



Council Meeting Agenda

**Tuesday, January 22, 2019
7 p.m.**

**Council Chambers
Aurora Town Hall**



Town of Aurora Council Meeting Agenda

Tuesday, January 22, 2019
7 p.m., Council Chambers

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Community Presentations

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 Items, C1 to C4 inclusive, be approved:

C1. Council Meeting Minutes of December 18, 2018

Recommended:

1. That the Council Meeting minutes of December 18, 2018, be adopted as printed and circulated.

C2. Council Closed Session Minutes of December 18, 2018
(confidential attachment)

Recommended:

1. That the Council Closed Session minutes of December 18, 2018, be adopted as printed and circulated.

C3. Council Closed Session Public Minutes of December 18, 2018

Recommended:

1. That the Council Closed Session Public Meeting minutes of December 18, 2018, be adopted as printed and circulated.

C4. CS19-012 – Appointments to the Finance Advisory Committee

Recommended:

1. That Report No. CS19-012 be received; and
2. That the following Council members be appointed to the Finance Advisory Committee:
 - Mayor Tom Mrakas
 - Councillor John Gallo
 - Councillor Michael Thompson

6. Standing Committee Reports

Recommended:

That the following Standing Committee Reports, S1 to S2, be approved and the recommendations carried by the Committees approved:

S1. General Committee Meeting Report of January 15, 2019

Recommended:

1. That the General Committee meeting report of January 15, 2019, be received and the recommendations carried by the Committee approved.

S2. Budget Committee Meeting Report of January 14, 2019

Recommended:

1. That the Budget Committee meeting report of January 14, 2019, be received and the recommendations carried by the Committee approved.

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. FS19-001 – 2019 Capital Investment Program, Strategic Asset Management Policy and Ten Year Asset Management Plan Overview

Presentation to be provided by Jason Gaertner, Acting Director of Financial Services.

Recommended:

1. That Report No. FS19-001 be received; and
2. That the draft Strategic Asset Management Policy, Asset Management Plan, 2018 Ten Year Capital Investment Plan and 2019 Capital Budgets be received and referred to the Budget Committee meeting of February 2, 2019.

8. Motions

9. Regional Report

York Regional Council Highlights – December 13, 2018

Recommended:

That the Regional Report of December 13, 2018, be received for information.

10. New Business

11. Public Service Announcements

12. By-laws

Recommended:

That the following by-laws be enacted:

- (a) **By-law Number XXXX-19** Being a By-law to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora (Fees and Charges By-law).
(General Committee Report No. FS18-027, Dec 11/18)
- (b) **By-law Number XXXX-19** Being a By-law to amend By-law Number 6048-18, to impose interim controls on the use of land, buildings, or structures within certain areas of the Town of Aurora.
(General Committee Report No. PDS19-006, Jan 15/19)
- (c) **By-law Number XXXX-19** Being a By-law to establish a Committee of Adjustment and appoint members to the Committee of Adjustment.
(Closed Session Report No. CS18-034, Dec.11/18)
- (d) **By-law Number XXXX-19** Being a By-law to appoint employees of Municipal Law Enforcement Corp., as Municipal By-law Enforcement Officers.
(Council Report No. BBS11-007, Aug 16/11)
- (e) **By-law Number XXXX-19** Being a By-law to appoint employees of Perefrine Inc., as Municipal By-law Enforcement Officers.
(Council Report No. BBS11-007, Aug 16/11)

13. Closed Session

14. Confirming By-law

Recommended:

That the following confirming by-law be enacted:

By-law Number XXXX-19 Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting on January 22, 2019.

15. Adjournment



Town of Aurora Council Meeting Minutes

Council Chambers, Aurora Town Hall
Tuesday, December 18, 2018

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes (arrived at 8:19 p.m.), Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Jason Gaertner, Acting Director of Financial Services, Allan Downey, Director of Operational Services, Marco Ramunno, Director of Planning and Development Services, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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

Mayor Mrakas relinquished the Chair to Deputy Mayor Kim at 8:42 p.m. during the consideration of Motion (a) Mayor Mrakas; Re: Provincial Bill 66, and resumed the Chair at 9:13 p.m.

1. Approval of the Agenda

Moved by Councillor Gaertner

Seconded by Councillor Thompson

That the provisions of the Procedure By-law be waived to permit the addition of Motion (a) Mayor Mrakas, Re: Provincial Bill 66.

**On a two-thirds vote the motion
Carried**

Council Meeting Minutes
Tuesday, December 18, 2018

Page 2 of 16

**Moved by Councillor Thompson
Seconded by Councillor Gilliland**

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

- Delegation (b) Susan Walmer, Resident; Re: Proposed Provincial Bill 66
- Motion (a) Mayor Mrakas; Re: Provincial Bill 66

Carried as amended

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. Community Presentations

None

4. Delegations

- (a) Larry Dekkema, representing York Region Christian Seniors Homes Inc. and Lisgar Construction
Re: General Committee Item R2 – CS18-031 – Noise Exemption Request – 440 William Graham Drive**

Mr. Dekkema provided details on the construction work requiring the noise exemption, including the specific time required for the pouring and finishing of cast-in-place concrete slabs, and requested that the noise exemption be granted. It was mentioned that any other construction activities would be carried out as per the regulations in the Noise By-law.

**Moved by Councillor Kim
Seconded by Councillor Gilliland**

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

Carried

**(b) Susan Walmer, Resident
Re: Proposed Provincial Bill 66**

Ms. Walmer expressed concerns on various aspects of the proposed Provincial Bill 66, including critical impacts on environment and potential oversight of existing planning regulations with the introduction of open-for-business planning by-laws, and requested Members of Council to not support the proposed Bill 66, specifically Schedule 10 of the Bill.

**Moved by Councillor Gaertner
Seconded by Councillor Gallo**

That the comments of the delegation be received for information.

Carried

5. Consent Agenda

**Moved by Councillor Kim
Seconded by Councillor Gilliland**

That the following Consent Agenda Items, C1 to C6 inclusive, be approved:

C1. Council Meeting Minutes of November 27, 2018

1. That the Council Meeting minutes of November 27, 2018, be adopted as printed and circulated.

C2. Inaugural Council Meeting Minutes of December 4, 2018

1. That the Inaugural Council Meeting minutes of December 4, 2018, be adopted as printed and circulated.

C3. Council Closed Session Minutes of December 11, 2018

1. That the Council Closed Session minutes of December 11, 2018, be adopted as printed and circulated.

C4. Council Closed Session Public Minutes of December 11, 2018

1. That the Council Closed Session Public Meeting minutes of December 11, 2018, be adopted as printed and circulated.

C5. CS18-029 – Appointment of Members to the Joint Council Committee

1. That Report No. CS18-029 be received; and
2. That Council appoint the following members to the Joint Council Committee:
 - Mayor Tom Mrakas
 - Councillor John Gallo
 - Councillor Rachel Gilliland

C6. CS18-036 – Appointment to the Board of the Lake Simcoe Region Conservation Authority

1. That Report No. CS18-036 be received; and
2. That Councillor Wendy Gaertner be appointed to the Board of the Lake Simcoe Region Conservation Authority.

Carried

6. Standing Committee Reports

**Moved by Councillor Thompson
Seconded by Councillor Gilliland**

That the following Standing Committee Report, Item S1, be received and the recommendations carried by the Committees approved, with the exception of sub-items S1(R1), S1(R2), S1(R3), and S1(R8), which were discussed and voted on separately as recorded below:

S1. General Committee Meeting Report of December 11, 2018

(C1) CS18-025 – Access Aurora, Customer Service Quarterly Report

1. That Report No. CS18-025 be received for information.

Carried

(C2) PDS18-098 – Planning Application Status List

1. That Report No. PDS18-098 be received for information.

Carried

(C3) Memorandum from Mayor Mrakas

**Re: Lake Simcoe Region Conservation Authority
Board Meeting Highlights of October 26, 2018**

1. That memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of October 26, 2018 be received for information.

Carried

(R1) CS18-028 – Policy for Ad Hoc/Advisory Committees and Local Boards

Main motion

Moved by Councillor Gaertner

Seconded by Councillor Thompson

1. That Report No. CS18-028 be received; and
2. That Attachment 2, the policy for Ad Hoc/Advisory Committees and Local Boards be approved; and
3. That the following Advisory Committees be established:
 - Community Recognition Review Advisory Committee
 - Community Advisory Committee
 - Heritage Advisory Committee
 - Finance Advisory Committee (Council members only)
 - Governance Review Ad Hoc Committee; and
4. That staff be directed to advertise for members of the Committees listed above with the exception of the Finance Advisory Committee; and
5. That the attached Terms of Reference for each Committee be approved.

Council Meeting Minutes
Tuesday, December 18, 2018

Page 6 of 16

Amendment

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

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

“That the membership of citizen members of the Community Advisory Committee be increased to up to nine members.”

Carried

Main motion as amended

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

1. That Report No. CS18-028 be received; and
2. That Attachment 2, the policy for Ad Hoc/Advisory Committees and Local Boards be approved; and
3. That the following Advisory Committees be established:
 - Community Recognition Review Advisory Committee
 - Community Advisory Committee
 - Heritage Advisory Committee
 - Finance Advisory Committee (Council members only)
 - Governance Review Ad Hoc Committee; and
4. That staff be directed to advertise for members of the Committees listed above with the exception of the Finance Advisory Committee; and
5. That the attached Terms of Reference for each Committee be approved; **and**
6. **That the membership of citizen members of the Community Advisory Committee be increased to up to nine members.**

Carried

(R2) CS18-031 – Noise Exemption Request – 440 William Graham Drive

**Moved by Councillor Gallo
Seconded by Councillor Thompson**

1. That Report No. CS18-031 be received; and
2. That an exemption to the Town's Noise By-law No. 4787-06.P to allow for the construction of cast-in-place concrete slabs at 440 William Graham Dr. be approved.

Carried

(R3) FS18-027 – 2019 Fees and Charges Update

**Moved by Councillor Gaertner
Seconded by Councillor Gallo**

1. That Report No. FS18-027 be received; and
2. That a by-law be enacted to set the 2019 Fees and Charges for applications, permits, use of Town property, the sale of documents and for the prescribed service charges for administrative matters as itemized on the attached schedules, be approved.

Carried

(R4) CAO18-007 – Town of Aurora Website Upgrade

1. That Report No. CAO18-007 be received; and
2. That this report satisfy Council's conditional budget approval for Capital Project No. 12037 – Town of Aurora Website in the amount of \$70,000.

Carried

(R5) CS18-030 – Approval of 2019 Meeting Schedule

1. That Report No. CS18-030 be received; and
2. That the 2019 Meeting Schedule (Attachment No. 1) be approved; and

Council Meeting Minutes
Tuesday, December 18, 2018

Page 8 of 16

3. That the Town Clerk be authorized to make amendments to the Council and Committee Meeting Calendar as required

Carried

(R6) FS18-025 – 2018 Year End Surplus/Deficit Financial Control By-law

1. That That Report No. FS18-025 be received; and
2. That a by-law be enacted to authorize the Treasurer and the Chief Administrative Officer to make necessary year-end financial adjustments:
 - (a) to allocate any 2018 Operating Fund surplus or deficit as set out in Report No. FS18-025; and
 - (b) to allocate any 2018 surplus or alternatively fund any deficit in the Water, Wastewater, or Stormwater budgets to or from the appropriate related reserve accounts; and
3. That the Treasurer and Chief Administrative Officer report to Council after the year end surplus/deficit control adjustments and allocations have been completed.

Carried

(R7) FS18-026 – Annual Cancellation, Reduction or Refund of Property Taxes under Sections 357 and 358 of the *Municipal Act*

1. That Report No. FS18-026 be received; and
2. That a meeting be held in accordance with Sections 357 and 358 of the *Municipal Act, 2001* as amended (the Act) in respect of the applications filed with the Treasurer by owners of property listed in this report at which applicants may make representation; and
3. That total property taxes in the amount of \$18,544.07 and \$30,118.58 be adjusted under Section 357 and 358 of the Act respectively set out in Attachments #1 and #2; and

4. That any associated interest charged applicable to these adjustments be cancelled in proportion to the total property taxes adjusted.

Carried

(R8) CMS18-027 – Sport Aurora Funding Agreement Extension

Moved by Councillor Gilliland

Seconded by Councillor Thompson

1. That Report No. CMS18-027 be received; and
2. That the Mayor and Town Clerk be authorized to extend Sport Aurora Agreement for three months, ending March 31, 2019 at an upset limit of \$10,000 (Sport Aurora Funding and Sport Plan Implementation); and
3. That staff be directed to report on alternative delivery models for Sport initiatives.

Defeated

Moved by Councillor Gilliland

Seconded by Councillor Kim

1. That Report No. CMS18-027 be received; and
2. The staff be directed not to extend the Sport Aurora Funding Agreement resulting in the agreement concluding as of December 31, 2018, and report on alternative delivery models for Sport initiatives.

Carried

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. FS18-028 – 2018 Interim Forecast Update – as at October 31, 2018

Moved by Councillor Humfryes

Seconded by Councillor Gilliland

1. That Report No. FS18-028 be received for information.

Carried

8. Motions

(a) Mayor Mrakas

Re: Provincial Bill 66

Main motion

Moved by Mayor Mrakas

Seconded by Councillor Humfryes

Whereas the protection of the integrity of the Green Belt is a paramount concern for our residents; and

Whereas the continued legislative protection of our water – groundwater, surface water and waterways – is vitally important for the current and future environmental health of our community; and

Whereas significant concerns have been raised by residents, community leaders and environmental organizations such as the Canadian Environmental Law Association (CELA), that provisions within Bill 66 will weaken environmental protections as it "...will enable municipalities to pass "open-for-business" zoning by-laws that do not have to comply with..." important provincial environmental statutes; and

Whereas an "Open for Business" By-law may be approved without public consultation; and

Whereas provisions within Bill 66 may allow exemptions from municipal Official Plans; and

Whereas the Town of Aurora's Official Plan represents not only a significant investment of taxpayer resources but reflects our community's collective vision for current and future planning; and

Whereas our Official Plan clearly designates land that is environmentally protected; and

Whereas our Official Plan also provides clearly designated land to meet future employment land needs;

Council Meeting Minutes
Tuesday, December 18, 2018

Page 11 of 16

1. Now Therefore Be It Hereby Resolved That Aurora Town Council opposes planned changes to the Planning Act in the proposed Bill 66 that may allow for an “open for business” planning by-law; and
2. Be It Further Resolved That the Government of Ontario be requested to reconsider the proposed changes to the Planning Act included in Bill 66 which speak to the creation of the open-for- business planning by-law; and
3. Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, the Honourable Andrea Horwath, Leader of the New Democratic Party, MPP Michael Parsa, MPP (Deputy Premier) Christine Elliott, and all MPPs in the Province of Ontario; and
4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Amendment

Moved by Councillor Gaertner

Seconded by Councillor Humfryes

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

“Be It Further Resolved That notwithstanding the future adoption of Bill 66, the Town of Aurora will not exercise the powers granted to it in Schedule 10 or any successor sections or schedules to pass open-for-business planning by-laws.”

Carried

Council consented to vote on operative clauses 1-4 separately from operative clause 5.

Main motion as amended

Moved by Mayor Mrakas

Seconded by Councillor Humfryes

1. Now Therefore Be It Hereby Resolved That Aurora Town Council opposes planned changes to the Planning Act in the proposed Bill 66 that may allow for an “open for business” planning by-law; and

Council Meeting Minutes
Tuesday, December 18, 2018

Page 12 of 16

2. Be It Further Resolved That the Government of Ontario be requested to reconsider the proposed changes to the Planning Act included in Bill 66 which speak to the creation of the open-for- business planning by-law; and
3. Be It Further Resolved That a copy of this Motion be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs, the Honourable Andrea Horwath, Leader of the New Democratic Party, MPP Michael Parsa, MPP (Deputy Premier) Christine Elliott, and all MPPs in the Province of Ontario; and
4. Be It Further Resolved That a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Carried

**Main motion as amended
Moved by Mayor Mrakas
Seconded by Councillor Humfryes**

5. **Be It Further Resolved That notwithstanding the future adoption of Bill 66, the Town of Aurora will not exercise the powers granted to it in Schedule 10 or any successor sections or schedules to pass open-for-business planning by-laws.**

Carried

9. Regional Report

None

10. New Business

Councillor Gallo referred to Item R1 – FS18-028 – 2018 Interim Forecast Update – as at October 31, 2018, and inquired about the variances in water and wastewater services, and staff provided clarification.

