



# **General Committee Meeting Agenda**

**Tuesday, October 3, 2017  
7 p.m.**

**Council Chambers  
Aurora Town Hall**



## **Town of Aurora General Committee Meeting Agenda**

Tuesday, October 3, 2017  
7 p.m., Council Chambers

Councillor Abel in the Chair

### **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) Craig Mather, President, Suzanne Haines, Executive Director, and  
Stephanie Nicolò, Program, Gallery and Volunteer Services Coordinator,  
Aurora Cultural Centre**

**Re: Item R4 – PRCS17-032 – Canada 150 Art Installation at Church  
Street School at 22 Church Street**

### **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 C4 inclusive, be approved:

**C1. FS17-020 – 2016 Year End Development Charges Statement**

(Information Report dated May 16, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. FS17-020 be received for information.

**C2. FS17-039 – Interim Operating Budget Forecast – as at July 31, 2017**

(Information Report dated September 19, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. FS17-039 be received for information.

**C3. PBS17-067 – Planning Applications Status List**

(Information Report dated September 19, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. PBS17-067 be received for information.

**C4. Community Recognition Review Advisory Committee Meeting Minutes of August 21, 2017**

**Recommended:**

1. That the Community Recognition Review Advisory Committee meeting minutes of August 21, 2017, be received for information.

**6. Consideration of Items Requiring Discussion (Regular Agenda)**

**R1. CAO17-006 – Engagement of Review of Joint Operations Centre (JOC) Project and Costs**

**Recommended:**

1. That Report No. CAO17-006 be received; and
2. That Internal Audit Services of the Region of York be engaged to review and report on the JOC Project and Costs using Brook Laker & Associates as outlined in Report No. CAO17-006, for a total fee of \$29,000 excluding HST, to be funded from within expected 2017 operating surplus.

**R2. FS17-043 – Capital Projects Status and Closures as of July 31, 2017**

**Recommended:**

1. That Report No. FS17-043 be received; and
2. That the Capital Project closures and Capital funding adjustments outlined in Attachments #1 and #2 be approved.

**R3. FS17-044 – 2018 Fees and Charges Update**

**Recommended:**

1. That Report No. FS17-044 be received; and
2. That the 2018 Fees and Charges for applications, permits, use of Town property, the sale of Town publications and for the prescribed service charges for administrative matters as itemized on the attached schedules be approved:

Schedule A – General Fees and Charges

Schedule B – Planning and Building Services

Schedule C – Corporate Services

Schedule D – Parks, Recreation and Cultural Services

Schedule E – Infrastructure and Environmental Services

Schedule F – Financial Services; and

3. That the necessary by-law be enacted at a future Council meeting.

**R4. PRCS17-032 – Canada 150 Art Installation at Church Street School at 22 Church Street**

**Recommended:**

1. That Report No. PRCS17-032 be received; and
2. That the installation of the Canada 150 Milestones Mural: A Community Art Project art installation on the southwest lawn of Church Street School at 22 Church Street be approved in the amount of \$2,700, funded from the Property Improvement Operating Account 1-4-07302-5037; and
3. That the Mayor and Town Clerk be authorized to execute the funding Agreement between the Town of Aurora and the Ontario Heritage Trust, including any and all documents and ancillary agreements required to give effect to same.

**R5. PBS17-076 – Proposal for Zoning By-law Amendment Applications**

**Recommended:**

1. That Report No. PBS17-076 be received; and
2. That Council accept the Zoning By-law Amendment Application related to the following Zoning By-law Proposal:
  - (a) Shimvest Investments Limited (271 Holladay Drive)

**R6. CS17-030 – Implications of the Provincial Government's Proposed Changes to Employment Standards Legislation on the Town**  
(Information Report dated September 19, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. CS17-030 be received for information.

**7. Notices of Motion**

**8. New Business**

**9. Closed Session**

**10. Adjournment**



Legislative Services  
905-727-3123  
[Clerks@aurora.ca](mailto: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**

<b>Council/Committee/Advisory Committee Meeting Date:</b> Council General Purposes Committee: October 3, 2017	
<b>Subject:</b> Canada 150 Aurora Cultural Centre Art Installation	
<b>Name of Spokesperson:</b> Craig Mather, President; Suzanne Haines, Executive Director; Stephanie Nicolo	
<b>Name of Group or Person(s) being Represented (if applicable):</b> Aurora Cultural Centre	
<b>Brief Summary of Issue or Purpose of Delegation:</b> We are presenting the design concept for the Canada 150 art installation at the Church Street School as part of the Aurora Cultural Centre community arts program. This presentation is in support of the staff report PRCS17-032	
<b>Please complete the following:</b>	
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? Al Downey, Director Parks, Recreation & Cultural Services	Date: September 20, 2017
<input checked="" type="checkbox"/> I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.	



**Town of Aurora  
Information Report**

**No. FS17-020**

---

**Subject:** 2016 Year End Development Charges Statement

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

**Department:** Financial Services

**Date:** May 16, 2017

---

**In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.**

## **Executive Summary**

This report provides a year end summary of development charge (DC) activity and reserve balances, as required under the *Development Charges Act, 1997, S.O. 1997, c.27* as amended (the "DC Act").

- Report only addresses Town Development Charges (DC) activities
- Notes continuity of the DC funds from opening balance to closing balances.
- Notes project details of investments of DC funds
- Notes outstanding amounts subject to agreement for future payment of DC funds to developers for eligible work they have committed to construct on behalf of the Town.

## **Background**

Development charges are imposed by the Town of Aurora to recover growth-related capital costs from residential and non-residential developments as determined under the Act. Development Charges collected are held in separate reserve funds until spent.

The DC Act outlines specific reporting requirements for DC reserves funds. Sections 33 and 43 of the DC Act, require that:

- A municipality that has passed a DC bylaw shall establish a separate reserve fund for each service to which the DC relates and fund only eligible capital costs.
- The Treasurer of the municipality shall provide Council a financial statement relating to the DC bylaws and reserve funds established.

May 16, 2017

Page 2 of 4

Report No. FS17-020

---

This financial statement must identify all assets where capital costs were funded in whole or in part under a DC bylaw and the manner for which any capital cost not funded under the bylaw was or will be funded.

Municipalities are also required to identify all other sources of funding applied to each project funded with DC's and provide a detailed summary of activities for each DC reserve fund for the year.

## **Analysis**

### **Aurora held Development Charges Reserves totaling \$23 million net.**

As of December 31, 2016, the Town's DC reserve fund balance was \$23.01 million as shown under Part 1 of detailed Development Charges Reserve Fund Statement in Attachment #1. This amount includes \$7million of DC funds committed to capital projects but which were unspent at year end. Part II of this noted statement details how DC reserve fund monies were spent for both operational and capital needs.

### **Aurora collected \$21.44 million of Development Charges during 2016.**

The total Town DC's collected in 2016 amounted to \$21.44million. DC reserve funds which are reported as being in an overdrawn balance have technically been financed internally by borrowing against other DC reserve funds or other Town reserve fund balances. Interest is charged for the borrowing in accordance with the DC Act. For clarity, the individual internal borrowing accounts are not shown in Part I of the attachment.

### **Developers committed to construct \$11.92 million of DC credit eligible projects.**

Part III of the statement outlines the continuity of outstanding DC credits. DC credits arise from agreements with developers to construct DC eligible infrastructure on behalf of the Town. Such projects may include upsizing a sewer inside their subdivision, installing a pumping station, building a park or trail or eligible works outside of their subdivision lands. The Town normally pays the DC credit upon completion of the specific works, and documented acceptance by Town officials of the works. Some credits are only paid to the extent of specific DC collections from within the subject subdivision agreement, with further payments made periodically thereafter until cleared. At the end of 2016, the Town had a total of \$11.92 million of outstanding DC credits. For the most part, these credits are expected to be fully paid within 2 years.



May 16, 2017

Page 3 of 4

Report No. FS17-020

---

## **Advisory Committee Review**

None – information report only

## **Financial Implications**

As noted above, in an effort to maintain a consistent level of service to a growing community, the Town has proactively invested in growth infrastructure ahead of its Development Charge revenues. Consequently, it requires bridge funding which is subsequently paid back as development charge revenues catch up. Staff anticipate that all DC balances will reach a positive reserve amount within two years.

As of December 31, 2016 this statement is in compliance with *Development Charges Act*, 1997, S.O. 1997, c.27 as amended (the “DC Act”).

## **Communications Considerations**

This report will be posted to the Town’s Budget and Financial Information web page on the website.

## **Link to Strategic Plan**

Reporting on Development Charges Reserve Funds 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**

N/A – Informational report only.

## **Conclusions**

The 2016 Development Charges Reserve Fund Statement presented in this report satisfies the Town’s reporting obligation pursuant the *Development Charges Act*, 1997, S.O. 1997, c.27 as amended.

May 16, 2017

Page 4 of 4

Report No. FS17-020

---

## **Attachments**

Attachment #1 – Development Charges Reserve Fund Statement. Parts I, II and III

## **Previous Reports**

Last annual report: General Committee June 7, 2016, Report No. CFS16-018

## **Pre-submission Review**

Agenda Management Team review on April 13, 2017

### **Departmental Approval**



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

### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**

**PART I**

**Town of Aurora  
Development Charges Reserve Fund Statement  
Year Ended December 31, 2016**

	GENERAL GOV'T	FIRE SERVICES	PKS DEV & FACILITIES	INDOOR REC	LIBRARY SERVICES	MUNICIPAL PARKING	ROADS & RELATED	WATER SYSTEM	SANITARY SEWER	TOTAL
Opening Balance January 1	(911,094.75)	1,426,719.63	(3,926,682.23)	(4,814,545.74)	2,269,935.35	304,217.70	7,764,764.59	794,395.47	3,036,474.94	5,944,184.96
Add: Development Charges Collected	747,727.53	784,163.45	5,306,603.59	8,785,883.45	1,830,210.73	20,115.30	3,027,379.37	468,516.85	471,295.32	21,441,895.59
Less: Transfers to Operating Budget in Year (see Part II)	(260,000.00)	-	(127,399.30)	(320,543.36)	(289,500.00)	-	-	(63,671.22)	-	(1,061,113.88)
Transfers to Capital Budget in Year (see Part II)	(270,000.00)	(1,712,657.03)	(3,282,838.32)	(31,500.00)	(55,022.48)	-	(3,302,370.36)	-	(1,485,000.00)	(10,139,388.19)
Less: DC credits paid in year (see Part III)			(315,725.00)				(33,350.00)		(217,170.99)	(566,245.99)
Add: Interest Earned (charged)	(18,096.88)	5,530.31	(30,786.34)	94,463.57	41,687.42	3,600.10	83,077.40	13,311.58	20,042.15	212,829.31
Closing DC Balance	(711,464.10)	503,756.36	(2,376,827.60)	3,713,757.92	3,797,311.02	327,933.10	7,539,501.00	1,212,552.68	1,825,641.42	15,832,161.80
Add: Unspent Committed Allocations to Capital	89,815.30	(10,000.00)	4,423,468.47	31,500.00	20,832.93		933,568.16	181,375.00	1,508,150.84	7,178,710.70
Revised Closing DC Balance	(621,648.80)	493,756.36	2,046,640.87	3,745,257.92	3,818,143.95	327,933.10	8,473,069.16	1,393,927.68	3,333,792.26	23,010,872.50

**PART II**

**Town of Aurora  
Development Charges Reserve Fund Statement  
Year Ended December 31, 2016**

	GENERAL GOV'T	FIRE SERVICES	PKS DEV & FACILITIES	INDOOR REC	LIBRARY SERVICES	MUNICIPAL PARKING	ROADS & RELATED	WATER SYSTEM	SANITARY SEWER	TOTAL DC FUNDING
Expenditures from DC's										
<i>Funding Transferred to Operating Budget for Specific Purposes:</i>										
- SARC Debenture Payment				(320,543.36)						(320,543.36)
- Growth Related Activities for Planning Development Services	(260,000.00)									(260,000.00)
- Repayment of Internal APL Borrowing					(289,500.00)					(289,500.00)
- Landscape Architects (development related)			(127,399.30)							(127,399.30)
- IES Salaries & Wages (related to DC Capital projects)								(63,671.22)		(63,671.22)
Total Operating Budget Allocations	(260,000.00)	-	(127,399.30)	(320,543.36)	(289,500.00)	-	-	(63,671.22)	-	(1,061,113.88)
<i>Funding Transferred to Capital Projects:</i>										
34217 - Joint Operations Centre			(1,411,075.00)				(293,656.00)			(1,704,731.00)
12021 - Land Acquisition - Joint Operations Centre			(967,624.00)				(1,408,007.00)			(2,375,631.00)
21007 - Fire Station Acquisition		(1,712,657.03)								(1,712,657.03)
31112 - Recon - Industrial Pkwy S - Wellington St to Industry							(165,831.00)			(165,831.00)
34627 - Industrial Pkwy N - Sidewalk							(464,094.00)			(464,094.00)
34629 - Mary, Industrial Pkwy S & Wellington W Rehab							(45,000.00)			(45,000.00)
41006 - Leslie 2C Lands Sani Sewer Service									(1,485,000.00)	(1,485,000.00)
34238 - Streetsweeper							(270,000.00)			(270,000.00)
31154 - Speed Cushion Pilot Project							(142,000.00)			(142,000.00)
72250 - AFLC Roof Top Unit				(31,500.00)						(31,500.00)
73161 - Stewart Burnett Accessible Playground			(924,500.00)							(924,500.00)
73177 - Pedestrian Underpasses							(687,882.00)			(687,882.00)
73268 - North Dam Rehab Wildlife Park			(60,000.00)							(60,000.00)
73134 - Parks/Trails Signage Strategy			(175,950.00)							(175,950.00)
77001 - Collection Expansion					(60,000.00)					(60,000.00)
81001 - Growth Related Studies	(270,000.00)									(270,000.00)
Capital Close Reports - funds returned to source			256,310.68		4,977.52		174,099.64			435,387.84
Total Capital Project Allocations	(270,000.00)	(1,712,657.03)	(3,282,838.32)	(31,500.00)	(55,022.48)	-	(3,302,370.36)	-	(1,485,000.00)	(10,139,388.19)
Total DC Investments	(530,000.00)	(1,712,657.03)	(3,410,237.62)	(352,043.36)	(344,522.48)	-	(3,302,370.36)	(63,671.22)	(1,485,000.00)	(11,200,502.07)

**PART III**

**Town of Aurora  
Development Charges Reserve Fund Statement  
Year Ended December 31, 2016**

**Development Charge Credits Continuity**

<u>Agreement</u>	<u>DC Credit Purpose</u>	<u>Balance Opening</u>	<u>New Credits Agreed</u>	<u>Credits Paid/Granted</u>	<u>Cr. Not Used</u>	<u>Ending Balance</u>
2004 Whitwell/Certas (statefarm)	Sani Pump Station	886,655				886,655
2008 Ballymore Brentwood 2008	Sani Pump Station	115,887		(115,887)		-
2014 Mattamy 2C Phase 1	Watermain External Works Part I	849,964				849,964
2014 Mattamy 2C Phase 1	Sanitary External Works Part I	550,083				550,083
2014 Mattamy 2C Phase 1	Park construction	216,610				216,610
2012 Knights Creek/Treasure Hill	Trails works	172,395		(197,845)		(25,450)
2014 TACC 2C Phase 1	Parks and Trails construction	70,600				70,600
2014 Mattamy 2C Phase 2	Watermain External Works Part II	789,056				789,056
2014 Mattamy 2C Phase 2	Sanitary External Works Part II	957,266				957,266
2014 Mattamy 2C Phase 2	Parks and Trails	1,515,929				1,515,929
2014 Brookfield 2C Phase 1	Sanitary External works	518,000				518,000
2014 Brookfield 2C Phase 1	Trail design/construction	109,200	8,680	(117,880)		-
2015 TACC 2C Phase 2	Sanitary Oversize	128,598		(101,284)	(27,314)	-
2015 TACC 2C Phase 2	Parks construction	1,668,109				1,668,109
2015 Mattamy 2C Phase 3	Park construction	344,023				344,023
2015 St. John's Development 2C	Sanitary Oversize	31,162				31,162
2015 St. John's Development 2C	Parks Trails	271,722				271,722
2015 St. John's Development 2C	Hartwell Way Valley Crossing Trail Comp.	200,000				200,000
2015 Brookfield 2C Phase 2	Parks design/construction	507,511				507,511
2015 Shimvest 2C	Watermain	136,103				136,103
2015 Shimvest 2C	Sewermain	245,467				245,467
2015 Shimvest 2C	trail system	209,217				209,217
2016 Shimvest 2C Phase 2	Trail system		89,800			89,800
2016 Mattamy Phase 4	Leslie Street Sanitary Sewer works		1,618,536			1,618,536
2016 Mattamy Phase 4	Parks and trails		266,258			266,258
2016 Skygrove Site Plan	sidewalks		33,350	(33,350)		-
		<b>10,493,558</b>	<b>2,016,624</b>	<b>(566,246)</b>	<b>(27,314)</b>	<b>11,916,622</b>



**Town of Aurora  
Information Report**

**No. FS17-039**

---

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

**Prepared by:** Jason Gaertner, Manager, Financial Planning

**Department:** Financial Services

**Date:** September 19, 2017

---

**In accordance with the Procedure By-Law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.**

### **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 July 31, 2017. As of this date, the corporation is forecasted to conclude the fiscal year with a favourable variance of \$103,700 from the Town's tax levy funded operations and a favourable variance of \$883,700 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 deficit that remains at fiscal year-end will be offset by an equivalent value reduction in the contribution of excess supplementary tax revenues to reserves, while any resultant 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 \$103,700, representing a \$230,200 improvement in the Town's financial position over its forecasted position at the end of May. 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 \$883,700.

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 July, the corporation is projected to conclude the fiscal year with an estimated operating budget surplus of \$103,700; representing an improvement in the Town's forecasted financial position of \$230,200. 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.

September 19, 2017

Page 3 of 7

Report No. FS17-039

---

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 – No Variance

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

Corporate Services - \$231,400 favourable

The Corporate Services department forecasted favourable variance of \$231,400 (3.3%) on a net operating budget of \$7,022,500 arises mostly from insurance premium, software license and vacant position savings, representing an increase of \$124,300 over last quarter. Further savings are anticipated from salaries, software licensing and maintenance fees. These savings have been partially offset by unplanned one-time health & safety and compensation review consulting costs.

Financial Services - \$15,800 unfavourable

The unfavorable forecasted budget variance of \$15,800, or 1.2% on a net operating budget of \$1,371,700 relates to unexpected staff turnover requirements, and a position uplift to meet heavy internal demands for procurement services which has been partially offset by 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 - \$328,400 unfavourable

The Infrastructure & Environmental Services department program is currently forecasting a slightly higher deficit of \$328,400, or 2.6% on a net operating budget of \$12,689,800 versus last quarter’s forecast. 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 waste collection and engineering services savings.

September 19, 2017

Page 4 of 7

Report No. FS17-039

---

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.

Parks, Recreation & Cultural Services - \$137,800 favourable

The Parks, Recreation & Cultural Services Department is anticipating an overall favourable budget variance of \$137,800, or 3.5% on a net operating budget of \$3,934,100, representing an increase of \$76,100 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.

Planning & Building Services - \$146,500 favourable

The Planning & Building Services Department is forecasting an overall favourable budget variance of \$146,500 on a net operating budget of (\$30,900) attributable primarily to vacant position savings; in addition to larger than anticipated development driven revenues from site plan fees, representing a moderate growth over last quarter's figure.

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 - \$65,800 favourable

Corporate Revenues & Expenses are projected to conclude the fiscal year with an favourable budget variance of \$65,800, or 1.4% 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 amounts owing being written off 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.



September 19, 2017

Page 5 of 7

Report No. FS17-039

---

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 will now manifest 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.

Operating Budget Summary

Overall, staff are predicting that the general municipal operations budget will end the year in surplus position of \$103,700, if the planned budget contribution from supplemental taxes is to be realized. Any deficit that remains at fiscal year-end, if any, would be offset by an equivalent reduced contribution of excess supplementary tax revenues to reserves, while any resultant surpluses will be moved to stabilization reserve funds.

**Water, Wastewater and Storm Water Budget**

The water and wastewater budgets are comprised primarily of fixed operational costs, funded by the net proceeds from the sale of water and wastewater services. These fixed operational costs include staff and service maintenance costs related to maintaining the infrastructure systems, water quality testing, and the billing and customer service functions. These costs 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 \$883,700 primarily attributed to greater than anticipated development driven water meter sale revenues combined with contact and salary savings, presenting a minor increase over last quarter. This forecasted variance will continue to be subject to change particularly over the summer months as the average daily temperature and level of rainfall received have a direct relationship to the volume of water consumed.

September 19, 2017

Page 6 of 7

Report No. FS17-039

---

## **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**

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

## **Conclusions**

Having completed seven 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 \$103,700. Staff remain vigilant to realize budget savings whenever possible in an effort to continue to minimize or eliminate an operating budget deficit at year end, in any. Should the Town finish the year in a deficit position at fiscal year-end, this amount will be offset by an equivalent reduced contribution of excess

September 19, 2017

Page 7 of 7

Report No. FS17-039

---

supplementary tax revenues to reserves. 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 Update

### **Previous Reports**

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

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

### **Pre-submission Review**

Agenda Management Team review on August 31, 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 July 31, 2017**

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<b><u>COUNCIL</u></b>				
Council Administration	\$ 535.9	\$ 535.9	\$ -	-
Council Programs/Grants	4.0	4.0	-	-
Advisory Committees	22.0	22.0	-	-
<b>Council Office Total</b>	<b>\$ 561.9</b>	<b>\$ 561.9</b>	<b>\$ -</b>	<b>-</b>
<b><u>CHIEF ADMINISTRATIVE OFFICE</u></b>				
CAO Administration	\$ 501.8	\$ 507.8	\$ (6.0)	(1.2 %)
Communications	734.9	728.9	6.0	0.8 %
<b>Chief Administrative Office Total</b>	<b>\$ 1,236.7</b>	<b>\$ 1,236.7</b>	<b>\$ -</b>	<b>-</b>
<b>Council and C.A.O. Combined</b>	<b>\$ 1,798.6</b>	<b>\$ 1,798.6</b>	<b>\$ -</b>	<b>-</b>
<b><u>CORPORATE SERVICES</u></b>				
Legal Services	\$ 891.3	\$ 859.4	\$ 31.9	3.6 %
Legislative Services	1,260.0	1,177.8	82.2	6.5 %
CS Administration	429.0	458.4	(29.5)	(6.9 %)
Human Resources	684.0	753.8	(69.8)	(10.2 %)
Elections	82.5	84.7	(2.2)	(2.7 %)
Information Technology	1,899.2	1,794.4	104.8	5.5 %
Telecommunications	260.0	209.2	50.8	19.5 %
By-law Services	551.5	551.6	(0.0)	(0.0 %)
Animal Control	242.1	220.9	21.2	8.7 %
Customer Service	699.8	658.1	41.7	6.0 %
Emergency Preparedness	23.0	22.9	0.1	0.3 %
<b>Corporate Services Total</b>	<b>\$ 7,022.5</b>	<b>\$ 6,791.1</b>	<b>\$ 231.4</b>	<b>3.3 %</b>
<b><u>FINANCIAL SERVICES</u></b>				
Policy & Planning Administration	\$ 304.5	\$ 301.7	\$ 2.8	0.9 %
Accounting & Revenue	285.8	230.6	55.2	19.3 %
Financial Planning	430.0	430.0	-	-
Procurement Services	351.4	425.2	(73.8)	(21.0 %)
<b>Financial Services Total</b>	<b>\$ 1,371.7</b>	<b>\$ 1,387.5</b>	<b>\$ (15.8)</b>	<b>(1.2 %)</b>
<b><u>FIRE SERVICES</u></b>				
Central York Fire	10,225.0	10,225.0	-	-
<b>Total Fire Services</b>	<b>10,225.0</b>	<b>10,225.0</b>	<b>-</b>	<b>-</b>
<b><u>INFRASTRUCTURE &amp; ENVIRONMENTAL SERVICES</u></b>				
IES Administration	\$ 493.5	\$ 542.6	\$ (49.1)	(9.9 %)
Engineering Service Operations	(112.3)	(145.8)	33.5	29.8 %
Facilities & Fleet	6,606.3	6,880.7	(274.4)	(4.2 %)
Snow Management	1,563.7	1,546.5	17.2	1.1 %
Road Network Operations	2,447.1	2,675.3	(228.2)	(9.3 %)
Waste Collection & Recycling	1,691.5	1,518.8	172.6	10.2 %
<b>Infrastructure &amp; Environmental Services Total</b>	<b>\$ 12,689.8</b>	<b>\$ 13,018.2</b>	<b>\$ (328.4)</b>	<b>(2.6 %)</b>
<b><u>PARKS, RECREATION &amp; CULTURAL SERVICES</u></b>				
Parks & Recreation Administration	\$ 988.8	\$ 1,014.6	\$ (25.8)	(2.6 %)
Business Support	(921.8)	(1,004.0)	82.2	8.9 %
Parks/Open Spaces	2,467.4	2,410.7	56.6	2.3 %
Recreational Programming/Community Dev.	1,399.7	1,374.9	24.8	1.8 %
<b>Parks, Recreation &amp; Cultural Services Total</b>	<b>\$ 3,934.1</b>	<b>\$ 3,796.3</b>	<b>\$ 137.8</b>	<b>3.5 %</b>

Attachment 1

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

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<b><u>PLANNING &amp; BUILDING SERVICES</u></b>				
Development Planning	\$ (633.1)	\$ (768.5)	\$ 135.4	21.4 %
Long Range & Strategic Planning	602.2	591.1	\$ 11.1	1.8 %
Net Building Department Operations	\$ (503.5)	\$ (468.1)	\$ (35.4)	(7.0 %)
Contribution to Building Reserve	503.5	468.1	\$ 35.4	7.0 %
<b>Total Building Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Planning &amp; Building Department Total</b>	<b>\$ (30.9)</b>	<b>\$ (177.4)</b>	<b>\$ 146.5</b>	<b>474.0 %</b>
<b><u>CORPORATE REVENUE &amp; EXPENSE</u></b>				
Supplementary Taxes & Payments-in-Lieu	\$ (711.0)	\$ (845.1)	\$ 134.1	18.9 %
Penalties on Unpaid Property Taxes	(900.0)	(900.0)	\$ -	-
Overhead Cost Re-allocation to Building Services	(453.8)	(453.8)	\$ -	-
All Other Revenue	(4,841.4)	(4,891.6)	\$ 50.2	1.0 %
Cash to Capital	4,837.8	4,837.8	\$ -	-
All Other Expense	6,879.4	6,997.8	\$ (118.5)	(1.7 %)
	<b>\$ 4,811.0</b>	<b>\$ 4,745.2</b>	<b>\$ 65.8</b>	<b>1.4 %</b>
<b><u>TOTAL TAX LEVY FUNDED OPERATIONS</u></b>	<b>\$ 41,821.7</b>	<b>\$ 41,584.4</b>	<b>\$ 237.3</b>	<b>0.6 %</b>
<b><u>TOTAL TAX LEVY</u></b>	<b>\$ (41,821.7)</b>	<b>\$ (41,688.1)</b>	<b>\$ (133.6)</b>	<b>(0.3 %)</b>
<b>OPERATING (SURPLUS) DEFICIT</b>	<b>-</b>	<b>\$ (103.7)</b>	<b>\$ 103.7</b>	<b>0.2 %</b>
		Surplus	Surplus	

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

Shown in \$,000's	APPROVED BUDGET	ANNUAL FORECAST	Variance Favourable / (Unfavourable)	
<b><u>RETAIL REVENUES</u></b>				
Water	\$ (11,249.8)	\$ (11,298.6)	\$ 48.8	0.4 %
Wastewater	(10,029.5)	(10,059.4)	\$ 29.9	0.3 %
Storm Water	(1,451.6)	(1,651.6)	\$ 200.0	13.8 %
<b>Retail Revenues Total</b>	<b>\$ (22,731.0)</b>	<b>\$ (23,009.7)</b>	<b>\$ 278.7</b>	<b>1.2 %</b>
<b>TOTAL REVENUE</b>	<b>(22,731.0)</b>	<b>(23,009.7)</b>	<b>278.7</b>	<b>1.2 %</b>
<b><u>WHOLESALE COSTS OF WATER &amp; SEWER</u></b>				
Water	\$ 6,796.0	\$ 6,796.0	\$ -	-
Sewage Discharge Fee	7,699.4	7,699.4	-	-
<b>Wholesale Costs Of Water &amp; Sewer Total</b>	<b>\$ 14,495.4</b>	<b>\$ 14,495.4</b>	<b>\$ -</b>	<b>-</b>
<b>NET CONTRIBUTION TO OPERATING COSTS</b>	<b>\$ (8,235.6)</b>	<b>\$ (8,514.3)</b>	<b>\$ 278.7</b>	<b>3.4 %</b>
<b><u>OPERATING COSTS:</u></b>				
Water Administration & Billing	\$ 1,300.8	\$ 1,721.0	\$ (420.2)	(32.3 %)
Water System Operations	1,414.1	856.7	\$ 557.4	39.4 %
Wastewater System Operations	945.7	238.0	\$ 707.7	74.8 %
Storm Water Management Operations	451.6	263.9	\$ 187.7	41.6 %
Pumping Stations (Net)	173.4	171.1	\$ 2.3	1.3 %
Reserve Contributions OUT	3,950.0	4,379.9	\$ (429.9)	(10.9 %)
<b>TOTAL OPERATING COSTS</b>	<b>\$ 8,235.6</b>	<b>\$ 7,630.6</b>	<b>\$ 605.0</b>	<b>7.3 %</b>
<b>UTILITY BUDGET (SURPLUS) / DEFICIT</b>	<b>\$ 0.0</b>	<b>\$ (883.7)</b>	<b>\$ 883.7</b>	<b>3.9 %</b>
		Surplus	Surplus	



**Town of Aurora  
Information Report**

**No. PBS17-067**

---

**Subject:** Planning Applications Status List  
**Prepared by:** Glen Letman, Manager of Development Planning  
**Department:** Planning and Building Services  
**Date:** September 19, 2017

---

**In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.**

### **Executive Summary**

This report provides a summary and update of development applications that have been received by Planning and Building Services since its previous report of June 20, 2017. No Council action is required.

