Climate- Related Initiatives

York Region will be developing a region-wide MEP as a component of the York Region Climate Change Action Plan. This will be developed through the Municipal Comprehensive review and will address energy use and greenhouse gas emissions across a broad range of sectors including residential, commercial, industrial and transportation sources. It will also inform official plan policy development to ensure alignment between growth management, built environment and energy planning decisions to support improved community resiliency.

Local Municipalities in York Region are required to develop their own Energy Conservation and Demand Management Plans under the Green Energy Act, 2009 and Ontario Regulation 397/11. Local Municipalities are also encouraged to develop Municipal energy plans through the Ministry of Energy. The Regional Community Energy Plan will leverage and build upon existing community energy plans developed by the Town of East Gwillimbury, Markham, Newmarket and Vaughan.

November 14, 2017

Page 6 of 7

Report No. IES17-041

Advisory Committee Review

As captured in the EAC minutes of October 5, 2017, staff had discussed the upcoming budget item of developing the CEP. EAC members welcomed the idea of the town developing a CEP and that staff obtained a 50% grant to help pay for the plan.

Financial Implications

The financial costs are identified in Report No. IES17-037.

Communications Considerations

Not applicable.

Link to Strategic Plan

The proposed program update supports the Strategic Plan Goal of ***Supporting Environmental Stewardship and Sustainability*** and the objectives of ***encouraging the stewardship of Aurora's natural resources and promoting and advancing green initiatives.***

Alternative(s) to the Recommendation

Not applicable.

Conclusions

It is an opportune time for Aurora to develop a Community Energy Plan, given the financial incentives available for energy efficiency measures from the Ministry of Energy & Climate Change. Development of a CEP is required for Aurora to have access to Municipalities for Climate Innovation Program, up to \$10 million and the estimated \$1.8 billion, from the Cap and Trade Program. These incentives will reduce the costs of implementing the actions identified in the Plan, and will further enhance the financial benefits of energy efficiency measures for the Town. The CEP is expected to deliver practical actions that will translate into measurable financial benefits, efficiencies, reduced operating costs, lower greenhouse gas emissions, community awareness and corporate leadership. It will not only meet the Town's obligations under the *Green Energy Act*, but will also fulfill its commitments under the Federation of Canadian

November 14, 2017

Page 7 of 7

Report No. IES17-041

Municipalities Partners for Climate Protection program related to reducing greenhouse gas emissions.

Attachments

None

Previous Reports

Report Number IES17-037, dated November 7, 2017.

Pre-submission Review

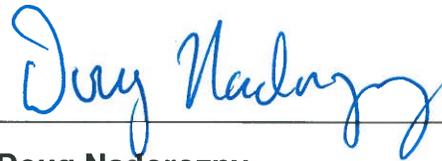
Reviewed by the Chief Administrative Officer and Director of Planning and Building Services.

Departmental Approval



**Marco Ramunno
Acting Director
Infrastructure and Environmental Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Motion for Which Notice Has
Been Given** (November 7, 2017)

Councillor John Abel

Date: December 12, 2017 (Deferred from Council meeting of November 14, 2017)

To: Mayor and Members of Council

From: Councillor Abel

Re: **Affordable Housing Plan**

Whereas the province has legislated the *Affordable Housing Act 2016*, an Act that allows for a Strategy to meet demands for affordable units; and

Whereas the Act does provide the framework, however there is further direction required from municipalities in order to meet the demand in affordable rental stock; and

Whereas the Town of Aurora has approved Secondary Suites; and

Whereas the Act, works best where there is urban growth; and

Whereas, the York Region Local Municipal Housing Working Group has been exploring options to address housing supply and affordability issues and to develop an affordable ownership and rental housing incentives framework; and

Whereas the Ministry of Municipal Affairs with the Ministry of Housing have signalled they will include Inclusionary Zoning, which is a discretionary tool for Municipalities to employ, to require private-market development to include below-market-rate rental and/or ownership housing; and

Whereas planning and thinking before funding programs become available is a sound strategic investment of resources, and creates clarity and certainty for Municipalities; and

Whereas Rental Stock allows for all ranges of incomes aging in a familiar community and revenue opportunities;

1. Now Therefore Be It Hereby Resolved That staff report back with municipal guidelines for affordable housing, for our Official Plan policies and Zoning By-laws; and

Motion from Councillor Abel
Re: Affordable Housing Plan
December 12, 2017

Page 2 of 2

2. Be It Further Resolved That the report refer to and incorporate guidelines, funding and policies from the three (3) upper tier governments, being the Region, Provincial and Federal governments.



