



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

**Date:** Tuesday, September 19, 2023  
**Time:** 7 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](https://www.aurora.ca/participation).

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	<b>Pages</b>
<b>1. Call to Order</b>	
Councillor Gaertner in the Chair.	
<b>2. Land Acknowledgement</b>	
<b>3. Approval of the Agenda</b>	
<b>4. Declarations of Pecuniary Interest and General Nature Thereof</b>	
<b>5. Community Presentations</b>	
<b>6. Delegations</b>	
6.1 Joel Sussman, Resident; Re: 15-Minute Cities	1
6.2 Glenn and Leslie Olexa, Residents; Re: Boulevard Tree Removal - 9 Twelve Oaks Drive	2
*6.3 Rick Bagshaw, Resident; Re: Item 9.1 - OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program	17
*6.4 Boris Gartsbein, Resident; Re: Item 9.1 - OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program	19
<b>7. Consent Agenda</b>	
7.1 Petition for Snow Windrow Clearing for Seniors and People with Disabilities	21
1. That the Petition for Snow Windrow Clearing for Seniors and People with Disabilities be received for information.	

## **8. Advisory Committee Meeting Minutes**

### **8.1 Council Compensation Ad Hoc Committee Meeting Minutes of September 7, 2023 30**

1. That the Council Compensation Ad Hoc Committee meeting minutes of September 7, 2023, be received for information.

### **\*8.2 Accessibility Advisory Committee Meeting Minutes of September 6, 2023 33**

1. That the Accessibility Advisory Committee Meeting Minutes of September 6, 2023 be received for information.

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

### **9.1 OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program 38**

1. That Report No. OPS23-020 be received; and
2. That Council consider the implementation of one (1) of the options presented in this report and provide direction to staff; and
3. That should Council choose to implement a Snow Windrow Removal Pilot, staff would recommend Option 5 Windrow Removal (In-House Staff) as a pilot program for the 2023/24 winter season to be funded from the Tax Rate Stabilization reserve.

### **9.2 CMS23-040 - Mobile Food and Licensed Beverage Consumption at Concerts in the Park – Pilot Update 52**

1. That Report No. CMS23-040 be received; and
2. That the implementation of Licensed Beverage Consumption for Aurora's Concerts in the Park series be approved; and
3. That food options continue to be provided by Aurora's Farmers Market.

### **9.3 PDS23-110 - Application for Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, Livewell on Wellington General Partners Ltd., 1452-1460 Wellington Street East 60**

Lots 3 and 4, Registered Plan 525, File Numbers: OPA-2022-04, ZBA-2022-06, SUB-2022-01, Related File Number: SP-2022-10

1. That Report No. PDS23-110 be received; and

2. That Official Plan Amendment application OPA-2022-04 be approved to redesignate the subject lands from “Community Commercial” to “Medium-High Density Residential”, as outlined in Appendix ‘A’; and
3. That Zoning By-law Amendment application ZBA-2022-06 be approved to rezone the subject lands from “Community Commercial C4 (464) Exception Zone” to “Townhouse Dwelling R8 (X) Exception Zone”, as outlined in Appendix ‘B’; and
4. That Draft Plan of Subdivision application SUB-2022-01 be approved as shown in Figure 4, subject to the conditions outlined in Appendix ‘C’; and
5. That the implementing By-laws for the Official Plan and Zoning By-law Amendments be brought forward to a future Council meeting for enactment; and
6. That the appropriate servicing allocation be granted to facilitate the proposed development of 30 townhouse units.

#### **9.4 CAO23-002 - Town of Aurora Street Banner Program Policy 101**

1. That Report No. CAO23-002 be received; and
2. That the Town of Aurora Street Banner Program Policy be approved; and
3. That the existing 2023 Fees and Charges By-law be amended to include the proposed new fees in this report.

#### **9.5 PDS23-112 - Review of the York Regional Planning Transition Plan 115**

1. That Report No. PDS23-112 be received; and
2. That the Region of York be advised that the Town of Aurora has comments on the Regional memorandum dated June 19, 2023, regarding the Regional Planning Transition Plan; and
3. That a copy of report No. PDS23-112 be forwarded to the Regional Clerk for information.

### **10. Notices of Motion**

#### **\*10.1 Councillor Gilliland; Re: Town Administration SWOT/Space Allocation Analysis and Economic Review 130**

#### **\*10.2 Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora 131**

11. Regional Report
12. New Business
13. Public Service Announcements
14. Closed Session
15. Adjournment



# Delegation Request

This request and any written submissions or background information for consideration by either Council or Committees of Council is being submitted to Legislative Services.

**Council or Committee (Choose One) \***

General Committee

**Council or Committee Meeting Date \* ?**

2023-9-19



**Subject \***

15 Minute Cities

**Full Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable) \***

Joel Sussmann

**Brief Summary of Issue or Purpose of Delegation \***

I've been watching the development of 15 minute cities, and thought it would be helpful to prepare an overview of what urban planners, city governments, and urban residents have been expressing currently about the issue. My research into the planned implementation of 15 minute cities has raised several questions that I wish to share with Aurora Town Council.

**Have you been in contact with a Town staff or Council member regarding your matter of interest? \***

☐ Yes

☒ No

**I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. \***

☒ Agree

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General Committee

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2023-9-19



**Subject \***

Boulevard Tree Removal - 9 Twelve Oaks Drive

**Full Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable) \***

Glenn & Leslie Olexa

**Brief Summary of Issue or Purpose of Delegation \***

Our request to have our boulevard tree removed has been denied, despite the fact the tree is infested with aphids, that excrete a sticky substance on our vehicles. In addition, bees and wasps are starting to swarm as the secretion attracts bees and wasps.

**Have you been in contact with a Town staff or Council member regarding your matter of interest? \***

☒ Yes

☐ No

**Full name of the Town staff or Council member with whom you spoke**

Ian Bryant / Sara Tienkamp

**Date you spoke with Town staff or a Council member**

2023-8-21



**I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. \***

☒ Agree



# 9 Twelve Oaks Drive

Tree Concern

## Highlights



GIRDLED ROOTS



APHIDS



PRIDE OF OWNERSHIP

# Girdle Roots

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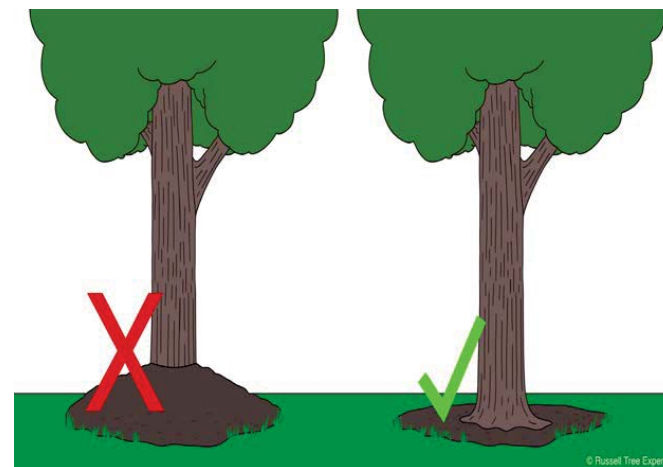
- Girdle roots kill countless trees in yards, parks, and along roadsides, putting us in danger in the process. If you know what to look for, it's often possible to arrest this type of "crime" and reverse the damage. Better yet, trees can readily be girdle-proofed when they're planted. The sort of girdles that kill trees are girdling roots, and **we're to blame (Town of Aurora) for these arboricidal miscreants**. They begin when roots curve inside the planting hole rather than pointing straight out away from the trunk. If a container-grown tree is root-bound and the twisted roots are not cut and straightened, this is the outcome.



# Girdle Roots cont'd

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- Given that all trees perish sooner or later, death by girdling may not seem calamitous. One heartbreak of girdling roots is that before a tree can reach maturity, it is choked to death; typically, this occurs within 20 to 30 years. Two or three decades of life is better than nothing. **Our tree is over 30 years old and will die.**
- Over time, the expanding trunk is garroted ever tighter until the tree's vascular system can no longer get water and nutrients to the leaves. The tree will begin to show evidence of acute stress like undersize and/or slightly pale leaves, a sparse canopy in general, or early fall colour.
- Paul Hetzler ISA Certified Arborist



# Girdling-root removal

- Girdling-root removal is a bit like surgery, and may involve hand saws, chisels and gouges. A successful procedure gives the patient a longer, healthier life. There are cases, though, where the safest course is to remove a badly girdled tree. **The time to prevent girdling roots is when a tree is planted.**







Our tree

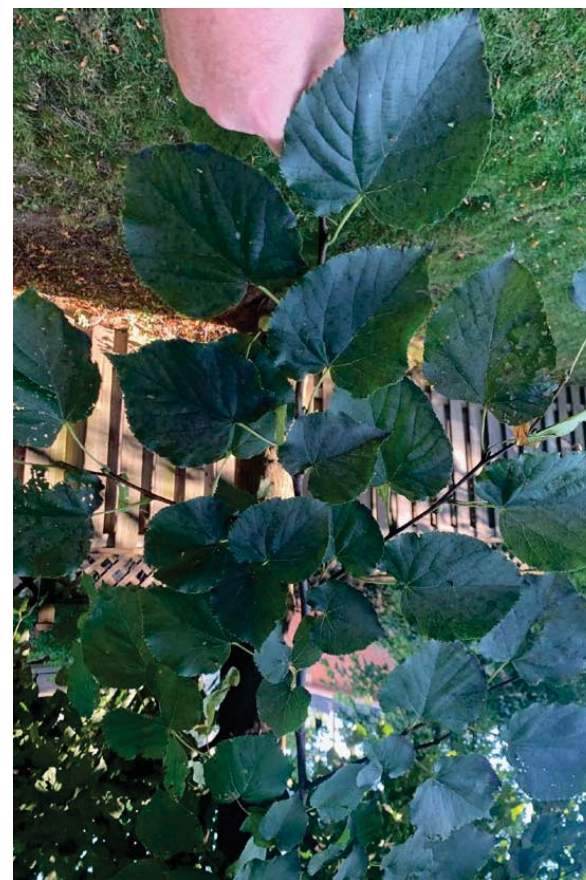
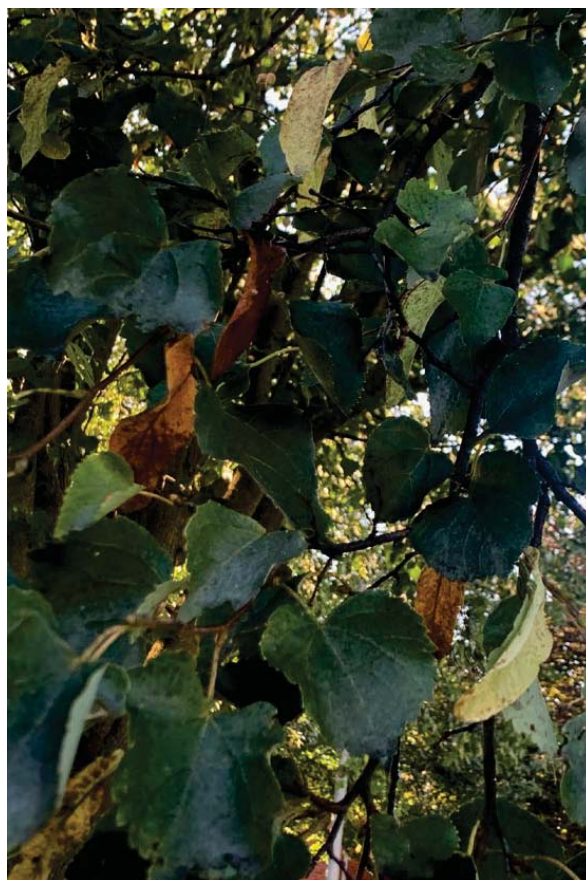


Neighbours tree





# Healthy VS. Unhealthy



# APHIDS !!

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- Linden (Tilia)-Aphid Pest description and damage The linden aphid is about 0.07 to 0.12 inch in length and green with black lateral stripes. The aphids feed in colonies on the undersides of leaves. Feeding damage to the plant is usually minor, although some leaf and shoot distortion can occur if populations are high.

- 



# Sticky sap!

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- Aphid droppings which can prove particularly problematic for car owners as it forms a sticky yellow residue. If left on the surface, it turns into soot-like black mould spores that are highly acidic and can therefore eat through paintwork.





Aphid Sap Attracts:

**WASPS !**



# Should I ignore a wasp?

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- Certain species of wasps can be extremely aggressive and have been known to attack unprovoked.
- A wasp's venom is very potent. Some people have allergic reactions and need medical attention. If the effects of a sting are severe, you should see a doctor right away. Allergic reactions can cause anaphylactic shock which can result in death.
- Who is liable if a non-resident of the home dies from a sting?



# Insecticides

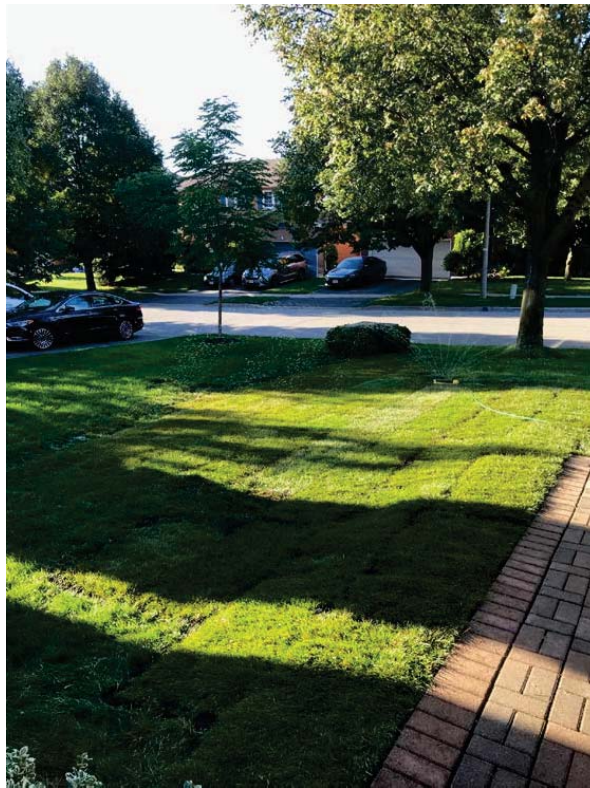
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- “The only issue I think you should know of for the sake of transparency is that all components of the tree will have this compound in them, so while the aphids causing the issue will most certainly die, so will any pollinators or insects (nuisance or friendly) that come into contact or consume the tree.”
- “The compound is generally present in the tree for 2 years and active for that amount of time.”
- Ian Byrant





## Pride of Ownership- Aurora residents since 1996



- WE CARE ABOUT OUR PROPERTY



THANK YOU



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**Council or Committee (Choose One) \***

General Committee

**Council or Committee Meeting Date \* ?**

2023-9-19



**Subject \***

Snow windrow

**Full Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable) \***

Rick Bagshaw

**Brief Summary of Issue or Purpose of Delegation \***

Support windrow clearing

**Have you been in contact with a Town staff or Council member regarding your matter of interest? \***

☒ Yes

☐ No

**Full name of the Town staff or Council member with whom you spoke**

Councillor Gilliland

**Date you spoke with Town staff or a Council member**

2023-9-18



**I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.** \*Page 18 of 132

☒ Agree

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**Council or Committee (Choose One) \***

General Committee

**Council or Committee Meeting Date \* ?**

2023-9-19



**Subject \***

Snow windrow clearing

**Full Name of Spokesperson and Name of Group or Person(s) being Represented (if applicable) \***

Boris Gartsbein

**Brief Summary of Issue or Purpose of Delegation \***

Support snow windrow clearing

**Have you been in contact with a Town staff or Council member regarding your matter of interest? \***

☒ Yes

☐ No

**Full name of the Town staff or Council member with whom you spoke**

Councillor Gilliland

**Date you spoke with Town staff or a Council member**

2023-9-17



**I acknowledge that the Procedure By-law permits five (5) minutes for Delegations.** \*Page 20 of 132

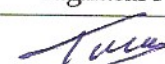
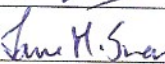


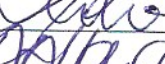

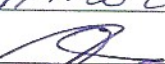
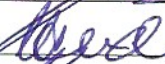


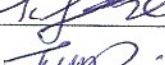
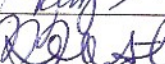
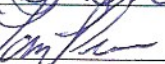



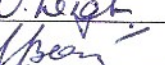
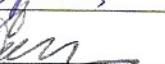



☒ Agree

To: Aurora Town Council  
100 John West Way, Box 1000 Aurora, ON L4G 6J1

# Petition

We are asking Aurora Town Council to create a program for Snow Windrow Clearing for seniors & people with disabilities.

The program could be similar to places near Aurora, such as King City, Markham, Richmond Hill, Vaughan, Whitchurch-Stouffville, Mississauga & Oakville.

First & Last Name	Address	Signature
Boris Gartsbein	32 Dawlish Ave, Aurora, ON, L4G6R4	
JANE SNAPP	20 DEVLIN PL AURORA ON L4J 5H6	
Jackie Thornton	7 Algonquin Cres. Aurora	
Darryl Dugan	10 Burnham Ave Aurora	
John Dilworth	19 Falling Leaf Court Aurora	
ANDY HENDERSON	33 HITT CR AURORA L4G0T3	
B BROWNE	49 STEEPLECHASE AVE L4G6W6	
P Snapp	" "	
Stella Henderson	33 Hitt Crescent Aurora	
Kate Latimer	223 Tamarac Tr Aurora	
Peter Cranston	1 Laurwood Aurora	
Steve Earle	38 Stemble Dr. Aurora	
Tony Podlaski	76 William Graham Pk. Aurora	
Megan Foster	44 Cypress Cr Aurora	
Tom Rame	135 Orchard Hts Blvd Aurora L4G2Z8	
Nogma Jack	8 West Park Blvd. Stouffville	
Annelle Rame	40 Stone Rd Aurora Ont	
Shant Singh	23 Watts meadow. Aurora L4G7H7	
DIANNE LEIGH	83 Watts meadow Aurora L4G 7L7	
Klangia Gartsbein	32 Dawlish Ave, Aurora L4G6R4	
JOHN CAPRARI	1 WHITEFIELD CRT, AURORA	

(The following to appear on each page of the petition)

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First & Last Name	Address	Signature
ILONA KISS	109 BROOKVIEW DRIVE AURORA	
George Tuzos	108 Dawlish Ave Aurora	
George Papakonstantinou	112 Dawlish ave	
ANDR GUSLUB	111 Dawlish Ave, Aurora	
Debra DiGirolamo	55 DAWLISH AVE Aurora	
Luciano DiGirolamo	55 DAWLISH Aurora	
MARIANN KOVACS	40 DAWLISH AVE Aurora	
Laurie Bentolila	44 Dawlish Ave. Aurora	
Dario Sortino	16 Dawlish Ave Aurora	
Brian Chack	8 Dawlish Ave Aurora	
Tom Leger	22 Sandfield Dr Aurora	
Nina Kryston	Sandfield, 35 Aurora	
JASON KORANKO	1 Butternut Trail	
John Bellamy	160 Cranberry Lane	
Amenda Bartolus	66 Butternut Trail, Aurora, ON	
Conor Houlihan	66 Butternut Trail, Aurora	
JAMES COWLER	37 BROOKVIEW DRIVE, AURORA	
Soraya Kavchi	94 Wellington St. W. AURORA ON	
Nick Barbalengas	27 Gilbank Dr Aurora ONT.	
Narmalas	150 Deerglen - Aurora	
Fatiemeh Behjoum	60 Cranberry Lane Aurora	

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First & Last Name	Address	Signature
HEATHER KOPP	136 OCTOBER LAKE AURORA L4G 6Z7	Heather Kopp
Janet Hicks	38 Haskell Cres	Janet Hicks
Diana Maltby	71 Poplar Cres L4G 3M4	Diana R. Maltby
Kevin Griffiths	37 Harold Dr. L4G 3C8	Kevin Griffiths
MIKE DOOROLLY	176 TAMARAC TR. AURORA L4G 5V6	Mike Doorolly
ALF WARE	292 MURRAY DR AURORA	Alf Ware
STAN ALLEN	86 PETTGMANN ST AURORA	Stan Allen
PATRICK DEANGLIS	59 EAKINS AURORA L4G 0A8	Patrick DeAnglis
LOUIS GAMBINO	323 CROSSING BRIDGE PL.	Louis Gambino
Richard Howard	27 DOUGLAS AVE L4G 3M7	Richard Howard
BONNIE FANNON	21 DELAWARE DR AURORA	Bonnie Fannon
Ninges Piskbaz	62 Briardal Place Aurora-on L4G 6M4	Ninges Piskbaz
M. O'Reilly	64 Carlyle Cres.	M. O'Reilly
D. O'Reilly	64 Carlyle Cres.	D. O'Reilly
Katayon Lavade	38 child Dr.	Katayon Lavade
Chilton	Barley Crescent Aurora	Chilton
GERI ROSE	30 HOLMAN CRES AURORA	Geri Rose
Guy LEVESQUE	" " "	Guy Levesque
JAMES O'SILVA	62 Brookview Aurora	James O'Silva
L. Bulloch	3 Sandfield Dr. Aurora	L. Bulloch

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First & Last Name	Address	Signature
MINDA FREEMAN	54 Buttonwood Trail Aurora L4G 6N3	[Signature]
IRWIN	"	I. Freeman
MARCELA DONA	"	[Signature]
LEONARDO DONA	" L4G 6N3	L. Dona
Mike Singerling	78 Buttonwood Trail L4G 6N5	[Signature]
PAOLA GALAPA	76 McClellan Way L4G-5T0	[Signature]
Barbara	1 Johnson Rd. L4G-2A1	[Signature]
Ghafoor Nagoda	1 Gas Responing Hammer	[Signature]
Address: 65 Hcm	Divis drive	[Signature]
Chirley Exps	60 Richardson Dr L4G 1Z3	[Signature]
Clabrie Fabs	15 daas Rd L4G 2B4	[Signature]
Winston Hamillai	563 Huddle W. Aurora	[Signature]
Judy Bagshaw	22 McLeod Dr Aurora	[Signature]
Rick Bagg	" " "	[Signature]
Rob Colucci	111 Brookeview Drive Aurora L4G 6E5	[Signature]
Ben Kaminski	183 Covent Cres Aurora L4G 6P9	[Signature]
Khalea Kaurtel	183 Covent Cres Aurora L4G 6P9	[Signature]
Keaton	66 Preston Thompson Flr	[Signature]
Brenda Tasker	-Alger 83 Sandfield Dr Aurora	[Signature]
Leanne Alger	83 Sandfield Dr. Aurora L4G 6K7	[Signature]
Paul Klincowski	38 Charing Cres Aurora ON.	[Signature]

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First & Last Name	Address	Signature
Michelle	#59 Millcliff Circle	
Peter Scott	25 Chapman Cr.	
Allister Dover	16 Timber Trail CR.	
Steven Horvath	#73 Willis Dr.	
Bonnie Maxwell	39 Paxton Ave.	
BILL BUTLER	26 PINENEEDLE DR.	
Gordon Gray	9 VALLEY CRES	
PAT BARTHOLOMEW	69 TIMBERLINE TRAIL	
Glenn GRAY	55 WELLINGTON ST	
LINDA DEANGELO	59 EAKINS DR	
Victor Du	167 Woodhaven Ave	
Diane Horvath	173 Willis Dr.	
Bob By	63 TECUMSEH DR.	
Paul deBullis	66 Bobly Lark Lane	
Carolyn Johnston	32 Ardill Cres, Aurora	
GARY COOMBS	22 KNOWLE HAVEN DR. AURORA	
Sofie Kalyakci's	112 Dawlish Ave Aurora	
Harry Papadon	112 Dawlish Ave Aurora	
A. Suter	130 DAWLISH AV	
Yuriy Kotlyar	199 Dawlish Ave	
GRAHAM HOWELL	203 DAWLISH AVE.	