### **Background**

Attached is a list updating the status of applications being reviewed by Planning and Building Services. The list supersedes the June 20, 2017 Planning Applications Status list and is intended for information purposes. The text in bold italics represents changes in status since the last update of the Planning Applications Status List. It is noted that Part Lot Control Applications are not included on this list as these properties were previously approved for development and are processed through Council approval to allow freehold title to described parcels of land.

### **Analysis**

Since the preparation of the last status list, six new planning applications have been filed with Planning and Building Services as follows:

- Zoning Bylaw Amendment application to allow 55 stacked townhouse units (File: ZBA-2017-04;
- Zoning Bylaw Amendment application to delete multiple zones on property. (File: ZBA-2017-05;

September 19, 2017

- 2 -

Report No. PBS17-067

---

- Site Plan Application to permit place of worship building expansion and parking lot reconfiguration. (File: SP-2017-06);
- Draft Plan of Condominium to allow 126 stacked townhouse units, (File: CDM-2017-04).
- Official Plan Amendment and Draft Plan of Subdivision to allow 58 single detached lots. (Files: OPA-2017-03 and SUB-2017-03)

### **Advisory Committee Review**

Not applicable.

### **Financial Implications**

There are no financial implications.

### **Communications Considerations**

No communication required. The Planning Application Status List is posted on the Town's website under the Planning and Building Services link.

### **Link to Strategic Plan**

The subject Applications supports the Strategic Plan goal of supporting an exceptional quality of life for all through its accomplishment in satisfying requirements in the following key objective within this goal statement:

Strengthening the fabric of our community: approval of the subject Applications will assist in collaborating with the development community to ensure future growth includes development opportunities.

### **Alternative(s) to the Recommendation**

None.

### **Conclusions**

Planning and Building Services will continue to provide this update to inform Council of the number and status of planning applications filed with the Town.

### **Attachments**

Figure 1 – Planning Applications Status Map\*



September 19, 2017

- 3 -

Report No. PBS17-067

---

Figure 2 – Secondary Plan Map

Figure 3 – Planning Applications Status List – September 19, 2017

\*[Planning Applications Status Map](#) (large colour version available via Town's website or by visiting Planning and Building Services)

### **Previous Reports**

General Committee Report No. PBS17-052, dated June 20, 2017.

### **Pre-submission Review**

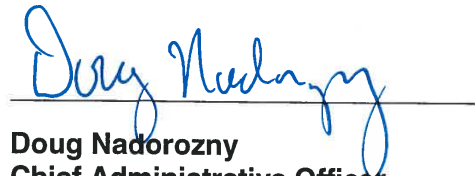
Agenda Management Team Meeting review on August 31, 2017.

### **Departmental Approval**



**Marco Ramunno, MCIP, RPP  
Director  
Planning and Building Services**

### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**

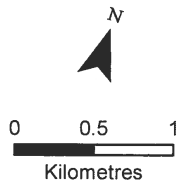
**FIGURE 1**

**PLANNING APPLICATIONS MAP**

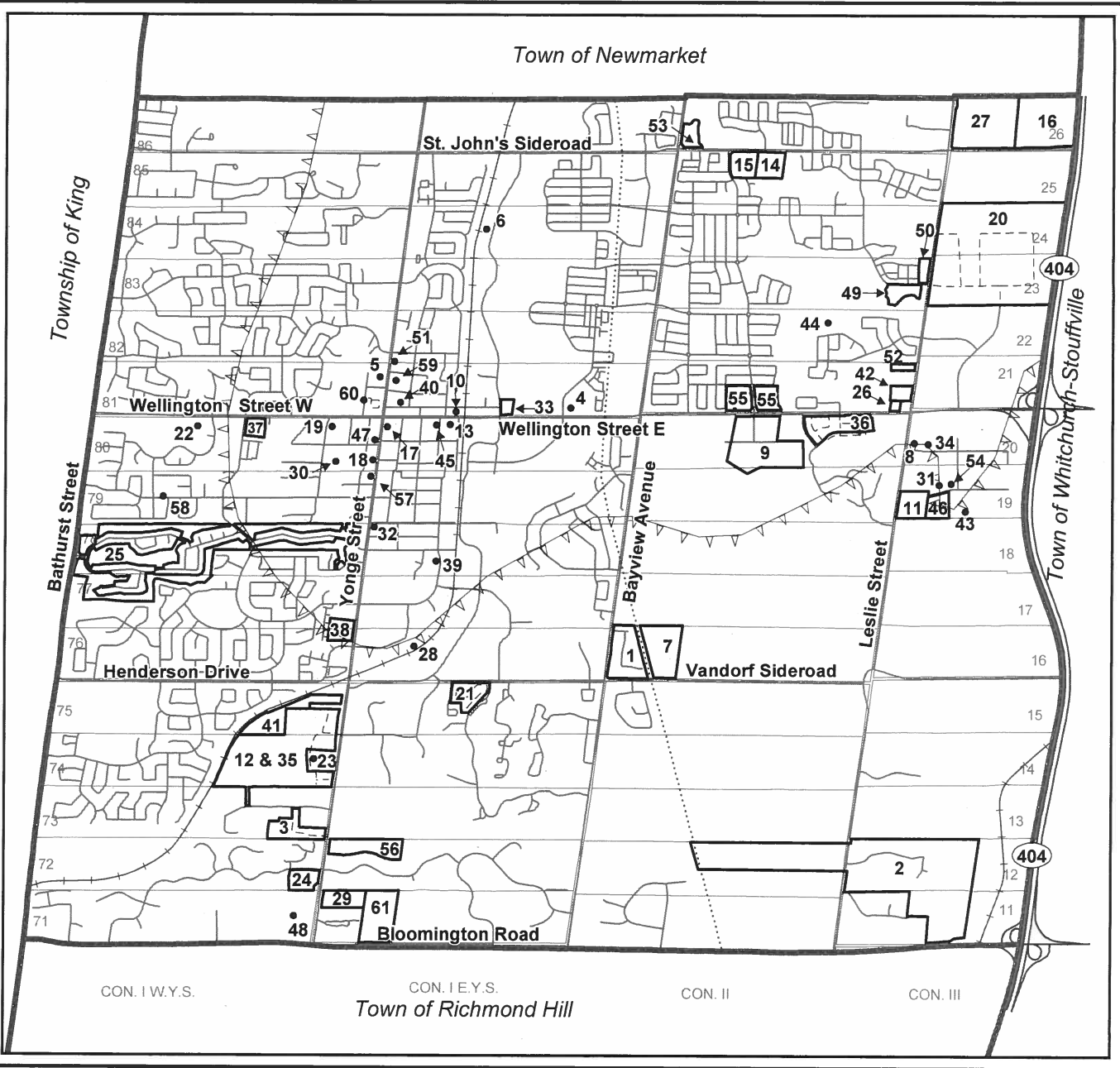
**LEGEND**

**APPLICATIONS**

- Approximate Location
- Large Application
- Municipal Boundary
- Street
- - - Proposed Street
- ∇ Oak Ridges Moraine Boundary Line
- +— Railway
- ..... Hydro Corridor
- Concession Line



Planning Applications Map created by the  
 Town of Aurora Planning & Development  
 Services Department, November 12th,  
 2002. Updated on August 23, 2017.  
 Base Data provided by the Region of York.



CON. I W.Y.S.

CON. I E.Y.S.

CON. II







CON. III

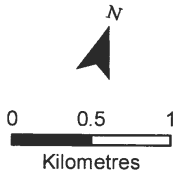
Town of Richmond Hill

**FIGURE 2**

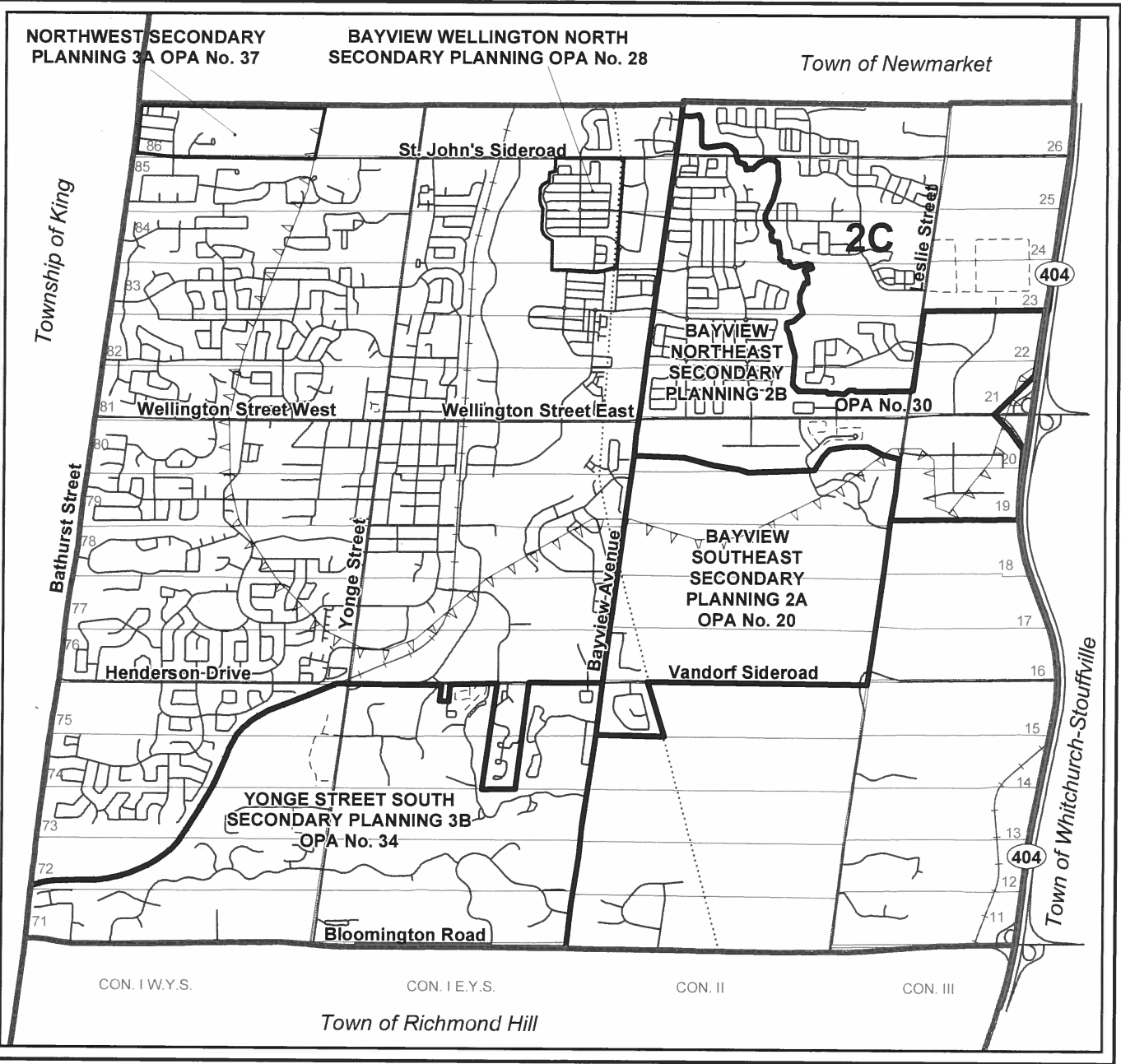
**SECONDARY PLANS MAP**

**LEGEND**

-  Secondary Plan
-  Municipal Boundary
-  Street
-  Proposed Street
-  Oak Ridges Moraine Boundary Line
-  Railway
-  Hydro Corridor
-  Concession Line



*Secondary Plans Map created by the  
 Town of Aurora Planning & Development  
 Services Department, November 12th,  
 2002. Updated on August 23, 2017.  
 Base Data provided by the Region of York.*



**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
1.	<p>Genview Development Corp. 14575 Bayview Avenue</p> <p>Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext. 115</p> <p>Files: ZBA-2001-04 &amp; SUB-2001-01</p>	<p>Plan of Subdivision to permit 61 residential lots.</p>	<p>Jan.4, 2001</p>	<p>Phase 1 consisting of 56 lots was registered on October 20, 2011.</p> <p>Registered Plan 65M-4292.</p> <p>Phase II (5 lots) to be developed with adjacent lands: SUB-04-07.</p> <p>Detailed Engineering Drawings submitted to the Town for review.</p>	<p>Marty Rokos Ext. 4350</p>
2.	<p>Lebovic Enterprises Limited <i>(Formerly Westhill Redevelopment Co.)</i> 13927 &amp; 14012 Leslie Street and 1796 Bloomington Road</p> <p>GHD Investments. Attn:Glen Easton 905-752-4369</p> <p>Files: OPA-2000-04, ZBA-2000-12 &amp; CDM-2000-03</p> <p>OMB Case No. PL030997, PL080014 OMB File Nos. O030373 Z030149 S030085</p>	<p>Applications for Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision and Draft Plan of Condominium to permit 75 condo units and 18 hole golf course.</p>	<p>May 3, 2000</p>	<p>Ontario Municipal Board Hearing held September 14, 2010 to January 5, 2011.</p> <p>Ontario Municipal Board approved appeals on April 14, 2011.</p> <p>Ontario Municipal Board issued Order approving; OPA 74, ZBA 5361-11 Plan of Subdivision and Condominium Draft Plan approval on September 15, 2011.</p> <p>OMB issued Order approving Draft Plan of Subdivision on November 14, 2011.</p> <p>Top soil removal permit issued.</p> <p>Subdivision Agreement Executed by Owner and Town.</p> <p>Draft Plan and Condominium Conditions have been cleared and sent to the OMB.</p> <p>Agreement Executed and Registered.</p> <p><b><i>Plan Registered as 65M-4567.</i></b></p>	<p>Glen Letman Ext. 4346 &amp; Lawrence Kuk Ext. 4346</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
 September 19, 2017

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
3.	Pandolfo, et al. Lot 8, Part Lots 20 & 21, Plan 132 14070 Yonge Street  Templeton Planning Consulting Attn: Gary Templeton 905-727-8672  Files: OPA-2012-03, ZBA-2003-21 & SUB-2003-02	Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision to permit 29 single detached dwellings and two (2) open space blocks.	May. 7, 2003	Public Planning Meeting held February 27, 2013.  Additional Public Planning Meetings held November 27, 2013 and March 26, 2014.  Official Plan Amendment and Zoning By-law Amendment Applications approved by General Committee on June 17, 2014.  Official Plan Amendment No. 6 (By-law 5656-14) and Zoning By-law Amendment 5657-14 enacted by Council on August 12, 2014 are in full force and effect.  Draft Plan of Subdivision approved by Council on September 23, 2014.  OMB Appeal to Council's Decision to Draft Plan Approval.  OMB Decision / Minutes of Settlement issued April 23, 2015, Case No. PL141259.  Subdivision Agreement being prepared.	Lawrence Kuk Ext. 4343

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
4.	<p>Perwick Inv. (Deltera)                      Part of Lot 81, Con 1                      N/E corner Wellington &amp; John West Way</p> <p>Tridel                      Attn: Gouled Osman                      416-661-9290</p> <p>Files: OPA-2005-03, ZBA-2005-16 &amp; SP-2013-13</p>	<p>Application to Amend the Official Plan and Zoning By-law to permit a 1,255m<sup>2</sup> multi-unit retail commercial plaza.</p> <p>Site Plan Application to develop a 1,255 sqm one storey commercial plaza.</p>	<p>Oct. 11, 2005</p> <p>Revised Appl. Rec'd June 1, 2011.</p> <p>Dec. 23, 2013</p>	<p>Council Approved Report July 16, 2013.</p> <p>Official Plan Amendment adopted by Council on August 13, 2013.</p> <p>Regional approval granted November 5, 2013.</p> <p>Site Plan Application received as complete and circulated.</p> <p>Site Plan Application approved by Council on May 26, 2015.</p> <p>Inactive.</p>	<p>Caitlin Graup                      Ext. 4347</p>
5.	<p>1087931 Ontario Ltd.                      c/o Bruce Spragg                      Lot 13, Part Lot 14, Plan 246                      15356 Yonge Street</p> <p>Planning Partnership                      Attn: Bruce Hall                      416-686-3563</p> <p>Files: ZBA-2006-11 &amp; SP-2006-13</p>	<p>Zoning By-law Amendment                      Application to permit a single existing detached and 5 new townhouse residential infill development.</p>	<p>Apr. 12, 2006 (ZBA)</p> <p>May 31, 2006 (Site Plan)</p>	<p>Zoning By-law Amendment and Site Plan Application approved by Council on November 10, 2009.</p> <p>LSRCA approval granted.</p> <p>Site Plan Agreement drafted.</p> <p>Owner working on revised Development Application.</p> <p>Inactive.</p>	<p>Glen Letman                      Ext. 4346 &amp;                      Jeff Healey                      Ext. 4349</p>
6.	<p>Hamil Inc.                      260 Industrial Parkway North                      Blocks 1, 2, 3 &amp; Part Block 4,                      65M-2718</p> <p>Attn: Michael Langer                      416-398-0747</p> <p>File: SP-2007-09</p>	<p>Minor Site Plan                      Application to permit an addition to an existing 4,879 m<sup>2</sup> industrial building.</p>	<p>May 25, 2007</p>	<p>Applicant has requested the File to be held in abeyance.</p> <p>Inactive.</p>	<p>Marty Rokos                      Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

4

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
7.	Genview, formerly Clifford Sifton 908 Vandorf Sdrd.  Malone Given Parsons Ltd. Attn: Joan MacIntyre 905-513-0170 Ext. 115  Files: BLK-2007-04 & ZBA-2007-12	Draft Plan of Subdivision and Zoning By-law Amendment Application to allow for a 20 lot residential development within Settlement Area of the Oak Ridges Moraine.	Oct. 15, 2007	Draft Plan of Subdivision approved on August 1, 2012.  Zoning By-law passed at Council on June 26, 2012 and is now in full force and effect.  Detailed Engineering Drawings submitted to the Town for review.	Marty Rokos Ext. 4348
8.	2292863 Ontario Inc. (Best Western Hotel) 4 Don Hillock Drive  Turner Fleischer Attn: Claudio Rabalino 416-425-2222 Ext. 245  File: SP-2008-06	Revised Site Plan Application for four (4) storey hotel with pool, bar/lounge and convention facilities.	Revised proposal by new owner,  Dec. 23, 2011	Awaiting final Site Plan submission.  Inactive.	Fausto Filippetto Ext. 4347
9.	1207309 Ontario Inc. 337, 375 & 455 Magna Drive  Stronach Group Attn: Frank Tozzi 905-726-7607  File: SP-2008-02	Site Plan Application for three (3) storey 9600m <sup>2</sup> (103,333ft <sup>2</sup> ) Arts and Education building.	Mar. 14, 2008	Applicant required to obtain Infrastructure Easement prior to executing Site Plan Agreement.  Inactive.	Lawrence Kuk Ext. 4349

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
10.	Farid Ameryoun 118 Wellington Street East  Intelliterra Inc. Attn: Bruce Hall 416-525-1133  Files: ZBA-2008-19 & SP-2014-03	Zoning By-law Amendment Application to permit a personal service shop (hair salon) & business & professional office within existing building.  Site Plan Application to permit business and professional offices, and personal shop uses, as well as related parking on the subject lands.	Nov. 3, 2008          Jun. 9, 2014	Public Planning Meeting held May 27, 2009.  Public Planning Meeting held November 27, 2013.  Zoning By-law Application approved by Council on August 12, 2014.  Zoning By-law 5652-14 passed by Council on September 9, 2013 is in full force and effect.  Site Plan, approved by Council on August 12, 2014.  Site Plan Agreement being prepared.	Glen Letman Ext. 4346 & Justin Leung Ext. 4223
11.	Richardson House Developments Inc. (Bellwood) 14985 Leslie Street  Rendl Associates Attn: Martin Rendl 416-291-6902  File: SP-2010-01	Site Plan Application to permit four (4) storey health and wellness centre.	Apr. 13, 2010	Site Plan Application approved by Council on September 14, 2010.  Inactive.	Fausto Filipetto Ext. 4342



**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
12.	<p>BG Properties (Aurora) Inc. (formerly, Rod Coutts &amp; Brian Coutts) 222 Ridge Roads &amp; 14222, 14314, 14338 &amp; 14378 Yonge Street</p> <p>Brutto Consulting Attn: Matthew King 905-851-1201 Ext. 225</p> <p>Files: SUB 2012-03 &amp; ZBA-2012-16</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications proposing 195 residential units.</p>	<p>Dec. 17, 2012</p> <p>Phase (2) May , 2017</p>	<p>Draft Plan of Subdivision was approved by Council on June 26, 2013.</p> <p>Zoning By-law 5836-16 enacted on April 26, 2016.</p> <p>Zoning By-law in effect for Phase I.</p> <p>Zoning by-law Amendment for Phase 2 circulated to Agencies for comments.</p> <p><b><i>Zoning By-law Amendment Application Phase 2, approved by General Committee on July 4, 2017.</i></b></p>	<p>Lawrence Kuk Ext. 4343</p>
13.	<p>99 Wellington Street Limited 99 Wellington Street East Part of Lot 15, Plan 68</p> <p>Lepek Consulting Inc. Attn: Helen Lepek 416-485-3390</p> <p>Files: ZBA-2011-10 &amp; SP-2012-06</p>	<p>Zoning By-law Amendment Application to permit business and professional office use.</p> <p>Site Plan Application to convert the existing house to 177.6 m<sup>2</sup> of office space.</p>	<p>Oct. 31, 2011</p> <p>June 7, 2012</p>	<p>Zoning By-law 5490-13 approved by Council on February 26, 2013, is in force and effect.</p> <p>Site Plan 2<sup>nd</sup> submission comments provided to Applicant.</p> <p>Inactive.</p>	<p>Marty Rokos Ext. 4350</p>
14.	<p>Luvian Homes (Aurora) Limited 1001 St. John's Sideroad East</p> <p>GHD Inc. Attn: Glen Easton 905-752-4300</p> <p>Files: SUB-2012-04 &amp; ZBA-2012-12</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications to permit 30 single detached dwellings and a 2.03 ha open space block.</p>	<p>Oct. 3, 2012</p>	<p>Applications received as complete and circulated.</p> <p>Public Planning Meeting held March 27, 2013.</p> <p>Inactive.</p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

7

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
15.	<p>Edenbrook (Aurora) Inc. 929 St. John's Sdrd E</p> <p>Evans Planning Attn: Murray Evans 905-669-6992</p> <p>Files: SUB-2012-06 &amp; ZBA-2012-15</p>	<p>Draft Plan of Subdivision and Zoning By-law Amendment Applications to allow 33 single detached lots.</p>	<p>Nov. 29, 2012</p>	<p>Applications received as complete and circulated.</p> <p>Public Planning Meetings held on March 27, 2013 and June 25, 2014.</p> <p>Draft Plan of Subdivision approved by Council on July 29, 2014.</p> <p>Zoning By-law 5659-14 approved by Council on September 9, 2014, is in force and effect.</p> <p>Subdivision Agreement being prepared.</p>	<p>Marty Rokos Ext. 4350</p>
16.	<p>Coppervalley Estates Inc. formally Northern Thoroughbred Equine Production Ltd. (Sikura) 1756 St. John's Sideroad</p> <p>KLM Planning Partners Inc. Attn: Roy Mason 905-669-4055</p> <p>Files: ZBA-2015-09 &amp; SUB-2015-05</p>	<p>Application for a Draft Plan of Subdivision &amp; Zoning By-law Amendments for 101 single family detached lots.</p>	<p>Nov. 13, 2012</p>	<p>Applications received as complete and circulated.</p> <p>Comments provided to Applicant.</p> <p>Application File closed and transferred to a new File Number.</p> <p>Public Planning Meeting held on October 14, 2015.</p> <p>Council Approved the Draft Plan of Subdivision with conditions on January 31, 2017.</p> <p>Council enacted the Zoning By-law on February 14, 2017.</p>	<p>Lawrence Kuk Ext. 4343</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
17.	Yonge Developments Inc. 15217 Yonge Street  Markets on Mainstreet Inc. Attn: Jack Dougan 416-759-1093  File: SP-2013-04	Site Plan Application to construct a 5 storey mixed-use building including 12 residential units and 195 m <sup>2</sup> of commercial space.  Site Plan revised to commercial floor space.	Apr. 9, 2013	Application received as complete and circulated.  Site Plan Application approved by General Committee on March 4, 2014.  Revised Plans received and circulated.  <i>7<sup>th</sup> submission received and circulated.</i>	Jeff Healey Ext. 4349
18.	Joe Cara 15132 Yonge Street 647-300-2272  File: SP-2013-05	Site Plan Application to construct a three (3) storey mixed use building including 12 residential units and 240 sqm of commercial space.	Apr. 24, 2013	Application received and circulated.  Comments provided to Applicant.  Third submission received and circulated.  Site Plan Application approved by Council on May 23, 2017.  <i>(Minor Variance Application approved).</i>  <i>Site Plan Agreement being prepared.</i>	Caitlin Graup Ext. 4347

