

Public Release
May 14, 2018



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

Tuesday, May 15, 2018
7 p.m., Council Chambers

- **Revised General Committee Meeting Agenda Index**
- **Item A2 – Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes of April 19, 2018**
- **Item A3 – Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes of May 7, 2018**
- **Item R7 – CMS18-016 – 100 Vandorf Sideroad – Hallmark Lands Community Park Design**
- **Item R8 – CS18-011 – Standard Funding Agreements**
- **Notice of Motion (c) Mayor Dawe
Re: Deferred Development Charges – Habitat for Humanity**



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

Tuesday, May 15, 2018
7 p.m., Council Chambers

Councillor Mrakas 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. Community Presentations

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

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

4. Delegations

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 Item C1 be approved:

**C1. PDS18-046 – Request for Street Name Approval
Certas Home and Auto Insurance Company
333 First Commerce Drive
File Number: STR-2018-01**

Recommended:

1. That Report No. PDS18-046 be received; and
2. That the following street name be approved; and

Street “A” Desjardins Way
3. That a by-law to rename the street from State Farm Way to Desjardins Way be enacted.

6. Advisory Committee Meeting Minutes

Recommended:

A1. Accessibility Advisory Committee Meeting Minutes of April 4, 2018

Recommended:

1. That the Accessibility Advisory Committee meeting minutes of April 4, 2018, be received for information.

**A2. Parks, Recreation and Cultural Services Advisory Committee Meeting
Minutes of April 19, 2018**

(Added Item)

Recommended:

1. That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of April 19, 2018, be received; and

2. That the Parks, Recreation and Cultural Services Advisory Committee recommend to Council:

1. **Memorandum from Director Community Services
Re: Pricing Policy for Recreation Services**

- (a) That a consultant be retained to complete a Pricing Policy.

A3. Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes of May 7, 2018

(Added Item)

Recommended:

1. That the Parks, Recreation and Cultural Services Advisory Committee Special Meeting minutes of May 7, 2018, be received for information.

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. CMS18-014 – Enhanced Recreation Facility Advertising and Sponsorship Programs

Recommended:

1. That Report No. CMS18-014 be received; and
2. That staff be authorized to implement the enhanced Recreation Facility Advertising and Recreation Facility Sponsorship programs; and
3. That the Director of Community Services be given delegated authority to execute all future recreation facility advertising and facility sponsorship agreements.

R2. CMS18-015 – Menorah Lighting Ceremony

Recommended:

1. That Report No. CMS18-015 be received; and

2. That the addition of a Menorah Lighting Ceremony in partnership with Chabad Aurora to the annual special events starting in 2018 be approved; and
3. That funding be approved for the Menorah Lighting Ceremony event in the amount of \$6,200 for 2018 from the Council Operating Contingency account.

R3. OPS18-013 – Boardwalk at Kwik Kopy Trail

Recommended:

1. That Report No. OPS18-013 be received; and
2. That the total approved budget for Capital Budget Project No. 73107 – Kwik Kopy Trail be increased to \$815,000, representing an increase of \$630,000 to be funded from the Park Development Charges Reserve.

**R4. PDS18-050 – Application for Site Plan
Roman Catholic Episcopal Corp.
15347 Yonge Street
File Number: SP-2017-06**

Recommended:

1. That Report No. PDS18-050 be received; and
2. That Site Plan Application File SP-2017-06 (Roman Catholic Episcopal Corp.) to permit the expansion of the existing Church, together with a new steeple, reconfiguration of the existing parking area and restoration to the historical portion of the house fronting on Catherine Street, be approved; and
3. That the Mayor and Town Clerk be authorized to execute the Site Plan Agreement, including any and all documents and ancillary agreements required to give effect to same.

- R5. PDS18-054 – Application for Removal of Holding (H) Provisions
2412872 Ontario Inc. and 2197616 Ontario Inc.
908 Vandorf Sideroad and 14575 Bayview Avenue
Pt Lot 16 Con 2, W Pt 1, 65R-32933 Except 65M-4292
Pt Lot 16 Con 2, Pt 1, 65R-34618
Related Files: ZBA-2007-12, ZBA-2001-04, SUB-2007-04,
and SUB-2001-01
File Number: ZBA-2007-12(H)**

Recommended:

1. That Report No. PDS18-054 be received; and
2. That the Application to Remove the Holding (H) Provision (ZBA-2007-12(H)) from Lots 1 to 6 inclusive on the Draft Plan at 14575 Bayview Avenue (SUB-2001-01) and Lots 1 to 20 inclusive on the approved Draft Plan of Subdivision at 908 Vandorf Sideroad (SUB-2007-04) be approved; and
3. That the removal of the Holding provision by-laws be presented at a future Council meeting.