**Motion for Which Notice Has
Been Given** (December 5, 2017)

Councillor Tom Mrakas

Date: December 12, 2017

To: Mayor and Members of Council

From: Councillor Mrakas

Re: Interim Control By-law – Stable Neighbourhoods

Whereas the Town has experienced a significant amount of pressure for infill residential development that has resulted in intensification through the construction of additions, conversion of existing floor area and the demolition of existing buildings for the construction of larger, more intense forms of development; and

Whereas staff are conducting a study of the Town's existing zoning policies and regulations regarding infill housing and intensification in stable neighbourhoods; and

Whereas protecting the integrity of “Stable Neighbourhoods” is of the utmost importance to our residents; and

Whereas Section 38 of the *Planning Act* allows municipalities to pass an Interim Control By-law (ICBL), to be in effect for a period not exceeding one year, prohibiting the use of land, buildings or structures for specific purposes in a defined area;

1. Now Therefore Be It Hereby Resolved That staff propose an Interim Control By-law aimed at restricting development or alterations for a period not to exceed one year from the date of the passing of the by-law, which should define a specific area that includes areas within the existing “Stable Neighbourhoods” that contain older housing stock that contains predominantly single-storey dwellings, with the purpose of restricting new residential dwellings or additions to an existing residential dwelling that exceeds the current development standards of the existing residential zones; and
2. Be It Further Resolved That staff report back to General Committee in the January 2018 meeting cycle with a draft Interim Control By-law for Council’s consideration and enactment.

The Corporation of the Town of Aurora

By-law Number XXXX-17

**Being a By-law to appoint a Chief Building Official for
The Corporation of the Town of Aurora.**

Whereas under subsection 3(2) of the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended (the "Act") the council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act in the areas in which the municipality has jurisdiction;

And whereas the Council of The Corporation of the Town of Aurora (the "Town") deems it necessary and expedient to appoint a Chief Building Official for the purpose of the enforcement of the Act and the Regulations thereunder;

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

1. William George Jean be and is hereby appointed as Chief Building Official for the Town.
2. The Chief Building Official or his designate shall be responsible for the enforcement of the Act and the Regulations thereunder.
3. By-law Number 5923-16 be and is hereby repealed.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-17

**Being a By-law to exempt municipal capital facility lands
(Aurora Sports Dome) from taxes.**

Whereas section 110 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, (the "Act") permits a municipality to enter into agreements for the provision of municipal capital facilities;

And whereas under subsection 110(6) of the Act, the council of a municipality may exempt from all or part of the taxes levied for municipal and school purposes land or a portion of it on which municipal capital facilities are or will be located that is subject to a municipal capital facility agreement;

And whereas The Corporation of the Town of Aurora (the "Town") owns lands known as the Lambert Wilson Park, Tax Roll # 1946-000-021-51000-0000 (the "Park");

And whereas the Aurora Sports Dome facility is part of and within the Park and more particularly located on lands described as all and singular those certain parcels or tracts of land and premises situate, lying and being in the Town of Aurora, in the Regional Municipality of York and being composed of Part of Lot 103, Plan 246, Aurora; Lot 82, Concession 1, Whitchurch, Part 1 on Plan 65R-20476, Town of Aurora, Regional Municipality of York, being PIN 03641-1666 (LT) (the "Lands");

And whereas on July 21, 2005, the Town and 1651883 Ontario Inc., operating as Aurora Sports Dome ("Aurora Sports Dome"), entered into an agreement granting the Aurora Sports Dome the exclusive use of the Lands to provide and operate a soccer dome facility (the "Sports Dome Agreement");

And whereas on July 11, 2017, the Town of the Council declared by resolution that the Aurora Sports Dome, located on the Lands, is a municipal capital facility for the purposes of the municipality and for public use, pursuant to Report No. PRCS17-027 and Ontario Regulation 603/06 and authorized execution of a municipal capital facility agreement with respect to the Lands;

And whereas the Town Clerk gave written notice to the Minister of Finance, as required under subsection 110(5) of the Act, upon the passing of By-law Number 6002-17 permitting the Town to enter into an agreement under section 110 of the Act;

And whereas on November 17, 2017, the Town and the Aurora Sports Dome, entered into a capital facility agreement (the "Municipal Capital Facility Agreement");

And whereas the Council of the Town deems it necessary and expedient to exempt the Lands from taxes levied for municipal and school purposes as a municipal capital facility;

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

1. Council hereby designates the Lands and all improvements thereto forming the subject matter of the Municipal Capital Facility Agreement and the Sports Dome

By-law Number XXXX-17

Page 2 of 2

Agreement as a municipal capital facility of the Town, used as a municipal community centre that is primarily used for local community activities and also a facility used for recreational purposes that will be owned by the Town upon reversion of the Lands to the Town and that has been declared to be for the purposes of the municipality and public use, and confirms the Municipal Capital Facility Agreement by which such designation is implemented.