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
19.	<p>L.S. Consulting Inc. 29 George Street</p> <p>Larkin Associates Attn: Aaron Gillard 905-895-0554</p> <p>Files: OPA-2013-02, ZBA-2013-05, SP-2014-08 &amp; CDM-2016-02</p>	<p>Official Plan Amendment and Zoning By-law Amendment Applications to permit a four (4) storey apartment building.</p> <p>Site Plan Application to permit a four (4) storey, 12 unit apartment building.</p> <p>Condominium Application.</p>	<p>Dec. 11, 2013</p> <p>Oct. 8, 2014</p> <p>Feb. 29, 2016</p>	<p>Official Plan Amendment, Zoning By-law Amendment and Site Plan Applications approved by Council on January 28, 2015.</p> <p>OPA No.7 and By-law 5712-15 approved by Council on May 11, 2015.</p> <p>Condominium Application comments provided to Applicant.</p> <p>Condominium Application approved by Council on July 12, 2016.</p> <p>Site Plan Agreement being prepared.</p>	<p>Marty Rokos Ext. 4350</p>
20.	<p>2351528 Ontario Limited and Aurora-Leslie Developments Limited (Emery Investments) 15625 and 15775 Leslie Street</p> <p>KLM Planning Attn: Bill Tam 905-669-4055</p> <p>Files: ZBA-2014-01 &amp; SUB-2014-01</p>	<p>Zoning By-law Amendment Application and a Draft Plan of Subdivision Application to develop a business park over the 76.6 hectare of land.</p> <p>The business park development proposes Employment Blocks, Office Employment Blocks, a Retail Block, an Institutional Block, a Park Block and open space, woodlot, stormwater management, buffers and road widening.</p>	<p>Mar. 26, 2014</p>	<p>Applications received as complete and circulated.</p> <p>Public Planning Meeting held June 25, 2014.</p> <p>Draft Plan of Subdivision and Zoning By-law Applications approved by Council on September 16, 2014.</p> <p>By-law approved by Council on November 25, 2014.</p> <p>No appeals, Zoning Bylaw Amendment in effect.</p> <p>Subdivision Agreement being prepared.</p>	<p>Lawrence Kuk Ext. 4343</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

10

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
21.	<p>Brookfield Homes (Ontario) Limited 155 Vandorf Sideroad</p> <p>Malone Given Parsons Ltd. Attn: Adrian Cammaert 905-513-0170 Ext. 148</p> <p>Files: OPA-2014-01, ZBA-2014-03 &amp; CDM-2016-01</p>	<p>Official Plan Amendment, and Zoning By-law Amendment, for a condominium development 56 single detached units.</p> <p>Condominium Application</p>	<p>Apr. 28, 2014</p> <p>Feb. 23, 2016</p>	<p>Applications received as complete and circulated.</p> <p>Comments provided to Applicant.</p> <p>Public Planning Meetings held on January 28, 2015 and April 22, 2015.</p> <p>Official Plan Amendment and Zoning By-law Amendment approved by Council on June 9, 2015.</p> <p>Official Plan Amendment No. 8 (By-law 5748-15) and Zoning By-law Amendment 5749-15 enacted by Council on July 14, 2015 are in full force and effect.</p> <p>Condominium Application approved by Council on June 28, 2016.</p> <p>Condominium Agreement being prepared.</p> <p><b><i>Condominium Agreement executed and registered.</i></b></p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

11

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
22.	<p>2419059 Ontario Inc. 497 Wellington St. West</p> <p>Markets on Main Street Inc. Attn: Jack Dougan 416-759-1093</p> <p>Files: ZBA-2014-07 &amp; SP-2015-01</p>	<p>A Zoning By-law Amendment to permit 22 Row house units.</p> <p>Site Plan Application to permit 22 Row house units.</p>	<p>Sept. 3, 2014</p> <p>Feb. 2, 2015</p>	<p>Application received as Complete and circulated.</p> <p>Public Planning Meeting held on February 25, 2015.</p> <p>Public Planning Meeting held on September 21, 2015.</p> <p>Zoning By-law Amendment Application refused by Council at the Public Planning Meeting.</p> <p>Owner appealed Applications to OMB.</p> <p>Appeal allowed by OMB, Interim Order Issued on August 10, 2016.</p> <p><b>4<sup>th</sup></b> submission received and circulated. Comments provided to Applicant for response.</p>	<p>Jeff Healey Ext. 4349</p>
23.	<p>David Frattaroli 14288 Yonge Street</p> <p>Brutto Consulting Attn: Matt King 905-761-9890</p> <p>Files: SUB-2014-04 &amp; ZBA-2014-08</p>	<p>Draft Plan of Subdivision and Re-Zoning Applications for nine (9) townhouse units and two (2) semi-detached units.</p>	<p>Sept. 29, 2014</p>	<p>Application received as complete and circulated.</p> <p>Comments provided to Applicant.</p> <p>Public Planning Meeting held March 25, 2015.</p> <p>Awaiting 2<sup>nd</sup> Draft Plan of Subdivision Submission.</p> <p><b>2<sup>nd</sup> Submission circulated comments received and forwarded to the Applicant for response.</b></p>	<p>Lawrence Kuk Ext. 4343</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

12

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
24.	<p>P.A.R.C.E.L SW Corner of Yonge &amp; Elderberry Trail</p> <p>Weston Consulting Attn: Mark Emery 905-738-8080 Ext. 240</p> <p>File: SP-2014-07</p>	<p>A Site Plan Application to facilitate a wellness living and health centre, 20 unit adult living facility and doctor’s residence.</p>	Oct. 8, 2014	<p>Application received as complete and circulated.</p> <p>Second submission comments provided to Applicant for review and resubmission.</p> <p>Third submission received March 2017 and circulated for review and comment.</p> <p>Site Plan Application approved at Council on June 27, 2017.</p> <p>Applicant to submit final plans package for review &amp; Site Plan Agreement preparation.</p>	Caitlin Graup Ext. 4347
25.	<p>Highland Gate Developments Inc. 21 Golf Links Drive</p> <p>Malone Given Parsons Attn: Matthew Cory 905-513-0170 Ext. 138</p> <p>Files: OPA-2015-01, ZBA-2015-02 &amp; SUB-2015-01</p>	<p>Official Plan Amendment, Zoning By-law Amendment Application and a Draft Plan of Subdivision Application to develop a residential subdivision including 184 single detached lots and 144 unit apt. block with commercial.</p> <p>OMB Settlement includes: Reduction in single detached lots from 184 to 159, reduction in height of apt. block from 10 storeys to 7 storeys and number of apt units from 144 units to 114 units.</p>	<p>Feb. 27, 2015</p> <p>Nov. 18, 2016</p>	<p>Applications received as complete and circulated.</p> <p>First Public Planning Meeting for June 24, 2015.</p> <p>Second Public Planning Meeting scheduled for September 30, 2015.</p> <p>Third Public Planning Meeting held on October 28, 2015.</p> <p>Owner appealed Applications to OMB.</p> <p>Following extensive mediation with the Ontario Municipal Board, Minutes of Settlement regarding the redevelopment of the Highland Gate Golf Course have been signed by the Town of Aurora, Highland Gate Development Inc. and Highland Gate Ratepayer’s Association.</p> <p>The Ontario Municipal Board issued its Decision on January 23, 2017.</p>	Lawrence Kuk Ext. 4343

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

13

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
26.	<p>Leswell Investments Inc. 1452 Wellington Street</p> <p>Michael Smith Planning Consultants Attn: Michael Smith 905-989-2588</p> <p>Files: ZBA-2015-04 &amp; SP-2015-04</p>	<p>Zoning By-law Amendment and Site Plan Application to permit the development of two (2) commercial buildings on the subject property.</p>	<p>May 13, 2015</p>	<p>Applications received as complete and circulated.</p> <p>Public Planning Meeting held on September 21, 2015.</p> <p>Council approved the Zoning By-law and Site Plan Application on August 9, 2016.</p> <p><b>Site Plan Agreement being prepared.</b></p>	<p>Lawrence Kuk Ext. 4343</p>
27.	<p>2352017 Ontario Inc. Aurora Mills 1588 St. John's Sideroad</p> <p>Humphries Planning Group Inc. Attn: Rosemarie Humphries 905-264-7678 Ext. 244</p> <p>Files: SUB-2015-02 &amp; ZBA-2015-05</p>	<p>Zoning By-law Amendment and Draft Plan of Subdivision Applications to develop a 10 block business park and 10 ha EP on the 19.8 ha lands.</p>	<p>May 29, 2015</p>	<p>Applications received as complete and circulated.</p> <p>Comments provided to the Applicant.</p> <p>Public Planning Meeting held November 16, 2015.</p> <p>Second Submission received and circulated.</p> <p>Applications are scheduled for June 6, 2017 General Committee Meeting for Council Approval.</p> <p><b>Zoning By-law Amendment and Draft Plan of Subdivision Applications approved by General Committee on June 6, 2017.</b></p> <p><b>Adjacent land owner appealed the Draft Plan of Subdivision Application to OMB.</b></p>	<p>Lawrence Kuk Ext. 4343</p>



**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

14

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
28.	Green Storage Inc. 27 Allaura Blvd  Attn: Al Azevedo 905-424-2947  File: SP-2015-07	Site Plan Application to construct a self-storage facility with four buildings with 8,596 m <sup>2</sup> gross floor area.	Jul. 13, 2015	Application received as complete and circulated.  Comments provided to the Applicant.  Second submission circulated for comments.  Site Plan Application Approved by Council on October 25, 2016.  Site Plan Agreement being prepared.	Marty Rokos Ext. 4350
29.	Ashlen Holdings Ltd. 13859, 13875, & 13887 Yonge St.  Brutto Consulting Attn: Matthew King 905-761-5497 Ext. 225  Files: OPA-2015-03, ZBA-2015-08 & SUB-2015-04	Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision Applications to develop 30 single detached dwellings.	Aug. 6, 2015	Application received as complete and circulated.  Comments provided to Applicant.  Public Planning Meeting held on November 30, 2015.  Second Public Planning Meeting held on April 20, 2016.  Official Plan Amendment and Zoning By-law Amendment refused by Council on June 28, 2016.  Owner appealed Official Plan, Zoning By-law Amendment and Plan of Subdivision Applications to OMB.  OMB Pre-hearing held February 27, 2017.	Marty Rokos Ext. 4350

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
30.	<p>Charleville Developments Ltd. 45 Tyler Street</p> <p>Groundswell Urban Planners Inc. Attn: Kerigan Kelly 905-597-8204</p> <p>Files: OPA-2015-02 &amp; ZBA-2015-06</p>	<p>Official Plan Amendment and Zoning By-law Amendment Applications to develop a 68 unit condominium townhouse development.</p>	<p>Aug. 20, 2015</p>	<p>Application received as complete and circulated.</p> <p>Public Planning Meeting held May 25, 2016.</p>	<p>Lawrence Kuk Ext. 4343</p>
31.	<p>Matheson Constructors Ltd. 30 Eric T Smith Way</p> <p>Attn: Michael Card 905-669-7999 Ext. 336</p> <p>File: SP-2015-06</p>	<p>To construct a two storey office building.</p>	<p>July 14, 2015</p>	<p>Application received and circulated for comment.</p> <p>Site Plan Application approved by Council on August 11, 2015.</p> <p>Site Plan Agreement finalized waiting for the fees and securities from the Applicant.</p> <p>Inactive.</p>	<p>Lawrence Kuk Ext. 4343</p>
32.	<p>Grossi, Nunzio 7, 15, 19 Cousins Drive</p> <p>MPlan Inc. Attn: Michael Mannett 905 889-6309</p> <p>File: ZBA-2015-12</p>	<p>Zoning Bylaw Amendment Application to allow four (4) new and one retained lots.</p>	<p>Sept. 8, 2015</p>	<p>Application received as complete and circulated.</p> <p>Comments provided to Applicant.</p> <p>Public Planning Meeting held on December 16, 2015.</p> <p>Second Submission received and circulated for comment.</p> <p>Comments provided to Applicant.</p> <p>Second Public Planning Meeting held on March 22, 2017.</p> <p><b>Application refused by Council on March 22, 2017.</b></p> <p><b>Application appealed to OMB by owner.</b></p>	<p>Marty Rokos Ext. 4350</p>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

16

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
33.	Metropolitan Square Inc. 180, 190 & 220 Wellington Street East  MSH Ltd. Attn: Angela Sciberras 905-868-8230  Files: OPA-2015-05, ZBA-2015-15 & SP-2016-10	Official Plan Amendment and Zoning By-law Amendment to develop two (2) 10 – storey buildings for a total of 296 residential condominium units.  Site Plan submitted.	Nov. 6, 2015   Dec. 23, 2016	Application received as complete and circulated.  Public Meeting held January 27, 2016.  Second Public Planning Meeting held June 29, 2016.  Site Plan Application received and circulated for comment.	Lawrence Kuk Ext. 4343
34.	2450290 Ontario Inc. 32 Don Hillock Drive  A. Fazel Architect Inc. Attn: Alireza Fazel 416-444-5480  File: SP-2016-02	Two (2) storey office building with a total gfa of 4,265 m2	Feb. 5, 2016	Application received and circulated for comment.  Comments provided to Applicant and awaiting second submission.	Lawrence Kuk Ext. 4343
35.	BG Properties (Aurora) Inc. 14222, 14314, 14358 & 14378 Yonge Street  Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext. 115  File: CDM-2016-03	42 Residential single detached dwelling units (Phase 1) Draft Plan of Condominium.	Apr. 25, 2016	Application received and circulated for comment.  Draft Plan of Condominium conditions of Approval and Report was scheduled for Nov. 15, 2016 General Committee.  Condominium Draft Plan Approved.  <b><i>Condominium / Subdivision Agreement being prepared.</i></b>	Lawrence Kuk Ext. 4343

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
36.	<p>Leslie-Wellington Developments Inc. 1289 Wellington Street East</p> <p>Macaulay, Shiomi, Howson Ltd. Attn: Angela Sciberras 416-487-4101 Ext. 309</p> <p>Files: SUB-2016-01, OPA-2016-01 &amp; ZBA-2016-03</p>	<p>Official Plan Amendment, Zoning By-law Amendment Application, and a Draft Plan of Subdivision Application to develop a residential subdivision.</p> <p>The Draft Plan of Subdivision proposes 145 lots for single detached dwellings and an Environmental Protection block.</p>	May 6, 2016	<p>Application received with addendum reports received on May 25, 2016 and circulated for comment.</p> <p>Public Planning Meeting held June 29, 2016.</p> <p>Council Approved the Draft Plan of Subdivision with conditions on December 13, 2016.</p>	Lawrence Kuk Ext. 4343
37.	<p>FGKW Retirement Living Inc. 145 Murray Drive</p> <p>Fieldgate Properties Attn: Todd Cullen 416-221-3335 Ext. 422</p> <p>File: SP-2016-04</p>	Rear addition to allow 78 additional retirement home suites/units on the subject lands.	May 20, 2016	<p>Application received and circulated for comment.</p> <p>Site Plan Approved by Council on October 25, 2016.</p> <p>Final submission received.</p> <p>Site Plan Agreement being prepared.</p>	Glen Letman Ext. 4346 & Justin Leung Ext. 4223
38.	<p>Canadian Tire Corporation 14700 Yonge Street</p> <p>Hunter &amp; Associates Ltd Attn: Diana Mercier 416-444-8095</p> <p>File: ZBA-2016-05</p>	Zoning By-law Amendment Application to allow a wider range of commercial uses.	June 3, 2016	<p>Application received and circulated for comment.</p> <p>Public Planning Meeting held on September 28, 2016.</p> <p>On February 14, 2017 Council deferred the Application.</p>	Marty Rokos Ext. 4350

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
39.	The Gathering Place of Aurora 210 Edward Street  IBI Group Attn: Mike Crough 905-546-1010 Ext. 2017  Files: OPA-2016-02 & ZBA-2016-06	Official Plan Amendment and Zoning By-law Amendment to allow a place of worship.	June 6, 2016	Application received and circulated.  Public Meeting held on December 15, 2016.  Official Plan and Zoning By-law Amendment Applications approved by General Committee on December 15, 2016.  <b>Official Plan Amendment 14 approved by Council and in force.</b>  <b>Zoning By-law Amendment being prepared.</b>	Marty Rokos Ext. 4350
40.	1428420 Ontario Limited. 22 & 26 Centre Street  Urban & Rural Planning Consultants Attn: <b>Stephen Bedford</b> <b>905-688-2610</b>  File: ZBA-2016-08	A Zoning By-law Amendment to permit 12 Row house units.	July 20, 2016	Application received and circulated.  Second Submission received and circulated.  Public Meeting held on February 22, 2017.  Zoning By-law Amendment Application refused by Council at the Public Planning Meeting.  Owner appealed Application to OMB.	Jeff Healey Ext. 4349
41.	Ballymore Building (South Aurora) 14452 Yonge Street  Malone Given Parsons Attn: Joan MacIntyre 905-513-0170  Files: SUB-2016-02, ZBA-2016-09 & CDM-2016-04	Zoning By-law Amendment, Draft Plan of Subdivision and Draft Plan of Condominium for 40 single detached residential units.	Aug. 11, 2016	Application received and circulated.  Public Planning Meeting held October 26, 2016.  Comments provided to Applicant.  <b>Draft Plan of Subdivision and Condominium approved by Council.</b>	Marty Rokos Ext. 4348

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

19

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
42.	1754260 Ontario Limited (Polo Club) 15286 & 15036 Leslie Street  Groundswell Urban Planners Inc. Attn: Kerigan Kelly 905-597-8204 Ext.111  Files: OPA-2016-03 & ZBA-2016-07	Official Plan Amendment and Zoning By-law Amendment for two (2) 6-storey apartment buildings that contain 150 units each for a total of 300 units with two (2) levels of underground parking.	June 16, 2016	Application received and circulated.  Public Planning Meeting held September 28, 2016.	Lawrence Kuk Ext. 4343
43.	Markangel Real Estate Assets Inc. 55 Eric T. Smith Way  Attn: Ilean and Josie Tait 416-648-2887  File: SP-2016-06	Site Plan Application for three (3) 4-storey buildings with 6,246.6 m <sup>2</sup> total gross floor area.	Aug. 16, 2016	Application received and circulated.  Comments provided to Applicant.  Applicant advises Site Plan will be revised and resubmitted.	Marty Rokos Ext. 4350
44.	Shimvest Investments Ltd. Scrivener Drive 65M-4485, Block 161  Linvest Attn: Edward Mak 416-373-7682  File: SP-2016-05	Site Plan Application for 11 townhouse and semi-detached dwellings.	July 19, 2016	Application received and circulated.  Comments provided to Applicant.  <b>Site Plan Application approved at February 21, 2017 General Committee Meeting.</b>  <b>Site Plan Agreement being prepared.</b>	Marty Rokos Ext. 4350

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
45.	Marie Debono 24 Larmont Street  The Planning Partnership Attn: Bruce Hall 416-975-1556 Ext. 234  Files: ZBA-2016-10 & SP-2016-07	Zoning By-law Amendment and Site Plan Applications to allow an office in the existing building, parking on site.	Sept. 28, 2016	Application received and circulated.  Comments provided to Applicant.  Second submission received and circulated.  <b>Site Plan approved at March 21, 2017 General                      Committee Meeting.</b>	Marty Rokos Ext. 4350
46.	458021 Ontario Inc. 21 and 33 Eric T Smith Way  Weston Consulting Attn: Sabrina Sgotto 905-738-8080  File: SP-2016-08	Site Plan Application to allow a 930m2 industrial warehouse.	Nov. 16, 2016	Application received and circulated.	Fausto Filipetto Ext. 4342
47.	Board of Trustees of the Aurora United Church 15186 Yonge Street, 12 & 16 Tyler Street, 55, 57 & 57A Temperance Street  FOTENN Consultants Inc. Attn: Sarah Millar 416-789-4530 Ext.1  Files: OPA-2016-05 & ZBA-2016-13	Official Plan Amendment and Zoning By-law Amendment to allow a 9 storey, 159 unit retirement home (and two (2) storey place of worship)	Dec. 16, 2016	Application received and circulated.  Public Meeting held on March 22, 2017.  <b>Official Plan Amendment 16 approved by                      Council, July 4, 2017.</b>  <b>Official Plan Amendment 16 appealed to OMB                      by area landowner.</b>	Glen Letman Ext. 4346

**PLANNING APPLICATION STATUS LIST – FIGURE 3  
 September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
48.	Infrastructure Ontario 50 Bloomington Road West  IBI Group Attn: Amy Shepherd 416 596 1930 Ext. 61248  File: OPA-2016-06	To amend the Major Institutional Designation in OPA 34 to allow Cluster Residential, Environmental Function Area and Special Policy Area.	Dec. 23, 2016	Application received and circulated.  Public Meeting held April 26, 2017.	Glen Letman Ext. 4346
49.	York Region Christian Seniors Home Inc. 440,460 and 500 William Graham Drive  Malone Given Parsons Attn: Joan MacIntyre 905-513-0170 Ext.115  Files: OPA-2017-04 & ZBA-2016-12	Official Plan Amendment to permit increase in height (to permit 7 storey building/max 28 metres.) Zoning By-law Amendment to amend RA3 zones to allow assisted living units.	Dec. 19, 2016	Application received and circulated. Zoning Public Planning Meeting held January 25, 2017.  Revised Official Plan Amendment and Zoning By-law submissions received and circulated for comment.  OPA & ZBA Public Meeting held on June 28, 2017.  <b><i>General Committee Meeting scheduled for September 19, 2017.</i></b>	Caitlin Graup Ext. 4347
50.	Brookfield Homes (Ontario) Aurora. Ltd. 555 William Graham Drive  Brookfield Homes, Attn: Sarah Mitchell 905 948-4733  File: CDM-2016-05	Draft Plan of Condominium to allow 179 residential apartment units and three (3) commercial units.	Dec. 19, 2016	Application received and circulated.  General Committee meeting held on June 6, 2017.  <b><i>Council approved Draft Plan of Condominium June 13, 2017.</i></b>  <b><i>Condominium Agreement being prepared.</i></b>	Caitlin Graup Ext. 4347



**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
51.	Dorota Smolarkiewicz 15403 Yonge Street  Picture This Designs Attn: Kirk Johnstone 613-475-4894  File: ZBA-2016-14	Zoning By-law Amendment and Site Plan to allow an office use in the existing dwelling.	Dec. 23, 2016	Application received and circulated.  Public Planning Meeting held on February 22, 2017.	Marty Rokos Ext. 4350
52.	15370 Leslie (Skale) Inc. 15370 Leslie Street  Bousfields Inc. Attn: Louis Tinker 416-947-9744  File: ZBA-2017-02 & SP-2017-02	Zoning By-law Amendment and Site Plan to allow 30, three storey townhouse condo units in 4 blocks.	Apr. 5, 2017	Application received and circulated.  Public Planning Meeting held June 28, 2017.	Lawrence Kuk Ext. 4343
53.	RCG Aurora North GP (Rice Group) 800 St. John's Sideroad  Rice Commercial Group Att: Zachary Stokes 905-888-1277 Ext. 225  File: SP-2017-01	Site Plan to permit six multi-tenant commercial buildings.	Mar. 3, 2017	Fourth submission currently under review.  <b>Approved conditionally at the June 6, 2017 General Committee Meeting.</b>	Fausto Filipetto Ext. 4342
54.	MBH Aurora Lodging 180 Goulding Avenue  Master Built Hotels Att: Chris Hunter 403-477-4978  File: SP-2017-04	Site Plan to permit a four storey, 108 room hotel.	Apr. 5, 2017	Second submission currently under review.  <b>Approved conditionally at the June 6, 2017 General Committee Meeting.</b>	Fausto Filipetto Ext. 4342

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
**September 19, 2017**

23

	OWNER/LOCATION/ AGENT & FILE NUMBER	PROPOSAL	DATE REC'D	STATUS	STAFF
55.	TFP Aurora Developments Ltd. 20 & 25 Mavrinac Blvd.  Malone Given Parsons Ltd. Attn: Joan MacIntyre  905-513-0170 Ext. 115  Files: OPA-2017-01, ZBA-2017-03 & SUB-2017-02	297 Residential Infill Development on two (2) blocks (39 Single Detached Lots and 258 Townhouse units)	Apr. 19, 2017	Application received.	Lawrence Kuk Ext. 4343
56.	Dormer Hill Inc. 14029 Yonge Street  Evans Planning Attn: Murray Evans  905-669-6992  Files: OPA-2017-02, ZBA-2017-01, SUB-2017-01 & CDM-2017-01	Proposed 27 detached unit cluster residential, condominium.	Mar. 15, 2017	Application received as complete and circulated for comments.  Public Planning Meeting held May 24, 2017.  Applicant responding to comments.	Marty Rokos Ext. 4350
57.	<b>Bara Group (Aurora) Ltd.</b> <b>15086, 15094 &amp; 15106 Yonge Street</b>  <b>Stantec Consulting</b> <b>Attn: David Charezenko</b> <b>905-944-7795</b>  <b>File: ZBA-2017-04</b>	<b>Two multi-storey stacked townhouse buildings comprised of 27 and 28 units (total 55 stacked townhouse units).</b>	Jun. 20, 2017	<b>Application received and circulated.</b>  <b>Public Planning Meeting scheduled for September 27, 2017.</b>	<b>Caitlin Graup Ext. 4347</b>

**PLANNING APPLICATION STATUS LIST – FIGURE 3**  
September 19, 2017

24

	<b>OWNER/LOCATION/ AGENT &amp; FILE NUMBER</b>	<b>PROPOSAL</b>	<b>DATE REC'D</b>	<b>STATUS</b>	<b>STAFF</b>
58.	<p><b>Joe Stewart</b> 304 Kennedy Street West</p> <p><b>Joe Stewart</b> 905-505-6614</p> <p><b>File: ZBA-2017-05</b></p>	<p><b>Rezone subject lands to R2 (currently 3 different zones on property), future proposal to sever lands into 2 lots.</b></p>	<p><b>Jun. 27, 2017</b></p>	<p><b>Application received and circulated.</b></p> <p><b>Public Planning Meeting scheduled for September 27, 2017.</b></p>	<p><b>Caitlin Graup Ext. 4347</b></p>
59.	<p><b>Roman Catholic Episcopal Corp.</b> 15347 Yonge Street</p> <p><b>Larkin Architect Ltd.</b> Attn: Roberto Chiotti (416)-504-6054</p> <p><b>File: SP-2017-06</b></p>	<p><b>Church expansion and parking lot reconfiguration.</b></p>	<p><b>Aug. 2, 2017</b></p>	<p><b>Application received and circulated.</b></p>	<p><b>Lawrence Kuk Ext. 4343</b></p>
60.	<p><b>Navelli Dwellings Inc. (Carpino)</b> 15278 Yonge Street</p> <p><b>Navelli Dwellings Inc.</b> Attn: Matthew Creador 416-987-5500</p> <p><b>File: CDM-2017-04</b></p>	<p><b>Draft Plan of Condominium to allow 126, two and three bedroom stacked back to back townhouse units in six separate buildings, 4 storeys in height.</b></p>	<p><b>Aug. 4, 2017</b></p>	<p><b>Application received and circulated.</b></p>	<p><b>Lawrence Kuk Ext. 4343</b></p>
61.	<p><b>Biglieri Group</b> 132 Bloomington Rd</p> <p><b>Biglieri Group</b> Attn: Anthony Biglieri (416)-693-0133</p> <p><b>OPA-2017-03 &amp; SUB-2017-03</b></p>	<p><b>Official Plan Amendment and Draft Plan of Subdivision to allow 58 single detached lots.</b></p>	<p><b>Aug. 18 2017</b></p>	<p><b>Application received and circulated for comments.</b></p>	<p><b>Marty Rokos Ext. 4350</b></p>



**Town of Aurora  
Community Recognition Review  
Advisory Committee Meeting Minutes**

<b>Date:</b>	Monday, August 21, 2017
<b>Time and Location:</b>	2 p.m., Leksand Room, Aurora Town Hall
<b>Committee Members:</b>	Councillor Tom Mrakas (Chair), Diane Buchanan, Steve Hinder, Tim Jones, Brian North, and Jo-anne Spitzer
<b>Members Absent:</b>	Councillor Sandra Humfryes
<b>Other Attendees:</b>	Stephanie Mackenzie-Smith, Manager of Corporate Communications, Shelley Ware, Supervisor, Special Events, and Linda Bottos, Council/Committee Secretary

---

The Chair called the meeting to order at 2:10 p.m.