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[illegible]

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First & Last Name	Address	Signature
MAUREEN BARBALINO	27 GILBERT DR. AURORA	M. Barbalino
ANN OVERINGTON	76 SEATON DR. AURORA	A. Overington
DON OVERINGTON	" " " "	D. Overington
BILL MCININIS	23 RANSOM ST. AURORA	Bill McInnis
DIC BEASLEY	63 TECUMSEH DR. AURORA	D. Beasley
ISABELLE SMITH	9 OTTAWA COURT AURORA	I. Smith
Jonathan Morris	11 Mc Dougall Dr. Aurora	J. Morris
ANITA FREEDLAND	10 COPLAND TRAIL	A. Freedland
HELEN ROBERTS	39 PARKLAND CT	H. Roberts
Debbie Smale	63 Catherine Ave Aurora	D. Smale
MARILYN CARTMILL	8 DAVIDSON RD AURORA	M. Cartmill
JOHN PELLETIER	81 ROY HARPER AVE. AURORA	J. Pelletier
SONIA KOCEKAN	10 CHILDS DR AURORA	S. Koczekan
GD WEBSTER	157 Heather HTS. Dr, Aurora	G. Webster
Linda van Leeuwen	610-26 Lorne Ave. Newmarket	L. van Leeuwen
JOAN MARTIN BROWNLOW	329-110 Civic Sq. Gate, Aurora	J. Martin Brownlow
Jeanne Spitzer	123 Bismarck Dr AURORA	J. Spitzer
L. MARSDEN	33-ALGONQUIN CRESC. AURORA	L. Marsden
L. Lander	75 Poplar Cres	L. Lander
JOHN FALCIONI	267 McCLELLAN WAY, AURORA	J. Falcioni
Carroll Graham	516 Stone Rd. Aur. L4G 6J7	C. Graham

(The following to appear on each page of the petition)

By signing this petition, I hereby acknowledge that this petition will become a public document at the Town of Aurora and that all information contained in it will be subject to the scrutiny of the Town, and will be publicly available. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Town Clerk, 100 John West Way, Box 1000, Aurora, ON, L4G 6J1

To: Aurora Town Council  
100 John West Way, Box 1000 Aurora, ON L4G 6J1

## Petition

We are asking Aurora Town Council to create a program for Snow Windrow Clearing for seniors & people with disabilities.

The program could be similar to places near Aurora, such as King City, Markham, Richmond Hill, Vaughan, Whitchurch-Stouffville, Mississauga & Oakville.

[illegible]

(The following to appear on each page of the petition)

By signing this petition, I hereby acknowledge that this petition will become a public document at the Town of Aurora and that all information contained in it will be subject to the scrutiny of the Town, and will be publicly available. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Town Clerk, 100 John West Way, Box 1000, Aurora, ON, L4G 6J1



## Petition

The program could be similar to places near Aurora, such as King City, Markham, Richmond Hill, Vaughan, Whitchurch-Stouffville, Mississauga & Oakville.

[illegible]

By signing this petition, I hereby acknowledge that this petition will become a public document at the Town of Aurora and that all information contained in it will be subject to the scrutiny of the Town, and will be publicly available. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Town Clerk, 100 John West Way, Box 1000, Aurora, ON, L4G 6J1



**Town of Aurora  
Council Compensation Ad Hoc Committee  
Meeting Minutes**

**Date:** Thursday, September 7, 2023  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Anita Boyle Evans  
Stephen Forsey  
Chris Polsinelli  
Greg Smith (Chair)\*

**Members Absent:** Farshid Ameryoun

**Other Attendees:** Demetre Rigakos, Manager, Human Resources  
Jaclyn Grossi, Deputy Town Clerk

\*Attended electronically

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**1. Call to Order**

The Chair called the meeting to order at 7:02 p.m.

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

**3. Approval of the Agenda**

**Moved By** Stephen Forsey

**Seconded By** Anita Boyle Evans

That the agenda as circulated by Legislative Services be approved.

**Carried**

**4. 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*.

**5. Receipt of the Minutes**

**5.1 Council Compensation Ad Hoc Committee Meeting Minutes of May 31, 2023**

**Moved By** Chris Polsinelli

**Seconded By** Anita Boyle Evans

1. That the Council Compensation Ad Hoc Committee meeting minutes of May 31, 2023, be received for information.

**Carried**

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Memorandum from Manager, Human Resources; Re: Compensation Research Findings**

Staff provided a presentation regarding the compensation research findings and reviewed: population, population density, number of constituents served, budgets, wages, and vehicle allowances. They further reviewed council member feedback, pension and benefit options, and part-time versus full-time elected officials.

The Committee and staff discussed the findings compared to Aurora's current offerings and developed recommendations that staff will present to Council at a future General Committee meeting. The Committee

Council Compensation Ad Hoc Committee Meeting Minutes  
Thursday, September 7, 2023

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recommended that councillor's wages be increased to a similar level of Newmarket and be equal to approximately the 55-60th percentile of the comparators, with an increased vehicle allowance to \$7,000. The Committee also recommended that the decision regarding the Town funding a benefits and pension plan for councillors be left as a decision for Council. They further recommended that the mayor's wage be increased to the 55-60th percentile of the comparators, with no increase to the vehicle allowance, and continuation of pension and benefits as it is a full-time role.

In relation to severance funding, they recommended that councillors be provided with one month for every year of service to a maximum of four months, and that the mayor be provided with one month for every year of service to a maximum of eight months.

**Moved By** Stephen Forsey

**Seconded By** Anita Boyle Evans

1. That the memorandum regarding Compensation Research Findings be received; and
2. That the Council Compensation Ad Hoc Committee comments regarding Compensation Research Findings be received and referred to staff for consideration and further action as appropriate.

**Carried**

**8. Informational Items**

None.

**9. New Business**

None.

**10. Adjournment**

**Moved By** Anita Boyle Evans

**Seconded By** Chris Polsinelli

That the meeting be adjourned at 8:35 p.m.

**Carried**





**Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes**

**Date:** Wednesday, September 6, 2023  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Councillor Harold Kim (Chair)\*  
Peter Angelo  
Alison Hughes\*  
John Lenchak  
Hailey Reiss\*  
Jo-anne Spitzer

**Other Attendees:** Gregory Peri, Accessibility Advisor  
Rahul Varadharajulu, Project Management Office Consultant\*  
Linda Bottos, Council/Committee Coordinator

\*Attended electronically

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**1. Call to Order**

The Chair called the meeting to order at 7:04 p.m.

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island, recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

Accessibility Advisory Committee Meeting Minutes  
Wednesday, September 6, 2023

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**3. Approval of the Agenda**

**Moved by** Peter Angelo

**Seconded by** Jo-anne Spitzer

That the agenda as circulated by Legislative Services be approved.

**Carried**

**4. 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*.

**5. Receipt of the Minutes**

**5.1 Accessibility Advisory Committee Meeting Minutes of June 7, 2023**

**Moved by** Jo-anne Spitzer

**Seconded by** Peter Angelo

1. That the Accessibility Advisory Committee meeting minutes of June 7, 2023, be received for information.

**Carried**

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Memorandum from Accessibility Advisor; Re: Site Plan Application SP-2023-08 (Submission #1) 90 Engelhard Drive**

Staff provided an overview of the site plan and comments submitted to the Planner on behalf of the Committee. The Committee and staff discussed various aspects of the site plan and a further suggestion was made regarding consideration for: better indication of actual capacity of "one-passenger" elevators and whether the elevator can accommodate a person in a wheelchair with an attendant.

**Moved by** John Lenchak

**Seconded by** Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application SP-2023-08 (Submission #1) 90 Engelhard Drive be received; and
2. That the Accessibility Advisory Committee comments regarding Site Plan Application SP-2023-08 (Submission #1) be received and referred to staff for consideration and further action as appropriate.

**Carried**

**7.2 Memorandum from Accessibility Advisor; Re: Site Plan Application SP-2023-09 (Submission #1) 61 Allaura Boulevard**

Staff provided an overview of the site plan and comments submitted to the Planner on behalf of the Committee. The Committee and staff discussed various aspects of the site plan and a further suggestion was made regarding consideration for: clarification that sidewalks and approach walkways are flush with building entrances.

**Moved by** Alison Hughes

**Seconded by** John Lenchak

1. That the memorandum regarding Site Plan Application SP-2023-09 (Submission #1) 61 Allaura Boulevard be received; and
2. That the Accessibility Advisory Committee comments regarding Site Plan Application SP-2023-09 (Submission #1) be received and referred to staff for consideration and further action as appropriate.

**Carried**

**7.3 Memorandum from Accessibility Advisor; Re: Site Plan Application SP-2023-10 (Submission #1) 55 Eric T Smith Way**

Staff provided an overview of the site plan and comments submitted to the Planner on behalf of the Committee. The Committee and staff discussed various aspects of the site plan and a further suggestion was made regarding consideration for: two additional accessible parking spaces.

**Moved by** Hailey Reiss

**Seconded by** Alison Hughes

1. That the memorandum regarding Site Plan Application SP-2023-10 (Submission #1) 55 Eric T Smith Way be received; and
2. That the Accessibility Advisory Committee comments regarding Site Plan Application SP-2023-10 (Submission #1) be received and referred to staff for consideration and further action as appropriate.

**Carried**

#### **7.4 Memorandum from Accessibility Advisor; Re: Treat Accessibly in Aurora**

Staff provided an overview of the memorandum and background of the Treat Accessibly initiative. The Committee and staff discussed various aspects and suggestions including: holding community trick-or-treat street events for children with disabilities prior to Halloween; delivery of event signage where needed; incentives/donations for community participation; increase awareness by posting signs—in addition to lawn signs—in various locations including public notice boards, facilities, parks, and trails; and encourage local businesses to advocate for the initiative.

**Moved by** Alison Hughes

**Seconded by** John Lenchak

1. That the memorandum regarding Treat Accessibly in Aurora be received; and
2. That the Accessibility Advisory Committee comments regarding Treat Accessibly in Aurora be received and referred to staff for consideration and further action as appropriate.

**Carried**

#### **7.5 Round Table Discussion; Re: Town of Aurora Multi-Year Accessibility Plan 2022-2026**

[\(Link to Multi-Year Accessibility Plan\)](#)

Staff provided an update on the status of various initiatives including: budget request to complete the AccessNow assessment of the remaining Town facilities, parks, and trails; construction of gymnasium at Stronach

Accessibility Advisory Committee Meeting Minutes  
Wednesday, September 6, 2023

5

Aurora Recreation Complex; collaboration with Region on accessibility assessment of trails; sensory tents at special events; provincial review of the design of public spaces accessibility standards under the *Accessibility for Ontarians with Disabilities Act* (AODA); and the upcoming October meeting of the Ontario Network of Accessibility Professionals.

The Committee and staff discussed the trail accessibility issues being addressed with the Region, mapping, trail accessibility status identification, and opportunities to exceed the AODA standards.

**Moved by** Peter Angelo

**Seconded by** Jo-anne Spitzer

1. That the Accessibility Advisory Committee comments regarding the Town of Aurora Multi-Year Accessibility Plan 2022-2026 be received and referred to staff for consideration and action as appropriate.

**Carried**

**8. Informational Items**

None.

**9. New Business**

None.

**10. Adjournment**

**Moved by** John Lenchak

**Seconded by** Hailey Reiss

That the meeting be adjourned at 8:25 p.m.

**Carried**



100 John West Way  
Aurora, Ontario  
L4G 6J1  
(905) 727-3123  
aurora.ca

Town of Aurora

## General Committee Report

No. OPS23-020

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**Subject:** Potential Snow Windrow Removal Assistance Pilot Program

**Prepared by:** Luigi Colangelo, Manager of Public Works

**Department:** Operational Services

**Date:** September 19, 2023

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### Recommendation

1. That Report No. OPS23-020 be received; and
2. That Council consider the implementation of one (1) of the options presented in this report and provide direction to staff; and
3. That should Council choose to implement a Snow Windrow Removal Pilot, staff would recommend Option 5 Windrow Removal (In-House Staff) as a pilot program for the 2023/24 winter season to be funded from the Tax Rate Stabilization reserve.

### Executive Summary

This report provides Council with information on the feasibility of introducing a snow windrow removal assistance pilot program for seniors or those with disabilities. The report focuses on a comparative analysis of other municipalities that currently offer this service as well as the benefits, challenges and costs implications associated with this enhanced level of service:

- Municipalities are obligated to maintain road networks under the provisions of the *Municipal Act, 2001*.
- The Town previously trialed a windrow removal program in 2008-2009 winter season, deciding not to continue with full implementation due to little interest from the senior population.
- Total complaints received for 2022-2023 winter season were minimal based on population.

- Windrow programs for seniors/persons with disabilities vary in scope and service level in York Region.
- Various factors considered by staff in determining the potential feasibility of implementing a snow clearing program for residential driveway entrances.
- Potential program delivery options can assist residents with windrow snow removal.
- Many unknown aspects make it difficult to predict the costs of implementing a windrow program.
- Towns potential windrow clearing program would follow a similar delivery model to other York Region Municipalities.

## Background

**Municipalities are obligated to maintain road networks under the provisions of the *Municipal Act, 2001*.**

The Town is obligated to maintain its road networks under the provisions of the *Municipal Act, 2001*. Maintenance includes winter control services to ensure a minimum level of safety for motorists and pedestrians, pursuant to O.Reg. 239/02: Minimum Maintenance Standards for Municipal Highways (the "MMS"). Providing a safe road network mitigates liability for the Town.

A class of road hierarchy exists in the Town and is based on the volume of traffic and speed. Two classes are defined as Primary Roads and Secondary Roads, for the purpose of winter operations roads classified as Primary are serviced within 16 hrs and Secondary within 24 hrs.

The MMS does not require a municipality to clear snow windrows at driveways, senior's driveways or persons with disabilities. Though not obligated, the Town could choose to offer such an enhanced service.

**The Town previously trialed a windrow removal program in 2008-2009 winter season, deciding not to continue with full implementation due to little interest from the senior population.**

During the 2008-2009 winter season, the Town piloted a windrow snow clearing program for seniors based on subsidized cost recovery model in which residents were



required to pay \$70/annually. A total of 39 residents registered for the program, far below the estimated 0.5%-1% population uptake (250-500 households) based on experiences in other communities and the demographics of Aurora.

The program was cancelled due to lack of interest and high level of administration relating to registrations, complaint resolution and communications. Time spent on administration was five (5) times higher than what was required to remove snow. Actual time spent clearing snow was 20 hours for that season, while administration required 100 hours by front line staff. It should be noted there were only five (5) events requiring snow removal in 2008-2009.

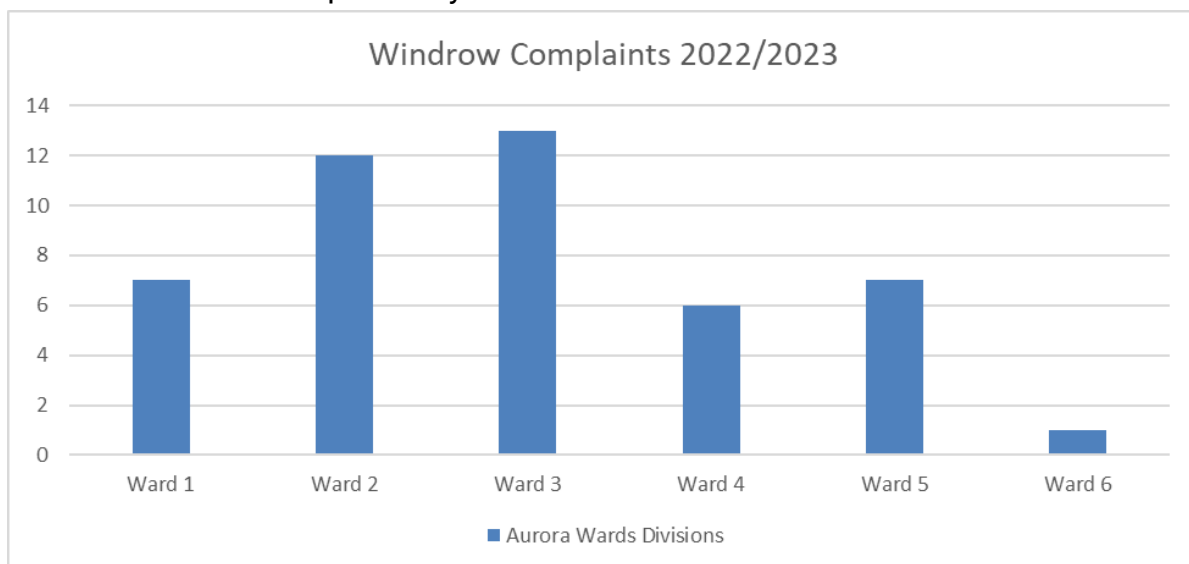
Survey of the participants also found 67% did not find the program beneficial, 42% indicated service took too long and only 25% would participate the following year.

## Analysis

**Total complaints received for 2022-2023 winter season were minimal based on population.**

Customer Service recorded 50 formal complaints related to the Town not providing a windrow removal service. It should be noted that staff do not have the age demographic background of the residents, but it can be assumed it came from a broad cross section of people.

Table 1: Windrow Complaints by Ward 2022/2023



In addition, a petition was formally submitted in May to the Clerks Division supporting a senior's/disability windrow removal program. The document includes approximately 140 signatures from all areas in Town. Staff have not been able to confirm if the petition signatures in support were from seniors or those with medical/physical conditions.

**Windrow programs for seniors/persons with disabilities vary in scope and service level in York Region.**

Driveway windrow clearing has been a topic of much discussion and a difficult issue for many years in all urban municipalities. Some municipalities have implemented full windrow removal programs for all residents, while others have reduced the scope of the windrow removal program to only service seniors or persons with medical/mobility related limitations. Staff have collected information from neighbouring municipalities that have implemented programs. Of note is that the programs only clear the windrow for one (1) vehicle or up to 3m width.

Municipalities with existing programs that were consulted for this investigation include:

Table 2: York Region Windrow Program Data

Municipality	Windrow Methodology
King Township	<ul style="list-style-type: none"> <li>• 65 yrs of age or disability</li> <li>• Service delivered by staff</li> <li>• Level of service target - 24 hrs after snow stops</li> <li>• Approximately 110 household participate</li> </ul>
Whitchurch-Stouffville	<ul style="list-style-type: none"> <li>• 65 yrs of age or disability</li> <li>• Service delivered by contactor</li> <li>• Level of service target – 12 hrs after snow stops</li> <li>• Approximately 400 households participate</li> </ul>
Georgina	<ul style="list-style-type: none"> <li>• 65 yrs of age or disability</li> <li>• Service delivered by contactor</li> <li>• Level of service target – 12 hrs after snow stops</li> <li>• Approximately 500 households participate</li> </ul>
Markham	<ul style="list-style-type: none"> <li>• 60 yrs of age or disability</li> <li>• Service delivered by contactor</li> <li>• Level of service target – dispatched 8 hrs after road plows and 16 hrs to complete</li> <li>• Approximately 6,800 households participate</li> </ul>

Municipality	Windrow Methodology
Richmond Hill	<ul style="list-style-type: none"> <li>• City wide clearing program for all households</li> <li>• Service delivered by staff</li> <li>• Level of service target – 16 hrs after snow stops</li> <li>• Approximately 55,500 households</li> </ul>
Vaughan	<ul style="list-style-type: none"> <li>• City wide clearing program for all households</li> <li>• Service delivered by contractor</li> <li>• Level of service target – 16 hrs after snow stops</li> <li>• Approximately 80,000 households</li> </ul>

\*Newmarket/East Gwillimbury do not have a windrow program of any form.

Costs associated with delivering a windrow program vary greatly between municipalities due to volume, level of service, method of delivery of service. Windrow clearing costs range from \$25-\$140/driveway per season.

**Various factors considered by staff in determining the potential feasibility of implementing a snow clearing program for residential driveway entrances.**

Contemplating a snow windrow clearing program required staff to identify and analyze many different factors that can impact the delivery and overall success potentially, of a new service level. The following aspects were considered:

**Level of Service**

The two (2) key factors in level of service are: 1) when the windrow clearing should occur based on the amount of snowfall, and 2) how long should the cleanup take after the snowfall has occurred. This is a critical aspect of any program and has direct implications on program costs. The highest costing program would have a level of service that is based on minimal snowfall accumulation as a trigger, and the shortest duration to clean the windrow after the event. The municipalities surveyed use a trigger point of five (5) centimetres and this seems to be the standard for dispatching equipment to clear windrows (after the roadways have been plowed, a second plow truck will respond to the participating addresses to clear the windrow).

**Application Process**

In considering a windrow program for qualified residents, it will be necessary to follow a similar process that other municipalities have utilized to determine the citizens eligibility for the program:

- All occupants of a household must be over 65 years of age and no other able-bodied occupants residing at the subject property.
- Applicants are required to attach a copy of their birth certificate, senior citizen card, driver's license, or passport.
- Proof of physical limitations is provided to ensure legitimate program use, through the provision of a provincial disability permit or medical note.
- Program registration by a fixed date (October 1) to allow staff time to plan routes.
- Applicants required sign off on a waiver of liability with respect to the program.

In addition, a medical condition may only be a temporary concern and after a period, a person may regain their full capacity. To have confidence that only those residents who require assistance are receiving it, there is a need for a robust application process with a sound eligibility criterion for one to qualify, followed by an annual application to ensure service is provided to qualified individuals. Staff have concerns related to collecting medical information.

The program will require staff to vet/approve applications and depending on volume, it may require administration not accounted for in current staffing levels.

#### Snow Storage/Clearing

Each residential property is unique in its design and has varying ability to accommodate snow piles. The severity of the winter and number of times the windrow equipment is dispatched could result in the creation of large snow piles at the bottom of residential driveways which can reduce driveway widths if adequate snow storage space is not available. Storage area is particularly limited in newer communities where narrow lots reduce available space. During heavy snow events, more than 15cm+, the plow blade becomes less effective resulting in spillage.

Actual windrow clearing is not necessarily as effective as may be expected by the residents. Only 80% of the driveway width may be cleared to accommodate a single car width and some snow will remain in the driveway due to the nature of the equipment and variations in grade and slope between the road and the driveway. As a result, municipalities only commit to clearing one (1) car width up to 3m.

#### Blocked Driveways

Driveways can be blocked by cars parked on the street preventing clearing activities. In these cases, the driveway is not cleared and is not serviced by the municipalities at a later date.



### In-eligible Driveway Locations

Driveways located on regional roads, commercial, industrial, institutional, high-rise properties, private roads, roads undergoing development and rear lanes would not be included in the program.

### Garbage and Recycling Collection Impacts

It is inevitable that there will be conflict between the garbage and recycling contractor and the windrow clearing depending on the day of the weather event. For instance, if containers are placed on the driveway entrance, windrow clearing may not be possible. Alternatively, if containers are placed too far up the driveway, considerable additional time will be required to retrieve and return the containers. This could result in a potential contract dispute with the collection provider and perhaps additional costs to the municipality.

