

Public Release  
November 3, 2017



**Town of Aurora  
Additional Items to  
General Committee Meeting Agenda**

Tuesday, November 7, 2017  
7 p.m., Council Chambers

- **Revised General Committee Meeting Agenda Index**
- **Item R10 – PRCS17-038 – Use of 14700 Yonge Street (Old Canadian Tire) for Santa Clause Parade**
- **Item R11 – FS17-054 – 2018 Draft Capital Budget Remaining Items**
- **Notice of Motion (c) Councillor Abel; Re: Pedestrian Traffic Calming**



**Town of Aurora  
General Committee  
Meeting Agenda (Revised)**

Tuesday, November 7, 2017  
7 p.m., Council Chambers

Councillor Humfries 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**

- (a) Adrian Kawun, Manager, Transit Service Planning, YRT/VIVA  
Re: 2018 Transit Initiatives**

**4. Delegations**

- (a) Angela Sciberras, MSH Planning, representing 2567086 Ontario Inc.  
Re: Item R2 – PBS17-079 – Proposal for Zoning By-law Amendment  
Application**

**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 C8 inclusive, be approved:

**C1. PRCS17-034 – Culture and Recreation Grant Semi-Annual Allocation for September 2017**

(Information Report dated October 17, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. PRCS17-034 be received for information.

**C2. Finance Advisory Committee Meeting Minutes of September 27, 2017**

**Recommended:**

1. That the Finance Advisory Committee meeting minutes of September 27, 2017, be received for information.

**C3. Accessibility Advisory Committee Meeting Minutes of October 4, 2017**

**Recommended:**

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

**C4. Environmental Advisory Committee Meeting Minutes of October 5, 2017**

**Recommended:**

1. That the Environmental Advisory Committee meeting minutes of October 5, 2017, be received for information.

**C5. Governance Review Ad Hoc Committee Meeting Minutes of October 10, 2017**

**Recommended:**

1. That the Governance Review Ad Hoc Committee meeting minutes of October 10, 2017, be received for information.

**C6. Finance Advisory Committee Meeting Minutes of October 12, 2017**

**Recommended:**

1. That the Finance Advisory Committee meeting minutes of October 12, 2017, be received for information.

**C7. Heritage Advisory Committee Meeting Minutes of October 16, 2017**

**Recommended:**

1. That the Heritage Advisory Committee meeting minutes of October 16, 2017, be received for information.

**C8. IES17-038 – Award of Tender IES 2017-102 – Supply and Delivery of One 2018 Single Axle Dump Truck and One 2018 Dual Axle Dump Truck**

**Recommended:**

1. That Report No. IES17-038 be received; and
2. That Tender IES 2017-102 for the supply and delivery of one single axle dump truck and one dual axle dump truck be awarded to Currie Truck Centre, in the amount of \$413,747, excluding taxes; and
3. That the Mayor and Town Clerk be authorized to execute the necessary Agreement, including any and all documents and ancillary agreements required to give effect to same.

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

### **R1. FS17-053 – 2018 Central York Fire Services Budget for Aurora Comment**

Presentation to be provided by Ian Laing, Fire Chief, Central York Fire Services

**Recommended:**

1. That Report No. FS17-053 be received; and
2. That the draft 2018 Central York Fire Services budgets as recommended for approval by the Joint Council Committee be supported.

### **R2. PBS17-079 – Proposal for Zoning By-law Amendment Application**

**Recommended:**

1. That Report No. PBS17-079 be received; and
2. That Council accept the Zoning By-law Amendment Applications related to the following Zoning By-law Proposals:
  - (a) L&B Aurora Inc. (Northeast Corner of Wellington Street East and John West Way);
  - (b) 2567086 Ontario Inc. (100 Tyler Street & 34-46 George Street); and
  - (c) 2419059 Ontario Inc. (103, 107 & 111 Metcalfe Street).

### **R3. PRCS17-037 – Aurora Outdoor Christmas Market**

**Recommended:**

1. That Report No. PRCS17-037 be received; and
2. That the framework presented in this report be endorsed; and
3. That staff report back to Council on the need for additional staff for Special Events/Communications in Q1 of 2018; and

4. That the Aurora Outdoor Christmas Market be included as an option in the 2018 Budget; and
5. That the Aurora Christmas Outdoor Market not be approved in 2017.

**R4. FS17-046 – 2018 Operating Budget**

Presentation to be provided by Dan Elliott, Director of Financial Services - Treasurer

**Recommended:**

1. That Report No. FS17-046 be received; and
2. That the 2018 draft Operating Budget be referred to Budget Committee for review at its scheduled meetings commencing November 18, 2017; and
3. That following the completion of the Budget Committee reviews, the Treasurer bring forward a final budget approval report reflecting all adjustments recommended by the Committee.