**1. Approval of the Agenda**

**Moved by Steve Hinder  
Seconded by Brian North**

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**

Community Recognition Review Advisory Committee Meeting Minutes  
Monday, August 21, 2017

Page 2 of 4

---

**Community Recognition Review Advisory Committee Meeting Minutes of  
February 22, 2017**

**Moved by Tim Jones**

**Seconded by Diane Buchanan**

That the Community Recognition Review Advisory Committee meeting minutes of February 22, 2017, be received for information.

**Carried**

**4. Delegations**

None

**5. Matters for Consideration**

**1. Round Table Discussion**

**Re: 2017 Awards Event – Debrief**

Staff noted the positive feedback received on the event and provided an update on the comments received regarding award categories, including the Good Business Award, Green Award, and Community Leadership Award. The Committee discussed various options and challenges, and agreed that the current selection of categories should be maintained and that the criteria should focus on community. Staff and Committee discussed further elements of the awards event including the opening ceremonies, presentation and photo op area, food and beverage, and sponsorships.

**Moved by Tim Jones**

**Seconded by Jo-Anne Spitzer**

1. That the Round Table Discussion regarding the 2017 Awards Event – Debrief be received and the comments of the Committee be referred to staff for consideration and action as appropriate.

**Carried**

**2. Round Table Discussion  
Re: 2018 Awards Event – Plans**

Staff and Committee discussed various logistical options for the next awards event including food and beverage, ceremony and reception format, invitations, venue, entertainment, promotion, and minor revisions to the nomination form. It was agreed that the 2018 Community Recognition Awards event will be held on Monday, May 28, 2018, at Town Hall.

**Moved by Brian North  
Seconded by Jo-Anne Spitzer**

1. That the Round Table Discussion regarding the 2018 Awards Event – Plans be received and the comments of the Committee be referred to staff for consideration and action as appropriate.

**Carried**

**6. Informational Items**

**3. Extract from Council Meeting of March 28, 2017  
Re: Community Recognition Review Advisory Committee Meeting  
Minutes of February 22, 2017**

**Moved by Steve Hinder  
Seconded by Tim Jones**

1. That the Extract from Council Meeting of March 28, 2017, regarding the Community Recognition Review Advisory Committee meeting minutes of February 22, 2017, be received for information.

**Carried**

**7. New Business**

The Committee discussed the structure and location of future meetings and agreed that formal meetings are not yet needed.

Community Recognition Review Advisory Committee Meeting Minutes  
Monday, August 21, 2017

---

Page 4 of 4

## **8. Adjournment**

**Moved by Brian North**

**Seconded by Diane Buchanan**

That the meeting be adjourned at 3:10 p.m.

**Carried**

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



**Town of Aurora**

**General Committee Report No. CAO17-006**

---

**Subject:** Engagement of Review of JOC Project and Costs

**Prepared by:** Doug Nadorozny, Chief Administrative Officer

**Department:** Office of the Chief Administrative Officer

**Date:** October 3, 2017

---

## **Recommendation**

- 1. That Report No. CAO17-006 be received; and**
- 2. That Internal Audit Services of the Region of York be engaged to review and report on the JOC Project and Costs using Brook Laker & Associates as outlined in report CAO17-006, for a total fee of \$29,000 excluding HST, to be funded from within expected 2017 operating surplus.**

## **Executive Summary**

To report back to Council regarding their request for an external review of the costs of the JOC project and lessons to be learned from it.

- Internal Audit Services of the Region of York will coordinate the project.
- Quotations were obtained from two third-party audit firms, with quotes for two optional levels of work.
- Funding required is in addition to 2017 Operating Budget availability

## **Background**

At its meeting of April 11, 2017, Council considered Report No. FS17-003 – Joint Operations Centre (JOC) Project: Financial Summary Report, as well as a prior report IES17-001 – Facility Project Status Report – JOC Final Report. Among the recommendations approved, the following additional recommendations were approved by Council on by way of amendments:

That staff be directed to request that York Region conduct an independent auditor's review of the Joint Operations Centre project; and

That staff be directed to compile a comprehensive list of "lessons learned" respecting the Joint Operations Centre and Aurora Family Leisure Complex projects for future reference by staff and Council; and



That staff be directed to report back on the total cost of the Joint Operations Centre project.

## **Analysis**

### **A Terms of Reference for the proposed review was developed**

Staff worked with the Director of Audit Services of the Region of York to develop a terms of reference for the review which will fulfil all three of the above resolutions. Attachment #1 is the Background document issued by the Region of York to solicit independent audit firms to quote on the proposed work.

### **Two quotations were requested of each bidder**

The Background document solicited quotations to be prepared based on two option levels of review as follows:

Option 1: Full audit, including budgeting, procurement, change orders, land acquisition, funding, accounting and reporting, and lessons to be learned.

Option 2: Limited project review, focusing on validation of the reported budget and cost figures, analysis of scope reductions and costs to complete the project and confirmation of final project cost vs budget variance.

Quotations were received from two independent audit firms previously used by the Region of York on similar assignments, with one bidder being the lowest for both options as follows (excluding HST):

Firm	Option 1: full audit cost	Option 2: limited scope
Brook Laker & Associates	\$72,500	\$29,000

To ensure independence and adequate supervision, the contractor will be engaged and supervised by the Internal Audit Services of the Region of York. The Town will be required to pay for the contractor. No additional fees will be incurred for the Region staff time.

### **Funding required exceeds 2017 Operating Budget availability**

The Town carries in its annual budget a provision for internal audit services, a shared initiative of the N6 municipalities. The areas of internal audit for 2017 were previously

assigned and committed. This work requested by Council is in addition to the normal budget provision of internal audit services.

Staff recommend proceeding with the limited scope assignment, and to authorize the Region of York to engage Brook Laker & Associates to conduct this work for the Town.

Funding for this work will be from within the currently anticipated 2017 Operating Budget surplus. Future forecasts will reflect this commitment.

### **Advisory Committee Review**

None

### **Financial Implications**

As noted, the Town has previously committed its internal audit services budget for 2017. This JOC review work is recommended to be funded from within the currently anticipated 2017 operating surplus.

### **Communications Considerations**

The decision to proceed with the review of the JOC project and lessons learned will be communicated through the regular channels used for normal Council activities.

### **Link to Strategic Plan**

Engaging in an independent review of the major capital project will support the Strategic Plan principles of progressive corporate excellence and continuous improvement, as well as furthering the goal of maintaining accountability and transparency.

### **Alternative(s) to the Recommendation**

1. The Town may choose not to proceed with any further review by adopting a “receive only” resolution.
2. Council may choose to change the option level of the review by revising the second recommendation to the following:

That Internal Audit Services of the Region of York be engaged to review and report on the JOC Project and Costs using Brook Laker & Associates as outlined in report

October 3, 2017

Page 4 of 4

Report No. CAO17-006

---

CAO17-006, for a total fee of \$72,500 excluding HST, to be funded from within expected 2017 operating surplus.

## **Conclusions**

In response to Council's request for an independent review of the costs of the JOC project and the lessons which should be learned from it, staff have solicited quotations from two firms for independent review. The review can occur at two levels of detail, which influences the cost of the review. Given the cost, which is unbudgeted, staff recommend proceeding with the limited level review at a cost of \$29,000, to be funded from expected 2017 Operating Budget surplus. The work will be coordinated and supervised by the internal audit services branch of the Region of York.

## **Attachments**

Attachment #1 Background document used by the Region of York to solicit bids for the review assignment.

## **Previous Reports**

FS17-003– Joint Operations Centre (JOC) Project: Financial Summary Report, Council, April 11, 2017

IES17-001 – Facility Project Status Report – JOC Final Report, General Committee, January 26, 2017

## **Pre-submission Review**

Agenda Management Team review on September 13, 2017

## **Approved for Agenda**



---

**Doug Nadorozny**  
Chief Administrative Officer

## **Background**

The Director, Audit Services requires the assistance of your firm in performing a review related to the construction of the Town of Aurora Joint Operations Centre (JOC).

Construction of the JOC was substantially completed in 2016, and a final report was presented to Council by the Director, Infrastructure and Environmental Services (IES) in January 2017 (see Attachment 1). At that time, Council identified a number of concerns with the information provided by IES and directed staff to prepare a more comprehensive report.

In April 2017, the Director, Financial Services presented a second report to Council (see Attachment 2); this report includes an analysis of cost vs. budget, a breakdown of funding sources, estimates for items that remain outstanding, and a list of lessons learned. As a result of continued concerns regarding the manner in which the budgeted and actual costs have been reported, and in light of another significant capital project on the horizon, Council has requested an independent review and analysis. The objectives of this review are to:

1. Provide stakeholders with an accurate accounting of the costs associated with the JOC project and their relationship to the Council-approved budget.
2. Identify opportunities for improvement to ensure that similar issues are avoided going forward.

Council will be presented with two options for the scope of this review:

### **Option 1**

Full Town of Aurora Joint Operations Centre project audit including (but not limited to) activities related to:

- Budgeting
- Preparation of tender
- Award of contract
- Change orders
- Land acquisition
- Funding sources, including sale of other properties
- Accounting
- Reporting

The audit report will include findings and actionable recommendations for process improvements.

Option 2

Limited Town of Aurora Joint Operations Centre project review focusing on information provided by Financial Services in report FS17-003, including (but not limited to):

- Validation of budget and cost figures
- Analysis of scope reductions and subsequent costs to complete project
- Confirmation of final project cost vs. budget variance

The report will include findings and actionable recommendations for process improvements.

**Attachments**

For your reference, the following documents have been attached:

- Attachment 1 – IES 17-001 (*January 2017 report to Council*)
- Attachment 2 – FS17-003 (*April 2017 report to Council, with attachments*)
- Attachment 3 – 2017-01-31 Council Minutes
- Attachment 4 – 2017-04-11 Council Minutes

**Timeframe**

Options with tendered quotes will be presented to Council in September 2017, with work expected to begin in October.



**Town of Aurora  
General Committee Report**

**No. FS17-043**

---

**Subject:** Capital Projects Status & Closures as of July 31, 2017

**Prepared by:** Karen Oreto, Financial Analyst

**Department:** Financial Services

**Date:** October 3, 2017

---

## **Recommendation**

- 1. That Report No. FS17-043 be received; and**
- 2. That the capital project closures and capital funding adjustments outlined in Attachments #1 and #2 be approved.**

## **Executive Summary**

To present Council with the information necessary to monitor the Town's active capital project status as at July 31, 2017 and to seek authorization for staff to close completed projects and make any necessary funding adjustments.

## **Background**

Twice a year, staff bring forward to Council a report that outlines the financial position of the Town's active capital projects. The Capital Projects Status & Closures as of July 31, 2017 report provides an overview of the Town's active capital projects and has been prepared in consultation with the various Town staff who are responsible for managing their department's capital projects. All capital projects have been reviewed and recommendations provided for any budget adjustments and potential closures of projects. Any funding surpluses arising at project completion will be returned to their original funding sources. This report does not include any projects brought forward by the Aurora Library Board.

## **Analysis**

As of July 31, 2017, the Town had a total of 174 active projects. Staff is recommending the closure of 24 of these projects. Twenty-three of the projects recommended for

October 3, 2017

Page 2 of 4

Report No. FS17-043

---

closure are outlined in Attachment #1, which collectively have a surplus of \$2,422,278 to be returned to their original source of funding.

In addition to the closures identified in Attachment #1, staff also recommends funding adjustment to 1 project, which can then be closed as outlined in Attachment #2. The funding adjustment is for \$725 with a note of explanation included in the Attachment.

### **Status of Remaining Open Capital Projects – Attachment #3**

This schedule provides an inventory and progress status update for the 149 active projects which will remain open as of July 31, 2017. These projects represent a total approved budget value of \$91,690,660 with an unspent balance of available as at July 31, 2017 of \$36,131,142.

Projects closed in Attachment #1 and #2 have been removed from Attachment #3.

### **Advisory Committee Review**

None

### **Financial Implications**

This report recommends the closure of 23 capital projects, with a net funding adjustment of \$2,422,278 (as noted in Attachment #1) to be returned to their original funding sources, and \$725 of net funding adjustments as noted in Attachment #2 and closure of this project.

The Town's portfolio of remaining active capital projects contains 149 projects (outlined in Attachment #3), with a total budgeted/funded value of \$91,690,660. To date \$55,559,518 has been spent on these projects, with a remaining approved unspent and funded value of \$36,131,142.

Staff are not authorized to increase the total project budget, or to increase the scope of a capital project without Council's approval.

### **Communications Considerations**

The list of open capital projects will be posted to the Town's Budget and Financial Information web page for openness and accountability.

## **Link to Strategic Plan**

Reporting to Council and the public on the status of approved capital projects and associated funding, and regularly managing and closing these projects demonstrates the Strategic Plan principles of Leadership in Corporate Management, and demonstrates accountability and transparency to the community of the local government.

## **Alternative(s) to the Recommendation**

1. Amend the recommended projects for closure and/or funding adjustments.
2. Direct further alternative options as required.

## **Conclusions**

Staff from all departments, continue to work on completing all outstanding active capital projects for which Council has approved and committed funding, and that the community anticipates their completion. This report is intended to update Council on the status of each active approved project: bring closure to some, funding adjustments to others, and provide a status report on all remaining projects.

## **Attachments**

Attachment #1 – Capital Projects to be Closed with Funds Returned to Source  
Attachment #2 – Capital Projects Funding Adjustments and Closure of 1 Project  
Attachment #3 – Active Capital Project Listing

## **Previous Reports**

FS17-012, Capital Projects Status & Closures as of December 31, 2016, to General Committee April 18, 2017.



October 3, 2017

Page 4 of 4

Report No. FS17-043

---

**Pre-submission Review**

Agenda Management Team review on September 14, 2017

**Departmental Approval**

**Approved for Agenda**



---

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



---

**Doug Nadorozny  
Chief Administrative Officer**

**Town of Aurora**  
**Capital Projects to be Closed with Funds Returned to Source**  
**As of July 31, 2017**

Attachment #1

General Committee Meeting Agenda  
 Tuesday, October 3, 2017

Item R2  
 Page 5 of 15

Report Line Ref	Project	Total Approved Funding	Total Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Original Approval	Close Project Account / Disposition of Balance
<b>CORPORATE SERVICES</b>						
1.01	Mobile and Remote Worker Strategy (14046)	15,000		15,000	2012	Project cancelled. Return \$15,000 to Growth & New Capital Reserve
<b>FINANCIAL SERVICES</b>						
<b>INFRASTRUCTURE &amp; ENVIRONMENTAL SERVICES</b>						
<b>Engineering and Capital Delivery</b>						
1.02	Street Light Improvements - Wellington St. (34707)	366,600	19,251	347,349	2013	Project cancelled. Return \$312,614 to Roads & Related DC and Roads R & R Reserve \$34,735
1.03	Street Light Poles St John's (34710)	119,100	21,042	98,058	2014	Project cancelled. Return \$98,058 to Roads R & R Reserve.
1.04	Street Light Poles - Bayview (34711)	225,000	5,663	219,337	2015	Project cancelled. Return \$219,337 to Roads R & R Reserve.
1.05	Speed Message Board (34522)	8,000	-	8,000	2013	Unable to proceed with software upgrade, close project. Return \$8,000 to Roads & Related DC.
1.06	PlaceSpeak (34528)	30,000	25,439	4,561	2017	Project complete and can be closed. Return \$4,561 to Roads Related DC.
1.07	Bulk Water Meter Installation (43044)	580,000	-	580,000	2014	Project cancelled. Return \$580,000 to Water & Sewer Reserve.
<b>Infrastructure Operations</b>						
<b>Fleet Management</b>						
1.08	Ford F 150 (#14) (34198)	45,000	29,077	15,923	2017	Project complete and can be closed. Return \$15,923 to Fleet R & R Reserve.
1.09	Chev Express (#20) (34230)	60,000	42,354	17,646	2017	Project complete and can be closed. Return \$17,646 to Fleet R & R Reserve.
1.10	Chev Express (#21) (34231)	60,000	42,354	17,646	2017	Project complete and can be closed. Return \$17,646 to Fleet R & R Reserve.
1.11	Replacement of By-Law Vehicle (#403) (24006)	40,000	33,238	6,762	2017	Project complete and can be closed. Return \$6,762 to Fleet R & R Reserve.
<b>Facilities</b>						
1.12	JOC - Solar Panels (72265)	130,000	125,038	4,962	2016	Project complete and can be closed. Return \$4,962 to Green Initiative Reserve Fund
1.13	Firehall 4-3 - Air Conditioning Unit (72279)	10,000	9,941	59	2017	Project complete and can be closed. Return \$59 to Facilities R & R Reserve.
1.14	AFLC - Squash Courts Floor Replacement (72274)	100,000		100,000	2016	Grant funding, not approved. Return Town portion of \$67,000 to Facilities R & R Reserve.
1.15	AFLC - LED Lighting for Arena, Pool and Squash Courts (72225)	150,000		150,000	2016	Grant funding, not approved. Return Town portion of \$100,500 to Facilities R & R Reserve.
1.16	AFLC - Pool Dehumidification Replacement (72211)	237,300	201,568	35,732	2015	Project complete and can be closed. Return \$35,732 to Facilities R & R Reserve.

**Town of Aurora**  
**Capital Projects to be Closed with Funds Returned to Source**  
**As of July 31, 2017**

Attachment #1

**General Committee Meeting Agenda  
 Tuesday, October 3, 2017**

Report Line Ref	Project	Total Approved Funding	Total Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Original Approval	Close Project Account / Disposition of Balance
1.17	AFLC - Pool Tile and Drains* (72209)	350,000		<b>350,000</b>	2017	Grant funding not approved. Return Town portion of \$234,500 to Facilities R & R Reserve.
1.18	AFLC - Re & Re Duct Work* (72210)	75,000		<b>75,000</b>	2017	Grant funding not approved. Return Town portion of \$50,250 to Facilities R & R Reserve.
<b>PARKS, RECREATION &amp; CULTURAL SERVICES</b>						
1.19	Artificial Turf Repair - soccer goal areas (73189)	35,000	-	<b>35,000</b>	2016	Work will not take place. Return \$35,000 to Parks R & R Reserve.
1.20	Playground Replacement - E Hader Park (73206)	100,000		<b>100,000</b>	2015	Project deferred. Return \$100,00 to Parks R & R Reserve.
1.21	Tennis Court Resurface - Fleury Park (73228)	40,000	30,361	<b>9,639</b>	2016	Project complete and can be closed. Return \$9,639 to Parks R & R Reserve. Project came in lower than expected because damage was not as significant as originally anticipated.
1.22	Tennis Court Resurface - Summit Park (73229)	20,000	19,143	<b>857</b>	2016	Project complete and can be closed. Return \$857 to Parks R & R Reserve.
1.23	Tennis Court Resurface - McMahon Park (73230)	75,000	25,753	<b>49,247</b>	2016	Project complete and can be closed. Return \$49,247 to Parks R & R Reserve. Project came in lower than expected because damage was not as significant as originally anticipated.
1.24	Willow Farm Trail Improvements (73277)	181,500		<b>181,500</b>	2017	Grant funding not approved. Return Town portion of \$121,000 to Parks R & R Reserve.
<b>PLANNING &amp; BUILDING SERVICES</b>						
<b>TOTAL</b>		<b>\$ 3,052,500</b>	<b>\$ 630,222</b>	<b>\$ 2,422,278</b>		

**Town of Aurora  
Capital Projects Funding Adjustments  
and Closure of 1 Project  
As of July 31, 2017**

Attachment #2

**General Committee Meeting Agenda  
Tuesday, October 3, 2017**

Report Item Ref	Project (Project Ref. #)	Total Approved Funding	Total Expenditures as of July 31, 2017	Remaining Available Budget Surplus/ (Deficit)	Proposed Budget Adjustment	Revised Remaining Available Budget	Explanation
<b>INFRASTRUCTURE &amp; ENVIRONMENTAL SERVICES</b>							
2.01*	Woodchipper (#300) (34229)	60,000	60,725	(725)	(725)	\$0	Project complete. Fund deficit of \$725 from Fleet R & R Reserve.

<b>Total</b>	<b>\$ (725)</b>
--------------	-----------------

\*1 Projects that are complete and can be closed (high-lighted above) (725)

Projects that require funding adjustments but will remain open -  
(725)

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
<b>CAO</b>							
3.01	Organization Structural Review (12026)	100,000	31,135	68,865	2015	2018	Project ongoing.
3.02	Cultural Precinct Plan (73261)	80,000	64,935	15,065	2015	2017	Project ongoing. Currently initiating detailed design.
<b>CORPORATE SERVICES</b>							
<b>Access Aurora</b>							
3.03	Accessibility Committee (12002)	475,000	73,236	401,764	2016	2018	Project is ongoing. 2017 planned expenditures are on track to be completed by Q4.
3.04	Customer Care Implementation Plan (12016)	453,100	255,735	197,365	2010/2012	2018	In progress. Conditional on shared projects.
3.05	Customer Relationship Management (CRM) (12025)	186,000	92,261	93,739	2013	2019	In progress. Phase II almost complete. Starting Phase III.
<b>By Law Services</b>							
3.06	Bylaw Permit Parking Program (24012)	25,000	-	25,000	2016	2018	In progress. Currently exploring cloud based options. Expected completion by Q4 2017.
3.07	Radios for By-Law Officers (24015)	25,000		25,000	2017	2018	In progress. Expected completion by Q4 2017.
<b>Human Resources</b>							
<b>Information Technology</b>							
3.08	Computer & Related Infrastructure Evergreening (14047)	151,900	37,280	114,620	2017	Q4 2017	Project ongoing, equipment being sourced by procurement. Completion expected Q4 2017.
3.09	Fibre Optic Infrastructure (14053)	160,000	155,785	4,215	2011/2012	Q4 2017	Other project priorities halted this project. Remaining funds will be used by the end of Q4 2017.
3.10	Eclipse Project Portfolio Management (14058)	25,000		25,000	2012	Q2 2018	Decision to centralize project management preceding the acquisition of software. Project on hold. Funds anticipated to be utilized by Qtr 2 2018.
3.11	TH - Council Chambers A/V System (72238)	657,922	583,822	74,100	2015	Q3 2017	System fine tuned and changes made. Final project payments estimated to be completed at the end of Q3.
3.12	IT Strategic Plan (14063)	80,000		80,000	2014	Q1 2018	Other project priorities halted this project. Going out to market for consultant in Q3 2017.
3.13	Business Continuity/IT Disaster Recovery (14062)	25,000	13,203	11,797	2015	Q4 2017	Business Continuity/IT Disaster Recovery infrastructure work underway. Expected completion Q4 2017.

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
3.14	Mobility Solutions (14065)	45,000	30,134	14,866	2015	Q4 2017	Technology acquisitions partially complete for Meeting Management project. Remaining funds to source additional components as needed once voting has launched.
3.15	Joint Ops LAN Room & DR site (14037)	75,000	63,110	11,890	2017	Q4 2017	Project nearing completion. Waiting for final invoicing.
3.16	Wireless Upgrades and Enhancements (14068)	18,000	19,489	(1,489)	2017		Work complete for 2017, additional funding requested in 2018.
<b>Legal Services</b>							
<b>Legislative Services</b>							
3.17	Meeting Management Software (13008)	105,000	42,234	62,766	2013	2,018	Two phase project. Phase 1 is currently in progress and phase 2 will commence immediately after.
3.18	Records and Information Management (14035)	700,000	610,731	89,269	2009/2012	Q3 2017	Phase 4 - software installed and testing is currently underway.
<b>Strategic Initiatives</b>							
3.19	Emergency Response Plan Update & Continuation of Operations Plan (13011)	35,000		35,000	2017	2018	Project has been delayed pending potential N6 partnership initiative.
<b>FINANCIAL SERVICES</b>							
3.20	Financial System Upgrade (14012)	100,000	90,701	9,299	2016	2017	Additional Work on G/L realignment for facilities division, other optimization and upgrade work.
3.21	Financial System Optimization (14060)	110,000	96,912	13,088	2013	2018	Additional work to be completed with respect to FIR.
<b>INFRASTRUCTURE &amp; ENVIRONMENTAL SERVICES</b>							
<b>Engineering and Capital Delivery</b>							
3.22	Bloomington, Yonge to Bayview Sidewalk/Bike Illumination (31056)	883,569	608,876	274,693	2010/2011	Q4 2017	Waiting for final invoice from York Region.
3.23	Design - Elderberry Trail, Springmaple Chase, Houdini Way (31079)	2,008,900	1,030,516	978,384	2013	Q3 2018	Line painting. 1 year maintenance for painting.
3.24	Reconstruction - Centre St. (Yonge to Walton Dr.) (31103)	884,900	540,542	344,358	2012	Q3 2017	Project complete. 1 yr maintenance ending Q4 2017
3.25	Recon - Bluegrass, Steeplechase, Woodsend & Skyview (31096)	1,937,700	1,011,957	925,744	2014	Q3 2018	Line painting. 1 year maintenance for painting.
3.26	S/W, Multi-Use Trail & Illumination - Leslie St from Wellington St to Don Hillock (34610)	192,810	9,974	182,836	2014	2018	Design complete, construction scheduled for 2018. Part of a Regional project.
3.27	S/W, Multi-Use Trail & Illumination - St John's Sdrd - Bayview Ave to Leslie St. (34635)	1,444,000	32,616	1,411,384	2014	2017	Design complete, construction scheduled for 2017. Part of a Regional project.
3.28	Recon - Haida Dr & Trillium Dr (31105)	960,700	522,451	438,249	2015	Q3 2018	Top course installed Q3 2017 - 1 yr maint.
3.29	Recon - Brookland - Yonge to Banbury (31107)	1,864,600	63,237	1,801,363	2015	2017	Construction to take place in 2017.
3.30	Recon - Algonquin Cres & Haida Dr (31108)	1,771,600	724,289	1,047,311	2015	Q4 2018	Top course in 2018.
3.31	Recon - Catherine Ave (31111)	974,300	774,218	200,082	2015	Q2 2018	Top course installed Q2 2017- 1 yr maint..