Councillor Gaertner referred to the letter circulated by Lake Simcoe Region Conservation Authority CAO, Mr. Walters, regarding potential funding cuts to the

Council Meeting Minutes
Tuesday, December 18, 2018

Page 13 of 16

Source Protection Plan by the Provincial government, and noted that Aurora Town Council should provide input as requested.

Councillor Gaertner inquired on the status and the oversight process of the construction of two baseball diamonds at Hallmark Lands. Staff provided a response noting that process for acquiring an architect is in progress, and that the oversight process is multi-departmental and would be conducted according to standard project management guidelines.

11. Public Service Announcements

Councillor Gilliland extended a reminder that winter overnight parking restrictions will be in effect from November 15 to April 15, which restricts overnight parking between 2 a.m. and 6 a.m.

Councillor Humfries noted that registration is open for winter recreation and aquatic programs, and more information including the program guide can be found at **aurora.ca/recguide**.

Councillor Kim announced that members of public could provide their feedback on recreational cannabis outlets in Aurora by visiting **placespeak.com/AuroraCannabisRetail**.

Councillor Gaertner noted that the Skylight Gallery artist for December is Claudine Mueller, and the exhibit is open Monday to Friday from 8:30 a.m. to to 4:30 p.m. at Aurora Town Hall, 3rd floor.

Councillor Gaertner noted that Members of Council and staff wore purple at the meeting in support and recognition of the Wrapped in Courage Campaign. A flag raising hosted by Yellow Brick House was conducted on December 6, 2018, in recognition of National Day of Remembrance and Action on Violence against Women.

Councillor Gaertner extended wishes to Girls Inc. on receiving the 2018 Ted Rogers Community Grant of \$15,000 at the Rogers Hometown Hockey event.

Councillor Thompson announced that the 2019 Waste Management Guide and Recycling Calendars have been distributed to all residents, and an electronic version is available at **aurora.ca/wasteandrecycling**.

Council Meeting Minutes
Tuesday, December 18, 2018

Page 14 of 16

Councillor Gallo extended a reminder that registration is open for the Town's Winterfest Camp programs during the holiday season and program information is available at aurora.ca/campprograms.

Councillor Gallo extended wishes to everyone for a safe and Happy Holiday.

Mayor Mrakas announced the appointment of citizen and Council members to the Accessibility Advisory Committee, Aurora Public Library Board, and Committee of Adjustment (including appointment to Property Standards Committee and Aurora Appeal Tribunal) as follows:

Accessibility Advisory Committee: Matthew Abas, Gordon Barnes, Max Le Moine, John Lenchak, Hailey Reiss, Joanne Spitzer, and Councillor Gilliland

Aurora Public Library Board: John Clement, Tom Connor, Adam Mobbs, Marie Rankel, Ken Turriff, and Councillors Humfryes and Kim

Committee of Adjustment: Michele Boyer, Steven D'Angeli, Daniel Lajeunesse, Clarence Lui, and Tom Plamondon

Mayor Mrakas further announced the appointment of Councillor Gaertner to the Board of the Lake Simcoe Region Conservation Authority.

Mayor Mrakas extended a reminder that Aurora Town Hall will be closed from Monday, December 24, 2018 to Friday, December 28, 2018, and will be open on Monday, December 31, 2018 from 8:30 a.m. to 3 p.m. Regular business hours will resume on January 2, 2019.

Mayor Mrakas noted that Aurora's Family First Night will be held on Monday, December 31, 2018 from 6 p.m. to 9 p.m. at the Aurora Family Leisure Complex, and more information can be found at aurora.ca/firstnight.

Mayor Mrakas and other Members of Council extended their wishes to Mr. Marco Ramunno, Director of Planning and Development Services for his 10 years of service to the community, as he will be pursuing a new position at the Town of East Gwillimbury.

Mayor Mrakas extended wishes to everyone for a Merry Christmas, Happy Hanukkah, and safe and Happy Holidays.

12. By-laws

**Moved by Councillor Thompson
Seconded by Councillor Humfryes**

That the following by-law be enacted:

- (a) **By-law Number 6135-18** Being a By-law to establish lands on Plan 65R-36418 as a highway (Old Bloomington Road).
- (b) **By-law Number 6136-18** Being a By-law to permanently close portion of a highway (Old Bloomington Road).
- (c) **By-law Number 6137-18** Being a By-law to allocate any 2018 Operating Fund surplus and any 2018 Water and Wastewater Operating Fund surplus or deficit.
- (d) **By-law Number 6138-18** Being a By-law to levy Interim Property Taxes for the 2019 taxation year.
- (e) **By-law Number 6139-18** Being a By-law to appoint Municipal By-law Enforcement Officers and Property Standards Officers for The Corporation of The Town of Aurora.
- (f) **By-law Number 6140-18** Being a By-law to appoint an Integrity Commissioner for the Town of Aurora.

Carried

13. Closed Session

None

14. Confirming By-law

**Moved by Councillor Kim
Seconded by Councillor Gaertner**

That the following confirming by-law be enacted:

Council Meeting Minutes
Tuesday, December 18, 2018

Page 16 of 16

By-law Number 6141-18 Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting on December 18, 2018.

Carried

15. Adjournment

**Moved by Councillor Kim
Seconded by Councillor Gilliland**

That the meeting be adjourned at 9:42 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



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

Holland Room, Aurora Town Hall
Tuesday, December 18, 2018

Attendance

Council Members	Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes (left at 6:20 p.m.), Kim (arrived at 5:52 p.m.) and Thompson
Members Absent	None
Other Attendees	Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services and Michael de Rond, Town Clerk

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

Council consented to resolve into a Closed Session at 5:48 p.m.

Council reconvened into open session at 6:40 p.m.

1. Approval of the Agenda

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

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

Carried

Council Closed Session Public Minutes
Tuesday, December 18, 2018

Page 2 of 3

2. Declaration of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

3. Consideration of Items Requiring Discussion

**Moved by Councillor Gilliland
Seconded by Councillor Thompson**

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

1. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Section 239(2)(i) of the *Municipal Act, 2001*); Re: Verbal Update from CAO – Fee Waiver Request

Carried

**Moved by Councillor Gaertner
Seconded by Councillor Kim**

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

Carried

1. **A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Section 239(2)(i) of the *Municipal Act, 2001*); Re: Verbal Update from CAO – Fee Waiver Request**

Council Closed Session Public Minutes
Tuesday, December 18, 2018

Page 3 of 3

**Moved by Councillor Gilliland
Seconded by Councillor Kim**

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

**On a recorded vote the motion
Carried**

Yeas: 4	Nays: 2
Voting Yeas:	Councillors Gaertner, Gallo, Gilliland, and Kim,
Voting Nays:	Councillor Thompson and Mayor Mrakas
Absent:	Councillor Humfries

4. By-laws

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

That the following confirming by-law be enacted:

6134-18 Being a By-law to Confirm Actions by Council Resulting from a
Council Closed Session on December 18, 2018.

Carried

5. Adjournment

**Moved by Councillor Gaertner
Seconded by Councillor Gallo**

That the meeting be adjourned at 6:45 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



**Town of Aurora
Council Report**

No. CS19-012

Subject: Appointments to the Finance Advisory Committee
Prepared by: Michael de Rond, Town Clerk
Department: Corporate Services
Date: January 22, 2019

Recommendation

1. That Report No. CS19-012 be received; and
2. That the following Council members be appointed to the Finance Advisory Committee;
 - Mayor Tom Mrakas
 - Councillor John Gallo
 - Councillor Michael Thompson

Executive Summary

This report recommends that Mayor Mrakas, along with Councillors Gallo and Thompson be appointed to the Finance Advisory Committee

Background

The Finance Advisory Committee was struck in the 2014-2018 Council term with the mandate to assist staff and Council and the Corporation in fulfilling its fiscal responsibilities by reviewing and recommending on the long range corporate financial planning process; capital planning initiatives and fiscal policy matters. The mandate also includes proactive advance input into the annual budgeting processes with a view to enhancing reporting and analysis mechanisms to ensure we are delivering values programs and services in the most effective and efficient manner.

Council passed a resolution at the December 18, 2018 Council confirming that the Finance Advisory committee would continue to be an advisory committee to Council for the 2018-2022 Council term

January 22, 2019

Page 2 of 3

Report No. CS19-012

Analysis

None

Advisory Committee Review

None

Legal Considerations

None

Financial Implications

None

Communications Considerations

None

Link to Strategic Plan

The appointments to the Finance Advisory Committee promote **progressive corporate excellence and continuous improvement** by implementing policy and processes that reflect sound and accountable governance.

Alternative(s) to the Recommendation

1. Council provide direction

Conclusions

The appointments to the Finance Advisory Committee help ensure sound fiscal responsibility in the Town of Aurora.

Attachments

None

January 22, 2019

Page 3 of 3

Report No. CS19-012

Pre-Submission Review

January 15, 2019

Departmental Approval



**Techa van Leeuwen
Director
Corporate Services**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



**Town of Aurora
General Committee Meeting Report**

Council Chambers, Aurora Town Hall
Tuesday, January 15, 2019

Attendance

Council Members Councillor Kim in the Chair; Councillors Gaertner, Gallo, Gilliland Humfries, Thompson, and Mayor Mrakas

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Robin McDougall, Director of Community Services, Techa van Leeuwen, Director of Corporate Services, Jason Gaertner, Acting Director of Financial Services, Allan Downey, Director of Operational Services, Anca Mihail, Manager of Engineering, Lawrence Kuk, Manager of Development Planning, Stephanie Mackenzie-Smith, Manager of Corporate Communications, Patricia De Sario, Town Solicitor, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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

General Committee consented to recess the meeting at 8:58 p.m. and reconvened the meeting at 9:08 p.m.

1. Approval of the Agenda

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

- Delegation (a) Miju Stinson, Resident; Re: Item R1 – PDS19-006 – Extension of the Interim Control By-law for Stable Neighbourhood Study Area

General Committee Meeting Report
Tuesday, January 15, 2019

Page 2 of 10

- Delegation (b) – Peter Smith, representing Regency Acres Ratepayer Association (RARA), Aurora Heights Ratepayer Association (AHRPA), and Town Park Ratepayer Association (TPRPA); Re: Item R1 – PDS19-006 – Extension of the Interim Control By-law for the Stable Neighbourhood Study Area
- Item C2 – Memorandum from Councillor Gaertner; Re: Ontario Drinking Water Source Protection Program
- Item R9 – PDS19-011 – Application for Site Plan Approval, Gottardo Construction – Flex Office Site, 95 Eric T Smith Way, Lot 3 and Part of Block 11, Registered Plan 65M-4324, File Number: SP-2018-06, Related File Number: D14-05-04 and D12-05-1A

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. Community Presentations

- (a) Robin McDougall, Director, Community Services**
Re: Recognition of Town Staff for Exceptional Service in providing Lifesaving Assistance

Ms. McDougall recognized the rescue effort of staff member Abhee Kanungo, Customer Service Representative, who saved two lives while working at her other job for Metrolinx at the Newmarket Go Station in October. A certificate of appreciation was presented to Abhee from the Mayor.

4. Delegations

- (a) Miju Stinson, Resident**
Re: Item R1 – PDS19-006 – Extension of the Interim Control By-law for the Stable Neighbourhood Study Area

General Committee Meeting Report
Tuesday, January 15, 2019

Page 3 of 10

Mr. John Stinson, Miju's husband, requested that 29 Church Street be exempt from the provisions of the Interim Control By-law in order to redevelop the house, which would require a variance and Committee of Adjustment approval. It was mentioned that the current structure is non-conforming to the existing lot, and the new structure would allow for better conformity and additional accessible features.

General Committee received the comments of the delegation.

(b) Peter Smith, representing Regency Acres Ratepayer Association (RARA), Aurora Heights Ratepayer Association (AHRPA), and Town Park Ratepayer Association (TPRPA)

Re: Item R1 – PDS19-006 – Extension of the Interim Control By-law for the Stable Neighbourhood Study Area

Mr. Smith and Mr. Neil Asselin emphasized the need for protection of stable neighbourhoods and noted that the extension of the existing Interim Control By-law would not resolve the ongoing concerns surrounding non-conforming structures. It was suggested that alternative control measures be temporarily implemented, such as a temporary zoning by-law including the specific zoning requirements highlighted so far as part of the stable neighbourhood review.

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

5. Consent Agenda

General Committee recommends:

That the following Consent Agenda Items C1 and C2 be approved:

C1. Memorandum from Mayor Mrakas

Re: Aurora Cultural Centre Board of Directors

1. That the memorandum regarding Aurora Cultural Centre Board of Directors be received; and

2. That Councillors Wendy Gaertner and John Gallo be appointed to the Aurora Cultural Centre Board of Directors for the 2018-2022 Term of Council.

C2. Memorandum from Councillor Gaertner

Re: Ontario Drinking Water Source Protection Program

1. That the memorandum regarding Ontario Drinking Water Source Protection Program be received; and
2. That Council endorse the Lake Simcoe Region Conservation Authority's (LSRCA) position regarding the Ontario Drinking Water Source Protection Program; and
3. That a letter of Council support be sent to The Hon. Rod Phillips, Minister, Ministry of Environment, Conservation and Parks.

Carried

6. Advisory Committee Meeting Minutes

General Committee recommends:

That the Advisory Committee meeting minutes, Item A1, be received and the recommendations carried by the Committees be approved:

A1. Heritage Advisory Committee Meeting Minutes of September 5, 2018

1. That the Heritage Advisory Committee meeting minutes of September 5, 2018, be received; and
2. That Heritage Advisory Committee recommend to Council:

1. HAC18-013 – Request to Designate Under Part IV of the Ontario Heritage Act 50-100 Bloomington Road West “De La Salle College” including associated heritage feature “Pine Ridge Trail (Monk’s Walk)”

- (a) That the building formerly known as “De La Salle College” located at 50-100 Bloomington Road West, which includes the

front garden/ courtyard and associated heritage feature “Pine Ridge Trail (Monk’s Walk)”, be Designated under Part IV of the *Ontario Heritage Act* as a property of Cultural Heritage Value or Interest; and

- (b) That the Town Clerk be authorized to publish and serve Council’s Notice of Intention to Designate as per requirements of the Act; and
- (c) That the designation by-law be brought before Council for passing if no objections were received within the thirty (30) day objection period as per requirements of the Act.

Carried

7. Consideration of Items Requiring Discussion (Regular Agenda)

R1. PDS19-006 – Extension of the Interim Control By-law for the Stable Neighbourhood Study Area

General Committee recommends:

- 1. That Report No. PDS19-006 be received; and
- 2. That pursuant to Section 38(2) of the *Planning Act*, a by-law be enacted to extend the period during which Interim Control By-law No. 6048-18 will be in effect by one additional year, from January 30, 2019 to January 30, 2020; and
- 3. That the implementing Interim Control By-law be presented at the Council meeting of January 22, 2019.

Carried

R2. OPS19-001 – Winter Maintenance Report No. 1 Revised Provincial Minimum Maintenance Standards (MMS) and Windrow Clearing Program

General Committee recommends:

General Committee Meeting Report
Tuesday, January 15, 2019

Page 6 of 10

1. That Report No. OPS19-001 be received; and
2. That the recommendations and service levels contained in Table 1 associated with the Revised Provincial Municipal Maintenance Standards (MMS) be approved; and
3. That the 2020 Capital Budget contain provisions for road anti-ice pre-treatment equipment, in the amount of \$500,000, and additional \$35,000 operational funds in 2021; and
4. That the Director of Operational Services be appointed as the designated Official for the purposes of declaring a “Significant Weather Event”; and
5. That the Town of Aurora not proceed with a Windrow Clearing Program.

Carried

R3. CAO19-001 – Requests for Sponsorship Policy

General Committee recommends:

1. That Report No. CAO19-001 be received; and
2. That the Requests for Sponsorship Policy be approved.

Carried

R4. CS19-003 – Building Appraisals – Request for Pre-Budget Approval

General Committee recommends:

1. That Report No. CS19-003 be received; and
2. That Capital Project No. 13020 – Appraisal of Town Buildings, be pre-approved; and
3. That a total budget of \$55,000 be approved for Capital Project No. 13020, to be funded from the Studies and Other Reserve Fund.