- R6. PDS18-055 – Amendments to the Central Lake Ontario, Toronto Region and Credit Valley (CTC) Source Protection Plan**

Recommended:

1. That Report No. PDS18-055 be received; and
2. That the proposed amendments to the Central Lake Ontario, Toronto Region and Credit Valley (CTC) Source Protection Plan and Toronto & Region Assessment Report be endorsed; and
3. That the Town Clerk circulate this report and Council resolution to the Regional Clerk, Chair of the South Georgian Bay Lake Simcoe Source Protection Committee, Chair of the Credit Valley, Toronto Region and Central Lake Ontario Source Protection Committee, and Director of the Source Protection Programs Branch, Ministry of the Environment and Climate Change.

R7. CMS18-016 – 100 Vandorf Sideroad – Hallmark Lands Community Park Design

(Added Item)

Recommended:

1. That Report No. CMS18-016 be received; and
2. That this report satisfy Council's conditional budget for Capital Project No. 73287 – Hallmark Lands – Baseball Diamonds in the amount of \$3,000,000; and
3. That staff be authorized to commence detailed design and tendering process for 100 Vandorf Sideroad and proceed with Capital Project No. 73287 as presented.

R8. CS18-011 – Standard Funding Agreements

(Added Item)

Recommended:

1. That Report No. CS18-011 be received; and
2. That the Mayor and Clerk be authorized to enter into and execute standard funding agreements wherein Council has approved a funding request through the annual budget or by Council resolution.

8. Notices of Motion

(a) Councillor Abel

Re: Post-Secondary Economic Impact Analysis

(b) Mayor Dawe

Re: Right to Approve Landfill Developments

(c) Mayor Dawe

Re: Deferred Development Charges – Habitat for Humanity

(Added Item)

9. New Business

10. Closed Session

11. Adjournment



**Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee
Meeting Minutes**

Date: Thursday, April 19, 2018
Time and Location: 7 p.m., Holland Room, Aurora Town Hall
Committee Members: Councillor Tom Mrakas (Chair), Councillor Michael Thompson (Vice Chair), Reg Chappell, Juergen Daurer, Richard Doust, Stephen Kimmerer, Eric McCartney, and Brian Trussler
Member(s) Absent: None
Other Attendees: Robin McDougall, Director, Community Services, Lisa Warth, Manager, Recreation, and Linda Bottos, Council/Committee Secretary

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

1. Approval of the Agenda

**Moved by Juergen Daurer
Seconded by Reg Chappell**

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, R.S.O. 1990, c. M.50.*

3. Receipt of the Minutes

Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
Thursday, April 19, 2018

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**Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
of February 15, 2018**

**Moved by Reg Chappell
Seconded by Stephen Kimmerer**

That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 15, 2018, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

**1. Memorandum from Director, Community Services
Re: Pricing Policy for Recreation Services**

Staff provided a brief overview of the memorandum and attachments, and distributed a revised table on Recreation Program cost recovery along with the current (2009) Pricing Policy for Recreation Services. The Committee and staff discussed various factors and methods for determining costs, cost recovery, pricing, allocation, and subsidy levels.

The Committee consented to vote on the third clause separately.

**Moved by Reg Chappell
Seconded by Juergen Daurer**

1. That the memorandum regarding Pricing Policy for Recreation Services be received; and
2. That the comments of the Committee be received and referred to staff for consideration and action as appropriate.

Carried

3. That the Parks, Recreation and Cultural Services Advisory Committee recommend to Council:

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Thursday, April 19, 2018

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- (a) That a consultant be retained to complete a Pricing Policy.

Carried

6. Informational Items

2. Extract from Council Meeting of March 27, 2018

**Re: Parks and Recreation and Cultural Services Advisory Committee
Meeting Minutes of February 15, 2018**

Moved by Richard Doust

Seconded by Juergen Daurer

1. That the Extract from Council Meeting of March 27, 2018, regarding the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 15, 2018, be received for information.

Carried

7. New Business

The Chair inquired about the possibility of holding a special meeting of the Parks, Recreation and Cultural Services Advisory Committee to discuss the recent General Committee staff report regarding 100 Vandorf Sideroad – Hallmark Lands Community Park Design. It was agreed to hold a special meeting in May, and that staff would extend an invitation to representatives of the various local sports organizations.

8. Adjournment

Moved by Richard Doust

Seconded by Councillor Thompson

That the meeting be adjourned at 8:33 p.m.