As a result, some municipalities have chosen not to clear windrows on garbage/recycling collection days and clear windrows the following day.

### Property Damage

Damage to curbs, driveways, sod, lawn sprinkler heads or personal property installed in the road right of way would increase, resulting in higher damage repair costs.

### Customer Inquiries/Complaints

There is a noted expectation the Town will receive increased resident inquiries related to application process, eligibility, etc. Complaints are also highly anticipated related to timing of clearing, snow storage, sidewalk plow windrows, how much snow is removed from the driveway (edge to edge/bare pavement) and perceived quality of the snow removal.

These inquiries/complaints will continue to be received by the Town's Customer Service team and will need to be reviewed and validated based on approved service levels. All municipalities experience inquiries/complaints related to the program, all of which put increased strain on the call centre, requiring additional support depending on size of program.

**Potential program delivery options can assist residents with windrow snow removal.**

Seniors face significant mobility challenges during the winter months due to snow accumulation, which can create hazardous conditions and increase the risk of falls. If the Town undertook a windrow snow clearing program it would aim to reduce these risks and to improve the safety, mobility, and well-being of seniors during the winter months and could be achieved through different delivery methods:

Option 1 - Status quo: No changes to the current level of service and no addition of a new windrow removal program for seniors or persons with disabilities.

Option 2 - Financial Assistance Program: Provide a snow removal financial assistance program for seniors and persons with disabilities to aid in the costs incurred from hiring a service provider to remove snow from driveways. The City of Brampton provides qualified applicants to the program up to \$300 for properties. This would require proof of expense for the snow clearing service at end of season by resident to receive grant funding.

Option 3 – Windrow Removal with Application Fee: This would include charging an application fee of \$100 to each household to subsidize the windrow service program. Option 3 would offset funding for Option 4 or 5.

Option 4 - Windrow Removal (Contracted Service): This option would provide snow removal to all eligible households through the Town's current road plowing contractor.

Option 5 – Windrow Removal (In-House Staff): This option considers delivering the snow removal to all eligible households by Town forces as an inhouse service with existing equipment and additional seasonally employed staff (no capacity with existing staff). This would also allow for the sharing of staff resources (during times staff are not engaged in windrow plowing efforts) to assist in other existing operational-related services that continue to be impacted by growth and changing service levels.

For instance, Parks staff assumed the cul-de-sac clean up a few years ago and while it has resulted in an improved service level for residents in those areas, it has strained resources and had an impact on other services (forestry/ice rink maintenance). As the Town's tree canopy cover increases, and urban forestry matures it is becoming clear that current staff levels are not able to keep up with the required pruning cycles as per our Service Level Standards. This has a direct impact on the health of the tree canopy, road/sidewalk clearance, residential properties, and other infrastructure. Ice rinks construction and maintenance has also changed due to climate and the COVID

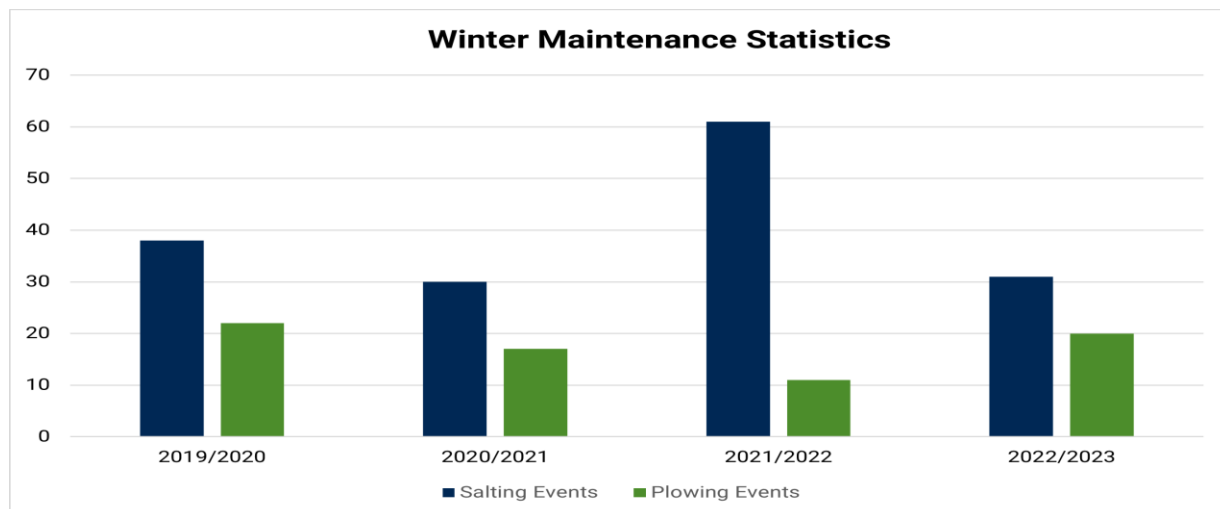
pandemic. During the pandemic, the Town switched to rink kits with boards as the consistent snow cover has been diminishing to enable construction of rinks traditionally. These rinks, while better for the ice longevity, require increased maintenance. Traditional rinks only required one (1) staff member and a plow truck to clear. The new rinks require four (4) staff to complete the clearing with small equipment to make the rinks available for the public in the same amount of time as traditional rink maintenance. Further information will be provided in the Winter Rink Update report at an October General Committee meeting.

If Council were to recommend proceeding with a program as outlined in Options 2-5, staff would advise on piloting the program and reporting back after the 2023-2024 season to determine if the program should be implemented fulltime as a permanent level of service.

**Many unknown aspects make it difficult to predict the costs of implementing a windrow program.**

It is currently difficult to provide accurate costing information for a windrow clearing program, of any scale, due to the lack of information on the number of participants and the fact that the work is subject to market conditions. In addition, the more frequent and severe the winter weather conditions, the greater the cost of implementing and maintaining this windrow program. This past winter season staff responded and plowed the roads on 20 separate winter events. Some of these winter events were prolonged snow events requiring staff to plow the roads for three (3) days (during same event) to ensure the roads were safe to travel, which potentially could mean dispatching windrow equipment to clear driveways each day.

Table 3: Winter Maintenance Statistics 2019-2023



Based on the previously presented options, staff have prepared a table illustrating the potential costs to implement the pilot program for the 2023-2024 winter season. This table estimates the number of snow events as 20 and a potential uptake of 500 households. Also, the contracted service estimate is based on pricing obtained from our current road plowing contractor.

Table 4: Estimated Funding Requirements

Potential Options	Estimated Funding for 2023/24 Winter (500 Driveways)
Option 1: Status Quo – no program	\$0
Option 2: Financial Assistance Program (\$300/eligible household)	\$150,000 (\$300/driveway)
Option 3: Windrow Removal with Application Fee	\$50,000 revenue  If Option 4 or 5 are endorsed as a windrow program model, revenue generated by charging an application fee could offset funding of the program in either option.
Option 4: Windrow Removal (Contracted Service):	\$250,000 (\$500/driveway)  Estimate obtained by current road plowing contractor, should this option be approved, it would be necessary to negotiate firm pricing/terms with current contractor as it would not be feasible to prepare an RFP and award for 2023-2024 winter season implementation.
Option 5: Windrow Removal (In-House, includes salaries and on call pay for four (4) staff)	\$200,000 *(\$90/driveway)  *Staff estimate it to cost approximately \$45,000 to deliver the service, which is proportionate to estimated hours spent engaged in windrow clearing, fuel and equipment maintenance. Remainder of funding to be spent on supporting other operational service levels as described previously.

**Town's potential windrow clearing program would follow a similar delivery model to other York Region Municipalities.**

Provided are the details of the delivery model should the Windrow Removal Pilot be endorsed, of which the main points are summarized here:



### Service Levels Standard

- Clearing snow from the end of residential driveways for one (1) car width only (approximately 2.5 - 3m), storing it within the boulevard and/or appropriate location on site. Snow is not cleared from the sidewalk windrow, residential pathways, driveways or removed from the property as part of this program.
- After a minimum 8 cm snowfall event .
- The driveway windrow clearing equipment will be dispatched within 12 hours after road plows have been engaged.
- The driveway windrow removal service does not include the clearing of the snow from the private walkways to a residence, the driveway, or the snow windrow left by the sidewalk plow.

### Eligibility

1. Be 65 years of age – All occupants of the household must be over 65 years of age. All new applicants must provide one of the following types of identification for all occupants residing at the address: Driver's License, Health Card, Birth Certificate or Passport.
2. Under 65 Years of Age and all occupants of the address over the age of 12 are physically unable to remove snow. To qualify, applicants must provide a provincial disability permit, note from a doctor (on doctor letterhead) or provide a Functional Abilities Form signed by a doctor, for each resident under 65 years of age.
3. Sign a liability waiver.

### Timeframe

The pilot program will begin on December 1, 2023, and run through till April 1, 2024. Staff will report back to Council in Q3 of 2024 providing information on the success of the program, challenges, funding requirements, customer satisfaction, etc., for consideration and potential permanent implementation of the new service level.

### Application Timing and Location

Applications will be accepted between October 15 – November 30, 2023.

Due to the requirement for applicants to provide proof of eligibility, applications will only be received in person at Access Aurora desk at Town Hall or the Joint Operations Centre.

### Evaluation of Program Results

Staff will evaluate the performance of the program based on staff experiences with administration and complaint resolution, cost of program based on volume and overall customer satisfaction over the 2023-2024 winter maintenance season. The results will be utilized to determine future expansion of the program and service delivery could be modified based on operational requirements and public feedback.

### Advisory Committee Review

Not applicable.

### Legal Considerations

Implementation of a windrow clearing program could lead to additional liability and claims being made against the Town in relation to property damage or personal injury, which may have an impact on the Town's insurance premiums. If a Windrow Clearing Program is implemented, steps should be taken to mitigate the risks by adding waivers of liability to the application process and ensuring that program is delivered as intended. It will also be important to clearly outline program parameters and limitations, and to set realistic expectations with respect to service level that is intended to be delivered.

### Financial Implications

All of the above identified windrow removal service enhancement option net operating costs would represent an incremental pressure on the Town's tax levy. Should Council approve the recommended or an alternative option, the associated net operating cost over the pilot period will be funded from the Town's tax rate stabilization reserve. Should the selected service enhancement be approved on an ongoing basis, its net operating costs will be phased onto the tax levy over a yet to be determined period of time.

### Communications Considerations

The Town will inform the public about the information contained in this report by posting it to the Town's website. Depending on Council's decision, the Communications Division will inform the public about the availability of a windrow removal program, or financial assistance program, through normal communications channels.

## Climate Change Considerations

The key opportunity in developing the Green Fleet Plan in 2021 was to achieve long-term GHG emissions targets, in conjunction with fundamental goals developed and the associated action items.

The following actions from GFP play a role in climate change mitigation:

- Replace vehicles with best in-class fuel efficient vehicles. New models are more fuel efficient, produce lower emissions and are good options while the manufacturers develop viable hybrid/electric vehicles required to provide service. Overall, GHG reduction, by upgrading alone, through capital renewal can produce 4-5 percent decrease.
- Utilize telematic information provided through GPS system to reduce idling, driver behaviour, maximize route efficiency, smart drivers can help reduce fuel use.

## Link to Strategic Plan

The development of a potential windrow program supports the Strategic Plan goal of Strengthening the Fabric of our Community through its accomplishment in developing a plan to review and realign service levels to reflect current and future demographic trends.

## Alternative(s) to the Recommendation

1. Council provide further direction.

## Conclusions

Several municipalities currently offer this service and, in most cases, include the program costs within the winter maintenance operating budget.

Overall, a snow windrow clearing program is an investment in the health and well-being of the senior's population and residents with disabilities and would provide an enhanced level of service for these residents.

Should Council choose to proceed with a windrow clearing program, staff recommend that Option 5 be considered. This option provides for greater control of the program and allows for existing service support and enhancement. The redirected staff resources will benefit the community in areas where service levels are not being currently met as

per our Service Level Standards, providing for more resource flexibility, utilization and management within the department.

## **Attachments**

None.

## **Previous Reports**

PW08-027, Investigation of a Snow Windrow Clearing Program for Seniors and Physically Challenged Residents, June 17, 2008

PW08-041, Implementation of a Snow Windrow Clearing Program for Seniors and Physically Challenged Residents, October 21, 2008

PW08-047, Implementation of a Snow Windrow Clearing Program for Seniors and Physically Challenged Residents, November 18, 2008

PW09-023, Update on Winter Windrow Clearing Program, May 5, 2009

## **Pre-submission Review**

Agenda Management Team review on August 31, 2023

## **Approvals**

Approved by Sara Tienkamp, Director, Operational Services

Approved by Doug Nadorozny, Chief Administrative Officer





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Town of Aurora

## General Committee Report

No. CMS23-040

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**Subject:** Mobile Food and Licensed Beverage Consumption at Concerts in the Park – Pilot Update

**Prepared by:** Shelley Ware, Special Event Supervisor

**Department:** Community Services

**Date:** September 19, 2023

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### Recommendation

1. That Report No. CMS23-040 be received; and
2. That the implementation of Licensed Beverage Consumption for Aurora's Concerts in the Park series be approved; and
3. That food options continue to be provided by Aurora's Farmers Market.

### Executive Summary

This report seeks approval of the implementation of licensed beverage consumption for Aurora's Concerts in the Park starting in 2024.

- The recommendation for implementation includes data that was collected and community feedback that was received during the pilot.
- The safe implementation of licensed beverage consumption for sale in the 2024 Concerts in the Park series requires a strategy, enhanced funding and resources to proceed.
- Food options at Concerts in the Park continue to be provided by the Aurora's Farmers Market.

### Background

This report summarizes the results from Aurora's Concerts in the Park pilot for licensed beverage consumption for sale which was implemented on August 23 and August 30

and a recommendation to implement licensed beverage consumption for sale during Aurora's Concerts in the Park starting in 2024.

The pilot was done as a result of a Notice of Motion directing staff to investigate the possibility of alcohol sales, food vending and a bylaw review as it relates to mobile food and refreshment vendors. The Bylaw review will come back to Council in a separate report.

During Aurora's Concerts in the Park on August 23 and 30, a pilot was implemented for licensed beverage consumption for sales. In July 2023, an Expression of Interest was opened for interested parties to participate in being the vendor for the sales of licensed beverages during these two concert evenings. Two proposals were received, and the successful vendor was Niagara College Aurora Armoury (NCLEC). The NCLEC was able to fulfill all operating requirements of the Town of Aurora. This included a variety of components such as insurance, compliance with the Alcohol Gaming Commission of Ontario (AGCO) requirements, and fulfillment of staffing, product and handling of all service and sales. The concerts were from 7 p.m. to 9 p.m. with the licensed beverage serving between 6 p.m. and 8:15 p.m.

Each week of the nine-week summer concert series there is an average of 1000 attendees with hundreds more enjoying on site amenities such as the splash pad, playground or taking in a baseball game onsite at Aurora Town Park. To date, this pilot was the first time alcohol was available during the concert series. Currently there are two other licensed Town of Aurora events; Dance in the Park and Aurora's Ribfest.

In response to Council direction and taking into account the results from the August 23 and 30 pilot, an implementation strategy has been created for the continuation of licensed beverages for consumption for Aurora's Concerts in the Park starting in 2024.

## **Analysis**

**The recommendation for implementation includes data that was collected and community feedback that was received during the pilot.**

A number of considerations were taken into account to ensure the pilot project was executed safely:

- Compliance with the Alcohol Gaming Commission of Ontario (AGCO) and Town of Aurora Municipal Alcohol Policy.
- Development of a safety plan to ensure alcohol doesn't enter or leave Town Park.

- The amenities and family-focused activities ongoing at Town Park during the concerts, which includes an active splash pad and recreational softball games.

The data collected and community feedback received during the pilot contributed to the recommended direction for 2024.

The Town of Aurora's Municipal Alcohol Policy needs to be followed where applicable. The policy requires fencing to be set up to ensure the containment of alcohol can be properly managed. Given the short serving timeframe at each pilot concert, there was only partial temporary fencing set up which enhanced the security plan, while adding to the décor of the concert atmosphere.

Town Park is a busy park during the concerts with a very active playground, family focused splash pad and a busy baseball game schedule.

The pilot for August 23 and August 30 entailed the following:

- Licensed beverages to be sold between 6 p.m. and 8:15 p.m., concerts from 7 p.m. to 9 p.m. with an intermission from 7:50 p.m. to 8:10 p.m.
- NCLEC was retained for the selling of licensed beverages in compliance with the AGCO and the Town of Aurora safety requirements.
- The security plan included two paid duty York Region Police officers and three Bylaw officers that were on site from 5:30 p.m. to 9:30 p.m. to ensure that alcohol was not coming in or leaving Town Park.
- There were three key entrance/exits for the park; Larmont Street entrance, Wells Street entrance and along the Mosley Street side of the park.
- Minimal fencing was set up to ensure these three entrances were functional.

As part of the pilot, staff gathered community feedback from attendees and various Town Divisions resulting in the following findings:

- Based on results from surveys conducted at the July 5 and August 2 concert, an average of 50% of the attendees indicated they would purchase a licensed beverage.
- Town staff attended the Town of Newmarket's summer concert on Thursday, July 13 to gather information regarding their experience, key learnings and established best practices for their summer series. Some of these best practices were integrated into this pilot.

The observations by staff from the pilot of licensed beverage consumption for sales during the August 23 and 30 Aurora concerts included:

- Between the two concert evenings, there was approximately 140 beverages sold and no incidents of inappropriate behaviour within the park
- There were a few attendees that attempted to leave with their purchased alcohol. But this number of people was manageable for educating them on the process for the evening.
- Staff did have a concern with the early onset of dusk with being able to control alcohol entering or leaving the park from the Mosley Street side of the park.

**The safe implementation of licensed beverage consumption for sale in the 2024 Concerts in the Park series requires a strategy, enhanced funding, and resources to proceed.**

The cumulated results and outcomes of the licensed beverage consumption for sales pilot has determined that this can be done safely, but will rely on the continuation of a third-party vendor for the delivery of this service and a funded security plan.

With adding a licensed component to this event, it will increase the Town's responsibilities, risk and liability associated with the potential behaviours of the attendees on an ongoing basis.

The strategy to implement the licensed beverage for consumption Sales at Aurora's Concerts in the Park includes:

- A weekly security plan that entails a combination of York Region Paid Duty Officers and a Security support team. Their role would be to ensure alcohol does not enter or leave the premises, address any inappropriate behaviour and to be a supportive presence.
- The Events Team will seek a licensed provider that has demonstrated professionalism through previous events and ability to provide service within the AGCO Guidelines.
- Partial fencing within Town Park to be set up each week to supplement the security plan and to minimize some risk from the Town of Aurora and the approved vendor.



**Food options at Concerts in the Park continue to be provided by the Aurora's Farmers Market.**

The Aurora's Farmers Market has provided food vendors for the past 6 years at Concerts in the Park. These vendors are set up to be mobile, and have all the required licenses, insurance, and equipment. There is a good variety of vendors at Concerts in the Park including, pizza, pasta, samosas, frozen treats, popcorn, and more. These vendors were well received by the public.

It is staff's recommendation that the Farmer's Market continue to provide the mobile food vending at Concerts in the Park. It has been staff's experience that local restaurants do not have the resources to be mobile and struggle to be profitable in a mobile environment.

**Advisory Committee Review**

None

**Legal Considerations**

Allowing alcohol consumption in municipal spaces exposes the Town to liability risks. Under the *Occupiers' Liability Act*, R.S.O. 1990, c. O.2, the Town owes a duty of care to all patrons utilizing the Town's amenities. Although the Town would have an agreement with the licensed provider containing insurance and indemnification provisions, anyone involved in the organization of the event or the service of alcohol can potentially be held liable for damages or injuries where alcohol is deemed to have been a contributing factor.

In cases where alcohol is served, liability does not only extend to incidents that occur on the premises where alcohol is being served; liability can extend to incidents that occur off premises. For example, if a person leaves Town Park after being served alcohol and gets into an accident, the Town could face liability for any injuries or damages sustained, if the alcohol served to the person is deemed to be a factor in the causation.

Implementing and maintaining an appropriate risk mitigation strategy will assist the Town in mitigating its risk; however, it would not absolve the Town from liability.

## Financial Implications

The projected additional operating costs to support the security plan per Concert include:

York Region Police Paid Duties (2 paid duties, based on 2023 staffing costs)	\$770.00
Security (3 staff, based on 2023 staffing costs)	\$348.00
Total cost per evening	\$1,118.00

Temporary storage unit rented on site for security supplies are projected to cost \$500 per month, with two months required.

The total projected additional cost for the full summer Concerts series would be approx.:

Security	\$10,062.00
Temporary Storage	\$ 1,000.00
Total cost for series	\$11,062.00

The Expression of Interest that would be issued for 2024, would request a percentage back in sales commissions. Due to the modest sales indicated from the pilot, it will be a significant undertaking on an ongoing basis for the approved vendor to break even. A commission percentage of sales would be recovered by the Town which is forecasted to be approx. \$100 per evening, totaling \$900 of potential revenues for the series. A summary of the projected net operating costs for this proposed service enhancement is presented in table 1.

Table 1		
Event Licensed Beverage Consumption		
		Estimate (\$'s)
<i>Revenues:</i>		
Vendor commissions		(900)
<i>Expenses:</i>		
Security	10,062	
Temporary Storage	1,000	11,062
<b>Net Operating Cost</b>		<b>10,162</b>

If approved, this service enhancement's incremental net cost will be funded from the Town's operating budget.

## **Communications Considerations**

The Town will inform the public about the information contained in this report by posting it to the Town's website. Information about the Concerts in the Park series will continue to be shared through normal communications channels.

## **Climate Change Considerations**

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

## **Link to Strategic Plan**

The implementation of a licensed beverage consumption for Sales at Aurora's Concerts in the Park starting in 2024 supports the following Strategic Plan goals and key objectives:

**Supporting an exceptional quality of life for all** in its accomplishment in satisfying requirements in the following key objectives within these goals statements:

- Invest in sustainable infrastructure
- Celebrating and promoting our culture
- Encourage an active and healthy lifestyle
- Strengthen the fabric of our community

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

1. Council may provide further direction.

## **Conclusions**

This report recommends the implementation licensed beverage consumption for sale at Aurora's Concerts in the Park series starting in 2024. The results from the pilot that was conducted provided valuable information for future direction of licensed beverage consumption for sale at the 2024 Aurora's Concerts in the Park series, ensuring the Town continues to deliver safe events that are properly resourced for the community to enjoy.

If approved, Staff would advertise for potential providers in the Town Notice Board and social media platforms, attend alike events, and reach out to local service clubs to ensure they are aware of this opportunity in the Spring of 2024. If a licensed vendor that meets the requirements of the Town is not secured by June 1, 2024, there would be no licensed beverage for consumption sales at the Aurora's Concerts in the Park series for 2024.