Carried

R5. CMS19-001 – Sole Source Award for Cimco Refrigeration

General Committee recommends:

1. That Report No. CMS19-001 be received; and
2. That request for the sole source award for the supply of refrigeration equipment service on a contract basis and repair and maintenance on an as-needed basis be awarded to Cimco Refrigeration at the unit prices specified for a five (5) year contract, commencing January 1, 2019 up to and including December 31, 2023; and
3. That a purchase order in the amount of \$376,534 excluding taxes be approved in favour of Cimco Refrigeration; and
4. That the Director of Community Services be authorized to approve additional expenditures within the scope of the contract to an amount up to the approved annual operating budget for these services over the term of the contract; and
5. 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 the same.

Carried

R6. CMS19-002 – Sole Source Award – Johnsons Controls Canada

General Committee recommends:

1. That Report No. CMS19-002 be received; and
2. That request for the sole source award for the supply of Building Automation System (BAS) service on a contract basis and repair and maintenance on an as-needed basis be awarded to Johnson Controls Canada at the unit prices specified for a three (3) year contract, commencing January 1, 2019 up to and including December 31, 2021; and

3. That a purchase order in the amount of \$126,500 excluding taxes, be approved in favour of Johnson Control Canada; and
4. That the Director of Community Services be authorized to approve additional expenditures within the scope of the contract to an amount up to the approved annual operating budget for these services over the term of the contract; and
5. 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 the same.

Carried

R7. PDS19-003 – Appointments to the Aurora Business Improvement Area (BIA) Board of Management

General Committee recommends:

1. That Report No. PDS19-003 be received; and
2. That Council appoint Anthony Ierullo as the Council Representative director to the Aurora BIA Board of Management; and
3. That Council appoint the following eight (8) director nominees as elected by the Aurora BIA membership on December 3, 2018:
 - Mauro Bucci
 - George Condoyannis
 - Sandra Ferri
 - Mary Georgopoulos
 - Jack Laurion
 - Lenard Lind
 - Joanne Russo
 - Kasie Savage; and
4. That the Town Clerk be removed from the Board of Management.

Carried

General Committee Meeting Report
Tuesday, January 15, 2019

Page 9 of 10

R8. PDS19-007 – Early Approval of Capital Project No. 42808 – Corporate Energy Management Plan Update

General Committee recommends:

1. That Report No. PDS19-007 be received; and
2. That Capital Project No. 42808 – Corporate Energy Management Plan Update be pre-approved; and
3. That a total budget of \$50,000 be approved for Capital Project No. 42808, to be funded from the Studies and Other Reserve Fund.

Carried

R9. PDS19-011 – Application for Site Plan Approval, Gottardo Construction – Flex Office Site, 95 Eric T Smith Way, Lot 3 and Part of Block 11, Registered Plan 65M-4324, File Number: SP-2018-06, Related File Number: D14-05-04 and D12-05-1A

General Committee recommends:

1. That Report No. PDS19-011 be received; and
2. That site plan application number SP-2018-06 (Gottardo Construction Limited) to permit the development of the subject lands for a one storey, flex office building 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.

Carried

8. Notices of Motion

None

9. New Business

Councillor Thompson requested that the issue regarding the exemption of 29 Church Street from the provisions of the Interim Control By-law be brought forward to the February 2019 meeting cycle.

Councillor Gaertner inquired about the regulations on the timeframe of construction projects, and staff provided a response noting that projects with active building permits do not have a definite completion date.

Mayor Mrakas noted his attendance at the Greater Toronto and Hamilton Area (GTHA) Mayors meeting held in Toronto, and highlighted the discussions of the meeting, including improving regional transit and housing needs. He noted the upcoming Regional Government review announced earlier that day by the Provincial Government.

10. Closed Session

None

11. Adjournment

The meeting was adjourned at 9:34 p.m.



**Town of Aurora
Budget Committee Meeting Report
2019 Special Budget Public Consultation**

Council Chambers, Aurora Town Hall
Monday, January 14, 2019

Attendance

Council Members Mayor Mrakas in the Chair; Councillors Gaertner, Gallo, Gilliland, Humfryes, Kim, and Thompson

Members Absent None

Other Attendees Doug Nadorozny, Chief Administrative Officer, Jason Gaertner, Acting Director of Financial Services, Robin McDougall, Director of Community Services, Michael de Rond, Town Clerk, and Ishita Soneji, Council/Committee Coordinator

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

1. Approval of the Agenda

Budget Committee approved the agenda as circulated by Legislative Services, with the following addition:

- Delegation (c) John Green, Aurora Historical Society; Re: 2019 Budget Request for Aurora Historical Society

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

3. Delegations

(a) David Thom, Chair, Board of Governors, Aurora Sports Hall of Fame Re: 2019 Budget Request for Aurora Sports Hall of Fame

Mr. Thom provided an overview of Sports Hall of Fame's mission and vision, including its efforts in promoting excellence in sports, community outreach initiatives, and various interactive programs. The request of \$28,100 would be used to support the growth and development of the hall and the ongoing community outreach programs.

Budget Committee received and referred the comments of the delegation for consideration in the 2019 Budget deliberations.

(b) Sandra Manherz and Rob Brissenden, Sport Aurora Inc. Re: 2019 Budget Request for Sport Aurora

Ms. Manherz and Mr. Brissenden presented a detailed breakdown of Sport Aurora's funding request including a review of its mission, background, ongoing programs, and involvement with the Town in areas of sport policy and facility development. The request of \$49,600 would be used to support the various community programs Sport Aurora offers

Budget Committee received and referred the comments of the delegation for consideration in the 2019 Budget deliberations.

(c) John Green, Aurora Historical Society Re: 2019 Budget Request for Aurora Historical Society (AHS)

Mr. Green requested a funding of \$126,500 to support the construction of a parking lot on Town owned lot located at the rear of Hillary House, to be leased exclusively by the Aurora Historical Society (AHS) for a nominal amount. AHS committed to taking responsibility for the construction and funding of a pathway which would connect the proposed parking lot to the Hillary House. It was mentioned that a new parking lot would allow for safer entry to the Hillary House with a new entrance from Machell Street, accommodate increased parking needs, be more accessible for larger vehicles

Budget Committee Meeting Report
Monday, January 14, 2019

Page 3 of 3

such as tour busses, and would enhance AHS' ability to generate revenue from its various program offerings.

Budget Committee received and referred the comments of the delegation for consideration in the 2019 Budget deliberations.

4. Public Consultation – Open Session – Opportunity for Members of the Public to Provide Input Regarding the 2019 Budget

No members of the public came forward.

5. Adjournment

The meeting was adjourned at 7:49 p.m.



**Town of Aurora
Council Report**

No. FS19-001

Subject: 2019 Capital Investment Program, Strategic Asset Management Policy and Ten Year Asset Management Plan Overview

Prepared by: Jason Gaertner, Acting Director, Financial Services

Department: Financial Services

Date: January 22, 2019

Recommendation

- 1. That Report No. FS19-001 be received; and**
- 2. That the draft strategic asset management policy, asset management plan, 2018 Ten Year Capital Investment Plan and 2019 Capital Budgets be received and referred to the Budget Committee meeting scheduled for February 2, 2019.**

Executive Summary

On February 2, 2019 the budget committee will commence its review of the Town's asset management plan's draft 2018 Ten Year Capital Investment Plan; as well as its draft 2019 capital budgets. In addition, the budget committee will undertake a review and its support sought for the Town's updated asset management plan and its new strategic asset management policy. In support of this review, budget committee members will receive the following key documents at tonight's meeting:

- The Town's new Strategic Asset Management Policy for review and approval.
- The updated asset management plan (AMP) for review and approval which outlines the "how" of the Town's asset planning and management methodologies, including an assessment of the overall condition of the Town's depreciating assets. A detailed review and update of this plan has been undertaken as per the Town's best practice to do so every four years, aligning with Council's term in office.
- The AMP's draft 2018 Ten Year Capital Investment Plan which is derived based upon the methodologies set out in the AMP, setting out specific capital investments required in order to maintain the serviceability of existing town assets, as well as new assets required or anticipated in order to service and

meet the expectations of the growing community. This component of the Town's AMP is updated on an annual basis.

- The draft detailed 2019 proposed capital budgets for review and approval, representing a highly detailed breakout of the 2019 items of the Ten Year Capital Plan.

Background

The Town is required to have a Council approved Strategic Asset Management Policy in place by July 1, 2019

As per its recently approved Asset Management for Municipal Infrastructure regulation (O. Reg. 588/17), the Province of Ontario requires its municipalities to conduct long term asset management planning through the implementation of a strategic asset management policy and detailed asset management plans. This regulation requires municipalities to comply with a prescribed list of key milestones:

- i. A *Strategic Asset Management Policy* must be in place by July 1, 2019
- ii. All municipalities are required to ensure that their asset management plans include the following elements as per the prescribed timelines:
 - a. Addresses core infrastructure assets such as roads, bridges, culverts, including any assets used in the collection, conveyance/distribution of wastewater/water; and stormwater management systems by July 1, 2021.
 - b. In addition to core infrastructure assets, addresses all other infrastructure assets by July 1, 2023.
 - c. All infrastructure assets should include a greater breadth of prescribed details, such as service level requirements, by July 1, 2024.

The asset management plan is the foundation upon which Town asset decisions are based

The Province of Ontario requires all municipalities to have in place a Council approved Asset Management Plan (AMP). An approved AMP has become the foundation upon which the Town's asset decisions are based; as well as an essential application requirement for all municipal requests for provincial or federal infrastructure funding. The Town's AMP is guided by its Strategic Asset Management Policy.

A Ten Year Capital Investment Plan assists the Town in ensuring the longer term sustainability of each of its assets

Complementing the Town's AMP is its annual Ten Year Capital Investment Plan representing a consolidation of the anticipated needs of all Town departments. This plan is intended to assist the managers responsible for each asset category to carefully plan for the longer term sustainability of each asset, and ensure appropriate and timely budgeting for the replacement of assets at the optimal time, balancing available funding, with the need and condition of the asset and its service standard.

The plan is sorted into three sections: Repair and replacement of existing assets (R&R), plans for growth and new assets (G&N), and periodic studies and other special projects (S&O). This plan is reviewed and updated each year by staff and presented to Council for its review and endorsement. It is important background material for the annual capital budget review and approval processes.

In addition to ensuring the alignment of ten year capital plan funding recommendations with defined AMP strategies, these recommendations also align with the following four Council endorsed asset sustainability strategies:

1. The Town generally will not use debt to finance the major restoration or replacement of its assets which were originally funded from development charges or would be so funded if initially constructed today. To avoid incurring debt, the Town will strive to annually set aside sufficient reserves to provide for existing asset sustainability.
2. Targets for R&R reserve funds future desired balances at the end of each ten year planning period should be set equal to two times the average of the ten year annual funding requirement for that period, reviewed annually.
3. Annual "tax cash to capital" funding will be apportioned pro rata amongst the asset specific reserve funds for each asset category, including tax funded Growth & New and Studies & Other.
4. Annual "tax cash to capital" budget amounts must achieve sustainable infrastructure funding and should be reviewed annually as part of the ten year capital plan update process to ensure annual contributions keep pace with capital cost inflation, capital plan needs, and ultimately allowing for the achievement of the goal of concluding each ten year planning period with R&R reserve balances at approximately equal to their applicable ten year average funding requirement for that period

The Town's recommended 2019 capital budgets are built upon the foundation as set out in the Town's AMP

As part of its review of the Ten Year Capital Investment Plan, staff have undertaken its usual detailed review and documentation of their recommended 2019 capital budgets. This review considers several factors including the foundations as set out in the Town's AMP, available reserve funding, as well as other key Town priorities.

NOTE: The budget binder materials referenced in this report will be distributed at the January 22, 2019 Council meeting for review prior to the first formal budget committee review meeting which has been scheduled for 9:00 a.m. Saturday February 2, 2019. All materials will be available from the Towns' web site shortly after the January 22nd meeting.

Analysis

Strategic Asset Management Policy

The purpose of this policy is to provide leadership in and commitment to the development and implementation of the Town of Aurora's asset management program. It is intended to guide the consistent use of asset management across the organization, to facilitate logical and evidence-based decision-making for the management of municipal infrastructure assets and to support the delivery of sustainable community services in the name of "*Today, tomorrow, our future together*". Through its regulation, the province prescribes the key elements that must be addressed within the policy. The approval of this policy is an important step towards integrating the Town's strategic mission, vision and goals with its asset management program, and ensuring that critical municipal infrastructure assets and vital services are maintained and provided to the community in a reliable, sustainable manner.

A copy of the Town's strategic asset management policy has been included in the budget binder.

Asset Management Plan (AMP)

The Town's AMP is strongly aligned with its Strategic Asset Management Policy. Its primary objective is to maximize benefits, control risks, and provide a satisfactory level of service to the community in a sustainable manner. Infrastructure management ensures that the Town is capable of providing the desired level of service to support attaining the Town's high level strategic goals. The AMP is a strategic document stating

the characteristics and condition of infrastructure assets, levels of service expected from them, planned actions to ensure that assets are providing the expected level of service and financing strategies to implement the planned actions. The overall intent of the AMP is to help the Town ensure investments are made at the right time, future repair and rehabilitation costs are minimized, and municipal assets are being appropriately maintained.

The Town's AMP is an outcome of its stewardship responsibilities: how we plan to look after what we own. In addition, the Town has also incorporated future growth and future required asset investments into its plan in order to document what new assets it plans to invest in as the community grows, including how it plans to finance those investments. The growth side of the plan becomes an input into the existing asset replacement side of the plan, as these new growth driven assets begin to require replacement as well, sometimes within the same 10-year period, such as for new fleet light vehicle additions.

2019 represents the current plan's four year anniversary; as per the Town's best practice, staff have undertaken a comprehensive review and update of this plan which now requires Council's formal approval. This four year anniversary period aligns with Council's term in office period. Some financial tables included in the AMP are updated annually.

A copy of the town's AMP will be included in the budget binder.

2018 Ten Year Capital Investment Plan – Totals \$285,812,400

This year's ten year capital plan contains detailed plans for assets showing the approved 2018 capital budget, plus ten forecast years from 2019 to 2028. It is the result of a comprehensive review and update undertaken by each asset manager of the 2017 Ten Year Capital Investment Plan.

The ten year plan shows a planned investment requirement of \$286 million total including 2018 and the next ten years; \$139 million for R&R, \$143 million for G&N assets, and \$4 million for S&O. The Town's updated Ten Year Capital Investment Plan is included in the budget binder. The committee is encouraged to review this material in detail, and raise questions with regard to any proposed project, with a particular review of the first three years of the plan, as well as any significant one-time projects appearing in the plan.

Comparing the previous ten year capital plan and this year's ten year capital plan the

change in the average required investment per year is as follows:

Table 1: Historic and Planned Average Annual Investment

		Ten Year Average Annual Required Investment	
		2017	2018
Tax Funded:			
R & R		7,574,000	7,776,000
G & N		11,879,500	11,964,100
S & O		246,900	338,300
		19,700,400	20,078,400
Rates Funded:			
		3,494,600	4,169,600

The assets that the Town owns need to be segregated as to whether they are maintained and funded by general taxation (“tax funded assets”), or whether they are maintained and funded by utility rates (“rate funded assets”). Rates funded assets are restricted to all underground water, sanitary sewer, and stormwater systems, pumping stations, stormwater management ponds, storm drainage ditches, culverts and related infrastructure. Tax funded assets are all other assets owned by the Town, including fleet, equipment, technology assets, roads, sidewalks, street lighting, town facilities, parks, fields and other structures, together with Aurora located fire halls. In an effort to minimize the impact on these core funding sources, both the tax and rate funded capital requirements are subsidized through any other available funding sources, if any, such as provincially or federally available grant monies.

The Town receives both Federal Gas Tax and Ontario Community Infrastructure Fund (OCIF) allocations each year. To simplify the financial planning and reporting, while remaining segregated in the Town’s books, these funds are notionally pooled with the Town’s tax cash to capital amount for funding tax supported infrastructure capital reserves. These two grant amounts are used exclusively to fund the first requirements of the roads asset category, with other tax cash used to complete the funding allocation requirements for roads. Accordingly, gas tax and OCIF are only used by the Town to fund roads projects, despite their eligibility to fund other types of projects.