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
3.32	Recon - Industrial Pkwy S - Wellington to Industy St (31112)	2,672,031	2,422,425	249,606	2014	Q3 2018	Top course in Q3 2017 - 1yr maint.
3.33	Recon - Kennedy St W & Temperance St (31109)	113,959	35,931	78,028	2016	2018	Construction to take place in 2018.
3.34	Recon - Murray Dr (section) and Pinehurst Crt (31113)	120,000		120,000	2016	Q3 2018	Construction to take place in 2018.
3.35	S/W Repair - Henderson/Tamarac/Poplar (34611)	435,000		435,000	2016	2019	Design postponed to Q4 2017, construction to be done in 2019.
3.36	S/W - Industrial Pkwy N - E Side, AFLC - St John's, W Side, Montesorri School to St John's (34627)	515,600	315,841	199,759	2016	Q3 2017	Under maintenance until Sept 30/17.
3.37	S/W - Mary St - Industrial Pkwy S - Wellington St W (34629)	661,000	42,436	618,564	2016	2017	Design in progress. Region approval needed
3.38	S/W Repair - St John's Sdrd - Gateway to Industrial Pkwy N (34613)	25,000		25,000	2017	Q3 2018	Design and construction in 2018.
3.39	Yonge/Wellington Intersection Improvement (34527)	75,000		75,000	2017		Region retained consultant for this study
3.40	S/W, Multi-use Trail and Illumination - Leslie St - Wellington to State Farm (34620)	361,580		361,580	2017	Q4 2018	Leslie Phase 2 started in July
<b>Water, Wastewater and Sewer System</b>							
3.41	Sanitary Sewer on Leslie St to Service 2C Lands (41006)	1,543,300	35,149	1,508,151	2014	2017	To be constructed by 2C developer, Town will pay.
3.42	Wastewater Hydraulic Model (41004)	100,000	5,903	94,097	2015	Q3 2018	Work in progress.
3.43	Decommission Sewer - Wells St PS (41007)	300,000	156,646	143,354	2015	Q2 2018	Construction complete Q2 2017- 1 yr maint.
3.44	3 Phase Electrical Power (41009)	120,000	-	120,000	2015	Q4 2018	RFP to be issued in 2017.
3.45	Maintenance of Culverts - Yonge/Batson (42054)	100,000	53,777	46,223	2015	Q3 2018	Design in progress. Construction in 2018.
3.46	Town Wide Stream Erosion Master Plan (42057)	117,790	4,536	113,254	2015	Q2 2018	Design work ongoing.
3.47	Water Meter Replacement Program (43038)	1,583,896	994,553	589,343	2012	ongoing	Ongoing project. Additional funds requested in 2018.
3.48	Backflow Prevention Program (43039)	50,000	-	50,000	2012	2019	Work in progress. Rating businesses.
3.49	St John's Sdrd - Leslie to 2C (43048)	1,661,000	35,325	1,625,675	2015	2017	To be constructed by 2C developer, Town will pay. Construction scheduled for 2017.
3.50	Reconnection - Bathurst/Orchard Hts (43053)	70,000	-	70,000	2015		Work to be completed by York Region.
3.51	Water Hydraulic Model (43040)	100,000	21,747	78,253	2015	Q2 2018	Work in progress.
3.52	Decommission Well House Behind Ransom Crt (43047)	40,000	-	40,000	2016	Q4 2017	Completion of project with existing resources is being explored.
3.53	SCADA Monitoring System (41010)	200,000	16,556	183,444	2016	2018	Phase 1 assessment complete Phase 2 Design - 2017 Phase 3 Implementation - 2018
3.54	Storm Sewer Reserve Fund and Rates Study (42059)	50,000	35,484	14,516	2016	Q2 2018	Work in progress.
3.55	Street Light Conversion to L.E.D. (34709)	3,354,200	2,282,301	1,071,899	2014	2017	Project nearing completion, waiting on final supply of coach lights
3.56	Street Lights (31151)	50,000	1,720	48,280	2016	Q4 2017	Ongoing.
3.57	Maximo Upgrade to 7.6 (31153)	75,000		75,000	2017	Q2 2018	To start in Q4 2017.

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
3.58	Sanitary Sewer CCTV Inspection (41011)	150,000	43,007	106,993	2017	ongoing	Multi year project.
3.59	Structural Watermain Relining Program (43054)	779,395	65,826	713,569	2017	Q4 2017	Work under way.
3.60	Bulk Water Station (43058)	60,000		60,000	2017	2017	Site prepped. Waiting for station to be installed.
3.61	Flood Study for Tannery Creek (42062)	75,000		75,000	2017	Q4 2018	RFP to be issued Q4 2017.
3.62	Catch Basin Cleaning (42063)	95,000		95,000	2017	2017	Project tendered.
3.63	Storm Sewer Outlet Cleanup (42064)	50,000		50,000	2017	Q4 2018	RFP to be issued Q4 2017.
3.64	Oversized Storm Pipe Assessment and Clean Up (42065)	500,000		500,000	2017	Q4 2017	Project awarded work to start Q3 2017.
3.65	Damaged Storm Pipe off Henderson Dr (42066)	150,000		150,000	2017	Q4 2018	Project to be done with York Region.
3.66	Temperance St Parking Lot Retaining Wall and Stairs (31173)	60,000		60,000	2017	Q4 2017	Design complete / construction Q3-Q4 2017.
3.67	IES Closed Projects Contingency (31115)	50,000	-	50,000			
<b>Infrastructure Operations</b>							
<b>Fleet Management</b>							
3.68	Ford F 150 (#2) (34197)	45,000		45,000	2017	2017	Waiting for final invoice.
3.69	JD Zero Turn Mower (#257) (71105)	112,100	36,615	75,485	2017	2017	Waiting for final invoice.
3.70	Forklift (34408)	31,088		31,088	2017	2017	Waiting for final invoice.
3.71	Sign Truck (34411)	160,000		160,000	2017	2018	Tender awarded, waiting for delivery.
3.72	Back up Cameras for Existing Vehicles (34407)	50,000		50,000	2017		Project approved, pending a report back to Council.
<b>Facilities</b>							
3.73	215 Industrial Pkwy. Exterior Works (72146)	145,000	6,666	138,334	2012	2017	Waiting for condition report. Possibility of doing work in 2017.
3.74	ACC Lot Repave (72133)	1,839,499	1,779,800	59,699	2014	2017	Project complete. Finishing up deficiencies.
3.75	Work Station Refresh, Carpet, etc (72201)	270,000	67,168	202,832	2015	2020	Project ongoing.
3.76	Cameras - HDIP (72204)	50,000	-	50,000	2015	2018	Additional funding requested in 2018 to complete all buildings.
3.77	22 Church St/Library - Exterior Repairs (72219)	120,000	75,489	44,511	2015	2017	Outside work completed. Facility brick repairs pending.
3.78	AFLC - Arena Dehumidifiers (72226)	135,000	8,573	126,427	2015	2018	Work to be completed in 2018. Retaining mechanical engineer consultant for review and specifications.
3.79	89 Mosley - Condition Assessment Report (72241)*	425,000	8,904	416,096	2015		Assessment complete. Work to be tendered.
3.80	Building Condition Report (72202)	174,830	101,698	73,132	2015		Work in progress. Received draft report from consultant.
3.81	Library - LED Light Study (72237)	15,000	-	15,000	2015	Q4 2017	Site inspection to be done to determine next steps.
3.82	Community Radio Station and Sound Studio (74010)	10,000		10,000	2015		Waiting for further direction.



**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Page 12 of 15  
Item R2

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
3.83	ACC - Improvement of Aurora Community Centre (72175)*	425,000	136,013	288,987	2016	2018	Work in progress. Project must be completed by March 2018.
3.84	SARC - Improvement to Stronach Aurora Recreation Complex (72221)*	425,000	95,849	329,151	2016	2018	Work in progress. Project must be completed by March 2018.
3.85	AFLC - Whirlpool and Pool Heaters (72247)	50,000		50,000	2016		Waiting for engineers report.
3.86	Library - Brick Works (72248)	30,000		30,000	2016	2017	Work complete. Waiting for final invoice.
3.87	AFLC - Roof Top Unit (72250)	35,000	4,223	30,777	2016	2017	Waiting for consultation with mechanical consultant.
3.88	ACC - Replace Rooftop HVAC (72132)	250,000		250,000	2017		Waiting for engineers report.
3.89	AFLC - Signs (72139)	50,000		50,000	2017		Work in progress.
3.90	ACC - Auditorium (72155)	70,000		70,000	2017		Design phase.
3.91	3 Stream - Recycling Containers (72182)	40,000		40,000	2017	Q4 2017	Should be finished by the end of the year.
3.92	JOC - Fuel Management System (72195)	100,000	85,198	14,802	2017	2017	Infrastructure installed, vehicle installation ongoing.
3.93	Library - Accessible Door Installation - Yonge St (72258)	20,000		20,000	2017		Work in progress.
3.94	SARC - Cooling Evaporator Tower (72263)	75,000		75,000	2017		Project to be tendered.
3.95	22 Church St - Exterior Painting (72267)	25,000		25,000	2017	2017	Work complete. Waiting for final invoice.
3.96	AED Replacement - Various Locations (72269)	35,000		35,000	2017	2017	Items purchased. Waiting for final invoice.
3.97	SARC - Retrofit Shower Fixtures (72270)	35,000		35,000	2017	2017	Work in progress.
3.98	SARC - Replace Inverter Systems for Fire Panel (72271)	15,000		15,000	2017	2017	Awarded. Work to be completed year end.
3.99	Library - Improvements - Canada 150 Intake II* (72275)	300,000		300,000	2017	2018	In progress. Project must be complete by March 2018.
4.00	SARC - Improvements Canada 150 Intake II* (72276)	375,000		375,000	2017	2018	In progress. Project must be complete by March 2018.
4.01	ACC - Improvements - Canada 150 Intake II* (72277)	400,000		400,000	2017	2018	In progress. Project must be complete by March 2018.
4.02	ACC - Rubber Flooring Repairs (72280)	12,000		12,000	2017	2018	Work in progress.
4.03	Mobile Two Way Handheld Radios (72273)	40,000		40,000	2017		Project being coordinated between By-law and IES.
4.04	Victoria Hall - Accessibility Ramp Installation (72259)	20,000		20,000	2017		Project approved, pending a report back to Council.
4.05	SARC - Refresh Program Room (72272)	20,000		20,000	2017		Project approved, pending a report back to Council.
<b>PARKS, RECREATION &amp; CULTURAL SERVICES</b>							
<b>Culture</b>							
<b>Parks</b>							
4.06	Parks/Trails Signage Strategy Study & Implementation (73134)	599,350	266,356	332,994	2011/2012	2018	Last trail signage phase going to procurement late Q3 2017
4.07	Arboretum Development (73085)	740,000	566,543	173,457	2008-2013	ongoing	Multi year project.

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
4.08	Former Kwik Kopy Trail Connection (73107)	185,000	110,163	<b>74,837</b>	2009		Waiting on approval from LSRCA.
4.09	Parks Pathway System (73117)	285,000	278,439	<b>6,561</b>	2011/2012	2017	Work will be complete by year end.
4.10	Street Tree Planting Contract (73119)	739,892	177,816	<b>562,076</b>	2010	2018	Planting continues into the fall this year.
4.11	Rotary Park Upgrade (73159)	15,893	12,440	<b>3,453</b>	2012	2018	Project to remain open pending further conversation with Rotary Club and TATC.
4.12	Emerald Ash Borer Management Program (73160)	1,094,850	733,457	<b>361,393</b>	2013	ongoing	Multi year project.
4.13	Site Servicing - Stewart Burnett (73161)	2,040,500	248,786	<b>1,791,714</b>	2012		
4.14	Pedestrian Underpasses (73177)	1,036,218	163,958	<b>872,260</b>	2012	2019	Construction scheduled for 2018
4.15	2C West Ecological Integrity Monitoring (73260)	212,400	71,074	<b>141,326</b>	2014	2023	Project commitment for a 10 year period. Year 4 of 10.
4.16	Natural Ice Rink Cells (73233)	54,000		<b>54,000</b>	2014		
4.17	Queens Jubilee Park Access (73252)	567,000	254,658	<b>312,342</b>	2014	2017	Project will be complete end of year.
4.18	Playground Surface Restoration (73154)	30,900	3,602	<b>27,298</b>	2015	ongoing	Project ongoing.
4.19	Bridge Assessment (73193)	65,000	509	<b>64,491</b>	2015	2018	LSRCA out for RFQ for design. Staff will need to report back to council pending cost estimates and additional funding if required.
4.20	Wildlife Park - North Dam Rehabilitation (73268)	700,000	168,177	<b>531,823</b>	2015	2018	MNR approvals pending, works to be completed in 2018.
4.21	Trail Construction as per Trail Master Plan (73147)	150,000		<b>150,000</b>	2015	2018	Waiting on developers to complete access routes.
4.22	Wildlife Park - Phase 1/2/3 (73169)	1,200,000		<b>1,200,000</b>	2015		Project is currently in design and approval stages involving MNR and LSRCA final approvals date unknown at this time.
4.23	Improvements to Fleury Park Washroom Facility (73242)*	150,000	6,662	<b>143,338</b>	2016		Staff are awaiting comments from LSRCA on alternative washroom designs based on prefabricated building. Project may be deferred pending LSRCA comments. Staff to report back to Council on this project.
4.24	Mavrinac Park (73285)	1,723,076	224,115	<b>1,498,961</b>	2016	2017	Project to be completed early October 2017
4.25	Playground Replacement - Lundy Park (73209)	75,000		<b>75,000</b>	2017	2017	Project to be completed early October 2017, can be closed end of 2017
4.26	Tennis Court Resurface - N Weller Park (73227)	20,000		<b>20,000</b>	2017	2017	Project complete. Waiting for final invoicing.

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

General Committee Meeting Agenda  
Tuesday, October 3, 2017

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
4.27	Convert Pathway Lighting to LED (73289)	30,000		30,000	2017	2017	LED lights being installed - close end of 2017
4.28	Traffic Circle Improvements in 2B (73291)	25,000		25,000	2017	2018	Work will be completed by end of Q3 this year. Additional funding requested for next year to do more work.
4.29	Bandshell/Washroom Roof & Paint (73190)	30,000	11,336	18,664	2017	2017	Roofing completed - painting in Sept - close end of 2017.
4.30	Replace Artificial Turf - Sheppard's Bush (73223)	1,386,800		1,386,800	2017	2018	Tender with purchasing - tender issued end of Sept.
4.31	Grade Separated Crossing Wellington E of John West Way (73243)	60,000		60,000	2017	2017	RFP awarded and with consultant
4.32	Light Armoured Vehicle at Aurora Cenotaph (73282)	15,000	8,724	6,276	2016	2017	Work will be completed by year end.
4.33	Stewart Burnett Park Playground and Parking Facility (73286)	400,000	5,835	394,165	2017	2018	Parking lot tender to be issued in early Q4
4.34	Picnic Tables/Garbage Receptacles (73292)	15,000	1,870	13,130	2017	2018	Work being completed in house. Additional funds requested as part of the 2018 budget process.
4.35	Museum Collection Infrastructure (74013)	15,000	2,999	12,001	2017	2018	Additional equipment to be purchased in 2018.
4.36	Canada 150 Celebrations (74012)	94,000	22,811	71,189	2017	2018	Project ongoing to celebrate Canada's 150th birthday.
4.37	Aurora Sports Hall of Fame (74017)	50,500	50,500	-			Project ongoing. Additional funding requested as part of the 2018 budget process.
4.38	Sport Aurora Sustainability (74018)	93,700	14,035	79,665	2017		Project ongoing.
4.39	Canine Commons Leash Free Park Improvement (73301)	72,000		72,000	2017	2017	Mulch/paving components are complete. Fencing to be completed by Q4 2017.
4.40	PRS Closed Projects Contingency (73187)	50,000		50,000			
<b>Recreation</b>							
4.41	Fitness Equipment Replacement (74007)	178,600	121,366	57,234	2012	ongoing	Project ongoing, additional equipment to be purchased in 2017.
<b>PLANNING &amp; BUILDING SERVICES</b>							
<b>Building Division</b>							
4.42	Mobile Devices for BBS (24011)	100,000	21,662	78,338	2016	Q2 2018	Ongoing project.
4.43	Building Division Website Portal (24013)	75,000		75,000	2017		Project delayed
<b>Development Planning Division</b>							
4.44	Update of Zoning Bylaw (81004)	140,000	94,530	45,470	2007-2011	Q4 2017	Project is not finalized. Waiting for appeals to be dealt with before we can begin printing.
4.45	Community Improvement Plan (81015)	666,473	80,895	585,578	2014		Project ongoing.
4.46	Official Plan Review/Conformity to Places to Grow (81001)	300,000	-	300,000	2016	tbd	Project delayed due to Provincial Plan Review and Regional Official Plan Review.
4.47	Library Square Conceptual Plans (81019)	500,000		500,000	2017	Q2 2018	Project ongoing.
<b>Long Range &amp; Strategic Planning</b>							
4.48	15059 Leslie Street (12019)	7,459,536	7,389,118	70,419	2011/2012	2017	Project ongoing. Pending sale of final property.
4.49	Town of Aurora Strategic Plan (12015)	50,000		50,000	2015	Q4 2017	Project ongoing.

Page 14 of 15  
Item R2

**Town of Aurora  
Active Capital Project Listing  
As of July 31, 2017**

Attachment #3

Report Item Ref	Project Description	Total Approved Funding	Expenditures to July 31, 2017	Current Balance Surplus/ (Deficit)	Year of Approval / # of Projects	Expected Date of Completion	Notes on Project Status
	<b>Total</b>	91,690,660	55,559,518	36,131,142			



**Town of Aurora  
General Committee Report**

**No. FS17-044**

---

**Subject:** 2018 Fees and Charges Update

**Prepared by:** Laura Sheardown, Financial Analyst – Cash Flow & Investments

**Department:** Financial Services

**Date:** October 3, 2017

---

## **Recommendation**

1. That Report No. FS17-044 be received; and
2. That the 2018 Fees and Charges for applications, permits, use of Town property, the sale of Town publications and for the prescribed service charges for administrative matters as itemized on the attached schedules be approved:

**Schedule A – General Fees and Charges**

**Schedule B – Planning and Building Services**

**Schedule C – Corporate Services**

**Schedule D – Parks, Recreation and Cultural Services**

**Schedule E – Infrastructure and Environmental Services**

**Schedule F – Financial Services; and**

3. That the necessary by-law be enacted at a future Council meeting.

## **Executive Summary**

All fees and charges listed on the schedules attached to the Fees and Charges Bylaw are for user pay services, where the requesting party is the sole beneficiary from the service. Most of the fees are on a full cost recovery basis, which allows the Town to fully recover the costs of providing a specific service or use of property.

The annual review of the Fees and Charges bylaw allows staff the opportunity to ensure that the Town is recovering the cost of user pay services and make changes if required.

## **Background**

Council last reviewed the Town's Fees and Charges Bylaw in October of 2016. The bylaw is structured to align fees with departmental owners in the form of schedules for

each department in order to facilitate reviews and updates as required. It has been the Town's practice to review the attached schedules annually and to make revisions as required.

## **Analysis**

Most of the changes on the schedules are as a result of a minimum 2.1% increase to reflect the impact of inflation on the cost of each service's delivery as per the direction of Council. These inflationary increases are necessary in order to maintain desired applicable service cost recovery benchmarks. All fees increased for other reasons or rationales will be explained within the individual schedules listed below and are flagged with the "\*" symbol on the right hand side. The final schedules to the Fees and Charges Bylaw will only include the 2018 fees column.

### **Schedule A – General Fees and Charges**

Inflationary indexing only.

### **Schedule B – Planning and Building Services**

Planning and Building Services is adding a fee to allow them to sell a comprehensive listing of zoning by-law exceptions within Aurora and removing the fees for address and street name changes from the Fees and Charges Bylaw as they are now included in the Planning Bylaw.

### **Schedule C – Corporate Services**

Legal Services has added two fees, one being for the registration of subdivisions and the other as a general legal fee for Paralegal.

### **Schedule D – Parks, Recreation and Cultural Services**

Parks, Recreation and Cultural Services are proposing the following changes to its fees:

- **Section 2 (c) Youth Activities** – The range has been adjusted to recognize that some of these programs are offered free of charge.
- **Section 5 (b) & (d) Youth Drop-in and Other Drop-in** – Drop-in activities fees have been expanded to include the sale of 'multi-passes' for 10 visits for a price lower than purchasing them individually.

- **Section 6 P.A. Day Programs** – The range has been adjusted to recognize that some of these programs are offered free of charge and the range of specialty programs offered has been increased.
- **Section 9 (h) Senior Centre Special Event Vendors** – A new fee category and range is being added to recognize the growing trend of Senior Centre Special Events and the costs associated with them.
- **Section 10 (h) Corporate Memberships** – Simplification of the fee structure to provide only one level of corporate membership discount.
- **Section 10 (i) Youth After-School Member Fee** – The fee is being removed from the schedule as the program has been discontinued.
- **Section 10 (j) Fitness Assessment** – Introduction of a new fee to cover the cost of a fitness assessment by Club Aurora staff.
- **Section 10 (k) FIT Club** – Addition of a new fee for an introduction to Club Aurora and personal training for youth.
- **Section 10 (l) Youth Gymnasium Monthly Membership** – A new fee category to allow youth access to the gymnasium through a monthly membership.
- **Section 10 (n) Promotional membership Discount** – A promotional discount to be offered on new membership sales, with Director approval, during key holiday times throughout the year.
- **Section 12 (c) Squash House League** – The fees have been redesigned to match the current program structure.
- **Section 12 (e) & (f) Squash Equipment Rentals & Equipment Sales** – These fee categories are being removed as the program has been discontinued.
- **Section 14 (f) – (j) Aquatic Personal Training** – These fees are being removed as the program has been discontinued.
- **Section 15 Pool Rental Rates** – The pool rental structure has been simplified so that all rentals are now charged by lane.

- **Section 16 (c) Family Skate Pass** – The fee range has been revised to allow for a wider variety of options.
- **Section 18 (n) & (q) 52 and 56 Victoria Street** – These fees are being eliminated from the schedule as the facilities are being decommissioned.
- **Section 18 (z) Public Library Magna & Lebovic Rooms** – These fees are being eliminated from the Town's Fees and Charges Bylaw as control of these rooms, and the associated revenues, are being transferred to the Aurora Public Library effective January 1, 2018.
- **Section 18 (ab) Locker Rental** – This fee is being added to the schedule to allow for the rental of lockers within Town facilities.
- **Section 19 (g) & (h) Tournaments** – This fee structure is being simplified into only one for both adult and youth tournaments.

### **Schedule E – Infrastructure and Environmental Services**

All Service Connection Fees have been adjusted in order to ensure that the Town continues to fully recover its anticipated increased service connection costs. The Town has recently received the results of its tender for the provision of these services. Some of the fees have been divided into more than one category to ensure that the amounts being charged are reflective of the cost to the Town for providing the service.

### **Schedule F – Financial Services**

Inflationary indexing only.

### **Advisory Committee Review**

The Finance Advisory Committee is not mandated to review the proposed fee changes prior to the review by General Committee.

### **Financial Implications**

With regards to the Fees and Charges Bylaw, the revised fees proposed here will be used by the departments to complete their revenue projections for the 2018 Operating Budget.



The proposed 2018 fees and charges have been adjusted in order to reflect changes to departmental costs in providing applicable services to users. All fee increases will alleviate tax pressure on the 2018 tax base, when costs increase as a result of inflation, but non-tax revenues do not increase, the tax revenues must therefore increase by more than inflation to balance the budget. Council should be aware that the fees presented in these schedules include HST where applicable.

## **Communications Considerations**

Finance and Corporate Communications staff will work together to ensure the proposed fee changes are posted in accordance with the Town's Notice Provision Policy.

## **Link to Strategic Plan**

Reviewing and updating the Town's fees and charges annually for user pay services contributes to achieving the Strategic Plan guiding principle of 'Leadership in Corporate Management' and improves transparency and accountability to the community.

## **Alternative(s) to the Recommendation**

1. Council may choose to accept, amend or reject any or all of the recommendations of this report.
2. Leave fees at 2017 levels and absorb incremental costs of providing related services within the Town's tax levy.

## **Conclusions**

Staff recommend endorsement of the proposed changes to the Fees and Charges Bylaw.

As part of the annual update of the Town's fees and charges, staff have ensured that all changes brought forward are a fair representation of the cost of these services and that they are in line with surrounding municipalities for similar services.

## **Attachments**

- Schedule A – General Fees and Charges
- Schedule B – Planning and Building Services
- Schedule C – Corporate Services
- Schedule D – Parks, Recreation and Cultural Services

October 3, 2017

Page 6 of 6

Report No. FS17-044

---

Schedule E – Infrastructure and Environmental Services  
Schedule F – Financial Services

### **Previous Reports**

None.