Carried

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



**Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee
Special Meeting Minutes**

Date: Monday, May 7, 2018

Time and Location: 7 p.m., Holland Room, Aurora Town Hall

Committee Members: Councillor Tom Mrakas (Chair), Councillor Michael Thompson (Vice Chair), Mayor Geoffrey Dawe (ex-officio member), Reg Chappell, Juergen Daurer, Richard Doust, Stephen Kimmerer, and Brian Trussler

Member(s) Absent: Eric McCartney

Other Attendees: Robin McDougall, Director, Community Services, Allan Downey, Director, Operational Services, John Firman, Manager, Business Support, Michael de Rond, Town Clerk

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

The Committee waived the provisions of the Procedure By-law to allow comments from members of the public.

1. Approval of the Agenda

**Moved by Richard Doust
Seconded by Reg Chappell**

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*.

Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes
Monday, May 7, 2018

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3. Receipt of the Minutes

None

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Director, Community Services

Re: 100 Vandorf Sideroad – Hallmark Lands Community Park Design

Staff provided the Committee a brief overview of the report and distributed statistics regarding the usage of baseball diamonds and rectangular fields (generally used for soccer). Members of the various local sports organizations addressed the Committee regarding the memo.

Moved by Juergen Daurer

Seconded by Reg Chappell

1. That the memorandum regarding 100 Vandorf Sideroad - Hallmark Lands Community Park Design be received; and
2. That the comments from the Parks, Recreation and Cultural Services Advisory Committee be received and referred to staff for consideration and action as appropriate; and
3. **That the Parks, Recreation and Cultural Services Advisory Committee support the staff recommendation for the construction of two (2) baseball diamonds on the Hallmark Lands; and**
4. **That staff continue to investigate repurposing facilities and fields where possible.**

Carried as amended

6. Informational Items

None

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Monday, May 7, 2018

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7. New Business

None

8. Adjournment

Moved by Stephen Kimmerer

Seconded by Richard Doust

That the meeting be adjourned at 8:16 p.m.

Carried

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



**Town of Aurora
General Committee Report No. CMS18-016**

Subject: 100 Vandorf Sideroad - Hallmark Lands Community Park Design
Prepared by: Robin McDougall, Director – Community Services
Department: Community Services
Date: May 15, 2018

Recommendation

- 1. That Report No. CMS18-016 be received; and**
- 2. That this report satisfy Council’s conditional budget for Capital Project No. 73287 – Hallmark Lands – Baseball Diamonds in the amount of \$3,000,000; and**
- 3. That staff be authorized to commence detailed design and tendering process for 100 Vandorf Sideroad and proceed with Capital Project No. 73287 as presented.**

Executive Summary

Through analysis of data and information provided by the field user groups, it has resulted in a demonstrated need for baseball (senior softball) diamonds. The Parks, Recreation and Cultural Services Advisory Committee (“PRCSAC”) supports staff’s recommendation to construct two (2) baseball diamonds on the Hallmark Lands. They arrived at this conclusion following considerations that included:

- User groups provided membership information and staff summarized utilization and growth
- Results of data collection shows baseball utilization rate higher than soccer
- Existing capital projects that support soccer (rectangular) large field growth
- Constructing two fields together supports sport tourism through hosting tournaments
- PRCSAC requested that staff investigate repurposing facilities and fields where possible to accommodate future needs
- PRCSAC supports the construction of two (2) baseball diamonds on the Hallmark Lands

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Report No. CMS18-016

Background

The 2016 Parks and Recreation Master Plan identified facility pressures in both soccer and baseball. On April 25, 2017, Council passed a resolution directing staff to report back during the 2018 budget deliberations with options for at least two (2) baseball diamonds. During the 2018 budget deliberations Council requested information on costing for individual amenities and different layout options for the design with the possible addition of a soccer field.

On April 17, 2018 staff presented report number OPS18-008 which included estimated costs and two (2) designs; two (2) baseball diamonds versus one (1) baseball diamond and one (1) soccer field. Following delegations and discussion, Council passed a motion to refer the item to PRCSAC for consideration. Additionally, staff were directed to gather more stats and data on the sports field user groups and present them to the PRCSAC committee. The PRCSAC meeting took place May 7, 2018.

Analysis

User groups provided membership information and staff summarized utilization and growth

Staff reached out to each user group that uses soccer (rectangle) fields and baseball fields to ask them to provide information about their membership for 2015-2018 along with their projection for 2019. Staff then used this information along with the booking information to determine a summary of utilization rates and percentage of growth over that time period for each sport.

Results of data collection shows baseball utilization rate higher than soccer

As a result of the data collection, a few observations were made:

- Baseball diamond user groups have evolved to using fields seven (7) days a week, where soccer field user groups primarily use Monday to Thursday leaving large pockets of time available Friday nights and on weekends. Therefore, ball groups are maximizing their use more fully;
- Overall baseball diamond utilization averages are higher than soccer field utilization (i.e. typical weeknight baseball utilization is 80-100%, where soccer field use is 50-80%);

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Report No. CMS18-016

- The growth pattern for the two (2) types of use show soccer increasing marginally more than baseball, but this is in part due to the fact that they have room to grow. Where baseball user groups have indicated that they have a waiting list and have turned players away due to lack of available field time, and;
- Although there is generally a pattern of underutilization for soccer (rectangular) fields (some as low as 10%), the larger fields (11v11) is one area where they are getting close to maximizing the utilization.

