



## Town of Aurora Special Meeting of Council Agenda

**Date:** Tuesday, April 25, 2023  
**Time:** 6 p.m.  
**Location:** Council Chambers, Aurora Town Hall

Meetings are available to the public in person and via live stream on the [Town's YouTube channel](#). To participate, please visit [aurora.ca/participation](http://aurora.ca/participation).

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### Pages

#### 1. Call to Order

This meeting will serve as the Annual General Meeting of the Aurora Economic Development Corporation.

#### 2. Land Acknowledgement

#### 3. Approval of the Agenda

#### 4. Declarations of Pecuniary Interest and General Nature Thereof

#### 5. Delegations

#### 6. Consideration of Items Requiring Discussion

##### 6.1 PDS23-055 - Aurora Economic Development Corporation Annual Report 2022

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(Presentation to be provided by Marilee Harris, Chair, Aurora Economic Development Corporation).

1. That Report No. PDS23-055 be received; and
2. That the Aurora Economic Development Corporation's Director's Report attached hereto as Attachment 1 be received; and
3. That the requirements regarding the appointment and duties of the auditor be exempted for the financial year; and
4. That Council appoint the following individual to the Aurora Economic Development Corporation (AEDC) Board of Directors for a term of three years: [Insert Name]; and
5. That Council authorize staff to update the Aurora Economic

Development Corporation's Terms of Reference to reflect Council's direction.

**7. Confirming By-law**

**7.1 By-law No. XXXX-XX Being a By-law to confirm actions by Council resulting from a Special Meeting of Council on April 25, 2023**

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**8. Adjournment**



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Town of Aurora  
**Council Report**  
No. PDS23-055

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**Subject:** Aurora Economic Development Corporation Annual Report 2022

**Prepared by:** Lisa Hausz, Manager, Economic Development and Policy

**Department:** Planning and Development Services

**Date:** April 25, 2023

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## Recommendation

1. That Report No. PDS23-055 be received; and
2. That the Aurora Economic Development Corporation's Director's Report attached hereto as Attachment 1 be received; and
3. That the requirements regarding the appointment and duties of the auditor be exempted for the financial year; and
4. That Council appoint the following individual to the Aurora Economic Development Corporation (AEDC) Board of Directors for a term of three years: [Insert Name]; and
5. That Council authorize staff to update the Aurora Economic Development Corporation's Terms of Reference to reflect Council's direction.

## Executive Summary

This report seeks Council's approval of the Aurora Economic Development Corporation 2022's Annual Report including receiving the Director's Report and an election of a director.

- The Director's report outlines all the achievements of the Aurora Economic Development Corporation for 2022.
- The AEDC does not control any finances, it does not have any financial statements and is exempted from providing an auditor's report.

- The AEDC currently has one vacant board seat to appoint, pending Council approval.

## Background

Council is the only shareholder of the corporation and Voting Member for the purposes of the annual meeting. According to both legislation and the operating by-law of the AEDC Corporation, being By-Law No.1, the following must be presented at the Annual General Meeting:

- The report from the Directors
- The Financial Statements
- The Report of the Auditors
- Election of the Board of Directors
- Appointment of Auditors for the next year, if applicable

## Analysis

**The Director's report outlines all the achievements of the Aurora Economic Development Corporation for 2022.**

The Director's report outlines all the achievements of the Aurora Economic Development Corporation for 2022. The Chair of the AEDC, Marilee Harris, submitted a Chair's report which has outlined the activities of the board over the past year (see Attachment 1).

**The AEDC does not control any finances, it does not have any financial statements and is exempted from providing an auditor's report.**

As per legislation and their By-Law No. 1, the Board is required to present the audited financial statements of the Corporation, a report of the auditors and appoint next year's auditor at each annual meeting. However, the Town's Finance Department and the Town's Auditor have reconfirmed that an audit and financial statements will not be required based upon the AEDC's present financial situation as the AEDC does not control any financials. As long as the AEDC continues to not control any financials, it will not require an annual audit, nor generation of financial statements each year. However, it is required due to its corporation status to submit a tax return to the Canada Revenue Agency each year.

**The AEDC currently has one vacant board seat to appoint, pending Council approval.**

Currently there is one board vacancy on the AEDC Board of Directors following the term ending for Vern Cunningham. Following a public recruitment process, the AEDC Board of Directors are recommending the appointment of one candidate. In accordance with the Municipal Act, Council will be reviewing the candidates in a closed session meeting and the name will be made public once Council selects the new Board member. The three-year term of the new appointment will be effective starting April 26, 2023, the day after the Annual General Meeting of the Corporation.

### **Advisory Committee Review**

None.

### **Legal Considerations**

In general, annual meetings are to occur within 15 months after the previous annual meeting and no later than 6 months from the date of the last financial year. The financial year of the AEDC ends in mid-December. Further, since the AEDC does not control any account, the legislation permits Council to exempt the AEDC from the requirements of appointing auditors for the upcoming year.

### **Financial Implications**

There are no financial considerations at this time.