**R5. PBS17-078 – Town of Aurora Official Plan Workplan Update**

(Information Report dated October 17, 2017, included on agenda per Member of Council request)

**Recommended:**

1. That Report No. PBS17-078 be received for information.

**R6. CS17-036 – Pre-Budget Approval for the Hiring of an Elections Coordinator**

**Recommended:**

1. That Report No. CS17-036 be received; and

2. That pre-budget approval for a full-time Elections Coordinator for a one-year contract position in advance of the final approval of the 2018 Operating Budget, be provided.

**R7. IES17-035 – Winter Sand/Salt Storage Facility Door**

**Recommended:**

1. That Report No. IES17-035 be received; and
2. That 2017 Capital Project No. 72311 – Installation of Sand/Salt Facility Door be approved; and
3. That a total budget of \$25,000 be approved for Capital Project No. 72311 to be funded from the Growth and New Reserve Fund; and
4. That staff be authorized to proceed with Capital Project No. 72311 – Installation of Sand/Salt Facility Door prior to the 2017/18 winter season.

**R8. IES17-037 – Award of Request for Proposal 2017-81-IES – For Consulting Services to Develop the Town of Aurora’s Community Energy Plan**

**Recommended:**

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

**R9. Summary of Committee Recommendations Report No. 2017-10**

**Recommended:**

1. That Summary of Committee Recommendations Report No. 2017-10 be received; and
2. That the Committee recommendations contained within this report be approved.

**R10. PRCS17-038 – Use of 14700 Yonge Street (Old Canadian Tire) for Santa Claus Parade**

(Added Item)

**Recommended:**

1. That Report No. PRCS17-038 be received; and
2. That Director of Parks, Recreation and Cultural Services be authorized to execute an agreement with Canadian Tire Real Estate Limited for the use of 14700 Yonge Street during the Santa Claus parade on Saturday, November 25, 2017.

**R11. FS17-054 – 2018 Draft Capital Budget Remaining Items**

(Added Item)

**Recommended:**

1. That Report No. FS17-054 be received; and
2. That 2018 Capital Project No. 72285 – JOC – Additional Work be given conditional approval – additional information required; and
3. That 2018 Capital Project No. 72310 – 22 Church St – Exterior Sign be given conditional approval – additional information required; and
4. That 2018 Capital Project No. 34525 – Yonge St Parking Plan not be approved at this time.

**7. Notices of Motion**

- (a) Councillor Abel**  
**Re: Affordable Housing Plan**
  
- (b) Councillor Abel**  
**Re: Aurora Pow-Wow 2018**
  
- (c) Councillor Abel**  
**Re: Pedestrian Traffic Calming**  
(Added Item)

**8. New Business**

**9. Closed Session**

**10. Adjournment**



**Town of Aurora**

**General Committee Report No. PRCS17-038**

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**Subject:** Use of 14700 Yonge Street (old Canadian Tire) for Santa Claus Parade

**Prepared by:** Lisa Warth, Manager, Recreation

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

**Date:** November 7, 2017

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## **Recommendation**

1. That Report No. PRCS17-038 be received; and
2. That Council authorize the Director of Parks, Recreation and Cultural Services to execute an agreement with Canadian Tire Real Estate Limited for the use of 14700 Yonge Street during the Santa Claus parade on Saturday November 25, 2017.

## **Executive Summary**

The old Canadian Tire parking lot (located at 14700 Yonge Street) is required for use during the Santa Claus parade on Saturday November 25, 2017. Canadian Tire Real Estate Limited is requiring a signed agreement for use of the space. This report highlights the following:

- A requirement for a large, safe, logistically suitable space
- Agreement Review

## **Background**

The old Canadian Tire parking lot has been used for several years during the Santa Claus parade as a place for parade participants to park their vehicles, dismount floats and for shuttle buses to pick up parade participants and shuttle them to the parade staging area.

## **Analysis**

### **A large, safe, logistically suitable space**

The old Canadian Tire parking lot is required for the successful execution of the Santa Claus parade. It provides a large, lit space for parade participants to park their vehicles prior to the parade and for shuttle buses to pick up parade participants and take them to the parade staging area. The lot is suitably located at the end of parade route, making it a convenient and safe space for parade participants to dismount floats and access their vehicles at the end of the parade.

The lot would be accessible to the public that evening.

### **Agreement Review**

Legal services will review the agreement prior to execution to ensure it is suitable and does not expose the Corporation to any unmanageable risks.

### **Advisory Committee Review**

Not applicable.

### **Financial Implications**

None – There is no cost for using the space.

### **Communications Considerations**

None.

### **Link to Strategic Plan**

The Santa Claus parade supports Objective 3 – Celebrating and promoting our Culture under the goal of Supporting an exceptional quality of life for all.