Existing capital projects to support soccer (rectangular) large field growth

Council has already approved the following capital projects which will help offset the demand for the larger fields. In 2019, a new artificial turf (multi use field) is coming on stream along with adding lights to Norm Weller Park expanding the usage available to help serve any immediate need. These new assets equate to approximately 1500-1700 more hours of playing time for sports using rectangular fields.

Constructing two fields together supports sport tourism through hosting tournaments

The importance of creating opportunities to support sport tourism was raised during the meeting. By constructing two fields together will enable tournament opportunities to take place, driving the opportunities for sport tourism in the community. Tournaments typically bring to the community non-resident participants and spectators that naturally contribute to the local economy while they are in town.

PRCSAC requested that staff continue to investigate repurposing facilities and fields where possible

During the PRCSAC meeting, there was a discussion about future needs and how the municipality will be prepared to service growth and need. Staff suggested that managing the needs may be accommodated through land acquisition and partnership opportunities. Staff also suggested that there may be opportunities of repurposing fields that are underutilized. PRCSAC recommended staff continue to investigate repurposing facilities and fields where possible.

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Report No. CMS18-016

PRCSAC supports the construction of two (2) baseball diamonds on the Hallmark Lands

Following discussion of the information provided by staff, PRCSAC (May 7, 2018) supported the staff recommendation of proceeding with construction of two (2) baseball diamonds on the Hallmark Lands.

Advisory Committee Review

May 7, 2018 - PRCSAC

Legal Considerations

Not applicable

Financial Implications

Following Council approval of the parkland design, staff will complete a more detailed design and final cost estimate, including a new grading plan that takes into account current site conditions and drainage issues. The project will be tendered. If the tender results are within the approved budget, construction will commence.

The budget for Capital Project No. 73287 is \$3,000,000, with funding being sourced from the Parks Development Charges Reserve Fund (90%), and from the Growth and New Reserve Fund (10%).

Communications Considerations

Corporate Communications to update Town's website with new information as necessary.

Link to Strategic Plan

This project supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All, by encouraging an active and healthy lifestyle.

Develop a long term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population.

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Report No. CMS18-016

Alternative(s) to the Recommendation

1. Council could defer the construction of the Community Park at 100 Vandorf Sideroad.
2. Council could reduce the scope of the Capital Project by eliminating amenities from the budget.

Conclusions

Staff recommends that Capital Project No. 73287 proceed as presented during the budget deliberations.

Attachments

OPS18-008 Report

Previous Reports

OPS18-008 100 Vandorf Sideroad – Hallmark Lands Community Park design

Pre-submission Review

Reviewed by Director of Operational Services, Director of Financial Services and the CAO May 10, 2018

Departmental Approval



**Robin McDougall
Director
Community Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Report**

Attachment No. 1

No.OPS18-008

Subject: 100 Vandorf Sideroad – Hallmark Lands Community Park Design

Prepared by: Sara Tienkamp, Manager of Parks & Fleet

Department: Operational Services

Date: April 17, 2018

Recommendations

- 1. That Report No. OPS18-008 be received; and**
- 2. That this report satisfy Council's conditional budget for Capital Project No. 73287 – Hallmark Lands – Baseball Diamonds in the amount of \$3,000,000; and**
- 3. That Council authorize staff to commence detailed design and Tendering process for 100 Vandorf Sideroad and proceed with Capital Project as presented.**

Executive Summary

This report provides Council with information associated with the preliminary design concepts of a new community park located at 100 Vandorf Sideroad:

- Parks and Recreation Master Plan recommendations outline high priorities
- Aurora King Baseball Association (AKBA) enrollment pressures require additional fields
- Hallmark Lands can accommodate two senior sports facilities
- Cost Estimates for two (2) facility fit options
- Direction of Council required to proceed with detailed design and tender process

Background

The Town of Aurora acquired approximately 13 acres of land at 100 Vandorf Sideroad, formerly Hallmark Cards on March 5, 2015.

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Report No. OPS18-008

The 2010 and 2016 Parks and Recreation Master Plan identified a deficit in the provision of Community Parkland and the procurement of this parcel of land helped address this shortfall. Also identified in the 2016 plan were facility pressures in both soccer and baseball.

On April 25, 2017, the following motion was carried following delegation from AKBA regarding finding relief to their diamond capacity needs:

That staff report back to Council in time for the 2018 capital budget deliberations with options for at least two (2) baseball diamonds indicating costs, potential locations and ancillary needs.