### **Communications Considerations**

Notice of AGM is required 10 days before the meeting date and will be issued by email and posted on the Town's website. The members of the Board of Directors, and newly appointed member(s) will be added to the Town's website.

### **Climate Change Considerations**

The recommendations from this report do not impact greenhouse gas emissions or impact climate change adaptation.

## **Link to Strategic Plan**

Maintaining Ad Hoc and Advisory Committees/ Board supports the Strategic Plan goal of supporting an exception quality of life for all through the accomplishments in satisfying requirements in the following key objectives within this goal statement:

Strengthening the fabric of our community through the identification of new formats, methods and technologies to effectively and regularly engage the community.

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

1. That Council provide direction.

## **Conclusions**

The Aurora Economic Development Corporation (AEDC) has prepared its annual report as required by both the legislation and By-Law No.1 of the AEDC bylaws for its Annual General Meeting. Since Council is the only shareholder in the Corporation, the annual general meeting may coincide with a Council meeting. Staff is recommending that Council approve the AEDC's Annual Report for 2022, appointment the proposed candidate to serve a three-year term on the AEDC's Board of Directors, and authorize staff to update the Terms of Reference to reflect Council's direction.

## **Attachments**

Attachment 1 – 2022 AEDC's Annual Chair's Report

## **Previous Reports**

Special Meeting of Council No. PDS22-063, dated April 26, 2022

Special Meeting of Council No. PDS21-060, dated May 25, 2021

## **Pre-submission Review**

Agenda Management Team review on Select review date

## **Approvals**

**Approved by Marco Ramunno, Director, Planning and Development Services**

**Approved by Doug Nadorozny, Chief Administrative Officer**

## Aurora Economic Development Corporation's 2022 Annual Report

As Chairman of the Aurora Economic Development Corporation, I would like to submit this report to the shareholders of the Corporation for our activities during 2022, our fourth year in existence. As such, we were pleased to be included in the Aurora Council Orientation session where we were able to introduce the Board and recap the many activities to date.

The activities included welcoming two new members to the Board in 2022, and continuing the implementation of the economic development strategy, as well as holding an in-person strategy session in June of 2022. The in-person session provided the opportunity to discuss the direction of the Board in continuing to deliver value to the Town. From this session, we reaffirmed our commitment to servicing the Town through our Terms of Reference, which outlines our mission to ensure that *"Economic development goals seek to build on local strengths, mitigate inherent weaknesses, convey the desired outcomes of the strategic planning process and speak directly to the aspirations of the community."*

As a Board, we are responsible for working with community stakeholders to develop and maintain an **Economic Development Strategy** for the Town of Aurora to guide economic development activities and investment over the short, medium, and long term.

To date, at 80% complete, we are reaching the final stretch of the strategy's action items. We will be focusing on building awareness, creating networking and learning opportunities for businesses, and starting the framework for ongoing workforce development initiatives.

Our current strategy ends this year, and we will soon start the process of updating it for Council's approval. We look forward to Council's participation in bringing new ideas for innovative action items to keep the momentum going.

We also provide a **critical advisory role** in promoting economic growth and diversification in the Town of Aurora. In 2021, we were included in consultation for the Town's Green Development Standards, Sport Tourism Strategy, and the early stages of the Town's Community Improvement Plan update. In 2022, we were involved in providing input on the Town's Official Plan Update, the Public Art Master Plan, and have been regularly updated on the Town's progress on Town Square. In 2023, we are looking forward to being involved in initiatives regarding the Downtown, including ongoing discussions involving the Community Improvement Plan and traffic and safety concerns in the area.



We also work with **partners** to strengthen and diversify existing business, attract new business and investment, and coordinate strategic economic development initiatives within the community. With the Town's Economic Development team, we are leveraging the Emerging Aurora campaign to continue to highlight the many innovators and entrepreneurs in Aurora. The campaign is proving to be quite popular and a key element in our participation in the Collision event in Toronto. We plan to participate again this year in June and look forward to continued relations in innovative circles.

2022 was another busy year for the Board, staff, and partners. As we move into the final months of the current Economic Development Strategy, the Emerging Aurora brand will continue to expand, and new events and initiatives will be brought forward. It is an exciting time as we bring many ideas to reality.

As always, we appreciate Council's support in our efforts to encourage growth of the local economy.

Marilee Harris, Chair  
Aurora Economic Development Corporation

# ▶ Aurora Economic Development Corporation 2022 Annual Report

April 25, 2023



# Aurora Economic Development Corporation

## Board of Directors

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- Marilee Harris, Chair
- Tim Hammill, Past Chair
- Thai Pham, Vice-Chair
- Mayor, Tom Mrakas
- Councillor, Rachel Gilliland
- Nancy Brndiar
- Vern Cunningham
- Richard Gong
- Steve Hinder
- Mae Khamissa
- Keith Loo
- Craig Youdale
- Sandra Ferri, Advisor