## **Attachments**

None

## **Previous Reports**

CMS23-027 – Mobile Licensed Beverage consumption at Concerts in the Parks

## **Pre-submission Review**

Agenda Management Team review on August 31, 2023

## **Approvals**

Approved by Robin McDougall, Director, Community Services

Approved by Doug Nadorozny, Chief Administrative Officer



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Town of Aurora

## General Committee Report

No. PDS23-110

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**Subject:** Application for Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision  
Livewell on Wellington General Partners Ltd.  
1452-1460 Wellington Street East  
Lots 3 and 4, Registered Plan 525  
File Numbers: OPA-2022-04, ZBA-2022-06, SUB-2022-01  
Related File Number: SP-2022-10

**Prepared by:** Adam Robb, MPL, MCIP, RPP, CAHP, Senior Planner

**Department:** Planning and Development Services

**Date:** September 19, 2023

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### Recommendation

1. That Report No. PDS23-110 be received; and
2. That Official Plan Amendment application OPA-2022-04 be approved to redesignate the subject lands from "Community Commercial" to "Medium-High Density Residential", as outlined in Appendix 'A';
3. That Zoning By-law Amendment application ZBA-2022-06 be approved to rezone the subject lands from "Community Commercial C4 (464) Exception Zone" to "Townhouse Dwelling R8 (X) Exception Zone", as outlined in Appendix 'B';
4. That Draft Plan of Subdivision application SUB-2022-01 be approved as shown in Figure 4, subject to the conditions outlined in Appendix 'C';
5. That the implementing By-laws for the Official Plan and Zoning By-law Amendments be brought forward to a future Council meeting for enactment; and
6. That the appropriate servicing allocation be granted to facilitate the proposed development of 30 townhouse units.



## **Executive Summary**

This report seeks Council's approval of an Official Plan and Zoning By-law Amendment and Draft Plan of Subdivision (subject applications) for the lands located at 1452-1460 Wellington Street East. Approval of the subject applications will facilitate the development of thirty (30) townhouse units on a private road.

- The proposed development has been exempted from Regional approval and conforms to the policy directions of the Province, Region and Town.
- The proposal remains subject to Site Plan approval, which has been delegated to staff under Provincial Bill 109, as well as future applications for Part Lot Control Exemption and a Plan of Condominium, which will require Council approval.
- All external agencies and Town staff have completed their review and have no objections to the approval of the subject applications.

## **Background**

### **Application History**

#### **Current Applications**

The subject applications were received by the Town on September 14, 2022. The applications were deemed complete on October 19, 2022.

A Community Information Meeting was held on February 27, 2023, to allow opportunity for review and comment by interested members of the public.

A statutory Public Planning Meeting was subsequently held on March 21, 2023. At this meeting, Council passed a motion to receive Report No. PDS23-033 and to have comments be addressed by Planning and Development Services in a report to a future General Committee Meeting. A summary of the comments received and the associated responses are provided further in this report.

#### **Previous Commercial Zoning Approval**

Previously, on September 13, 2016, Council passed by-law 5895-16 to rezone the subject property from "Rural - RU" to "Shopping Centre Commercial Exception Zone – C4-27". This rezoning was to permit a multi-tenant commercial building and restaurant on the site. At the time, the Town's Comprehensive Zoning By-law was By-law No, 2213-

78. The site-specific exceptions from that rezoning application have carried forward to the Town's current Zoning By-law No. 6000-17, through the current C4 (464) Exception. The previously approved commercial rezoning is no longer being pursued by the applicant, due to larger commercial growth that has occurred in the area east of Leslie Street, with residential development being considered more suitable and appropriate for the site moving forward.

## **Location / Land Use**

The subject lands are municipally known as 1452-1460 Wellington Street East and are located on the north side of Wellington Street East, just west of Leslie Street. The property is generally rectangular in size and has an approximate area of 0.6 hectares (1.5 acres), with a frontage of 77 metres. The parcel currently contains one vacant single detached residential dwelling and a detached accessory garage.

## **Surrounding Land Uses**

The surrounding land uses are as follows:

**North:** Immediately abutting the property to the north is 15286 Leslie Street, which has been approved as a higher density residential development consisting of 6-storey buildings (Polo Club).

**South:** Immediately to the south of the subject property is Wellington Street East, and across is currently vacant land being 1289 Wellington Street East, which is considered for higher density residential development.

**East:** Abutting the subject property to the east is an Esso gas station and associated Tim Hortons. Across Leslie Street is a large commercial plaza known as SmartCentres Aurora North, which is recognized as a Regional Commercial Centre.

**West:** An existing single detached residential dwelling is immediately to the west of the subject property (1426 Wellington Street East), followed further to the west by the Stronach Aurora Recreation Complex, Central York Fire Station, and then a medium density residential development (Aurora Views).

## **Policy Context**

The following provincial, regional, and local municipal policy documents guide the review and evaluation of development proposals within the Town. An overview of these guiding documents is provided as follows:

## **Provincial Policies**

All *Planning Act* development applications are subject to provincial policies. The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest. These policies support the development of strong communities through the promotion of efficient land use and development patterns. All planning decisions shall be consistent with the policies and directions of the PPS, including providing a mix of housing and ensuring a compact and efficient built form.

The Growth Plan for the Greater Golden Horseshoe is a guiding document for growth management within the Greater Golden Horseshoe (GGH) Area to 2051. The Growth Plan provides a framework which guide decisions on how land will be planned, designated, zoned and designed. The Growth Plan recognizes the subject lands as part of the Built-Up Area, able to accommodate residential development and intensification.

The Lake Simcoe Protection Plan (LSPP) is a provincial document that provides policies which addresses aquatic life, water quality, water quantity, shorelines and natural heritage, other threats and activities (including invasive species, climate change and recreational activities) and implementation. The proposal has been reviewed by the LSRCA and is not located with the Regulated Area or any hazard areas.

## **York Region Official Plan (YROP)**

The subject lands are designated as part of the Urban Area within the YROP. Urban Areas are planned to accommodate a significant portion of growth for the Region through intensification. Wellington Street East is also considered a Regional Road, with the application having been reviewed by the Region with no negative impacts anticipated. Access on Wellington Street East will be right-in and right-out only.

Section 7.3.8 of the Region of York Official Plan states that amendments to local Official Plans may be exempt from Regional approval if they are of local significance and no Regional interest is adversely affected. The proposed Official Plan Amendment has been reviewed and deemed a local matter by the Region with no expected adverse impacts to the Regional road or greenlands system, and as such has been exempted from Regional approval.

## **Town of Aurora Official Plan (OPA 30)**

The subject lands are part of the Bayview Northeast Area 2B Secondary Plan and are designated as “Community Commercial” by the Official Plan. This designation was implemented by Council through OPA 30 in 2000. It is the intent of this designation to

promote neighbourhood scale commercial opportunities to service the local community. The applicant is proposing to redesignate the subject lands to “Medium-High Density Residential” to facilitate the townhouse development.

### **Town of Aurora Zoning By-law 6000-17, as amended**

The property is currently zoned “Community Commercial C4 (464) Exception Zone”, which, as previously described, was part of a site-specific rezoning application approved in 2016 to permit commercial uses for the site. Again, due to the large commercial development that has occurred east of Leslie Street, residential uses are now being considered as a more appropriate use of the site.

### **Reports and Studies**

The Owner submitted the following documents as part of a complete application:

<b>Report Name</b>	<b>Report Author</b>
Architectural Drawings	Hyphen Studio
Construction Management Plan	Site Plan Tech Inc.
Draft OPA and ZBA	JKO Planning
Lighting and Electrical Details Plan	Hyphen Studio
Environmental Impact Study	Beacon Environmental
Noise Assessment	YCA Engineering
Erosion and Sediment Control Plan	Site Plan Tech Inc.
Grading Plan	Site Plan Tech Inc.
Hydrogeological Study and Geotechnical Investigation	Fisher Engineering
Landscape Plan and Details	Marten-Nikzad Landscape Architects
Pedestrian and Bicycle Circulation Plan	Trans-Plan Engineering
Phase 1 and 2 ESA	Fisher Environmental
Planning Justification Report	JKO Planning

Report Name	Report Author
Servicing and SWM Report, Drainage Plans	Site Plan Tech Inc.
Green Development Summary	JKO Planning
Stage 1 and 2 Archaeological Assessment	TMHC Inc.
Streetscape Plan	Marten-Nikzad Landscape Architects
Topographic Survey and Draft Plan	WAHBA Surveying
Traffic Management Plan and Transportation Study	Trans-Plan Engineering
Tree Inventory and Preservation Plan	Kuntz Forestry Consulting Inc.
Urban Design Brief	Hyphen Studio

## Proposed Applications

The following is an overview of the subject planning applications as they relate to the implementation of the proposed development:

### Proposed Official Plan Amendment:

As shown in Figure 2, the applicant is proposing to amend the existing Official Plan designation from “Community Commercial” to “Medium-High Density Residential” for the entire site. The Medium-High Density Residential designation permits townhouses, with height permissions up to 4-storeys, and a maximum density of 99 units per hectare.

The draft Official Plan Amendment is included under Appendix A.

### Proposed Zoning By-law Amendment:

As shown in Figure 3, the Applicant proposes to rezone the subject lands from “Community Commercial C4 (464) Exception Zone” to “Townhouse Dwelling R8 (X) Exception Zone” across the entire site to permit the townhouse built form.



The draft Zoning By-law is included under Appendix B, and the following is a table to compare the differences between the parent R8 zoning requirements with the proposed Exception Zone standards:

	Parent R8 Zone Requirements	Proposed R8 (X) Exception Zone
Permitted Uses	Townhouse Dwelling Units	Townhouse Dwelling Units
Lot Area (minimum)	180 m <sup>2</sup> per unit	112.5 m <sup>2</sup> per unit*
Lot Frontage	6 m per unit	5.7 m per unit*
Front Yard (minimum)	7.5 m	1.05 m*
Rear Yard (minimum)	7.5 m	7.0 m for units in northern block* 0 m for units in central and southern blocks*
Interior Side Yard (minimum)	1.5 m for end units 0.0 m for internal units	1.22 m along the east and west lot lines for end units* 0.0 m for internal units
Minimum Parking	1.5 space / unit Min. 20% Visitors - (9 spaces) 54 required in total based on 30 units	2 spaces / unit 6 visitor spaces* 66 provided in total based on the 30 units
Lot Coverage (maximum)	50%	36.5%

	Parent R8 Zone Requirements	Proposed R8 (X) Exception Zone
Height (maximum)	10 m	14.05 m*

Note: The proposed bylaw exceptions are specifically labelled with an asterisk “\*”. Final zoning performance standards will be evaluated by Staff in detail prior to the implementing Zoning By-law Amendment being brought forward to Council for enactment.

The proposed two parking spots per unit exceed the requirements of the Zoning By-law. Additionally, 6 visitors parking spots are provided, and although this is lower than the Zoning By-law requirement of 20% of total required spots to be for visitors (9 spots), the surplus of spots provided on each unit lowers the dependency for visitors parking. The appropriate barrier-free spot is also provided. The proposed maximum lot coverage is also below the parent R8 zone permission of 50%, and the proposed heights are able to correspond with the implementing Official Plan designation by being under 4-storeys. Remaining exceptions are able to support the appropriate function and utilization of the site overall.

The three-year sunset clause provision has also been implemented into the proposed site-specific zoning to ensure the timely development of the site and delivery of housing.

#### **Proposed Plan of Subdivision and future Part Lot Control Exemption and Plan of Condominium Applications:**

The Draft Plan of Subdivision will ultimately result in the existing Block 3 and 4 being identified under one common block/lot. The proposed Draft Plan of Subdivision is considered a technical application that is needed to establish a clearly defined M-Plan and title over the parcel, which can then be used to facilitate a future Part Lot Control Exemption application that defines the exact building lot dimensions.

A Part Lot Control Exemption application will be submitted to the Town after initial construction begins and the building foundations are poured, as this makes it easier to determine the accurate and exact property boundaries between each of the townhouse units. Further, a Plan of Condominium application will also be required to establish common elements, such as the internal roadway.

**Proposed Site Plan:**

The owner concurrently submitted a site plan application, as shown in Figure 5, for the creation of the thirty (30) 3.5-storey common element condominiums, accessed by an internal roadway from the north side of Wellington Street East. The site will feature 12 units in the northernmost row of townhouses, 8 units in the central row, and 10 units in the southernmost row fronting onto Wellington Street East. Each unit will contain two parking spots, and then an additional visitors parking area is also provided at the west of the site (6 spots, including 1 barrier-free). The buildings are designed with hipped roofs and dormers to provide articulation along the streetscape. A playground area and dog park are also incorporated on site, with privacy fencing to be erected along the property boundaries.

Due to Provincial Bill 109, site plan approval is delegated to Staff. Once the land use permissions of the Official Plan and Zoning are established, approval will then be considered for the site plan, with the appropriate conditions of site plan approval also developed.

**Analysis****Planning Considerations**

**The proposed development has been exempted from Regional approval and conforms to the policy directions of the Province, Region and Town**

**Consistency with the Provincial Policy Statement (PPS)**

It is Planning Staff's opinion that the proposed applications are consistent with the PPS. The proposal contemplates the efficient infill development of a site that helps contribute to an appropriate increase in density, being 51 units per hectare. The existing vacant residential lot is underutilized, and the proposal represents an opportunity to provide housing in close proximity to existing amenities and public transportation facilities as part of the wise use of land and resources in building a complete and sustainable community.

**Conformity with the Growth Plan**

It is Planning Staff's opinion that the proposal also conforms to the Growth Plan. The development site is located within the established Built-Up Area of the Growth Plan, which is designed to promote development and appropriate intensification through

infill. The proposal assists the Town in meeting population growth, housing, and intensification targets, while also promoting the wise use of municipal infrastructure and land. The proposal also provides intensification near the intersection of Arterial Roads and in proximity to a variety of social and commercial amenities to help promote community service facility effectiveness.

#### **Conformity to the Lake Simcoe Protection Plan (LSPP)**

It is Planning Staff's opinion that the proposed development conforms to the Lake Simcoe Protection Plan. The LSRCA has reviewed and has no objection to the approval of the subject applications as presented. Appropriate conditions will also be included as part of the future site plan approval. The subject lands are located outside of the LSRCA regulated limits and accordingly no Regulation Permit is required. The subject lands are also free from any natural hazards and are outside of hazardous lands.

#### **Conformity to the York Region Official Plan (YROP)**

The proposal implements Regional policies by supporting a mix and range of unit and lot sizes, and represents a modest increase in density while promoting local access to transit, commerce, and community services and facilities. The proposed development is consistent with the overall densities and built form of the surrounding area and redevelops an underutilized parcel of land to assist in meeting intensification and residential housing objectives, without any negative impacts to the Natural Heritage System or Regional road. As part of the Region's review, access to the site is to be limited to right-in and right-out only, and the median along Wellington Street East will feature knockdown bollards that enable appropriate and timely emergency access as needed.

Further, Section 7.3.8 of the YROP states that amendments to local Official Plans may be exempt from Regional approval if they are of local significance and no Regional interest is adversely affected. The proposed Official Plan Amendment is considered a local matter by the Region and has been exempted from approval by the Region after a detailed review by planning, engineering, and transportation staff determined there would be no adverse impacts resulting from the proposal.

#### **Conformity to the Town of Aurora Official Plan**

Planning Staff are of the opinion that the proposed development conforms to the land use and development policies of the Official Plan and is compatible with the surrounding land uses. The introduction of thirty new townhouse units will assist the Town in achieving its residential intensification targets while not disrupting areas of the

natural environment. The proposal aligns with the Official Plan by encouraging residential units that are accessible by transit, and in close proximity to social and service amenities. Further, the proposed density of 51 units per hectare aligns with the Medium-High Density Residential permission of not exceeding 99 units per hectare. The proposal features high quality design that will enhance the streetscape, and the proposed heights are within the permission of the designation.

Although the property was previously pursued for and designated to permit commercial uses, the expansion of other existing commercial uses east of Leslie Street now favours residential uses on this site, as the market viability of these lands have changed. The proposal of residential townhouses ultimately supports the provision of a range and mix of housing sizes, densities, designs, and prices to meet the needs of current and future residents of Aurora, in an appropriate and highly accessible location.

#### **Conformity to the Town's Zoning By-law 6000-17, as amended**

Planning staff are of the opinion that the proposed development is appropriate and compatible with adjacent and neighbouring development, and that the by-law exceptions are appropriate to facilitate the development. The proposed R8 zoning is the same as has been applied to the townhouse developments to the west on Wellington Street East. Further, the site-specific exceptions enable alignment with the proposed Official Plan designation, which permit heights up to four storeys. There are no concerns with parking, as each unit is able to accommodate two spaces each, which exceeds the requirements of the Zoning By-law and helps to reduce dependency on visitors parking. Sufficient amenity area is also provided through dedicated playground area and a dog park along the western boundary, and the proposal represents a balance of open and green space relative to the building areas.

**The proposal is subject to Site Plan approval, which has been delegated to staff under Provincial Bill 109, as well as future applications for Part Lot Control Exemption and a Plan of Condominium, which will require Council approval**

Bill 109 has resulted in the delegated approval of site plan applications to staff. Once the parent permissions for the property have been established to enable the townhouse built form via approval of the subject Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision, staff will proceed with approval of the related site plan application.



Further, the applicant will also be required to submit a future Part Lot Control Exemption application to define the specific lot boundaries, as well as a Plan of Condominium, to establish the common elements of the site, including the road.

Approval of the site plan application will necessitate the owner to enter into a Development Agreement and ensure all related conditions of site plan approval are satisfied.

## Department / Agency Comments

**All external agencies and Town staff have completed their review and have no objections to the approval of the subject applications**

Department/Agency	Comments
Building Division	No objections.
Engineering Division	No objections.
Operational Services (Parks)	No objections.
Operational Services (Public Works)	No objections.
Transportation/Traffic	No objections.
York Region	No objections.
LSRCA	No objections.

The appropriate conditions of draft plan approval have also been included, as listed in Appendix C, with further conditions to apply as part of the subsequent approval of the related Site Plan Application.

## Public Comments

Planning Staff have received comments from the public on the proposed planning applications. Below is a summary of key comments and the respective responses.

**Well water monitoring and impact mitigation:** A Hydrogeology Study has been prepared for the subject application and reviewed by the Town and LSRCA. No impacts to wells are anticipated, and to ensure no impacts occur, the applicant will be required to

continually monitor adjacent wells and water supply, with the appropriate technical conditions required as part of approval of the development.

**Replacement/Impacts to boundary tree** – A general boundary tree is located at the southwest area of the subject site, with roots shared across the neighbouring property to the west. A tree inventory and preservation plan has been provided by the applicant, with any replacement of this tree to be appropriately accommodated for the neighbouring property. Appropriate conditions of approval will also be implemented, as well as the requirement to conform to the Town's Tree Protection By-law through the construction process.

**Noise and light pollution impacts** – The subject proposal will consist of noise and light abatement fencing, in particular on the east and west sides, to mitigate any potential noise and light pollution impacts, and will be required to be installed to the satisfaction of the Town. The appropriate conditions of approval will also be implemented.

**Streetscape and Design** – The design of the townhouse blocks has been revised slightly to incorporate feedback received regarding the style of the buildings, in particular as they face a major Town gateway along Wellington Street East. Provincial Bill 23 no longer enables urban design review of applications, however the applicant adjusted the pitch of the roof lines and enhanced the style of the blocks through the introduction of dormers and gables to provide better articulation of the public realm along the streetscape. The proposal is also supported by high quality landscaping, particularly along the front yard.

**Traffic and Left Turning** – Concern was noted about the potential of left turns occurring out of the subject property. Access to the site will be limited to right-in and right-out only. Knockdown bollards will also be required in the median along Wellington Street East to prevent any left turning, while still enabling appropriate emergency services access to the site. A traffic management plan and transportation study was also prepared and reviewed to the satisfaction of the Town and York Region, with no negative impacts anticipated.

### **Advisory Committee Review**

Not applicable.

## **Legal Considerations**

Subsections 22(7) and 22(7.0.2) of the Planning Act states that if Council refuses the Official Plan Amendment application or fails to make a decision on it within 120 days after the receipt of the application, the applicant (or the Minister) may appeal the application to the Ontario Land Tribunal (OLT).

Subsection 34(11.0.0.0.1) of the Planning Act states that if the passing of a Zoning Bylaw Amendment also requires an amendment to the Official Plan, and that if both applications are made on the same day, and Council refuses the Zoning By-law Amendment application or fails to make a decision on it within 120 days after the receipt of the application, then the applicant (or Minister) may appeal the application to the OLT.

Section 51(34) of the Planning Act states that if Council fails to make a decision on the subdivision application within 120 days after the receipt of the application, the applicant may appeal the application to the OLT. If Council approves or refuses the application, then the applicant may appeal to the OLT after receiving notice of Council's decision. The applicant can appeal the decision as well as the conditions of approval.

The applications were received in September of 2022 and therefore, the applicant may appeal to the OLT at any time.

## **Financial Implications**

There are no financial implications arising from this report.

## **Communications Considerations**

On October 19, 2022, a Notice of Complete Application respecting the subject applications was provided.

On February 27, 2023, a Community Information Meeting was held, with appropriate notice provided to the local community.

On March 21, 2023, a statutory Public Meeting was held, with Notices provided through mail, to all Interested Parties, publication in the newspaper, and signage on the property.

All communication requirements as directed by the *Planning Act* have been satisfied. Notices of Council's Decision on the subject applications will also be provided accordingly.

Additionally, the Town will inform the public about this information contained in this report by posting it to the Town's website.

## **Climate Change Considerations**

The following actions have been taken into consideration:

- A peer-reviewed Natural Heritage Evaluation was conducted to ensure protection of local features, to the satisfaction of the Region as evidenced through Regional approval exemption.
- Low Impact Development (LID) measures are being employed to maintain and enhance the post-development water balance.
- Park and amenity space is provided on-site.
- New and enhanced native landscape plantings are provided.
- Commitments by the applicant are in place for high efficiency, low-flow fixtures.
- Green Development Standards report submitted as part of application to implement the above noted measures.

Overall, the applications support the climate change objectives from the Community Energy Plan and Town Official Plan and will also be able to capitalize on alternative transportation methods including walking, cycling and public transit due to the centralized location of the site with close proximity to commercial and recreational amenities.

## **Link to Strategic Plan**

The proposed applications support the Strategic Plan goal of Supporting an exceptional quality of life for all through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

Strengthening the fabric of our community: Through the review and approval of the Zoning By-law Amendment, Official Plan Amendment and Draft Plan of Subdivision applications, housing opportunities are created that assist in achieving growth targets while providing housing opportunities for everyone.

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

1. Refusal of the subject applications with an explanation for the refusal.

## **Conclusions**

Planning and Building Services reviewed the proposed Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision in accordance with the provisions of Provincial, Regional and Town policies and development standards. The proposal represents good planning and staff recommend approval of the subject applications, with the implementing Official Plan Amendment and Zoning By-law documents to be brought forward at a future Council meeting.

## **Attachments**

Appendix A – Draft Official Plan Amendment  
Appendix B – Draft Zoning By-law Amendment  
Appendix C – Draft Plan of Subdivision Conditions of Approval

Figure 1 – Location Map  
Figure 2 – Proposed Official Plan Designation  
Figure 3 – Proposed Zoning  
Figure 4 – Proposed Draft Plan of Subdivision  
Figure 5 – Site Plan and Architectural Package

## **Previous Reports**

Public Planning Report No. PDS23-033, dated March 21, 2023.