Staff included a project to design, tender and construct two (2) baseball diamonds in the 2018 budget for deliberations. Council requested information on costing for individual amenities and different layout options for the design, with the possible addition of a soccer field.

Analysis

Parks and Recreation Master Plan recommendations outline high priorities

The purpose of the Parks and Recreation Master Plan is to help guide the provision of the Town's parks and facilities over a five (5) year period. The objectives are to identify trends in sport and recreation, recognize parkland and facility needs and to outline priorities, timing and costs.

Both the 2010 and 2016 Master Plans identified a large deficit in the provision of community parkland to address the growing needs of the community ensuring they have sufficient access to spaces that are capable of range of recreational pursuits.

Both soccer and baseball facilities were also rated as a high priorities in the Master Plan.

It was recommended that additional rectangular, full-sized lit fields were required to meet user needs. In addition, the Town was to continue to work with educational, industrial and other suitable partners to provide sports fields on non-municipal lands with adjustments to this supply be considered and reconciled utilizing existing or future lands.

An additional baseball facility was also identified as high priority. The plan suggested consultation with local ball associations to construct a new ball diamond to accommodate use by minor ball, adult and/or hardball users.

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Report No. OPS18-008

The acquisition of the former Hallmark Lands provides an opportunity for the much needed facilities recommended in the Master Plan.

Aurora King Baseball Association enrollment pressures require additional fields

At the April 4, 2017 General Committee meeting, AKBA delegated emphasizing the need for two (2) additional softball diamonds due to increased enrollment pressures as the Town does not have the facilities to support the organization's needs.

Between 2014 and 2017 registration went from 553 to 1,062 players. The league tried to accommodate the demand by increasing team numbers, playing Sunday nights and practicing on fields not appropriate to age groups. Unfortunately, in 2016 AKBA had to turn away players.

AKBA proposed two (2) softball fields similar with a footprint similar to Optimist Park, inclusive of lighting and fencing. The addition of sports field lighting would allow them to expand their programs with the added benefit of allowing adult leagues to play later into the evenings.

In addition to the diamonds, they expressed a need for more parking and washroom facilities. These amenities would assist them in hosting double headers and tournaments, increasing sport tourism in Aurora.

Hallmark Lands can accommodate two senior sports facilities

Attached to this report are two (2) facility fit drawings. One of the concept designs incorporates two (2) fenced senior softball fields which illustrates how the fields would fit on the Hallmark lands along with the inclusion of an 80 vehicle parking lot with access off of Engelhard Drive and a centralized washroom facility between the playing fields.

The second concept design illustrates a fenced senior softball field and a senior soccer field with the same sized parking lot and washroom facility.

Both of these concepts maximize the available land at the Hallmark Lands.

Cost Estimates for facility fit options

The following chart summarizes each of the suggested amenities and associated preliminary cost estimates:

Park Amenity	Quantity	Unit Price	Unit Totals
Senior Softball Diamond complete, including grading, infield, sod	1	Allowance	\$250,000
LED Sports Field Lighting Senior Softball Diamond	1	Per Diamond	\$288,000
Senior Softball Diamond Fencing (homerun and backstop)	1	Allowance	\$75,000
Senior Soccer Field complete sodded	1	Allowance	\$400,000
LED Sports Field Lighting Senior Soccer Field	1	Per Field	\$288,000
Washroom building	1	\$300,000	\$300,000
Parking Lot	1	\$400,000	\$400,000
Site Preparation		Allowance	\$ 25,000
Site servicing (electrical, storms, sewer)		Allowance	\$260,000
Earthworks		Approximate Quantity subject to grading plan	\$275,000
Engineering/Geotechnical consulting services		Allowance	\$70,000
Park Pathways	Per Square Metre (M2)	\$55.00	Total M2 to be determined during detailed design.
Terra seeding and Planting		Allowance	\$110,000

Direction of Council required to progress with detailed design and tender process

Following presentation and deliberations of the 2018 Capital budget, project No. 73287 Hallmark Lands – Baseball Diamonds was conditionally approved with Council requesting additional information on concept designs and a breakdown of costs for amenities.

To proceed with detailed design and tendering of the park construction, staff requires approval from Council.

Advisory Committee Review

Not applicable.

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Report No. OPS18-008

Legal Considerations

None.

Financial Implications

Following Council approval of the parkland design, staff will complete a more detailed design and final cost estimate, including a new grading plan that takes into account current site conditions.

Communications Considerations

Communications to update Town's website with new information as necessary.

Link to Strategic Plan

The Award of Tender supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All, by encouraging an active and healthy lifestyle.

Develop a long-term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population.