### **Pre-submission Review**

Agenda Management Team review on September 14, 2017

#### **Departmental Approval**



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

#### **Approved for Agenda**



**Doug Nadorozny  
Chief Administrative Officer**

**By-Law XXXX-17  
Schedule A  
General Fees and Charges  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
<b>GENERAL FEES</b>			
Photocopies (8 1/2 X 11 and 8 1/2 X 14)	per page	\$ 0.80	\$ 0.75
Photocopies (11x 17)	per page	\$ 1.40	\$ 1.35
Fax Transmittal	first page	\$ 7.05	\$ 6.90
	per additional page	\$ 2.40	\$ 2.35
<b>TENDER DOCUMENTS</b>			
Tender documents per set depending on size of document	per tender	\$45.00 to \$375.00	\$45.00 to \$365.00
<b>DISBURSEMENTS</b>			
As required to reimburse costs incurred by the Town of Aurora, including but not limited to Registration Fees, Courier Fees, Corporate and Title Search Fees, external File Retrieval Costs, etc., at the discretion of the Director.	each	Disbursement Cost	Disbursement Cost

**By-Law XXXX-17  
Schedule B  
Planning and Building Services Department  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
<b>Development Planning Division</b>			
<b>Maps</b>			
Official Plan Schedule 'A' Map (18x24 inches) (colour)	per map	\$ 18.00	\$ 17.00
Official Plan Schedules other than 'A' (11x17) (b/w)	per map	\$ 8.00	\$ 7.00
Urban Design Areas Map (11 x 17) (colour)	per map	\$ 16.00	\$ 15.00
Town Street Plan Map (b/w) (22x34 inches)	per map	\$ 8.00	\$ 7.00
Town Street Plan Map (colour) (22x34 inches)	per map	\$ 13.00	\$ 12.00
Town Air Photo Map (34x44 inches)	per map	\$ 39.00	\$ 38.00
Application Status List Map (18x30 inches)	per map	\$ 13.00	\$ 12.00
Oak Ridges Moraine Map Schedule 'J' as per Official Plan 48 (11 x 17) (b/w)	per map	\$ 16.00	\$ 15.00
<b>Official Plans</b>			
Official Plan	per OP	\$ 54.00	\$ 53.00
2C Secondary Plan	per copy	\$ 33.00	\$ 32.00
Secondary Plans	per Secondary Plan	\$ 23.00	\$ 22.00
Aurora Promenade Study	per copy	\$ 54.00	\$ 53.00
Secondary Plans Consolidation	per copy	\$ 43.00	\$ 42.00
Official Plan Amendment (Various)	per copy	\$ 11.00	\$ 10.00
Urban Design Guidelines (Various)	per copy	\$ 31.00	\$ 30.00
<b>Zoning</b>			
Zoning By-law 2213-78 (2014 Consolidation)	per By-law	\$ 85.00	\$ 83.00
Comprehensive Zoning By-law	per copy	\$ 30.00	\$ 30.00
Comprehensive Zoning Exceptions	per copy	\$ 85.00	n/a
<b>Heritage</b>			
Northeast Old Aurora Heritage Conservation District Plan	per copy	\$ 29.00	\$ 27.75
<b>Other</b>			
GIS Analysis	per hour	\$ 77.00	\$ 75.00
Application Status Listing	per copy	\$ 18.00	\$ 17.00
Vacant Employment Land Inventory	per copy	\$ 18.00	\$ 17.00
Address Change	each	n/a	\$ 1,000.00
Street Name Change	each	n/a	\$ 1,500.00
Circulation Fees, including Labels	per circulation	\$ 78.00	\$ 76.00
<b>Building Division</b>			
<b>Permitted Use Letter</b>			
To respond in writing to enquires related to uses of specific properties with respect to permitted uses as set in the Town of Aurora Zoning By-law 2213-78, as amended	each	\$ 41.00	\$ 40.00
<b>Administrative Costs</b>			
Additional costs associated with the administration fee internal processing model homes applications with respect to outside agencies, and engineering review, and corporate policies and procedures	per unit	\$ 434.00	\$ 425.00

**By-Law XXXX-17  
Schedule B  
Planning and Building Services Department  
Effective January 1, 2018**

<b>Description of Service for Fee or Service Charge</b>	<b>Unit of Measure (i.e. per hour, page, document, etc.)</b>	<b>2018 (Including H.S.T. where applicable)</b>	<b>2017 (Including H.S.T. where applicable)</b>
<b>Construction Activity Report</b>			
Reports generated upon request providing permit numbers, location, description and construction value	each	\$ 82.00	\$ 80.00
<b>Zoning Review - Residential (single, semi or street townhomes)</b>			
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$ 82.00	\$ 80.00
<b>Zoning Review - All Other Building Types</b>			
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$ 164.00	\$ 160.00
<b>Sign Review</b>			
Sign By-law review of applications other than a sign permit application including Sign By-law review of Planning Applications.	each	\$ 164.00	\$ 160.00
<b>Permit fees related to By-law Number 4753-05.P</b>			
Pool Enclosure Permits	each	\$ 307.00	\$ 300.00
Hot Tub Permits	each	\$ 164.00	\$ 160.00

**By-Law XXXX-17  
Schedule C  
Corporate Services Department  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
<b>LEGAL SERVICES</b>			
<b>DOCUMENT PREPARATION/REVIEW (General) - includes but is not limited to easements, permissions to enter, development charges deferral, purchase and sale agreements</b>			
Basic (Standard template - no changes required)	per document	\$ 680.00	\$ 665.00
Complex (requires changes to standard template)	per document	\$ 1,800.00	\$ 1,740.00
<b>DOCUMENT PREPARATION/REVIEW (Specific)</b>			
Condominium Agreement	per document	\$ 6,250.00	\$ 6,130.00
Subdivision Agreement	per document	\$ 8,350.00	\$ 8,170.00
Subdivision Registration Process	per plan	\$ 2,000.00	N/A *
Site Plan/Development Agreement	per document	\$ 1,650.00	\$ 1,635.00
Encroachment/Licence Agreement	per document	\$ 680.00	\$ 665.00
Amending Agreement	per document	\$ 680.00 (minimum)	\$ 665.00 (minimum)
<b>SERVICES RELATED TO EXISTING DEVELOPMENT AGREEMENTS (excluding documents or agreements that fall under Document Preparation/Review (General))</b>			
Information regarding the status of existing agreements and/or registered documents, including agreements and by-laws	per document	\$ 125.00	\$ 118.00
Highway Dedication/Subdivision Assumption By-law Legal Administration Fee	per by-law	\$ 785.00	\$ 770.00
<b>GENERAL LEGAL FEES</b>			
Law Clerk	per hour	\$ 110.00	\$ 100.00
Paralegal	per hour	\$ 150.00	N/A *
Solicitor	per hour	\$ 250.00	\$ 245.00
Town Insurance Claim Legal Administration Fee	per claim	10% of the value of the claim made by the Town plus disbursements	10% of the value of the claim made by the Town plus disbursements
REGISTRATION FEE (i.e. processing of any type of document that requires registration)	per document	\$ 210.00	\$ 205.00
CERTIFIED PHOTOCOPIES	per page	\$ 11.00	\$ 10.75
<b>Note:</b> All Legal Services fees and/or service charges may be adjusted based on the complexity and nature of the agreement, document, or service as determined by the Town Solicitor to be fair and reasonable.			
<b>LEGISLATIVE SERVICES</b>			
<b>FREEDOM OF INFORMATION (F.O.I.) REQUESTS</b> (Fees related to search and records preparation are prescribed by legislation)			
Application Fee	per application	\$ 5.00	\$ 5.00
Manual Search Time and Preparation Time	per 15 minutes	\$ 7.50	\$ 7.50
Photocopies	per page	\$ 0.20	\$ 0.20
Computer Programing (develop program to retrieve information)	per 30 minutes	\$ 30.00	\$ 30.00
Disks	per disk	\$ 10.00	\$ 10.00

**By-Law XXXX-17  
Schedule C  
Corporate Services Department  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
<b>MAIL OUT COST (Annual Subscription)</b>			
AudioCD/DVD/ Tape - Council/General Committee/Public Planning/Advisory Committees/Boards meeting	per CD/DVD/tape	\$ 32.00	\$ 31.25
<b>CIVIL MARRIAGE SERVICES</b>			
Civil Marriage Solemnization Fee	per service	\$ 490.50	\$ 480.25
Marriage Licences	per licence	\$ 138.00	\$ 135.00
Witness Fee ( <i>if Town staff are required to be witnesses</i> )	per witness	\$ 61.30	\$ 60.00
Rehearsal Fee for offsite Civil Marriage ceremony	per service	\$ 92.00	\$ 90.00
Administrative Fee to be charged for change of wedding date within 7 days of scheduled ceremony	per change	\$ 30.75	\$ 30.00
Administrative Fee to be charged for cancellation of Civil Marriage ceremony before consultation meeting	each	\$ 61.30	\$ 60.00
Administrative Fee to be charged for cancellation of Civil Marriage ceremony after consultation meeting	each	\$ 177.75	\$ 174.00
<b>ADMINISTER OATHS/TAKE AFFIDAVITS</b>			
This fee is to commission documents for work that is not in connection with business of the Town (i.e. third party)			
Commission Service	per commission	\$ 20.50	\$ 20.00
<b>VITAL STATISTICS INFORMATION</b>			
Burial Permits (HST Exempt)	per permit	\$ 35.75	\$ 35.00
<b>LOTTERY LICENSING</b>			
Bingo Events (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board
Raffles (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board
BREAK OPEN TICKETS (NEVADA) (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board

**By-Law XXXX-17  
Schedule C  
Corporate Services Department  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
Media Bingo (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board
Letters of Approval (HST Exempt) Town approval of Lottery Schemes Licenced by the Province of Ontario	per application	\$ 36.50	\$ 35.75
<b>LIQUOR LICENSE CLEARANCE LETTER</b>	each	\$ 178.75	\$ 175.00
<b>NO OBJECTION LETTER</b>	each	\$ 81.75	\$ 80.00
<b>ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA) TRAINING</b>			
Provision of AODA Training	per person	\$ 52.75	\$ 51.60
<b>By-Law Inspection and Attendance Fees</b>			
Attendance Supervisory Fee	hourly	\$ 52.50	\$ 51.25
Non Compliance Re-Inspection Fee	per visit	\$ 107.25	\$ 105.00
Pool Enclosure Re-Inspection Fee	per visit	\$ 52.50	\$ 51.25
<b>Parking Permit Fees</b>			
Parking permits	per permit	\$10.25 - \$307.50	\$10.00 - \$300.00
<b>Property Information Request</b>			
Review of departmental files and documents related to specific property requests relating to zoning, permits, occupancy and general property status	each	\$ 143.00	\$ 140.00



**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
<b>1. ADMINISTRATION</b>			
a) Membership Refunds (Except Medical Reasons)	per refund	\$ 38.10	\$ 37.30
b) Membership On Hold (Except Medical Reasons)	per hold	\$ 38.10	\$ 37.30
c) Program Refund (Except Medical Reasons)	per refund	\$ 21.20	\$ 20.70
e) Landscaping Administration Fees	each	8.168% - less than \$100K 7.148% - \$100K to \$250K 6.126% - \$250K to \$500K 5.105% - more than \$500k	8.168% - less than \$100K 7.148% - \$100K to \$250K 6.126% - \$250K to \$500K 5.105% - more than \$500k
f) Landscape Maintenance Fees	each	25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)	25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)
g) Vendor Permit Fee	per event/ per day	\$53.20 - \$528.00	\$52.10 - \$517.00
h) Park Clean Up Fee - Refundable Deposit	each	\$ 100.00 - \$1,000.00	\$ 100.00 - \$1,000.00
i) Program/Event Promotional Material	each	\$ 0.50 - \$11.00	\$ 0.50 - \$10.72
j) Swim Diapers & Swim Goggles	each	\$11.00 - \$21.60	\$10.85 - \$21.15
k) Park Event Set-Up Fee (Mandatory for all groups of 80 or more.) (Includes up to 6 tables + 6 garbage receptacles, access to electrical, water, washrooms, where available.)	per event/ per day	\$ 347.20	\$ 340.00
l) Additional Parks Set-Up Fee (In addition to Park Event Set-Up Fee, for up to 6 additional tables and 6 additional garbage receptacles.)	per event/ per day	\$ 80.00	\$ 78.25
m) Park Permit Maintenance/Damage Deposit (Refundable) (For groups of 25 or more, not requiring an event set-up.)	per event/ per day	\$100.00 - \$500.00	\$100.00 - \$500.00
n) Park/Picnic Shelter Clean-up Fee (Mandatory for all groups of 79 or less.)	per event/ per day	\$ 102.10	\$ 100.00
o) Facility Permit Maintenance/Damage Deposit (Refundable)	per event/pe day	\$ 0 - \$1,000.00	\$ 0 - \$1,000.00
<b>2. REGISTERED SEASONAL PROGRAMS</b>			
a) Pre-School Activities	per class	\$ 4.45 - \$22.20	\$ 4.35 - \$21.70
b) Children's Activities	per class	\$ 5.50 - \$31.80	\$ 5.40 - \$31.15
c) Youth Activities	per class	\$ 0 - \$50.00	\$ 3.35 - \$40.00
d) Adult Activities	per class	\$ 7.60 - 58.20	\$ 7.40 - 56.95
e) Senior's Activities	per class	\$ 2.85 - \$26.60	\$ 2.80 - \$26.05
f) Family Activities	per class	\$ 4.45 - \$11.00	\$ 4.35 - \$10.75
g) Fitness Programs	per class	\$ 1.85 - \$31.80	\$ 1.80 - \$31.15
h) Seniors Bus Trips	per person	\$ 5.55 - \$210.85	\$ 5.40 - \$206.50

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
<b>3. REGISTERED AQUATICS PROGRAMS</b>			
a) Lessons - Learn to Swim	per class	\$ 7.05 - \$24.50	\$ 6.90 - \$24.00
b) Leadership Programs	per program	\$ 31.80 - \$495.20	\$ 31.15 - \$485.00
c) Aquatics Specialty Programs	per class	\$ 7.05 - \$24.50	\$ 6.90 - \$24.00
<b>4. REGISTERED CAMP PROGRAMS</b>			
a) Day Camps	per day	\$ 11.00 - \$52.20	\$ 10.75 - \$51.05
b) Specialty Camps	per day	\$ 12.80 - \$93.85	\$ 12.50 - \$91.90
c) Extended Care	per person	\$ 26.60 - \$111.60	\$ 26.05 - \$109.25
<b>5. DROP-IN ACTIVITIES</b>			
a) Youth Drop-in	per visit	Free - \$3.10	Free - \$3.00
b) Youth Drop-in	10 visits	\$24.00/10 visits	n/a
c) Other	per visit	Free - \$3.15	Free - \$3.05
d) Other	10 visits	\$24.00 - \$48.00/10 visits	n/a
<b>6. P.A. DAY PROGRAMS</b>	per person	\$ 0 - \$100.00	\$ 16.35 - \$43.40
<b>7. WORKSHOP/ CLINICS/ TOURNAMENTS</b>			
a) Individual	per person	\$ 2.35 - \$16.70	\$ 2.30 - \$16.35
b) Team	per team	\$ 21.40 - \$27.65	\$ 20.95 - \$27.05
<b>8. POOL PARTY PACKAGES</b>	each	\$172.00 - \$318.00	\$168.50 - \$311.40
<b>9. SPECIAL EVENTS</b>			
a) Individual	per person	\$ 2.85 - \$21.40	\$ 2.80 - \$20.95
b) Family	per family	\$ 17.50 - \$26.65	\$ 17.10 - \$26.05
c) Float Registration Fees	Resident Commercial	\$ 79.25	\$ 77.60
	Non-Resident Commercial	\$ 158.45	\$ 155.15
d) Ribfest Vendors	each	\$ 422.20 - \$3,690.50	\$ 413.51 - \$3,614.34
e) Art Show Entry Fees	each	\$ 11.00 - \$42.25	\$ 10.75 - \$41.35
f) Food Vendors - Non Profit Groups	per day	\$ 52.90	\$ 51.82
g) Food Vendors	per day	\$ 52.90 - \$527.55	\$ 51.82 - \$516.67
h) Senior Centre Special Event Vendors	per day	\$ 0 - \$50.00	n/a

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
<b>10. MEMBERSHIPS (Note: All memberships apply to Aurora residents only. Non-Residents are subject to a 25% surcharge.)</b>			
a) COMBO MEMBERSHIP (Equipment and Group Fitness) ADD ON: Pool Aquafit Squash	Adult	3 mo. 6mo. 1 yr. \$158.50/\$264.80/\$436.80	3 mo. 6mo. 1 yr. \$155.19/\$259.33/\$427.80
	Additional Family/ Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$126.70/\$211.65/\$349.25	3 mo. 6mo. 1 yr. \$124.05/\$207.26/\$342.04
	1 Month Trial	\$ 40.15	\$ 39.30
	1 Month Renewal	\$ 66.75	\$ 65.35
	Winter Student Special - Home for the Holidays - 1 mth max	\$ 42.25	\$ 41.35
	Spring Break Student Special - 2wk max	\$21.15/week	\$20.68/week
	Summer Student Special May 31 - Aug 31 (4mth)	\$ 126.70	\$ 124.05
	Summer Student Special July 1 - Aug 31 (2mth)	\$ 63.40	\$ 62.05
b) GROUP FITNESS MEMBERSHIP ADD ON: Pool Aquafit Squash	Adult	3 mo. 6mo. 1 yr. \$141.80/\$235.60/\$387.80	3 mo. 6mo. 1 yr. \$138.86/\$230.75/\$379.81
	Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$112.60/\$187.65/\$310.65	3 mo. 6mo. 1 yr. \$110.27/\$183.78/\$304.26
	1 Month Renewal	\$ 59.50	\$ 58.20
c) POOL MEMBERSHIP Lane & Leisure Only	Adult	3 mo. 6mo. 1 yr. \$82.40/\$124.10/\$201.20	3 mo. 6mo. 1 yr. \$80.66/\$121.50/\$197.05
	Youth/ Student/ Senior	3 mo. 6mo. 1 yr. \$65.70/\$99.05/\$161.60	3 mo. 6mo. 1 yr. \$64.32/\$97.00/\$158.26
	Child	3 mo. 6mo. 1 yr. \$41.70/\$62.55/\$101.15	3 mo. 6mo. 1 yr. \$40.84/\$61.26/\$99.04
d) AQUAFIT MEMBERSHIP ADD ON: Pool	Adult	3 mo. 6mo. 1 yr. \$141.80/\$235.60/\$387.80	3 mo. 6mo. 1 yr. \$138.86/\$230.75/\$379.81
	Youth/Student/Senior	3 mo. 6mo. 1 yr. \$112.60/\$187.65/\$310.65	3 mo. 6mo. 1 yr. \$110.27/\$183.78/\$304.26
	1 Month Renewal	\$ 59.50	\$ 58.20
f) SQUASH MEMBERSHIP	Adult	3 mo. 6mo. 1 yr. \$159.50/\$265.85/\$443.05	3 mo. 6mo. 1 yr. \$156.21/\$260.36/\$433.93
	Youth/Student/Senior	3 mo. 6mo. 1 yr. \$128.25/\$212.70/\$354.45	3 mo. 6mo. 1 yr. \$125.59/\$208.28/\$347.14
	1 Month Renewal	\$ 55.25	\$ 54.10

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
g)	ADD-ON OPTIONS	Pool Package	3 mo. 6mo. 1 yr. \$22.95/\$33.40/\$57.35	3 mo. 6mo. 1 yr. \$22.46/\$32.67/\$56.16
		Aquafit Package	3 mo. 6mo. 1 yr. \$22.95/\$33.40/\$57.35	3 mo. 6mo. 1 yr. \$22.46/\$32.67/\$56.16
		Squash	3 mo. 6mo. 1 yr. \$74.05/\$113.65/\$188.70	3 mo. 6mo. 1 yr. \$72.49/\$111.30/\$184.80
h)	CORPORATE MEMBERSHIPS Per Company	Group of 3 - 4	n/a	15% Discount *
		Group of 5 - 10	n/a	20% Discount *
		Group of 4+	25% Discount	n/a *
i)	Youth After-School Membership Fee (14-25 yrs)	each	n/a	3 mo. 6mo. 1 yr. \$67.39/\$114.35/\$181.74 *
i)	Youth Summer Gymnasium Membership	Youth - each	1 month (July or August) \$23.50	1 month (July or August) \$23.00
j)	Fitness Assessment	Per Person	\$ 35.75	n/a *
k)	FIT Club	Per Person	\$ 32.75	n/a *
l)	Youth Gymnasium Monthly Membership	Youth - each	1 month \$23.50	n/a *
m)	EQUIPMENT AND WEIGHTS MEMEBERSHIP	Adult	3 mo. 6mo. 1 yr. \$134.90/\$224.45/\$370.75	3 mo. 6mo. 1 yr. \$132.10/\$219.80/\$363.10
		Additional Family/ Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$108.10/\$179.15/\$296.80	3 mo. 6mo. 1 yr. \$105.85/\$175.45/\$290.70
		1 Month Renewal (Adult)	\$ 57.05	\$ 55.85
		1 Month Renewal (Additional Family, youth, student, senior)	\$ 45.85	\$ 44.90
n)	Promotional Membership Discount (with Director Approval)	each	15 - 25% Discount on selected membership packages	n/a *
<b>11. DAILY USER FEES</b>				
a)	Fitness Centre - Casual User Fee (access to group fitness classes, including cyclefit and aquafit)	Youth/Adult	\$7.60/class or \$59.45/10 visits	\$7.40/class or \$58.20/10 visits
		Senior	\$5.90/class or \$46.75/10 visits	\$5.75/class or \$45.75/10 visits
b)	Leisure Pool - Casual User Fee	each	\$3.45/use or \$25.55/10 visits	\$3.35/use or \$25.00/10 visits
c)	Squash - Daily User Fee (40 min Court Fee)	Prime	\$9.15/use or \$71.95/10 visits	\$8.95/use or \$70.45/10 visits
d)	Squash - Daily User Fee (40 min Court Fee)	Non Prime	\$5.25/use or \$41.75/10 visits	\$5.10/use or \$40.85/10 visits
e)	Squash - Daily User Fee (40 min Court Fee)	Senior	20% off listed fee	20% off listed fee
f)	Recreation Complex Day Pass	each	\$12.80/visit	\$12.50/visit

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
<b>12. SQUASH</b>				
a)	Lessons (40 min)	Private	\$ 31.80	\$ 31.15
		Semi Private (per person)	\$ 23.75	\$ 23.25
		3 or more (per person)	\$ 19.05	\$ 18.65
b)	Clinics	per 1.5 hour clinic	\$ 12.25	\$ 12.00
c)	House League (40 min)	Members	n/a	free
	House League (40 min) - Member (three times per week)	Per Session	\$ 36.50	n/a
	House League (40 min) - Non-Member	Per Session	\$ 73.25 - \$115.25	n/a
d)	Junior Squash Program	per week	\$ 12.25	\$ 12.00
e)	Equipment Rentals	Racquets (plus \$20.00 deposit)	n/a	\$ 4.35
		Eye Guards (plus \$20.00 deposit)	n/a	\$ 3.35
f)	Equipment Sales	Squash Balls	n/a	\$ 3.35
		Eye Guards	n/a	\$ 17.60
<b>13. SEASONAL PACKAGES</b>				
a)	Summer Splash Pass	per family	\$ 107.40	\$ 105.16
b)	Summer Squash Special	each	\$ 111.55	\$ 109.25
<b>14. PERSONAL TRAINING PACKAGES</b> <b>Note: All fees are for members. Non-members are subject to a 20% surcharge.</b>				
a)	Land Based Training - Single Session rate	Private	\$ 61.25	\$ 59.98
		Semi-Private (per person)	\$ 46.40	\$ 45.43
b)	Land Based Training - 3 Session Rate (Get Started) One Time Offer	Private	\$ 143.35	\$ 140.39
		Semi-Private (per person)	\$ 107.65	\$ 105.42
c)	Land Based Training - 5 Sessions	Private	\$ 250.20	\$ 245.04
		Semi-Private (per person)	\$ 187.05	\$ 183.78
d)	Land Based Training - 10 Sessions	Private	\$ 474.35	\$ 464.56
		Semi-Private (per person)	\$ 356.30	\$ 348.93
e)	Land Based Training - 20 Sessions	Private	\$ 930.90	\$ 911.75
		Semi-Private (per person)	\$ 658.85	\$ 645.27
f)	Aquatic Personal Training - Single Session	Private	n/a	\$ 62.28
		Semi-Private (per person)	n/a	\$ 46.46
g)	Aquatic Personal Training - 3 Session Rate (Getting Started) One Time Offer	Private	n/a	\$ 144.98
		Semi-Private (per person)	n/a	\$ 108.48
h)	Aquatic Personal Training - 5 Sessions	Private	n/a	\$ 258.31
		Semi-Private (per person)	n/a	\$ 193.99
i)	Aquatic Personal Training - 10 Sessions	Private	n/a	\$ 490.08
		Semi-Private (per person)	n/a	\$ 367.56

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
j)	Aquatic Personal Training - 20 Sessions	Private	n/a	\$ 929.11 *
		Semi-Private (per person)	n/a	\$ 696.83 *
<b>15. POOL RENTAL RATES</b>				
a)	AFLC Pool - Private Rental	per lane/per hour (plus lifeguard costs)	\$ 11.75	\$ 11.50
		per pool/per hour (pluse lifeguard costs)	n/a	\$ 72.50 *
b)	SARC 8 Lane Pool - Private Rental	per lane/per hour (plus lifeguard costs)	\$ 11.75	\$ 11.50
		per pool/per hour (pluse lifeguard costs)	n/a	\$ 90.90 *
c)	SARC Teaching Pool - Private Rental	per hour (plus lifeguard costs)	\$ 23.25	\$ 22.75
d)	SARC Leisure Pool/Slide - Private Rental	per hour (plus lifeguard costs)	\$ 38.10	\$ 37.30
e)	SARC Teaching Pool - Therapy Rentals	per person	n/a	\$7.40/visit \$58.20/10 visits *
		Therapist	n/a	\$7.40/visit *
f)	Pool - School Instructional Lessons (30 mins)	per person	\$21.90/class (1 or 2) \$11.50/class (3 or 4) \$9.40/class (5 to 10) \$7.30/class (11 or more)	\$21.44/class (1 or 2) \$11.23/class (3 or 4) \$9.20/class (5 to 10) \$7.15/class (11 or more)
h)	Additional Instructor Fee	per hour	\$ 21.15	\$ 20.70
h)	Lifeguard Fee	per hour	\$ 18.65	\$ 18.25
<b>16. PUBLIC SKATING PROGRAMS</b>				
a)	Adult Shinny Hockey	per person	\$6.00 or \$48.00/10 visits	\$5.90 or \$46.45/10 visits
b)	Public Skating (all)	per person	\$3.00 or \$24.00/10 visits	\$2.80 or \$20.70/10 visits
c)	Family Skate Pass	each	\$ 30.00 - \$300.00	\$ 114.35 - \$198.07 *
<b>17. ICE RENTALS</b>				
a)	Ice Rental Prime Time	per hour	\$ 203.55	\$ 199.35
b)	Ice Rental Prime (Minor Hockey/Skating Club only)	per hour	\$ 190.80	\$ 186.84
c)	Ice Rental Non-Prime - Weekday (8:00am to 4:00pm) - and all Junior A Hockey at any time.	per hour	\$ 124.60	\$ 122.01
d)	Ice Rental Non-Prime - 6:00am to 8:00am Weekday - 8:00am to 4:00pm Summer Ice (July 1 - Aug. 31) - Weekend Summer Ice (July 1 - Aug. 31)	per hour	\$ 131.90	\$ 129.16

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
<b>18. FACILITY RENTALS</b>				
a)	COMMUNITY CENTRE - Auditorium	per hour	\$ 59.25	\$ 58.00
b)	COMMUNITY CENTRE - Auditorium	per day (8 hours) Hourly Rate applies beyond 8 hours	\$ 352.25	\$ 345.00
c)	COMMUNITY CENTRE - ACC#1 Meeting Room	per hour	\$ 31.65	\$ 31.00
d)	COMMUNITY CENTRE - ACC#2 Meeting Room	per hour	\$ 24.50	\$ 24.00
e)	Arena Floor Rental - Aurora based Youth groups	per hour	\$ 43.90	\$ 43.00
f)	Arena Floor Rental - Other	per hour	\$ 58.20	\$ 57.00
g)	Arena Floor Event Rental - Not for profit in Aurora	per day - multi day event (open - close)	\$798.45/surface	\$782.00/surface
h)	Arena Floor Event Rental - Other	per day - multi day event (open - close)	\$1,128.25/surface	\$1,105.00/surface
i)	LEISURE COMPLEX	Meeting Room	\$31.65/hour	\$31.00/hour
		Program Room C (2nd Floor)	\$36.80/hour	\$36.00/hour
		Program Room A (Main Floor - small)	\$31.65/hour	\$31.00/hour
		Program Room B (Main Floor - large)	\$36.80/hour	\$36.00/hour
		Teaching Kitchen	\$27.60/hour (plus \$50.00 clean-up deposit)	\$27.00/hour (plus \$50.00 clean-up deposit)
j)	Gymnasium - Prime Time - Aurora based Youth	Full Gym - per hour	\$ 79.65	\$ 78.00
k)	Gymnasium - Prime Time - Other	Full Gym - per hour	\$ 107.25	\$ 105.00
l)	GYMNASIUM - Non-Prime - 8:00am to 4:00pm Weekdays	Full Gym - per hour	\$ 59.25	\$ 58.00
m)	Squash Courts	per court per hour	\$ 12.80	\$ 12.50
n)	56 VICTORIA STREET	Main Floor Meeting Room	n/a	\$31.00/hour *
		Main Floor North	n/a	\$31.00/hour *
		Main Floor North & South	n/a	\$47.50/hour *
		Upper Level North	n/a	\$31.00/hour *
		Upper Level South	n/a	\$31.00/hour *
		Upper Level North & South	n/a	\$47.50/hour *

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
n)	SENIORS CENTRE	Activity Room A	\$31.65/hour	\$31.00/hour
		Activity Room B	\$31.65/hour	\$31.00/hour
		Activity Room A & B	\$36.80/hour	\$36.00/hour
		Activity Room A & B & Kitchen	\$58.20/hour	\$57.00/hour
		Activity Room C	\$31.65/hour	\$31.00/hour
		Activity Room & Kitchen	\$52.60/hour	\$51.50/hour
		Craft Room	\$36.80/hour	\$36.00/hour
		Multi-Purpose Room/Kitchen - Hourly	\$118.45/hour	\$116.00/hour
		Multi-Purpose Room/Kitchen - Daily (8 hours)	\$702.45/day	\$688.00/day
o)	STRONACH AURORA RECREATION COMPLEX	Meeting Room	\$31.65/hour	\$31.00/hour
p)	VICTORIA HALL	per hour	\$ 36.80	\$ 36.00
		Daily (8 hours)	\$ 217.50	\$ 213.00
q)	52 VICTORIA STREET	Monthly	n/a	\$1,682.00/month
q)	TENNIS COURTS	per hour	\$ 8.20	\$ 8.00
r)	BAND SHELL	Park Event/Large Company/School Picnic	\$ 347.15	\$ 340.00
		Hourly (no set-up or staff support required)	\$ 29.65	\$ 29.00
s)	TOWN HALL - Coffee Service	Per 25 people or less	\$29.65/ 25 people	\$29.00/ 25 people
t)	TOWN HALL - Aurora Based Non-Profit Groups (as defined by Town Policy)	Leksand Room	No Charge	No Charge
		Holland Room (Staff support fee may apply)	No Charge	No Charge
u)	TOWN HALL - Aurora Based Groups	Leksand Room	\$31.65/hour	\$31.00/hour
		Holland Room (Staff support fee may apply)	\$37.80/hour	\$37.00/hour
v)	TOWN HALL - Non-Aurora Based Groups	Leksand Room	\$37.80/hour	\$37.00/hour
		Holland Room (Staff support fee may apply)	\$43.40/hour	\$42.50/hour
w)	TOWN HALL - COUNCIL CHAMBERS (Staff support fee may apply)	Aurora Based Groups	\$59.25/hour	\$58.00/hour
		Non-Aurora Based Groups	\$123.05/hour	\$120.50/hour
		Professional/Commercial Groups	\$241.00/hour	\$236.00/hour
x)	TOWN HALL - SKYLIGHT GALLERY	per hour	\$ 59.25	\$ 58.00
y)	TOWN HALL - EQUIPMENT SUPPORT	Staffing charge for the use of the equipment in either the Holland Room and/or Council Chambers	\$76.60/hour (3 hour min)	\$75.00/hour (3 hour min)