2. The Lands be and are hereby exempt from the taxes levied for municipal and school purposes and shall be so exempt until the earliest of:
 - (a) the expiry or termination of the Municipal Capital Facilities Agreement; and
 - (b) the day the Lands cease to be used as a municipal capital facility as that term is defined in Ontario Regulation 603/06, as amended.
3. Upon the passing of this By-law, the Town Clerk shall give written notice of the contents of this By-law as required under subsection 110(8) of the Act.
4. This By-law shall come into full force and effect on January 1, 2018.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-17

**Being a By-law to allocate any 2017 Operating Fund surplus and
any 2017 Water and Wastewater Operating Fund surplus or deficit.**

Whereas paragraph 290(4)(b) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act"), provides that in preparing the budget for a year, the local municipality shall treat as estimated revenues any surplus of any previous year;

And whereas paragraph 290(4)(c) of the Act provides that in preparing the budget for a year, the local municipality shall provide for any deficit of any previous year;

And whereas paragraph 290(4)(g) of the Act provides that in preparing the budget for a year, the local municipality may provide for such reserve funds as the municipality considers necessary;

And whereas the Council of The Corporation of the Town of Aurora (the "Town") deems it necessary and expedient to control the 2017 Operating Fund surplus or deficit as it may arise;

And whereas the Council of the Town deems it necessary and expedient to control the 2017 Water and Wastewater Operating Fund surplus or deficit as it may arise;

And whereas the Council of the Town adopted the recommendations and controls contained in Report No. FS17-047 with respect to the 2017 Operating Fund surplus and the 2017 Water and Wastewater Operating Fund surplus or deficit at the Council meeting of December 12, 2017;

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

1. The Treasurer and the Chief Administrative Officer are hereby authorized to make the adjustments and allocations in accordance with the approved resolutions arising from Report No. FS17-047 by re-allocating an amount or amounts from any 2017 Operating Fund surplus to one or more of the reserve funds of the Town.
2. The Treasurer and the Chief Administrative Officer are hereby authorized to allocate any 2017 Operating Fund deficit from the appropriate stabilization reserve funds of the Town.
3. The Treasurer and the Chief Administrative Officer are hereby authorized to allocate any 2017 Water and Wastewater Operating Fund surplus, net of any approved budget carry forwards, to the Water and Sewer capital reserve funds in accordance with Report No. FS17-047.
4. The Treasurer and the Chief Administrative Officer are hereby authorized to fund any 2017 Water and Wastewater Operating Fund deficit from the Water and Sewer capital reserve funds in accordance with Report No. FS17-047.
5. The Treasurer and the Chief Administrative Officer shall report to Council on all

By-law Number XXXX-17

Page 2 of 2

amounts allocated as authorized by this By-law, either before or at the time when the 2017 annual statements are presented to Council or a Committee of Council.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-17

Being a By-law to amend By-law Number 5553-13, as amended, to establish various Reserve Funds for the Town of Aurora.

Whereas section 9 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the "Act"), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act or any other statute;

And whereas subsection 11(2) of the Act, provides that lower-tier municipalities may pass by-laws respecting, among other items, the financial management of the municipality and its local boards;

And whereas over time, The Corporation of the Town of Aurora (the "Town") has established various reserve accounts for various purposes without the benefit of separate formalizing bylaws;

And whereas on November 26, 2013, the Council of the Town enacted By-law Number 5553-13 to establish various reserve funds for the Town;

And whereas on December 12, 2017, the Council of the Town adopted a resolution that directed staff to bring forward the necessary by-law to further amend By-law Number 5553-13 to create additional reserve funds as detailed in Report No. FS17-051;

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

1. By-law Number 5553-13, as amended, be and is hereby further amended by adding the reserve funds set out in the schedules attached hereto and forming part of this by-law.
2. Schedules UR1, UR2 and UR3 to By-law Number 5553-13, as amended, be and are hereby re-indexed to SP11, NI8 and NI9 respectively.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

By-law Number XXXX-17

Page 2 of 3

Schedule:	SP10
Reserve Fund Category:	Special Purpose Reserve Funds
Reserve Fund Name:	Economic Development

The Economic Development Reserve Fund is hereby established to receive and hold all funds received from various special economic development initiatives undertaken with the approval of the Aurora Economic Development Board or its successor.