Alternative(s) to the Recommendation

1. Council could defer the construction of the Community Park at 100 Vandorf Sideroad.
2. Council could recommend that only one ball diamond be constructed at this time.
3. Council could reduce the scope of the Capital Project by eliminating amenities from the budget.

Conclusions

Staff recommends that the Capital Project proceed as presented during the budget deliberations.

Attachments

Attachment #1 – 2017-04-24 Preliminary Softball Field Concept Plans

Attachment #2 – 2018 Capital Budget Project No. 73287

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Report No. OPS18-008

Previous Reports

None.

Pre-submission Review

Agenda Management Meeting review on March 1, 2018 and March 29, 2018.

Departmental Approval



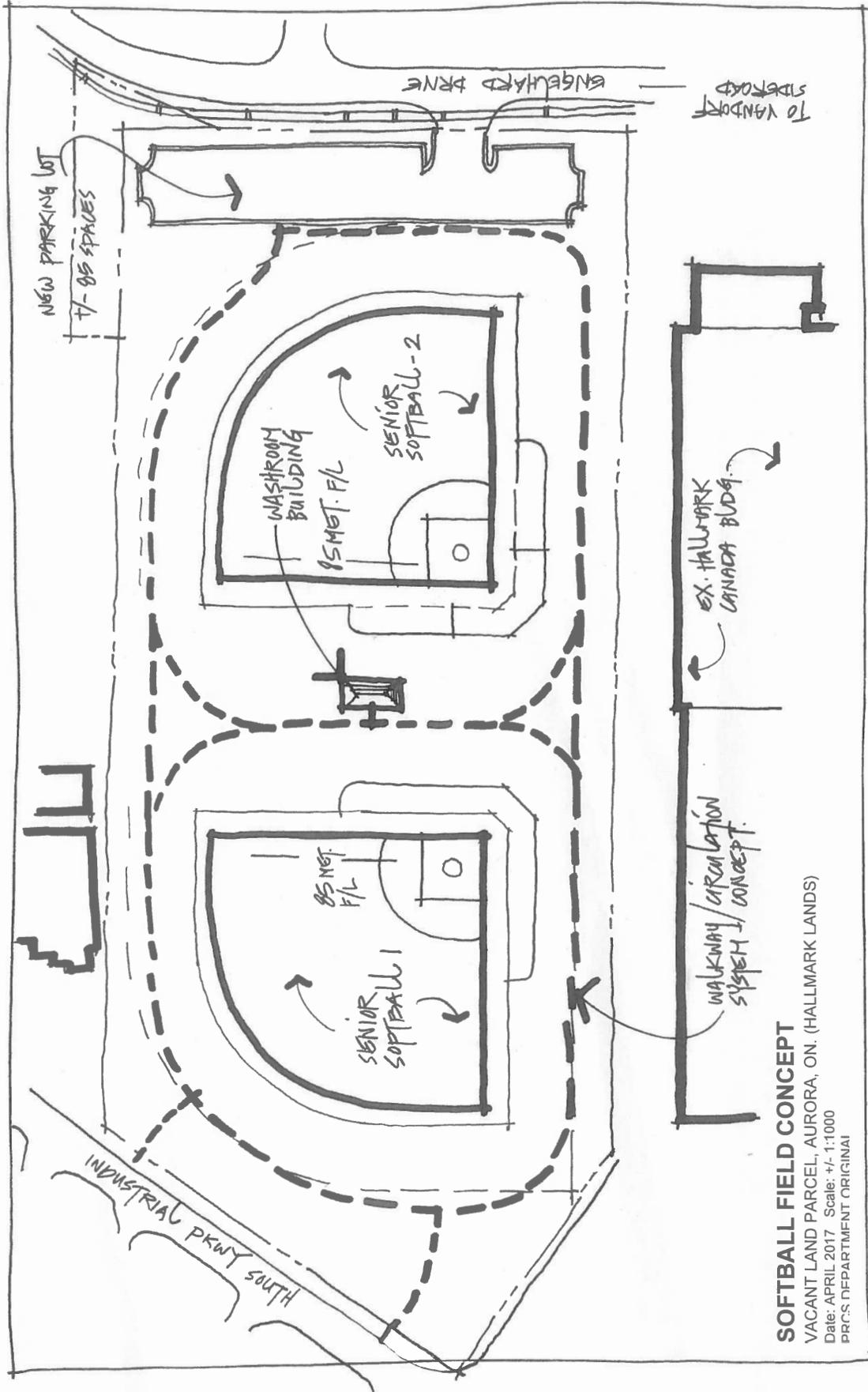
Allan D. Downey
Director of Operations
Operational Services