**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
z)	PUBLIC LIBRARY	Magna Room - Hourly	n/a	\$ 36.00 *
		Magna Room - Daily (8 hours)	n/a	\$ 213.00 *
		Lebovic Room - Hourly	n/a	\$ 31.00 *
		Lebovic Room - Daily (8 hours)	n/a	\$ 181.50 *
z)	McMAHON PARK	Aurora Lawn Bowling Club	\$1,063.20/year	\$1,041.33/year
		Aurora Community Tennis Club	\$1,727.85/year	\$1,692.29/year
aa)	AURORA ARMOURY	Full Facility - Monthly (rooms & event space)	\$ 1,594.85	\$ 1,562.00
		Event/ Activity Space - Monthly	\$ 1,062.90	\$ 1,041.00
		Event/ Activity Space - Daily (8hrs)	\$ 399.25	\$ 391.00
		Event/ Activity Space - Hourly	\$ 53.65	\$ 52.50
		Office/ Meeting/ Storage Spaces - Monthly	\$159.80 - \$372.70	\$156.50 - \$365.00
		Office/ Meeting/ Storage Spaces - Hourly	\$16.85 - \$43.15	\$16.50 - \$42.25
ab)	Locker Rental	Per Person	1 mo. / 3 mo. / 6 mo. / 12 mo. \$6.50/\$18.75/\$35.25/\$67.25	n/a *
<b>19. PLAYING FIELD USER FEES</b>				
a)	Ball Diamonds - Adult	per hour	\$ 16.50	\$ 16.14
b)	Ball Diamonds - Youth	per hour	\$ 10.40	\$ 10.16
c)	Rectangular Fields - Youth	per hour	\$ 9.05	\$ 8.83
d)	Rectangular Fields - Adult	per hour	\$ 10.85	\$ 10.59
g)	Tournaments	each	\$228.60/ tournament field per hour rate	\$223.89/ tournament plus \$8.83/field per hour *
h)	Tournaments - Adult	each	n/a	\$223.89/ tournament plus \$10.59/field per hour
i)	ARTIFICIAL TURF FIELD Aurora based non-profit May 15 - September 30 (regular season)	Youth - per hour	\$ 9.05	\$ 8.83
		Adult - per hour	\$ 10.85	\$ 10.59
j)	ARTIFICIAL TURF FIELD Aurora based non-profit Youth/Adult - Oct 1 - May 14	per hour	\$ 23.40	\$ 22.92
k)	ARTIFICIAL TURF FIELD All schools and Aurora based private people - May 15 - September 30 (regular season)	per hour	\$ 28.75	\$ 28.12
l)	ARTIFICIAL TURF FIELD All schools and Aurora based private people - October 1 - May 14	per hour	\$ 63.80	\$ 62.48
m)	ARTIFICIAL TURF FIELD All non-Aurora based groups Youth/Adult - Any time of year	per hour	\$ 202.00	\$ 197.85
<b>20. CULTURAL SERVICES</b>				

**By-Law XXXX-17  
Schedule D  
Parks, Recreation and Cultural Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (amended) (Including H.S.T. where applicable)
a) Visiting Researcher	per 2 hours	\$ 25.40	\$ 24.86
b) Corresponding Researcher	per hour	\$ 46.15	\$ 45.20
c) Photocopies / scans of text	per page	\$ 0.51	\$ 0.50
d) High Resolution Image (existing)	per image	\$ 28.85	\$ 28.25
e) High Resolution Scan	per image	\$ 57.70	\$ 56.50
<b>21. Tree Permit Fees (as presented and approved in PRS16-022)</b>			
a) Tree Permit Fees	up to 3 trees that are less than 20 cm	\$ 204.25	\$ 200.00
	4 trees that are less than 20 cm	\$ 306.30	\$ 300.00
	5 trees that are less than 20 cm	\$ 408.40	\$ 400.00
	6 trees that are less than 20 cm	\$ 510.50	\$ 500.00
	7 trees that are less than 20 cm	\$ 612.60	\$ 600.00
	8 or more trees that are less than 20 cm (cost per tree)	\$ 102.10	\$ 100.00
	A tree that is greater than 20cm, but less than 70 cm	\$ 510.50	\$ 500.00

**By-Law XXXX-17  
Schedule E  
Infrastructure and Environmental Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
Subdivision and Site Plan Engineering Fees	percentage of servicing costs	6.0%	6.0%
Benchmarks	per benchmark	\$76.35	\$74.75
Plot WIMS/SIMS Maps, Engineering Drawings - drawings printed in-house	per sheet of map	\$3.85	\$3.75
Plot WIMS/SIMS Maps, Engineering Drawings - drawings sent out for reproducing	per sheet of map	\$19.40 or \$3.85 per sheet, whichever is greater	\$19.00 or \$3.75 per sheet, whichever is greater
Request for digital drawings	per drawing	\$3.85 (fee applies only for large requests: over 10 drawings)	\$3.75 (fee applies only for large requests: over 10 drawings)
Topsoil Preservation Permit	flat fee + price per ha of site area	\$651.95 Flat Fee + \$36.95/ha	\$638.50 Flat Fee + \$36.15/ha
Request for Information	per request	\$64.35	\$63.00
<b>REQUEST FOR TRAFFIC DATA</b>			
7-Day Traffic Counts	per location	\$63.85	\$62.50
8-Hour Turning Movement Count	per intersection	\$163.90	\$160.50
Traffic Signal Timings	per intersection	\$79.40	\$77.75
Lot Grading review and inspection	per lot	\$281.55	\$275.75
Grading review and inspection for pool construction (securities of \$1,000 will be collected at the time of permit fee payment)	per lot	\$383.65	\$375.75
Work Performed for Residents, Contractors and Developers		Actual Labour, Material & Equipment plus 35% overhead and full cost of contracted services plus 15% administrative fee, subject to HST	Actual Labour, Material & Equipment plus 35% overhead and full cost of contracted services plus 15% administrative fee, subject to HST
Hydrant Deposit	Each	\$2,128.80	\$2,085.00
Fire Flow Test	Each	\$260.65	\$255.25
Sewer Camera Rate	lump sum	actual cost plus 15% administrative fee	actual cost plus 15% administrative fee
Water Sampling - New Subdivisions	each	\$109.50 + lab costs	\$107.25 + lab costs
Water Meters and Water Meter Accessories	each	Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$500 per meter or accessory)	Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$500 per meter or accessory)
Water Meter Wire Charge	per box	\$107.50, subject to HST	\$105.25, subject to HST
<b>Road Excavation Fees</b>			
Road Excavation Permit Deposit	each	\$561.55	\$550.00
Road Excavation Control Permit	whichever is greater	\$135.55 or 10%	\$132.75 or 10%
<b>Road Closure Fees (previously part of By-law 4750-05)</b>			
Road Closure Deposit	each	\$0.00 - \$10,000	\$0.00 - \$10,000
Road Closure Administrative Fee	each	\$0.00 - \$6,126.00	\$0.00 - \$6,000.00
Road Closure Set-up & Take Down Fee	each	\$0.00 - \$2,042.00	\$0.00 - \$2,000.00
Film Road Inspection	each	\$521.25	\$510.50

**By-Law XXXX-17  
Schedule E  
Infrastructure and Environmental Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
<b>Service Connections Fees</b>			
25mm Water Service	flat rate portion + price per metre of service	\$603.00 flat rate + \$977.00 per metre	\$6,483.00 flat rate
40mm Water Service	flat rate portion + price per metre of service	\$725.00 flat rate + \$1,183.00 per metre	\$8,204.50 flat rate
50mm Water Service	flat rate portion + price per metre of service	\$1,068.00 flat rate + \$1,450.00 per metre	\$8,712.00 flat rate
125mm Sanitary Service	per metre of service	\$1,450.00 per metre	\$9,304.00 flat rate
150mm Storm Service	per metre of service	\$1,450.00 per metre	\$9,304.00 flat rate
125mm Sanitary Service & 150mm Storm Service in same trench	per metre of longer service	\$1,679.00 per metre	\$10,971.00 flat rate
Clean-out/Inspection Chamber	each	\$2,289.00	\$2,679.25
Water Connection Fee	each	n/a	\$821.00
Sewer Connection Fee	each	n/a	\$821.00
Existing Service Disconnection In Conjunction with New Service Installation	each	n/a	\$251.75
Existing Water Services Disconnection In Conjunction with New Service Installation	each	\$1,145.00	n/a
Existing Sewer Services Disconnection In Conjunction with New Service Installation	each	\$2,289.00	n/a
Existing Water Services Disconnection Not In Conjunction with New Service Installation	each	n/a	\$1,517.00
Existing Water Services Disconnection Not In Conjunction with New Service Installation	each	\$1,526.00	n/a
Existing Sewer Services Disconnection Not In Conjunction with New Service Installation	each	\$3,814.00	n/a
Inspection services installed by Owner	each	10% of construction cost	\$253.25
<b>Water Turn On/Off Service Charges (previously included in By-law 5716-15)</b>			
48 hours or more of notice during business hours (8:00am - 4:00pm)	each	\$0.00	\$0.00
Less than 48 hours notice during business hours (8:00am - 4:00pm)	each	\$83.50	\$81.75
Outside business hours	each	\$166.95	\$163.50
<b>Waste Collection Fees</b>			
Blue Boxes	each	\$16.35	\$16.00
Blue Totes	each	\$146.00 + delivery charge of \$32.00 for the 95 gal totes (which includes picking up old damaged totes)	\$143.00 + delivery charge of \$31.00 for the 95 gal totes (which includes picking up old damaged totes)
Green Bins	each	\$26.55	\$26.00
Kitchen Catcher	each	\$7.65	\$7.50
Backyard Composters	each	\$37.00	\$36.00
Replacement Blue Tote wheel set	each	\$41.00	\$40.00

**By-Law XXXX-17  
Schedule F  
Financial Services  
Effective January 1, 2018**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2018 (Including H.S.T. where applicable)	2017 (Including H.S.T. where applicable)
Tax Bill Reprint - per tax year	per document	\$ 16.85	\$ 16.50
Returned Cheques	per cheque	\$ 43.90	\$ 43.00
Payment recalled by Bank	per item	\$ 15.85	\$ 15.50
Tax Certificate	per property	\$ 81.45	\$ 79.75
Water/Wastewater Certificate	per property	\$ 81.45	\$ 79.75
Water Bill Reprint - per billing period	per document	\$ 16.85	\$ 16.50
Official Tax Receipt Letter for Government Agencies	per document	\$ 31.40	\$ 30.75
Duplicate Receipt	per receipt	\$ 13.80	\$ 13.50
Detailed Analysis of Tax Account-per tax year	per property	\$ 33.45	\$ 32.75
Tax Roll Ownership Change	per property	\$ 33.45	\$ 32.75
Water Account Ownership Change/ New Account Set-up	per property	\$ 52.35	\$ 51.25
Letter of Reference for Utilities	each	\$ 27.35	\$ 26.75
Addition of unpaid charges to tax bill	per addition	\$ 15.85	\$ 15.50



**Town of Aurora**

**General Committee Report No. PRCS17-032**

---

**Subject:** Canada 150 Art Installation at Church Street School at 22 Church Street

**Prepared by:** Allan D. Downey, Director of Parks, Recreation & Cultural Services

**Department:** Parks, Recreation and Cultural Services

**Date:** October 3, 2017

---

### **Recommendation**

- 1. That Report No. PRCS17-032 be received; and**
- 2. That the installation of the *Canada 150 Milestones Mural: A Community Art Project* art installation on the southwest lawn of Church Street School at 22 Church Street be approved in the amount of \$2,700 funded from the Property Improvement Operating Account 1-4-07302-5037; and**
- 3. That the Mayor and Town Clerk be authorized to execute the funding Agreement between the Town of Aurora and the Ontario Heritage Trust, including any and all documents and ancillary agreements required to give effect to same.**

### **Executive Summary**

The purpose of this report is to outline the *Canada 150 Milestones Mural: A Community Art Project* to be installed on the southwest lawn at Church Street School at 22 Church Street. This project is part of the Canada 150 celebration at the Aurora Cultural Centre located at Church Street School. Funding in the amount of \$2,700 for installation of the public art and lighting will be allocated from Property Improvement Operating Account within the Parks Division budget.

### **Background**

The Aurora Cultural Centre received a grant in May 2017 from the Canada 150 federal grants program to develop a community art installation on the Church Street School at 22 Church Street property. Canada 150 funded projects are to be completed from January – December 2017.

October 3, 2017

Page 2 of 5

Report No. PRCS17-032

---

The Canada 150 Milestone Mural project celebrates this Canadian milestone through the creation of an art installation at 22 Church Street. The installation encompasses the four Canada 150 themes of 1) Diversity and inclusion; 2) Truth and Reconciliation 3) Nature and the environment; and 4) Who we are today and dreams for a bright future. The Aurora Cultural Centre hired Community Arts Facilitator, Ted Hamer to coordinate the project and hold a series of public art creation workshops from June - September 2017. These free workshops were promoted to the local community, including children and youth, seniors, multicultural communities, newcomers to Aurora and Canada, people living with disabilities, the general public, and community arts associations. Families attended consultation and painting activities, bringing them together in multi-generational dialogue about Aurora and Canada, and building art for the community. To date the project has received community input from over 600 individuals, artists, and community organizations.

The selected location is on the southwest lawn at Church Street School at 22 Church Street. The design concept and schematics for the public art is found in Attachment No. 2.

Community Arts Facilitator and professional mural artist, Ted Hamer, designed the art installation to focus the conversation through a series of maple leaves. The leaves are constructed of MDO, an exterior grade plywood skinned on both sides with resin impregnated fiber, which creates a smooth, easy-to-paint surface. The MDO is cut into the shape of the leaves in the Aurora Senior Centre wood shop under the guidance of key volunteer, Ron Coe and routed to smooth the edges. Mr. Hamer created images from the community consultation and both community volunteers and professional artists painted the leaves. Each leaf is coated with an anti-graffiti coating and secured to a frame painted to look like tree branches that is installed in the ground. Ongoing maintenance of the leaves is contracted with the artist by the Aurora Cultural Centre.

The Board of the Aurora Cultural Centre, Ontario Heritage Trust, and Town staff have reviewed the installation plans on the southwest lawn of the property. The hanging structure will be fabricated in steel and leaves will be affixed through Town resources. The art installation will be installed in the ground with a general contractor.

### **Partners**

The Canada 150 Milestones Mural art installation project has been reviewed by the Ontario Heritage Trust who have indicated their support upon receipt of the documentation from the municipality and lead organization. The Canada150 federal grants program covered the cost of the Community Arts Facilitator and professional mural artist Ted Hamer, materials, signage and construction of the art piece. During the

October 3, 2017

Page 3 of 5

Report No. PRCS17-032

---

project, the Aurora Cultural Centre reached out to the artistic and heritage partners to invite their participation to create dialogue and collaboration between these entities as outlined in the Cultural Master Plan. Lastly, community partners have helped the Aurora Cultural Centre with pricing of materials to help the project be more affordable. All partners, including the Town of Aurora, will be acknowledged at an official unveiling and named on a permanent plaque on the installation.

The community consultation, materials, and creation of the art installation have been funded by the Canada 150 federal grants program. Installation of the art in the amount of \$2,700 will be funded through Property Improvement Operating Account within the Parks Division Budget.

## **Analysis**

### **Community Based Art**

The Canada 150 Milestones Murals art installation project was specifically built to be a voice for the community to talk about Canada and Aurora. The project has seen input and participation from multi-generation families and diverse cultural and ethnic representation.

“Involvement in community-based arts projects can help people feel better connected, more inspired to get involved, and more confident about their ability to make a difference in their communities” (Voluntary Arts Network, 2005; Rogers & Spokes, 2003). This project will celebrate and be a direct result of the involvement of our community in building an artistic installation.

### **Value of Public Art in areas of revitalization**

Public art has been identified as a place-maker to build civic pride for residents, to encourage tourism as a destination, an economic driver as businesses see vitality in a community, and an activator for revitalization as it draws people together.

“Public art is a valuable tool for creating dynamic and sustainable places. Art that is created by the community and displayed prominently at locations within the community serves as an effective tool for creating unique and diverse locations and destinations.” (National League of Cities, Sustainable Cities Institute).

## **Advisory Committee Review**

The external Board of Directors of the Aurora Cultural Centre have approved the design concept and use of funding to hire the artist, engage in community consultation and



October 3, 2017

Page 4 of 5

Report No. PRCS17-032

---

fund the building of the art installation. The Board has also directed staff to complete the documentation for Ontario Heritage Trust.

### **Financial Implications**

Installation of the Canada 150 Milestones Mural art project will require funding of \$2,700 from the Property Improvement Operating Account within the Parks Division Budget.

### **Communications Considerations**

Staff at the Aurora Cultural Centre will be responsible for all marketing and advertising, and associated costs, to promote the project. The Town of Aurora Corporate Communications Division will share and support messaging to ensure residents are aware of the mural and its contribution to arts and culture in Aurora.

### **Link to Strategic Plan**

The Canada150 Art Installation supports the vision of ***An innovative and sustainable community where neighbours care and businesses thrive***. The project an innovative creative project that promotes culture, encourages partnerships with key cultural stakeholders, has a foundation in community input and delivery, works with local professional and community artists, and is installed in the Aurora Promenade Concept supported by the Cultural Master Plan.

It further connects with the strategic plan goals of ***Supporting an exceptional quality of life for all*** through

- a) “Celebrating and promoting our culture” by expand opportunities and partnership that contribute to the celebration of culture in the community,
- a) “Strengthening the fabric of our community” by actively promote and support a plan to revitalize the downtown, and
- b) “Encouraging an active and healthy lifestyle” by supporting multi-generational programming in cultural and recreational activities to encourage every age cohort to interact and share experiences

### **Alternative(s) to the Recommendation**

None.

October 3, 2017

Page 5 of 5

Report No. PRCS17-032

---

## **Conclusions**

It is recommended that the Canada 150 Milestones Mural community art installation be installed on the southwest lawn of Church Street School at 22 Church Street as a celebration of art, cultural partners, and the community dialogue about what it means to be Canadian and a resident of Aurora, at a cost of \$2,700 to come from Property Improvement Operating Account with the Parks Division budget.

## **Attachments**

Attachment #1 – Emerging themes from Canada 150 Milestones Mural community consultation

Attachment #2 – Design concept and schematic for Canada 150 Milestones Mural art installation

## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Meeting review on September 13, 2017

## **Departmental Approval**



---

**Al Downey**  
Director  
Parks, Recreation and Cultural Services

## **Approved for Agenda**



---

**Doug Nadorozny**  
Chief Administrative Officer



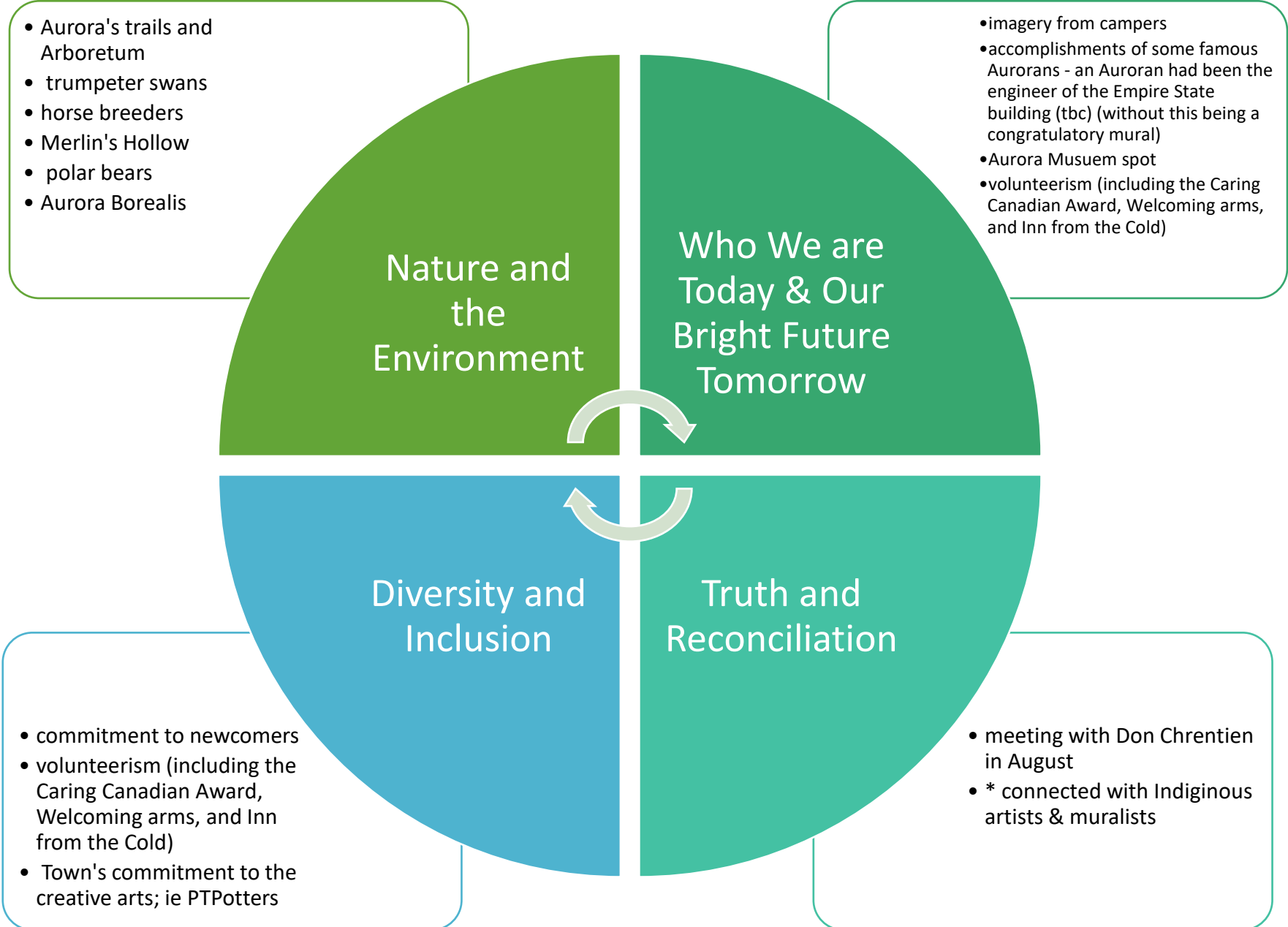
---

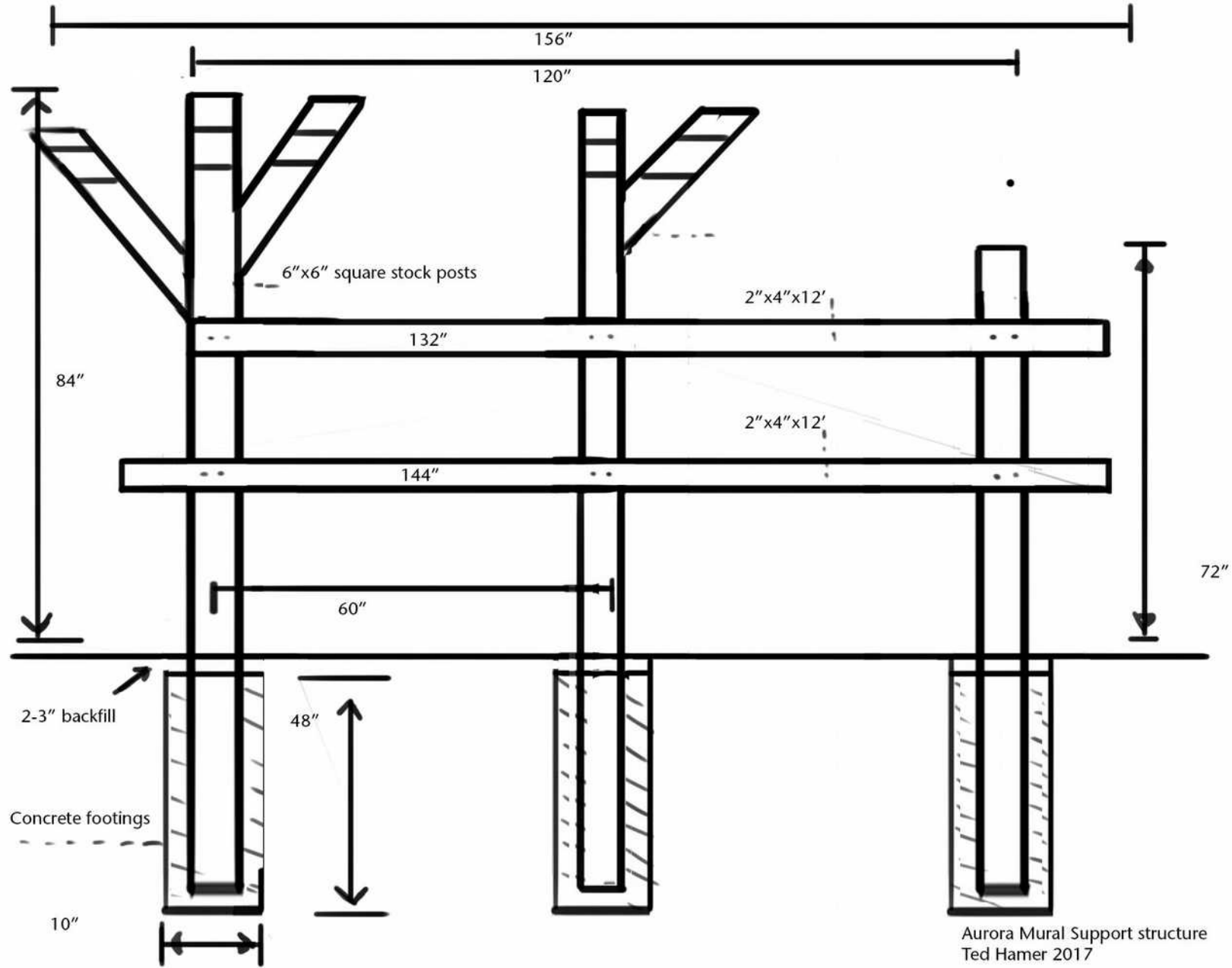
*Respectfully submitted and supported by  
our partner, the Aurora Cultural Centre:*  
**Suzanne Haines**  
Executive Director, Aurora Cultural Centre

# Attachment No. 1

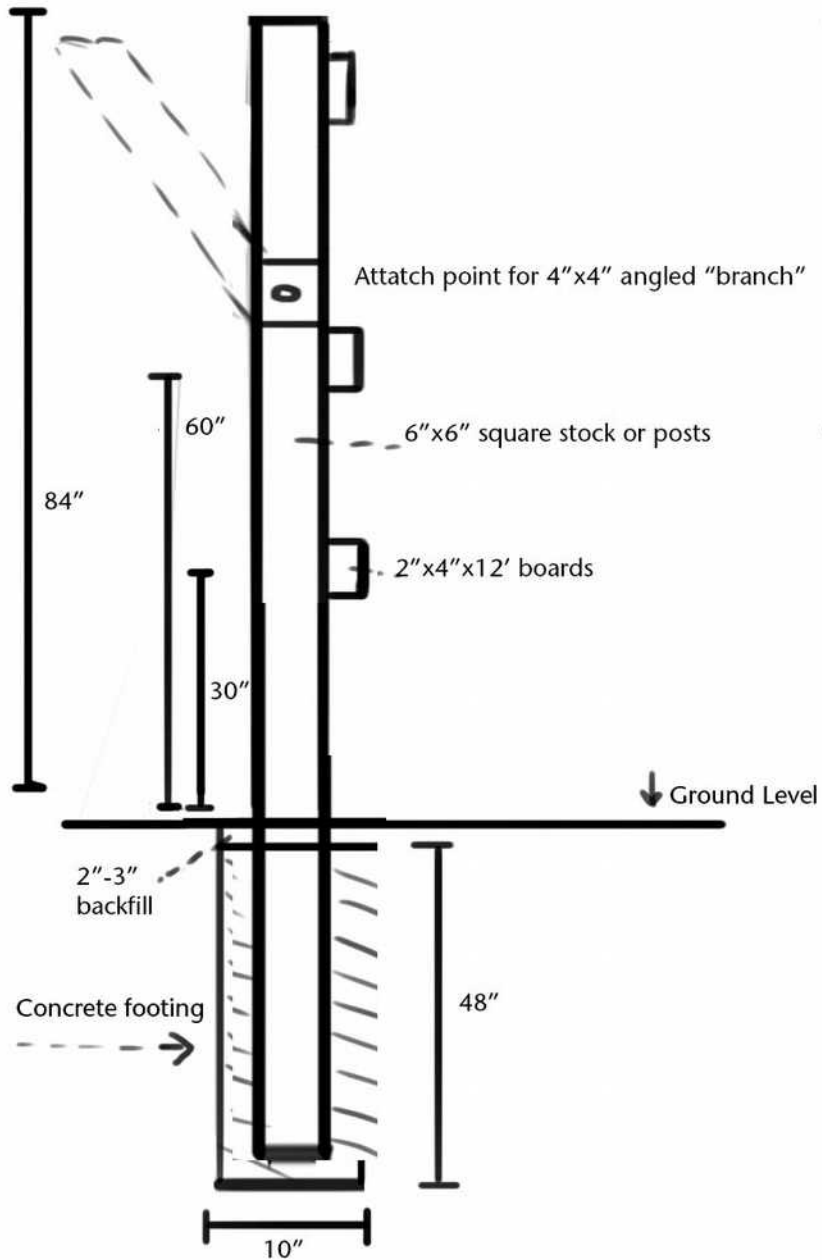
CANADA 150 Milestone Murals: Re-Occurring Themes and Ideas for Imagery

as of: July 21, 2017





Aurora Mural Support structure  
Ted Hamer 2017



Leaf shapes will be screwed onto beams and posts

Leaves to be cut from MDO exterior plywood.