As will be seen in the next section of this report, the funding strategy of the ten year capital plan hinges on the reliability, completeness and reasonableness of this plan. If the planned spend is inflated, the funding strategy will impose an unnecessary burden on taxpayers and the annual budget. Contrary, if the ten year plan is understated, the

funding strategy employed will be insufficient in providing for the real needs of the Town. While this plan is updated each year in detail by staff, it is important for Council to identify any projects contained in the plan which may require further discussion. Amendments can be made by removing projects altogether or amending the planned timing of projects to more realistically align with the expectations of Council.

Repair & Replacement (R&R)

Optimally staff recommend that the annual funding of capital R&R match the ten year planned average spend. Currently, the annual funding compared to annual planned averages spend is as follows:

Table 2: Budget Funding Compared to Average Annual Planned Investment

	2018 Ten Year Avg. R&R Requirement*	Ten Year Average Gas Tax and OCIF funding expected	2019 Draft Cash to Capital Funding**	Funding (Short-fall) / Surplus
Tax Funded	7,776,000	2,741,200	4,174,300	(860,500)
Rate Funded	4,169,600	0	4,400,000	230,400

* Ten Year Average R&R Requirement is net of all other funding sources, with the exception of grants.

** R&R Cash to Capital share only.

As per the above table, we see that the annual tax contribution to capital for R&R is less than the average annual spend by \$860,500 per year over the ten year period. This represents the equivalent of an unfunded 2019 tax rate pressure of 1.9%. This short-fall will be addressed by the proposed cash to capital increases recommended in Table 3 below.

The 2019 contribution from utility rates is more than is required for the next ten year period average requirement as it is based upon a much longer time horizon (50 to 100 years). This is done in an effort to grow these related reserve balances in preparation for the future when the very expensive R&R costs for the Town's underground infrastructure begin arising as they reach the end of their useful lives. Annual utility budgets consider this updated plan and long term funding needs.

Overall Cash to Capital Contributions to Reserves

Overall in 2018, excluding the receipt of federal gas tax and Ontario Community Infrastructure Funding (OCIF), the tax base contributed \$5,053,400 to the capital reserves for infrastructure. This amount gets immediately allocated amongst R&R, G&N and S&O capital reserves. As infrastructure costs increase with inflation, so to must the annual contribution from the tax base. Otherwise, the inflationary growth of future R&R requirements will out-pace the growth of available reserve balances resulting in insufficient funds being available when required in the mid to longer term future. The Town's financial goal is to grow its infrastructure reserve balances to "two times the average annual spend requirement" by the end of the ten year plan period. In order to achieve this goal the Town will require a minimum increase to the prior year's cash to capital contribution as outlined in Table 3 below. The following schedule of increases to the base cash to capital contribution each year has been designed to achieve a more manageable annual budget impact:

Table 3: Proposed Cash to Capital Increases for Infrastructure Sustainability as a percentage of the prior year's tax levy

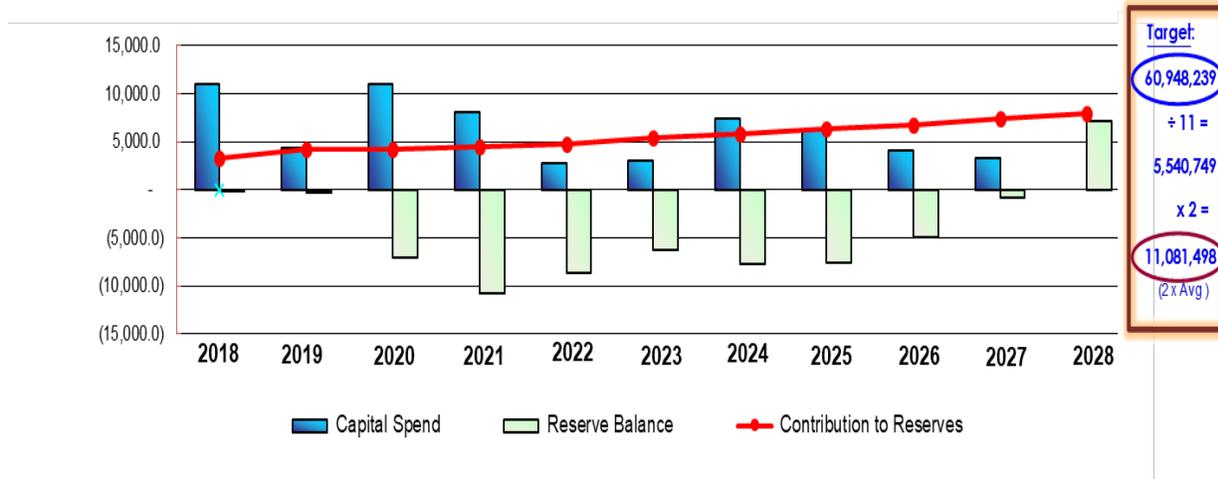
2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
0.50%	0.70%	0.80%	0.80%	0.80%	0.80%	0.90%	0.90%	0.90%	1.00%	1.00%

In recognition of growing inflationary and aging asset pressures, staff recommend the above noted rates of growth for the next 10 years. This requirement would be funded out of the annual 1.0% recommended tax increase in support of fiscal strategies, such as this and the continued reduction in the Town's reliance upon supplementary tax proceeds revenue. No annual operating budget surplus contributions to these reserves are included in this forecast model as surpluses of this nature are difficult to project; however contributions of this nature will only serve to reduce the impact of inflationary pressures on the plan and contributions.

Projected Ten Year Financial Performance of the Repair and Replacement Reserves

While individual asset category reserves are kept, on a consolidated level, the Town's R&R reserves which are tax funded can be summarized as follows:

Consolidated Tax Based Repair & Replacement Reserve Performance



This graph illustrates the annual planned spend to be funded from these reserves, based upon the updated 2018 ten year capital plan. It is important to note that this identified planned spend does not represent the full planned R&R spend for each year, rather it is only the portion of the full planned spend that has not been funded through an alternative source of revenue such as grants, gas tax or other external funding. The above graphic presents the projected consolidated R&R reserve fund balance at the end of each year, and the expected total cash to capital contribution to flow into these reserves each year. Looking at the far right hand side, the Town’s target of achieving an ending reserve balance of approximately two times the average annual spend for that planning period is presented. As can be seen above, the tax funded R&R reserves, as a group, do not reach the desired planning period end reserve balance target. However, the period end consolidated balance of \$7,088,100 does exceed the period’s average annual funding need of \$5,540,800. Staff will strive to continue to improve upon this target in future years. A similar analysis to that presented above for the Town’s other key capital funding reserves can be found within the detailed ten year capital plan under the “Funding Sources” section.

Each year, this model must be reviewed in order to ensure that the ten year plan for the cash to capital contributions remains sustainable and balanced with the capital requirements of the plan, with an expectation of annual cash to capital increases in the long term that keep pace with the inflationary pressures placed on capital program costs. It is important to note that the planned annual contribution increases as set out in Table 3 are based only on the data contained in the most current 10 year plan, and are revisited each year based upon all new available information that has been acquired as part of the most recent capital update process.

Draft 2019 Capital Budgets

For 2019, the capital budget continues to be segregated into three key groupings which align with the conceptual differences in capital project funding sources, thus allowing for a more focussed examination. These three sections being:

- Repair and Replacement (R&R) of existing Town Infrastructure Capital
- Growth and New (G&N) Town Infrastructure Capital
- Major Studies and Other (S&O) Capital

Any 2019 capital budget proposals that came out of the Town’s January 14, 2019 public stakeholder consultation that were referred by Council to the draft 2019 capital budget have been integrated into the draft 2019 capital plan for the budget committee’s consideration.

In some instances, staff have recommended the conditional approval of select capital projects in recognition that further information (in the form of an additional report to Council) is required before the project can be formally approved by Council. Any conditionally approved capital projects that do not have their conditions satisfied by September 30, 2019 will require Council reconsideration. In addition, any Council pre-approved projects have been identified as such.

The Draft 2019 Repair and Replacement of existing Town infrastructure Capital program, for both tax and rate funded assets, is summarized follows:

2019 to 2028 average annual planned requirement	\$11,945,600
2019 planned requirements as forecasted in 2017 ten year plan	\$19,471,000
2019 Draft Budget	\$10,846,200
Funded by:	
Tax funded R&R reserves	\$4,008,100
Rate funded R&R reserves	4,560,000
Federal Gas Tax Grants	1,150,000
Ontario Community Infrastructure Grant	1,101,000
Special Purpose Reserves	27,100

The recommended repair and replacement capital program for 2019 is included in the budget binder, with details provided for each proposed project.

The Draft 2019 Growth & New Town Infrastructure for existing Town Infrastructure Capital program for both tax and rate funded assets, is summarized as follows:

2019 to 2028 average annual planned requirement	\$11,964,100
2019 planned requirements as forecasted in 2017 ten year plan	\$61,746,500
2019 Draft Budget	\$49,617,600
Funded by:	
Development Charges	\$11,685,800
External Funding (grants)	13,500,000
Tax Funded G&N Reserve	2,223,800
Tax Funded R & R Reserve	335,000
Other Funding Sources (ie. Special Purpose reserves, Hydro fund, etc.)	21,873,000

This Growth & New capital program includes five major projects (i) an addition to the Stronach Aurora Recreation Complex (SARC), (ii) the redevelopment of Library Square, (iii) a pumper truck for the new fire hall, (iv) continued work at the wildlife park and (v) Aurora promenade work.

Of these noted projects, the proposed addition to the SARC and the redevelopment of Library Square, their included requirements and funding sources have been inserted into the 2019 budget purely as placeholders. These placeholders will be subject to change as per future staff reports to Council. Consequently, staff will recommend that the Budget Committee conditionally approve these two projects.

In many instances the incremental costs relating to the creation of a new asset extend beyond its initial capital investment. Many new assets will require an ongoing incremental operating fund requirement over the course of their useful lives such as fuel, electricity, maintenance and staff input costs. In instances where these noted costs are known and can be estimated, they have been identified along with the initial capital investment costs within each capital project business case for Council's recognition and pre-approval. Should Council approve staff's recommended 2019 growth and new capital investment program, they are pre-approving these capital investment's incremental operating costs as well.

The recommended Growth and New Town Infrastructure Capital program for 2019 is included in the budget binder.

The Draft 2019 Studies and Other Capital program, for both tax and rate funded assets, is summarized as follows:

2019 to 2028 average annual planned requirement	\$338,400
2019 planned requirements as forecasted in 2017 ten year plan	\$560,000
2019 Draft Budget	\$1,160,000

The recommended Studies and Other Capital program for 2019 is included in the budget binder.

The 2019 capital budget binder is being distributed to members of Council at the meeting of January 22, 2019. All such material will be subject to review and discussion by the Budget Committee at its budget review meeting to be held at 9am on Saturday, February 2, 2019. This meeting will also include a discussion of the Town's new Strategic Asset Management Policy, its Asset Management Plan and its Ten Year Capital plan. The Committee will then turn its attention to the detailed 2019 Capital Budgets.

Advisory Committee Review

Not applicable

Financial Implications

With regards to the Strategic Asset Management Policy, the AMP and its associated Ten Year Capital Investment Plan, there are no direct financial commitments being made in this report. The Strategic Asset Management Policy, AMP and Ten Year Capital Investment Plan are guidance and/or planning documents only, serving to assist in asset repair and replacement decision points as well as long range financial planning. These documents provide insight and opportunity to make financial planning adjustments to avoid future financial pinch points or other problems arising. The AMP and associated ten year plan also give clear insight to Council and to the public as to planned projects well in advance, including the provision of further context such as the priorities of individual projects relative to each other.

Staff recommend an equivalent tax increase amount of 0.7% to the tax cash to capital contribution to be funded out of the total 1% tax increase for Town Fiscal Strategies that

will be included in the 2019 draft operating budget as per Council direction. This increased contribution in support of infrastructure is consistent with the recommendations contained within this report. The remaining fiscal strategy funding will be addressed as part of the annual operating budget discussions that are scheduled to commence in the latter half of February, 2019.

The 2019 Draft Capital Budget proposes a total capital program of \$61,623,800. Staff feel that this proposed budget is financially feasible assuming Council's continued support for the Town's cash to capital funding strategy as outlined in table 3 and the continued receipt of the key federal (federal gas tax) and provincial infrastructure grants (Ontario Community Infrastructure Funding).

Communications Considerations

Financial Services and Corporate Communications have worked closely to develop a comprehensive communication plan around the Town's 2019 capital and operating budget. The plan was developed with the intent of increasing public participation in the budget process.

A 2019 operating and capital budget special consultation meeting was held on January 14th where public stakeholders were invited to attend in order to make funding requests or to share their ideas relating to opportunities for service delivery savings and/or for new revenue generation.

Also available via the Town's web site is a suite of budget videos that have been promoted extensively through the Town website, social media, media release, online newspapers, partner web sites, digital screens, email blasts, newspaper advertisements, postcards, banner displays in Town Hall and through in-person public engagement at Town facilities and Town events.

In addition to the above mentioned channels, budget meetings are open to the public and Corporate Communications will continue to promote these meetings through the website, social media and the Notice Board.

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 Strategic Asset Management Policy, the Ten Year Capital Plan contents, including the detailed 2019 Capital Plan.

Conclusions

The 2019 recommended capital investment budget is introduced by this report. The Budget Committee will now begin its detailed reviews of the Strategic Asset Management Policy, Asset Management Plan, Ten Year Capital Investment Plan and the 2019 Capital Budgets.

All Budget Committee meetings are open to the public. Members of the public interested in providing input to these proceedings are encouraged to attend as early in the process as possible, or to provide their comments by email through the Town’s website at www.aurora.ca; or by email to OurTownBudget@Aurora.ca. All constructive input related to the 2019 Capital Budgets is welcomed; however no formal funding requests can be received via this mechanism. Any email submission comments will be summarized and presented to Committee as they are submitted. Submissions relating to the 2019 operating budget will be retained and presented at the appropriate time to Committee.

Attachments

The following materials will be included in the budget binder to be distributed separately at the January 22, 2019 Council meeting for its review at its subsequent budget committee meeting scheduled on February 2, 2019. This distributed material will also be available electronically on the Town’s web site on January 23, 2019.

- New Strategic Asset Management Policy
- Updated Asset Management Plan
- 2018 Ten Year Capital Investment Plan

- 2019 Repair and Replacement of Existing Town Infrastructure Capital program
- 2019 Growth and New Town Infrastructure Capital program
- 2019 Studies and Other Capital program
- Reserve and Reserve Fund Schedule – Forecast December 31, 2018
- State of Asset Management Maturity Report

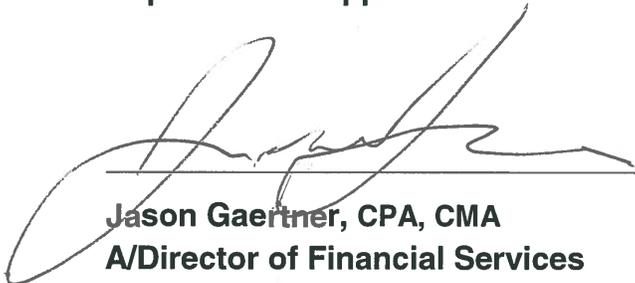
Previous Reports

FS18-004: 2019 Budget Development Direction

Pre-submission Review

Agenda Management Team review on January 8, 2019

Departmental Approval



**Jason Gaertner, CPA, CMA
A/Director of Financial Services
- Treasurer**

Approved for Agenda



**Doug Nadorozny
Chief Administrative Officer**



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

**Town of Aurora
Office of the Mayor**

Memorandum

Date: January 22, 2019

To: Members of Council

From: Mayor Tom Mrakas

Re: York Regional Council Highlights of December 13, 2018

Recommendation

That Council:

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



Home > Newsroom > Media Releases

Media Release

Council Highlights
December 18, 2018

York Regional Council Highlights - Thursday, December 13, 2018

York Region Chairman and CEO Wayne Emmerson welcomes members of York Regional Council to 2018 – 2022 term of office

York Region Chairman and CEO Wayne Emmerson welcomed the newly elected York Regional Council to the 2018 – 2022 term of office. Chairman Emmerson was elected by members of Regional Council at the December 6 Inaugural.