## **Pre-submission Review**

Agenda Management Team review on August 31, 2023

## **Approvals**

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



# APPENDIX 'A' - DRAFT OFFICIAL PLAN AMENDMENT

**The Corporation of the Town of Aurora**

**By-law Number XXXX-23**

**Being a By-law to amend By-law Number 5285-10 as amended, to  
adopt Official Plan Amendment No. XX**

**Whereas** on September 28, 2010, the Council of The Corporation of the Town of Aurora (the "Town") enacted By-law Number 5285-10, as amended, to adopt the Official Plan for the Town of Aurora (the "Official Plan")

**And whereas** authority is given to Council pursuant to the Planning Act, R.S.O. 1990, c. P.13, as amended (the "Planning Act") to pass a by-law amending the Official Plan;

**And whereas** the Council of the Town deems it necessary and expedient to further amend the Official Plan;

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

1. Official Plan Amendment No. XX to the Official Plan, attached and forming part of this by-law, be and is hereby adopted.
2. This By-law shall come into full force subject to compliance with the provisions of the Planning Act and subject to compliance with such provisions, this By-law will take effect from the date of final passage hereof.

**Enacted by Town of Aurora Council this \_\_\_\_ of \_\_\_\_\_, 2023.**

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**Tom Mrakas, Mayor**

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**Michael de Rond, Town Clerk**

**By-law Number XXXX-23**

**Amendment No. XX**

**To the Official Plan for the Town of Aurora**

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**Statement of Components**

**Part 1 – The Preamble**

1. Introduction
2. Purpose of the Amendment
3. Location
4. Basis of the Amendment

**Part II – The Amendment**

1. Introduction
2. Details of the Amendment
3. Implementation and Interpretation

**Part III – The Appendices**

**By-law Number XXXX-23****Part I – The Preamble****1. Introduction**

This part of the Official Plan Amendment No XX (the “Amendment”), entitled Part I – The Preamble, explains the purpose and location of this Amendment, and provides an overview of the reasons for it. It is for explanatory purposes only and does not form part of the Amendment.

**2. Purpose of the Amendment**

The purpose of this Amendment is to redesignate the subject lands from “Community Commercial” to “Medium-High Density Residential”. The Amendment will allow a common element condominium containing townhouse units within the “Medium-High Density Residential” designation.

**3. Location**

The lands affected by this Amendment are located on the north side of Wellington Street East, west of Leslie Street. They are municipally known as 1452-1460 Wellington Street East, having a lot frontage of approximately 76.5 m along the north side of Wellington Street East and a lot area of approximately 0.58 ha, and are legally described as LOT 3 AND 4 REGISTERED PLAN 525 in the Town of Aurora, Regional Municipality of York (the “Subject Lands”).

Past use of the subject lands has been a single detached residential dwelling which exists to this day.

**4. Basis of the Amendment**

The basis of the Amendment is as follows:

- 4.1 Official Plan Amendment, Zoning By-law Amendment and Draft Plan of Subdivision applications were submitted to the Town for consideration to permit the development of 30 townhouse dwellings. The proposed development is supported by technical studies submitted by the applicant, as review by the Town, which establishes that the lands can be developed for residential uses.
- 4.2 The Official Plan Amendment application was submitted to redesignate the subject lands from “Community Commercial” to “Medium-High Density Residential”. The “Medium-High Density Residential” designation will permit the townhouse development.
- 4.3 A statutory public meeting was held on March 21, 2023, to obtain input from the public and Council.

**By-law Number XXXX-23**

- 4.4 The Amendment is consistent with the applicable Provincial Policies and Plans
- 4.5 The Amendment is consistent with the Region of York Official Plan
- 4.6 The Region of York has exempted the subject amendment from Regional Approval authority, with delegation provided to the Town of Aurora.

**Part II – The Amendment****1. Introduction**

This part of the Amendment entitled Part II – The Amendment, consisting of the following text and attached maps, designated as Schedule “A”, constitutes Amendment No. XX to the Official Plan

**2. Details of the Amendment**

The Official Plan be and is hereby amended as follows:

- Item (1): Schedule “A” – Structure Plan, being part of the Town of Aurora Official Plan, be and is hereby amended by changing the “Community Commercial” designation for the Subject Lands described as 1452-1460 Wellington Street East, Town of Aurora in the Regional Municipality of York, to “Medium-High Density Residential”, as shown of Schedule “A” – Land Use Plan, attached hereto and forming part of this Amendment.

**Implementation**

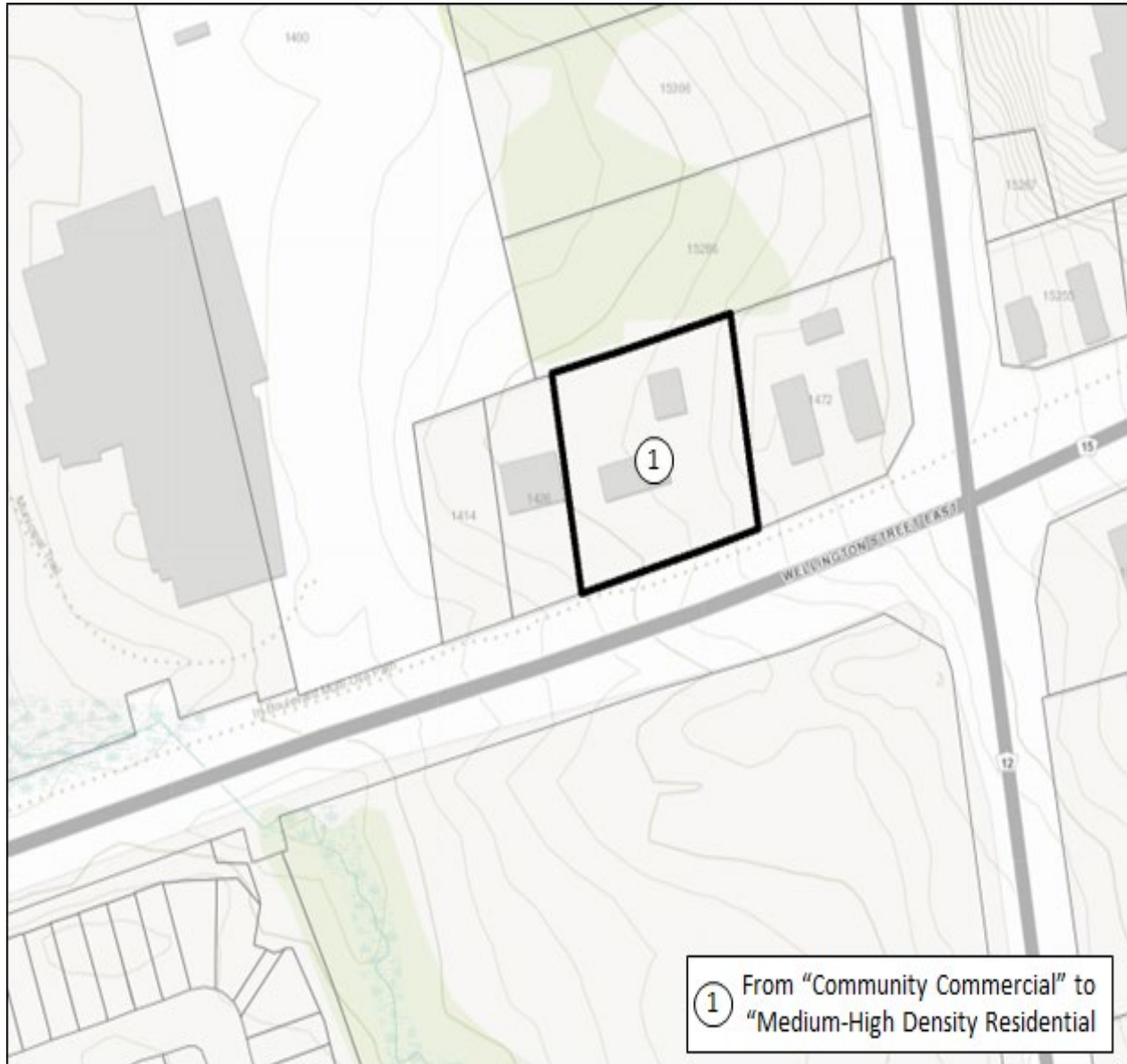
This Amendment has been considered in accordance with the provisions of the Official Plan. The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan.


**Part III – The Appendices**

Schedule “A” – Land Use Plan

By-law Number XXXX-23

Schedule "A" – Land Use Plan to OPA No. XX



 Area Subject to OPA No. XX

# APPENDIX 'B' - DRAFT ZONING BY-LAW

## The Corporation of the Town of Aurora

### By-law Number XXXX-23

#### **Being a By-law to amend By-law Number 6000-17, as amended, respecting the lands municipally known as 1452-1460 Wellington Street East (File No. ZBA-2022-06)**

**Whereas** under section 34 of the Planning Act, R.S.O. 1990, c. P.13, as amended (the “Planning Act”), zoning by-laws may be passed by the councils of local municipalities to prohibit and regulate the use of land, buildings and structures;

**And whereas** on June 27, 2017, the Council of The Corporation of the Town of Aurora (the “Town”) enacted By-law Number 6000-17 (the “Zoning By-law”), which Zoning By-law was appealed to the Ontario Municipal Board (the “OMB”);

**And whereas** on January 29, 2018, the OMB made an order, in accordance with subsection 34(31) of the Planning Act, providing that any part of the Zoning By-law not in issue in the appeal shall be deemed to have come into force on the day the Zoning By-law was passed;

**And whereas** the OMB and the Local Planning Appeal Tribunal (the “LPAT”) is continued under the name Ontario Land Tribunal (the “OLT”), and any reference to the Ontario Municipal Board or the OMB or Local Planning Appeal Tribunal or LPAT is deemed to be a reference to the OLT;

**And whereas** the Council of the Town deems it necessary and expedient to further amend the Zoning By-law;

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

1. The Zoning By-law be and is hereby amended to replace the “Community Commercial C4 (464) Zone” zoning category applying to the lands shown in hatching on Schedule “A” attached hereto and forming part of this By-law with “Townhouse Dwelling Residential R8 (XXX) Exception Zone”.
2. The Zoning By-law be and is hereby amended to add the following:

<b>Parent Zone:</b> R8 <b>Exception No.:</b> XXX	<b>Map:</b> 8	<b>Previous Zone:</b> <b>C4 (464)</b>
<b>Municipal Address:</b> 1452 & 1460 Wellington Street East		



<b>Legal Description:</b> LOTS 3 AND 4 REGISTERED PLAN 525, TOWN OF AURORA	
<b>24.XXX.1 Permitted Uses:</b>	
Only the following uses are permitted:	
<ul style="list-style-type: none"> <li>Dwelling, Townhouse</li> </ul>	
<b>24.XXX.2 Zone Requirements</b>	
<p>Notwithstanding the definition of Lot in Section 3 of this By-law, for the purposes of this zone category a lot shall be deemed to mean the whole of one Lot fronting on a private right-of-way as shown on a registered plan of condominium pursuant to the Condominium Act, 1998 and the yard requirements and other provisions of the by-law shall be applied to each unit situated on each individual lot.</p> <p>In addition to the definition of a Street, or Road, Public, for the purposes of this zone category a public street or road shall also include a private right-of-way as shown on a registered plan of condominium pursuant to the Condominium Act, 1998.</p> <p>For the purpose of this zone category the Lot Line along a private right-of-way as shown on a registered plan of condominium pursuant to the Condominium Act, 1998 is deemed to be the Lot Frontage.</p> <p>For the purpose of measuring front and exterior side yard setbacks on corner lots with rounding's and daylight triangles, the property line shall be deemed to be the extension of the front and exterior side yard lot lines to the point of intersection.</p>	
<b>24.XXX.2 1 Lot Specifications</b>	
Lot Area (minimum)	112.5 square metres
Lot Frontage (minimum)	5.7 metres per lot
Front Yard (minimum)	1.05 metres
Rear Yard (minimum)	0 metres - for those units located within the central and southerly development blocks 7 metres – for those units located within the northerly development block
Interior Side Yard (minimum)	1.22 metres along the east lot line 1.22 metres along the west lot line
Aisle Width (minimum)	6.0 metres
<b>24.XXX.2 2 Building Specifications</b>	
Height (maximum)	14.05 metres
<b>24.XXX.3 3 Landscape Buffers</b>	
Minimum Landscape Buffer	1.22 metres along east lot line 0.4 metres along west lot line
<b>24.XXX.4 4 Parking</b>	
Minimum Parking	2 spaces/unit 6 visitor spaces

3. This By-law shall come into full force subject to compliance with the provisions of the Planning Act and subject to compliance with such provisions, this By-law will take effect from the date of final passage hereof.
4. If a building permit that is appropriate for the development has not been issued under the Building Code Act, 1992, S.O. 1992, c. 23, as amended, for any building or structure so authorized within three (3) years from enactment of this By-law, then this By-law shall automatically repeal and if so repealed, the zoning of the lands will revert to the original zoning.

**Enacted by Town of Aurora Council this \_\_\_\_\_ day of \_\_\_\_\_, 2023**

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

\_\_\_\_\_  
**Michael de Rond, Town Clerk**

**Explanatory Note:**

Re: By-law Number XXXX-23

By-law Number XXXX-23 has the following purpose and effect:

To amend By-law 6000-17, as amended, the Zoning By-law in effect in the Town of Aurora, to rezone the subject property from “Community Commercial C4 (464) Zone” to “Townhouse Dwelling Residential R8(XXX) Exception Zone”.

The rezoning will permit a draft plan of subdivision with a total of 30 townhouse dwelling units.

**Schedule "A"**

**Location:** LOTS 3 AND 4 REGISTERED PLAN 525, TOWN OF AURORA



Area Subject to By-law XXXX-23



**APPENDIX 'C' - DRAFT PLAN OF SUBDIVISION CONDITIONS OF APPROVAL****Schedule "A"****CONDITIONS OF APPROVAL**

**DRAFT PLAN OF SUBDIVISION (SUB-2022-01)  
LIVEWELL ON WELLINGTON GENERAL PARTNERS LTD.  
1460 and 1452 Wellington Street East, legally described as Lots 3 and 4, Plan 525,  
Aurora, being all of PIN 03642-0029 (the "Lands")**

**DRAFT PLAN APPROVAL AND THE FOLLOWING DRAFT PLAN CONDITIONS LAPSE AT THE EXPIRATION OF THREE YEARS FROM SEPTEMBER 26, 2023, BEING THE DATE THAT THE DRAFT PLAN OF THE LANDS HAS BEEN APPROVED BY COUNCIL. PROVIDED THAT DRAFT PLAN APPROVAL HAS NOT LAPSED, COUNCIL MAY, AT ITS SOLE DISCRETION, EXTEND THE APPROVAL.**

**THE CONDITIONS OF AURORA COUNCIL THAT SHALL BE SATISFIED BY THE OWNER OF THE LANDS (THE "OWNER") PRIOR TO THE RELEASE FOR REGISTRATION OF ANY M-PLAN OF THE LANDS (THE "PLAN"), ARE AS FOLLOWS:**

**Planning Division Conditions**

1. The final draft plan prepared by WAHBA Surveying dated July 27, 2023 with respect to the creation of 1 block on a plan of subdivision (the "Draft Plan") and associated conditions of Draft Plan approval shall be amended to the satisfaction of the Planning Division, if revisions are required to implement or integrate any recommendations resulting from studies required as a condition of Draft Plan approval. Further, minor redline revisions to the Draft Plan may also be required to ensure property alignment with existing or proposed lots, blocks, streets, and/or facilities on lands adjacent to the Draft Plan.
2. Prior to the release for registration of the M-Plan, the Owner shall submit, to the satisfaction of the Planning Division, the final draft M-Plan in the following form:
  - a) an electronic and hardcopy version of the signed white paper print approved by the Land Registry Office for registration;
  - b) one (1) original mylar;
  - c) two (2) mylar duplicates; and
  - d) three (3) white paper prints, one (1) of which contains an A.O.L.S form.
3. Prior to the release for registration of the M-Plan, the Lands shall be:
  - a) appropriately designated in the Official Plan by a official plan by-law that has come into effect in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended (the "*Planning Act*"); and
  - b) appropriately zoned by a zoning by-law that has come into effect in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c.P.13, as amended (the "*Planning Act*"), including any terms under which the Town's Council will consider the removal of a holding "H" symbol, if applicable.

**Legal Services Division Conditions**

4. Prior to the release for registration of the Plan, the Owner shall provide to the satisfaction of the Town Solicitor, a Solicitor's Title Opinion for the Lands together with:

- a) the final draft M-Plan signed by the Surveyor and related Plan Document as preapproved by the Land Registry Office to be submitted for registration;
- b) the Surveyor's Frontage and Area Certificate for the draft M-Plan;
- c) an updated copy of the title PIN(s) for the Lands; and
- d) a Certificate of Corporate Status and Clear Writ of Execution for the Owner.

**York Region Conditions**

5. Refer to attached Schedule A.1.

**Lake Simcoe Region and Conservation Authority Conditions**

6. That the subdivision approval is applicable to the Draft Plan prepared by WAHBA Surveying, dated July 27, 2023, and may be subject to redline revisions based on the detailed technical plans and studies.
7. That the owner agree to comply with all other conditions as may be imposed by the LSRCA through the proposed Site Plan Application (SP-2022-10) approval process as only one agreement is being prepared by the Municipality for both Planning Act Applications.
8. That prior to final approval, the owner shall pay all development fees to the LSRCA in accordance with the approved fees policy, under the *Conservation Authorities Act*.

**Clearances**

9. The Town's Planning Division shall advise that Conditions 1-3 have been satisfied, stating briefly how each condition has been met.
10. The Town's Legal Services Division shall advise that Condition 4 has been satisfied, stating briefly how this condition has been met.
11. York Region shall advise that Condition 5 has been satisfied; the clearance letter shall include a brief statement detailing how this condition has been met.
12. The Lake Simcoe Region Conservation Authority shall advise that Conditions 6-8 have been satisfied; the clearance letter shall include a brief statement detailing how each condition has been met.



Schedule "A.1"

**YORK REGION CONDITIONS OF APPROVAL**

**Schedule of Pre - Conditions**  
**Draft Plan of Subdivision**  
**SUB-2022-01**  
**(Livewell on Wellington)**  
**1452 and 1460 Wellington Street East**  
**Town of Aurora**

Re: WAHBA Surveying, Project No.: 22-064, dated July 27, 2023

**The following pre-conditions are applicable in the event that draft plan approval is given prior to Council approval of adequate servicing allocation to the subject development:**

1. Prior to or concurrent with draft plan approval for any residential units, the owner shall enter into an agreement with the Town of Aurora, which agreement shall be registered on title, committing the owner to:
  - A. Not enter into any agreements of purchase and sale with end users (\*) for the subject lands until such time as:
    - a. The Council of the Town of Aurora has allocated or transferred, within the limit of the Regional capacity assignment, adequate unrestricted water and wastewater servicing capacities to the subject development;
    - or
    - b. The Council of the Town of Aurora has allocated capacity to the subject development that is dependent upon the completion of a trigger project(s) and York Region has advised in writing that the expected completion date of the trigger project(s) is within twelve (12) months;
    - or
    - c. the Regional Commissioner of Public Works and the Town of Aurora confirm servicing capacity for this development by a suitable alternative method and the Town of Aurora allocates the capacity to this development.

AND

  - B. Not enter into any agreements of purchase and sale with non end users for the subject lands unless the agreement of purchase and sale contains a condition that requires the purchaser and any subsequent purchasers to enter into a separate agreement with the Town of Aurora. This agreement shall be registered on title, committing the owner to the same terms as set out in item A above.
2. Prior to draft plan approval for any residential units, the owner shall enter into an indemnity agreement with York Region, which agreement shall be registered on title,

acknowledging that the Interim Servicing Solutions for Aurora, Newmarket and East Gwillimbury projects are still underway, and agreeing to save harmless York Region from any claim or action as a result of York Region releasing conditions and pre-conditions of draft approval as part of the draft approval of Plan of Subdivision (SUB-2022-01), or any phase thereof, including, but not limited to claims or actions resulting from (i) water or sanitary sewer service not being available when anticipated, or (ii) the unavailability of water or sanitary sewer service. The agreement shall include a provision that requires all subsequent purchasers of the subject lands, to enter into a separate agreement with York Region as a condition of the agreement of purchase and sale, agreeing to indemnify York Region on the same terms and conditions as the owner.

(\*) the term 'end users', for the purpose of the above-noted pre-conditions, is defined as the eventual homeowner who is purchasing a dwelling an individual lot containing a dwelling for the purpose of occupancy.

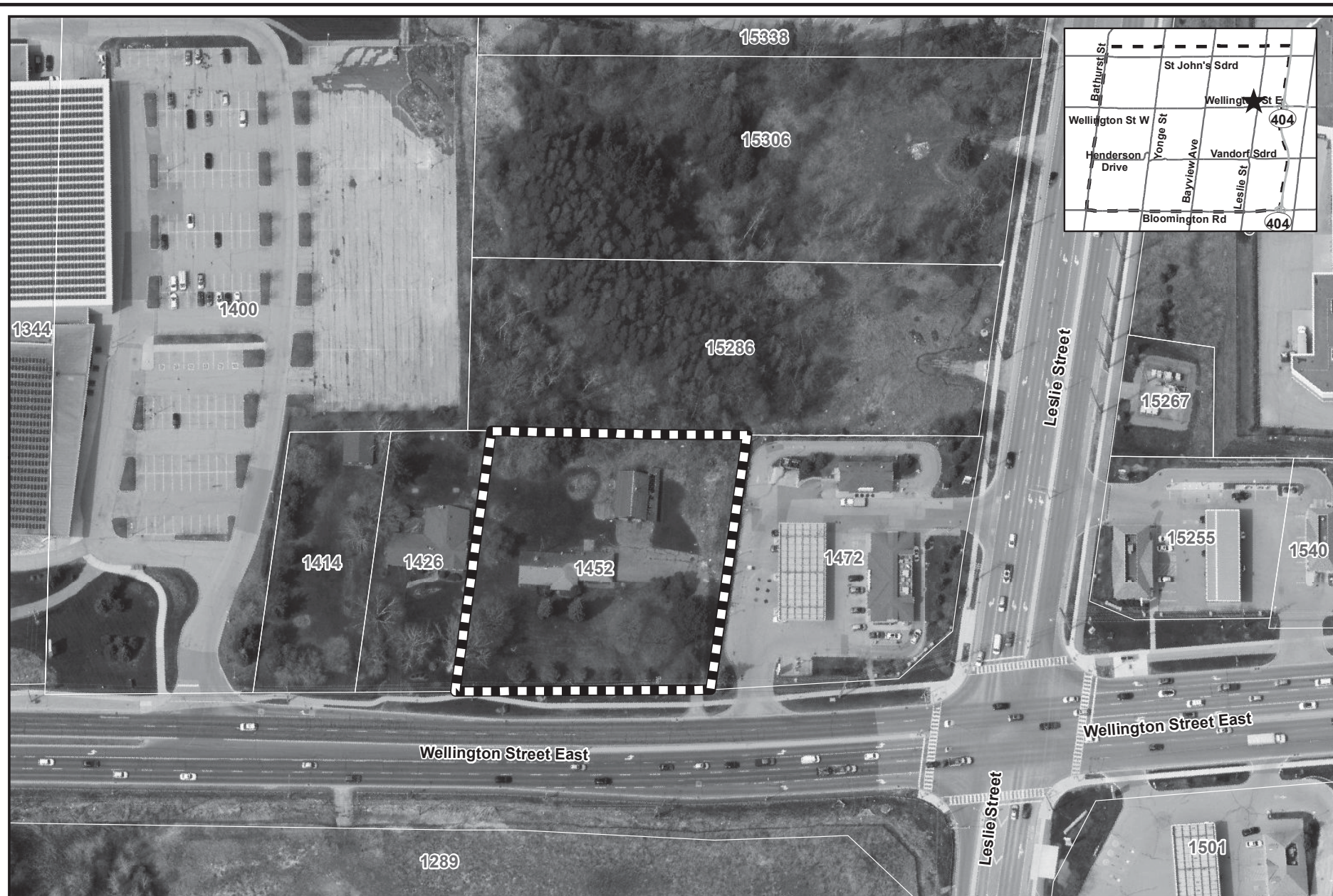
**Schedule of Conditions**  
**Draft Plan of Subdivision**  
**SUB-2022-01**  
**(Livewell on Wellington)**  
**1452 and 1460 Wellington Street East**  
**Town of Aurora**

Re: WAHBA Surveying, Project No.: 22-064, dated July 27, 2023

**Conditions of draft approval for the subdivision application have been updated due to Town of Aurora's decision to not enter into a subdivision agreement. All requirements and clauses are to be transferred into the site plan agreement. York Region will be party to the site plan agreement.**

1. **The Owner shall acknowledge** to save harmless the Town of Aurora and York Region from any claim or action as a result of water or sanitary sewer service not being available when anticipated.
2. **The Owner shall acknowledge** to implement the recommendations of the Transportation Study, including TDM measures and incentives, as approved by the Region.
3. **The Owner shall acknowledge** that the access to Wellington Street will be limited to right-in right-out movements only.
4. **The Owner shall acknowledge** to permit vehicular, cycling and pedestrian interconnection with the property to the west (1426 Wellington Street), when these lands redevelop.
5. **The Owner shall acknowledge** that when vehicular, cycling and pedestrian interconnection is provided to connect to 1400 Wellington Street (Stronach Aurora Recreation Complex), that this interim driveway to Wellington Street will be closed.
6. **The Owner shall acknowledge** the access to Wellington Street will be designed to Regional standards and address all comments provided, to the satisfaction of the Region.
7. **Prior to Final Approval**, the Owner shall provide to York Region the following documentation to confirm that water and wastewater services are available to the subject development and have been allocated by the Town of Aurora:
  - a. A copy of the Council resolution confirming that the Town of Aurora has allocated servicing capacity, specifying the specific source of the capacity to the development proposed within this draft plan.