### Staff Support:



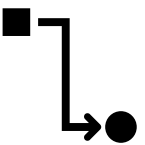


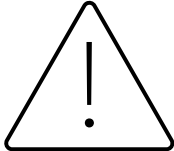
- Doug Nadorozny, CAO
- Marco Ramunno, Director of Planning & Development Services
- Lisa Hausz, Manager, Economic Development & Policy
- Angela Haynes, Senior Economic Development Officer

***“Economic development goals should seek to build on local strengths, mitigate inherent weaknesses, convey the desired outcomes of the strategic planning process and speak directly to the aspirations of the community.”***

*(excerpt from the AEDC Terms of Reference)*

- Responsible for working with community stakeholders to develop and maintain an **Economic Development Strategy** for the Town of Aurora to guide economic development activities and investment over the short, medium and long term. This Strategy will be updated and approved by Council every five years.
- Provide a **critical advisory role** in promoting economic growth and diversification in the Town of Aurora.
- Provide **strategic leadership and coordination** of community economic development.
- **Work with partners** to strengthen and diversify existing business, attract new business and investment, and coordinate strategic economic development initiatives within the community.

## 30 Action Items on the Implementation Matrix (2021-2023)

	<b>6</b> completed		<b>10</b> ongoing
	<b>8</b> in progress		<b>5</b> not started
	<b>0</b> nearly there		<b>1</b> on hold

# 80%

Achieved &/or ongoing  
(completion by Dec. 31, 2023)



# Investment Attraction

## Priorities:

- Business Concierge Program
- Manufacturing event





## Business Support: Business Retention & Expansion (BRE)

### Priorities:

- Business Outreach Program
- Start-up/Entrepreneurship Growth Support
- Emerging Aurora Events





# Downtown Revitalization

## Priorities:

- Promenade Plan and Community Improvement Plan
- Construction Mitigation Plan – In progress
- Downtown business/owner engagement plan




# Workforce Development



## Priorities:

- Training Programs, Skills Development and Mentorship
- Community Engagement e.g. professional development opportunities via courses, presentations and networking events
- Attraction/Recruitment
- Delegations/Tours/Invitationals
- Emerging Aurora Events

# Advisory/Consultative Role

- 
- Green Development Standards
  - Sports Tourism Strategy
  - Community Improvement Plan
  - Active Transportation Plan
  - Official Plan Review
  - Public Art Master Plan
  - Promenade Secondary Plan Update
  - Downtown Support
  - Streetscape Needs Assessment



# Emerging Aurora Campaign 2023: Business Support: Business Retention & Expansion (BRE)

## EMERGING AURORA

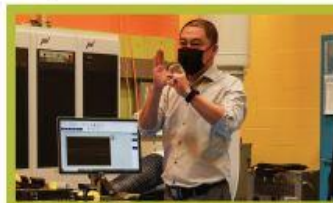


'Aurora is a vibrant and exciting community with lots of potential in the automotive and MedTech industries, as well, a pool of talent that we can grow with, expanding Megalab's services in these markets.'

- Garry Lee, Megalab



Established in the 1800s, Aurora is a growing town with the essence of new ideas, new technologies and constant learning.



What's great is about to become exceptional!

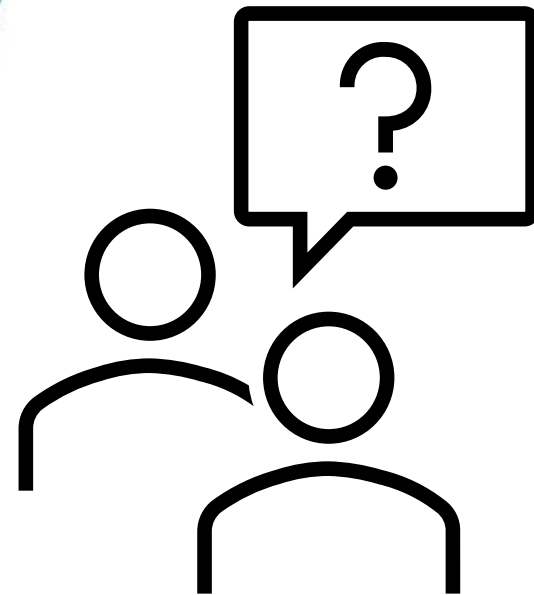
Learn more at [aurora.ca/business](https://aurora.ca/business)



# 2023 Event Schedule

- ▶ **June 4, 2023:** Chamber Street Festival (Emerging Aurora Booth)
- June 26–29, 2023:** Collision Conference, Toronto
- September 6, 2023:** Brand Domination Presentation w/Ryan Smolkin
- October TBD:** YES/Town of Aurora Cyber Security Awareness
- November 1, 2023:** YES Aurora Talent Fair
- November TBD:** Emerging Aurora Manufacturing Event
- December 12, 2023:** AEDC Board Meeting

# Thank You!



**The Corporation of The Town of Aurora**

**By-law Number XXXX-23**

**Being a By-law to confirm actions by Council  
resulting from a Special Meeting of Council  
on April 25, 2022.**

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

- 1. That the actions by Council at its Special Meeting of Council held on April 25, 2023, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is 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 25th day of April, 2023.**

\_\_\_\_\_  
**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**