Aurora Mural support structure  
SIDE VIEW  
Ted Hamer 2017



**Town of Aurora**

**General Committee Report No. PBS17-076**

---

**Subject: Proposal for Zoning Bylaw Amendment Applications**

**Prepared by: Glen Letman, Manager of Development Planning**

**Department: Planning and Building Services**

**Date: October 3, 2017**

---

**Recommendation**

- 1. That Report No. PBS17-076 be received, and;**
- 2. Staff recommend that Council accept Zoning Bylaw Amendment Application related to the following Zoning Bylaw Proposal:**
  - a) Shimvest Investments Limited (271 Holladay Drive)**

**Executive Summary**

On June 27, 2017 Council passed Comprehensive Zoning Bylaw 6000-17 and pursuant to Section 34 (10.0.0.2) of the *Planning Act* passed a Resolution to only accept certain classes of Zoning Bylaw Amendment Applications. The purpose of this report is to provide Council with an owner's request of a Zoning Bylaw Amendment proposal. A Council resolution is required to receive, or not receive, the Zoning Bylaw Amendment Applications.

The owner's descriptions of their Proposal and accompanying plans are attached for Council information and consideration.

**Proposals:**

- a) Shimvest Investments Limited (271 Holladay Drive).** The owner proposes to develop the lands for a six storey mixed use building with 128 residential units, 377 m<sup>2</sup> gross floor area (GFA) of ground floor commercial space and 160 parking spaces.

**Background**

On June 27, 2017 Council enacted Comprehensive Zoning Bylaw 6000-17.

October 3, 2017

Page 2 of 3

Report No. PBS17-076

---

As reported in staff report PBS17-056 the provisions of Bill 73, incorporated into the *Planning Act* provides that once a Comprehensive Zoning By-law is approved by Council by simultaneously repealing and replacing all zoning bylaws in effect no new site-specific zoning by-law amendments (Section 34) and no new minor variance applications (Section 45) can be submitted to the Town for a period of two (2) years, unless Council passes a resolution permitting a specific application, a class of application or in respect of such applications generally.

With respect to this on June 27, 2017 Council passed the following resolution:

*“That Report No. PBS17-056 be received; and*

*That, pursuant to Section 45 (1.4) of the Planning Act, Council declares that Committee of Adjustment minor variance applications be permitted; and*

*That, pursuant to Section 34 (10.0.0.2) of the Planning Act, Council declares that Industrial/Employment, Commercial and Institutional (ICI) By-law amendment applications be permitted.”*

The subject Proposals do not fall within either of the classes in which Council has passed a resolution. As such, in order for an applicant to submit a complete application to the Town for a Section 34, Zoning Bylaw Amendment, Council shall, by resolution direct that the application can be received and processed. If accepted all applicable processing provisions of the *Planning Act* would apply to the application.

### **Analysis**

The Proposal under consideration is accompanied with a brief summary and plans which are attached to this report for Council review and information. The applicant has indicated that he will be requesting Delegation status to outline their proposal. A description of the Proposal is as follows:

- a) Shimvest Investments Limited (271 Holladay Drive). The owner proposes to develop the lands for a six storey mixed use building with 128 residential units, 377 m<sup>2</sup> gross floor area (GFA) of ground floor commercial space and 160 parking spaces. The lands are currently zoned “Mixed Residential Commercial C6(421) Exception Zone” by By-law 6000-17. A Zoning By-law Amendment application is required to permit the development. The rationale to accept the receipt of the Zoning Bylaw Amendment application is that the proposal conforms to the 2C Secondary Plan.

### **Advisory Committee Review**

Not applicable.

October 3, 2017

Page 3 of 3

Report No. PBS17-076

---

**Financial Implications**

None.

**Communications Considerations**

Not applicable.

**Link to Strategic Plan**

Not applicable.

**Alternative to the Recommendation**

That Council not accept receipt of the Zoning Bylaw Amendment application.

**Conclusions**

A Council resolution is required to receive, or not receive the subject application. Staff recommend that Council accept the application as it conforms to the 2C Secondary Plan.

**Attachments**

1. Shimvest Investments Limited Proposal Letter dated August 29, 2017.  
Figure 1: Location Map


**Previous Reports**

None.

**Pre-submission Review**

Agenda Management Review Meeting on September 14, 2017.

**Departmental Approval**

  
\_\_\_\_\_  
**Marco Ramunno, MCIP, RPP**  
**Director**  
**Planning and Building Services**

**Approved for Agenda**

  
\_\_\_\_\_  
**Doug Nadorozny**  
**Chief Administrative Officer**



**Attachment 1**

**LINDVEST**

August 29, 2017

Town of Aurora  
100 John West Way  
Aurora, Ontario  
L4G 6J1



Attention: Mr. Glen Letman, MCIP, RPP  
Manager of Development Planning

A handwritten signature in black ink, appearing to be "J." with a flourish.

Dear Glen:

RE: **Shimvest Investments Limited – Zoning Application**  
**Block 140, Plan 65M-4519**  
**Aurora 2C Secondary Plan Area, Town of Aurora**

On behalf of Shimvest Investments Limited, we hereby request the Town's consideration of a proposed zoning by-law amendment application for Block 140, Plan 65M-4519. The Block is located at the south-west corner of Leslie Street and Halladay Drive, and is located within the Aurora 2C Secondary Plan Area.

On this roughly 1.3 acre (.53 ha) parcel, Shimvest is proposing to develop a site plan comprised of a six (6) storey mixed-use commercial/residential mid-rise building, with a one (1) level below grade parking structure. The lands are currently zoned *Residential Commercial C7-6*, however Shimvest is seeking an amendment to permit a height increase from three (3) to six (6) storeys, being more in line with similar developments located along Leslie Street in the Aurora 2C Secondary Plan area. The proposal is intended to respect the townhouse built-form to be constructed south and west of the Block.

Included herewith for your information are copies of a conceptual site plan and corresponding building elevations. We believe the proposed amendment is minor in nature, provides the opportunity to create more diversity in housing types and offers an enhancement that is in the public interest. Applications for site plan approval and zoning amendment will be required to facilitate the development proposal for this Block.

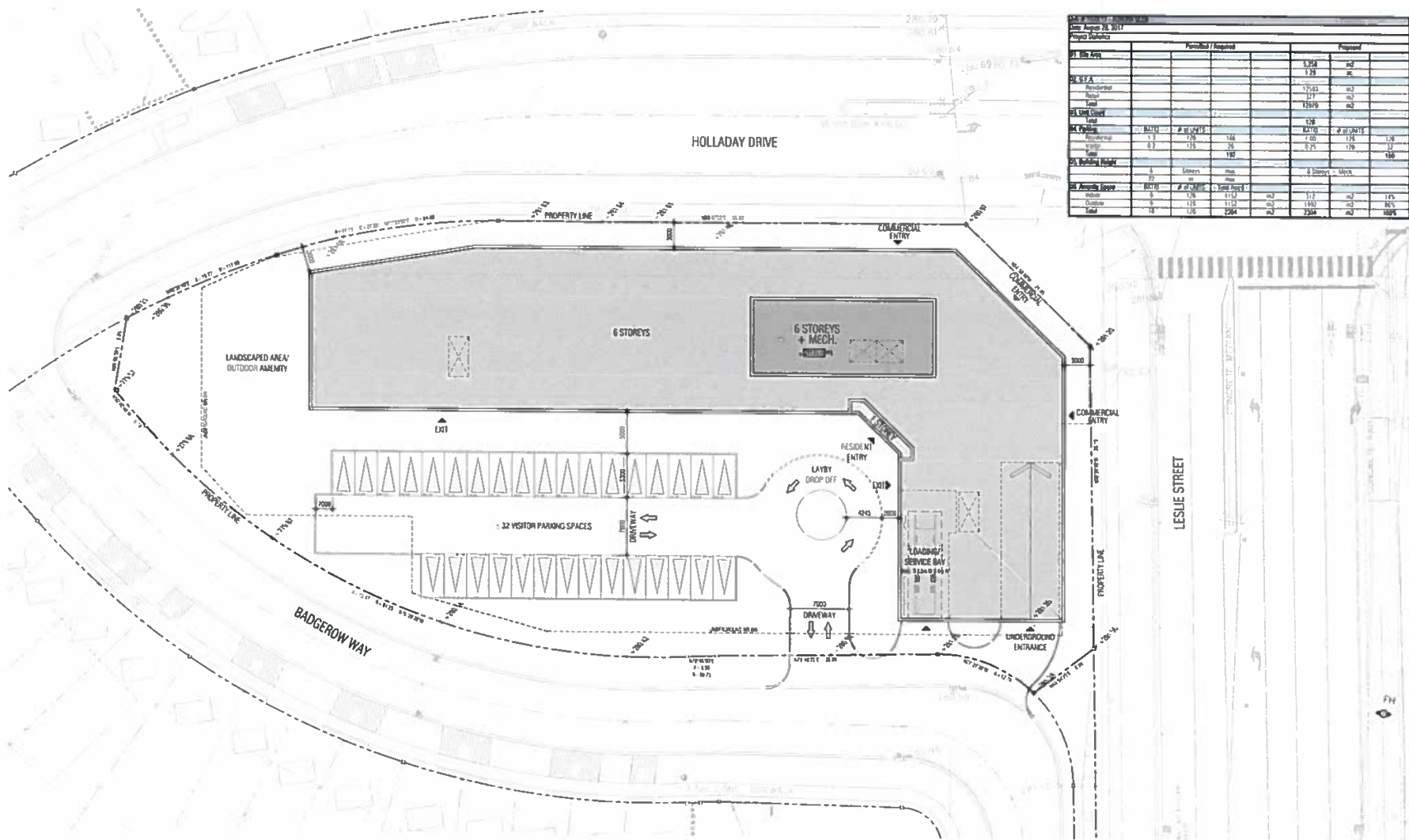
Considering the above, we request that a Staff Report be prepared wherein Council is asked to consider, and to permit, the zoning amendment application to be made. We understand that the Town's fee associated with this request is \$500.00, and accordingly, please find enclosed our firm cheque payable to the Town of Aurora.

In the meantime, please do not hesitate to call if you have any questions or require additional information.

Yours very truly,  
**LINDVEST PROPERTIES LIMITED**  
Per:

  
**Frank Palombi, P.Eng.**  
**Vice President, Land Development**  
FP:nc  
Encl.

Cc: Marco Ramunno, Director, Planning Services



Site Statistics		Proposed / Approved		Proposed	
<b>SI Site Area</b>					
				3,350	m <sup>2</sup>
				3,350	m <sup>2</sup>
<b>SI S.F.A.</b>					
Residential				1,7543	m <sup>2</sup>
Retail				121	m <sup>2</sup>
Land				1,8949	m <sup>2</sup>
<b>SI Unit Count</b>					
Unit				126	
<b>SI Parking</b>					
		SI Units	# of Units	SI Units	# of Units
Residential		126	126	126	126
Retail		42	42	42	42
Land		192	192	192	192
<b>SI Parking Ratio</b>					
		1	1.5	1.5	1.5
<b>SI Access Cover</b>					
		SI Units	# of Units	SI Units	# of Units
Residential		126	126	126	126
Retail		42	42	42	42
Land		192	192	192	192
Total		360	360	360	360

SITE PLAN + STATISTICS  
 • LINDVEST • AURORA GLEN • 1533.17 • Aug. 28. 2017

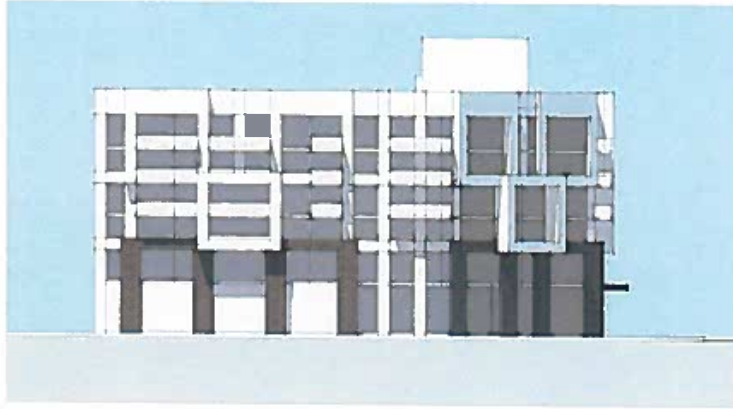
PRELIMINARY CONCEPT - WITHOUT PREJUDICE



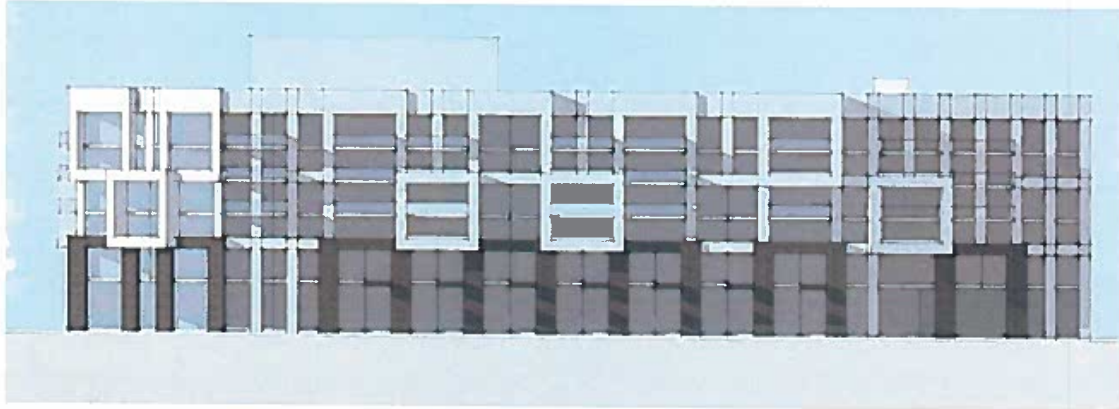


CONCEPT ELEVATION - PERSPECTIVE VIEW LOOKING SOUTHWEST  
• LINDVEST • AURORA GLEN • 1533.17 • Aug. 25, 2017

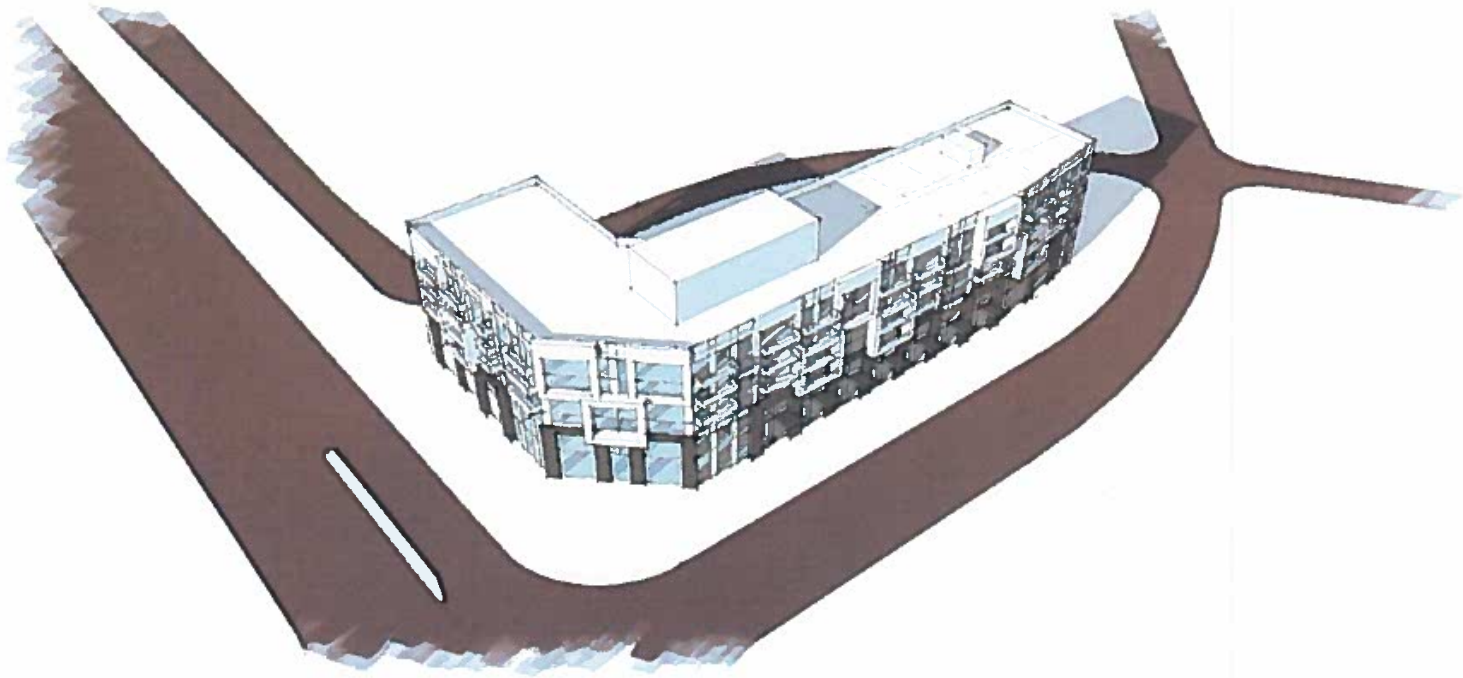
PRELIMINARY CONCEPT - WITHOUT PREJUDICE



EAST ELEVATION



NORTH ELEVATION



CONCEPT ELEVATION - AERIAL VIEW  
• LINDVEST • AURORA GLEN • 1533.17 • Aug. 25, 2017


PRELIMINARY CONCEPT - WITHOUT PREJUDICE

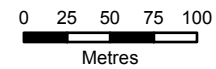
N.T.S.  **GRAZIANI  
&  
CORAZZA**  
ARCHITECTS INC.



**LOCATION MAP**

APPLICANT: SHIMVEST INVESTMENTS LIMITED  
 FILES: ZP-2017-05 RELATED FILES: ZBA-2012-02 SUB-2012-02  
 FIGURE 1

 Subject Lands





**Town of Aurora  
Information Report**

**No. CS17-030**

---

**Subject:** Implications of the Provincial Government's proposed changes to employment standards legislation on the Town

**Prepared by:** Vesna Barbe, Acting Manager, Human Resources

**Department:** Corporate Services

**Date:** September 19, 2017

---

**In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.**

### **Executive Summary**

The Provincial Government has proposed a number of changes to employment and labour legislation that will have an impact on Town policies, procedures and budgets if the proposals are adopted into law. This report provides Council with an overview of the proposed legislative changes that will have an impact on the Town.

- Proposed minimum wage increases will have a significant impact on operating budgets in 2018 and 2019
- Proposed Equal Pay for part time, seasonal and casual staff doing similar work to full time employees will have minimal impact on Town operating budgets
- Proposed increased vacation pay entitlement will have no impact on full time employees and will create increased entitlement for part time employees, resulting in increased costs
- Personal emergency proposals will have minimal impact on Town policies and practices
- 3 hours pay for shifts cancelled within 48 hours of shift start time will have minimal impact on Town budgets
- The Town will ensure independent contractors are used appropriately by the organization

## **Background**

On June 1, 2017, the Government of Ontario introduced proposed changes to Employment Standards legislation as a result of “Changing Workplaces Review.” The “Fair Workplaces, Better Jobs Act, 2017” (“Bill 148”) passed First Reading on June 1, 2017. In addition to a proposed increase in minimum wage to \$15.00 an hour, other changes may have an impact on organizational policies/practices. The Town of Aurora has employment policies in place that govern the employment relationship with Town employees and must comply with employment standards requirements.

The Standing Committee is scheduled to review the Bill throughout the summer, and may be passed when the Government reconvenes in the fall. In anticipation of these changes, the Town has reviewed the potential implications for Town policies.

## **Analysis**

### **Proposed minimum wage increases will have a significant impact on operating budgets in 2018 and 2019**

The Government of Ontario has proposed increasing minimum wage to \$14.00 an hour in 2018, and \$15.00 in 2019. Currently there are approximately 100 part-time positions at the Town being paid at or less than these rates.

Additionally there is a minimum wage increase scheduled for October 2017 (from \$11.40/hr to \$11.60/hr).

Historically the Town’s practice in addressing minimum wage increases has been to adjust the rates at the bottom of the salary schedules. However, this has led to compression of the salary bands, with the distinctions between bands becoming more narrow. It is anticipated that this will impact more than just those at or below the new minimum wages. At the high end, potential impact could be around \$541,000 additional costs to the operating budget in 2018, with further impact in 2019. This impact is the result of the applied 20% proposed minimum wage increase to the existing pay rates for the part-time wage scales. There is minimal impact to full-time staff costs, as this issue is primarily within the part-time pay structures. In order to address the impact of these increases, the Town will review the banding and distribution of rates.

### **Proposed Equal Pay for part time, seasonal and casual staff doing similar work to full time employees will have minimal impact on Town operating budgets**



September 19, 2017

Page 3 of 5

Report No.CS17-030

---

The Town is reviewing its job descriptions to identify where part time, seasonal or casual work is being done that is similar to full time positions, and will recommend adjustments to those rates on a go forward basis. It is anticipated that only a few positions may be impacted by this change.

**Proposed increased vacation pay entitlement will have no impact on full time employees and will create increased entitlement for part time employees, resulting in increased costs**

The Government of Ontario has proposed employees be entitled to three weeks of vacation (or 6% vacation pay) after five years of service (in addition to current entitlement of two weeks (or 4% vacation pay) after one year of service). The Town's policy provides for three weeks of vacation after one year of service for full time permanent employees. However, other than continuous full time employees (OTCFT) (not full time permanent employees) receive vacation pay in the amount of 4% on wages earned. If the government's proposal is passed in legislature, the Town would be required to provide OTCFT employees with 6% vacation pay after five years of service. This would translate into an additional cost of approximately \$21,000 in 2018.

**Personal emergency proposals will have minimal impact on Town policies and practices**

The Town's current policies for full-time staff will not be affected by this change, however Town policies would need to be adapted to provide for up to 10 personal emergency days for OTCFT employees (with two of those being with pay). Assuming that all OTCFT employees used their two new days of paid personal emergency leave in a year, the approximate cost to the Town in wages would be \$43,000.

**3 hours pay for shifts cancelled within 48 hours of shift start time will have a minimal impact on operating budgets**

The Government of Ontario has proposed that an employee be paid for three hours of pay if their shift was cancelled within 48 hours of the shift start time. Through careful scheduling practices, canceling shifts rarely happens by the Town, and is usually the result of emergency facility closure due to unforeseen events (such as significant inclement weather or other emergency.)

**The Town will ensure independent contractors are used appropriately by the organization**

The Government of Ontario has proposed to more closely scrutinize employer application of 'independent contractors' as independent contractors are not afforded the

same rights under Employment Standards legislation as employees are. The Town does use independent contractors in the delivery of a variety of services. The Town conducted a review of their use and contracts in 2011 and will undertake a further review of current cases where independent contractors are used and make any appropriate adjustments to their status as required.

### **Advisory Committee Review**

Not applicable

### **Financial Implications**

Should the government's proposals be adopted into law, the total impact on the operating budget with all considerations above would be \$605,000. Staff will continue to monitor the proposals as they continue through consultation and discussion at the provincial level. Staff will work to minimize the impacts these legislative changes will have on the Town. These costs will be incorporated into 2018 and 2019 operating budget submissions.

### **Communications Considerations**

Should the proposed changes be adopted into law, Human Resources will communicate the associated policy and practice changes to staff through management.

### **Link to Strategic Plan**

Supporting an exceptional quality of life for all.

### **Alternative(s) to the Recommendation**

None.

### **Conclusions**

Staff are reviewing Town policies and practices to ensure compliance with potential provincial legislative changes. Consideration for cost implications will be included in future operating budgets.

September 19, 2017

Page 5 of 5

Report No.CS17-030

---

This issue was a significant concern of municipalities at the annual AMO conference in Ottawa. In response to the numerous issues raised, the Minister committed to review the legislation and minimize or eliminate the unintended consequences for municipalities. Changes are expected in the next draft of legislation.

### **Attachments**

None

### **Previous Reports**

None.

### **Pre-submission Review**

CAO/Director of Finance review on September 5, 2017

#### **Departmental Approval**



---

**Techa van Leeuwen  
Director  
Corporate Services**

#### **Approved for Agenda**



---

**Doug Nadorozny  
Chief Administrative Officer**