- b. A copy of an email confirmation by a Town of Aurora staff member stating that allocation to the subject development remains valid at the time of the request for regional clearance of this condition.
- 8. **Prior to Final Approval**, the Owner shall provide an electronic set of the final engineering drawings showing the watermains and sewers for the proposed development to the Development Services and the Infrastructure Asset Management for record.
- 9. The Regional Corporate Services Department shall advise that Conditions 1 to 8 inclusive, have been satisfied.



## LOCATION MAP

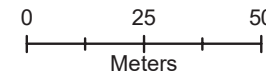
APPLICANT: LIVEWELL ON WELLINGTON GENERAL PARTNERS LTD.

FILE: ZBA-2022-06; OPA-2022-04; SUB-2022-01

FIGURE 1



SUBJECT LANDS

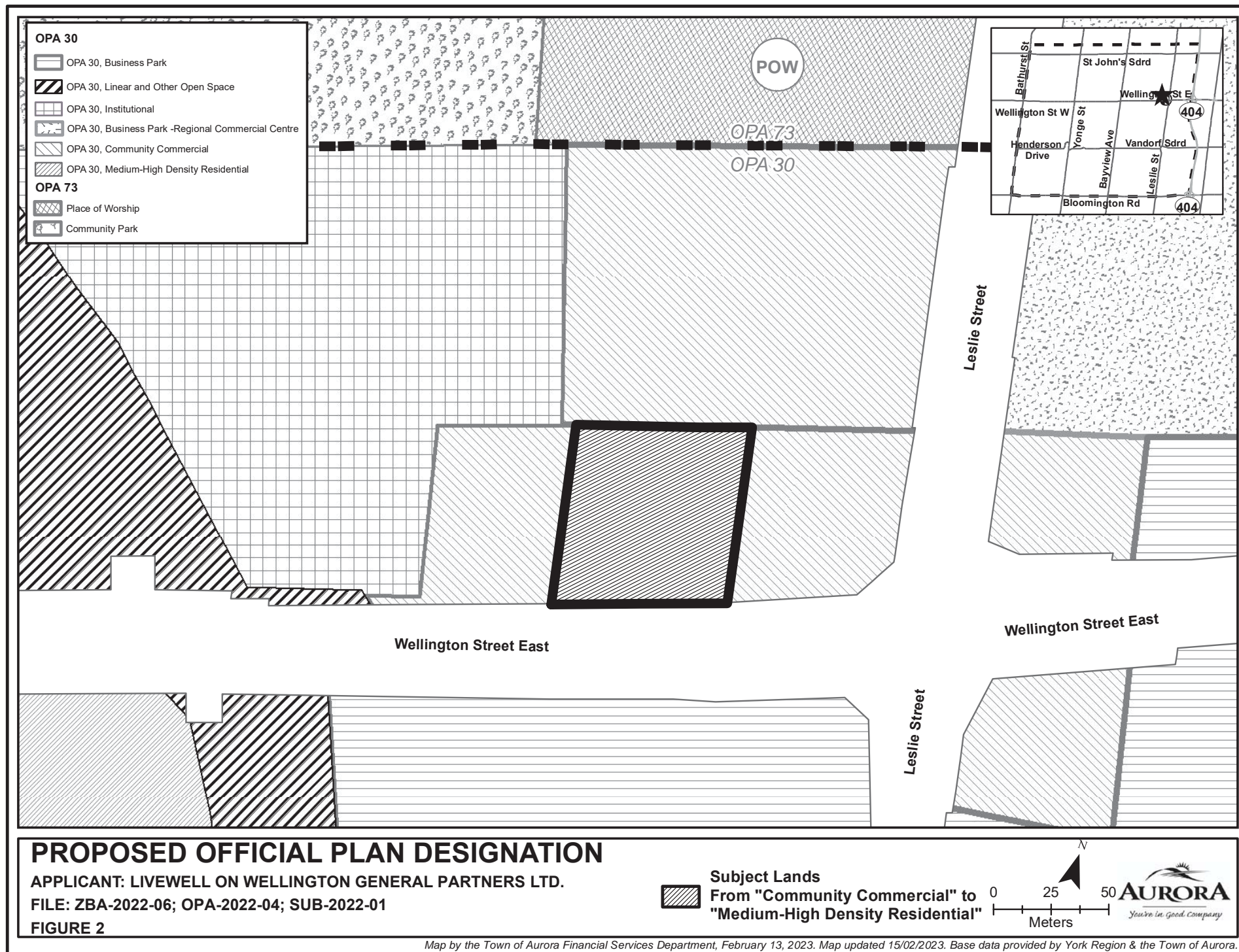


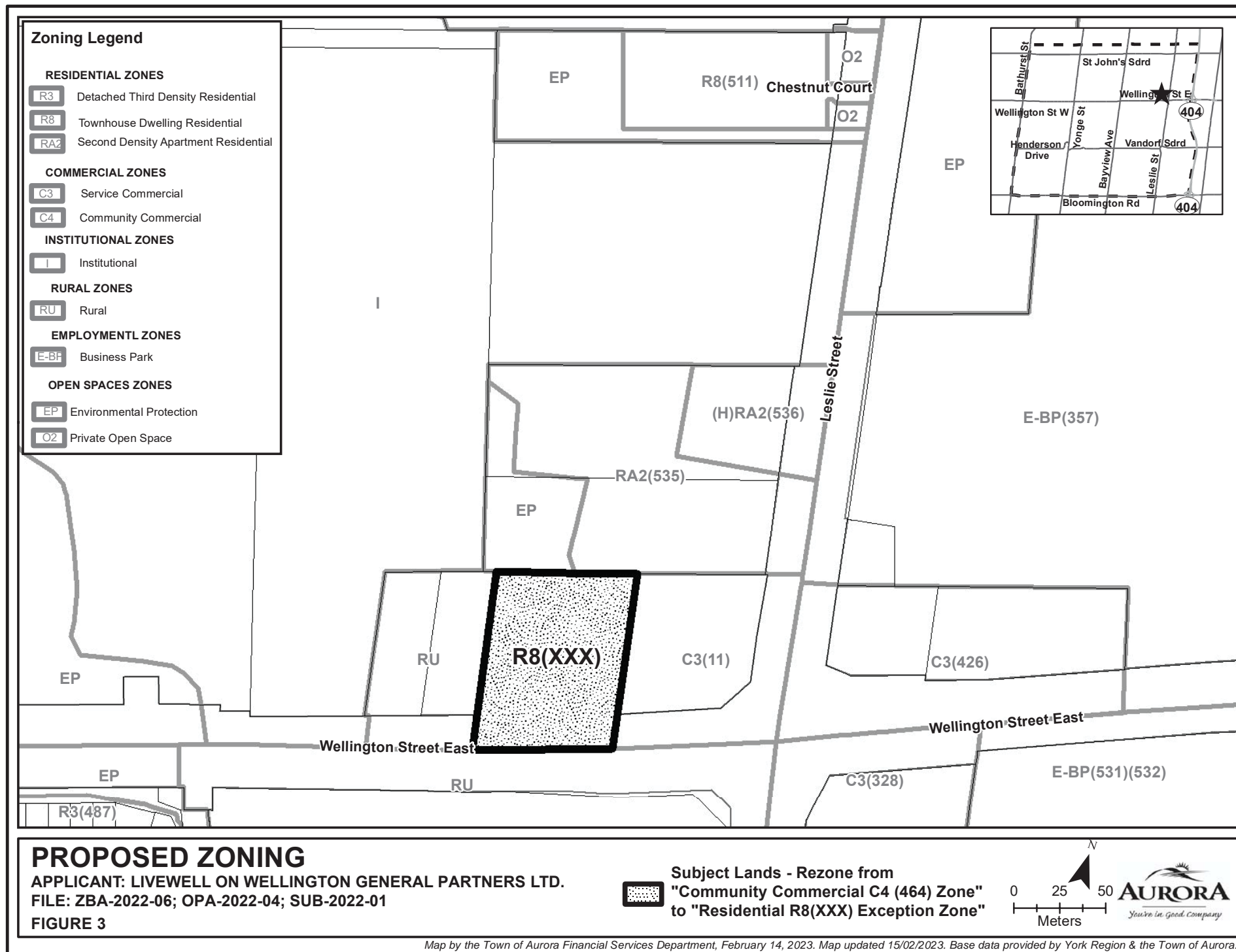
**AURORA**  
You're In Good Company

Map by the Town of Aurora Financial Services Department, February 13, 2023. Map updated 15/02/2023. Base data provided by York Region & the Town of Aurora. Air Photos taken Spring 2022, © First Base Solutions Inc., 2022 Orthophotography.

Document Path: J:\data\data\Planning Maps\1452 Wellington Street E (Livewell on Wellington; ZBA-2022-06 and OPA-2022-04)\Report March 2023\Figure\_1\_Location\_Map.mxd







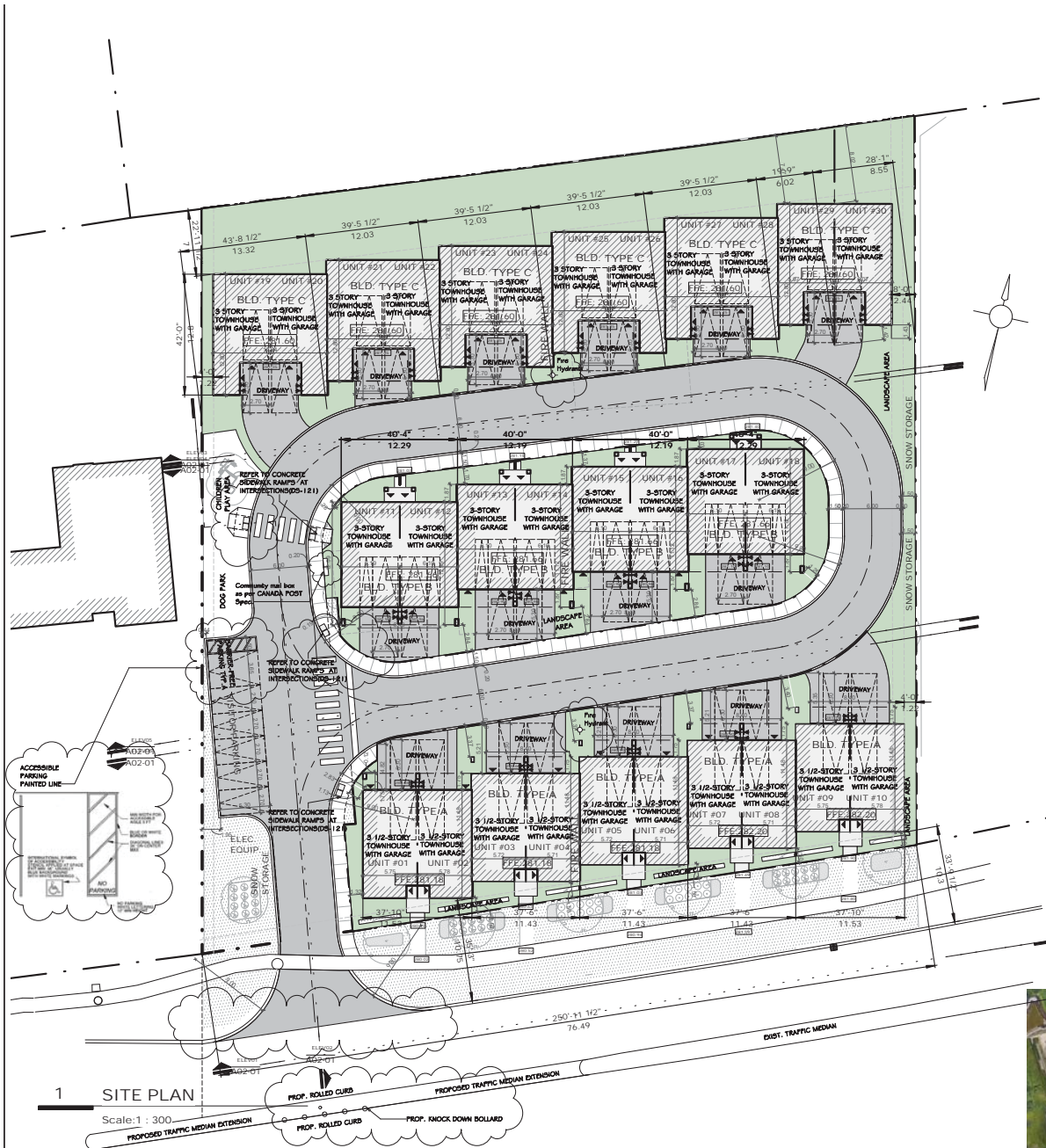


## PROPOSED DRAFT PLAN OF SUBDIVISION

**APPLICANT: LIVEWELL ON WELLINGTON GENERAL PARTNERS LTD. - PLAN PREPARED BY WAHBA SURVEYING JULY 27, 2023**

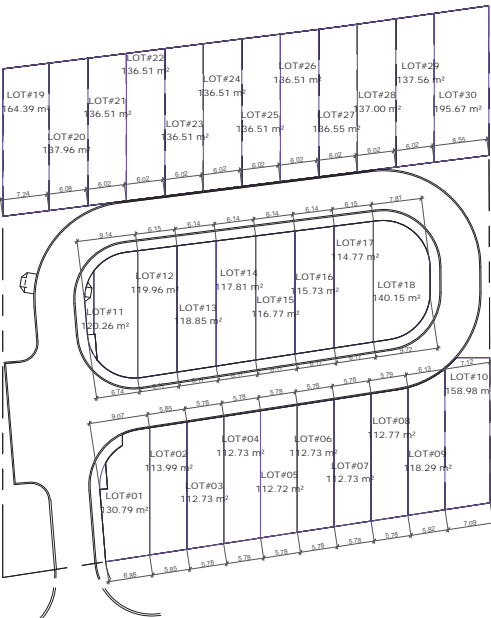
**FIGURE 4**





SITE STATISTICS		
OVERALL LOT AREA	5,879m <sup>2</sup>	0.5879 Ha
LOT FRONTAGE (WELLINGTON)	250'-11"	76.49 m
OVERALL LOT COVERAGE	2144.91 m <sup>2</sup>	36.5%
OVERALL DENSITY	51.03 Unit/Ha	
OVERALL FLOOR SPACE INDEX(FSI)	1.04	
TOTAL GROSS FLOOR AREA	65,600 ft <sup>2</sup>	6,094 m <sup>2</sup>
NUMBER OF PARKING SPOT	66	
RESIDENT PARKING	30 (Enclosed) + 30(On Driveway	
VISITOR PARKING	6	
TOTAL NUMBER OF UNITS	30	

SITE STATISTICS		
OVERALL LOT AREA	5,879m <sup>2</sup>	0.5879 Ha
OVERALL LOT COVERAGE	2144.91 m <sup>2</sup>	36.5%
ROAD & VISITOR PARKING AREA	1270.20 m <sup>2</sup>	
DRIVEWAYS AREA	706.36 m <sup>2</sup>	
SOFT LANDSCAPING AREA	1576.99 m <sup>2</sup>	
HARD LANDSCAPING AREA	1758.53 m <sup>2</sup>	



LIVWELL  
AURORA ONTARIO

Submission Chart		
1	1	1
2	1	2
3	1	3
4	1	4
5	1	5
6	1	6
7	1	7
8	1	8
9	1	9
Revision Chart		
No.	Date	Issued For
1	12-08-18	For Consultants
2	12-08-23	Preliminary Site Plan
3	12-07-04	Preliminary Site Plan
4	12-08-01	For Consultants
5	1	1
6	1	1
7	1	1
8	1	1
9	1	1

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3429 Yonge St., Toronto, ON, M4N 2N1  
info@hyphenstudio.ca  
(416) 497-8936

Site Title: SITE PLAN

Drawn	Author	Sheet No.
Checked	22-256	
Project No.	JUN 2022	A01-00
Date		
Notes	As indicated	

REPORT FIGURE 5



1 ELEV01

Scale: 1 : 250



2 ELEV02

Scale: 1 : 250



3 ELEV03

Scale: 1 : 250



4 ELEV04

Scale: 1 : 250



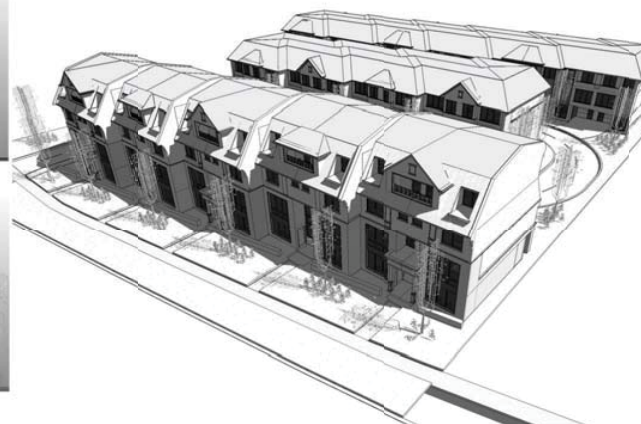
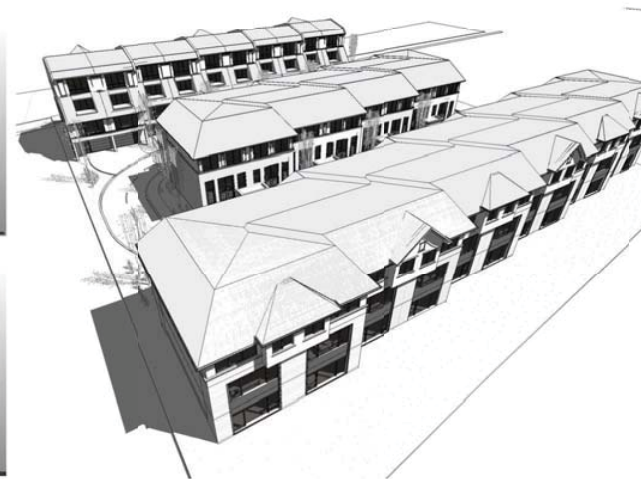
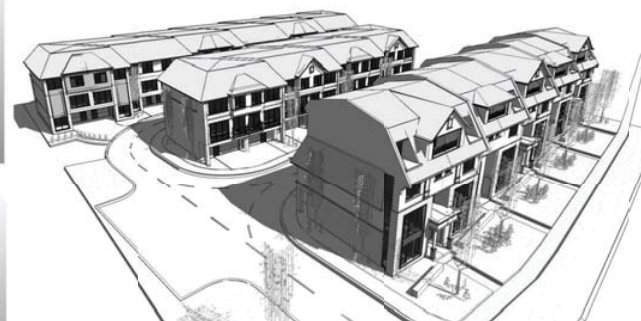
5 ELEV05

Scale: 1 : 250



6 ELEV06

Scale: 1 : 250



*Livwell*  
on WELLINGTON

Project: **LIVWELL**

AURORA ONTARIO

Submission	1st Submission	2nd Submission	3rd Submission
1	12-09-08	12-04-09	12-06-09
2			
3			
4			
5			
6			
7			
8			
9			

Revision	No.	Date	Issued For:	By:
1	1			
2	1			
3	1			
4	1			
5	1			
6	1			
7	1			
8	1			
9	1			

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**Land Services Group.**

**HYPHEN**

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Draw Title: **ELEVATIONS**

Drawn	Author	Sheet No.
Checked	Checker	
Project No.	22-256	
Date	JUN 2022	
Scale	1 : 250	

A02-01





Livwell  
on WELLINGTON

Project: **LIVWELL**  
AURORA ONTARIO

Submission		
1	12-09-08	1st Submission
2	03-04-30	2nd Submission
3	03-06-30	3rd Submission
4	I	I
5	I	I
6	I	I
7	I	I
8	I	I
9	I	I

Revision		
No.	Date	Issued For: By:
1	I	I
2	I	I
3	I	I
4	I	I
5	I	I
6	I	I
7	I	I
8	I	I
9	I	I

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Drawn Title: <b>3D RENDER</b>		Sheet No:
Author:	Checked:	
Project No: 22-256		
Date: JUN 2022		
Scale:		

A02-02



*Livwell*  
on WELLINGTON

Project: **LIVWELL**  
AURORA ONTARIO

Submission		
1	02-09-08	1st Submission
2	03-04-30	2nd Submission
3	03-06-30	3rd Submission
4		
5		
6		
7		
8		
9		

Revision		
No.	Date	Issued For: By:
1		
2		
3		
4		
5		
6		
7		
8		
9		

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Drawn Title:		3D RENDER	
Drawn	Author	Sheet No:	
Checked	Checker		
Project No:	22-256		
Date:	JUN 2022		
Scale:			

A02-03





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Aurora, Ontario  
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(905) 727-3123  
aurora.ca

Town of Aurora

## General Committee Report

No. CA023-002

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**Subject:** Town of Aurora Street Banner Program Policy

**Prepared by:** Daniel Bitonti, Manager of Corporate Communications

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

**Date:** September 19, 2023

---

### Recommendation

1. That Report No. CA023-002 be received; and
2. That the Town of Aurora Street Banner Program Policy be approved; and
3. That the existing 2023 Fees and Charges Bylaw be amended to include the proposed new fees in this report.