Approved for Agenda



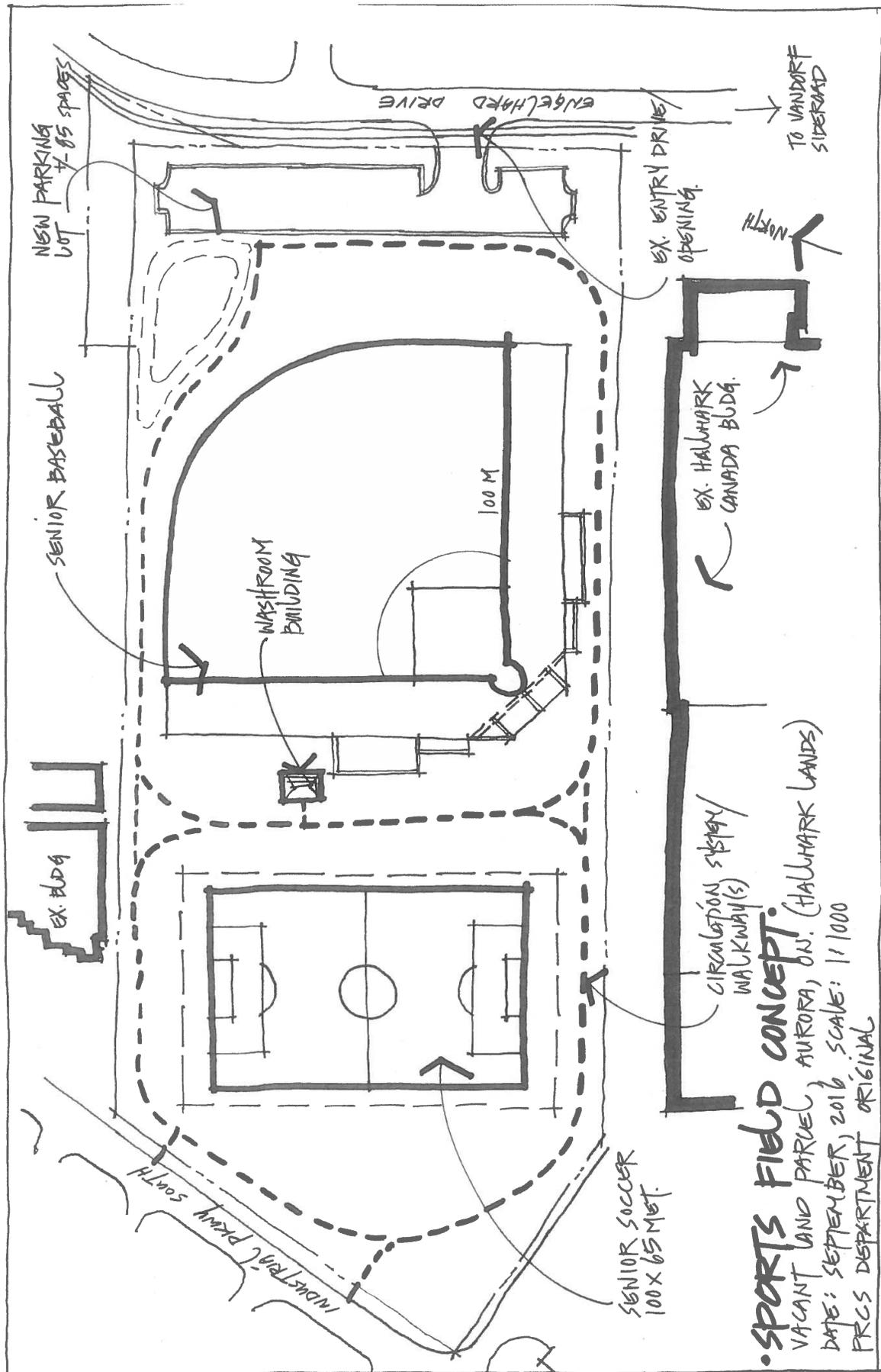
Doug Nadorozny
Chief Administrative Officer

Attachment #1



SOFTBALL FIELD CONCEPT
VACANT LAND PARCEL, AURORA, ON. (HALLMARK LANDS)
Date: APRIL 2017 Scale: +/- 1:1000
PROCS. DEPARTMENT ORIGINAL

Attachment #1





**Town of Aurora
General Committee Report No. CS18-011**

Subject: Standard Funding Agreements

Prepared by: Patricia De Sario, Town Solicitor

Department: Corporate Services

Date: May 15, 2018

Recommendation

- 1. That Report No. CS18-011 be received; and**
- 2. That the Mayor and Clerk be authorized to enter into and execute standard funding agreements wherein Council has approved a funding request through the annual budget or by Council resolution.**

Executive Summary

This report is to recommend that the Town enter into standard funding agreements with individuals, not-for-profit corporations and organizations wherein Council approves a funding request through the annual budget or by Council resolution and that the Mayor and Clerk be authorized to sign such agreements upon Council approval.