Balances in the Fund will be planned for specific projects by the Aurora Economic Development Board or its successor including supporting the implementation of the Aurora Promenade Community Improvement Plan, deemed to be in the best interest of the Town and expected to further the economic development of the Town. Such funding allocations are to be recommended to or by Council during the annual budget process, or other times throughout the year.

Due to the nature of this reserve fund, there is no specific target balance identified.

At any time, acting in the best interests of the Town, Council may direct that some or all balances in the Fund be transferred to other reserve funds, or used for other purposes, provided that the transfer or use of tax sourced funding is appropriate in the circumstances.

The Fund is established by transfer and closure of the current balance in the Town's capital project account #81015: Community Improvement Plan.

By-law Number XXXX-17

Page 3 of 3

Schedule:	S5
Reserve Fund Category:	Stabilization Reserve Funds
Reserve Fund Name:	Winter Control

The Winter Control Reserve Fund (the "Fund") is hereby established to receive and hold annual surpluses arising within the Town's Winter Control budget due to lighter than expected winter weather, which are not required otherwise to balance the overall annual operating budget results of the Town. Funding transfers will arise by allocations during the annual year-end processes and surplus/deficit control activities as approved by Council.

Balances in the Fund will be used to fund overspending in the Town's Winter Control budget which arise due to abnormally severe winter weather, where required to balance the overall annual operating budget results of the Town.

The upset limit of this reserve fund is set at 1.5 times the annual winter control budget of the prior year.

At any time, acting in the best interests of the Town, Council may direct that some or all balances in the Fund be transferred to other reserve funds, or used for other purposes, provided that the transfer or use of tax sourced funding is appropriate in the circumstances.

The Fund is established by transfer of \$500,000 from the Town's Tax Rate Stabilization reserve fund.

The Corporation of the Town of Aurora

By-law Number XXXX-17

**Being a By-law to levy Interim Property Taxes
for the 2018 taxation year.**

Whereas subsection 317(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act"), provides that a local municipality, before the adoption of estimates for the year under section 290 of the Act, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

And whereas subsection 317(2) of the Act provides that a by-law under subsection 317(1) shall be passed in the year that the amounts are to be levied or may be passed in November or December of the previous year if it provides that it does not come into force until a specified day in the following year;

And whereas since The Corporation of the Town of Aurora (the "Town"), The Regional Municipality of York, and the Province of Ontario have not all adopted estimates and established tax rates for the year 2018, as set out in Report No. FS17-058 adopted by Council on December 12, 2017, the Town wishes to pass a by-law levying amounts on the assessment of property in the Town in accordance with subsection 317(1) of the Act (the "Interim Property Tax");

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

1. The Town shall levy an Interim Property Tax in 2018.
2. The Interim Property Tax may be levied under this by-law on a property that is rateable for local municipality purposes for the current tax year, but which was not rateable for local municipality purposes for the prior tax year, including assessment of property that is added to the assessment roll after this by-law is passed.
3. The Interim Property Tax rate will be an amount equal to fifty percent (50%) of the total amount of taxes for municipal and school purposes levied on the rateable property for the previous year.
4. The Treasurer of the Town or his designate shall send to each person so taxed, a printed bill specifying the amounts and due dates of amounts payable by the taxpayer.
5. The Treasurer of the Town or his/her designate shall send the property tax bill to the taxpayer's residence or place of business unless the taxpayer directs the Treasurer, in writing, to send the bill to an alternate address, in which case it shall be sent to the requested alternate address, until revoked by the taxpayer in writing.
6. The Interim Property Tax levied by this by-law shall be due and payable to the Treasurer in installments on February 22, 2018 and April 24, 2018, and shall be paid at the Town of Aurora Municipal Office located at 100 John West Way, Aurora, Ontario or to a financial institution to the credit of the Treasurer, Town of

By-law Number XXXX-17

Page 2 of 2

Aurora. Properties registered for the Pre-authorized Tax Payment Plan program will have Interim Property Tax levied by this by-law due and payable in automatic installments on the last business day of each calendar month, commencing on January 31, 2018, and such Pre-authorized Tax Payment Plan installments shall be subject to adjustment as set out in paragraph 10 of this by-law.