Council usually meets on the third Thursday of each month at 9 a.m. For the official Council and Committee meeting dates please see the Events Calendar on york.ca

Council meetings are open to the public and available via live-streaming at york.ca/live

York Regional Council approves appointments to Regional committees

York Regional Council approved the appointments of Council members to the Chair and Vice Chair positions of the Region's subcommittees of Committee of the Whole, plus appointments to the Region's standing committees, boards and task forces.

Chairman Emmerson will preside over Committee of the Whole meetings through December 31, 2019.

Appointments can be found at york.ca

York Regional Council approves appointment of Acting Chair

In a motion passed by York Regional Council, Town of Richmond Hill Mayor David Barrow has been appointed to act as head of council should Chairman Wayne Emmerson be absent at any time during the 2018 – 2022 term of Council.

In the event both Chairman Emmerson and Mayor Barrow are absent, Town of Newmarket Mayor John Taylor will act in the place of the Regional Chair.

York Region welcomes the United Nations

York Regional Council has been presented with the flag of the United Nations. In an address to Council, United Nations Institute for Training and Research (UNITAR) delegate Estrella Merlos recognized York Region as a leader in both inclusion and road safety.

Ms. Merlos visited York Region for two days to discuss using the Inclusion Charter for York Region as a leading practice model communities around the world could use to become more inclusive. Hosted by

York Region and York Regional Police, Ms. Merlos met with Council, staff, York University representatives and local faith leaders to discuss future partnership opportunities with the Region.

York Region continues to advocate for better transit fare integration

York Regional Council continues to seek a commitment from Metrolinx to finalize a Greater Toronto and Hamilton Area (GTHA) fare integration solution by 2019. An integrated fare solution would require standardization of fare policies, discounts, fares and rules regarding transfers.

York Region will continue to work with York University on a temporary solution to the cross-boundary travel issue for students, such as a Universal Pass.

York Regional Council receives cannabis update

York Regional Council received a presentation providing updates on the decriminalization of cannabis in York Region.

Updates included:

- Health impacts of cannabis impairing impulse control, working memory and decision-making
- Public Health enforcement and annual inspections
- Retail store application process with the Alcohol and Gaming Commission of Ontario
- Ontario's cannabis regulations as they relate to licencing
- *Smoke Free Ontario Act, 2017* – new enhancements to provide the public with protection from smoke, including cannabis

Information on cannabis regulations is available at york.ca/cannabisinfo

York Region reviewing *Bill 66, Restoring Ontario's Competitiveness Act, 2018*

York Regional Council received a memo on York Region's plans to review and respond to provincial legislation *Bill 66, Restoring Ontario's Competitiveness Act, 2018*.

Business and job growth are fundamental to the Region's economic vitality and quality of life. Regional staff will review the proposed legislation in-depth and provide feedback to the Province by January 20.

Principles Integrity selected as York Region's first Integrity Commissioner for five-year term

Principles Integrity has been selected as York Region's first Integrity Commissioner in accordance with revisions to the *Municipal Act* requiring all municipalities to have an Integrity Commissioner and Council Code of Conduct in place by March 1, 2019.

A draft Council Code of Conduct was presented to Council for consideration in April 2018. The code is based on those in place in other municipalities and included legislatively required topics and other common elements. Further development of the Council Code of Conduct will be the responsibility of *Principles Integrity*.

An updated draft Council Code of Conduct will be presented to Council at its January 31, 2019 meeting.

Regional Council designates candidate for AMO Board

Town of Georgina Regional Councillor Robert Grossi will stand as York Region's candidate for appointment to the 2018 – 2022 Board of Directors of the [Association of Municipalities of Ontario](#).

The Association of Municipalities of Ontario is comprised of Ontario's 444 municipalities, working together to achieve shared goals and meet common challenges.

Next regular meeting of York Regional Council

York Regional Council will meet on Thursday, January 31, 2019 at 9 a.m. in the York Region Administrative Centre Council Chambers, located at 17250 Yonge Street in the Town of Newmarket.

The Regional Municipality of York consists of nine local cities and towns, and provides a variety of programs and services to 1.2 million residents and 51,000 businesses with 620,000 employees. More information about the Region's key service areas is available at york.ca/regionalservices

- 30 -

Compiled by:

Barbara Schnier, Communications Specialist, The Regional Municipality of York

Phone: 1-877-464-9675, ext. 71237, Cell: 905-505-5775

Email: barbara.schnier@york.ca

The Corporation of the Town of Aurora

By-law Number XXXX-19

**Being a By-law to establish a schedule of fees and charges
for municipal services, activities and the use of property
within the Town of Aurora (Fees and Charges By-law).**

Whereas subsection 391(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended, authorizes a municipality to impose fees and charges on persons (a) for services or activities provided or done by or on behalf of it; (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and (c) for the use of its property including property under its control;

And whereas on November 14, 2017, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 6021-17, to establish a schedule of fees and charges for municipal services, activities and the use of property within the Town of Aurora;

And whereas the Town has conducted an annual corporate-wide review of its fees and charges and deems it necessary to alter the fees and charges for municipal services, activities and the use of property within the Town of Aurora;

And whereas the Council of the Town deems it necessary and expedient to enact a by-law setting out the fees and charges for municipal services, activities and the use of the property within the Town of Aurora;

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

1. By-law Number 6021-17 be and is hereby repealed.
2. The following Schedules attached (collectively referred to as the "Schedules") shall be deemed to form part of this By-law:
 - Schedule "A" – General Fees and Charges;
 - Schedule "B" – Planning and Development Services Department;
 - Schedule "C" – Corporate Services Department;
 - Schedule "D" – Community Services Department;
 - Schedule "E" – Operational Services Department;
 - Schedule "F" – Financial Services Department;
 - Schedule "G" – Building Division; and
 - Schedule "H" – Development Planning Division.
2. Council hereby delegates to the Chief Administrative Officer and any head of a department, or any of their designates, the authority to waive, reduce, or otherwise vary the fee(s) or charge(s) imposed by their department.
3. Any person who obtains any of the Town's services, activities, or use of the Town's property as described in the Schedules shall pay to the Town the applicable fees or charges set out in the Schedules. Unless otherwise provided for in another by-law, such fees or charges are payable upon the person making such application, request, or purchase of the Town's services, activities, or use of the Town's property and shall not be refundable.

4. No request by any person for a service or activity listed in the Schedules shall be acknowledged or performed by the Town unless and until the person requesting the service or activity has paid the fee or charge for the service or activity as set out in the attached schedules, unless noted otherwise.
5. The Town may request a deposit of up to fifty percent (50%) of the applicable fee or charge, payable in advance, if one or more of the following circumstances are applicable:
 - (a) the applicant is a non-resident;
 - (b) the applicant does not carry on business in the Town;
 - (c) the applicant is a first time applicant;
 - (d) the applicant:
 - (i) has previously failed to pay a fee or charge imposed by the Town in a timely manner; or
 - (ii) is currently or has previously been indebted to the Town;
 - (e) the service or activity to be provided by the Town is for a substantial period of time;
 - (f) the service or activity requested by the applicant is not the usual type of service or activity provided by the Town; or
 - (g) the past conduct of the applicant or, if applicable, of the organization he or she represents has been such that the Town on reasonable grounds may anticipate damage resulting.
6. All Town accounts and invoices are due and payable when rendered. Outstanding Town accounts and invoices shall bear interest of one and one quarter percent (1.25%) (being fifteen percent (15%) per annum), calculated from the first day of the month after the account is overdue.
7. The Treasurer shall add the fees and charges imposed pursuant to this By-law to the tax roll for any real property in the Town for which all of the owners are responsible for paying fees and charges under this By-law and collect them in the same manner as municipal taxes.
8. If a court of competent jurisdiction declares any provision, or any part of a provision of this By-law to be invalid, or to be of no force and effect, it is the intention of Council in enacting this By-law, that each and every other provision of this By-law authorized by law, be applied and enforced in accordance with its terms to the extent possible by law.
9. Payment for any fees, charges and any applicable interest shall be accepted in the form of Canadian currency, debit, money order or cheque made payable to The Corporation of the Town of Aurora.
10. In the event of a conflict between this By-law and any other By-law, the fees and charges set out in this By-law shall prevail.

By-law Number XXXX-19

Page 3 of 3

11. This By-law shall be referred to as the "Fees and Charges By-law".
12. This By-law shall come into full force and effect on February 1, 2019.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

**By-Law Number XXXX-19
Schedule "A"
General Fees and Charges
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
GENERAL FEES		
Photocopies (8 1/2 X 11 and 8 1/2 X 14)	per page	\$ 0.80
Photocopies (11x 17)	per page	\$ 1.45
Fax Transmittal	first page	\$ 7.25
	per additional page	\$ 2.50
TENDER DOCUMENTS		
Tender documents per set depending on size of document	per tender	n/a
DISBURSEMENTS		
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

**By-Law Number XXXX-19
Schedule "B"
Planning and Development Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Development Planning Division		
Maps		
Official Plan Schedule 'A' Map (18x24 inches) (colour)	per map	\$ 18.50
Official Plan Schedules other than 'A' (11x17) (b/w)	per map	\$ 8.25
Urban Design Areas Map (11 x 17) (colour)	per map	n/a
Town Street Plan Map (b/w) (24x36 inches)	per map	\$ 8.25
Town Street Plan Map (colour) (24x36 inches)	per map	\$ 13.25
Town Air Photo Map (30x39 inches)	per map	\$ 40.00
Application Status List Map (24x36 inches)	per map	\$ 13.25
Oak Ridges Moraine Map Schedule 'J' as per Official Plan 48 (11 x 17) (b/w)	per map	\$ 16.50
Official Plans		
Official Plan	per OP	\$ 55.25
2C Secondary Plan	per copy	\$ 33.75
Secondary Plans	per Secondary Plan	\$ 23.50
Aurora Promenade Study	per copy	\$ 55.25
Secondary Plans Consolidation	per copy	\$ 44.00
Official Plan Amendment (Various)	per copy	n/a
Urban Design Guidelines (Various)	per copy	n/a
Zoning		
Zoning By-law 2213-78 (2014 Consolidation)	per By-law	n/a
Comprehensive Zoning By-law	per copy	\$ 30.75
Comprehensive Zoning Exceptions	per copy	\$ 87.00
Heritage		
Northeast Old Aurora Heritage Conservation District Plan	per copy	\$ 29.75
Other		
GIS Analysis	per hour	\$ 79.00
Application Status Listing	per copy	\$ 18.50
Vacant Employment Land Inventory	per copy	\$ 18.50
Circulation Fees, including Labels	per circulation	\$ 80.00
Building Division		
Permitted Use Letter		
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	\$ 42.00
Administrative Costs		
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	\$ 445.00

**By-Law Number XXXX-19
Schedule "B"
Planning and Development Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Construction Activity Report		
Reports generated upon request providing permit numbers, location, description and construction value	each	\$ 84.00
Zoning Review - Residential (single, semi or street townhomes)		
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	\$ 84.00
Zoning Review - All Other Building Types		
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	\$ 168.00
Sign Review		
Sign By-law review of applications other than a sign permit application including Sign By-law review of Planning Applications.	each	\$ 168.00
Permit fees related to By-law Number 4753-05.P		
Pool Enclosure Permits	each	\$ 315.00
Hot Tub Permits	each	\$ 168.00
Engineering and Capital Delivery Division		
Subdivision and Site Plan Engineering Fees	percentage of servicing costs	6.0%
Benchmarks	per benchmark	\$78.00
Plot WIMS/SIMS Maps, Engineering Drawings - drawings printed in-house	per sheet of map	\$4.00
Plot WIMS/SIMS Maps, Engineering Drawings - drawings sent out for reproducing	per sheet of map	\$20.00 or \$4.00 per sheet, whichever is greater
Request for digital drawings	per drawing	\$4.00 (fee applies only for large requests: over 10 drawings)
Topsoil Preservation Permit	flat fee + price per ha of site area	\$668.00 Flat Fee + \$38.00/ha
Request for Information	per request	\$66.00
REQUEST FOR TRAFFIC DATA		
7-Day Traffic Counts	per location	\$65.00
8-Hour Turning Movement Count	per intersection	\$168.00
Traffic Signal Timings	per intersection	\$81.00
Lot Grading review and inspection	per lot	\$289.00
Grading review and inspection for pool construction (securities of \$1,000 will be collected at the time of permit fee payment)	per lot	\$393.00

**By-Law Number XXXX-19
Schedule "B"
Planning and Development Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Service Connections Fees		
25mm Water Service	flat rate portion + price per metre of service	n/a
40mm Water Service	flat rate portion + price per metre of service	n/a
50mm Water Service	flat rate portion + price per metre of service	n/a
125mm Sanitary Service	per metre of service	n/a
150mm Storm Service	per metre of service	n/a
125mm Sanitary Service & 150mm Storm Service in same trench	per metre of longer service	n/a
Clean-out/Inspection Chamber	each	n/a
Existing Water Services Disconnection In Conjunction with New Service Installation	each	n/a
Existing Sewer Services Disconnection In Conjunction with New Service Installation	each	n/a
Existing Water Services Disconnection Not In Conjunction with New Service Installation	each	n/a
Existing Sewer Services Disconnection Not In Conjunction with New Service Installation	each	n/a
Construction of new service connections by the Town	each	Actual cost, plus 10% administration subject to HST
Inspection of services installed by Owner	each	10% of construction cost

**By-Law Number XXXX-19
Schedule "C"
Corporate Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
LEGAL SERVICES		
DOCUMENT PREPARATION/REVIEW (General) - includes but is not limited to easements, permissions to enter, development charges deferral, purchase and sale agreements		
Basic (Standard template - no changes required)	per document	\$ 697.00
Complex (requires changes to standard template)	per document	\$ 1,845.00
DOCUMENT PREPARATION/REVIEW (Specific)		
Condominium Agreement	per document	\$ 6,406.00
Subdivision Agreement	per document	\$ 8,560.00
Subdivision Registration Process	per plan	\$ 2,050.00
Site Plan/Development Agreement	per document	\$ 1,690.00
Encroachment/Licence Agreement	per document	\$ 697.00
Amending Agreement	per document	\$ 697.00 (minimum)
SERVICES RELATED TO EXISTING DEVELOPMENT AGREEMENTS (excluding documents or agreements that fall under Document Preparation/Review (General))		
Information regarding the status of existing agreements and/or registered documents, including agreements and by-laws	per document	\$ 128.00
Highway Dedication/Subdivision Assumption By-law Legal Administration Fee	per by-law	\$ 805.00
GENERAL LEGAL FEES		
Law Clerk	per hour	\$ 113.00
Paralegal	per hour	\$ 154.00
Solicitor	per hour	\$ 256.00
Town Insurance Claim Legal Administration Fee	per claim	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	\$ 215.00
CERTIFIED PHOTOCOPIES	per page	\$ 11.25
Note: 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		
LEGISLATIVE SERVICES		
FREEDOM OF INFORMATION (F.O.I.) REQUESTS (Fees related to search and records preparation are prescribed by legislation)		
Application Fee	per application	\$ 5.00
Manual Search Time and Preparation Time	per 15 minutes	\$ 7.50
Photocopies	per page	\$ 0.20
Computer Programing (develop program to retrieve information)	per 30 minutes	\$ 30.00
Disks	per disk	\$ 10.00

**By-Law Number XXXX-19
Schedule "C"
Corporate Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
MAIL OUT COST (Annual Subscription)		
AudioCD/DVD/ Tape - Council/General Committee/Public Planning/Advisory Committees/Boards meeting	per CD/DVD/tape	\$ 33.00
CIVIL MARRIAGE SERVICES		
Civil Marriage Solemnization Fee	per service	\$ 491.00
Marriage Licences	per licence	\$ 138.00
Witness Fee (<i>if Town staff are required to be witnesses</i>)	per witness	\$ 61.00
Rehearsal Fee for offsite Civil Marriage ceremony	per service	\$ 90.00
Administrative Fee to be charged for change of wedding date within 7 days of scheduled ceremony	per change	\$ 32.00
Administrative Fee to be charged for cancellation of Civil Marriage ceremony before consultation meeting	each	\$ 63.00
Administrative Fee to be charged for cancellation of Civil Marriage ceremony after consultation meeting	each	\$ 178.00
ADMINISTER OATHS/TAKE AFFIDAVITS 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	\$ 21.00
VITAL STATISTICS INFORMATION		
Burial Permits (HST Exempt)	per permit	\$ 37.00
LOTTERY LICENSING		
Bingo Events (HST Exempt)	regulated by Province of Ontario	3% of prize board
Raffles (HST Exempt)	regulated by Province of Ontario	3% of prize board