### Executive Summary

The Town of Aurora owns and maintains several street pole assets consisting of brackets and arms for holding banners (street pole banners). Currently the assets are underutilized and have the potential to provide greater value. Staff have been contemplating new banner branding and themes, and at the same time have been approached by community groups regarding an opportunity to utilize the street pole banner assets. The intent of bringing forward an updated policy is to maximize the use of existing street pole infrastructure across the town, while providing cost-effective, creative and aesthetically appealing promotional opportunities for the Town and community groups. To enable public use, the policy, application, fees and ultimate permitting process went through a review. The result is a Town of Aurora Street Banner Program Policy that reflects the intended use of street pole banner assets while mitigating risk through a permitting process.

- Updating and formalizing a Street Banner Program Policy provides benefits to the Town.
- The Street Banner Program Policy offers an opportunity for public use of the Town's street pole assets.

- Fees associated with community use of street pole assets will cover applicable costs.
- The process to apply for use of the Town's assets will be through an application period and approved through the Corporate Communications Division and Chief Administrative Officer.

## Background

The Town's existing Street Banner policy No. 63, was effective as of May 27, 2003 and has not been updated since that time. Currently, the Town utilizes its existing street pole banner hardware and contracted resources to install banners along major corridors and strategic locations across the town. (See Street Pole Banner Locations in Attachment 1, TOA Street Pole Banner Program Policy). The Policy excludes other agreements for use of specific banner assets (i.e. St. Andrew's College agreement.)

Over recent years, there have been several inquiries from various community groups requesting permission and support in utilizing the Town's street pole infrastructure as well as the Town's installation and removal services. The intent of bringing forward a new, updated policy is to maximize the use of existing street banner infrastructure across the town, while providing cost-effective, creative and aesthetically appealing promotional opportunities for the Town and community groups.

## Analysis

**Updating and formalizing a Street Banner Program Policy provides benefits to the Town.**

The Town is in the process of reviewing the existing banner assets for condition, updated branding, and year-round promotional opportunities. This review prompted further benefits of implementing an updated policy that will:

- Support and promote special events, bringing increased attention and awareness to the Town of Aurora, creating an image of an economically vibrant, active, and flourishing town.
- Assist in the promotion of cultural, recreational, and civic events sponsored by various groups throughout the town, united to improve the quality of life and offerings for Aurora residents, businesses, and visitors.
- Complement the aesthetic appearance and/or improvement of the Town's business districts and major corridors.

- Introduce colour and a sense of excitement to various travel routes throughout the Town.

**The Street Banner Program Policy offers an opportunity for public use of the Town's street pole assets.**

Community groups, sport or special event organizers, etc. would have the opportunity to use the Town's assets as a way to assist in promotion of their events. Below is an example of the year-round uses, priorities and opportunities for the banner assets:

The Town shall reserve the right to honor recognized events, which are held annually, by reserving banner space for Town use as necessary, and at the Town's discretion. Applications are evaluated based on the following priorities:

- First priority:** Banners produced or sponsored by the Town of Aurora or its agencies that promote the Town of Aurora, its events or key areas.
- Second priority:** Banners promoting special events or activities held within Aurora, open to the public, and organized by a community non-profit organization located *within* the town limits.
- Third priority:** Street Pole Banners promoting special events or activities held within the Town of Aurora, open to the public, organized by non-profit organizations or government agencies located *outside* of town limits, or for-profit organizations in town limits.

Preference shall be given to applications that reflect the Town's tourism/sport tourism-related objectives:

- Promotion of major events where the Town of Aurora has participation or representation (i.e. local, regional, provincial, national, international sporting competitions or events, etc.).
- Promotion of arts and culture events held in Aurora that draw visitors from outside of Aurora.

**Fees associated with community use of street pole assets will cover applicable costs.**

It is the Town's intent to fully recover costs associated with banner application approvals, as well as banner installation and removal. Consequently, the Town will adjust future associated fees accordingly to ensure its continued full cost recovery.

Two cost-recovery fees are proposed relating to the issuance of a Street Pole Banner Permit to community groups. These include:

- Application Fee –\$30 for non-profit organizations, \$50 for for-profit organizations
- Banner installation/removal fee – \$100 per banner (covers both installation and removal)

### **Advisory Committee Review**

None.

### **Legal Considerations**

The proposed policy has been reviewed by the Corporate Management Team and the Executive Leadership Team in accordance with the Town’s policy program.

### **Financial Implications**

Should Council approve the proposed policy, it is recommended that the 2023 Fees & Charges bylaw be amended to include the new banner application and installation & removal fees. Upon policy approval, the necessary 2023 Rates & Fees bylaw amendments will be brought to Council for its review and approval at the first opportunity to do so.

### **Communications Considerations**

The Town will inform the public about the information contained in this report by posting it to the Town’s website. The Communications Division will maintain an application form that is available both online and in hard copy format. The Communications Division will be responsible for ensuring all banners displayed on Town assets adhere to the Street Pole Banner Program Policy.

### **Climate Change Considerations**

None.

### **Link to Strategic Plan**

The Street Banner Program Policy closely aligns with the Town’s Strategic Plan, most notably the goal of “Supporting an exceptional quality of life for all” and Objective #3 of this goal: “Celebrating and promoting our culture.”

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

1. Council to provide further direction.

## **Conclusions**

An updated Street Banner Program Policy allows both the Town and community groups to leverage existing Town assets to promote cultural, recreational, and civic events that improve the quality of life for Aurora residents, businesses, and visitors. The Policy's detailed application requirements, banner guidelines, as well as eligibility requirements will ensure the use of the Town's street pole banner infrastructure aligns with overall Town priorities, including celebrating and promoting our culture and revitalizing the downtown.

## **Attachments**

1. TOA Street Pole Banner Program Policy

## **Previous Reports**

None.

## **Pre-submission Review**

Agenda Management Team review on August 31, 2023

## **Approvals**

Approved by Doug Nadorozny, Chief Administrative Officer



100 John West Way  
Aurora, Ontario  
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aurora.ca

Town of Aurora

## Street Pole Banner Program Policy

Office of the CAO

Contact: Manager of Corporate Communications, Office of the CAO

Approval Authority: CAO

Effective: October 1, 2023

### Purpose

The purpose of the Street Pole Banner Policy (the “Policy”) is to maximize the use of existing street banner infrastructure across the town, and provide creative and aesthetically appealing promotional opportunities for the Town of Aurora (the “Town”), community groups and businesses.

The implementation of the Policy will:

1. Support and promote special events, bringing increased attention and awareness to the Town of Aurora, creating an image of an economically vibrant, active, and flourishing town.
2. Assist in the promotion of cultural, recreational, and civic events sponsored by various groups throughout the town, united to improve the quality of life and offerings for Aurora residents, businesses, and visitors.
3. Complement the aesthetic appearance and/or improvement of the town’s business districts and major corridors.
4. Introduce colour and a sense of excitement to various travel routes throughout the town.

### Scope

This Policy applies to permits issued for Street Pole Banners installed on Town assets and infrastructures on roads or highways within the Town’s jurisdiction, as well as on regional roadways where the Town maintains Street Pole Banner assets.

### Definitions

**Street Pole Banners** means a sign made of cloth, fabric or other lightweight material that are attached to light standards, or specialty banner poles.

**Town assets and infrastructure** includes light standards, or other poles, as permitted.

## **Policy**

Organizations are authorized to use Town assets and infrastructure on Town roads or highways for the purposes of displaying Street Pole Banners that support community events and programs in Aurora only as outlined in accordance with the requirements set out in this Policy. Street Pole Banners will not be permitted on Town assets and infrastructure reserved for roads or highways with exclusive use by the Town, including John West Way.

This Policy provides a fair method to assess and permit organizations to display promotional material on the Town's assets and infrastructure by requiring organizations to follow an application process for the Town's consideration and approval. Further, this Policy provides for appropriate risk mitigation through a permitting process.

## **Responsibilities**

### **Executive Leadership**

Delegation of the management of the Town's Street Pole Banner Program to the Communications Division, including the approval of an annual banner calendar schedule, in accordance with the guidelines, and in consultation with applicable departments.

### **Specific Departments**

#### **Communications Division**

1. Authorizes the use of the Town asset or infrastructure for the purpose of displaying Street Pole Banners, by issuing a permit according to the provisions in this Policy each calendar year (the "Banner Permit").
2. Approve or refuse applications for a Banner Permit in accordance with the guidelines provided in this Policy.
3. Maintains an application form that is available online and in hard copy format.
4. Creates an annual calendar of approved installations of Street Pole Banners.
5. Manages external communications with Council, residents, and businesses.

#### **Community Services**

1. Authorizes Access Aurora to receive applications, including the collection of applicable fees in accordance with the provisions provided in this Policy and the Town's Fees and Charges By-law.

#### **Operational Services**

1. Manages the installation and removal of Street Pole Banners as per the calendar and as per approved Banner Permits, through the Town's installation vendor.



2. Manages operational issues including, but not limited to banners, hardware, vendor, damage, etc.

### **Council**

1. Sets the fees and charges applicable in the Policy on an annual basis through the Town's Fees and Charges By-law.

### **Sponsoring Organization/Applicant**

1. Completes an online application for a Banner Permit (the "Application" or "Banner Permit Application")
2. Complies with the requirements set out in this Policy.
3. Ensures all Street Pole Banner designs submitted to the Town for consideration are properly licensed in accordance with Canada's copyright legislation.
4. Responsible for the costs associated with the Banner Permit Application per the Town's Fees and Charges By-law.
5. Responsible for the costs to design, manufacture, and store the Street Pole Banner, if applicable.
6. Responsible for the cost of installation, maintenance, and removal of the Street Pole Banner in accordance with this Policy and the Town's Fees and Charges By-law.

### **Fees**

The Town's fee schedule relating to this Policy is available on the Town's website at [www.aurora.ca](http://www.aurora.ca) and is updated annually in accordance with the Town's current Fees & Charges By-law.

### **Monitoring and Compliance**

The interest and operational efficiency of the policy and procedures will be evaluated on an ongoing basis; and the policy may be updated prior to the review timeline, or at the direction of the CAO or Council as applicable.

### **Review Timeline**

This policy will be reviewed 2 years after the initial approval date.

# Procedure for Aurora Street Pole Banner Program

Updated April 18, 2023

## Steps

### 1. Application Requirements

- a. **Permit Application:** Organizations wishing to have Street Pole Banners installed on Town assets and infrastructure (the “Applicant”) must complete an online Banner Permit Application form (the “Application”), which will be made available on the Town’s website. All Applications must include a design of proposed street banners. General inquiries regarding this Policy should be made to the Town’s Communications office: [communications@aurora.ca](mailto:communications@aurora.ca)
- b. **Application fee:** A non-refundable application fee is required in accordance with the fee set out in the Town’s Fees and Charge By-law current at the time of the Application. The Application fee will be evaluated annually, is subject to change, and is approved by Council as part of the Fees and Charges By-Law. The application fee will be set at \$30 for non-profit organizations, and \$50 for for-profit organizations.
- c. **Banner Design:** Applications must include a design of the Street Pole Banner provided in accordance with the “Detailed Banner Specifications” found on the online Application. The design of the Street Pole Banner will be approved by the Communications Division as per this Policy, and based on interpretation of this Policy with respect to message content, appropriate use of the program, and target audience.
- d. The Communications Division will decide to approve or reject the Application and will notify the Applicant as soon as possible with the decision and next steps.
- e. **Deadline:** Completed applications and designs must be submitted during the Banner Calendar Booking Period of October 1 through November 15 of each year. Applications may be submitted after November 15, but will only be evaluated as availability and timing permit, subject to the approval as per this Policy. No applications will be permitted to carryover to the next Banner Calendar Scheduling period. A new application is required for each period.
- f. If the Application is approved, the Applicant will remit the non-refundable Application fee as well as an installation/removal fee of \$100 per banner (which covers both installation and removal) to Access Aurora. The Applicant will also receive their Banner Permit.
- g. Upon issuance of the Banner Permit, the organization who was issued the permit (the “Permit Holder”) will be informed by the Communications Division as to when/where to deliver the Street Pole Banners to the Town’s Operational Services team for installation. The Town will not accept any Street Pole Banners more than 3 working days prior to installation. Storage of the Street Pole Banners is the sole responsibility and expense of the Permit Holder.

## 2. Process

**Step 1:** Applicant submits an online application, with proposed banner designs, for the Town's consideration during the Banner Calendar Booking Period of October 1 through November 15 of each calendar year.

**Step 2:** The Communications Division reviews Applications to confirm adherence to this Policy and makes the decision to approve or reject the Application.

**Step 3:** Following the Banner Calendar Booking Period, the Communications Division, Community Services and Operational Services will finalize the list of approved banner Applications and confirm the installation schedule.

**Step 4:** Communications will inform successful Applicants that their Application has been approved and will instruct them to remit their Application and installation/removal fees to Access Aurora prior to 21 days of the start date as outlined in the Application. Successful Applicants will also be directed to pick-up their Permit from Access Aurora.

**Step 5:** Permit Holders will be informed by the Communications Division as to when/where to deliver Street Pole Banners to Operational Services for installation. Note that the Town will not accept any Street Pole Banners more than 3 working days prior to installation. Permit holders must bring their signed Permits with them when dropping off their banners.

**Step 6:** Upon removal of the Street Pole Banners, the Communications Division will inform the Applicant as to where/when they can pick up their banners.

### Eligibility

- a. Organizations are eligible to apply for a Banner Permit for the purpose of promoting charitable, public, or special community events, or for decorative purposes featuring and supporting a specific area (Downtown, Wellington, etc.)
- b. The Town reserves the right to honour Town recognized events, which are held annually, by reserving banner space for Town use as necessary, and at the Town's sole discretion. Should an unforeseeable event arise where the Town requires Street Pole Banner space occupied by the Applicant, the Town will inform the Applicant and make arrangements to remove their Street Pole Banners and in return the Town may make alternative arrangements for the Applicant to resume Street Pole Banner space at a later date.
- c. Applications are evaluated based on the following priorities:
  - i. **First priority:** Street Pole Banners produced or sponsored by the Town or its agencies that promote the Town, its events or key areas.

- ii. **Second priority:** Street Pole Banners promoting special events or activities held within the Town, open to the public, and organized by a community non-profit organization located *within* town limits.
  - iii. **Third priority:** Street Pole Banners promoting special events or activities held within the Town of Aurora, open to the public, organized by non-profit organizations or government agencies located *outside* of town limits, or for-profit organizations in town limits.
- d. Preference shall be given to applications that reflect the Town's tourism/sport tourism-related objectives:
  - i. Promotion of major events where the Town has participation or representation (i.e. local, regional, provincial, national, international sporting competitions or events, etc.).
  - ii. Promotion of arts and culture events held in the Town that draw visitors from outside of the Town.
  - iii. Promotion of other priority events as determined by Council.
- e. Corporate sponsors may contribute to the purchase and installation/removal of Street Pole Banners on behalf of eligible Applicants. In such cases, the display of company logos may be permitted/incorporated into the design providing the content is incidental to the over-all banner design and the recognition will not exceed 25% of the total area of the Street Pole Banner.
- f. The Street Pole Banner Policy prohibits installation of any Street Pole Banner solely advertising a specific product or service, excluding a business logo in support of one of the priorities listed in this Policy.
- g. The Town reserves the right to install Street Pole Banners to fill vacant brackets for consistency of the desired aesthetic of the Street Pole Banner Program. Town use is at the direction of the Chief Administrative Officer as circumstances dictate in accordance with this Policy, and may include, but are not limited to, the Town, Region, Provincial and/or Canada symbols/ crests.
- h. The period of October 1 through November 15 of each year will be the official Banner Calendar Booking Period. All Applications made within the time period will be date stamped. Applications can be made after the scheduling period, however, they will be processed on a first come first serve basis and may only be granted based on availability and adherence to this Policy.

### 3. Installation and Removal

- a. There are four (4) specific routes/streets (and available poles) identified as part of the Policy including:
  - i. **Location A:** Yonge Street-Historical District (max. 34); block out November to April due to snow plowing.
  - ii. **Location B:** St. John's Sideroad (8)

- iii. **Location C1:** Wellington Street East (12) (one side only; other side reserved for Town/Region, as available)
- iv. **Location C2:** Wellington Street East (Bayview to Leslie) (26) (one side only; other side reserved for Town/Region, as available)
- b. Street Pole Banner installation and removal will be conducted by the Town's vendor at a cost to the permit holder.
- c. The Permit Holder is required to ensure the banners are free of damage or deterioration during the permit period. If the banners are damaged or fall into disrepair, the Permit Holder must notify the Town immediately to have the banners removed. If the Applicant wishes to have new banners installed, they will be required to remit an additional installation/removal fee at \$100 per banner.
- d. The Communications Division will maintain a master Banner Calendar at all times and communicate any alterations to Operational Services and Community Services in a timely manner.

#### 4. General Banner Guidelines

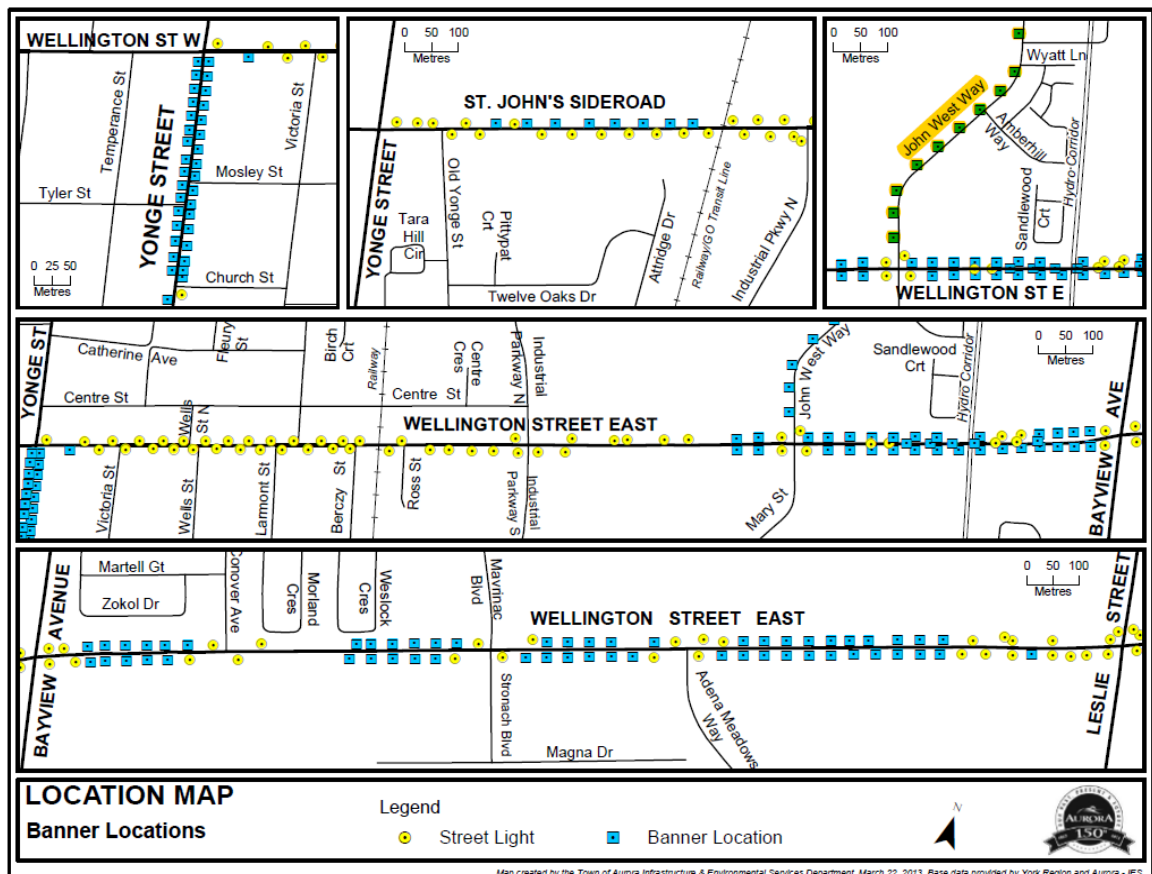
- a. All banners must adhere to the **Detailed Banner Specifications** included in the **Street Pole Banner Permit Application**.
- b. All Street Pole Banners must be professionally manufactured by a bonded printer to ensure only quality, well-made banners will be displayed on Town assets.
- c. All designs should be artistic in nature, graphically or symbolically representing the subject/purpose of the community event or initiative.
- d. All designs will be approved by the Manager of Corporate Communications, who may recommend alterations to ensure compliance with this Policy. All decisions of the Manager of Corporate Communications under this Policy are final.
- e. Subject to approval by the Town, if Street Pole Banners are requested for poles or other Town assets that do not already have support hardware, then the Town will purchase the hardware and install it, at the sole cost of the Permit Holder. The hardware will then remain the property of the Town with no reimbursement to the Permit Holder.
- f. Street Pole Banners shall comply with the Regulations and Standards set by the Canadian Advertising Council and shall:
  - i. Be of high moral standard, reputable in character and appearance, free from vulgarity or indecent suggestion of any kind or nature;
  - ii. Be non-political, non-partisan, non-controversial and free from reference to local or national public or political issues;
  - iii. Not display any legend or symbol which may be construed to advertise, promote the sale of, or publicize any merchandise or commodity.
  - iv. Not display anything that resembles a traffic control device, or which attempts to direct the movement of traffic.

- v. Not contain more than 25% of space used to highlight the sponsor of the Street Pole Banner.
- vi. Not display inappropriate material including but not limited to offensive language, hate speak, pornographic images, and/or content considered demeaning and derisive.

## 5. General Provisions and Terms

- a. **Due to the nature and timing constraints of the Street Pole Banner Program, decisions on the appropriateness of material will be governed and decided at the sole discretion of the Town. All decisions regarding Banner Permit Applications are final.**
- b. The Permit Holder shall indemnify, hold harmless and defend the Town, its employees, agents, contractors and elected officials against any loss, costs, damages and expenses incurred by the Town resulting from any claim or action arising from the use of the Town's Street Pole Banner assets.
- c. The Street Pole Banner Program is a service offered to meet the objectives of the Town as stated in this Policy and may be cancelled or discontinued by the Town at its sole discretion without notice or compensation.

## 6. Street Pole Banner Locations



- **Location A:** Yonge Street-Historical District (max. 34); block out November to April due to snow plowing.
- **Location B:** St. John's Sideroad (8)
- **Location C1:** Wellington Street East (12) (one side only; other side reserved for Town/Region, as available)
- **Location C2:** Wellington Street East (Bayview to Leslie) (26) (one side only; other side reserved for Town/Region, as available)
- **Location D:** John West Way (10), reserved by the Town





100 John West Way  
Aurora, Ontario  
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Town of Aurora

## General Committee Report

No. PDS23-112

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**Subject:** Review of the York Regional Planning Transition Plan

**Prepared by:** Adam Robb, MCIP, RPP, Senior Planner  
Lawrence Kuk, MCIP, RPP, Manager of Development Planning

**Department:** Planning and Development Services

**Date:** September 19, 2023

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### Recommendation

1. That Report No. PDS23-112 be received;
2. That the Region of York be advised that the Town of Aurora has comments on the Regional memorandum dated June 19, 2023, regarding the Regional Planning Transition Plan; and
3. That a copy of report No. PDS23-112 be forwarded to the Regional Clerk for information.

### Executive Summary

This report presents Planning staff's evaluation of the York Regional Planning Transition Plan regarding the roles and responsibilities of Regional Planning post-proclamation of Bill 23, the *More Homes Built Faster Act*, 2022.