- Having a standard agreement ensures fairness and consistency amongst all recipients and improves efficiencies within the Town
- By entering into an agreement with the recipient, the Town is able to ensure accountability

Background

At various times throughout the past few years, individuals or not-for-profit organizations, such as the Aurora Historical Society, Aurora Cultural Centre, Sport Aurora and the Chamber of Commerce, have requested funding through either a delegation to Council or through the budget process. The requests for funding may be in regard to providing services on behalf of the Town or to the Town, or in regard to assisting the individual or organization in some capacity, including holding or sponsoring an event. In some cases, such as with Sport Aurora or the Aurora Cultural Centre, upon Council approving the funding request, the Town has entered into agreements with the recipients. In some cases, such as with the Aurora Historical Society or the

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Report No. CS18-011

Aurora Community Arboretum, based upon approved funding, the Town has directly paid invoices to the vendors used by the recipient. In very few cases, the Town advanced funds without an agreement in place.

Staff recommend that the Town enter into standard funding agreements and that the Mayor and Clerk be authorized to sign such agreements.

Analysis

Having a standard agreement ensures fairness and consistency amongst all recipients and improves efficiencies within the Town

As part of its contract management process, Legal Services continuously reviews, revises or prepares agreements to provide efficiencies and minimize risk to the Town. Although, in the past, the Town has entered into funding agreements, the agreements have been different and therefore, recipients are not subject to the same terms and conditions. By having a standard agreement, all recipients who receive approved funding from the Town will be subject to the same terms and conditions.

In addition, moving forward, upon Council approving a funding request, the Town will enter into a standard agreement with all recipients. Where a request for funding is on an annual basis, the agreement will automatically renew as long as Council approves the funding. This will improve efficiencies and reduce the need to enter into agreements on an annual basis.

By entering into an agreement with the recipient, the Town is able to ensure accountability

For recipients who receive funding as a result of providing services on behalf of the Town or to the Town, the agreement will contain a schedule outlining what the recipient intends to achieve by receiving the funding (i.e. deliverables). The standard agreement obligates the responsible Town Director managing the services and the recipient to meet on a quarterly or as needed basis to review the deliverables and ensure that they are being met.

In all situations, the standard agreement contains provisions that allow the responsible Town Director to request the recipient's financial statements, business plans and operating budgets. This will assist the Town in ensuring that the funds are being spent as intended. In instances where Council approves funding for a specific request and

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the recipient is able to provide an invoice for it, the recipient will not be required to enter into an agreement since the funds are being spent as intended.

Except for in a small number of situations, such as declaring bankruptcy and other similar situations, only Council will be able to terminate the agreement. If the agreement is terminated, any unused funds must be immediately returned to the Town. Similarly, any funds that are not used within the year the request was made to Council shall be returned to the Town, or may be rolled over to the next year, at the sole discretion of the Town.

Advisory Committee Review

None.

Legal Considerations

An agreement will only be entered into once Council approves the request for funding by way of a Council resolution or through its annual budget.

Financial Implications

None.

Communications Considerations

None.

Link to Strategic Plan

Enabling a diverse, creative and resilient economy

Alternative(s) to the Recommendation

1. That the report be received.

Conclusions

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To ensure consistency and fairness among recipients of a Council approved funding and to ensure these recipients remain accountable, Town staff have standardized grant and funding agreements and recommend that the Mayor and Clerk be authorized to enter into and sign such agreements.

Attachments

None.

Previous Reports

None.

Pre-submission Review

Director of Corporate Services, Director of Financial Services and Chief Administrative Officer. Select review date

Departmental Approval



**Techa van Leeuwan
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



Notice of Motion	Mayor Geoffrey Dawe
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Date: May 15, 2018

To: Members of Council

From: Mayor Dawe

Re: **Deferred Development Charges – Habitat for Humanity**

Whereas Habitat for Humanity Canada is a national non-profit organization working towards a world where everyone has a safe and decent place to live; and

Whereas Habitat for Humanity provides a unique “mortgage” that makes home ownership affordable for lower income families who provide “sweat equity” of 500 volunteer hours in helping build their home and the homes of others; and

Whereas Habitat for Humanity GTA was able to house 25 families in 2017 in partnership with various communities; and

Whereas Habitat for Humanity GTA is currently seeking a site to build a home for a family in need within the Town of Aurora; and

Whereas Habitat for Humanity GTA has requested that development charges be deferred if and when a location is secured within the Town of Aurora;

1. Now Therefore Be It Hereby Resolved That Council support this request; and
2. Be It Further Resolved That staff report back to Council on the implications of a deferral of such development charges; and
3. Be It Further Resolved That staff include a policy and/or process for managing such requests in future.