7. If the Interim Property Tax levied on any class of property or any installments thereof which are due and payable in accordance with this by-law, remain unpaid on the due date, interest of one and one quarter percent (1.25%) (being fifteen percent (15%) per annum) of the unpaid Interim Property Tax shall be imposed on the first day of the default, or within five (5) business days of the default.
8. On the first day of the next calendar month following the due date and every month thereafter for so long as there is Interim Property Tax remaining unpaid, interest in the amount of one and one quarter percent (1.25%) (being fifteen percent (15%) per annum) shall be imposed on the Interim Property Tax remaining unpaid. Interest shall not be charged in respect of any installment which was due in the prior month, but for which interest has been imposed in the current month.
9. All payments, including partial payments, shall be applied to accounts on a consistent basis.
10. The Treasurer of the Town or his/her designate is hereby delegated the power and authority to adjust the amount of the Interim Property Tax levied on a property to the extent that the Treasurer considers appropriate, where the Treasurer is of the opinion that the Interim Property Tax levied on a property is too high or too low in relation to the estimate of the total taxes that will be levied on the property for the year 2018; and more particularly, the Treasurer may do so for all properties described in paragraph 2 above and those properties registered for the Pre-authorized Tax Payment Plan program.
11. This By-law shall come into full force and effect on January 1, 2018.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-17

**Being a By-law to provide for the annual remuneration
to be paid to the Mayor and Members of Council.**

Whereas subsection 8(1) and section 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (the "Act") operate so as to allow the council of a local municipality to pass a by-law providing for the remuneration of members of council, since the municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under the Act, and such authority shall be interpreted broadly to enable the municipality to govern its affairs as it considers appropriate;

And whereas the Council of The Corporation of the Town of Aurora (the "Town") considered recommendations from the Governance Review Ad Hoc Committee on June 27, 2017 and November 28, 2017, adopted resolutions arising therefrom;

And whereas the Council of the Town deems it necessary and expedient to replace By-law Number 5564-13 with a new by-law that sets out the annual remuneration and benefits for Council members;

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

1. The annual remuneration paid to the Mayor and each Councillor shall be established as follows:

	Mayor	Councillor
Effective January 1, 2018	\$96,200 per year	\$32,890 per year

2. The annual remuneration paid to the Mayor and each Councillor shall be automatically adjusted to reflect the same economic percentage salary adjustments that may be granted to the full-time non-union salaried staff group, with the same effective dates.
3. The remuneration paid to each Councillor be increased to \$36,000 per year, commencing with the 2018-2022 term of office.
4. The Mayor and each Councillor shall be provided with additional remuneration in the form of a transportation allowance for the use of their own personal vehicle or other means of transportation while travelling on Town business, as follows:

	Mayor	Councillor
Effective January 1, 2018	\$8,893 per year	\$1,864 per year

5. The transportation allowances provided for in section 4 of this By-law shall be automatically adjusted annually, effective December 1, 2018, using the published twelve (12) month Consumer Price Index (CPI) rate, and as computed by the Town's Treasurer.

By-law Number XXXX-17

Page 2 of 2

6. The Mayor shall be provided with a benefit plan including medical, dental, and life insurance coverage, and shall be permitted to participate in the OMERS pension plan, all of which shall be on the same terms and conditions as provided for full-time non-union salaried staff.
7. That an end of service transition payment program be implemented for the Mayor only, commencing with the 2018-2022 term of office, as follows:
 - (a) Eligible at the completion of one (1) full term, one (1) month of pay for each completed year of continual service as Mayor since December 1, 2018, to a maximum of six (6) months' pay (may be prorated for partial years);
 - (b) The amount is paid automatically, and paid if the Mayor resigns or does not return to office for any reason other than as outlined in (c) below. In the event of the Mayor's death while in office, the payment is made to the estate;
 - (c) No transition payment is paid if the Mayor is removed from office due to a judicial process and conviction under the Criminal Code, even if having resigned first.
8. Each Councillor shall be offered, on an optional basis at the Councillor's expense, to participate in the Town's full-time non-union salaried staff group benefit plan, including medical, dental, and life insurance.
9. The Mayor and each Councillor may purchase, at their own expense, Long Term Disability (LTD) and/or Accidental Death and Dismemberment (AD&D) benefit coverage through the Town's group benefits program.
10. Discretionary constituency, conference, and training expenditure budgets for the Mayor and each Councillor be established as operational budget items for annual review. Policies and processes for such expenditure budgets may be separately reviewed by Council as it deems necessary.
11. By-law Numbers 5253-10 and 5564-13 be and are hereby repealed.
12. This By-law shall come into full force and effect on January 1, 2018.

Enacted by Town of Aurora Council this 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk

The Corporation of The Town of Aurora

By-law Number XXXX-17

**Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting
on December 12, 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 December 12, 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 12th day of December, 2017.

Geoffrey Dawe, Mayor

Michael de Rond, Town Clerk