**By-Law Number XXXX-19
Schedule "C"
Corporate Services Department
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
BREAK OPEN TICKETS (NEVADA) (HST Exempt)	regulated by Province of Ontario	3% of prize board
Media Bingo (HST Exempt)	regulated by Province of Ontario	3% of prize board
Letters of Approval (HST Exempt) Town approval of Lottery Schemes Licenced by the Province of Ontario	per application	\$ 37.00
LIQUOR LICENSE CLEARANCE LETTER	each	\$ 183.00
NO OBJECTION LETTER	each	\$ 82.00
ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA) TRAINING		
Provision of AODA Training	per person	\$ 55.00
By-Law Inspection and Attendance Fees		
Attendance Supervisory Fee	Hourly/per Officer	\$ 105.00
Non Compliance Re-Inspection Fee	Hourly/per Officer	\$ 105.00
Pool Enclosure Re-Inspection Fee	Per Visit	\$ 54.00
Property Standards Appeal	Per Order	\$ 100.00
Parking Permit Fees		
Parking permits	per permit	\$10.25 - \$350.00
Property Information Request		
Review of departmental files and documents related to specific property requests relating to zoning, permits, occupancy and general property status	each	\$ 143.00

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
1. ADMINISTRATION			
a)	Membership Refunds (Except Medical Reasons)	per refund	39.05
b)	Membership On Hold (Except Medical Reasons)	per hold	39.05
c)	Program Refund (Except Medical Reasons)	per refund	21.75
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
f)	Landscape Maintenance Fees	each	25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)
g)	Vendor Permit Fee	per event/ per day	54.55-541.20
h)	Park Clean Up Fee - Refundable Deposit	each	\$100.00 - \$1,000.00
i)	Program/Event Promotional Material	each	.50 - 11.28
j)	Swim Diapers & Swim Goggles	each	11.30 -22.15
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	\$ 355.88
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	\$ 82.00
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
n)	Park/Picnic Shelter Clean-up Fee (Mandatory for all groups of 79 or less.)	per event/ per day	\$ 104.65
o)	Facility Permit Maintenance/Damage Deposit (Refundable)	per event/per day	\$0 - \$1,000.00
p)	Program Guide Advertisement	Per ad	\$198.00 - \$1413.00
2. REGISTERED SEASONAL PROGRAMS			
a)	Pre-School Activities	per class	\$4.55-22.75
b)	Children's Activities	per class	\$5.65-32.60
c)	Youth Activities	per class	Free- \$51.25
d)	Adult Activities	per class	\$5.00-59.65
e)	Senior's Activities	per class	Free-\$27.25
f)	Family Activities	per class	\$4.50-11.30
g)	Fitness Programs	per class	\$1.90-32.60
h)	Seniors Bus Trips	per person	\$5.70-216.10

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
3. REGISTERED AQUATICS PROGRAMS		
a) Lessons - Learn to Swim	per class	\$7.20-25.10
b) Leadership Programs	per program	\$32.60-507.60
c) Aquatics Specialty Programs	per class	\$7.20-25.10
4. REGISTERED CAMP PROGRAMS		
a) Day Camps	per day	\$11.25-53.50
b) Specialty Camps	per day	\$13.10-96.20
c) Extended Care	per person	\$27.25-114.40
5. DROP-IN ACTIVITIES		
a) Youth Drop-in	per visit	Free-\$3.20
b) Youth Drop-in	10 visits	\$24.00/10 visits
c) Adult Drop-In	per visit	Free - \$5.00
d) Other	per visit	Free - \$3.25
e) Other	10 visits	\$24.00-48.00/10 visits
6. P.A. DAY PROGRAMS	per person	FREE - \$102.50
7. WORKSHOP/ CLINICS/ TOURNAMENTS		
a) Individual	per person	\$2.40-17.10
b) Team	per team	\$21.95-28.35
8. POOL PARTY PACKAGES	each	\$176.30-325.95
9. SPECIAL EVENTS		
a) Individual	per person	\$2.90-21.95
b) Family	per family	\$17.95-27.30
c) Float Registration Fees	Resident Commercial	\$81.25
	Non-Resident Commercial	\$162.40
d) Ribfest Vendors	each	\$432.75-3782.75
e) Art Show Entry Fees	each	\$11.25-43.30
f) Food Vendors - Non Profit Groups	per day	\$54.20
g) Food Vendors	per day	\$54.20-540.75
h) Senior Centre Special Event Vendors	per day	Free-\$55.00

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
10. MEMBERSHIPS (Note: All memberships apply to Aurora residents only. Non-Residents are subject to a 25% surcharge.)		
a) COMBO MEMBERSHIP (Equipment and Group Fitness) ADD ON: Pool Aquafit Squash	Adult	3 mo. 6mo. 1 yr. \$158.50/\$264.80/\$436.80
	Additional Family/ Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$126.70/\$211.65/\$349.25
	1 Month Trial	\$ 40.15
	1 Month Renewal	\$ 66.75
	Winter Student Special - Home for the Holidays - 1 mth max	\$ 42.25
	Spring Break Student Special - 2wk max	\$21.15/week
	Summer Student Special May 31 - Aug 31 (4mth)	\$ 126.70
	Summer Student Special July 1 - Aug 31 (2mth)	\$ 63.40
b) GROUP FITNESS MEMBERSHIP ADD ON: Pool Aquafit Squash	Adult	3 mo. 6mo. 1 yr. \$141.80/\$235.60/\$387.80
	Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$112.60/\$187.65/\$310.65
	1 Month Renewal	\$ 59.50
c) POOL MEMBERSHIP Lane & Leisure Only	Adult	3 mo. 6mo. 1 yr. \$82.40/\$124.10/\$201.20
	Youth/ Student/ Senior	3 mo. 6mo. 1 yr. \$65.70/\$99.05/\$161.60
	Child	3 mo. 6mo. 1 yr. \$41.70/\$62.55/\$101.15
d) AQUAFIT MEMBERSHIP ADD ON: Pool	Adult	3 mo. 6mo. 1 yr. \$141.80/\$235.60/\$387.80
	Youth/Student/Senior	3 mo. 6mo. 1 yr. \$112.60/\$187.65/\$310.65
	1 Month Renewal	\$ 59.50
f) SQUASH MEMBERSHIP	Adult	3 mo. 6mo. 1 yr. \$159.50/\$265.85/\$443.05
	Youth/Student/Senior	3 mo. 6mo. 1 yr. \$128.25/\$212.70/\$354.45
	1 Month Renewal	\$ 55.25
g) ADD-ON OPTIONS	Pool Package	3 mo. 6mo. 1 yr. \$22.95/\$33.40/\$57.35
	Aquafit Package	3 mo. 6mo. 1 yr. \$22.95/\$33.40/\$57.35
	Squash	3 mo. 6mo. 1 yr. \$74.05/\$113.65/\$188.70
h) CORPORATE MEMBERSHIPS Per Company	Group of 4+	25% Discount
i) Youth Summer Gymnasium Membership	Youth - each	1 month (July or August) \$23.50
j) Fitness Assessment	Per Person	\$ 35.75
k) FIT Club	Per Person	\$ 32.75
l) Youth Gymnasium Monthly Membership	Youth - each	1 month \$23.50

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
m)	EQUIPMENT AND WEIGHTS MEMBERSHIP	Adult	3 mo. 6mo. 1 yr. \$134.90/\$224.45/\$370.75
		Additional Family/ Youth/Student/ Senior	3 mo. 6mo. 1 yr. \$108.10/\$179.15/\$296.80
		1 Month Renewal (Adult)	\$ 57.05
		1 Month Renewal (Additional Family, youth, student, senior)	\$ 45.85
n)	Promotional Membership Discount (with Director Approval)	each	15 - 25% Discount on selected membership packages
11. DAILY USER FEES			
a)	Fitness Centre - Casual User Fee (access to group fitness classes, including cyclefit and aquafit)	Youth/Adult	\$7.80/class or 60.95/10 visits
		Senior	\$6.05/class or 47.90/10 visits
b)	Leisure Pool - Casual User Fee	each	\$3.55/use or 26.20/10 visits
c)	Squash - Daily User Fee (40 min Court Fee)	Prime	\$9.35/use or 73.75/10 visits
d)	Squash - Daily User Fee (40 min Court Fee)	Non Prime	\$5.40/use or 42.80/10 visits
e)	Squash - Daily User Fee (40 min Court Fee)	Senior	20% of listed fee
f)	Recreation Complex Day Pass	each	\$13.10/visit
12. SQUASH			
a)	Lessons (40 min)	Private	\$32.60
		Semi Private (per person)	\$24.35
		3 or more (per person)	\$19.50
b)	Clinics	per 1.5 hour clinic	\$12.55
c)	House League (40 min) - Member (three times per week)	Per Session	\$37.40
	House League (40 min) - Non-Member	Per Session	\$75.10-118.15
d)	Junior Squash Program	per week	\$12.55
13. SEASONAL PACKAGES			
a)	Summer Splash Pass	per family	\$110
b)	Summer Squash Special	each	\$114.30

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
14. PERSONAL TRAINING PACKAGES Note: All fees are for members. Non-members are subject to a 20% surcharge.			
a)	Land Based Training - Single Session rate	Private	\$62.80
		Semi-Private (per person)	\$47.55
b)	Land Based Training - 3 Session Rate (Get Started) One Time Offer	Private	\$146.95
		Semi-Private (per person)	\$110.35
c)	Land Based Training - 5 Sessions	Private	\$256.45
		Semi-Private (per person)	\$191.70
d)	Land Based Training - 10 Sessions	Private	\$486.20
		Semi-Private (per person)	\$365.20
e)	Land Based Training - 20 Sessions	Private	\$954.15
		Semi-Private (per person)	\$675.30
15. POOL RENTAL RATES			
a)	AFLC Pool - Private Rental	per lane/per hour (plus lifeguard costs)	12
b)	SARC 8 Lane Pool - Private Rental	per lane/per hour (plus lifeguard costs)	12
c)	SARC Teaching Pool - Private Rental	per hour (plus lifeguard costs)	23.85
d)	SARC Leisure Pool/Slide - Private Rental	per hour (plus lifeguard costs)	39
f)	Pool - School Instructional Lessons (30 mins)	per person	\$22.45/class (1 or 2) \$11.80/class (3 or 4) \$9.65/class (5 to 10) \$7.50/class (11 or more)
h)	Additional Instructor Fee	per hour	21.7
h)	Lifeguard Fee	per hour	19.15
16. PUBLIC SKATING PROGRAMS			
a)	Adult Shinny Hockey	per person	\$6.15 or 49.20/10 visits
b)	Public Skating (all)	per person	\$3.00 or 24.00/10 visits, 45.00/20 visits, 65.00/30 visits
c)	Family Skate Pass	each	\$30.75-307.50
17. ICE RENTALS			
a)	Ice Rental Prime Time	per hour	\$ 208.64
b)	Ice Rental Prime (Aurora Based Minor Hockey/Skating Club only)	per hour	\$ 195.57
c)	Ice Rental Non-Prime - Weekday (8:00am to 4:00pm) - and all Junior A Hockey at any time.	per hour	\$ 127.72
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	\$ 135.20

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
18. FACILITY RENTALS - INDOOR			
a)	AURORA ARMOURY	Full Facility - Monthly (rooms & event space)	N/A
		Event/ Activity Space - Monthly	N/A
		Event/ Activity Space - Daily (8hrs)	N/A
		Event/ Activity Space - Hourly	N/A
		Office/ Meeting/ Storage Spaces - Monthly	N/A
		Office/ Meeting/ Storage Spaces - Hourly	N/A
b)	COMMUNITY CENTRE - Auditorium	per hour	\$ 60.73
c)	COMMUNITY CENTRE - Auditorium	per day (8 hours) Hourly Rate applies beyond 8 hours	\$ 361.06
d)	COMMUNITY CENTRE - ACC#1 Meeting Room - available free of charge to Aurora non-profit groups	per hour	\$ 32.44
e)	COMMUNITY CENTRE - ACC#2 Meeting Room - available free of charge to Aurora non-profit groups	per hour	\$ 25.11
f)	Arena Floor Rental - Aurora based Youth groups	per hour	\$ 45.00
g)	Arena Floor Rental - Other	per hour	\$ 59.66
h)	Arena Floor Event Rental - Not for profit in Aurora	per day - multi day event (open - close)	\$818.41/surface
i)	Arena Floor Event Rental - Other	per day - multi day event (open - close)	\$1,156.46/surface
j)	LEISURE COMPLEX	Meeting Room - available free of charge to Aurora non-profit groups	\$32.44/hour
		Program Room C (2nd Floor)	\$37.72/hour
		Program Room A (Main Floor - small)	\$32.44/hour
		Program Room B (Main Floor - large)	\$37.72/hour
		Teaching Kitchen	\$28.29/hour (plus \$50.00 clean-up deposit)
k)	Gymnasium - Prime Time - Aurora based Youth	Full Gym - per hour	\$ 81.64
l)	Gymnasium - Prime Time - Other	Full Gym - per hour	\$ 109.93
m)	GYMNASIUM - Non-Prime - 7:00am to 4:00pm Weekdays	Full Gym - per hour	\$ 60.73
n)	Squash Courts	per court per hour	\$ 13.12
		Activity Room A	\$32.44/hour
		Activity Room B	\$32.44/hour
		Activity Room A & B	\$37.72/hour

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
p)	SENIORS CENTRE	Activity Room A & B & Kitchen	\$59.66/hour
		Activity Room C	\$32.44/hour
		Activity Room & Kitchen	\$53.92/hour
		Craft Room	\$37.72/hour
		Multi-Purpose Room/Kitchen - Hourly	\$121.41/hour
		Multi-Purpose Room/Kitchen - Daily (8 hours)	\$720.01/day
q)	STRONACH AURORA RECREATION COMPLEX	Meeting Room - available free of charge to Aurora non-profit groups	\$32.44/hour
r)	TOWN HALL - Coffee Service	Per 25 people or less	\$30.39/25 people
s)	TOWN HALL - Aurora Based Non-Profit Groups (as defined by Town Policy)	Leksand Room	No Charge
		Holland Room (Staff support fee may apply)	No Charge
t)	TOWN HALL - Aurora Based Groups	Leksand Room	\$32.44/hour
		Holland Room (Staff support fee may apply)	\$38.75/hour
u)	TOWN HALL - Non-Aurora Based Groups	Leksand Room	\$38.75/hour
		Holland Room (Staff support fee may apply)	\$44.49/hour
v)	TOWN HALL - COUNCIL CHAMBERS (Staff support fee may apply)	Aurora Based Groups	\$60.73/hour
		Non-Aurora Based Groups	\$126.13/hour
		Professional/Commercial Groups	\$247.03/hour
	TOWN HALL - SKYLIGHT GALLERY	per hour	\$ 60.73
w)	TOWN HALL - EQUIPMENT SUPPORT	Staffing charge for the use of the equipment in either the Holland Room and/or Council Chambers	\$78.52/hour (3 hour min)
x)	VICTORIA HALL	per hour	\$37.72/hour
		Daily (8 hours)	\$222.94/hour
y)	Locker Rental	Per Person	1 mo. / 3 mo. / 6 mo. / 12 mo. \$6.66/\$19.22/\$36.13/\$68.93
19. FACILITY RENTALS - OUTDOOR			
a)	BAND SHELL	Park Event/Large Company/School Picnic	\$ 355.83
		Hourly (no set-up or staff support required)	\$ 30.39
b)	McMAHON PARK	Aurora Lawn Bowling Club	\$1089.78/year
		Aurora Community Tennis Club	\$1771.05/year
c)	TENNIS COURTS	per hour	\$8.41