- Bill 23 is set to remove planning responsibilities from the Region by 2024;
- Regional Council directed Regional Staff to obtain local municipal planning opinion on the Regional Planning Transition Plan;
- The Region will no longer be the approval authority of Planning applications, with a focus instead being on data analytics on infrastructure needs and financial sustainability;
- Planning Staff agrees with the Region on data collection, transition of approval authority to local municipalities and the entering into of memorandums of understanding;

- Planning Staff has commentary on the clarification of roles, staff restructuring/recruitment, and the value of certain planned activities;
- Continuing to administer the Regional Official Plan after proclamation is in contravention of Bill 23.

## Background

### **Bill 23 is set to remove planning responsibilities from the Region by 2024**

Among other matters, Bill 23 removes planning responsibilities and approval authorities from various upper-tier municipalities including York Region. The timing to enforce these measures through the proclamation of Bill 23 has yet to be determined, but Staff believes the earliest this could occur is by early 2024.

The removal of Regional Planning responsibilities includes the following:

- No longer adopting a Regional Official Plan;
- No longer being the approval authority of the lower-tier Official Plans or Amendments, Plans of Subdivisions or being able to appeal planning decisions or be a party without being requested at the Tribunal;
- No longer commenting on planning applications from a planning perspective.

### **Regional Council directed Regional Staff to obtain local municipal planning opinion on the Regional Planning Transition Plan.**

On June 29, 2023, Regional Staff presented a draft Regional Planning Transition Plan to Regional Council to address the removal of Planning responsibilities outlined in Bill 23 (Appendix A). Although Regional Staff indicated that the local planning staff are in general support of this memo, Regional Council received the memorandum dated June 19, 2023, and directed Regional staff to obtain input from planning staff in all nine local municipalities.

### **Summary of the Draft Regional Planning Transition Plan**

**The Region will no longer be the approval authority of all Planning applications, with a focus instead being on data analytics on infrastructure needs and financial sustainability.**

The Draft Regional Planning Transition Plan provides a list of roles/responsibilities under three categories: Current Status, Transition Period, and After Bill 23 is in full effect. A list of activities planned or underway to prepare for proclamation is also provided. Overall, Regional Staff is making no amendments to the existing planning

process under the transition period. However, the Region is proposing the following amendments to the Regional Planning role/responsibilities after Bill 23 is fully enforced:

The Region will no longer:

- Be the approval authority for local Official Plan and Amendments and will not collect decision fees;
- Appeal planning decisions or request to be a party to a hearing at the Ontario Land Tribunal without being requested by the Town;

The Region is proposing to continue:

- Gathering data to forecast growth and to determine infrastructure needs and financial sustainability;
- Administering, interpreting and enforcing the Regional Official Plan policies;
- Providing Regional comments regarding Servicing, Transportation, Infrastructure, Public Health, Affordable and Assisted Housing and Other Regional Services/Council Priorities;

## Analysis and Comments

**Planning Staff agrees with the Region on data collection, transition of approval authority to local municipalities and the entering into of memorandums of understanding.**

The intent of Bill 23 is to better align with the evolving needs and capacities of local municipalities in order to meet housing needs. As such, Planning Staff agrees with the following:

1. **Data Collection and Assessment:** Planning Staff acknowledge the Region's expertise in data collection and analysis. It is recommended that the Region continue to play a role in this capacity, leveraging its expertise to determine infrastructure and financial sustainability to inform decision-making at both local and regional levels.
2. **Approval Authority Transition to the Local Municipality:** Planning staff is in favour of transitioning the approval authority for local Official Plans, Amendments/Secondary Plans from the Region. This approach aims to empower local municipalities in planning decisions that are more closely aligned with their individual contexts and preferences.

3. **Appeal Decision Elimination:** Planning Staff have no concerns with the Region ceasing to participate in the process of appealing planning decisions. This step aligns with the intention to respect local autonomy and decision-making.
4. **Memorandum of Understanding:** Planning Staff agrees a Memorandum of Understanding is necessary to detail the new co-operation and coordinated efforts between the Town's Planning and the Regional Infrastructure and Finance teams.

**Planning Staff has commentary on the clarification of roles, staff restructuring/recruitment, and the value of certain planned activities.**

The Regional Planning Transition Plan's intention is to ensure a streamlined and effective transition process at the Regional level post-proclamation. However, the following are Town Planning Staff comments aimed to ensure a more focused, efficient, and effective transition process.

1. **Clarification of Roles:** The Draft Transition Plan does not clearly specify whether Regional Planning Staff will undertake the collection of data and provide comments or a more direct approach with the Engineering/Environmental Services team that oversees infrastructure delivery is intended.
2. **Unclear Information on Staff Restructuring:** The memo lacks transparency regarding potential changes to the structure of development and policy planning staff at the Regional level. This ambiguity hinders a comprehensive understanding of how the local municipality will communicate with Regional planning staff.
3. **Lack of Clarity on New Staff Recruitment:** Similarly, the memo does not provide clear information about the Region's intentions regarding the recruitment of new staff for monitoring, and specifically whether additional resources are needed within the infrastructure/environmental services and finance departments.
4. **Value of Certain Planned Activities:** Another area of concern pertains to the list of activities planned within the proposal. Engaging in the list of proposed activities could divert resources and attention away from the intended implementation of Bill 23, poses the risk of inefficient resource allocation, and potential duplication of efforts.

Further detailed comments and responses on planned activities by the Region are provided in the following table:

Planned Activities proposed by the Region	Planning Staff Response
<ul style="list-style-type: none"> <li>• Inform local municipalities of development trends;</li> <li>• Dashboard and Growth Analysis on housing supply</li> </ul>	<p>The Planning Act was amended to give the Ministry authority to require some local municipalities to report information on planning matters on an annual basis. This activity by the Region may be duplicating initiatives at the local level.</p>
<ul style="list-style-type: none"> <li>• Assist Local Municipalities with embedding Regional Official Plan into the local Official Plan</li> <li>• Option for Environmental Plan Review</li> </ul>	<p>Local Planning will continue to collaborate with external consultants and key stakeholders to effectively address this matter and find constructive solutions.</p>
<ul style="list-style-type: none"> <li>• Update the Archaeological Master Plan</li> </ul>	<p>Local Planning can directly engage with the ministry on individual development applications to efficiently resolve this matter. This direct collaboration ensures streamlined decision-making for timely outcomes.</p>
<ul style="list-style-type: none"> <li>• Facilitate process improvement and standardization such as Collaborative Application Preparation</li> </ul>	<p>Recognizing the unique requirements of each municipality, it is evident that a standardized approach might not suffice. This is evident as some stakeholders are resorting to appealing sections of the local Official Plans implemented under such an approach.</p>

**Continuing to administer the Regional Official Plan after proclamation is in contravention of Bill 23.**

The following provisions appear to be in contradiction with the requirements outlined in Bill 23. While the Bill emphasizes a shift in roles and responsibilities, the following points in the Regional Memo suggests that the Region will maintain its involvement in administering the Regional Official Plan and providing advice to local municipalities, potentially conflicting with the intended changes of the Bill:

- Region will continue to support administering and interpreting the Regional Official Plan policies following proclamation.

- Regional staff will continue to advise local municipalities through comments with the goal of achieving approval ready OPAs that respect local, Regional Council and provincial policy directions within the prescribed timeframes.

These matters should be revisited due to potential contradiction with Bill 23.

## **Advisory Committee Review**

None.

## **Legal Considerations**

Bill 23 has resulted in changes to the *Planning Act* that promote the streamlining of development application reviews. In line with the intent of Bill 23, opportunities to reduce delays at the Regional level will reduce red tape and make meeting the review timelines of the *Planning Act* more feasible.

Upon proclamation, the relevant sections of the Bill will remove the Region's responsibility and role in the review and approval of land use planning matters. Regions will be unable to assume land use planning functions from lower-tier municipalities, and effectively will become upper-tier municipalities without planning responsibilities. Once in effect, any portion of the upper tier municipality's Official Plan which applies to a lower tier is deemed to constitute an Official Plan of the lower tier, which effectively provides lower-tier municipalities with full control over Official Plan matters including Official Plan Amendments. Further, lower tier municipalities will retain exclusive decision-making control over subdivisions and consents, and the Region will not be able to appeal land use planning matters.

## **Financial Implications**

There are no financial implications directly associated with this report.

## **Communications Considerations**

The Town will inform the public about the information contained in this report by posting it to the Town's website.

## **Climate Change Considerations**

There are no climate change considerations directly associated with this report.

## **Link to Strategic Plan**

This report supports the Strategic Plan goal of supporting an exceptional quality of life for all through its accomplishment in satisfying the objectives of strengthening the fabric of our community by ensuring the review of planning applications and delivery of housing is completed in a timely, efficient, and effective manner.

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

1. That the report be received for information only.

## **Conclusions**

Bill 23 has altered the planning process in Ontario with a view to streamlining approvals and the delivery of housing. There are concerns that the Regional Planning Transition Plan does not align with this new direction under Bill 23, with the Town being well-equipped to independently manage planning roles and responsibilities moving forward.

## **Attachments**

Appendix A – York Region Staff Memorandum - Regional Planning Transition Plan

## **Previous Reports**

There are no previous reports from the Town related to this matter. Regional Council was presented with a Regional Staff memorandum on the Regional Planning Transition Plan at the Regional Council meeting dated June 29, 2023.

## **Pre-submission Review**

Agenda Management Team review on August 31, 2023

## **Approvals**

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer





Office of the Chief Planner  
Corporate Services Department

## MEMORANDUM

To: Regional Chair Emmerson and Members of Regional Council

From: Paul Freeman  
Chief Planner

Date: June 19, 2023

Re: Regional Planning Transition Plan

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This memorandum updates Council on the approach to transition Regional planning services due to legislative changes introduced through the [More Homes Built Faster Act, 2022](#) (Bill 23).

### **Bill 23, when fully implemented will fundamentally change Ontario's land use planning system**

Bill 23 is omnibus legislation introduced on October 25, 2022. In response to a [November 10, 2022](#) report containing a high-level assessment of proposed changes on Bill 23, Council requested the Province halt Bill 23 to allow for fulsome consultation. On [December 15, 2022](#) Council endorsed comments submitted to the Province before Bill 23 received Royal Assent on November 28, 2022. On February 23, 2023 a [report](#), [memo](#) and [presentation](#) provided additional information, and Council considered the opportunities and challenges with Bill 23, including addressing housing affordability and maintaining municipal financial sustainability.

One of the updates provided through Bill 23 removes planning responsibilities from prescribed upper-tier municipalities, including York Region. These changes remove Regional Council's approval authority over local municipal official plans and amendments, requiring local municipalities to implement the Regional Official Plan, and remove the Region's right to appeal land use planning decisions. Many of the approaches to transition responsibilities will not be triggered until further proclamation occurs, the date of which is currently unknown. Material released with the proposed Provincial Planning Statement indicated the earliest this could occur is winter 2024.

## **Transition planning is advancing in collaboration with all nine local municipalities**

York Region and local municipal planning staff have a long standing, collaborative relationship on land use planning matters, underpinned by a shared interest in achieving complete communities. One-on-one meetings with local municipal staff have occurred to begin supporting transition of planning responsibilities. Most local official plan amendments are already exempt from Regional approval, and there is a shared interest in continued streamlining of the development review and approval process to build more homes faster. These meetings are a first step towards retooling how to support the planning process post Bill 23. Regional staff will continue to comment on planning applications and assist local municipalities with ensuring conformity and addressing cross boundary issues.

The current status of approaches to transition Regional planning services, and a list of activities planned or underway is provided through Appendix A. The intent is to provide value added service. Further discussions with the local municipalities will occur to identify opportunities tailored to meet the needs of each and ensure a smooth transition.

## **Growth management will remain critical to coordinate growth with infrastructure service delivery and maintain financial sustainability**

Growth management is intricately linked to land use, infrastructure and financial planning. Growth forecasts are used to plan communities and determine infrastructure and services required to serve residents and businesses. Continued coordination of growth management, land use planning and the development approvals process will be required to avoid slower planning approvals, delays in infrastructure delivery, and competing local municipal priorities. As a result, York Region will continue to support its local municipalities from a growth management perspective.

## **A collaborative approach to the planning process will continue, to ensure public safety and interests are addressed**

When the Bill 23 changes related to the Region's planning authority are in full force and effect, the Region will continue to support the local municipalities by providing expertise and insights into the approvals process as outlined in Appendix A. Specifically, there is a continued shared need and interest in aligning growth with infrastructure, addressing housing affordability, assisting with implementation of Regional and Provincial policy and streamlining planning approvals. There is also continued need to protect the safety of the Region's roads and transportation system, which benefits all nine local municipalities. This will be done through commenting on new development and construction approvals, and other tools such as a Right-of-Way Management Bylaw.

Ongoing data stewardship, monitoring and reporting will provide timely, standardized information on growth and development, affordable housing, economic development, and other key elements of complete communities. It is anticipated that, through this transition of planning

authority, partnerships and opportunities to collaborate will be strengthened, and roles and responsibilities more clearly defined.

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For more information on this memo, please contact Sandra Malcic, Director Planning, Policy and Data at 1-877-464-9675 ext. 75274. Accessible formats or communication supports are available upon request.



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Paul Freeman, MCIP, RPP  
Chief Planner



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Bruce Macgregor  
Chief Administrative Officer

June 16, 2023  
#15269917

Appendix A – Summary of Approaches to Transition Regional Planning Services (Bill 23)

### Summary of Approaches to Transition Regional Planning Services (Bill 23)

Description of York Regional Planning Role/Responsibility	Status as of Today (June 2023)	Transition Approach and Timing	Description of End State (Proclamation TBD – possibly Q1 2024)
<b>1. Municipal Comprehensive Review (MCR) and Official Plan Update</b>	MCR completed and the new Official Plan has been adopted by Council and approved by MMAH in November 2022.	Region will continue to assist local municipalities with their Official Plans to ensure conformity with the approved ROP and inclusion of added policies to embed any necessary Regional policies into the local OPs (i.e. Regional road planned widths, MTSA policies, growth management).	Region will continue to gather and analyze data to forecast growth to assist local municipalities and Regional Council coordinating growth, determining infrastructure needs and phasing within the financial sustainability framework and to inform master and capital planning.
<b>2. Responsibility for Regional Official Plan</b>	Region has the responsibility to continue to make decisions and offer advice regarding conformity to the Regional Official Plan.	<p>Region will continue to work with each local municipality to determine needs in preparing the local municipality to assume responsibility for implementation of the Regional Official Plan.</p> <p>Region will continue to provide comments and bring locally adopted OPs to Regional Council to achieve timely approvals that incorporate the approved ROP and provincial policy direction.</p>	Region will continue to support administering and interpreting the Regional Official Plan following proclamation.

Description of York Regional Planning Role/Responsibility	Status as of Today (June 2023)	Transition Approach and Timing	Description of End State (Proclamation TBD – possibly Q1 2024)
<b>3. Approval Authority for Local Official Plans and Amendments</b>	Region is approval authority for Local Official Plans and Amendments – Amendments meeting criteria defined in Regional Official Plan policy 7.3.8 can be exempted from Regional approval.	Region will continue to apply the exemption criteria where possible to streamline the approval process. Some amendments may still be subject to Regional approval delegated to staff per the delegation bylaw or approved by Regional Council, striving to achieve approval within prescribed timelines.	Upon Proclamation, Region is no longer approval authority for local Official Plans and Amendments and will no longer collect decision fees.  Regional staff will continue to advise local municipalities through comments with the goal of achieving approval ready OPAs that respect local, Regional Council and provincial policy directions within the prescribed timeframes.
<b>4. Region's participation in Local Official Plans, Amendments, Secondary Plans and related background studies</b>	Region participates in reviewing and providing comments on Official Plans, Amendments and Secondary Plans and related background studies. The amendments are circulated to the Region for review and comment following adoption. The Region is the approval authority for Official Plans, Amendments and Secondary Plans	Region will continue to participate in reviewing and providing comments on Official Plans, Amendments and Secondary Plans and related background studies.  Region will continue to work with local municipalities to achieve approval ready OPs, OPAs and Secondary Plans.	Region will continue to participate in reviewing and providing comments on Official Plans, Amendments and Secondary Plans and related background studies, with focus on Regional matters such as: <ul style="list-style-type: none"> <li>• Municipal water and wastewater servicing</li> <li>• Regional Transportation Systems</li> <li>• Growth management linked to the fiscally sustainable provision of regional infrastructure and services</li> <li>• Affordable and Assisted Housing</li> <li>• Responsibilities associated with a specific mandate prescribed by</li> </ul>

Description of York Regional Planning Role/Responsibility	Status as of Today (June 2023)	Transition Approach and Timing	Description of End State (Proclamation TBD – possibly Q1 2024)
<b>5. Region's participation in reviewing and commenting on development applications</b>	<p>Region is circulated, reviews and provides comments on development applications in accordance with public and resident interests</p>	<p>All development applications continue to be circulated to Region.</p> <p>Region continues to be circulated, review and provide comments on development applications in accordance with public and resident interests.</p>	<p>legislation (e.g. sourcewater protection, public health)</p> <ul style="list-style-type: none"> <li>• Other Regional Services and Council priorities.</li> </ul>
	<p>Region is circulated all development applications to capture growth data in a comprehensive manner and provide products back to individual local municipalities such as housing supply and servicing allocation dashboards.</p>		<p>All development applications should continue to be circulated to Region for monitoring, reporting and growth management.</p> <p>Region will continue to review and provide comments on development applications related to Regional matters such as:</p> <ul style="list-style-type: none"> <li>• Municipal water and wastewater servicing</li> <li>• Regional Transportation Systems</li> <li>• Growth management linked to the fiscally sustainable provision of regional infrastructure and services</li> <li>• Affordable and Assisted Housing</li> <li>• Responsibilities associated with a specific mandate prescribed by legislation (e.g., sourcewater protection, public health)</li> <li>• Other Regional Services that have a land component</li> </ul>

Description of York Regional Planning Role/Responsibility	Status as of Today (June 2023)	Transition Approach and Timing	Description of End State (Proclamation TBD – possibly Q1 2024)
<b>6. Right to Appeal to the Ontario Land Tribunal (OLT)</b>	Although rare, the Region has the ability to appeal decisions to the Ontario Land Tribunal Appeal of local planning matters is subject to Council direction.	Region will not exercise its right to appeal, except for circumstances where public and resident interests are critically impacted, in recognition of its changing role, subject to Council direction.	Upon proclamation, Region is no longer able to appeal decisions to the OLT.
<b>7. Party to an OLT Hearing</b>	Region is currently a party to many active files under litigation at the Ontario Land Tribunal.	<p>Region will actively seek opportunities to limit its involvement as a party at new Ontario Land Tribunal Hearings unless matters of critical importance to Regional Council is an issue. Staff will seek Regional Council direction for any involvement at OLT in these cases.</p> <p>Region will discuss with local municipalities the inclusion of typical Regional standards for development to ensure Regional infrastructure and assets are not compromised. Regional participation in hearings to ensure this is a smooth process may still be required during this transition period.</p>	<p>Upon proclamation, Region no longer able to be a party to a Hearing. The proposed transition provisions allow the Region to remain a party to an appeal, if it was granted party status prior to sections removing its rights came into force.</p> <p>Regional staff will make themselves available to local municipalities where requested, including authorization by Council.</p>



**List of Activities planned or underway to prepare for proclamation and implementing the future state**

- Retooling of Planning and Economic Development workplan priorities is based on the following priorities:
  - Agility & innovation related to Provincial legislative changes
  - Timely development comments and approvals while mandated
  - Growth management to align infrastructure and growth
  - Local municipal support to implement complete communities, address housing affordability and promote economic development
  - Planning data/analytics to monitor targets and trends to inform Council
- Continue to develop dashboards and growth analysis products such as housing supply for use by local municipalities and the Province.
- Continue to facilitate process improvement and standardization such as the Collaborative Application Preparation (CAP) process in partnership with local municipalities to streamline the development process and meet Provincially mandated timeframes.
- Clearly define the services provided by the Region to local municipalities through MOUs, including additional items not referenced in this table as may be requested by the local municipality.
- Continue to progress the open sharing of development data and information through the establishment of data exchanges and reporting.
- Explore options for environmental plan review (natural heritage and water resources) to ensure local municipalities have consistent professional natural heritage advice without incurring additional costs or delays.
- Continue to assist local municipalities with embedding ROP policies into local plans.
- Ensure protection of critical Regional infrastructure and safety for all travelers through the implementation of a Right-of-Way Management Bylaw.
- Continue to monitor growth and inform local municipalities of trends impacting community objectives.
- Determine the need to update the Archaeological Master Plan.
- Region to finalize work with Conservation Authorities and execute agreements to deliver non-Planning Act services.



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Town of Aurora

## Notice of Motion

Councillor's Office

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**Re:** Town Administration SWOT/Space Allocation Analysis and Economic Review

**To:** Mayor and Members of Council

**From:** Councillor Rachel Gilliland

**Date:** September 19, 2023

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Whereas Municipalities across the Province and the private sector have shifted into hybrid working models; and

Whereas Town offices and administration spaces are often observed as underutilized at various times; and

Whereas the Town has shown to have programming space deficits; and

Whereas the Town could benefit from a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis of its administration office spaces to identify its highest and best use; and

Whereas it would be feasible to have an economic review of our administrative assets to cut waste, and allocate appropriate use to avoid any future financial liabilities;

1. Now Therefore Be It Hereby Resolved That staff report back with either a SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis and/or space allocation review; and
2. Be It Further Resolved That staff provide an economic review of the Town's administrative office spaces to ensure we are utilizing its best and highest use, including solutions, community benefits, and financial impacts.



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Town of Aurora

## Notice of Motion

Councillor's Office

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**Re:**           **Aurora Council Opposition to Strong Mayor Powers in Aurora**

**To:**           Mayor and Members of Council

**From:**       **Councillor Ron Weese**

**Date:**       September 19, 2023

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Whereas the Head of Council is required to confirm in writing his commitment to meet a municipal housing target by October 15, 2023, in order to receive Strong Mayor Powers; and

Whereas the municipality is required to submit a formal housing pledge which will outline how the municipality plans to meet the housing target by December 15, 2023; and

Whereas Strong Mayor Powers will result in the Head of Council being granted powers such as:

- Choosing to appoint the municipality's chief administrative officer;
  - Hiring certain municipal department heads and establishing and re-organizing departments;
  - Creating committees of council, assigning their functions, and appointing the chairs and vice-chairs of committees of council;
  - Proposing the municipal budget, which would be subject to council amendments and a separate head of council veto and council override process;
  - Vetoing certain by-laws if the head of council is of the opinion that all or part of the by-law could potentially interfere with a provincial priority;
  - Bringing forward matters for council consideration if the head of council is of the opinion that considering the matter could potentially advance a provincial priority;
- and

Whereas these Strong Mayor Powers undermine democratic processes executed through municipal elections, and

Whereas Strong Mayor Powers may also violate by-laws established in Aurora that provides accepted and legal procedures for governance, and

Whereas Aurora Town Council recognizes the important role each Councilor provides the residents in their Ward and the community-at-large,

1. Now Therefore Be it Hereby Resolved That The Aurora Town Council opposes Strong Mayor Powers provided to the Head of Council; and
2. Be It Further Resolved That this approved Motion is to be sent to the Premier of Ontario, the Honourable Doug Ford, the Minister of Municipal Affairs and Housing, the Honourable Paul Calandra, the Regional Municipality of York, and each of the Municipalities in Ontario.