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

None.

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Report No. PRCS17-038

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## **Conclusions**

The execution of an agreement with Canadian Tire Real Estate Limited is required to ensure the safe, successful execution of the Santa Claus parade.

## **Attachments**

None

## **Previous Reports**

None

## **Pre-submission Review**

CAO review on October 30, 2017

## **Departmental Approval**



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

## **Approved for Agenda**



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**Doug Nadorozny**  
Chief Administrative Officer



**Town of Aurora  
General Committee Report**

**No. FS17-054**

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**Subject:** 2018 Draft Capital Budget Remaining Items

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

**Department:** Financial Services

**Date:** November 7, 2017

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## **Recommendations**

- 1. That Report No. FS17-054 be received; and**
- 2. That 2018 capital project No. 72285 – JOC - Additional Work be given Conditional Approval – additional information required; and**
- 3. That 2018 capital project No. 72310 – 22 Church St – Exterior Sign be given Conditional Approval – additional information required; and**
- 4. That 2018 capital project No. 34525 – Yonge St Parking Plan not be approved at this time.**

## **Executive Summary**

To obtain Council's direction on the three remaining 2018 Draft Capital Plan projects that have previously not received consideration by Budget Committee.

## **Background**

The Budget Committee commenced its review of the Town's recommended 2018 Draft Capital Budget on Saturday October 14, 2017. At this meeting, three projects were deferred for further discussion at the request of Budget Committee due to time constraints and the required early departure of a few of its members.

November 7, 2017

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Report No. FS17-054

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## **Analysis**

The Budget Committee deferred its consideration of the following list of projects:

### **Capital project 72285 – JOC – Additional Work (\$1,750,000) be conditionally approved**

Staff recommend that the Budget Committee conditionally approve capital project #72285 as outlined in Attachment #1. Staff would be required to bring a report back to the General Committee following the outcome of the external 3<sup>rd</sup> party review of the Joint Operations Centre's (JOC) construction which is presently underway. It is expected that this review will be completed early in 2018. Staff's related capital report would follow shortly thereafter and would include additional details and prioritizations of the various components of this project. It is possible that some priority items may be brought forward for approval prior to completion of the audit.

### **Capital project 72310 – 22 Church St – Exterior Sign (\$50,000) be conditionally approved.**

Staff recommend that the Budget Committee conditionally approve capital project #72310 as outlined in Attachment #2. Staff would subsequently bring a report back to General Committee with additional project details or address this project's requirements in conjunction with the detailed design of Library Square.

### **Capital project 34525 – Yonge St Parking Plan (\$200,000) not be approved at this time as part of the 2018 Capital Budget.**

Staff recommend that the Budget Committee not approve the new funding request for capital project #34525 as outlined in Attachment #3. Staff is recommending that this item be deferred for further discussion in 2019 outside of the budget process. This would allow sufficient time for the newly created Economic Development Board to provide its input as well as for the completion of further planned work on the Yonge Street streetscape design project.

## **Advisory Committee Review**

Not Applicable

## **Financial Implications**

These three projects combined represent a total Growth & New capital requirement of \$2,000,000. Of this amount, staff are recommending that the Budget Committee

conditionally approve two of these projects totaling \$1,800,000 of this value; meaning an equivalent value of applicable reserve funding will be earmarked for these projects. However, Council still has the ability to not proceed with these two projects based upon any additional information/recommendations that it receives from staff and subsequently return the earmarked funds to be used for other capital projects. Staff are recommending that the additional funding proposed for the third project not be approved at this time, thus decreasing the overall Draft 2018 Growth & New budget by \$200,000.

### **Communications Considerations**

Financial Services and Corporate Communications have worked closely to develop a comprehensive communication plan around the Town's 2018 capital and operating budget. The plan was developed with the intent of increasing public participation in the budget process. As per this plan, the results of these decisions will be communicated to the public through multiple Town communication channels.

### **Link to Strategic Plan**

Developing the annual capital budget supports all aspects of the Strategic Plan. In particular, outlining and understanding the Town's long term financial planning and use of financial reserves to buffer related fluctuations in financial requirements from year to year contribute to achieving the Strategic Plan's 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. Council may provide alternative directions with respect to the three remaining projects of the Draft 2018 Capital Plan.

### **Conclusions**

The Budget Committee was unable to conclude its review of the Town's Draft 2018 Capital Budget on October 14, 2017. Due to time constraints and the required early departure of a few of its members, the Budget Committee decided to defer its deliberations on three capital projects. Through this report, staff are recommending that

November 7, 2017

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the Budget Committee conditionally approve Capital Projects #72285 and #72310 and at this time not approve the funding that has been requested for Capital Project #34525.

### **Attachments**

Attachment #1 – 72285 – JOC – Additional Work

Attachment #2 – 72310 – 22 Church St – Exterior Sign

Attachment #3 – 34525 – Yonge St Parking Plan

### **Previous Reports**

FS17-041 2018 Capital Investment Program and Ten Year Asset Management Plan Overview

### **Pre-submission Review**

Agenda Management Team review on November 1, 2017

### **Departmental Approval**

### **Approved for Agenda**



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



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**Doug Nadorozny  
Chief Administrative Officer**



**Furniture – Common Areas, Meeting Rooms, Collaborative Spaces - \$45,000 Yes - project**

To complete the furniture required and planned for the JOC for break out rooms. This will allow several rooms that are now vacant to be used and the addition of a connected meeting room table for presentations.

**Entry Pylon Exterior Signs - \$60,000 – Yes - contract**

To add a Hi Definition Pylon sign to the front entrance of the JOC. This will improve communication to residents and provide for better building identification.

**Building Exterior Sign - \$12,000 – No – new request**

Add exterior signage around the building, including the service entrance and work areas. This will allow for better traffic flow and less confusion for residents.

**Back Lot Paving and Full Build Out - \$890,200 – Yes - contract**

To grade in fill and pave the back parking lot at the JOC. This will provide increased paved area for equipment and storage of supplies and allow for proper grading to catch basins so that erosion does not continue.

**Upper Parking Lot and Rear Yard – Top Coat - \$285,000 – Yes - contract**

To put a top coat of asphalt for paved areas at the JOC. This will provide for proper grading and reduce the risk for tripping and slip and falls on the property.

**Automated Control Gate - \$50,000 – No – new request**

To add an access gate at the service entrance that is powered and has access control. The existing manual gate does not provide adequate security for our staff during and after hours. Unauthorized persons entering the property have several risks including theft, health and safety and vandalism.

**JOC – Landscaping - \$85,000 – Yes - contract**

Finish landscaping at the JOC, including sod and plants. This will help to control runoff and green the property.

**South Side Exterior Finishing - \$50,000 – No – cut from design**

Finish the south outside exterior area near the greenhouse and retaining walls. This would include fencing off the area and adding an additional retaining wall or concrete near the building to stop erosion. This would reduce risk of injury.

**Storage Buildings - \$300,000 – No – cut from design**

A request has been made for a large cold storage building so that tools and equipment are not left exposed to the elements. The area could also be used as a staging area which would free up some space in the heated bays.

**Third Floor Build Out** - \$300,000 – No – new request

To build out the vacant third floor and use it as office space for town staff. This would add needed space at the Town Hall and allow for a better working environment. This space will become increasingly important in the next 3 – 5 years.

**Intercom System** - \$20,000 – No – new request

An intercom system would allow for better communication to all staff throughout the building. Currently we are only able to communicate in the office building. This would be especially important in the event of an emergency.

**Garbage Tipping Station** - \$100,000 – Yes - contract

Need to have a location to tip garbage from operations in a safe/efficient manner. Currently Machell Yard is used which is bordered by residential homes. Several complaints over the years have been received about staff accessing the yard to tip on weekends, early mornings and evenings. In addition, this site has been identified as a future potential development site by the Town.

**Soil Quality at Back of Property** - \$50,000 – Yes - contract

There had been concern when the JOC was being built about the appearance of the salt dome from residents. It had been agreed that vegetation would be planted outside the fenced area to help screen the working yard and to provide a buffer between the JOC and the Arboretum.





**Town of Aurora  
Capital Projects**

<b>Project</b>	34525 Yonge St Parking Plan		
<b>Department</b>	Infrastructure & Environmental Services		
<b>Version</b>	Draft 1	<b>Year</b>	2018

**Gallery**

Q:\\_Departments\_space\Works\Capital Projects\CP 34525 - Yonge Street Parking Plan\CP\_34525.jpg





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<b>Notice of Motion</b>	Councillor John Abel
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**Date:** November 7, 2017

**To:** Mayor and Members of Council

**From:** Councillor Abel

**Re:** **Pedestrian Traffic Calming**

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Whereas the Town of Aurora supports active transportation, safe traffic calming measures and safe pedestrian crossings; and

Whereas an Icelandic town has employed ingenious painted crossing patterns for pedestrians to be safer at crossings and more heavily pedestrian traffic areas like school zones and parks; and

Whereas the crossing intersections are 3-D and appear to be raised concrete pads that would raise vehicle operators' attention to slow down;

1. Now Therefore Be it Hereby Resolved That staff be directed to prepare an information report regarding the suitability and advisability of installing raised pedestrian crossings, and the estimated cost for up to five installations with an identified capital funding source; and
2. Be It Further Resolved That the report be completed in time for the 2018 Budget deliberations, to be implemented in the spring of 2018.