**By-Law Number XXXX-19
Schedule "D"
Community Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge		Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
20. PLAYING FIELD USER FEES			
a)	Ball Diamonds - Adult	per hour	\$ 16.91
b)	Ball Diamonds - Youth	per hour	\$ 10.66
c)	Rectangular Fields - Youth	per hour	\$ 9.28
d)	Rectangular Fields - Adult	per hour	\$ 11.12
g)	Tournaments	each	\$234.32/ tournament field per hour rate
h)	ARTIFICIAL TURF FIELD Aurora based non-profit May 1 - September 30 (regular season)	Youth - per hour	\$ 9.28
		Adult - per hour	\$ 11.12
i)	ARTIFICIAL TURF FIELD Aurora based non-profit Youth/Adult - Oct 1 - April 30	per hour	\$ 23.99
j)	ARTIFICIAL TURF FIELD All schools and Aurora based private people - May 1 - September 30 (regular season)	per hour	\$ 29.47
k)	ARTIFICIAL TURF FIELD All schools and Aurora based private people - October 1 - April 30	per hour	\$ 65.40
l)	ARTIFICIAL TURF FIELD All non-Aurora based groups Youth/Adult - Any time of year	per hour	\$ 207.05
21. CULTURAL SERVICES			
a)	Visiting Researcher	per 2 hours	\$ 26.04
b)	Corresponding Researcher	per hour	\$ 47.30
c)	Photocopies / scans of text	per page	\$ 0.52
d)	High Resolution Image (existing)	per image	\$ 29.57
e)	High Resolution Scan	per image	\$ 59.14

**By-Law Number XXXX-19
Schedule "E"
Operational Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Work Performed for Residents, Contractors and Developers		Actual Labour, Material & Equipment plus 35% overhead or full cost of contracted services plus 15% administrative fee, subject to HST
Hydrant Deposit	Each	\$2,182.00
Fire Flow Test	Each	\$267.00
Sewer Camera Rate	lump sum	actual cost plus 15% administrative fee, subject to HST
Water Sampling - New Subdivisions	each	n/a
Water Meters and Water Meter Accessories	each	Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$513 per meter or accessory)
Water Meter Wire Charge	per box	\$125.00
Road Excavation Fees		
Road Excavation Permit Deposit	each	\$575.00 - \$5,000.00
Road Excavation/Occupancy Permit	whichever is greater	\$225.00 or 10%
Sanitary Sewer Remediation		
Private Side Sanitary Sewer Remediation	each	Actual cost plus 15% administrative fee, subject to HST
Water Turn On/Off Service Charges (previously included in By-law 5716-15)		
24 hours or more of notice during business hours (8:00am - 4:00pm)	each	\$0.00
Less than 24 hours notice during business hours (8:00am - 4:00pm)	each	\$86.00
Outside business hours	each	\$171.00
Waste Collection Fees		
Blue Boxes	each	\$10.00
Blue Totes	each	\$150.00 + delivery charge of \$33.00 for the 95 gal totes (which includes picking up old damaged totes)
Green Bins	each	\$22.00
Kitchen Catcher	each	\$5.00
Backyard Composters	each	\$41.00
Replacement Blue Tote wheel set	each	\$20.00
Tree Permit Fees (as presented and approved in PRS16-022)		
Tree Permit Fees	up to 3 trees that are less than 20 cm	\$ 209.36
	4 trees that are less than 20 cm	\$ 313.96
	5 trees that are less than 20 cm	\$ 418.61
	6 trees that are less than 20 cm	\$ 523.26
	7 trees that are less than 20 cm	\$ 627.92
	8 or more trees that are less than 20 cm (cost per tree)	\$ 104.65
	A tree that is greater than 20cm, but less than 70 cm	\$ 523.26

**By-Law Number XXXX-19
Schedule "F"
Financial Services
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Tax Bill Reprint - Per Tax Year	per document	\$ 20.00
Returned Cheques	per cheque	\$ 50.00
Payment Recalled by Bank	per item	\$ 20.00
Mortgage Administrative Fee	per property	\$ 10.00
Tax Reminder Notices	per property	\$ 7.00
Water and Wastewater Reminder Notices	per property	\$ 7.00
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 140.00
Tax Certificate	per property	\$ 85.00
Water/Wastewater Certificate	per property	\$ 85.00
Water Bill Reprint - Per Billing Period	per document	\$ 20.00
Official Tax Receipt Letter for Government Agencies	per document	\$ 35.00
Duplicate Receipt	per receipt	\$ 15.00
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 35.00
Tax Roll Ownership Change	per property	\$ 55.00
Water Account Ownership Change/ New Account Set-up	per property	\$ 55.00
Letter of Reference for Utilities	each	\$ 30.00
Addition of Unpaid Provincial Offences Act Fines to Tax Bill	per addition	\$ 50.00
Addition of Unpaid Charges to Tax Bill	per addition	\$ 30.00

**By-Law Number XXXX-19
Schedule "G"
Building Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Minimum Permit Fee for Part 9 Residential Building	per application	\$ 280.00
Minimum Permit Fee for all Other Buildings	per application	\$ 565.00
Group A Assembly (Applies to New Buildings and Additions)		
Restaurants/ Banquet Halls (Finished)	per square metre	\$ 18.10
Restaurant/ Banquet Hall (Shell)	per square metre	\$ 11.00
Recreation Facilities, Schools, Libraries, Churches, Theatres and All Other Group A Occupancies	per square metre	\$ 18.10
Group A Assembly (Alterations)	per square metre	\$ 6.20
Group B Institutional (Applies to New Buildings and Additions)		
Residential Care Facilities, Nursing Homes and All Other Group B	per square metre	\$ 18.10
Group B Institutional (Alterations)	per square metre	\$ 6.20
Group C Residential (Applies to New Buildings and Additions)		
Single Family Detached (Semi, Row House, Link Dwellings)* *Permit includes Building, HVAC, Plumbing and Residential Occupancy Permits.	per square metre	\$ 16.40
Multiple Residential and Apartments	per square metre	\$ 15.40
Other Group C (Hotel/Motel Lodging Houses, Rooming Houses, Shelters, etc.)	per square metre	\$ 15.40
Group C Residential (Alterations)	per square metre	\$ 6.20
Second Suite Dwelling Unit	per square metre	\$ 6.20
Group D Business and Personal Services (Applies to New Buildings and Additions)		
Business and Personal Services (Finished)	per square metre	\$ 15.40
Business and Personal Services (Shell)	per square metre	\$ 12.30
Group D Business and Personal Services (Alterations)	per square metre	\$ 7.20
Group E Mercantile (Applies to New Buildings and Additions)		
Mercantile (Finished)	per square metre	\$ 15.40
Mercantile (Shell)	per square metre	\$ 12.30
Group E Mercantile (Alterations)	per square metre	\$ 7.20

**By-Law Number XXXX-19
Schedule "G"
Building Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Group F Industrial (Applies to New Buildings and Additions)		
Industrial (Finished - Including Self-Storage Buildings)	per square metre	\$ 10.30
Industrial (Shell)	per square metre	\$ 8.20
Storage Garages	per square metre	\$ 5.10
Gas Stations/Repair Stations	per square metre	\$ 9.20
Farm Buildings	per square metre	\$ 4.40
Group F Industrial (Alterations)	per square metre	\$ 5.10
Designated Structures		
Wind Turbine Support Structure	per structure	\$ 325.00
Exterior Tank and Support not regulated by TSSA, 2000	per structure	\$ 275.00
Retaining Walls	per linear metre	\$ 8.00
Solar Collectors	per structure	\$ 325.00
Stand Alone		
Accessory Structures (Residential)	flat fee	\$ 280.00
Accessory Structures (All Other)	flat fee	\$ 540.00
Alternative Solutions	per application	\$1,050.00 - plus consulting costs as applicable
Change of Use	per square metre	\$ 7.20
Construction and Sales Trailers	per square metre	\$ 10.80
Construction and Sales Trailers (Pre-Fabricated)	per square metre	\$ 5.40
Conditional Permits	per square metre of applicable residential or commercial fee	\$1,050.00 - plus agreement preparation costs (min \$1,000.00)
Demolition (Singles, Semis, Row Houses, Accessory Structures)	55m ² or less - flat fee	\$ 280.00
	Over 55m ² - flat fee	\$ 330.00
Demolition (Others)	flat fee	\$ 540.00
Electromagnetic Locks	per lock	\$32.00 - to a maximum of \$320.00
Fire Alarm Retrofit	per application	\$ 320.00
Fireplaces, Woodstoves and Chimneys	each	\$ 280.00

**By-Law Number XXXX-19
Schedule "G"
Building Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Foundation for Relocated Buildings	per square metre	\$ 3.80
HVAC Systems	per residential system	\$ 280.00
	per all other systems	\$ 565.00
Kitchen Exhaust System	per system	\$ 540.00
Marijuana Grow-OP Remediation	minimum fee - includes 10 hours of plan review and inspection	\$ 1,130.00
	per hour (after)	\$ 115.00
Miscellaneous Permits - Where a permit application is for a Class not listed herein, the Unit of Measure and Fee shall be determined by the Chief Building Official	each	tbd
Model Certification	per square metre	\$ 5.90
Permits for Certified Plans	per square metre	\$ 10.50
Model Type Change	per square metre	\$ 820.00
Outdoor Public Pool (3.11 OBC)	per square metre	\$ 6.50
Occupancy of an Unfinished Building Permit	per application - up to 4 hours of combined inspection time for building, plumbing and fire services	\$ 450.00
	per hour (additional time)	\$ 113.00
Partial Permits (Foundation, Structural and Foundation/Structural)	per application	\$ 565.00
Portables	per portable	\$165.00 - to a maximum of \$1,640.00
Revision to Permit Plan	per application - up to 3 hours of review time	\$ 282.00
Shoring	per linear metre	\$ 7.70
Solar Domestic Hot Water Systems	per system	\$ 482.00
Sprinkler Retrofit	per square metre	\$ 0.65
Temporary Building/Tent	per structure	\$165.00 - to a maximum of \$1,640.00
Transit/Bus and Terminal/Bus Shelter	per square metre (see Group A Occupancies)	\$ 14.00
Underpinning	per linear metre	\$ 7.70

**By-Law Number XXXX-19
Schedule "G"
Building Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Plumbing		
On Site Sewage Systems - New Systems (200m ² or less)	per system	\$ 565.00
On Site Sewage Systems - New Systems (Greater than 200m ²)	per square metre	\$3.85 - to a maximum of \$3,235.00
Alterations to Sewage Disposal System	per application	\$ 270.00
Headers, Tank Removal or Decommissioning	each	\$ 270.00
Stand Alone Plumbing Fixtures, Equipment, Roof Drains - Single Family Dwelling	per fixture	\$ 16.50
Stand Alone Plumbing Fixtures, Equipment, Roof Drains - All Other Buildings	per fixture	\$ 16.50
Water Service (Residential)	per application	\$ 26.00
Each Residential Drain and Sewer (Includes both Storm and Sanitary, Inside, Outside and Floor Drains)	per application	\$ 62.00
Commercial, Industrial, Institutional and Apartment (Buildings and Units)		
Water Services		
50mm (2") or less	each	\$ 26.00
100mm (4")	each	\$ 46.00
150mm (6")	each	\$ 67.00
200mm (8")	each	\$ 87.00
250mm (10")	each	\$ 108.00
300mm (12") or larger	each	\$ 128.00
Drains (Storm or Sanitary Drains - Inside or Outside)		
100mm (4")	each	\$ 51.00
150mm (6")	each	\$ 77.00
200mm (8")	each	\$ 97.00
250mm (10")	each	\$ 118.00
300mm (12") or larger	each	\$ 138.00
Miscellaneous Plumbing		
Manhole, Catch-Basin, Area Drain or Interceptors	each	\$ 36.00
Testable Back-Flow Preventer	each	\$ 67.00
Other Fees		
Re-Inspection Fee (Applicable at the discretion of the Chief Building Inspector)	each	\$ 113.00
Review of Plans	per hour	\$ 113.00
Permit Reactivation Fee	per permit	\$ 160.00
Administration Fee for Occupancy of a Residential Building Prior to Issuance of the Required Residential Occupancy Permit under the Building Code	per unit	\$ 810.00
Special Inspection Fee - per Hour, per Person (Applicable at the discretion of the Chief Building Inspector)	per hour per person	\$ 113.00

**By-Law Number XXXX-19
Schedule "G"
Building Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Special Investigation Fee - Where work for which a permit is required by the Building By-law has commenced without the authorization of a permit, in addition to all other fees)	each	Half the permit fee payable pursuant to this By-law or \$255.00, whichever is greater
Transfer of Permit	per application	\$ 113.00
Zoning and Applicable Law Review	per proposal	\$ 138.00
Sewage System Maintenance Inspection	per inspection	\$ 155.00
Project by the Municipality	each	No Fees Charged
Notes		
General Notes - Interpretation and Application of Schedule G		
A building permit or permit fee is not required for any detached structure having an area of less than 10 square metres, except where plumbing is installed. However, the Town of Aurora Zoning By-law Number 2213-78, as amended, applies to all structures.		
Detached single family dwelling, semi-detached dwelling, row house and link house		
The service index applied to the construction of a new dwelling includes the building, plumbing, HVAC and occupancy permit components.		
Where a proposal for the construction of a new dwelling unit includes a deck, porch or similar amenity structures those amenities are included in the permit fee and will not be charged the stand alone fee for such structures.		
The measurement of a floor area for a dwelling unit shall be measured from exterior face or exterior wall to same or centerline of party wall, firewall or common wall including the floor area of an attached garage, basements and cellars.		
Where a proposal for construction includes an addition, alteration, accessory structures or any combination thereof the permit fee shall be the sum of the fees for the individual components.		
All Other Classes of Permits		
The service index applied to the construction of a new dwelling includes the building, Fire Services and HVAC components but does not include plumbing or site services which shall be charged a separate fee in accordance with this Schedule.		
The occupancy classifications in this schedule correspond with the Ontario Building Code. For mixed use floor areas, the service index for each applicable occupancy may be used.		
Where a storage garage is located below a principle building and is considered a separate building the fee for the storage garage shall be calculated in accordance with the Group F industrial occupancy fees.		
Mechanical penthouses and floors, mezzanines, tofts and balconies are to be included in all floor area calculations. No deductions shall be made for openings in a floor area with the exception of interconnected floor areas.		
Security Deposits		
In accordance with the Town of Aurora Infill Housing Policy a security deposit of \$10,000.00 is required prior to the issuance of a permit for the construction of new dwellings.		
In accordance with the Town of Aurora By-law Number 4744-05P, as amended, additions and accessory structures to dwelling units and demolitions require a road damage deposit in the amount of \$25/metre of frontage to a maximum of \$750.00.		
In accordance with the Town of Aurora Policy regarding temporary sales trailers and construction trailers, a security deposit in the amount of \$5,000.00 is required to cover the cost of removal, should it become necessary.		

**By-Law Number XXXX-19
Schedule "H"
Development Planning Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Official Plan Amendment		
Major (see Note 1)	base fee	\$ 21,168.00
	processing fee/surcharge prior to adoption of OPA	\$ 5,353.00
	revision fees	\$ 2,307.00
Minor (see Note 2)	base fee	\$ 12,013.00
	processing fee/surcharge prior to adoption of OPA	\$ 5,353.00
	revision fees	\$ 1,768.00
Zoning By-law Amendment		
Major (see Note 3)	base fee	\$ 12,684.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,353.00
	revision fees	\$ 2,307.00
Minor (see Note 4)	base fee	\$ 6,868.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,353.00
	revision fees	\$ 1,768.00
Removal of Hold	base fee	\$ 4,343.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,353.00
Temporary Use	base fee	\$ 6,358.00
	processing fee/surcharge prior to enactment of ZBA	\$ 5,353.00
	extension of the Temporary By-law	\$ 6,358.00
Draft Plan of Subdivision		
Draft Plan of Subdivision	base fee	\$ 15,693.00
	processing fee/surcharge (residential)	\$644/unit and \$8,467/hectare or part thereof for all other lands (see Note 5)
	processing fee/surcharge (non-residential)	\$8,292/hectare or part thereof for all other lands (see Note 5)
	registration of Subdivision per agreement	\$ 4,315.00
	revision fee (where applicant makes revisions to plans requiring recirculation)	\$ 1,837.00
	revisions to a Draft Approved Plan of Subdivision, or Conditions of Draft Approval	\$ 4,405.00

**By-Law Number XXXX-19
Schedule "H"
Development Planning Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
	extension of Draft Approval	\$ 2,307.00
Draft Plan of Condominium		
(All Types)	base fee	\$ 20,406.00
	registration of Subdivision per agreement	\$ 4,405.00
	revisions to Approved Draft Plan of Condominium	\$ 3,610.00
	extension of Draft Approval	\$ 2,307.00
Part Lot Controls		
Part Lot Controls	base fee	\$ 2,486.00
Block Plans		
Block Plans	base fee	\$ 10,836.00
	processing fee/surcharge	\$566/hectare or part thereof
Site Plan Approval		
Major	base fee	\$ 6,420.00
	plus: per unit for residential	\$ 644.00
	plus: per unit for multi-residential (apartments)	\$ 330.00
	plus: ICI buildings for first 2,000m ² - per m ² of GFA	\$ 3.37
	plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA	\$ 2.19
	plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA	\$ 1.10
Minor and Amending Plans (see Note 6: per m2 fee applicable only if there is an increase in GFA)	base fee	\$ 3,448.00
	plus: ICI buildings for first 2,000m ² - per m ² of GFA	\$ 3.37
	plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA	\$ 2.19
	plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA	\$ 1.10

**By-Law Number XXXX-19
Schedule "H"
Development Planning Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Recirculation/Revisions (where the applicant fails to revise drawings as requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	each	\$ 1,230.00
Site Plan Review (Stable Neighbourhood)	each	\$ 1,025.00
Site Plan Exemption	base fee	\$ 617.00
	request for site plan exemption beyond 2 nd submission	\$ 256.00
Radio Communication Tower/Antenna Facilities	base fee	\$ 8,352.00
Committee of Adjustment		
Consent		
Lot Creation, Lot Addition, Establishment of Easements, Mortgage change over, Lease over 21 years	base fee	\$ 3,480.00
	plus: per new lot created	\$ 1,748.00
	change of conditions (only before a final consent is granted)	\$ 920.00
	recirculation fee (see Note 7)	\$ 2,617.00
Minor Variances or Permission		
Ground Related Residential Zoned Lands	base fee	\$ 1,998.00
Oak Ridges Moraine Residential	base fee	\$ 1,669.00
More than one Variance related to a Draft Approved Plan of Subdivision	base fee	\$ 1,998.00
	plus: per lot or unit	\$ 1,047.00
All Other Uses, including ICI	base fee	\$ 2,449.00
Recirculation/Revisions (see Note 7)	each	\$ 1,387.00
General Fees		
Owner's Request to Cancel Public Planning Meeting	base fee	\$ 3,485.00
Local Planning Appeal Tribunal Referral Fee (for all types of development applications)	base fee	\$ 607.00
Local Planning Appeal Tribunal Referral Fee (Minor Variances and Consent)	base fee	\$ 314.00
File Maintenance Fee	per year	\$ 718.00
Cash in Lieu of Parking Agreement	base fee	\$ 5,125.00
Section 37 (Bonusing Agreement)	base fee	\$ 5,125.00
Municipal Street Name Change	each	\$ 1,648.00
Municipal Addressing Change	each	\$ 1,072.00

**By-Law Number XXXX-19
Schedule "H"
Development Planning Division
Effective February 1, 2019**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2019 (Including H.S.T. where applicable)
Notes		
1) Major Official Plan Amendment		
An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include those relating to multiple properties; site specific proposals that represent large scale development/significant change in use; and applications involving significant changes to the text/policies of the Official Plan.		
2) Minor Official Plan Amendment		
An application that is a small scale amendment to the Official Plan policies and designations, having limited impact or policy implications beyond the subject lands.		
3) Major Zoning By-law Amendment		
An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include:		
<ul style="list-style-type: none"> - an application relating to more than one property; - a site specific application, if considered to represent large scale redevelopment; - significant change in use and/or zone category; or - an application involving significant changes to the development standards or general provisions of the by-law. 		
4) Minor Zoning By-law Amendment		
An application for minor and small scale zoning amendment having no significant impact on adjoining lands. Minor application must be site specific and include:		
<ul style="list-style-type: none"> - a request for additional permitted use, within an existing building or with no significant impact on existing development standards; and - changes in development standards to accommodate a minor development or severance. 		
5) Draft Plan of Subdivision		
All other lands within the draft plan excluding roads, road widenings and environmental protection lands.		
6) Minor and Amending Site Plans		
Shall include amendments to existing site plan agreements for those properties with development agreements executed and registered after 2000. Staff shall determine, in consultation with other departments, if a site plan application is considered minor, an amendment or if a new site plan application is required.		
7) Recirculation Fee		
Required due to an Owner's or Applicant's revisions or deferrals.		
Payment of Fees		
All fees set out herein shall be payable to the Town of Aurora upon the submission of the related application to the Town, unless otherwise provided herein. The fee amount shall be completed by the Applicant on the Fee Calculation Worksheet included with each Application Form. 50% of fees refunded if application is withdrawn prior to any Council or Committee of Adjustment consideration.		

The Corporation of the Town of Aurora

By-law Number XXXX-19

Being a By-law to amend By-law Number 6048-18, to impose interim controls on the use of land, buildings, or structures within certain areas of the Town of Aurora.

Whereas under subsection 38 (2) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended, the council of the municipality may amend an interim control by-law to extend the period of time during which it will be in effect, provided the total period of time does not exceed two (2) years from the date of the passing of the interim control by-law;

And whereas on January 30, 2018, Council enacted By-law Number 6048-18 to impose interim controls on the use of land, buildings, or structures within certain areas of the Town of Aurora;

And whereas the Council of the Town deems it necessary and expedient to amend By-law Number 6048-18 to extend the period of time during which it will be in effect;

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

1. Section 3 of By-law Number 6048-18 be and is hereby deleted and replaced with the following:
 - “3. This By-law shall come into full force and effect on the date of final passage hereof, and shall remain in full force and effect until January 29, 2020.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-19

Being a By-law to establish a Committee of Adjustment and appoint members to the Committee of Adjustment.

Whereas subsection 44(1) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended (the "Act"), states that if a municipality has passed a by-law under section 34 of the Act or a predecessor of such section, the council of the municipality may by by-law constitute and appoint a committee of adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable;

And whereas subsection 45(1) of the Act provides that the committee of adjustment, upon the application of the owner of any land, building or structure affected by any by-law that is passed under section 34 or 38 of the Act, or a predecessor of such sections, or any person authorized in writing by the owner, may, despite any other Act, authorize such minor variance from the provisions of the by-law, in respect of the land, building or structure or the use thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained;

And whereas subsection 45(2) of the Act provides for additional powers of a committee of adjustment to grant minor variances in addition to those provided for in subsection 45(1) of the Act;

And whereas subsection 45(3) of the Act provides that a council that has constituted a committee of adjustment may by by-law empower the committee of adjustment to grant minor variances from the provisions of any by-law of the municipality that implements an official plan, or from such by-laws of the municipality as are specified and that implement an official plan, and when a committee of adjustment is so empowered subsection 45(1) applies with necessary modifications;

And whereas subsection 54(2) of the Act provides that where authority for the giving of consents under section 53 of the Act in respect of land situated in a lower-tier municipality is delegated by by-law of the council of the upper-tier municipality to the council of a lower-tier municipality, such council may, in turn, by by-law, delegate the authority or any part of such authority, to a committee of adjustment;

And whereas pursuant to By-law Number A-83-84-30 of The Regional Municipality of York, the authority to give consents under the current section 53 of the Act in respect of land situated in the Town of Aurora was delegated to the Council of The Corporation of the Town of Aurora (the "Town");

And whereas the Council of the Town deems it necessary and expedient to enact a By-law to provide for the establishment of the Committee of Adjustment and the appointment of members to the Committee of Adjustment;

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

1. Pursuant to subsection 44(1) of the Act, the Committee of Adjustment for the

By-law Number XXXX-19

Page 2 of 2

Town be and is hereby established, constituted, and appointed.

2. The Committee of Adjustment shall have all the powers conferred on a committee of adjustment by the Act, including, without limiting the generality of the foregoing, all of the powers contained in section 45 of the Act.
3. The consent granting authority delegated to the Council of the Town by By-law Number A-83-84-30 of The Regional Municipality of York be and is hereby further delegated to the Committee of Adjustment.
4. The following persons shall be appointed members of the Committee of Adjustment and shall hold office in accordance with section 44 of the Act or until such time as their successors are appointed:
 - (a) Michele Boyer
 - (b) Steven D'Angeli
 - (c) Daniel Lajeunesse
 - (d) Clarence Lui
 - (e) Tom Plamondon
5. By-law Numbers 5691-15, 5943-17 and 6006-17 be and are hereby repealed.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-19

Being a By-law to appoint employees of Municipal Law Enforcement Corp., as Municipal By-law Enforcement Officers.

Whereas Municipal Law Enforcement Corp. (the "Company") has requested that certain employees of the Company be appointed by The Corporation of the Town of Aurora (the "Town") as Municipal Law Enforcement Officers for the purpose of enforcing municipal parking by-laws on private property as enacted under section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended;

And whereas section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may, in respect of land not owned or occupied by the municipality that is used as a parking lot, regulate or prohibit the parking or leaving of motor vehicles on that land without the consent of the owner of the land or regulate or prohibit traffic on that land if a sign is erected at each entrance to the land clearly indicating the regulation or prohibition;

And whereas By-law Number 4574-04.T, as amended, (the "By-law") has been enacted by the Town under section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, to provide for the regulation and enforcement of parking on private lands;

And whereas section 15 of the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended, provides that a municipal council may appoint persons to enforce the by-laws of a municipality, and that Municipal Law Enforcement Officers are peace officers for the purposes of enforcing municipal by-laws;

And whereas all Municipal Law Enforcement Officers are Provincial Offences Officers under the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended;

And whereas the Council of the Town, in its September 13, 2011 Council Meeting, authorized the Town to enter into agreements with third parties with respect to enforcement of the By-law on private properties;

And whereas the Company entered into an agreement with the Town on July 17, 2018, with respect to the enforcement of parking on private property (the "Agreement");

And whereas the Council of the Town deems it necessary to appoint certain employees of the Company as Municipal Law Enforcement Officers;

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

1. Those persons listed in Schedule "A" to this By-law be and are hereby appointed as Municipal Law Enforcement Officers for the Town for the purpose of enforcing parking provisions of the By-law on private property.
2. The persons appointed as Municipal Law Enforcement Officers listed in Schedule "A" of this By-law are designated by the Town to act as Provincial Offences Officers in accordance with any specific or general directive of the

By-law Number XXXX-19

Page 2 of 3

Solicitor General of Ontario in effect from time to time relating to the power of municipal agents to act as Provincial Offences Officers.

3. The Town Clerk be and is hereby authorized to issue a certificate of appointment bearing his/her signature or facsimile thereof to the Municipal Law Enforcement Officers appointed by this By-law.
4. The authority to exercise any powers pursuant to this By-law as a Municipal Law Enforcement Officer, Provincial Offences Officer or a peace officer be limited to the locations on the list of private parking lot locations provided by the Company and approved in writing by the Town's Director of Building & By-law Services or his/her designate (the "Director") pursuant to the Agreement.
5. The appointment and authority to exercise any powers pursuant to this By-law as a Municipal Law Enforcement Officer, Provincial Offences Officer or a peace officer by any person listed in Schedule "A" is conditional on:
 - (a) the Company having a current, valid and existing Agreement with the Town; and
 - (b) the person or persons appointed under this By-law being employed by the Company and are not under suspension by the Company.
6. The Director shall have the authority to temporarily suspend the application of this By-law to any or all persons listed in Schedule "A" for a period of not more than sixty (60) days, during which period any powers granted by this By-law to the person or persons under suspension shall be void and without effect, if it is reasonably believed by the Director that the person, or persons, subject to the suspension has acted, or is acting, in violation of any terms of the Agreement, Town policies or procedures, or provincial directives.
7. When acting within the delegated authority as set out in section 6 of this By-law, the Director shall not be required to report any temporary suspensions of less than sixty (60) days to the Council of the Town.
8. By-law Number 6116-18 be and is hereby repealed.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

By-law Number XXXX-19

Page 3 of 3

Schedule "A"

Municipal Law Enforcement Officers

Municipal Law Enforcement Corp.

Abdul Aziz Mohamed Abdul Azeem

Richard David Chapman

Kevin Fernando

Shawn C Frigault

Matthew Robbins

Christian Sensicle

The Corporation of the Town of Aurora

By-law Number XXXX-19

**Being a By-law to appoint employees of Peregrine Protection Inc., as
Municipal By-law Enforcement Officers.**

Whereas Peregrine Protection Inc. (the "Company") has requested that certain employees of the Company be appointed by The Corporation of the Town of Aurora (the "Town") as Municipal Law Enforcement Officers for the purpose of enforcing municipal parking by-laws on private property as enacted under section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended;

And whereas section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may, in respect of land not owned or occupied by the municipality that is used as a parking lot, regulate or prohibit the parking or leaving of motor vehicles on that land without the consent of the owner of the land or regulate or prohibit traffic on that land if a sign is erected at each entrance to the land clearly indicating the regulation or prohibition;

And whereas By-law Number 4574-04.T, as amended, (the "By-law") has been enacted by the Town under section 100 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, to provide for the regulation and enforcement of parking on private lands;

And whereas section 15 of the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended, provides that a municipal council may appoint persons to enforce the by-laws of a municipality, and that Municipal Law Enforcement Officers are peace officers for the purposes of enforcing municipal by-laws;

And whereas all Municipal Law Enforcement Officers are Provincial Offences Officers under the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended;

And whereas the Council of the Town, in its September 13, 2011 Council Meeting, authorized the Town to enter into agreements with third parties with respect to enforcement of the By-law on private properties;

And whereas the Company entered into an agreement with the Town on June 21, 2018, with respect to the enforcement of parking on private property (the "Agreement");

And whereas the Council of the Town deems it necessary to appoint certain employees of the Company as Municipal Law Enforcement Officers;

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

1. Those persons listed in Schedule "A" to this By-law be and are hereby appointed as Municipal Law Enforcement Officers for the Town for the purpose of enforcing parking provisions of the By-law on private property.
2. The persons appointed as Municipal Law Enforcement Officers listed in Schedule "A" of this By-law are designated by the Town to act as Provincial Offences Officers in accordance with any specific or general directive of the Solicitor General of Ontario in effect from time to time relating to the power of municipal agents to act as Provincial Offences Officers.

By-law Number XXXX-19

Page 2 of 3

3. The Town Clerk be and is hereby authorized to issue a certificate of appointment bearing his/her signature or facsimile thereof to the Municipal Law Enforcement Officers appointed by this By-law.
4. The authority to exercise any powers pursuant to this By-law as a Municipal Law Enforcement Officer, Provincial Offences Officer or a peace officer be limited to the locations on the list of private parking lot locations provided by the Company and approved in writing by the Town's Director of Building & By-law Services or his/her designate (the "Director") pursuant to the Agreement.
5. The appointment and authority to exercise any powers pursuant to this By-law as a Municipal Law Enforcement Officer, Provincial Offences Officer or a peace officer by any person listed in Schedule "A" is conditional on:
 - (a) the Company having a current, valid and existing Agreement with the Town; and
 - (b) the person or persons appointed under this By-law being employed by the Company and are not under suspension by the Company.
6. The Director shall have the authority to temporarily suspend the application of this By-law to any or all persons listed in Schedule "A" for a period of not more than sixty (60) days, during which period any powers granted by this By-law to the person or persons under suspension shall be void and without effect, if it is reasonably believed by the Director that the person, or persons, subject to the suspension has acted, or is acting, in violation of any terms of the Agreement, Town policies or procedures, or provincial directives.
7. When acting within the delegated authority as set out in section 6 of this By-law, the Director shall not be required to report any temporary suspensions of less than sixty (60) days to the Council of the Town.
8. By-law Number 6090-18 be and is hereby repealed.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

By-law Number XXXX-19

Page 3 of 3

Schedule "A"

**Municipal Law Enforcement Officers
Peregrine Protection Inc.**

Joao Pereira

Jason Price

Liam Smyth

Philip Violenus

The Corporation of The Town of Aurora

By-law Number XXXX-19

**Being a By-law to Confirm Actions by Council
Resulting from a Council Meeting
on January 22, 2019.**

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

1. That the actions by Council at its Council meeting held on January 22, 2019, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is, except where prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the corporate seal to all such documents.

Enacted by Town of Aurora Council this 22nd day of January, 2019.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk