



Town of Aurora Council Meeting Revised Agenda

Date: Tuesday, September 26, 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.

Pages

1. Call to Order

Note: Added items are marked with an asterisk (*).

According to the Procedure By-law, the consent of a two-thirds majority vote of Members present is required to permit the addition of Delegations 6.3, 6.4, and 6.5 to the agenda.

2. Land Acknowledgement

3. Approval of the Agenda

4. Declarations of Pecuniary Interest and General Nature Thereof

5. Community Presentations

6. Delegations

- | | | |
|------|---|---|
| 6.1 | Peter Smith, Resident; Re: Item 9.1 - PDS23-109 - Aurora's 2031 Municipal Housing Target Pledge, and Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora | 1 |
| 6.2 | Andy Mitchell, Resident; Re: Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora | 3 |
| *6.3 | Steve Fleck, Resident; Re: Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora | 4 |
| *6.4 | David Heard, Resident; Re: Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora | 6 |
| *6.5 | Bruce Orrell, Resident; Re: Motion 10.4 - Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora | 8 |

7. Consent Agenda

That the Consent Agenda, items 7.1 to 7.9 inclusive, be approved.

- | | | |
|------------|---|-----------|
| 7.1 | Council Meeting Minutes of July 11, 2023 | 9 |
| | <ul style="list-style-type: none">1. That the Council meeting minutes of July 11, 2023, be adopted as circulated. | |
| 7.2 | Council Closed Session Minutes of July 11, 2023 (confidential attachment) | |
| | <ul style="list-style-type: none">1. That the Council Closed Session minutes of July 11, 2023, be adopted as circulated. | |
| 7.3 | Council Closed Session Public Meeting Minutes of July 11, 2023 | 27 |
| | <ul style="list-style-type: none">1. That the Council Closed Session Public meeting minutes of July 11, 2023, be adopted as circulated. | |
| 7.4 | Special Council Closed Session Minutes of August 15, 2023 (confidential attachment) | |
| | <ul style="list-style-type: none">1. That the Council Closed Session minutes of August 15, 2023, be adopted as circulated. | |
| 7.5 | Special Council Closed Session Public Meeting Minutes of August 15, 2023 | 31 |
| | <ul style="list-style-type: none">1. That the Council Closed Session Public meeting minutes of August 15, 2023, be adopted as circulated. | |
| 7.6 | Council Closed Session Minutes of September 5, 2023 (confidential attachment) | |
| | <ul style="list-style-type: none">1. That the Council Closed Session minutes of September 5, 2023, be adopted as circulated. | |
| 7.7 | Council Closed Session Public Meeting Minutes of September 5, 2023 | 34 |
| | <ul style="list-style-type: none">1. That the Council Closed Session Public meeting minutes of September 5, 2023, be adopted as circulated. | |
| 7.8 | Council Public Planning Meeting Minutes of September 12, 2023 | 37 |
| | <ul style="list-style-type: none">1. That the Council Public Planning meeting minutes of Tuesday, September 12, 2023, be adopted as circulated. | |

7.9	Central York Fire Services Joint Council Committee Meeting Minutes of April 4, 2023	41
1.	That the Central York Fire Services Joint Council Committee Meeting Minutes of April 4, 2023 be received for information.	
8.	Standing Committee Reports	
	That the Standing Committee Reports, items 8.1 to 8.3 inclusive, be received and the recommendations carried by the Committee approved.	
8.1	General Committee Meeting Report of September 5, 2023	45
8.1.1	CS23-042 - Integrity Commissioner's Periodic Report	54
1.	That Report No. CS23-042 be received for information.	
8.1.2	OPS23-017 - Bag Tag Program - Update	65
1.	That Report No. OPS23-017 be received for information.	
8.1.3	Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023	70
1.	That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023, be received for information.	
8.1.4	Active Transportation and Traffic Safety Advisory Committee Meeting Minutes of June 28, 2023	75
1.	That the Active Transportation and Traffic Safety Advisory Committee meeting minutes of June 28, 2023, be received for information.	
8.1.5	Heritage Advisory Committee Meeting Minutes of July 31, 2023	80
1.	That the Heritage Advisory Committee meeting minutes of July 31, 2023, be received for information.	
8.1.6	Community Recognition Review Advisory Committee Meeting Minutes of August 2, 2023	84
1.	That the Community Recognition Review Advisory Committee meeting minutes of August 2, 2023, be received for information.	

8.1.7	Mayor's Golf Classic Funds Committee Meeting Minutes of August 22, 2023	88
	<ol style="list-style-type: none"> 1. That the Mayor's Golf Classic Funds Committee meeting minutes of August 22, 2023, be received for information. 	
8.1.8	PDS23-109 - Aurora's 2031 Municipal Housing Target Pledge	91
	<ol style="list-style-type: none"> 1. That Report No. PDS23-109 be received; and 2. That the Town support the municipal Housing Pledge and initiatives described in Staff Report PDS23-109 including Attachment 1 (Housing Pledge for Responsible Growth); and 3. That the Housing Pledge be forwarded to the Minister of Municipal Affairs and Housing; and 4. That the Province be requested to continue to work with municipalities to provide grant opportunities to aid in the rapid delivery of the identified municipal initiatives and growth-related infrastructure. 	
8.1.9	OPS23-018 - Approval of Capital Project No. 73217 - Summit Park Playground Replacement and Basketball Court/Walkway Improvements	104
	<ol style="list-style-type: none"> 1. That Report No. OPS23-018 be received; and 2. That the condition on the approval of a total of \$300,000 in capital budget authority for Capital Project No. 73217 – Summit Park Playground Replacement and Basketball Court/Walkway Improvements be lifted, and the project proceed; and 3. That the scope of this project be expanded to include a fitness park, lighting and rubberized safety surfacing enhancements; and 4. That the total capital budget authority for Capital Project No. 73217 be increased to \$600,000, representing an increase of \$300,000 to be funded from the Cash-in-Lieu of Parkland reserve. 	
8.1.10	PDS23-108 - Centre Street Speed Limit Amendment	115
	<ol style="list-style-type: none"> 1. That Report No. PDS23-108 be received; and 	

	2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to reduce the speed limit on Centre Street between the Metrolinx GO Transit Corridor (west limit) and a point 90 metres west thereof from 40 km/h to 30 km/h.	
8.1.11	FIN23-035 - Reserve Management Policy	120
	1. That Report No. FIN23-035 be received; and	
	2. That the presented Reserve Management Policy for the Town be approved.	
8.1.12	PDS23-104 - Application for Draft Plan of Condominium, Addison Aurora Industrial GP Inc., 115, 135, 155 Addison Hall Circle, Block 8, 9, 10, Plan 65M-4650, File Number: CDM-2023-02, Related File Number: SP-2022-01	135
	1. That Report No. PDS23-104 be received; and	
	2. That the Draft Plan of Condominium File Number CDM-2023-02, to establish a standard condominium consisting of a total of 39 industrial units within 3 separate buildings, be approved subject to the conditions attached hereto as Schedule 'A' of this report.	
8.2	General Committee Meeting Report of September 19, 2023	150
8.2.1	Petition for Snow Windrow Clearing for Seniors and People with Disabilities	159
	1. That the Petition for Snow Windrow Clearing for Seniors and People with Disabilities be received for information.	
8.2.2	Council Compensation Ad Hoc Committee Meeting Minutes of September 7, 2023	168
	1. That the Council Compensation Ad Hoc Committee meeting minutes of September 7, 2023, be received for information.	
8.2.3	Accessibility Advisory Committee Meeting Minutes of September 6, 2023	171
	1. That the Accessibility Advisory Committee Meeting Minutes of September 6, 2023 be received for	

information.

8.2.4	OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program	176
	<ol style="list-style-type: none">1. That Report No. OPS23-020 be received; and2. That Council implement Option 5 from the report as a pilot Snow Windrow Removal program for the 2023/24 winter season to be funded from the Tax Rate Stabilization reserve.	
8.2.5	CMS23-040 - Mobile Food and Licensed Beverage Consumption at Concerts in the Park – Pilot Update	190
	<ol style="list-style-type: none">1. That Report No. CMS23-040 be received; and2. That the implementation of Licensed Beverage Consumption for Aurora’s Concerts in the Park series be approved; and3. That potential food vendors be recruited through an open call for proposal process for Aurora's Concerts in the Park series.	
8.2.6	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	198
	<p>Lots 3 and 4, Registered Plan 525, File Numbers: OPA-2022-04, ZBA-2022-06, SUB-2022-01, Related File Number: SP-2022-10</p> <ol style="list-style-type: none">1. That Report No. PDS23-110 be received; and2. 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’; and3. 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’; and4. 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.

8.2.7 CAO23-002 - Town of Aurora Street Banner Program Policy 239

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.

8.2.8 PDS23-112 - Review of the York Regional Planning Transition Plan 253

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.

8.3 Audit Committee Meeting Report of June 27, 2023 268

8.3.1 FIN23-031 - 2022 Audited Financial Statements and Audit Report 271

1. That Report No. FIN23-031 be received; and
2. That the 2022 Audit Reports and Financial Statements for the year ended December 31, 2022, be approved and published on the Town's website.

8.3.2 FIN23-029 - 2022 Year-end Operating and Capital Results - As of Dec. 31, 2022 345

1. That Report No. FIN23-029 be received for information.

9. Consideration of Items Requiring Discussion (Regular Agenda)

9.1	PDS23-122 - Additional Information to Report No. PDS23-109 and Servicing Allocation Update	371
	1. That Report No. PDS23-122 be received for information.	
9.2	PDS23-118 - Additional Information to Report No. PDS23-108 Centre Street Speed Limit Amendment	382
	1. That Report No. PDS23-118 be received for information.	
10.	Motions	
10.1	Mayor Mrakas; Re: As of Right Pre-Zoning	387
10.2	Mayor Mrakas; Re: Gender-Based and Intimate Partner Violence Epidemic	388
10.3	Councillor Gilliland; Re: Town Administration SWOT/Space Allocation Analysis and Economic Review	390
10.4	Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora	391
11.	New Business	
12.	By-laws	
12.1	By-law Number XXXX-23 - Being a By-law to prescribe the standards for the maintenance and occupancy of properties in the Town of Aurora. (General Committee Report No. CS23-044, July 4, 2023)	393
12.2	By-law Number XXXX-23 - Being a By-law to require adequate and suitable vital services for rental units in the Town of Aurora. (General Committee Report No. CS23-044, July 4, 2023)	431
12.3	By-law Number XXXX-23 - Being a By-law to amend By-law Number 4574-04.T, as amended, to regulate parking and traffic in the Town of Aurora (No Parking Restricted Periods-Benville Crescent). (Council Report No. PDS23-075, July 11, 2023)	439
13.	Closed Session	
14.	Confirming By-law	
14.1	By-law Number XXXX-23 Being a By-law to confirm actions by Council	440

resulting from a Council meeting on September 26, 2023

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) *

Council

Council or Committee Meeting Date * ?

2023-9-26



Subject *

Aurora's 2031 Municipal Housing Target Pledge, Strong Mayor Powers and Housing Affordability

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

Peter Smith

Brief Summary of Issue or Purpose of Delegation *

Clarify some of the points and bring to Council's attention the ramifications regarding the housing pledge and Strong Mayor Powers, and housing affordability related to the OPA.

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 Ron Weese

Date you spoke with Town staff or a Council member

2023-9-14



I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. * Page 2 of 440

☒ Agree

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) *

Council

Council or Committee Meeting Date * ?

2023-9-26



Subject *

Strong Mayor Powers in the Town of Aurora

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

Andy Mitchell

Brief Summary of Issue or Purpose of Delegation *

Speaking in opposition to Strong Mayor Powers being used in the Town of Aurora

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

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) *

Council

Council or Committee Meeting Date * ?

2023-9-26



Subject *

Strong Mayor Powers

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

Steve Fleck

Brief Summary of Issue or Purpose of Delegation *

I disagree with the adoption of the Strong Mayor Powers. It is nothing personal or against the current Mayor, but this is VERY simple - what this does is trample on one of the most fundamental and basic pillars of our system of Democracy - that in all situations a majority shall rule. If we don't have that - we are way out on a slippery slope, and heading towards authoritarian or dictatorial rule!

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

Ron Weese

Date you spoke with Town staff or a Council member

2023-9-21



I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. * Page 5 of 440

☒ Agree

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) *

Council

Council or Committee Meeting Date * ?

2023-9-26



Subject *

Strong Mayor Powers

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

David Heard

Brief Summary of Issue or Purpose of Delegation *

I am a sitting Member of the Heritage Advisory Committee and have already had my voice silenced at Committee level.
All Committee voices have been reduced to "comments".
Our knowledge seems to have disinterest at higher governance.
Now changing the math on democracy is a step way too far.

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

Ron Weese / Adam Robb

Date you spoke with Town staff or a Council member

2023-9-8



I acknowledge that the Procedure By-law permits five (5) minutes for Delegations. * Page 7 of 440

☒ Agree

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) *

Council

Council or Committee Meeting Date * ?

2023-9-26



Subject *

Strong Mayor Powers

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

Bruce Orrell

Brief Summary of Issue or Purpose of Delegation *

I wish to provide my thoughts on the proposal to acquire Strong Mayor Powers

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



**Town of Aurora
Council
Meeting Minutes**

Date: Tuesday, July 11, 2023
Time: 7 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
Councillor Ron Weese
Councillor Rachel Gilliland*
Councillor Wendy Gaertner
Councillor Michael Thompson
Councillor John Gallo* (departed 9:09 p.m.)
Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Patricia De Sario, Director, Corporate Services/Town Solicitor
Robin McDougall, Director, Community Services
Marco Ramunno, Director, Planning and Development Services
Sara Tienkamp, Director, Operational Services
Rachel Wainwright-van Kessel, Director, Finance
Daniel Bitonti, Acting Manager, Corporate Communications
John Firman, Manager, Business Support
Phillip Rose, Manager, Cultural Services
Alexander Wray, Manager, By-law Services*
Michael de Rond, Town Clerk
Linda Bottos, Council/Committee Coordinator

*Attended electronically

1. Call to Order

The Mayor called the meeting to order at 7:03 p.m.

2. Land Acknowledgement

Mayor Mrakas 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 Councillor Thompson

Seconded by Councillor Weese

That the revised agenda as circulated by Legislative Services be approved.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Thompson, Councillor Gallo, and Councillor Kim

Absent (1): Councillor Gaertner

Carried (6 to 0)

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. Community Presentations

5.1 Julie Stephenson, Youth and Community Development Coordinator; Re: John West Memorial "Leaders of Tomorrow" Scholarship Award - Presentation of 2023 Recipients

Julie Stephenson presented an overview of the achievements and community involvement of the John West Memorial "Leaders of Tomorrow" Scholarship Award 2023 recipients: Rizwan Kazi, graduate of Aurora High School; and Anthea Peta-Dragos, graduate of St. Maximilian Kolbe Catholic High School. Rizwan and Anthea were presented with their

awards and congratulated by the Mayor, Members of Council, and Robin McDougall, Director of Community Services.

Moved by Councillor Weese

Seconded by Councillor Gaertner

That the presentation be received for information.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

5.2 Gregory Peri, Accessibility Advisor; Re: AccessNow Assessment Update

Gregory Peri presented an overview of the recent accessibility assessment of eight Town facilities by AccessNow including: background; AccessNow mobile platform; partnering with AccessNow; assessment process and results; verified business listing and benefits; and next steps toward barrier removal in all Town facilities, parks, and trails.

Moved by Councillor Thompson

Seconded by Councillor Weese

That the presentation be received for information.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

6. Delegations

6.1 Jason J.K. Scott, York North Basketball Association (YNBA); Re: Motion 10.1 - Councillor Weese and Councillor Gilliland; Re: Air-Supported Courts Dome in Aurora

Jason Scott spoke in support of the proposed air-supported courts dome.

Moved by Councillor Thompson

Seconded by Councillor Gaertner

That the comments of the delegation be received and referred to Motion 10.1.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

6.2 Bruce Stafford, Storm Volleyball (written delegation); Re: Motion 10.1 - Councillor Weese and Councillor Gilliland; Re: Air-Supported Courts Dome in Aurora

Bruce Stafford submitted a written delegation in support of the proposed air-supported courts dome.

Moved by Councillor Weese

Seconded by Councillor Gaertner

That the comments of the delegation be received and referred to Motion 10.1.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

7. Consent Agenda

Moved by Councillor Kim

Seconded by Councillor Thompson

That the Consent Agenda, items 7.1 to 7.5 inclusive, be approved.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

7.1 Council Meeting Minutes of June 27, 2023

1. That the Council meeting minutes of June 27, 2023, be adopted as circulated.

Carried

7.2 Council Closed Session Minutes of June 20, 2023

1. That the Council Closed Session minutes of June 20, 2023, be adopted as circulated.

Carried

7.3 Council Closed Session Public Meeting Minutes of June 20, 2023

1. That the Council Closed Session Public meeting minutes of June 20, 2023, be adopted as circulated.

Carried

7.4 Council Closed Session Minutes of July 4, 2023

1. That the Council Closed Session minutes of July 4, 2023, be adopted as circulated.

Carried

7.5 Council Closed Session Public Meeting Minutes of July 4, 2023

1. That the Council Closed Session Public meeting minutes of July 4, 2023, be adopted as circulated.

Carried

8. Standing Committee Reports

Moved by Councillor Thompson

Seconded by Councillor Weese

That the Standing Committee Reports item 8.1 be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.1.5, 8.1.6, and 8.1.7, which were discussed and voted on separately as recorded below.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.1 General Committee Meeting Report of July 4, 2023

8.1.1 Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of May 26, 2023

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of May 26, 2023, be received for information.

Carried

8.1.2 Accessibility Advisory Committee Meeting Minutes of June 7, 2023

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

Carried

8.1.3 Finance Advisory Committee Meeting Minutes of June 13, 2023

1. That the Finance Advisory Committee meeting minutes of June 13, 2023, be received for information.

Carried

8.1.4 Parks and Recreation Advisory Committee Meeting Minutes of June 15, 2023

1. That the Parks and Recreation Advisory Committee meeting minutes of June 15, 2023, be received for information.

Carried

8.1.5 CMS23-031 - Aurora Town Square Update

Main motion

Moved by Councillor Gilliland

Seconded by Councillor Thompson

1. That Report No. CMS23-031 be received; and
2. That Council approve in advance of the 2024 operating budget a new full-time IT Support/Technical Production position in support of Town Square's operations to be funded through operational budget savings to be achieved through a planned reduction to the Aurora Public Library's ongoing funding requirements.

Amendment

Moved by Councillor Gilliland

Seconded by Councillor Weese

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

“That the recommended operating plan financial strategy for Town Square be included in the proposed 2024 Budget for Council’s review and consideration of approval; and

That the Aurora Town Square operating plan be brought before Council prior to budget 2024 deliberations, including the Aurora Cultural Centre’s programming and staffing plan.”

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

Main motion as amended

Moved by Councillor Gilliland

Seconded by Councillor Thompson

1. That Report No. CMS23-031 be received; and
2. That Council approve in advance of the 2024 operating budget a new full-time IT Support/Technical Production position in support of Town Square’s operations to be funded through operational budget savings to be achieved through a planned reduction to the Aurora Public Library’s ongoing funding requirements; **and**
3. **That the recommended operating plan financial strategy for Town Square be included in the proposed 2024 Budget for Council’s review and consideration of approval; and**
4. **That the Aurora Town Square operating plan be brought before Council prior to budget 2024 deliberations, including the Aurora Cultural Centre’s programming and staffing plan.**

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.1.6 CMS23-030 - Aurora Barbarians' Proposal for Sheppard's Bush

Moved by Councillor Thompson

Seconded by Councillor Kim

1. That Report No. CMS23-030 be received; and
2. That staff be directed to further investigate Option 2 for the development of a second artificial turf sports field at Sheppard's Bush; and
3. That staff prepare a Capital Project for Council consideration as part of the 2024 Capital Budget.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.1.7 CS23-044 - Modernized Property Standards By-law

Moved by Councillor Gilliland

Seconded by Councillor Gaertner

1. That Report No. CS23-044 be received; and
2. That a new Property Standards By-law be brought forward to a future Council meeting for enactment to repeal and replace the current Property Standards By-law No. 4044-99.P; and
3. That a new Vital Services By-law be brought forward to a future Council meeting for enactment to repeal and replace the current Heating in Rental Units By-law No. 4737-05.P.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

8.1.8 CS23-043 - 2022 Municipal Election Wrap-Up

1. That Report No. CS23-043 be received for information.

Carried

8.1.9 FIN23-028 - Capital Project 14106 - Cybersecurity Awareness Training

1. That Report No. FIN23-028 be received; and
2. That the condition on the approval of Capital Project No. 14106 – Cybersecurity Awareness Training, in the revised amount of \$20,000, be lifted and the project proceed.

Carried

8.1.10 FIN23-030 - Interim Forecast Update - As of April 30, 2023

1. That Report No. FIN23-030 be received for information.

Carried

9. Consideration of Items Requiring Discussion (Regular Agenda)

9.1 PDS23-075 - Request for a Parking By-law Amendment Benville Crescent – Update

Council consented to vote separately on each clause of the amendment.
Council consented to vote separately on the second clause of the main motion as amended.

Main motion

Moved by Councillor Thompson

Seconded by Councillor Kim

1. That Report No. PDS23-075 be received for information.

Amendment

Moved by Councillor Thompson

Seconded by Councillor Gaertner

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

“That a by-law to amend Parking By-law No. 4574-04.T be enacted to prohibit parking at any time on the northeast side of Benville Crescent from Bayview Avenue to a point nine metres north of the end of curb return adjacent to #87 Benville Crescent; and

That the refresh planned for the Benville Crescent park be included in the 2024 capital budget discussions for consideration of approval."

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Nays (1): Councillor Gilliland

**First clause
 Carried (6 to 1)**

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

**Second clause
 Carried (7 to 0)**

Main motion as amended

Moved by Councillor Thompson

Seconded by Councillor Kim

1. That Report No. PDS23-075 be received; and
2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to prohibit parking at any time on the northeast side of Benville Crescent from Bayview Avenue to a point nine metres north of the end of curb return adjacent to #87 Benville Crescent; and
3. That the refresh planned for the Benville Crescent park be included in the 2024 capital budget discussions for consideration of approval.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

**First and third clauses
 Carried (7 to 0)**

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Nays (1): Councillor Gilliland

**Second clause
 Carried (6 to 1)**

10. Motions

10.1 Councillor Weese and Councillor Gilliland; Re: Air-Supported Courts Dome in Aurora

Moved by Councillor Weese

Seconded by Councillor Gilliland

Whereas the Draft Parks and Recreation Master Plan shows an inventory of one under-sized municipal gymnasium at the Aurora Family Leisure Complex with a single, full-sized gymnasium planned for the Stronach Aurora Recreation Centre in 2024; and

Whereas according to the Draft Parks and Recreation Master Plan, the current per capita provision of gymnasium space is 1:64,100 with future per capita provision of such gymnasium space suggested to be 1:36,500; and

Whereas both the Town and Local Sport Organizations (LSOs) permit selected school gymnasiums, but access to schools has been increasingly challenging as schools expand their programming and restrict access; and

Whereas the existing inventory of indoor gymnasiums owned and operated by local School Boards is insufficient to meet the needs of growing indoor courts/gymnasium training; and

Whereas municipalities are increasingly including gymnasiums within new recreation centres to accommodate many growing sports and recreation activities that require indoor gymnasium space; and

Whereas the Draft Parks and Recreation Master Plan states that existing Town-owned gymnasium time is well utilized, however, 'little time is available for Community use'; and

Whereas land inventory is low, and the Town would benefit by investing in the feasibility of utilizing a multi-use design approach to gain highest, best use of additional recreation gymnasium space; and

Whereas Local Sport Organizations are increasingly required to permit appropriate training facilities outside of Town to operate programs for Aurora residents because of the lack of availability of indoor gymnasium space; and

Whereas there is no central, Town-owned facility with sufficient capacity to offer multi-gym competition space to meet the needs of the Town's Sport Tourism Strategy; and

Whereas air-supported sport domes devoted to indoor courts training are feasible to build and maintain and cost efficiencies continue to improve; and

Whereas a multi-use air-supported gym facility offering multiple courts would attract high level tournament events, benefiting our local economy, athletic growth, and overall community programming needs; and

Whereas the Town has successfully implemented public-private partnerships for the development and operation of sports facilities;

1. Now Therefore Be It Hereby Resolved That staff be directed to report back with the feasibility to provide a multi-gymnasium, air-supported structure that will provide sufficient additional indoor gymnasium space to meet present and future needs; and
2. Be It Further Resolved That staff be directed to explore options for location, funding, and operation of the structure, including public-private partnerships in keeping with the Town's public-public and public-private partnership strategy; and
3. Be It Further Resolved That staff be directed to consult with Local Sport Organizations to identify specific needs for the courts dome that will meet training and competition needs as well as sport tourism opportunities; and
4. Be It Further Resolved That staff be directed to include location and partnership options for an indoor sports court facility within the current sports field review; and
5. Be It Further Resolved That staff be directed to include funds in 2024 and 2025 for Council's consideration as part of the 2024 Budget and 10-Year Capital Plan.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

10.2 Councillor Thompson; Re: Parkland Acquisition

Moved by Councillor Thompson

Seconded by Councillor Gaertner

Whereas parks are essential public infrastructure and are vital to improving and sustaining the health of individuals, the community, environment, and economy; and

Whereas Aurora residents place a high value on the Town's park system—92% of survey respondents for the 2023 Parks and Recreation Master Plan indicated that parks for casual use are important to them; and

Whereas the Town's 2023 Draft Official Plan identifies the establishment of a diverse parkland and recreation area system as a fundamental principle of the Plan; and

Whereas playgrounds are neighbourhood-level amenities that support childhood development and foster cognitive development and social skills, and encourage physical activity; and

Whereas playgrounds should be provided in new and existing residential areas where geographical gaps exist, generally calculated through application of a 500-metre service radius that is unobstructed by major pedestrian barriers; and

Whereas the OPA 34 Secondary Plan Area (Yonge Street South) is underserved for both parkland and playgrounds; and

Whereas in the past 20 years, 550 homes have been built within the OPA 34 Secondary Plan area and \$9.2 million has been collected in cash-in-lieu of parkland;

1. Now Therefore Be It Hereby Resolved That staff identify and investigate properties of interest within the OPA 34 Secondary Plan area and report back to Council.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

10.3 Mayor Mrakas; Re: Eliminating Minimum Parking Requirements for New Residential Developments

Moved by Councillor Gaertner

Seconded by Councillor Gilliland

Whereas the Aurora GO Station MTSA (Major Transit Station Area) is planned to accommodate a proposed minimum density of 150 people and jobs per hectare as part of creating housing opportunities in close proximity to higher order transit; and

Whereas the Town of Aurora Official Plan already contains policies that encourage the use of alternative and reduced parking requirements specifically in the MTSA; and

Whereas according to the Residential Construction Council of Ontario (RESCON) the cost of constructing below-grade parking in residential condominiums and apartments has increased significantly over the past decade, with these costs being passed onto unit owners and in turn negatively impacting housing affordability; and

Whereas the construction of underground parking adds more time to the already lengthy and complex process of constructing higher density buildings; and

Whereas an emerging trend across the Greater Toronto Area is that new condo projects are being left with parking spaces being unsold, and that there is a pattern of overbuilding parking in new higher density residential developments due to outdated zoning requirements; and

Whereas reducing parking requirements will improve the livability of the Town overall by creating healthier communities, reducing greenhouse gas emissions, and creating space to improve conditions for transit, walking and cycling; and

Whereas the sustainability and complete community policies of the Provincial Policy Statement, Growth Plan, York Region Official Plan, and the Town are strengthened by being able to reduce parking requirements; and

Whereas the Ontario Housing Affordability Task Force recommends removing minimum parking requirements as they are outdated municipal

requirements that increase the cost of housing and are increasingly less relevant with public transit and ride share services;

1. Now Therefore Be It Hereby Resolved That staff be directed to evaluate options for eliminating minimum parking requirements for new residential developments within the GO Major Transit Station Area; and
2. Be It Further Resolved That any new residential development within the GO Major Transit Station Area require auto share and/or bike share programs; and
3. Be It Further Resolved That staff report back to Council with the appropriate actions to implement these directions, including the necessary updates to the Town's Comprehensive Zoning By-law Number 6000-17.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

11. Regional Report

11.1 York Regional Council Highlights of June 29, 2023

Moved by Councillor Thompson

Seconded by Councillor Kim

1. That the York Regional Council Highlights of June 29, 2023, be received for information.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

12. New Business

Councillor Weese advised that residents have identified needles and unsafe conditions in the vicinity of Town Park and the playground area. The Councillor expressed appreciation to Town staff for their increased vigilance in this matter and noted that local residents have formed a neighbourhood watch group.

Councillor Gaertner put forward the following motion:

New Business Motion No. 1

Moved by Councillor Gaertner

Seconded by Councillor Kim

That the Town of Aurora supports the comments and report from York Region with regard to the proposed Provincial Planning Statement, 2023.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, and Councillor Kim

Absent (1): Councillor Gallo

Carried (6 to 0)

Councillor Thompson advised that residents around Hartman Public School, in the vicinity of River Ridge Boulevard and Conover Avenue, have reported seeing more than one fox in the area and have pet safety concerns. Staff confirmed that the Town's Animal Services staff are aware and addressing the matter.

Councillor Gilliland also noted receiving an inquiry about foxes in the area, that Animal Services staff shared information with residents about co-existing with wildlife, and suggested that perhaps further education be provided to residents.

13. By-laws

- 13.1 By-law Number 6530-23 - Being a By-law to amend By-law Number 6471-23, to establish a schedule of fees and charges for municipal services, activities, and the use of property within the Town of Aurora (Fees and Charges By-law).
- 13.2 By-law Number 6531-23 - Being a By-law to amend By-law Number 6228-19, as amended, to govern the proceedings of Council and Committee meetings of the Town of Aurora.
- 13.3 By-law Number 6532-23 - Being a By-law to declare as surplus and sell municipal lands (Archerhill Court).
- 13.4 By-law Number 6533-23 - Being a By-law to permanently close highways in the Town of Aurora (Archerhill Court).

Moved by Councillor Weese

Seconded by Councillor Thompson

That the By-laws, items 13.1 to 13.4 inclusive, be enacted.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, and Councillor Kim

Absent (1): Councillor Gallo

Carried (6 to 0)

- 13.5 By-law Number 6534-23 - Being a By-law to require the conveyance of parkland or the payment in lieu of parkland pursuant to the *Planning Act*.**

Moved by Councillor Thompson

Seconded by Councillor Gilliland

That the By-laws item 13.5 be enacted.

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, and Councillor Kim

Absent (1): Councillor Gallo

Carried (6 to 0)

14. Closed Session

None.

15. Confirming By-law

- 15.1 By-law Number 6535-23 - Being a By-law to confirm actions by Council resulting from a Council meeting on July 11, 2023**

Moved by Councillor Gaertner

Seconded by Councillor Weese

That the confirming by-law be enacted.

Carried

Council Meeting Minutes
Tuesday, July 11, 2023

18

16. Adjournment

Moved by Councillor Kim

Seconded by Councillor Gaertner

That the meeting be adjourned at 9:21 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



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

Date: Tuesday, July 11, 2023

Time: 5:45 p.m.

Location: Holland Room

Council Members: Mayor Tom Mrakas (Chair)
Councillor Ron Weese
Councillor Rachel Gilliland*
Councillor Wendy Gaertner
Councillor Michael Thompson
Councillor John Gallo*
Councillor Harold Kim (arrived 6:11 p.m.)

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Patricia De Sario, Director, Corporate Services/Town Solicitor
Marco Ramunno, Director, Planning and Development Services
Sara Tienkamp, Director, Operational Services
Michael de Rond, Town Clerk

*Attended electronically

1. Call to Order

The Mayor called the meeting to order at 5:50 p.m.

Council consented to resolve into a Closed Session at 5:50 p.m.

Council reconvened into open session at 6:13 p.m.

Item 3 was discussed prior to items 1 and 2.

Items 1 and 2 were discussed, and direction was voted on, together.

Council Closed Session Public Meeting Minutes
Tuesday, July 11, 2023

2

2. Approval of the Agenda

Moved by Councillor Weese

Seconded by Councillor Gaertner

That the confidential Council Closed Session agenda be approved.

Carried

3. 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*.

4. Consideration of Items Requiring Discussion

Moved by Councillor Weese

Seconded by Councillor Thompson

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

1. A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239(2)(c) of the *Municipal Act, 2001*); Re: Council Closed Session Report No. PDS23-090 - Property Matter - George Street
2. A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239(2)(c) of the *Municipal Act, 2001*); Re: Council Closed Session Report No. PDS23-099 - Additional Information on Property Matter - George Street
3. A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239(2)(c) of the *Municipal Act, 2001*); Re: Council Closed Session Report No. PDS23-092 - Property Matter - Archerhill Court Update

Carried

4.1 Council Closed Session Report No. PDS23-090 - Property Matter - George Street

4.2 Council Closed Session Report No. PDS23-099 - Additional Information on Property Matter - George Street

Council Closed Session Public Meeting Minutes
Tuesday, July 11, 2023

3

A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239(2)(c) of the *Municipal Act, 2001*)

Moved by Councillor Gilliland

Seconded by Councillor Weese

1. That Council Closed Session Report Nos. PDS23-090 and PDS23-099 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

4.3 Council Closed Session Report No. PDS23-092 - Property Matter - Archerhill Court Update

A proposed or pending acquisition or disposition of land by the municipality or local board (Section 239(2)(c) of the *Municipal Act, 2001*)

Moved by Councillor Thompson

Seconded by Councillor Kim

1. That Council Closed Session Report No. PDS23-092 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

5. Confirming By-law

5.1 By-law Number 6529-23 Being a By-law to confirm actions by Council resulting from a Council Closed Session on July 11, 2023

Moved by Councillor Thompson

Seconded by Councillor Kim

That the confirming by-law be enacted.

Carried

Council Closed Session Public Meeting Minutes
Tuesday, July 11, 2023

4

6. **Adjournment**

Moved by Councillor Weese

Seconded by Councillor Gaertner

That the meeting be adjourned at 7:03 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



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

Date: Tuesday, August 15, 2023
Time: 5:45 p.m.
Location: Holland Room, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
Councillor Ron Weese
Councillor Rachel Gilliland*
Councillor Wendy Gaertner
Councillor Michael Thompson
Councillor John Gallo

Members Absent: Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Patricia De Sario, Director, Corporate Services/Town Solicitor
Marco Ramunno, Director, Planning and Development Services
Michael de Rond, Town Clerk

*Attended electronically

1. Call to Order

The Mayor called the meeting to order at 5:45 p.m.

Council consented to resolve into a Closed Session at 5:45 p.m.

Council reconvened into open session at 6:18 p.m.

2. Approval of the Agenda

Moved by Councillor Weese

Seconded by Councillor Thompson

That the confidential Special Council Closed Session agenda be approved.

Carried

3. 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*.

4. Consideration of Items Requiring Discussion

Moved by Councillor Gallo

Seconded by Councillor Thompson

That Council resolve into a Closed Session to consider the following matter:

1. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Section 239(2)(e) of the *Municipal Act, 2001*); Re: Council Closed Session Report No. CS23-047 - Appeals to Zoning By-law Amendment and Site Plan Applications, L&B Aurora Inc. (ZBA-2019-01 and SP-2020-05)

Carried

4.1 Council Closed Session Report No. CS23-047 - Appeals to Zoning By-law Amendment and Site Plan Applications, L&B Aurora Inc. (ZBA-2019-01 and SP-2020-05)

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Section 239(2)(e) of the *Municipal Act, 2001*)

Moved by Councillor Thompson

Seconded by Councillor Gilliland

1. That Council Closed Session Report No. CS23-047 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (5): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Thompson, and Councillor Gallo

Nays (1): Councillor Gaertner

Absent (1): Councillor Kim

Carried (5 to 1)

Special Council Closed Session Public Meeting Minutes
Tuesday, August 15, 2023

3

5. Confirming By-law

5.1 By-law Number 6536-23 Being a By-law to confirm actions by Council resulting from a Special Council Closed Session on August 15, 2023

Moved by Councillor Gallo

Seconded by Councillor Weese

That the confirming by-law be enacted.

Carried

6. Adjournment

Moved by Councillor Gaertner

Seconded by Councillor Weese

That the meeting be adjourned at 6:22 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



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

Date: Tuesday, September 5, 2023
Time: 5:45 p.m.
Location: Holland Room, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
Councillor Ron Weese
Councillor Rachel Gilliland
Councillor Wendy Gaertner
Councillor Michael Thompson
Councillor John Gallo
Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Demetre Rigakos, Manager, Human Resource (departed 6:07 p.m.)
Slav Szlapczynski, Acting Town Solicitor
Michael de Rond, Town Clerk

1. Call to Order

The Mayor called the meeting to order at 5:45 p.m.

Council consented to resolve into a Closed Session at 5:45 p.m.

Council reconvened into open session at 6:13 p.m.

2. Approval of the Agenda

Moved by Councillor Gilliland

Seconded by Councillor Weese

That the confidential Council Closed Session agenda be approved.

Carried

3. 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*.

4. Consideration of Items Requiring Discussion

Moved by Councillor Weese

Seconded by Councillor Thompson

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

1. Labour relations or employee negotiations (Section 239(2)(d) of the *Municipal Act, 2001*) Re; Council Closed Session Report No. CS23-048 - Collective Bargaining Process Update with CUPE 905.01
2. Personal matters about an identifiable individual, including municipal or local board employee (Section 239(2)(b) of the *Municipal Act, 2001*) Re; Council Closed Session Report No. CS23-049 - Fulfillment of Vacancy on the Accessibility Advisory Committee

Carried

4.1 Council Closed Session Report No. CS23-048 - Collective Bargaining Process Update with CUPE 905.01

Labour relations or employee negotiations (Section 239(2)(d) of the *Municipal Act, 2001*)

Moved by Councillor Gilliland

Seconded by Councillor Gaertner

1. That Council Closed Session Report No. CS23-048 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

4.2 Council Closed Session Report No. CS23-049 - Fulfillment of Vacancy on the Accessibility Advisory Committee

Personal matters about an identifiable individual, including municipal or local board employee (Section 239(2)(b) of the *Municipal Act, 2001*)

Moved by Councillor Gallo

Seconded by Councillor Weese

1. That Council Closed Session Report No. CS23-049 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

5. Confirming By-law

5.1 By-law Number 6539-23 Being a By-law to confirm actions by Council resulting from a Council Closed Session on September 5, 2023

Moved by Councillor Thompson

Seconded by Councillor Kim

That the confirming by-law be enacted.

Carried

6. Adjournment

Moved by Councillor Kim

Seconded by Councillor Weese

That the meeting be adjourned at 7:02 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



Town of Aurora Council Public Planning Meeting Minutes

Date: Tuesday, September 12, 2023
Time: 7 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
 Councillor Ron Weese
 Councillor Rachel Gilliland
 Councillor Wendy Gaertner
 Councillor Michael Thompson
 Councillor John Gallo
 Councillor Harold Kim (arrived 7:02 p.m.)

Other Attendees: Marco Ramunno, Director, Planning and Development Services
 Kenny Ng, Planner
 Jaclyn Grossi, Deputy Town Clerk
 Linda Bottos, Council/Committee Coordinator

1. Call to Order

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

2. Land Acknowledgement

Mayor Mrakas 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 Councillor Gilliland
Seconded by Councillor Weese

That the revised agenda as circulated by Legislative Services be approved.

Yeas (7): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Gaertner, Councillor Thompson, Councillor Gallo, and Councillor Kim

Carried (7 to 0)

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. Planning Applications

The Mayor outlined the procedures that would be followed in the conduct of the public meeting. The Deputy Town Clerk confirmed that the appropriate notice was given in accordance with the relevant provisions of the *Planning Act*.

5.1 PDS23-111 - Application for Official Plan Amendment and Zoning By-law Amendment, Gervais Development (Centre) Corp., 180, 182 Centre Crescent, Part of Lot 105, Registered Plan 246, File Number: OPA-2022-03, ZBA-2022-05, Related File Number: SP-2022-12

Planning Staff

Kenny Ng, Planner, presented an overview of the staff report regarding the Official Plan Amendment and Zoning By-law Amendment applications to facilitate the development of a seven-storey apartment building with a total of 193 units. It was noted the applicant proposes to re-designate the subject lands to site-specific "Promenade General - Special Design Area" and to permit a maximum building height of seven storeys, and to rezone the subject lands from "Service Employment E1(9) Zone" to "Second Density Apartment Residential Exception (RA2-XX) Zone", and amend the development standards on dwelling unit size, lot coverage, yard setbacks, maneuvering space, parking, and amenity area.

Applicant

Gord Mahoney, Senior Planner, Michael Smith Planning Consultants, acknowledged he was accompanied by the project ownership team: Gerard Gervais, Steve Gervais, and Ryan Gervais, of Gervais Development (Centre) Corp., along with Drew MacMartin, Project Advisor; and presented an overview of the development proposal including land use designation, building height, site plan and elevations, parking layout, unit floor plan, landscape master plan, and public square concept plan.

Public Comments

Aurora resident Mike Tighe inquired about the timing of the proposed development in relation to other current and upcoming construction projects in the area, whether there are planned mitigation efforts to ease traffic congestion and parking issues, and whether the developer is required to or will be offering subsidized housing.

Planning Staff

Staff addressed the comments regarding traffic and the required studies, intersection timing improvements, parking, the GO station/Metrolinx project timelines, and subsidized housing. The Mayor provided further information regarding the investigation and potential improvements to the intersection areas and traffic flow at the south end of Industrial Parkway North, from Scanlon Court to Wellington Street East.

Applicant

The applicant addressed the comments regarding the anticipated project timeframe.

Moved by Councillor Kim

Seconded by Councillor Thompson

1. That Report No. PDS23-111 be received; and
2. That comments presented at the Public Meeting be addressed by Planning and Development Services in a report to a future General Committee meeting.

Council Public Planning Meeting Minutes
Tuesday, September 12, 2023

4

Yeas (6): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Thompson, Councillor Gallo, and Councillor Kim

Nays (1): Councillor Gaertner

Carried (6 to 1)

6. Confirming By-law

6.1 By-law Number 6540-23 Being a By-law to confirm actions by Council resulting from a Council Public Planning meeting on September 12, 2023

Moved by Councillor Gallo

Seconded by Councillor Thompson

That the confirming by-law be enacted.

Carried

7. Adjournment

Moved by Councillor Thompson

Seconded by Councillor Gaertner

That the meeting be adjourned at 8:18 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



Central York Fire Services

Minutes

Joint Council Committee

Date: Tuesday, April 4, 2023
 Time: 9:30 AM
 Location: Streamed live from the Municipal Offices
 395 Mulock Drive
 Newmarket, ON L3Y 4X7

Members Present: Councillor Gilliland, Town of Aurora, Chair
 Councillor Broome, Town of Newmarket, Vice Chair
 Councillor Gallo, Town of Aurora
 Councillor Simon, Town of Newmarket
 Councillor Morrison, Town of Newmarket

Members Absent: Councillor Gaertner, Town of Aurora

Staff Present: J. Payne, Commissioner, Community Services
 D. Nadorozny, Chief Administrative Officer, Town of Aurora
 I. Laing, Fire Chief, Central York Fire Services
 M. Mayes, Director of Financial Services/Treasurer, Town of Newmarket
 R. Wainwright-van Kessel, Director of Finance – Treasurer, Town of Aurora
 R. Volpe, Deputy Chief, Central York Fire Services
 C. Duval, Assistant Deputy Chief, Central York Fire Services
 K. Saini, Deputy Town Clerk, Town of Newmarket
 K. Huguenin, Legislative Coordinator

1. Notice

Chair Gilliland advised that the Municipal Offices were open to the public, and that members of the public could attend this meeting in person or view the live stream available at newmarket.ca/meetings.

2. Additions & Corrections to the Agenda

None.

3. Conflict of Interest Declarations

None.

4. Presentations

4.1 Central York Fire Services Annual Report 2022

Chief Laing, Central York Fire Services provided a presentation regarding the Central York Fire Services Annual Report 2022. He provided a summary of activities of 2022 which included primary and contracted coverage areas, 2022 highlights, vulnerable occupancies, emergency response data comparison, emergency response trend, emergency response type and budget data.

Members asked questions regarding the public education programs, the York Region Fire Coordinator role, performance times, emergency response data comparison and the 2022 budget.

Moved by: Councillor Broome

Seconded by: Councillor Simon

1. That the presentation provided by Chief Laing regarding the Central York Fire Services Annual Report 2022 be received.

Carried

5. Deputations

None.

6. Approval of Minutes

6.1 Central York Fire Services - Joint Council Committee Meeting Minutes of February 7, 2023

Moved by: Councillor Gallo

Seconded by: Councillor Morrison

1. That the Central York Fire Services - Joint Council Committee Meeting Minutes of February 7, 2023 be approved.

Carried

**6.2 Central York Fire Services - Joint Council Committee Meeting
Minutes of March 7, 2023**

Moved by: Councillor Gallo

Seconded by: Councillor Morrison

1. That Central York Fire Services - Joint Council Committee Meeting Minutes of March 7, 2023 be approved.

Carried

7. Items

None.

8. New Business

CYFS Upcoming Events

Deputy Chief Volpe provided an update regarding Central York Fire Services (CYFS) events. He advised that on May 13, CYFS will host a car wash event at Station 4-5 from 1:00 PM - 5:00 PM in support of the United Way. Six new recruits will commence employment with CYFS on April 11. The Joint Council Committee members will be invited to attend the graduation on June 8 at Station 4-5.

9. Closed Session

Moved by: Councillor Broome

Seconded by: Councillor Gallo

1. That Joint Council Committee resolve into Closed Session due to a trade secret or scientific, technical, commercial or financial information that belongs to the municipality or local board and has monetary value or potential monetary value, as per Section 239 (2)(j) of the Municipal Act, 2001

Carried

Joint Council Committee resolved into Closed Session at 10:36 AM.

Joint Council Committee (Closed Session) Minutes are recorded under separate cover.

Joint Council Committee resumed into Open Session at 11:19 AM.

9.1 Fire Protection Agreement Financial Analysis

Moved by: Councillor Gallo

Seconded by: Councillor Morrison

1. That Closed Session Report CL-JCC-2023-01 dated April 4, 2023, be received for information purposes.

Carried

10. Adjournment

Moved by: Councillor Morrison

Seconded by: Councillor Broome

1. That the meeting be adjourned at 11:24 AM.

Carried

Councillor Gilliland, Chair

Date



**Town of Aurora
General Committee
Meeting Report**

Date: Tuesday, September 5, 2023
Time: 7 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Councillor Wendy Gaertner (Chair)
Mayor Tom Mrakas
Councillor Ron Weese
Councillor Rachel Gilliland
Councillor Michael Thompson
Councillor John Gallo
Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Robin McDougall, Director, Community Services
Marco Ramunno, Director, Planning and Development Services
Rachel Wainwright-van Kessel, Director, Finance
Michelle Outar, Senior Communications Advisor*
Luigi Colangelo, Manager, Public Works
Slav Szlapczynski, Associate Solicitor
Edward Terry, Senior Policy Planner*
Michael de Rond, Town Clerk
Linda Bottos, Council/Committee Coordinator

*Attended electronically

1. Call to Order

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

General Committee consented to recess the meeting at 8:57 p.m. and reconvened the meeting at 9:07 p.m.

2. Land Acknowledgement

General 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

General Committee approved the revised agenda as circulated by Legislative Services.

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. Community Presentations

None.

6. Delegations

6.1 Yafang Shi, Resident; Re: Request to Council regarding Issues related to the Aurora Public Library's Practice and Conduct

Yafang Shi presented concerns regarding issues related to the Aurora Public Library's practice and conduct in connection with an exhibition at the Library.

General Committee received the comments of the delegation for information.

7. Consent Agenda

General Committee Meeting Report
Tuesday, September 5, 2023

3

General Committee recommends:

That the Consent Agenda, items 7.1 to 7.3 inclusive, be approved with the exception of item 7.2 which was discussed and voted on separately as recorded below.

Carried

7.1 CS23-042 - Integrity Commissioner's Periodic Report

1. That Report No. CS23-042 be received for information.

Carried

7.2 OPS23-017 - Bag Tag Program - Update

General Committee recommends:

1. That Report No. OPS23-017 be received for information.

Carried

7.3 Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023, be received for information.

Carried

8. Advisory Committee Meeting Minutes

General Committee recommends:

That the Advisory Committee Meeting Minutes, items 8.1 to 8.4 inclusive, be received for information.

Carried

8.1 Active Transportation and Traffic Safety Advisory Committee Meeting Minutes of June 28, 2023

1. That the Active Transportation and Traffic Safety Advisory Committee meeting minutes of June 28, 2023, be received for information.

Carried

8.2 Heritage Advisory Committee Meeting Minutes of July 31, 2023

1. That the Heritage Advisory Committee meeting minutes of July 31, 2023, be received for information.

Carried

8.3 Community Recognition Review Advisory Committee Meeting Minutes of August 2, 2023

1. That the Community Recognition Review Advisory Committee meeting minutes of August 2, 2023, be received for information.

Carried

8.4 Mayor's Golf Classic Funds Committee Meeting Minutes of August 22, 2023

1. That the Mayor's Golf Classic Funds Committee meeting minutes of August 22, 2023, be received for information.

Carried

9. Consideration of Items Requiring Discussion (Regular Agenda)

9.1 PDS23-109 - Aurora's 2031 Municipal Housing Target Pledge

General Committee recommends:

1. That Report No. PDS23-109 be received; and
2. That the Town support the municipal Housing Pledge and initiatives described in Staff Report PDS23-109 including Attachment 1 (Housing Pledge for Responsible Growth); and
3. That the Housing Pledge be forwarded to the Minister of Municipal Affairs and Housing; and
4. That the Province be requested to continue to work with municipalities to provide grant opportunities to aid in the rapid delivery of the identified municipal initiatives and growth-related infrastructure.

Carried

9.2 OPS23-018 - Approval of Capital Project No. 73217 - Summit Park Playground Replacement and Basketball Court/Walkway Improvements

General Committee recommends:

1. That Report No. OPS23-018 be received; and
2. That the condition on the approval of a total of \$300,000 in capital budget authority for Capital Project No. 73217 – Summit Park Playground Replacement and Basketball Court/Walkway Improvements be lifted, and the project proceed; and
3. That the scope of this project be expanded to include a fitness park, lighting and rubberized safety surfacing enhancements; and
4. That the total capital budget authority for Capital Project No. 73217 be increased to \$600,000, representing an increase of \$300,000 to be funded from the Cash-in-Lieu of Parkland reserve.

Carried

9.3 PDS23-108 - Centre Street Speed Limit Amendment

General Committee recommends:

1. That Report No. PDS23-108 be received; and
2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to reduce the speed limit on Centre Street between the Metrolinx GO Transit Corridor (west limit) and a point 90 metres west thereof from 40 km/h to 30 km/h.

Carried

9.4 FIN23-035 - Reserve Management Policy

General Committee recommends:

1. That Report No. FIN23-035 be received; and
2. That the presented Reserve Management Policy for the Town be approved.

Carried

9.5 PDS23-104 - Application for Draft Plan of Condominium, Addison Aurora Industrial GP Inc., 115, 135, 155 Addison Hall Circle, Block 8, 9, 10, Plan 65M-4650, File Number: CDM-2023-02, Related File Number: SP-2022-01

General Committee recommends:

1. That Report No. PDS23-104 be received; and

2. That the Draft Plan of Condominium File Number CDM-2023-02, to establish a standard condominium consisting of a total of 39 industrial units within 3 separate buildings, be approved subject to the conditions attached hereto as Schedule 'A' of this report.

Carried

10. Notices of Motion

10.1 Mayor Mrakas; Re: As of Right Pre-Zoning

Whereas the forthcoming Town's Official Plan Review is scheduled for presentation to Council for consideration and potential adoption in the Fall of 2023. This review encompasses numerous proposed changes that offer valuable guidance on managing growth within strategically designated areas over the upcoming three decades; and

Whereas the Town of Aurora is making a commitment to the Province by pledging its active role in facilitating the construction of 8,000 new homes by the year 2031;

1. Now Therefore Be It Hereby Resolved That the Town will engage in pre-zoning of lands situated along key thoroughfares including Leslie and Bayview, as well as both Yonge and Wellington. This initiative will extend to cover Strategic Growth Areas such as The Promenade and the Major Transit Station Area (MTSA); and
2. Be It Further Resolved That the aforementioned corridors and designated growth areas shall be pre-zoned, with due consideration for suitable building heights and densities. This pre-zoning shall be designated "As of Right," thereby streamlining the development process for residential units; and
3. Be It Further Resolved That staff be directed to undertake this pre-zoning exercise as an integral component of the accelerated Phase 1 of the Zoning By-law review.

10.2 Mayor Mrakas; Re: Gender-Based and Intimate Partner Violence Epidemic

Whereas 42 municipalities and regions including OBCM (Ontario Big City Mayors) and MARCO (Mayors and Regional Chairs of Ontario) members Ajax, Brampton, Burlington, Clarington, Hamilton, London, Oakville, Ottawa,

Pickering, Whitby, Toronto, and Windsor, along with Peel, Durham and Halton Regions as well as Lanark County, Essex County and Renfrew County across Ontario have declared a gender-based violence and/or intimate partner violence epidemic (as of August 18, 2023); and

Whereas on August 16, 2023, Justice Minister Arif Virani described gender-based violence as “an epidemic” in the federal government’s formal response to a coroner’s inquest, also stating that his government is committed to ending the gender-based violence epidemic “in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response”; and

Whereas by declaring gender-based violence and intimate partner violence an epidemic, the Town of Aurora can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic; and

Whereas the incidences of gender-based violence and intimate partner violence increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors of intimate partner and gender-based violence has not kept pace;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora declare gender-based violence and intimate partner violence an epidemic; and
2. Be It Further Resolved That the Town of Aurora recommend that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario; and
3. Be It Further Resolved That the Town of Aurora Requests That the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare a gender-based and intimate partner violence epidemic across the country; and
4. Be It Further Resolved That the Town of Aurora Requests That the provincial and federal governments enact the additional 85 recommendations from the inquest into the 2015 murders of Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam in Renfrew

County, Ontario, which provide a roadmap to preventing intimate partner violence from escalating to femicide; and

5. Be It Further Resolved That the Town of Aurora Requests That the federal government starts this enactment by adding the word Femicide as a term to the Criminal Code of Canada; and
6. Be It Further Resolved That the Town of Aurora Requests That the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic.

11. Regional Report

None.

12. New Business

Councillor Gilliland referred to the Reserve Management Policy item on the agenda and inquired about whether language pertaining to the ONE JIB Investment Fund should be included, and staff provided a response.

Councillor Weese referred to the proposed men's shelter in Aurora and inquired about any updates from the Region. Staff provided a response regarding the Region's planned public engagement and the Town's future public meeting on this matter, and agreed to notify Council once the dates have been set.

13. Public Service Announcements

Councillor Gallo extended best wishes to all students, teachers and support staff for the upcoming school season. Mayor Mrakas echoed Councillor Gallo's sentiments on behalf of Council.

Mayor Mrakas advised that the grand opening of St. Anne's School, a private school for girls, was held today, noting that the presence of this school in the community represents the Town's commitment to education and well-rounded opportunities for women and girls.

Mayor Mrakas announced that Saturday Night Fever will be held on Saturday, September 9, 2023, from 4 p.m. to 11 p.m. on Yonge Street (between Mosley and Wellington Streets) including headliner George St. Kitts.

Councillor Gilliland announced that a Victorian Harvest Tea will be held at Hillary House on Saturday, September 16, 2023, and a virtual Scotch Tasting will be held on Tuesday, October 3, 2023, at 7 p.m., and encouraged all to explore the Aurora Historical Society and Hillary House website for other great events. Councillor Gaertner noted that reservations are required for the Tea event.

Councillor Gilliland encouraged all to explore the programs and shows presented by the Aurora Cultural Centre in support of local artists.

Councillor Weese announced that the Aurora Chamber of Commerce fundraising golf tournament will be held on September 12, 2023, at the Westview Golf Club.

Councillor Weese announced that Sport Aurora's All Sport One Day event will be held on Saturday, September 9, 2023.

Mayor Mrakas noted that Friday, September 8, 2023, is opening night for the Aurora Tigers Junior A Hockey Club and encouraged all to support the team.

Councillor Gaertner extended appreciation to the Town's Special Events team for a terrific season of Concerts in the Park.

14. Closed Session

None.

15. Adjournment

The meeting was adjourned at 9:43 p.m.



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

Town of Aurora
Information Report
No. CS23-042

Subject: Integrity Commissioner's Periodic Report

Prepared by: Michael de Rond, Town Clerk

Department: Corporate Services

Date: July 4, 2023

In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.

Executive Summary

This report and attachment provide information to Council regarding the work of the Town's Integrity Commissioner since January 2021.

Background

Council appointed Principles Integrity on December 18, 2018. The attached report provides information regarding their role and the activity as it relates to the Town between January 2021 and May 31, 2023

Analysis

See attached report.

Advisory Committee Review

None

Legal Considerations

The terms of the agreement entered into with the Town's Integrity Commissioner requires the Integrity Commissioner to provide a periodic report to Council.

Financial Implications

None

Communications Considerations

None

Climate Change Considerations

None

Link to Strategic Plan

By appointing an Integrity Commissioner, the Town is working to ensure high ethical standards are being followed which promotes good governance.

Alternative(s) to the Recommendation

1. Council provide direction.

Conclusions

None

Attachments

Attachment 1 – Integrity Commissioner’s Periodic Report

Previous Reports

CS21-001 – Annual Report from the Integrity Commissioner

Pre-submission Review

Friday, June 16, 2023

July 4, 2023

3 of 3

Report No. CS23-042

Approvals

Approved by Patricia De Sario, Director, Corporate Services/Town Solicitor

Approved by Doug Nadorozny, Chief Administrative Officer

June 2023

Integrity Commissioner's Periodic Report
Town of Aurora

Principles *Integrity* is pleased to submit this periodic report, covering the period from January 2021 to May 31, 2023.

The purpose of an Integrity Commissioner's periodic report is to provide the public with the opportunity to understand the ethical well-being of the Town's elected and appointed officials through the lens of our activities.

About Us:

Principles *Integrity* is a partnership focused on accountability and governance matters for municipalities as well as other locally-elected and appointed governing bodies. Since its formation, Principles *Integrity* has been appointed as Integrity Commissioner (and as Lobbyist Registrar and Closed Meeting Investigator for some clients) in over 50 Ontario municipalities and other public bodies. Part of our mission is to advance the Municipal Integrity Commissioner of Ontario (MICO), where we have led development of MICO's response to the Provincial consultations and Ombudsman Office relations.

The Role of Integrity Commissioner, Generally:

An Integrity Commissioner's statutory role is to carry out, in an independent manner, the following functions:

- Advice on ethical policy development
- Education on matters relating to ethical behaviour
- Providing on request, advice and opinions to Council, members of Council and members of Local Boards
- Providing a mechanism to receive inquiries (often referred to as 'complaints') which allege a breach of ethical responsibilities
- Resolving complaints informally, where appropriate, and
- Investigating, reporting and making recommendations to Council on those complaints that cannot be resolved informally, while being guided by Council's codes, policies and protocols.

This might contrast with the popular yet incorrect view that the role of the Integrity Commissioner is primarily to hold elected officials to account; to investigate alleged transgressions and to recommend 'punishment'. The better view is that Integrity Commissioners serve as an independent resource, coach, and guide, focused on enhancing

Principles *Integrity*

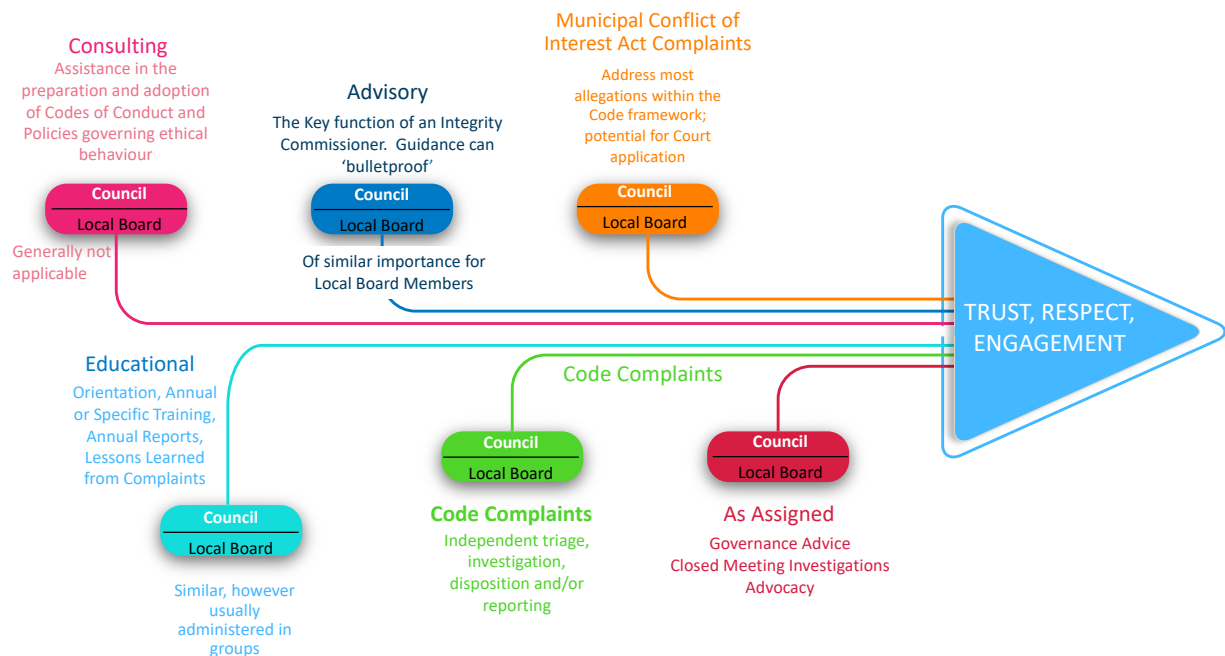
the municipality's ethical culture.

The operating philosophy of Principles *Integrity* recites this perspective. We believe there is one overarching objective for a municipality in appointing an Integrity Commissioner, and that is to raise the public's perception that its elected and appointed officials conduct themselves with integrity:

The perception that a community's elected representatives are operating with integrity is the glue which sustains local democracy. We live in a time when citizens are skeptical of their elected representatives at all levels. The overarching objective in appointing an Integrity Commissioner is to ensure the existence of robust and effective policies, procedures, and mechanisms that enhance the citizen's perception that their Council (and local boards) meet established ethical standards and where they do not, there exists a review mechanism that serves the public interest.

The practical effect of achieving this objective is an increase in trust, respect and engagement in local affairs.

In carrying out our broad functions, the role falls into two principal areas. 'Municipal Act' functions, focused on codes of conduct and other policies relating to ethical behaviour, and 'MCIA' or *Municipal Conflict of Interest Act* functions. From an activity perspective, an Integrity Commissioner's role can be depicted this way:



The emphasis of Principles *Integrity* is to help municipalities enhance their ethical foundations and reputations through the drafting of effective codes of conduct and other policies

Principles *Integrity*

governing ethical behaviour, to provide meaningful education related to such policies, and to provide pragmatic binding advice to Members seeking clarification on ethical issues. As noted in the graphic, we believe that the support we give to Members of Council increases the public's perception of them, which in turn leads to greater trust, respect and engagement.

Because the development of policy and the provision of education and advice is not in every case a full solution, the broad role of the Integrity Commissioner includes the function of seeking and facilitating resolutions when allegations of ethical transgressions are made, and, where it is appropriate and in the public interest to do so, conducting and reporting on formal investigations. This in our view is best seen as a residual and not primary role.

Confidentiality:

Much of the work of an Integrity Commissioner is done under a cloak of confidentiality. While in most cases secrecy is required by statute, the promise of confidentiality also encourages full disclosure by the people who engage with us. We maintain the discretion to release confidential information when it is necessary to do so for the purposes of a public report, but those disclosures would be limited and rare.

Our Activity for the Town of Aurora:

During the period covered by this report, we have been engaged in a moderate level of activity as Integrity Commissioner for the Town of Aurora which subdivides roughly into three categories:

1. Policy Development and Education

Following the municipal elections we attended Council on December 4, 2022 to provide education and training on the ethical obligations of members under their Code of Conduct and the *Municipal Conflict of Interest Act*.

On March 15 & 16, 2023 and April 12, 2023 we provided ethical training to members of Local Boards.

2. Advice

The advice function of the Integrity Commissioner is available to all Members of Council and where applicable their staff and Members of local boards on matters relating to the code of conduct, the *Municipal Conflict of Interest Act* and any other matter touching upon the ethical conduct of Members. Advice provided by the Integrity Commissioner is confidential and independent, and where all the relevant facts are disclosed, is binding upon the Integrity Commissioner.

Our advice is typically provided in a short Advice Memorandum which confirms all relevant facts and provides with clarity our analysis and a recommended course of action.

During the period covered by this report, we responded to nine (9) such requests for advice.

Principles *Integrity*

3. Complaint Investigation and Resolution

Our approach to reviewing complaints starts with a determination as to whether an inquiry to us is within our jurisdiction, is beyond a trifling matter, is not either frivolous or vexatious, and importantly, whether in its totality it is in the public interest to pursue. We always look to the possibility of informal resolution in favour of formal investigation and reporting. Once a formal investigation is commenced, the opportunity to seek informal resolution is not abandoned.

Where we are able to resolve a matter without concluding a formal investigation, our practice is to provide a written explanation in the form of a Disposition Letter to the complainant to close the matter. Often the respondent Member is involved in preliminary fact-finding and will also be provided with a summary of the disposition.

Typically, where we close a file without bringing a public recommendation report to Council, we nevertheless provide a comprehensive disposition letter to the complainant, explaining our conclusion. A summary is typically provided to the respondent-member where the complaint has already been initiated. We do this not only so that the complainant understands why we are not proceeding, but also because the Provincial Ombudsman may be requested by a complainant to investigate a matter where the Integrity Commissioner is not investigating it. Our disposition letter provides a starting point for the Provincial Ombudsman to understand the conclusion.

Where formal investigations commence, they are conducted under the tenets of procedural fairness and Members are confidentially provided with the name of the Complainant and such information as is necessary to enable them to respond to the allegations raised.

During the period covered by this report, eight (8) inquiries were made to us with respect to potential complaints. In all cases, the matters were able to be resolved or disposed of without a public report.

Ethical Themes Around the Province:

With due regard to our obligation to maintain confidentiality, this annual report enables us to identify learning opportunities from advice requests and investigations conducted in a variety of municipalities.

Avoiding Council Leaks

Maintaining confidentiality around closed session documents and information is cardinal rule for members of Council, and is one that is regularly referenced during orientation and training of newly-elected councillors, and reiterated repeatedly during the term. Regardless of the reason, disclosure of confidential information is a serious breach of the Code.

Principles *Integrity*

Respect for confidentiality of closed deliberations allows for vigorous debate. When there is a risk that one Member of Council may not maintain that confidentiality, others will feel constrained and closed debates will be less productive.

As well, staff who are expected to provide legal or other advice in closed session may be hesitant to share information, for fear that it may be inappropriately leaked to the municipality's disadvantage.

Because of its importance to good governance, knowingly breaching one's obligation to maintain confidentiality, if proved, warrants a sanction.

Avoiding disparagement, disrespect, harassment

One of the cornerstones to democracy must be the recognition that different opinions and perspectives are to be respected, and disagreement should not devolve into disrespect, disparagement and name-calling. Members of Council are entitled, and indeed expected to disagree on all manner of issues. However, Members of Council should treat each other, staff and the public with appropriate respect and professionalism at all times.

Disrespectful interactions and/treatment of others can fall along a continuum which may manifest as occasional incivility and micro-aggressions, but when unchecked can culminate in bullying and harassment.

Some newly-elected Members fresh off the campaign trail arrive in office believing their job is to run the municipality, and may overstep their proper role, inadvertently getting into staff's management, administration, or operational functions. Individual Members of Council have no role telling staff what to do or how to do it. Only Council as a whole may give direction to staff, and even then, only to the CAO and the small circle of department heads.

Interrogating or cross-examining staff because a Member wants a *different* answer than staff are able to provide, or to repeatedly hammer one's point, will be experienced as harassment or intimidation even when the Member claims to be merely 'asking the hard questions'. All Members of Council and not only the chair have a role to play in reining in such inappropriate behaviour when it occurs in Council and Committee meetings, and helping restore a safe, respectful and productive environment for all.

Egregious Acts of Harassment

Of particular note, the topic of what might be done with elected officials who commit egregious acts of harassment and who refuse to acknowledge and correct their bad behaviour has recently been the subject of lobbying efforts, particularly from the group 'The Women of Ontario Say No', which sought to encourage municipal councils to support the enactment of Bill 5, a private member's bill titled *Stopping Harassment and Abuse by Local Leaders Act, 2022*.

The Bill did not pass second reading.

Principles *Integrity*

Prior to the group's lobbying campaign, the same concern seems to have been the rationale for the initiation of a provincial consultation with the stated purpose "to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials in an ethical and responsible manner by the strengthening of municipal codes of conduct and the role of integrity commissioners".

The genesis for both initiatives would appear to be unsuccessful attempts by the City of Ottawa's Integrity Commissioner to address the behaviour of former City of Ottawa Councillor Rick Chiarelli¹, and other examples of inappropriate behaviour on the part of elected officials.

Regrettably, the approach that was set out in the Bill fell short of providing the tools that would be helpful to parties aggrieved by the bad behaviour of municipal councillors. The Bill purported to do two things: First, to require that municipal elected officials be obliged to abide by their respective municipality's workplace violence and harassment policies, and second, to permit municipalities to direct their Integrity Commissioner to apply to court to vacate a member's seat for failing to comply with those policies.

The first objective can be easily achieved by regulation, without the need for legislation.

In our view, the second objective also misses the mark.

Removal from office after judicial process may well be warranted in some rare egregious circumstances. However, Bill 5, failed to address the changes which should have come about with the thoughtful conclusion of the province's 2021 consultation.

To remove an elected official from municipal office would require court process – with the concomitant delays, expense and uncertainties associated with applications to court.

It was hoped that through the province's consultations it could have been clarified that following conclusion of an Integrity Commissioner's investigation, which can usually be achieved in a matter of 3-4 months as opposed to 1-2 years to get through court, await a judgement, and perhaps an appeal – a process that would offer at best an uncertain outcome – municipal councils could apply an Integrity Commissioner's recommendations to address the very acts complained of, restricting access to staff, for example. With minor legislative adjustments, it can be clarified that a municipal council may restrict one of its members from the privileges enjoyed by all other members, almost immediately, to provide protection to victims and potential victims of a member's egregious behaviour. An application to court for removal can still be on the table, but the legislative amendments should ensure an early decision point so that not all investigations need be structured to provide a court-ready evidentiary record in the event Council directs the Integrity Commissioner to pursue removal as the remedy, or in addition to the specific protective remedies immediately imposable upon adopting the Integrity Commissioner's

¹ Integrity Commissioner Reports concerning the behaviour of former Ottawa Councillor Chiarelli can be found [here](#), [here](#), and [here](#).

Principles *Integrity*

recommendations.

One example of a possible remedy can be found in the *Education Act* which provides School Boards with the authority to bar or suspend members from board or committee meetings for a period of time. Without legislative amendment, it is unclear whether a municipal council could adopt a similar remedial measure.

In circumstances of the most egregious harassment, it would be quite appropriate for councils to have the authority to suspend or bar attendance from committee or council meetings (not merely suspending pay, but suspending a member's privilege of participation).

Recognizing and avoiding conflicts of interest

Another area for which Members frequently require clarification is on recognizing and appropriately identifying conflicts of interest when they arise. These often include when members are part of another organization or club whose interests are impacted by a matter before Council, or when members are active professionally within the community and a matter before Council may potentially impact one of their current or past clients.

Despite its name, the *Municipal Conflict of Interest Act* does not provide a complete conflict of interest code. It addresses the pecuniary interests of Members along with a narrowly defined group of family members and business relations which are by virtue of the Act are attributed as the pecuniary interests of the Council member.

Council members are obligated to avoid all forms of conflicts of interest by appropriately disclosing and otherwise recusing themselves from the discussion.

The Act also requires Members with a disqualifying interest to avoid influencing municipal officials with delegated or operational responsibility for a matter, even when the matter is not before Council for consideration. We have in several cases established conditions for Council Member interaction with the municipality in situations where it would be impossible for the Member to enjoy the rights of being a citizen of the municipality at the same time as they serve on Council.

Despite its name, the *Municipal Conflict of Interest Act* does not provide a complete conflict of interest code. It addresses the pecuniary interests of Members along with a narrowly defined group of family members and business relations which are by virtue of the Act attributed as the pecuniary interests of the Council member. There are other interests, variously described as apparent, perceived or common law interests, that can also disqualify a member. In these instances the test is not just whether there has been strict compliance with the statute. Rather, the determination is based on the application of the *reasonable person* test – 'what would a reasonable person reasonably aware of all the relevant facts and circumstances conclude about whether the member could properly separate their personal interests from their public duty?

In this respect we have for example counselled Members to recuse themselves from

Principles *Integrity*

Council debates which have involved the Member's sibling (sibling is not listed as a triggering family class under the *Municipal Conflict of Interest Act*), but have also, through the setting of conditions, enabled Members to interact with municipal staff when there exists a technical pecuniary interest that can be managed through the careful avoidance of undue influence.

As always, obtaining clear and reliable advice from the Integrity Commissioner can help avoid costly and time-consuming investigations.

Conclusion:

We look forward to continuing to work with Members of Council to ensure a strong ethical framework. As always, we welcome Members' questions and look forward to continuing to serve as your Integrity Commissioner.

It has been a privilege to assist you in your work by providing advice about the Code of Conduct and resolving complaints. We recognize that public service is not easy and the ethical issues that arise can be challenging. The public rightly demands the highest standard from those who serve them, and we congratulate Council for its aspirational objective to strive to meet that standard.

Finally, we wish to thank the staff for their professionalism and assistance where required. Although an Integrity Commissioner is not part of the Town's administrative hierarchy, the work of our office depends on the facilitation of access to information and policy in order to carry out the mandate. This was done willingly and efficiently by the staff of the Town.



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

Town of Aurora
Information Report
No. OPS23-017

Subject: Bag Tag Program - Update

Prepared by: Amanda Cutler, Coordinator, Waste & Recycling

Department: Operational Services

Date: July 4, 2023

In accordance with the Procedure By-law, any Member of Council may request that this Information Report be placed on an upcoming General Committee or Council meeting agenda for discussion.

Executive Summary

In response to the direction from Council, staff are presenting this report for information on the current Bag Tag Program that has been place since January 1, 2022. The report provides information in the following areas:

- Inquires to Operations have been minor as the Bag Tag Program rolls into its second year.
- The Bag Tag Program has continued to see a reduction of waste collected at the curb.

Background

Operational Services prepared Report No. OPS21-010 Residential Waste Bag Program, which was presented to Council on July 6, 2021, with staff recommendations being endorsed by Council on July 13, 2021.

Analysis

Inquires to Operations have been minor as the Bag Tag Program rolls into its second year.

As the Bag Tag Program moves into its second year, there have been no major complaints about the program. There were a handful of calls inquiring where to

July 4, 2023

2 of 5

Report No. OPS23-017

purchase the bags tags or reasons why certain items were not collected, such as demolition or hazardous waste. But since the program was implemented on January 1, 2022, the calls have decreased significantly, and residents are educated and aware on how to utilize the Bag Tag Program if needed.

The Bag Tag Program has continued to see a reduction of waste collected at the curb.

Staff completed another comparison in the total solid waste collected during the months of January to April 2023. The results are showing a net reduction of 39 metric tonnes being collected to date in 2023 compared to the same period in 2022 for savings of \$4,160. This is a positive trend and staff will continue to monitor and compare tonnage each year end.

Year	Month	Total Tonnes Collected
2022	January	425.93
2022	February	348.20
2022	March	402.40
2022	April	438.83
	2022 Total	1615.36
2023	January	397.52
2023	February	378.84
2023	March	368.49
2023	April	431.51
	2023 Total	1576.36

During 2022, the Bag Tag Program has brought in \$17,800 revenue. Staff anticipate similar revenue in 2023 as month over month is tracking similar to 2023.

Advisory Committee Review

None.

Legal Considerations

None.

Financial Implications

Cost Breakdown - Total Revenue vs Total Expenditures:

Expenditures:

\$1,950 Artwork and design of the bag tags

\$1,750 Mobile Signs

\$1,150 Calendar insert

\$5,055.20 GFL collection cost (assuming the average weight of the bag is 30lbs.)

Calculation – 30lbs converted to tonnes = 0.014 tonnes

GFL cost per ton is \$101.59

Total number of bag tags sold 3,560

$0.014 \times \$101.59 = \1.42 per bag

$3560 \text{ bags} \times \$1.42 = \$5,055.20$

TOTAL Expenditures \$9,905.20

Based on the total expenditures, the final revenue amount is **\$7,894.80**.

$\$17,800 - \$9,905.20 = \$7,894.80$

Furthermore, the operational revenues of \$7,894.80, will be redirected towards increased waste management costs and other operating budget pressures.

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 also continue to promote the Bag-Tag program through regular communications channels.

Climate Change Considerations

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

Link to Strategic Plan

Bag Tags reinforce the Strategic Plan goal of Supporting Environmental Stewardship and Sustainability for all through its accomplishment in satisfying requirements in the following key objectives within this goal statement:

Encouraging the stewardship of Aurora's natural resources: Assess the merits of measuring the Town's natural capital assets.

Alternative(s) to the Recommendation

None.

Conclusions

During the rollout of the Program, there were a handful of complaints as expected; however, as the Bag Tag Program progressed throughout the year inquiries subsided significantly. Staff are confident that residents of Aurora are familiar and understand the function of the implementation of the Bag Tag Program.

Attachments

None.

Previous Reports

OPS21-010 Residential Waste Bag Program, July 6, 2021

OPS20-005 Waste Collection Limits, March 24, 2020

Pre-submission Review

Agenda Management Team review on June 14, 2023

July 4, 2023

5 of 5

Report No. OPS23-017

Approvals

Approved by Sara Tienkamp, Director, Operational Services

Approved by Doug Nadorozny, Chief Administrative Officer



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

Town of Aurora
Memorandum
Councillor's Office

Re: Lake Simcoe Region Conservation Authority
Board Meeting Highlights of June 23, 2023

To: Mayor and Members of Council

From: Councillor Michael Thompson

Date: September 5, 2023

Recommendation

- 1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023, be received for information.**

Attachments

Attachment 1 – Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 23, 2023

Board Meeting Highlights

June 23, 2023

Announcements:

Lake Simcoe Conservation Foundation Executive Director, Cheryl Taylor, updated the Board on some recent fundraising news:

- a) The 34th Annual Conservation Dinner was held on June 14th. This sold-out event, attended by over 350 guests, generously supported the Foundation by raising over \$250,000! A big thanks to everyone for making it such a success.
- b) The Bradford West Gwillimbury Mayor & Council's Golf Classic was held on June 16th. This year's charity of choice was the new Nature Centre at Scanlon Creek Conservation Area. The tournament donated \$100,000, and we can't thank the Town of Bradford West Gwillimbury Council and staff enough for this generous donation.
- c) The Connect Campaign has received its largest private donation. Mr. Paul Sadlon has donated \$850,000 to help build the new Nature Centre at Scanlon Creek Conservation Area, and we are so honoured to receive this generous donation.
- d) The next planned event is the 5th Annual Lake Simcoe Conservation Foundation Golf Invitational being held on Monday, August 21st at Oakdale Golf and Country Club. This event is sold out, but anyone interested in sponsoring or volunteering may contact Lee Hanson @ l.hanson@lsrca.on.ca

Presentations:

a) 2024 Budget Assumptions

General Manager, Corporate and Financial Services/CFO, Mark Critch, provided an overview of the 2024 proposed budget assumptions, first noting that the annual budget process begins mid year of the previous year with the Board's approval of budget assumptions. This sets a clear direction for budget targets, enables staff to work with municipal funding partners to secure preliminary budget approvals, and allows staff to build the 2024 budget while providing for Board of Directors' influence on the general direction of the budget, thereby strengthening the advocacy role of Board members at municipal budget presentations. He noted the principles guiding the recommendations include inflation and cost-of-living allowance in line with local comparators, adjusting for municipal funding challenges, use municipal targets to guide budget development where feasible, recommended investment in the Conservation Authority's Strategic Plan [Transformation 2022-2024](#) up to 1.5% increase, and long term funding for asset management to be addressed in a financial strategy being tabled in the fall with a small

placeholder to be included in the 2024 budget. GM Critch advised that changes to funding guidelines in Bill 229 will replace General Levy/Special Capital/Special Operating with:

- Category 1 (Mandatory: Core & Lake Simcoe Protection Plan), using CVA apportionment;
- Category 2 (requested by municipality), MOU required; and
- Category 3 (requested by Authority), MOU required.

Governance rules will require multiple budget votes, including new areas to vote on Lake Simcoe Protection Plan budget, and new rules on what is core will require budget changes to correct funding irregularities, resulting in increases for some funders and decreases for others.

The summary of budget recommendations for Board of Directors' approval included:

1. Inflation: up to 2.00%, only for applicable expenditures (2023: 4.0%);
2. Cost of Living Allowance: up to 2.00% (2023: 2.00%) plus applicable step increases;
3. Infrastructure levy for Asset Management: up to 0.50% (2023: 0.50% capital levy only);
4. Investment in Strategic Priorities: 1.50% (2023: 0.00%);
5. No new FTEs in 2024, unless fully funded from grants and/or fees, and salary review to be covered within funding envelopes; and
6. Mandatory expenditures: Up to 2.00% (2023 - Levy: 1.83%).

Once approval of the budget assumptions, staff will develop the 2024 budget and continue to look for efficiencies and cost savings. To learn more or to view this presentation, please click this link: [2024 Budget Assumptions Presentation](#)

b) The Conservation Authority's Role in Stormwater Management

General Manager, Integrated Watershed Management, Don Goodyear, and General Manager, Development, Engineering and Restoration, Glenn MacMillan, provided an overview of the Conservation Authority's role in Stormwater Management, noting that stormwater is defined as excess or runoff water generated when it rains. Often seen as a waste product, stormwater should be viewed as a resource to manage. The Conservation Authority has a team of professionals (engineers, scientists, hydrologists, to name a few), who actively collaborate to manage stormwater runoff in the Lake Simcoe watershed through policy and research, exploring innovative technologies, and through urban restoration projects. Managing stormwater runoff is essential in protecting against flooding, and understanding it is a key component in supporting municipal partners to assess flood risk. It is also worth noting there's a difference between riverine flooding and urban flooding, and the drivers and opportunities for remediation and risk may differ.

As stormwater travels across the landscape, making its way to streams and rivers, and, ultimately Lake Simcoe, it picks up contaminants along the way; such as, sediments, phosphorus, other nutrients, chemicals, oils, greases, etc.



Urban stormwater runoff represents an estimated 28% of the phosphorus entering Lake Simcoe, and accordingly managing it is an area of focus for phosphorus load reduction and water quality maintenance in the lake. All urban areas across the watershed contribute to the stormwater phosphorus load.

Pre the 1980s, in historical urban areas, stormwater was generally piped to watercourses without quantity or quality controls. From the 1980s to approximately 2010, stormwater management typically relied on stormwater ponds for quantity and quality control to meet design objectives such as peak flow reduction, total suspended solids, and associated phosphorus removal.

The Lake Simcoe Protection Plan developed by the Ministry of the Environment, Conservation and Parks and released in 2008 introduced water quality policies that encourage a treatment train approach for stormwater management. This approach promotes Low Impact Development features that mimic the natural hydrologic cycle, moving away from reliance on stormwater management ponds alone. Since 2010, there has been an evolution from ponds to a treatment-train approach to manage stormwater.

The Conservation Authority has been providing leadership and expertise to promote environmentally sustainable development practices for stormwater management for almost two decades. To learn more, please click this link to view the presentation: [Stormwater Management Presentation](#)

Correspondence and Staff Reports:

2024 Budget Assumptions

The Board approved Staff Report No. 31-23-BOD regarding the Conservation Authority's recommended budget assumptions for the 2024 fiscal year.

The Conservation Authority's Role in Stormwater Management

The Board received Staff Report No. 32-23-BOD regarding the Conservation Authority's role in stormwater management.

Conservation Authorities Act Transition - Quarterly Progress Report No. 5 for June 2023

The Board received Staff Report No. 33-23-BOD regarding the Conservation Authority Transition Quarterly Progress Report No. 5 and approved the June 2023 Conservation Authority Transition Quarterly Progress No. 5 for submission to the Ministry of Natural Resources and Forestry.

Updates to Ontario Regulation 179/06 Implementation Guidelines

The Board received Staff Report No. 34-23-BOD and revised guidelines regarding the Lake Simcoe Region Conservation Authority's Ontario Regulation 179/06 Implementation Guidelines and approved the revised 'Ontario Regulation 179/06 Implementation Guidelines' for implementation effective July 1, 2023.

Procurement results for Nature Centre Development Project: Owner's Representative Consultant

The Board received Staff Report No. 35-23-BOD regarding the results of Request for Proposal 2021-CL-0003 Owner's Representative Services for the Scanlon Creek Nature Centre Project and endorsed staff's recommendation to award the contract to CBRE. The Board directed the Chief Administrative Officer to finalize a contract to retain the services of CBRE.

2023 Conservation Awards Recipients

The Board received Confidential Staff Report No. 36-23-BOD regarding the 2023 Conservation Awards Recipients and further selected the recipient for the George R. Richardson Award.

Confidential Human Resources Matter

The Board received Confidential Staff Report No. 37-23-BOD regarding a confidential human resources matter and approved the recommendations contained within the report.

Confidential Human Resources Matter

The Board received Confidential Staff Report No. 38-23-BOD regarding a confidential human resources matter and approved the recommendations contained within the report.

For more information or to see the full agenda package, visit [LSRCA's Board of Directors' webpage](#).



**Town of Aurora
Active Transportation and Traffic Safety Advisory Committee
Meeting Minutes**

Date: Wednesday, June 28, 2023
Time: 7:00 p.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Councillor John Gallo (Chair)
 Steve Fleck
 Owen Heritage (Vice Chair)
 Lil Kim
 Gino Martino
 Klaus Wehrenberg

Members Absent: Giovanni Turla

Other Attendees: Michael Bat, Traffic and Transportation Analyst, Engineering Services
 Palak Mehta, Council/Committee Coordinator

1. Call to Order

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

The Committee consented to extend the hour past 9:00 p.m. for 30 minutes.

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

Active Transportation and Traffic Safety Advisory Committee Meeting Minutes
Wednesday, June 28, 2023

2

Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

3. Approval of the Agenda

Moved by Lil Kim

Seconded by Owen Heritage

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 Active Transportation and Traffic Safety Advisory Committee Meeting Minutes of April 26, 2023

Moved by Owen Heritage

Seconded by Steve Fleck

1. That the Active Transportation and Traffic Safety Advisory Committee Meeting Minutes of April 26, 2023 be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

The Committee consented to consider items in the following order: 7.2, and 7.1.

7.1 Memorandum from Traffic and Transportation Analyst; Re: Centre Street Speed Limit Amendment

Staff provided an overview of the memorandum noting that Metrolinx will be installing a second track for the Barrie Line GO Expansion project. A 50-meter section of Centre Street will need to be reprofiled. The proposed reprofiling will result in a required speed reduction from the existing speed limit of 40 kilometers per hour to 30 kilometers per hour on the impacted section of Centre Street.

The Committee supported reducing the speed limit on Centre Street as a requirement of the infrastructure project and discussed the need to express the significance of level-crossings to Metrolinx, as well as the need for cycling infrastructure along Industrial Parkway to improve access to the GO Station and asking Metrolinx to improve sidewalks.

Moved by Owen Heritage

Seconded by Klaus Wehrenberg

1. That the memorandum regarding Centre Street Speed Limit Amendment be received; and
2. That the Active Transportation and Traffic Safety Advisory Committee comments regarding Centre Street Speed Limit Amendment be received and referred to staff for consideration and further action as appropriate.

Carried

7.2 Memorandum from Traffic and Transportation Analyst; Re: Complete Streets and Bikeway Planning and Design Presentation

Shawn Smith, Senior Project Manager, and Sandy Yang, Project Planner, WSP provided an overview of the cycling facility design and operation. The overview included an introduction to Ontario Traffic Manual (OTM) Book 18 and update, design users, cycling facilities, and facility selection.

Dave McLaughlin, Project Director, and Sandy Yang, WSP presented a progress update on the draft Active Transportation Master Plan ("Master Plan") including: network development process, route selection criteria, facility selection tool, informing the facility type, proposed cycling network with facility types, proposed pedestrian network with facility types, and

Active Transportation and Traffic Safety Advisory Committee Meeting Minutes
 Wednesday, June 28, 2023

4

next steps. It was also noted that a pilot project (road diet) previously deferred by Council, regarding a three-lane cross-section and buffer bike lanes on each side on a downtown section of Yonge Street to increase economic development in the downtown core, would be revisited.

The Committee and presenters discussed the need for separate cycling infrastructure and sidewalks along the St. John's Sideroad corridor, and the opportunity for York Region to consider the proposals in the Master Plan to at the time of future road rehabilitation.

The Committee and presenters identified and discussed the significance of level crossings along the rail corridor, grade separations, and funding. The Committee expressed their support for crossings in the draft Master Plan in alignment with the Trails Master Plan before it is shared with Metrolinx. They also discussed opportunities to provide input and increase active transportation in the community, pedestrian and cycling infrastructure, traffic safety, and connectivity.

Moved by Lil Kim

Seconded by Gino Martino

1. That the memorandum regarding Complete Streets and Bikeway Planning and Design Presentation be received; and
2. That the Active Transportation and Traffic Safety Advisory Committee comments regarding Complete Streets and Bikeway Planning and Design Presentation be received and referred to staff for consideration and further action as appropriate.

Carried

8. Informational Items

None.

Active Transportation and Traffic Safety Advisory Committee Meeting Minutes
Wednesday, June 28, 2023

5

9. New Business

The Committee discussed speeding concerns expressed by a resident on the intersection of Henderson Road, Tamarac Trail, and Lee Gate. Staff added there were also traffic safety concerns expressed by a resident with respect to the utilization of a pedestrian crossing after the installation of a new intersection pedestrian signal (IPS).

The Committee further discussed traffic calming measures and the provision of a comprehensive review and update of traffic calming policy.

The Committee discussed adding a crosswalk at the St. John's Sideroad and Woodlands Hill Boulevard intersection facing Cliff Trail and funding options.

10. Adjournment

Moved by Owen Heritage

Seconded by Steve Fleck

That the meeting be adjourned at 9:31 p.m.

Carried



Town of Aurora Heritage Advisory Committee Meeting Minutes

Date: Monday, July 31, 2023
Time: 7 p.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Councillor John Gallo (Chair)
 David Heard
 Kevin Hughes*
 John Green
 Jeff Lanthier* (Vice Chair)
 Bob McRoberts

Members Absent: Cynthia Bettio

Other Attendees: Mayor Tom Mrakas*
 Councillor Ron Weese*
 Adam Robb, Senior Planner, Development/Heritage
 Linda Bottos, Council/Committee Coordinator

*Attended electronically

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

Heritage Advisory Committee Meeting Minutes
Monday, July 31, 2023

2

Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

3. Approval of the Agenda

Moved by John Green

Seconded by Bob McRoberts

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 Heritage Advisory Committee Meeting Minutes of May 1, 2023

Moved by Kevin Hughes

Seconded by Jeff Lanthier

1. That the Heritage Advisory Committee meeting minutes of May 1, 2023, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Memorandum from Senior Planner; Re: Development Application Review – 16, 20 and 22 Allaura Boulevard

Staff provided a brief overview of the memorandum and application. The Committee and staff discussed various aspects of the proposed development including: seeking input from other stakeholders in the Aurora War Memorial Peace Park; the appropriateness of a flat roof;

parking and traffic study requirements; and whether the architecture is sympathetic to the surrounding properties. The Committee agreed there should be no access between the proposed development and the Peace Park, and that a fence or wall could be added if necessary. It was agreed that the application would be brought back for further Committee review and input once the heritage impact assessment is completed.

Moved by Bob McRoberts

Seconded by John Green

1. That the memorandum regarding Development Application Review - 16, 20 and 22 Allaura Boulevard be received; and
2. That the Heritage Advisory Committee comments regarding Development Application Review - 16, 20 and 22 Allaura Boulevard be received and referred to staff for consideration and further action as appropriate.

Carried

**7.2 Memorandum from Senior Planner; Re: Status of 287 Properties
Recommended to Remain Listed on the Town's Heritage Register**

Staff provided a brief overview of the memorandum and listed properties noting that only some of the properties warrant heritage designation. The Committee provided ownership history on the recommended property at 21 Wellington Street East. The Committee also provided history on the property at 71 Connaught Avenue and requested that it be considered for heritage designation. Staff reviewed the next steps and timeline, noting that any of the other properties may still be considered for designation in future should it be realized that they meet the required criteria.

Moved by David Heard

Seconded by John Green

1. That the memorandum regarding Status of 287 Properties Recommended to Remain Listed on the Town's Heritage Register be received; and

Heritage Advisory Committee Meeting Minutes
Monday, July 31, 2023

4

2. That the Heritage Advisory Committee comments regarding Status of 287 Properties Recommended to Remain Listed on the Town's Heritage Register be received and referred to staff for consideration and further action as appropriate.

Carried

8. Informational Items

None.

9. New Business

Staff advised that a building permit application for a small, rear addition at 72 Catherine Avenue—considered to be minor in nature and qualified for delegated authority approval by staff—would be circulated to the Committee for feedback. The Committee provided background on the property and proposed addition.

The Committee suggested they should be kept updated on the progress and any information meetings respecting the GO rail expansion project, specifically regarding the potential for traffic to be rerouted onto Centre Street through the Northeast Old Aurora Heritage Conservation District during the future underpass construction. Councillor Weese provided an update on a recent ward meeting with Metrolinx and agreed to share further information with the Committee.

The Committee inquired about the status of the property—formerly a Town works yard—west of Hillary House, provided background on the strong roller-skating history in Aurora, and suggested that the site could accommodate a new roller-skating facility. It was also noted that the Aurora Historical Society previously proposed to use the site as a parking lot for Hillary House. Staff agreed to follow up and advise on the property status.

10. Adjournment

Moved by John Green

Seconded by David Heard

That the meeting be adjourned at 7:54 p.m.

Carried



Town of Aurora
Community Recognition Review Advisory Committee
Meeting Minutes

Date: Wednesday, August 2, 2023
Time: 10 a.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Councillor Ron Weese (Chair)
 Diane Buchanan (Vice Chair)
 Elaine Martini
 Jo-anne Spitzer
 Patricia Wallace

Members Absent: Phiona Durrant
 Glenda Raketti

Other Attendees: Shelley Ware, Recreation Supervisor, Special Events
 Jaclyn Grossi, Deputy Town Clerk

1. Call to Order

The Chair called the meeting to order at 10:02 a.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.

Community Recognition Review Advisory Committee Meeting Minutes
Wednesday, August 2, 2023

2

3. Approval of the Agenda

Moved By Patricia Wallace

Seconded By Diane Buchanan

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 Community Recognition Review Advisory Committee Meeting Minutes of April 26, 2023

Moved By Elaine Martini

Seconded By Diane Buchanan

1. That the Community Recognition Review Advisory Committee meeting minutes of April 26, 2023, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Round Table Discussion; Re: 2023 Awards Event Debrief

Staff provided an overview on the 2023 awards event noting the three main processes related to nominations, selection, and the ceremony. The Committee provided feedback regarding the nomination package distribution, their authority to move nominees between categories as they deemed necessary, matrix scoring opportunities, and modernization opportunities to the nomination form. They agreed that a sub-committee to review the nomination form in detail would be beneficial and allow a substantial review of the language and format.

Community Recognition Review Advisory Committee Meeting Minutes
Wednesday, August 2, 2023

3

The Committee further discussed various aspects and suggestions regarding the reception and ceremony logistics including: accessibility improvements to the reception; streamlining food service and volunteers; offering an alternate seating arrangement in Council Chambers for recipients and their guests; publication of the videos on the Town's website and social media; reducing the length of the speaking portions; and additional photo opportunities outside of the Council Chambers.

Moved By Elaine Martini

Seconded By Patricia Wallace

1. That the Community Recognition Review Advisory Committee create a sub-committee to review the nomination form and scoring options for the 2024 awards.

Carried

Moved By Ron Weese

Seconded By Elaine Martini

1. That the sub-committee be comprised of Diane Buchanan, Elaine Martini, and Jo-anne Spitzer.

Carried

Moved By Jo-anne Spitzer

Seconded By Elaine Martini

1. That the Community Recognition Review Advisory Committee comments regarding the 2023 Awards Event Debrief be received and referred to staff for consideration and further action as appropriate.

Carried

7.2 Memorandum from Recreation Supervisor, Special Events; Re: 2024 Community Recognition Awards Plan

Staff provided an overview of the memorandum noting the two recommended award updates related to the Good Neighbour Award and Community Safety Award. The Committee and staff discussed nomination history in these specific categories, options to continue offering the categories, and modernization efforts. The Committee agreed that keeping the award categories the same as 2023 was preferred, but that increased marketing efforts could be implemented, revised language in the nomination form could create clarity for nominators, and information on past recipients may assist with encouraging new nominees.

Moved By Patricia Wallace

Seconded By Diane Buchanan

1. That the memorandum regarding 2024 Community Recognition Awards Plan be received; and
2. That the Community Recognition Review Advisory Committee comments regarding the 2024 Community Recognition Awards Plan 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 Patricia Wallace

Seconded By Jo-anne Spitzer

That the meeting be adjourned at 11:48 a.m.

Carried



**Town of Aurora
Mayor's Golf Classic Funds Committee
Meeting Minutes**

Date: Tuesday, August 22, 2023

Time: 10 a.m.

Location: Video Conference

Committee Members: Angela Covert (Chair)
Michelle Black
Robert Gaby
Shaheen Moledina
Abe Reiss (Vice Chair)
Dan Winters

Other Attendees: Michael de Rond, Town Clerk
Jason Gaertner, Manager, Financial Management
Jaclyn Grossi, Deputy Town Clerk

1. Call to Order

The Chair called the meeting to order at 10:01 a.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.

Mayor's Golf Classic Funds Committee Meeting Minutes
Tuesday, August 22, 2023

2

3. Approval of the Agenda

Moved by Shaheen Moledina

Seconded by Dan Winters

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 Mayor's Golf Classic Funds Committee Meeting Minutes of May 4, 2023

Moved by Abe Reiss

Seconded by Robert Gaby

1. That the Mayor's Golf Classic Funds Committee meeting minutes of May 4, 2023, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

The only matter for consideration was discussed in Closed Session.

8. Informational Items

None.

9. New Business

None.

Mayor's Golf Classic Funds Committee Meeting Minutes
Tuesday, August 22, 2023

3

10. Closed Session

Moved by Shaheen Moledina

Seconded by Dan Winters

That the Committee resolve into a Closed Session to consider the following matter:

1. Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2)(b) of the *Municipal Act, 2001*); Re: Personal Application for Assistance

Carried

10.1 Personal Application for Assistance

Personal matters about an identifiable individual, including municipal or local board employees (Section 239(2)(b) of the *Municipal Act, 2001*)

Moved by Robert Gaby

Seconded by Michelle Black

1. That the Personal Application for Assistance be deferred to a future Committee meeting.

Carried

11. Adjournment

Moved by Michelle Black

Seconded by Dan Winters

That the meeting be adjourned at 10:36 a.m.

Carried



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

Town of Aurora

General Committee Report

No. PDS23-109

Subject: Aurora's 2031 Municipal Housing Target Pledge

Prepared by: Edward Terry MCIP, RPP Senior Policy Planner

Department: Planning and Development Services

Date: September 5, 2023

Recommendation

1. That Report No. PDS23-109 be received; and
2. That the Town support the municipal Housing Pledge and initiatives described in Staff Report PDS23-109 including Attachment 1 (Housing Pledge for Responsible Growth); and
3. That the Housing Pledge be forwarded to the Minister of Municipal Affairs and Housing; and
4. That the Province be requested to continue to work with municipalities to provide grant opportunities to aid in the rapid delivery of the identified municipal initiatives and growth-related infrastructure.

Executive Summary

This report seeks Council's endorsement of Aurora's 2031 Municipal Housing Target Pledge submission to the Province due by the December 15, 2023 deadline.

- In support of its "More Homes, More Choice: Ontario's Housing Supply Action Plan", the Government of Ontario released a series of legislation aimed at addressing the housing supply shortage by reducing barriers to housing affordability, streamlining the development approvals process, and accelerating the pace of growth and development.
- Staff recommend that 8,000 residential units are an appropriate Municipal Housing Target Pledge based on the current pace of development in Aurora.

- Even with the full support of Council and approval of residential development applications there are still other considerations that impact the success of achieving the housing target.

Background

In support of its “More Homes, More Choice: Ontario’s Housing Supply Action Plan”, the Government of Ontario released a series of legislation aimed at addressing the housing supply shortage by reducing barriers to housing affordability, streamlining the development approvals process, and accelerating the pace of growth and development.

Bill 23 enacts substantial changes to Ontario’s land use planning system to facilitate the construction of 1.5 million homes Province-wide over the next ten years. In relation to Bill 23, the Province had issued municipal housing targets to 29 large and fast-growing municipalities and requested that a housing pledge be prepared and submitted to the Minister of Municipal Affairs and Housing by March 22, 2023. The housing pledge is not intended to be a planning document or growth forecast. Rather, it is intended to demonstrate a municipality’s commitment to undertaking initiatives and actions that prioritize and accelerate housing which supports the target. The Town of Aurora was not apart of this original list of municipalities that was given a housing target from the Province.

On June 16, 2023, The Minister of Municipal Affairs and Housing sent a letter to the Town of Aurora requesting that the Town prepare a Housing Pledge in a similar fashion. The letter stated:

“Today, I am asking the Town of Aurora to demonstrate its commitment to accelerate housing supply by:

- Identifying a locally appropriate Housing Target (i.e., new housing units) to meet current and future housing needs in your municipality to 2031; and
- developing a Municipal Housing Pledge to increase and accelerate housing supply.”

On June 27th, 2023 Council provided Staff direction to identify a locally appropriate Housing Target to meet current and future housing needs for Aurora to 2031 and develop a Municipal Housing Pledge that affirms the Town’s commitment to accelerate housing supply in partnership with the province.

The purpose of this staff report is to seek Council endorsement of Aurora’s 2031 Municipal Housing Target Pledge and meet the Province’s submission deadline of

December 15, 2023. Attachment 1 (Housing Pledge for Responsible Growth) constitutes the Town of Aurora's housing pledge.

Analysis

Staff recommend that 8,000 units are an appropriate Municipal Housing Target Pledge based on the current pace of Growth in Aurora.

To meet Aurora's housing pledge, both the approved developments that are currently in the pipeline and those that are proposed will need to follow through to construction, which requires accelerated action and funding from all levels of government to support the delivery of complete communities – through upgrades to infrastructure, rapid transit, schools, hospitals, and social services. Locally, we need to create a robust network of community amenities, parks, trails, active transportation, and fire protection services to meet the needs of residents as the community grows. The Town is committed to the development of a complete, healthy, and balanced community and looks forward to working with partners across all sectors to achieve this common goal.

The Mayor will send a letter to the Minister of Municipal Affairs and Housing confirming his commitment to this housing target.

Municipal Initiatives (current and proposed)

As part of Aurora's 2031 Municipal Housing Target Pledge, the Town is committed to continuing and undertaking current and proposed initiatives to provide housing in our community. Municipal initiatives to support the housing target are listed below (see Attachment 1).

New Official Plan: Identification of Key Areas for Growth

Through the Official Plan Review the Town has created a Town Structure schedule and identified Key Areas for growth that will be able to accommodate new housing opportunities in line with the Housing Pledge target.

New Zoning By-Law:

Through the Official Plan Review the Town is exploring the opportunity to pre-zone lands within the Promenade & MTSA.

Through the Official Plan Review the Town is exploring the opportunity to reduce parking requirements for Affordable Housing.

Develop clear guidelines to encourage the creation of additional second and third suites on lots where appropriate.

New Community Planning Permit System for the Aurora GO MTSA

Through the Official Plan Review the Town is exploring the opportunity to use the Community Planning Permit System for the Aurora GO MTSA to get housing to market quicker.

Streamline the Development Approval Process:

Delegated Site Plan Approval

To address and comply with the legislative changes, amendments were made to the Town's Site Plan Control By-law to delegate all site plan control decisions in respect of applications submitted on or after July 1, 2022, to municipal staff instead of council. This will expedite the municipal review and approval process.

Customized Pre-Application Consultation

Review of the pre-application consultation process in response to Bill 109 legislative amendments to ensure that expectations for applications are articulated clearly and efficiently to streamline the process as applications are then submitted.

Embrace New Technology: CityView online portal

Enhanced training on CityView for all Planning Staff to be able to process development applications in a timely and more efficient manner. This will create a level of transparency and accountability to ensure development will stay on track.

Explore the Powers of the Committee of Adjustment

Consider the use of the Committee of Adjustment under the Planning Act to expedite smaller development for a faster and less expensive process, where appropriate.

Collaboration with Key Stakeholders

Effective Project Management

Continuously working with Key Stakeholders to identify what the development needs are and efficiently project manage the proposed development to ensure timely delivery and customizable approaches.

Terms of References

Consultation with the Development Industry to understand and prepare guidelines (i.e., Terms of Reference) for development-related reports.

Servicing Infrastructure Investment

Committed to review and update all infrastructure needs with York Region on an ongoing basis to ensure new development are adequately serviced and accounted for.

Potential Constraints

Even with the full support of Council and approval of residential development applications there are still other considerations that impact the success of achieving the housing target:

- **Infrastructure Capacity** – Timing of a Servicing solution will impact the ability to deliver new housing units. Current servicing capacity allows for approximately 2000 residential units.
- **Developer Market Timing** – Council can approve development applications, but it is ultimately up to the builders to construct new units and bring them to market in a timely manner.
- **Stakeholder buy-in to Proposed Official Plan Policy Framework** – Council is confident that the height provisions in the Updated OP can achieve the housing targets with the support of all stakeholders and all levels of government.

Advisory Committee Review

N/A

Legal Considerations

The province has recently set a specific housing target for the Town of Aurora of 8,000 new homes to be constructed in the town by 2031. The Minister of Municipal Affairs and Housing has requested that the Mayor confirm in writing his commitment to meet this target by October 15, 2023. Further, the Minister has requested that the Housing Pledge in and attached to this report that details the strategies and actions that the Town will take to achieve these targets be submitted to the Ministry by December 15, 2023. Upon receiving this commitment, the province intends to extend the Strong Mayor powers to the Town of Aurora.

Financial Implications

While there are no direct impacts from this staff report/housing pledge, there are current and future costs associated with the ongoing implementation of municipal initiatives in support of Aurora's 2031 Municipal Housing Target. As indicated in this report, additional resources will be needed to adapt to legislative changes in support of the acceleration of housing as well as monitoring and reporting on progress.

Furthermore, the Town's provision of the necessary infrastructure in support of this growth will need to be expedited along with their associated costs. Along this vein, the province has recently announced its intent to create a new Building Faster Fund which will provide up to \$1.2 billion in funding over three years for municipalities that meet or exceed their pledged housing targets by 2031. This funding will help municipalities pay for housing-enabled infrastructure and related costs that support community growth.

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

Complete communities are inherently sustainable communities. If done right, the provision of housing through the facilitation of complete communities (i.e., efficient land use patterns, compact, mixed-use and walkable/transit-oriented development with nearby services and amenities, enhancement of the urban tree canopy and

incorporation of green development standards) will help to reduce our Town's carbon footprint in the long-term.

Link to Strategic Plan

The proposed Housing Pledge supports the Strategic Plan goal of: Supporting an exceptional quality of life for all. The relevant supporting objectives include: Strengthening the fabric of our community by working with the development community to ensure future growth includes housing opportunities for everyone.

Alternative to the Recommendation

1. Provide Staff direction.

Conclusions

This staff report, including Attachment 1, constitutes Aurora's 2031 Municipal Housing Target Pledge. The municipal initiatives summarized in this report demonstrate Aurora's proactive approach to the provision of housing through development of complete communities and to the acceleration of housing through streamlining and process improvements. Current and proposed actions by the Town relate to: affordable housing initiatives; planning initiatives and tools to support complete community building and infrastructure; development approvals and permitting process improvements; and other initiatives to support growth and continual improvement. Considerations, risks and potential mitigation strategies are also briefly mentioned in this report to identify challenges to implementation and measures to help address those concerns. The Town recognizes that there is a strong need to provide housing to accommodate our growing communities and to provide housing options that are more affordable. Through this housing pledge, the Town of Aurora commits to undertaking the initiatives outlined in this staff report and to work with stakeholders and governments at all levels to deliver the housing, infrastructure and services needed for current and future residents to thrive.

Attachments

Attachment 1 – Housing Pledge for Responsible Growth

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on August 17, 2023

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



Housing Pledge for Responsible Growth

The Town of Aurora pledges to facilitate the construction of 8,000 new homes by 2031.

The Town of Aurora recognizes the importance of addressing the current housing crisis and has demonstrated leadership and commitment to promoting housing supply and affordability by adopting a motion that directs staff to include modernized housing policies in the Town's Updated Official Plan that clearly articulates and defines the Town's strategies and actions on affordable and attainable housing. The Town is committed to the intensification of its Major Transit Station Area and Downtown Promenade core and aims to provide diverse housing opportunities for residents.

Further, the Town is also developing a new Affordable Housing Action Plan (AHAP) and Affordable Housing Toolkit in collaboration with the community, local partners, and housing providers. The AHAP and Affordable Housing Toolkit will be able to define action items and establish dedicated policies to implement strategies on providing affordable market and rental housing units within the local Aurora context.

The Town welcomes the ability to make this Housing Pledge as a means of further bolstering ongoing local initiatives that together will shape Aurora as an inclusive, accessible, and more affordable place to live.

Aurora also acknowledges it has an important role in facilitating the construction of 8,000 new homes by ensuring we have an updated municipal planning framework to guide development. We undertake to provide efficient and streamlined processes to facilitate the timely review and approval of development applications and permits. The Town of Aurora has made and commits to making investments in technology and process improvements, all to meet the housing target.

Achieving the target relies on partners that are integral in reaching this goal and delivering housing. To be successful, more initiatives and partnerships are required between all levels of government, the home building industry, and the trades sector to increase the supply of housing.

To meet Aurora's housing pledge, both the approved developments that are currently in the pipeline and those that are proposed will need to follow through to construction, which requires accelerated action and funding from all levels of government to support



the delivery of complete communities – through upgrades to infrastructure, rapid transit, schools, hospitals, and social services. Locally, we need to create a robust network of community amenities, parks, trails, active transportation, and fire protection services to meet the needs of residents as the community grows. The Town is committed to the development of a complete, healthy, and balanced community and looks forward to working with partners across all sectors to achieve this common goal.

Aurora Council promises to continue to advocate for a framework to deliver the infrastructure needed to build complete communities and meet Aurora's municipal housing target. This framework must reflect the principle of growth paying for growth and not shift the burden of growth to property taxpayers.

Tom Mrakas
Mayor of the Town of Aurora



Initiatives to Support the Housing Pledge	Description
New Official Plan: Identification of Key Areas for Growth	<ul style="list-style-type: none"> Through the Official Plan Review the Town has created a Town Structure schedule and identified Key Areas for growth that will be able to accommodate new housing opportunities in line with the Housing Pledge target.
New Zoning By-Law	<ul style="list-style-type: none"> Through the Official Plan Review the Town is exploring the opportunity to pre-zone lands within the Promenade and MTSA. Through the Official Plan Review the Town is exploring the opportunity to reduce parking requirements for Affordable Housing. Develop clear guidelines to encourage the creation of additional second and third suites on lots where appropriate.
New Community Planning Permit System for the Aurora GO MTSA	<ul style="list-style-type: none"> Through the Official Plan Review the Town is exploring the opportunity to use the Community Planning Permit System for the Aurora GO MTSA to get housing to market quicker.
Streamline the Development Approval Process	<ul style="list-style-type: none"> Delegated Site Plan Approval <ul style="list-style-type: none"> To address and comply with the legislative changes, amendments were made to the Town's Site Plan Control By-law to delegate all site plan control decisions in respect of applications submitted on or after July 1, 2022, to municipal staff instead of council. This will expedite the municipal review and approval process. Customized Pre-Application Consultation <ul style="list-style-type: none"> Review of the pre-application consultation process in response to Bill 109 legislative amendments to ensure that expectations for applications are articulated clearly and efficiently to streamline the process as applications are then submitted.



Initiatives to Support the Housing Pledge	Description
	<ul style="list-style-type: none"> • Embrace New Technology: CityView online portal <ul style="list-style-type: none"> ○ Enhanced training on CityView for all Planning Staff to be able to process develop applications in a timely and more efficient manner. This will create a level of transparency and accountability to ensure development will stay on track. • Explore the Powers of the Committee of Adjustment <ul style="list-style-type: none"> ○ Consider the use of the Committee of Adjustment under the Planning Act to expedite smaller development for a faster and less expensive process, where appropriate.
Collaboration with Key Stakeholders	<ul style="list-style-type: none"> • Effective Project Management <ul style="list-style-type: none"> ○ Continuously working with Key Stakeholders to identify what the development needs are and efficiently project manage the proposed development to ensure timely delivery and customizable approaches. • Terms of Reference <ul style="list-style-type: none"> ○ Consultation with the Development Industry to understand and prepare guidelines (i.e., Terms of Reference) for development-related reports. • Servicing Infrastructure Investment <ul style="list-style-type: none"> ○ Committed to review and update all infrastructure needs with York Region on an ongoing basis to ensure new developments are adequately serviced and accounted for.



Potential Constraints

- Infrastructure Capacity – Timing of a Servicing solution will impact the ability to deliver new housing units.
- Developer Market Timing – Council can approve development applications, but it is ultimately up to the builders to construct new units and bring them to market in a timely manner.
- Stakeholder Buy-in to Proposed Official Plan Policy Framework – Council is confident that the height provisions in the Updated OP can achieve the housing targets with the support of all stakeholders and all levels of government.



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

Town of Aurora

General Committee Report

No. OPS23-018

Subject: Approval of Capital Project No. 73217 - Summit Park Playground Replacement and Basketball Court/Walkway Improvements

Prepared by: Sara Tienkamp, Director of Operations

Department: Operational Services

Date: September 5, 2023

Recommendation

1. That Report No. OPS23-018 be received; and
2. That the condition on the approval of a total of \$300,000 in capital budget authority for Capital Project No. 73217 – Summit Park Playground Replacement and Basketball Court/Walkway Improvements be lifted, and the project proceed; and
3. That the scope of this project be expanded to include a fitness park, lighting and rubberized safety surfacing enhancements; and
4. That the total capital budget authority for Capital Project No. 73217 be increased to \$600,000, representing an increase of \$300,000 to be funded from the Cash-in-Lieu of Parkland reserve.

Executive Summary

This report seeks Council approval to proceed with Capital Project No. 73217 for the replacement of the playground and walkway/basketball court asphalt resurfacing in Summit Park. Additional upgrades of amenities within the park include lights for the basketball court, enhanced rubberized safety surfacing and a fitness park:

- Summit Park playground/basketball court/walkway replacement project subject to conditional approval pending additional park amenity inquiries by Council.
- Concept Plan for the park presented to both the Accessibility Advisory Committee (AAC) and Park and Recreation Advisory Committee (PRAC).
- Results of the community survey generated responses 38 responses with 50% of respondents strongly agreeing to the need for fitness equipment.

- Recently completed Parks and Recreation Master Plan (PRMP) update supports a Fitness Park and other recommendations from the Summit Park plan.
- Potential to generate revenue through fitness park classes.
- Increased budget required for the capital project with the inclusion of a fitness park, lit basketball court and desired rubberized surface to provide accessibility.

Background

Summit Park playground/basketball court/walkway replacement project subject to conditional approval pending additional park amenity inquiries by Council.

As part of the 2023 Capital Budget process, Project No. 73217 for the replacement of the playground and walkway/basketball court asphalt resurfacing in Summit Park was presented to Council for approval of funding.

During budget consultation, Council inquired if staff could investigate incorporating additional amenities within the park, including lights for the existing basketball court and a new fitness park. These amenities were not factored into the budget, nor was it clear if the park could facilitate the inclusions of these amenities from a space perspective, therefore staff required time to explore the proposed options.

As a result, the project was conditionally approved to allow staff the time to research the feasibility, explore design elements and prepare the additional budget requirements prior to returning to Council for final approval of the project.

Analysis

Concept Plan for the park presented to the Accessibility Advisory Committee (AAC) and Park and Recreation Advisory Committee (PRAC) for review and input.

The concept design plan which included the fitness park/lighting was submitted to ACC on June 7, 2023 and PRAC on June 15, 2023.

Most of the conversation from both meetings centered around accessibility including fully accessible rubberized surfacing in the playground and the fitness area (i.e., not wood chips) to allow ease and ability to manoeuvre around play equipment. Comments were also received about increasing the accessibility of pathways in the park and ensuring fitness signage included braille text.

PRAC had questions about the age-appropriateness of play equipment and if the neighbourhood demographics supported the new amenities. They asked if staff could prepare a neighbourhood resident's survey or hold a public information session. They also inquired about site furnishings (bike racks, park benches) and lighting for the playground.

Results of the community survey generated responses 38 responses with 50% of respondents strongly agreeing to the need for fitness equipment.

Staff prepared a survey, and it was launched through Engage Aurora with an active period between June 4 to August 14, 2023. In addition, approximately 500 notices were delivered to residents within a 400m radius of Summit Park and signage was posted in three (3) locations in the park.

The Town received a total of 38 responses to survey and responses supported the suggested improvements including the replacement of the playground, addition of a fitness park and lighting on the basketball court, with over 50% of respondents "strongly agreeing" with a fitness park. There were also many comments from the public requesting a rubberized safety surfacing be included in the playground and fitness park to promote accessibility and easy transition between amenities as they are to be co-located.

The survey generated 19 responses to questions regarding number and ages of children. Data indicates children living in the neighbourhood are in all age groups (18 month to five (5) years, six (6) to 11 years, 12 to 18 years) with slight majority in the six (6) to 11-year age group.

Other suggested features included pickleball (or pickleball lines on tennis court) and a splashpad. While staff recognize that there is a deficit of these amenities in the western portion of Aurora, the addition of these are currently not recommended within this Neighbourhood Park. Staff have identified Community Park locations west of Yonge for inclusion these amenities that are planned for redesign upgrades within the ten (10)-year capital plan.

Additional requests included a winter skating rink, running track, seating, trees, and shade structure.

Recently completed Parks and Recreation Master Plan (PRMP) update supports a Fitness Park and other recommendations from the Summit Park plan.

The new PRMP supports the installation of a fitness park in Recommendation # 28:

“Undertake a site evaluation process to establish a third fitness park outfitted with outdoor fitness equipment to improve access within western aurora. To create differentiated experience, consideration may be given to clustering the equipment around a playground site at a site with shade and washrooms. A fourth site may be considered longer term so that each quadrant of Town has an outdoor fitness park.”

Summit Park does not meet all the criteria as it does not have washrooms and while it does not have a dedicated shade structure that park has been established since 1982 and contains many mature trees within the vicinity of the playground and potential new fitness park. Due to the short-term nature of fitness (typically one (1) hr duration) and that tennis games have a similar timeline; staff feel washrooms are not a necessity. Washroom installations are typically only included in Community Parks as per our service levels.

Recommendation #18 speaks to piloting the install lights at an existing basketball court that can suitably accommodate extended play into the evening. Adding lights to Summit would achieve this goal.

In addition, Recommendation #25 speaks to playgrounds and providing more barrier free components and infrastructure for more inclusive play. This supports the replacement of the Town typical engineered wood mulch safety surfacing with a rubberized safety surface.

Potential to generate revenue through fitness park classes.

The fitness park could possibly generate revenue either through programs facilitated through the Town or by fitness trainers renting the space to host classes. The design of the fitness park lends to High Intensity Interval Training activities.

Recreation staff would need to explore the needs and feasibility of delivering programming at the site, but a future opportunity may exist.

Increased budget required for the capital project with the inclusion of a fitness park, lit basketball court and desired rubberized surface to provide accessibility.

The original budget for the capital project to replace the playground structure, resurfacing of basketball court including pathways paving was estimated at \$300,000. The following chart illustrates the funding required for the additional amenities as per Council inquires and public consultation:

Table 1
Summit Park – Playground/Basketball Court Replacement (Project # 73217)

Description	Total Budget
Playground replacement	\$175,000
Basketball Court/Pathway resurfacing	\$70,000
Fitness Park Equipment	\$65,000
Lighting for Basketball Court	\$25,000
Rubberized Tile safety surface for playground/fitness areas	\$265,000
Total Budget	\$600,000
Less: Conditionally Approved Budget	\$300,000
Variance	\$300,000

Significant costs are associated with adding a fully accessible rubber surfacing to both playground and fitness area. However, great benefits come from such an installation and enhanced service level. A rubberized surface has a lifespan equivalent to the playground at approximately 20+ years. If a rubber tiled surface is utilized rather than a poured in place rubber it is easily repaired when damage does occur and there are minimal ongoing maintenance and operational costs unlike engineered wood fibre. The wood fibre is prone to breaking down, as it is a natural product and requires top ups regularly to ensure safety surface remains at a consistent depth as per CSA Standards. As well, it displaces easily under high use components (slides/swings) and weeds are a common occurrence.

Costs for standard playground (mulch/granular base/drainage) is +/- \$50 per square metre. Cost for rubber surface is +/- \$330 per square metre.

Advisory Committee Review

The concept design plan which included the fitness park/lighting was submitted to AAC on June 7, 2023 and PRAC on June 15, 2023. Details of the discussion topic are detailed above in the Analysis section of this report.

Legal Considerations

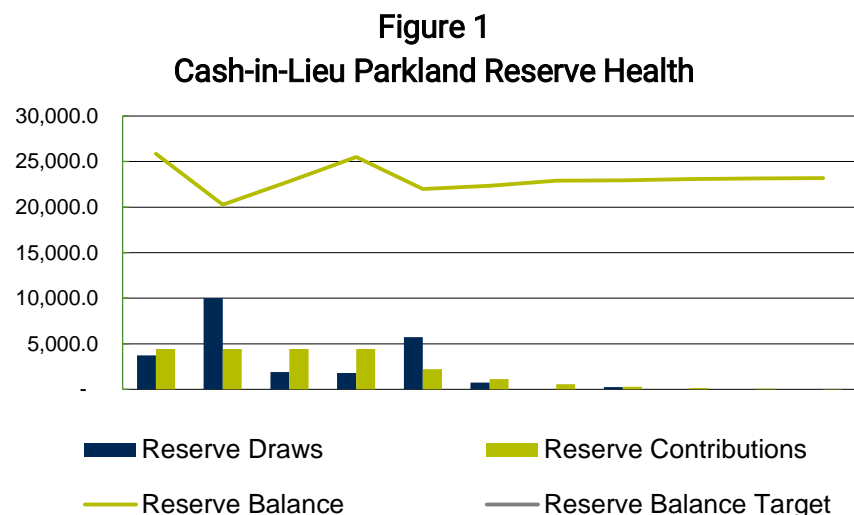
None.

Financial Implications

To date total capital budget authority of \$300,000 has been conditionally approved for Capital Project No. 73217 as part of the 2023 capital budget. This project is part of the Town's Parks asset management capital program which is funded from the Parks Asset Management reserve. Staff are requesting that Council lift the funding conditions.

Further, as per a request from Council during the 2023 budget process, staff are requesting Council approve an increase in scope for this project to include lighting for the basketball court, a fitness park and rubberized surfacing enhancements at an incremental cost of \$300,000. Should Council approve this proposed project scope increase, it is recommended that Council approve total budget authority for Capital Project No. 73217 of \$600,000.

Staff recommend that the proposed budget increase be funded from the Cash-in-Lieu of Parkland reserve. It is anticipated that this Reserve can accommodate this requirement with no adverse impact to any other known commitments. Figure 1 presents an illustration of this reserves projected health over the next ten years with this new requirement included.



Communications Considerations

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

Climate Change Considerations

The recommendations from this report do not immediately impact greenhouse gas emissions or impact climate change adaptation. However, when the project progresses to detailed design, green infrastructure for storm water, soft landscape, building design and green procurement will be considered as they all play an important roll mitigating the impacts of a changing climate, from air quality, stormwater management to counteracting the effects of the heat island.

Link to Strategic Plan

Park facilities support the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All, by encouraging an active and healthy lifestyle.

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

Alternative(s) to the Recommendation

1. Council could choose to approve the original project scope for Capital Project No. 73217 - Summit Park Playground Replacement and Basketball Court/Walkway Improvements and funding request of \$300,000.
2. Council to provide further direction.

Conclusions

Staff recommend that the conditional approval be lifted and include the addition of a fitness park, lighting, and rubberized safety surface to the scope of the project for Summit Park. This recreational enhancement will provide users with more opportunity to engage actively within the neighborhood and improve accessibility. Consequently, it is recommended that the total capital budget authority for Capital Project No. 73217 be increased to \$600,000.

Attachments

Attachment #1 – Project No 73217 – Summit Park Playground Replacement and Basketball Court/Walkway Improvements Capital Detail Page

Attachment #2 –Summit Park Master Plan

Previous Reports

None

Pre-submission Review

Agenda Management Team review on August 17, 2023

Approvals

Approved by Sara Tienkamp, Director, Operational Services

Approved by Doug Nadorozny, Chief Administrative Officer

Town of Aurora

Capital Projects

Project	73217 Playground Replacement, Walkway Repaving, Basketball Resurfacing- Summit Park		
Department	Operational Services		
Version	Final Approved Budget	Year	2023

Financial Information								
	Budget		10-Year Plan					
	Previously Approved Budget	Capital Budget Authority	Budget Change	Actuals to Dec 31/2021	2022 Forecast	2023	2024	2025-2032
Expenditures								
Estimated Expenditures								
CONTRACTS		300,000	300,000			300,000		
		300,000	300,000			300,000		
Expenditures Total		300,000	300,000			300,000		
Funding								
Infrastructure Sustainability Reserves								
PARKS R&R RESERVE CONT'N						300,000		
						300,000		
Funding Total						300,000		

TARGET START DATE AND END DATE: Use format Q4 2017 - Q1 2018

Q1 2023 - Q3 2023. 2023 Budget Authority conditionally approved. Staff to submit report to Council.

Provide a brief overview of the project and include the key goals, objectives and performance measures.

To replace an aging playground structure, resurface basketball court and pathways in Summit Park to increase safety and usability for residents.

Provide the reasons the project should be approved and what will be the impact of the project to service levels.

Summit Park playground has been in service since the 2000. There are significant wear patterns to the decking/platforms that have been identified during monthly playground inspections in the past year. In addition staff have had to replace a slide and other plastic components (approx. \$10,000) over the last two years as they have become brittle due to UV degradation. This playground will be replaced with a more functional structure w/ additional AODA components. The fall protection surfacing will also be replaced as part of the project. This park is a destination park as it has many amenities including tennis courts/ball diamond and soccer pitch.

Asset is in 10 year Capital Plan & past its lifecycle as per the Asset Management Plan.

Explain the benefits of the project which could include Citizen/Client, compliance, financial, internal, learning & growth or utility benefits.

By replacing the aging structure, children will have an inviting space to play that will keep them active and engaged with their peers. Risks will also be lowered as the structure will be built as per the latest CSA standards. Resurfacing the degrading pathways connecting these amenities will increase safety and repairing retaining ways and asphalt surface if the basketball will increase user enjoyment.

Town of Aurora

Capital Projects

Project	73217 Playground Replacement, Walkway Repaving, Basketball Resurfacing- Summit Park		
Department	Operational Services		
Version	Final Approved Budget	Year	2023

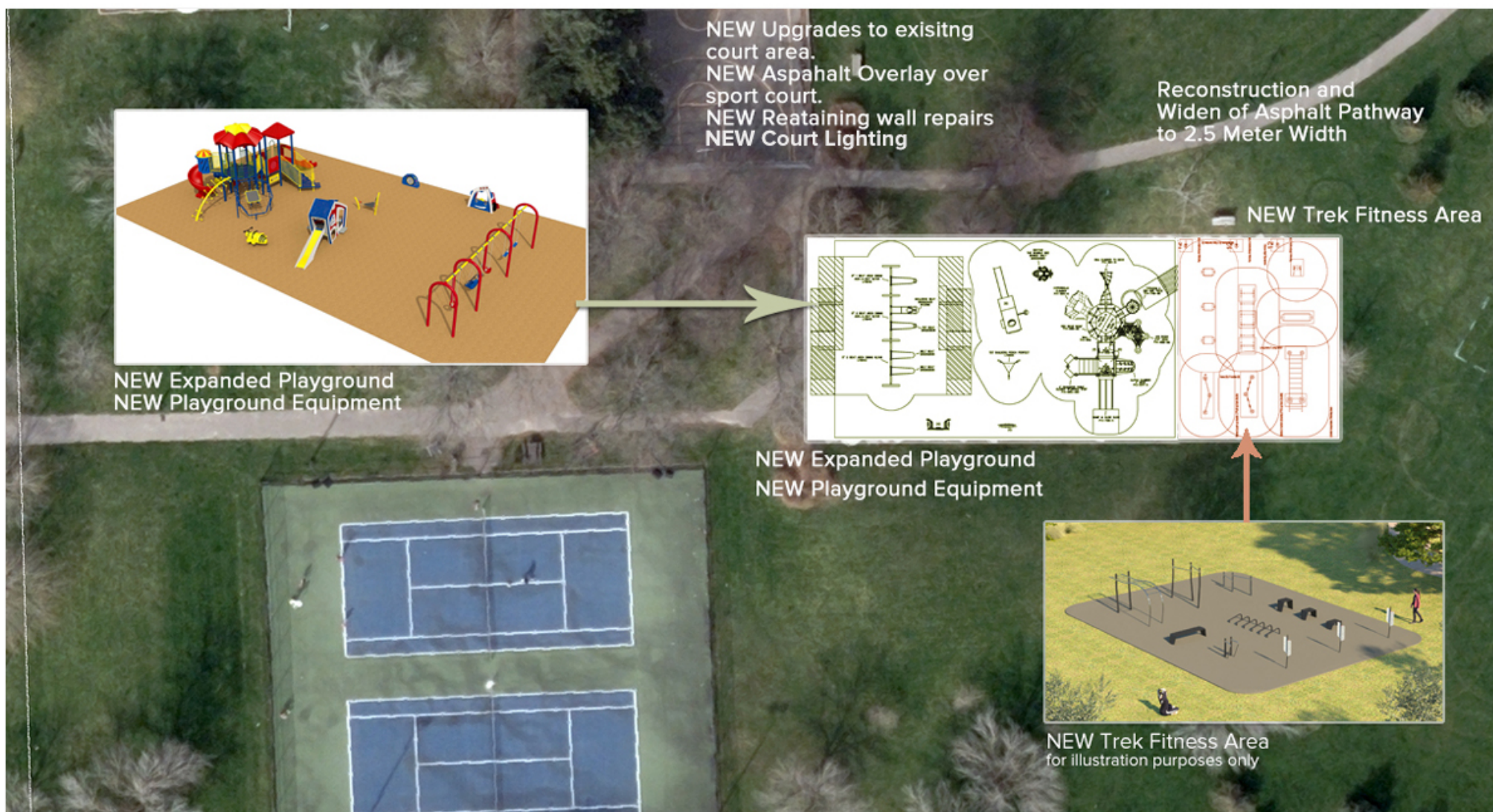
Please provide an explanation of what the outcomes would be if the project was not approved.

The Corporation could be liable as the asset ages and safety risks become greater. Increased costs incurred by keeping the aging infrastructure up to standard.

Explain the climate impacts of this project.

This project does not impact greenhouse gas emissions or impact climate change adaptation.

Attachment 2





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

Town of Aurora

General Committee Report

No. PDS23-108

Subject: Centre Street Speed Limit Amendment

Prepared by: Michael Bat, Traffic and Transportation Analyst

Department: Planning and Development Services

Date: September 5, 2023

Recommendation

1. That Report No. PDS23-108 be received; and
2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to reduce the speed limit on Centre Street between the Metrolinx GO Transit Corridor (west limit) and a point 90 metres west thereof from 40 km/h to 30 km/h.

Executive Summary

This report presents to Council the proposed speed limit reduction on Centre Street to support Metrolinx's Barrie Line Go Expansion project.

- The existing road conditions on Centre Street are generally consistent with the Town's design standards for a local road; and,
- To meet the Federal regulatory design elements outlined in the Transport Canada's Grade Crossing Standards and the minimum sightline requirements prescribed in the Transportation Association of Canada (TAC) manual; the proposed reprofiling will result in a required speed reduction from the existing speed limit of 40 km/h to 30 km/h on the impacted section of Centre Street.

Background

The Barrie Line GO Expansion project being undertaken by Metrolinx will include modifications and upgrades to the existing rail corridor to allow for a second track to be installed. The installation of a second track will transform GO rail from a rush-hour service to a more frequent two-way, all-day rapid transit service.

As part of the project, a 50m section of Centre Street, from the west limit of the rail corridor will be reprofiled. This will include modifications to the existing slope.

As advised by Metrolinx, the construction for the reprofiling and second track installation at Centre Street is tentatively scheduled in Spring 2025.

The subject location is illustrated in Figure 1 attached.

Analysis

The existing road conditions on Centre Street are generally consistent with the Town's Engineering Design Standards for a local road

Centre street is a two-lane local road with a single lane per travel direction. It has an urban cross section with curbs and sidewalks on the north side of the road. The current posted speed limit is 40km/h.

The existing pavement width varies between 7.5m and 8.0m with a right-of-way (ROW) between 14.0m to 20.0m.

To meet the Federal regulatory design elements outlined in the Transport Canada Grade Crossing Standards and the minimum sightline requirements prescribed in the Transportation Association of Canada (TAC) manual, the identified portion of Centre Street will require a speed reduction from the existing speed limit of 40 km/h to 30 km/h.

As a result of the Barrie Line GO Expansion project, a second track will be added on the west side of the existing track, to prepare for a future two-way, all-day rapid transit service.

In the design of the second track, Metrolinx will be required to reprofile the road, increasing its slope to not negatively impact drainage patterns to neighbouring properties. The increase in slope will compromise the current sightlines for vehicular traffic making the design unable to meet Transport Canada regulatory requirements and guidelines at the current speed limit. To meet sightline requirements at this steeper reprofiling, the speed limit is required to be reduced from 40km/h to 30 km/h.

Advisory Committee Review

A memorandum (Report No. PDS23-082) was presented at the Active Transportation and Traffic Safety Advisory Committee (Committee) meeting on June 28, 2023. The Committee is in support of the proposed speed limit amendment.

Legal Considerations

If Council approves the change to the speed limit, a bylaw will be brought forward to Council to amend Parking By-law No. 4574-04.T.

Financial Implications

The estimated cost for the replacement of the speed limit signs is \$1,000 to be funded from the Operations Services Department's existing 2023 operating budget.

Communications Considerations

The Town of Aurora will inform the public about the information contained in this report by posting this report to the Town's website. The Communications team will also inform the public about any potential traffic disruptions during the installation of the speed limit signs through the Town's regular communications channels.

Climate Change Considerations

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

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All by examining traffic patterns and identify potential solutions to improve movement and safety at key intersections in the community.

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

The Barrie Line GO Expansion project being undertaken by Metrolinx will include modifications and upgrades to the existing rail corridor to allow for a second track to be installed. The installation of a second track will transform GO rail from a rush-hour service to a more frequent two-way, all-day rapid transit service.

As part of the project, a 50 metres section of Centre Street, from the west limit of the rail corridor will be reprofiled. This will include modifications to the existing slope.

To meet the Federal regulatory design elements outlined in the Transport Canada Grade Crossing Standards and the minimum sightline requirements prescribed in the Transportation Association of Canada (TAC) manual, the proposed reprofiling will result in a required speed reduction from the existing speed limit of 40 km/h to 30 km/h on the impacted section of Centre Street.

Attachments

Figure 1: Location Map

Previous Reports

PDS23-082, Centre Street Speed Limit Amendment, June 28, 2023

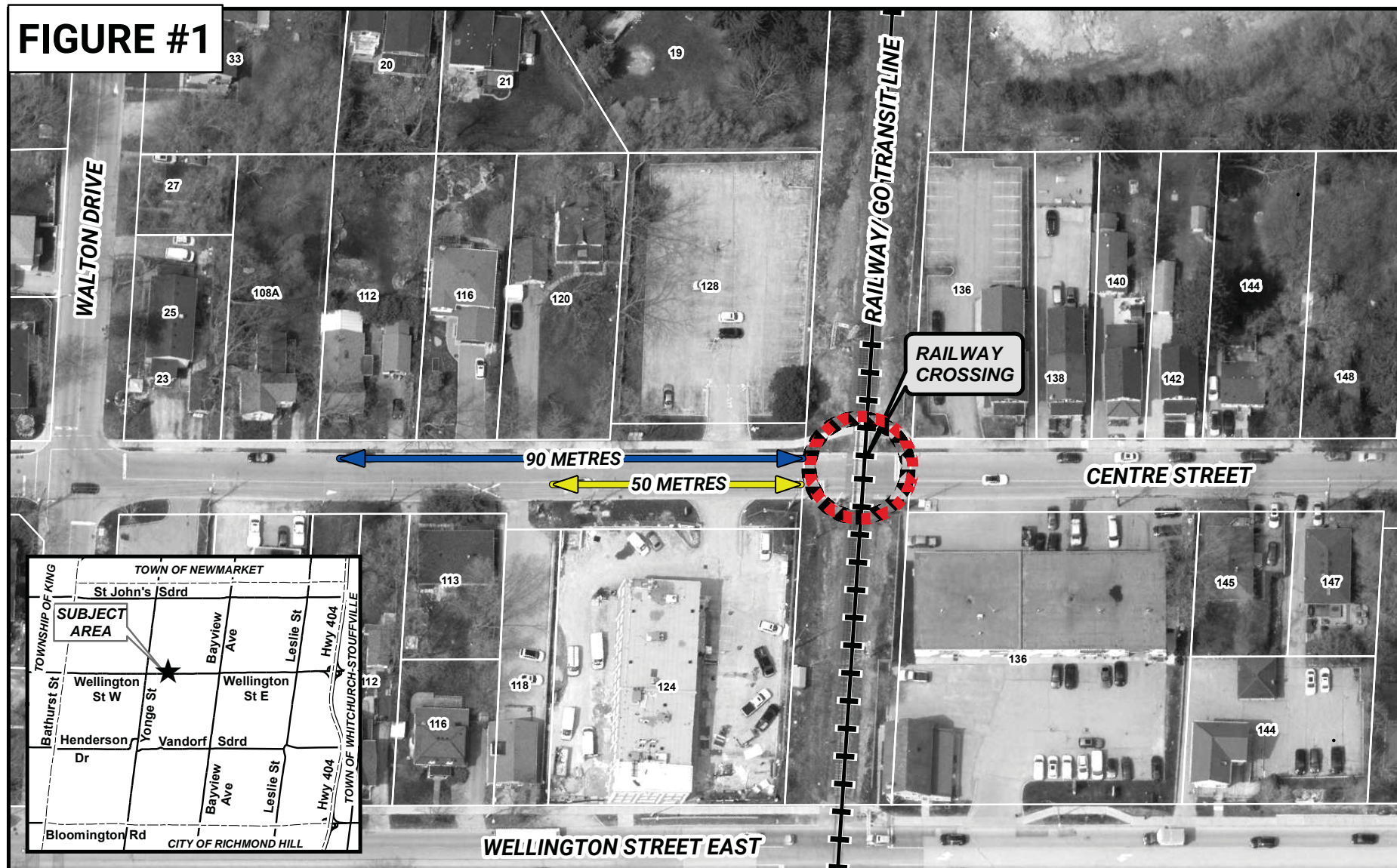
Pre-submission Review

Agenda Management Team review on August 17, 2023

Approvals

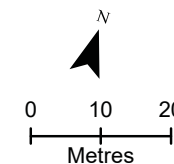
Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

FIGURE #1**LOCATION MAP**

**Speed Limit Amendment –
Centre Street**

- REPROFILED SECTION
- SPEED LIMIT AMENDMENT AREA
- RAILWAY/GO TRANSIT LINE



AURORA
You're in Good Company

PDS23-108

Map created by the Town of Aurora Corporate Services Department - IT Division, June 7th, 2023. Base data provided by York Region and Aurora - GIS.
Air Photos taken Spring 2022, © First Base Solutions Inc., 2022 Orthophotography. This is not a legal survey.



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

Town of Aurora

General Committee Report

No. FIN23-035

Subject: Reserve Management Policy

Prepared by: Sandeep Dhillon, Senior Financial Management Advisor

Department: Finance

Date: September 5, 2023

Recommendation

1. That Report No. FIN23-035 be received; and
2. That the presented Reserve Management Policy for the Town be approved.

Executive Summary

This report highlights the significance of a Reserve Management Policy for the Town's long-term financial sustainability and financial management. The policy ensures that the Town maintains desired service levels and adapts to growth while maintaining moderate fiscal impacts from year-to-year. Through the management of reserves, the Town can plan the future reserve draws and contributions needed to support the long-term capital plan. By taking a long-term view of reserves, the Town can plan for future increases in asset management capital plan needs and more effectively fund them over time while minimizing the annual impact to tax and ratepayers, to ensure the funds are available when needed to support the plan.

- The Reserve Management Policy supports the Fiscal Strategy objective of financial sustainability
- Reserve Management Policy outlines the guidelines and controls for the creation and management of reserves
- Reserves are used to fund capital projects and deficit reserve balance should be avoided
- Annual reserve contributions should be aligned be with the asset management plan

Background

Reserves are one of the most important tools available to municipalities for achieving financial sustainability and flexibility. Reserves not only assist municipalities in managing risks, but they also play a role in the financing of capital costs and the provision of affordable and stable services to constituents. Historically, the Town had established the best practices in the use and management of reserves. However, as outlined in the Fiscal Strategy approved in 2021, a Reserve Management Policy for the Town should be developed to ensure stronger longer term financial management. This report provides an overview of the newly developed Reserve Management Policy and the alignment to the Fiscal Strategy.

Analysis

The Reserve Management Policy supports the Fiscal Strategy objective of financial sustainability

Tax-funded reserves are used to pay for studies, growth projects (the part not funded through development charges) and asset management costs relating to the Town's assets including recreation facilities, roads, parks, playgrounds, fleet vehicles and other Town facilities. In 2011, Council began allocating an annual increase equal to one percent of the tax levy to support contributions to tax-funded capital reserves and weaning the Town off non-sustainable revenues (supplementary taxes) in recognition of a growing infrastructure renewal funding gap. The tax-funded capital reserve contributions are distributed to the various tax-funded reserves based on historical trend information. These reserves are then drawn from as required to support the 10-year capital plan.

Reserve Management Policy outlines the guidelines and controls for the creation and management of reserves

The purpose of the Reserve Management Policy is to establish financial guidelines and appropriate controls for the administration and management of reserves for the Town of Aurora. This policy provides guidelines on the objectives, standards of care, reporting requirements and responsibilities for the creation and management of reserves.

The objectives of the reserves management policy are stated below:

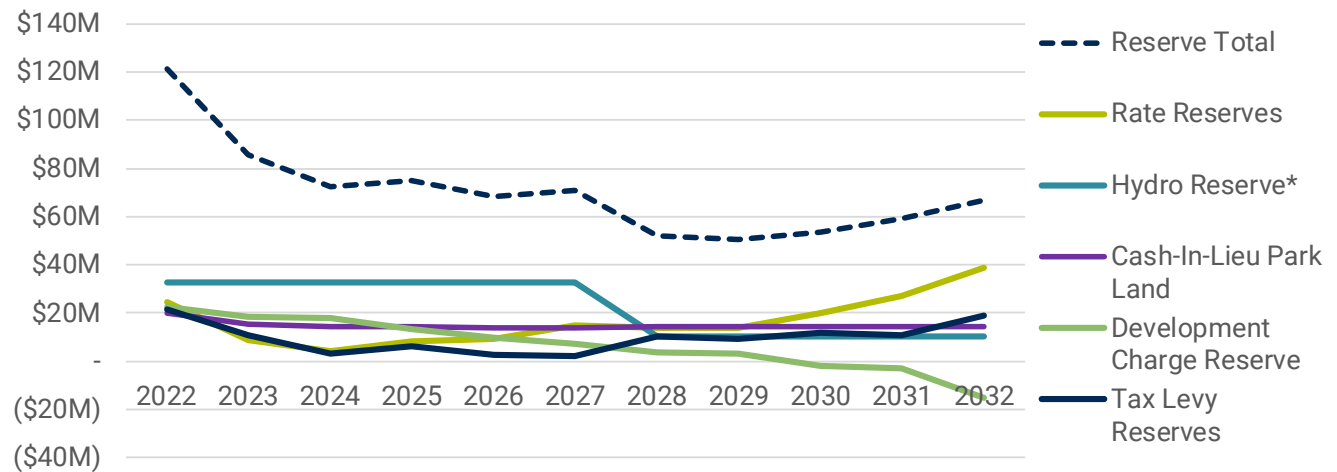
- Classification of the Town's reserves;
- Guidelines associated with the creation of reserves;
- Recommended guidelines for the management of reserves such as:
 - Investment of reserve funds and allocation of investment income to reserves;
 - Contributions to/withdrawal from reserves;
 - Temporary interfund lending between reserves;
 - Closing of reserves
 - Avoiding negative balance of reserves;
 - Maintenance of 10-year reserve forecast
- Roles and responsibilities of Town staff and Council members
- Reporting and adherence to the guidelines of the reserve policy

Reserves are used to fund capital projects and a deficit reserve balance should be avoided

Capital projects in the 10-Year Capital Plan are funded from reserves. There are a number of reserves that are used to fund capital projects and the funds are applied to the project based on the purpose for which each reserve can be used.

The tax-funded reserves maintain a healthy balance in 2023 after the elimination of \$19.9-million worth of roads projects from the 10-Year Capital Plan. The 2023 Budget assumed an increase of 0.25 percent annually starting in 2024 until the total contributions reach two percent of the tax levy in 2027. The proposed increase represents a step forward but does not meet the requirements outlined in the asset management plan. The development charge funded reserve balances go into a negative balance over this period, but overall, the consolidated capital reserves balance remains positive.

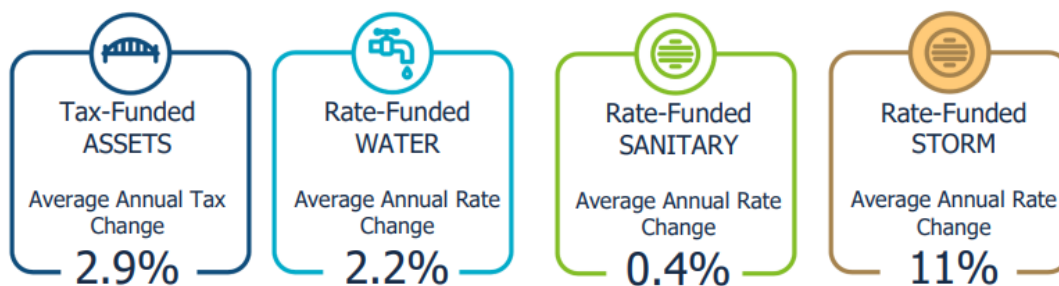
10-year capital reserves balances grouped by funding source



Annual reserve contributions should be aligned with the asset management plan

The second-generation asset management plan identified the need to further increase reserve contributions on an annual basis for the next 20 years to address a long-term infrastructure asset management funding gap. The funding gap was based on each asset's accounting estimated useful life. The next phases of the asset management plan will base asset replacement needs on approved service levels which need to be established by July 1, 2025. This additional work will refine just how big the potential funding gap is, and while it could reduce this gap, it will not eliminate it. The following shows annual tax and rate change recommended in the asset management plan to eliminate the infrastructure deficit for core assets based on a 20-year plan for tax funded assets, 10-year plan for water and wastewater assets and a 15-year plan for storm water assets.

Asset management plan recommended reserve increases by funding source



Advisory Committee Review

Finance Advisory Committee reviewed the draft debt policy at its June 13th, 2023, meeting.

Legal Considerations

This policy has been reviewed by the Corporate Management Team and the Executive Leadership Team in accordance with the Town's policy program.

Financial Implications

There are no direct financial implications from this report. The financial implications will be in the budget as the policy is applied.

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

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

Link to Strategic Plan

Reserve Management Policy supports all aspects of the strategic plan. Specifically, this report supports the Plan principles of Leadership in Corporate and Financial Management, Leveraging Partnerships, and Progressive Corporate Excellence and Continuous Improvement.

Alternative(s) to the Recommendation

1. Council provides direction.

Conclusions

The reserve policy provides the financial policy framework to ensure Aurora can set and stay on a financially sustainable path. This is done through by ensuring that the Town's fiscal impact year-over-year is manageable. The policy outlines internal guidelines for the use and funding of reserves to support the budget process and manage the timing difference between when a capital project is built and when the funding for the project is received. A long-term reserve forecast should be developed to accompany the long-term capital plan. This reserve forecast will ensure that reserves remain healthy based on the requirements from the Reserve Management Policy .

Attachments

1. Reserve Management Policy

Previous Reports

FAC Memorandum, Reserve Management Policy, June 13, 2023

Pre-submission Review

Agenda Management Team review on August 17, 2023

Approvals

Approved by Rachel Wainwright-van Kessel, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer



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

Town of Aurora

Reserve Management Policy

Attachment 1

Contact: Senior Financial Management Advisor

Approval Authority: Council

Effective: September 21, 2023

Purpose

The purpose of the consolidated Reserve Management Policy is to establish financial guidelines and appropriate controls for the administration of reserves for the Town of Aurora.

This policy provides regulations and guidelines on the objectives, standards of care, reporting requirements and responsibilities for the creation and management of reserves.

Scope

This policy applies to all aspects of the reserves of the Town of Aurora.

Definitions

Annual Surplus: The excess of revenues over expenses in a given year.

Community Benefit Charge (CBC): Fee allowed under Section 37 of the Planning Act, which allows a municipality to impose community benefits charges against land to pay for growth driven capital costs of facilities, services and matters required because of development or redevelopment. Collected CBCs are consolidated within an Obligatory/Statutory reserve to be applied to future eligible growth requirements.

Cash in Lieu (CIL) Parkland: In some instances, the Town will elect that required growth driven parkland be provided as cash-in-lieu of land. Collected CIL Parkland is consolidated within an Obligatory/Statutory reserve to be applied to future eligible growth requirements.

Delegation By-law: The Town's By-law Number 6212-19, as amended, or any successor by-law thereto.

Development Charges (DC): Fees against land to pay in full or in part on the increased capital cost required because of increased needs for municipal services arising from development of area in which the land is located.

Deferred Revenue: Deferred revenue is money received in advance for products or services that are going to be performed in the future. For example, development charges are collected in advance before the capital infrastructure is built.

Discretionary Reserves: Established by Council to earmark revenues to finance a future expenditure for which it has the authority to spend money, and physically set aside a certain portion of any year's revenues so that the funds are available as required.

Reserve: A reserve is money set aside by municipalities for a specific purpose or use. While Ontario legislation requires municipalities to establish certain reserve in certain circumstances, municipal councils have the discretion to establish reserves for any purpose for which they have the authority to spend money. Such reserves are intended to smooth levy requirements for large and/or one-time purchases, mitigate credit market risk by saving for future capital needs and reducing dependency on debt, as well as provide self-insurance for uncertainties such as extreme events, events of magnitude, cyber-crime, etc.

Reserve Funds: Funds that have been set aside for a future event either pursuant to a by-law of the municipality, a contractual obligation, or a requirement of provincial legislation. Reserve funds are either "discretionary" being those set aside by Council of its own volition or "statutory" or "obligatory" being those required to be set aside by Council by virtue of a requirement of provincial or federal statute. Municipal councils may set up reserve funds for any purpose for which they have the authority to spend money.

Tax Levy: The portion of funds that are collected through property taxes on taxable and payment-in-lieu assessment of the residential, farm, commercial, industrial, and other categories of property.

Treasurer/Director of Finance: The Treasurer/Director of Finance of the Town or his/her/their designate.

Obligatory/Statutory Reserve: A reserve created when required by statute that the revenue received for special purposes be segregated from the general revenues of the municipality.

Policy

Reserves play a vital role in long-term fiscal planning and financial sustainability to support the Town's financial health. By taking a long-term view of reserves, the Town can plan for future increases in asset management capital plan needs and more effectively fund them over time while minimizing the annual impact to tax and ratepayers, to ensure the funds are available when needed to support the plan. Reserves

allow for the collection and deferral of development revenues for application toward eligible future growth requirements. Reserves also plays a key role to manage the unexpected economic impacts to Town's operating budget when required. The policy outlines the following guidelines and appropriate controls for the administration of reserves such as:

Types of Reserves

Statutory/Obligatory Reserves:

Obligatory reserves are funds that are segregated for specific purposes in accordance with Provincial statutes or other legal agreements. There are strict rules and restrictions around the collection and use of these reserves such as deferred revenue reserves (DC / CBC / CIL Parkland funded reserves)

Discretionary Reserves:

Discretionary reserves are designated for various purposes supported by Council. Segregation is not required. These funds provide the Town with financial flexibility to ensure that funds are available to finance a future expenditure or liability, manage cyclical expenditures and plan for contingencies.

Discretionary reserves are subdivided into following categories:

1. Tax levy funded reserves – reserves funded by the tax levy and are established by Council for the repairs and rehabilitation of existing Town assets or to pay for the portion of new assets that are not funded from growth revenues such as DC's or to funds the Town's masterplan and study development.
2. User Rate funded reserves – The user rate funded reserves are funded from the water, wastewater, and stormwater rates.
3. Operating /special purpose reserves - Reserves funded by levy or other revenue sources are used to mitigate or stabilize the impact on service levels, tax rates and user fees of revenues shortfalls, higher-than-expected expenses and large periodic or one-time expenses.

Objectives of Reserves

Reserves provide stability and flexibility in the management and planning of the Town's financial resources and contribute to the long-term sustainability of the Town's services and infrastructure required to deliver the services.

Adequately funded reserves allow the Town to:

- Provide for future expenditures and/or liabilities;
- Ensure funding is set aside to meet legislated and contractual obligations;
- Provide for major capital expenditures;

- Smooth expenditures which would otherwise cause fluctuations in the operating budget and tax levy;
- Take advantage of financial opportunities that may arise;
- Mitigate the impacts of economic downturns, disasters, pandemics, and other negative events;
- Provide liquidity; and
- Provide for emergencies.

Establishing Reserves

A new reserve should only be established if it cannot be accommodated within an existing reserve and/or all other possible alternatives have already been considered.

The Treasurer/ Director of Finance has the delegated authority to create new reserves as required as per the delegation by-law. However, Council should be informed of any reserve creation via report to Council or as part of the annual budget development. The budget document, report or resolution must clearly identify the name of the reserve being created and the purpose for the new reserve and include a financial plan which identifies the target funding level (if applicable), funding sources and projected disbursements (when practicable) to meet planned future obligations, and other relevant information where applicable. In consideration of the administrative workload the Town will strive to minimize the number of reserves.

Managing Reserves

To assist the Town in managing reserves, where appropriate, guidance related to recommended reserve level targets and funding sources are provided on the Town's web reserve schedule ([schedule of reserve funds](#))

Discretionary reserve balances will be determined by the Town's [Fiscal Strategy](#) financial obligations, future reserve requirements and available resources. As per the delegated authority by Council the Treasurer/Director of Finance can redirect funding between discretionary reserves. The Town should apply the following guidelines for the management of reserves:

Investment of Reserves

Reserves are to be invested and earn interest income for a term that coincides with the Town's fiscal year. Applicable funds must be invested in accordance with the Town's Investment Policy.

Contributions to/withdrawals from Reserves

All contributions to and/or withdrawals from reserves shall be approved by Council, normally as a part of the annual budget process or specifically by resolution with the following exceptions:

- Direct contributions to reserves such as development charge contributions;
- Transfers of funds between Discretionary Reserves based upon reserve adequacy analysis, at the discretion Treasurer/ Director of Finance;
- Transfers of funds between Discretionary Reserves for reserve restructuring which, in the opinion of the Treasurer/ Director of Finance, have not changed the purpose for which the funds were intended;
- Transfers to reserves as per the Town's surplus/deficit management bylaw;
- Contributions to and/or withdrawals from revolving reserves such as Winter Management, Employer Benefits and Tax Rate Stabilization can be made at any time at the discretion of the Treasurer/ Director of Finance for the purpose approved by Council;
- The Treasurer/ Director of Finance can authorize the use of undesignated reserve(s) to fund costs related to an unforeseen event or occurrence deemed an immediate threat to public safety, the maintenance of essential Town services, or the welfare and protection of persons, property, or the environment. Repayment of funds withdrawn is determined by the Treasurer/ Director of Finance based on needs and adequacy of balances;
- All contributions to and/or withdrawals from reserves will be clearly identified and segregated within the Town's accounting system. Budgeted contributions to reserves will be transferred upon Council approval of the budget and contributions based on surplus variances will be transferred as required.
- Staff to give funding priority to other revenue sources first such as grants if applicable before accessing reserve funds to fund capital projects;
- Growth projects should be funded by development charge revenue as outlined in the DC study and only the benefit to existing (non-development charge eligible costs) should be funded through the tax-levy reserves;
- Reserve contributions and funding sources vary according to the specific reserve. Specific direction regarding these contributions and funding sources is provided on the Town's web reserve schedule ([schedule of reserve funds](#))

Reserve balance deficit should be avoided as a best practice

A reserve balance before commitments should not be in a deficit position. Only under very limited circumstances can a withdrawal /transfer place a reserve in a negative balance, excluding commitments and will requires Council approval. As a best practice, negative reserve balances should be minimized as this represents inter-fund lending which takes away the flexibility of the lending reserves.

Council may, where it is deemed to be in the best interest of its taxpayers, approve the issuance of debt for the Town's municipal business. Issuing debt provides the flexibility to proceed with planned capital projects sooner rather than waiting to collect the funding source for the project in a reserve. Debt issuance should be viewed in combination with long-term capital planning and reserve management as outlined in the Town's fiscal strategy.

~~This does not apply to studies or master plans where growth studies precede development.~~ If a reserve is in a negative financial position, restoring the reserve to zero or positive position takes priority over funding projects, costs, or other initiatives the reserve is intended to fund.

Annual Surplus/Deficit

As outlined in the Town's surplus/deficit management bylaw and within this policy, the following steps for the allocation of tax-funded operating surplus and deficit management using reserves should be followed in this order:

1. The supplementary tax revenue growth in excess of the net budgeted amount be allocated to the Growth and New reserve.
2. Any net operating budget surplus in Winter Control operations be allocated to the Winter Control reserve. This contribution is not to exceed the Town's total tax-funded surplus.
3. Any remaining net operating surplus be allocated 50 percent to the tax rate stabilization reserve and 50 percent to be allocated to tax-funded capital reserves based on the future asset management plan requirements.
4. Any Aurora Public Library surplus will be allocated to the facilities asset management reserve.

Alternatively, should a net tax-funded operating deficit occur, it would be funded from the tax rate stabilization reserve. For the Town's user rate funded operating budgets, any arising surplus or deficit for building services, water, wastewater, and storm water operating budgets are to be managed through their own reserves.

Inter-fund lending

Temporary intra-fund lending between reserves is permitted to temporarily finance capital expenditures or operating cash flow deficiencies to avoid external temporary borrowing costs. However, the following conditions must be met:

- Borrowing will not adversely affect the intended purpose of the reserve;

- A plan to repay the reserve within a reasonable timeframe as determined by the Manager Financial Management, based on the nature of the loan and ability to repay is required;
- If applicable, interest based upon the Town's investment rate of return will be applied to any outstanding borrowed amounts;
- All earned interest income must be allocated to lending reserve(s); and
- Where applicable, legislative requirements may apply.

Closing Reserves

If the purpose or purposes for which a reserve was created has been accomplished and the reserve is determined to be no longer necessary, the Treasurer/Director of Finance has the authority to close the reserve as per the delegated authority by Council. Council should be informed via report or through the annual budget process with the following information and/or recommendations (if necessary) pertaining to each deleted reserve:

- the closure of the reserve
- the disposition of any remaining funds
- the necessary amendment to the Reserve by-law

For any of the Town's legacy reserves, the by-law under which they were initially created may need to be amended to reflect the reserve's closure. Otherwise, the Treasurer is able to close the reserve as per the delegated authority.

10-year reserves forecast

A 10-year reserve forecast should be maintained by the Finance team to ensure the proper planning and analysis of reserve health. The reserve forecast should include the planned draws from the reserves which align with 10-year capital plan. The reserve forecast should also include applicable planned contributions to reserves from various sources such as tax-levy, DC's, investment income, grant revenue or any user rate fee revenues.

Responsibilities

Council

Council shall:

- In accordance with the S.224 of the *Municipal Act 2001*, develop and evaluate policies, ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to maintain the financial integrity of the municipality.
- Approve transactions to and from reserves through the budget process or by specific resolution and by-laws.

Treasurer/Director of Finance

- Overall responsibility for the management of reserves;

- Authority to rebalance discretionary reserves within the same funding sources as they deem necessary;
- To create new and close reserves; and

Manager Financial Management

- Ensures a review and report to Council on the adequacy and continuing need for reserves is undertaken when deemed necessary.
- Arranges for the preparation and presentation of required reports and/or by-laws for the creation or termination of any new or obsolete reserve.
- Develops appropriate strategies, procedures, and processes for the investment of reserves.
- A plan to repay the temporary lending of funds between reserve within a reasonable timeframe along with the interest payments.

Senior Financial Management Advisor

- Determines the need for reserves for operating and capital through the development of the long-range fiscal planning strategy.
- Ensures that the appropriate allowances, contributions and/or appropriations are accounted for in the Town's annual budget relating to the financial requirements of the reserves.
- Monitors and reconciles all receipts to and disbursements from reserve accounts to ensure compliance with provincial regulations.

Executive Leadership Team, Corporate Management Team

- Provide Financial Management with most current capital asset requirements that remain in alignment with the approved asset management plan to be used in the assessment of the adequacy of capital lifecycle reserves.
- Inform Financial Management when reserve transfers are required; and Consult with the Director of Finance when reserves transfers are required in support of unbudgeted transactions.

Monitoring and Compliance

The implementation of the reserve management policy should be monitored through:

- *Annual Budget*: Contributions to and from reserves should be approved by Council as a part of the annual budget approval. The annual budget binder will include an updated 10- year reserve forecast and details regarding reserve health.
- *Annual Audited Financial Statements*: Shall include a statement of financial position, financial activities, and changes in fund balances for all reserves.

- *Report on reserve addition or deletion:* An update on the addition or deletion of reserves will be provided to Council via report.
- *Periodic adequacy review:* A comprehensive review of the reserves will be undertaken as required to determine if the existing balances are adequate based on analysis of requirements, that the need for the reserves still exists and/or identify the need for any new reserves.

References

- [Fiscal Strategy](#)
- [Debt Policy](#)

Review Timeline

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



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

Town of Aurora

General Committee Report

No. PDS23-104

Subject: Application for Draft Plan of Condominium
Addison Aurora Industrial GP Inc.
115, 135, 155 Addison Hall Circle
Block 8, 9, 10, Plan 65M-4650
File Number: CDM-2023-02
Related File Number: SP-2022-01 and MV-2022-09

Prepared by: Katherine Gatzos, Planner

Department: Planning and Development Services

Date: September 5, 2023

Recommendation

1. That Report No. PDS23-104 be received; and
2. That the Draft Plan of Condominium File Number CDM-2023-02 to establish a standard condominium consisting of a total of 39 industrial units within 3 separate buildings, be approved, subject to the conditions attached hereto as Schedule 'A' of this report.

Executive Summary

This report seeks Council's approval to the Draft Plan of Condominium (Standard Condominium) application at 115, 135, and 155 Addison Hall Circle (the 'subject lands'). The buildings are currently under construction.

- The applicant has submitted a Draft Plan of Condominium application to establish a standard condominium for the development approved under Site Plan Application SP-2022-01;
- The proposed application is consistent with the PPS and conforms with the Growth Plan, the Lake Simcoe Protection Plan and the York Region Official Plan;
- The proposed application conforms to the Town of Aurora Official Plan and Zoning By-law 6000-17, as amended;

- The proposed application was circulated to Town staff and external agencies, and all are satisfied, subject to Conditions of Approval, attached hereto in Schedule 'A'.

Background

Application History

The subject Draft Plan of Condominium application was submitted to the Town March 31, 2023, and deemed complete on April 14, 2023.

The corresponding Site Plan application was approved on July 27, 2022, for a multi-unit industrial condominium, comprised of three (3) separate buildings containing a total of thirty-nine (39) condominium units, with a total Gross Floor Area (GFA) of 12,111 sq m, and a total of two hundred thirteen (213) parking spaces. A minor variance application was approved by the Committee of Adjustment to permit four (4) driveways when a maximum of two (2) driveways are permitted.

Location / Land Use

The subject property, municipally known as 115, 135, and 155 Addison Hall Circle, is generally located west of Highway 404, south of St. John's Sideroad, east of Leslie Street, and north of Wellington Street East. The subject property has an approximate lot area of 2.97 hectares (7.34 acres) and a frontage of 139.2 metres (456.7 feet) on the north side of Addison Hall Circle. (Figure 1)

Surrounding Land Uses

The surrounding land uses are as follows:

North: Industrial uses and Vacant Business Park lands

South: Office (Desjardins Insurance)

East: Vacant Business Park lands and Highway 404

West: First Commerce Drive, Regional Water Tower, Industrial buildings, and vacant Business Park lands

Policy Context

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. 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 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.

York Region Official Plan (YROP)

In accordance with the YROP, the subject lands are within the “Urban Area” of York Region. It is designated as “Employment Area” within a Designated Greenfield Area. The primary goal of the YROP is to enhance the Region’s urban structure through city building, intensification, and compact, complete, vibrant communities.

The Region’s vision for the Urban Area is to strategically focus growth while conserving resources, and to create sustainable, lively communities. The objective of the Employment Area is to maintain and protect employment areas for the long-term promoting innovation and leading business opportunities.

Town of Aurora Official Plan – OPA 73

The subject property is designated “Business Park 1” within Official Plan Amendment 73 (OPA 73). Prestige industrial uses, including enclosed warehousing, limited product distribution services, research and development facilities, communications facilities, manufacturing and processing operations, and all types of business and professional offices are permitted within the Business Park 1 designation. Uses that are likely to cause air pollution, odour or excessive noise are prohibited within the Business Park 1 designation. (Figure 2)

Zoning By-law 6000-17, as amended

The subject property is zoned “E-BP(444)” (Employment Business Park, exception zone 444) by the Town of Aurora Zoning By-law 6000-17, as amended. The E-BP(444) zone allows for all principal and accessory uses set out in the E-BP Parent Zone as well as medical clinics and offices as additional principal uses. (Figure 3)

Reports and Studies

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

- Draft Plan of Condominium, prepared by R-PE Surveying Ltd.
- Survey, prepared by Schaeffer Dzaldov Bennett Ltd.
- Site Plan (approved) by Architect Inc.

Proposed Application

The applicant has submitted a Draft Plan of Condominium application to establish a standard condominium for the development approved under Site Plan Application SP-2022-01

As shown in Figure 4, the applicant has submitted a Draft Plan of Condominium application to establish a standard condominium for the development on the subject lands, comprised of three (3) separate buildings containing a total of thirty-nine (39) industrial units, and a total of two hundred thirteen (213) parking spaces. Figures 5 and 6 are the approved site plan and elevations.

Analysis

Planning Considerations

The proposed application is consistent with the PPS and conforms with the Growth Plan, the Lake Simcoe Protection Plan and the York Region Official Plan;

The proposed application achieves the objectives of development within the settlement areas by utilizes existing infrastructure, provides for a range of business ownership tenure within the Town, and minimizes environmental impacts.

The proposed application provides for opportunities for a diversified economic base and maintains a range and choice of suitable sites for employment uses to support a wide range of economic activities and ancillary uses. The site provides for employment

uses, strengthening to economic development within the Region and provides additional opportunities for industrial condominium ownership. The proposed application implements the YROP approved development under Site Plan application SP-2022-01.

The Lake Simcoe Region Conservation Authority (LSRCA) has reviewed the proposed application and has no objection to its approval as the detailed design for the subject development was reviewed and approved under Site Plan application SP-2022-01.

As such, staff are satisfied that the proposed Draft Plan of Condominium application is consistent with the PPS and conforms with the Growth Plan, the Lake Simcoe Protection Plan, and the York Region Official Plan.

The proposed application conforms to the Town of Aurora Official Plan and Zoning By-law 6000-17, as amended;

The Business Park 1 designation in the Town's Official Plan permits a variety of prestige industrial uses, including enclosed warehousing, limited product distribution services, research and development facilities, communications facilities, manufacturing and processing operations, and all types of business and professional offices which are further reinforced through the Employment Business Park zoning in the Town of Aurora Zoning By-law which allows for industrial, warehousing, and office uses.

Planning staff are of the opinion that the proposed development conforms to the Town's Official Plan and Zoning By-law.

Department / Agency Comments

The proposed application was circulated to Town staff and external agencies and all are satisfied, subject to Conditions of Approval, attached hereto in Schedule 'A'.

The proposed application was circulated to all internal and external agencies for review and comments. The recommended conditions of approval are in place to ensure that the works related to the Draft Plan of Condominium application are in accordance with the approved Site Plan. The Draft Plan of Condominium will be registered once the conditions of approval have been fulfilled.

Public Comments

Planning Staff have not received comments from the public on the proposed planning application.

Advisory Committee Review

No Communication Required.

Legal Considerations

Section 9(2) of the Condominium Act, 1998 states that the requirements of the Planning Act that apply to a plan of subdivision apply to a plan of condominium with necessary modifications. Under the Planning Act, Council has 120 days to make a decision on subdivision applications before the Owner can appeal. Staff deemed the application complete on April 14, 2023; therefore, the applicant may appeal at any time.

Financial Implications

There are no financial implications.

Communications Considerations

Applications for Standards Condominium do not require Notice of a Statutory Public Planning Meeting. The Town will inform the public about the information contained in this report by posting it to the Town's website.

Climate Change Considerations

The climate change initiatives were addressed through the approved Site Plan application SP-2022-01. The development would result in increased greenhouse gas (GHG) emissions as it is considered new greenfield development. However, the applicant has applied design elements and mitigation measures to reduce GHG emissions which include design and engineering features to accommodate future roof mounting of solar panels, the use of green building materials and practices, white roof design features, Low Impact Development (LID) measures in the site stormwater management (SWM) design, and drought resistant native plants.

Link to Strategic Plan

Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business: Through the monitoring of emerging employment trends and economic trends, future workforce, education and business development needs are identified in accordance with the Develop plans to attract businesses that provide

employment opportunities for our residents action item.

Alternative(s) to the Recommendation

1. Refusal of the application with an explanation for the refusal.

Conclusions

Planning and Development Services reviewed the proposed Draft Plan of Condominium in accordance with the provisions of the Provincial, Regional, the Town's Official Plan, Zoning By-law and municipal development standards respecting the subject lands. The proposed Draft Plan of Condominium is considered to be in keeping with the development standards of the Town. Therefore, staff recommend approval of the Draft Plan of Condominium application, subject to the fulfillment of the related conditions of approval.

Attachments

Figure 1 – Location Map
Figure 2 – Existing Official Plan Designation
Figure 3 – Existing Zoning By-Law Designation
Figure 4 – Draft Plan of Condominium
Figure 5 – Approved Site Plan
Figure 6 – Approved Elevations

Schedule 'A' – Conditions of Approval

Previous Reports

Committee of Adjustment Report No. MV-2022-09, dated April 14, 2022.

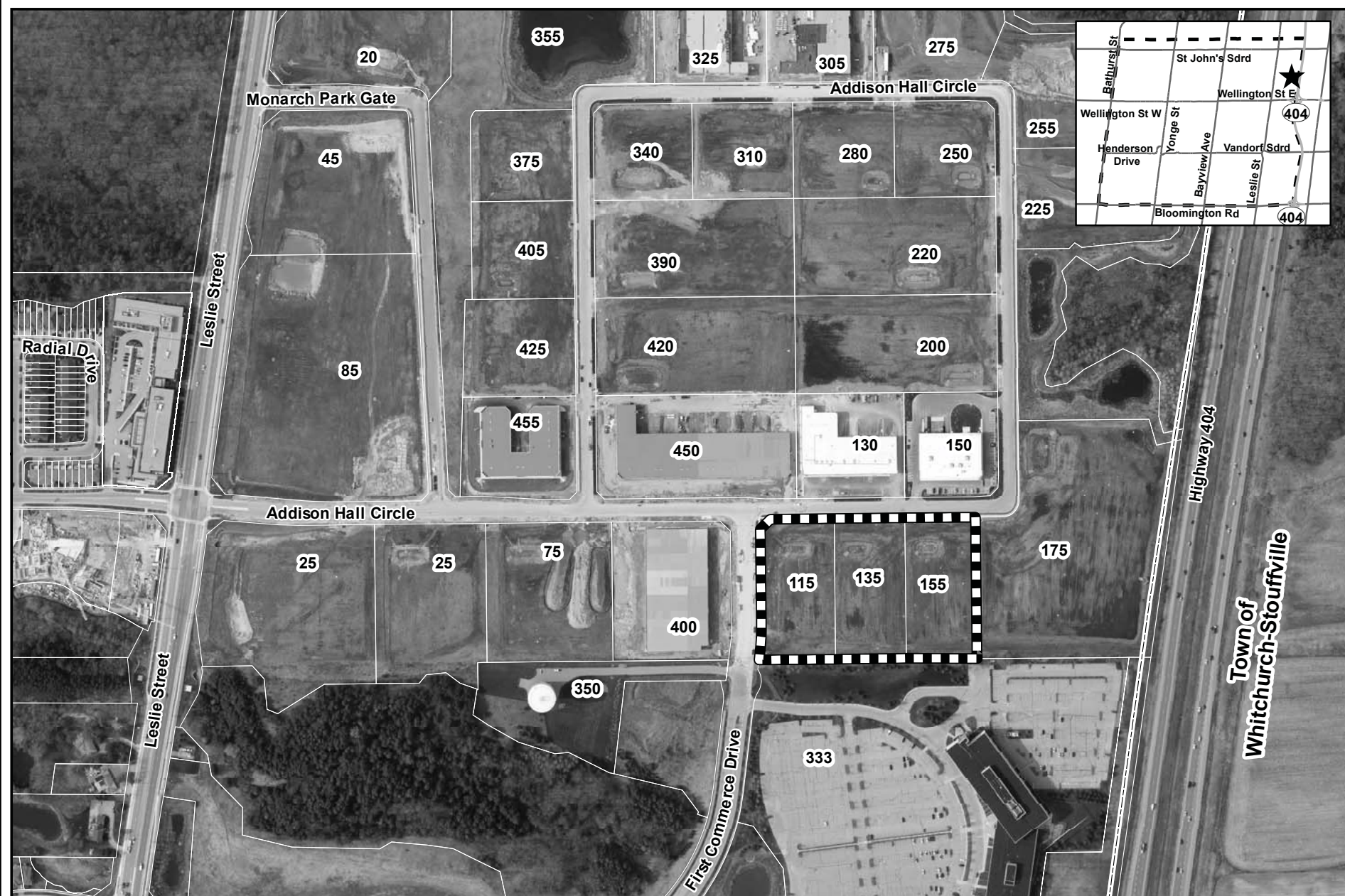
Pre-submission Review

Agenda Management Team review on August 17, 2023.

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



LOCATION MAP

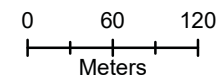
APPLICANT: ADDISON AURORA INDUSTRIAL GP INC.

FILE: CDM-2023-02

FIGURE 1



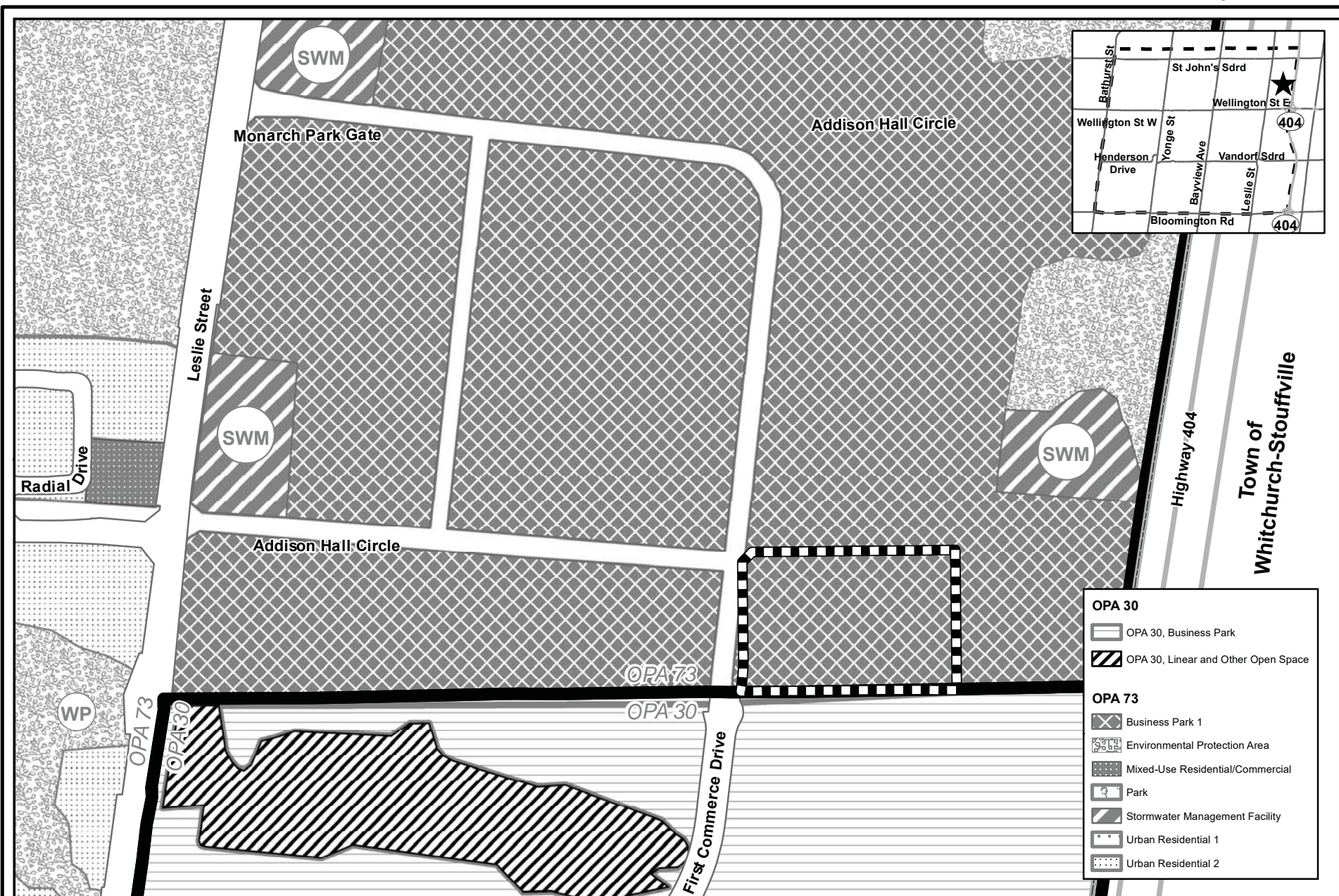
SUBJECT LANDS



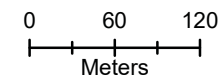
AURORA
You're in Good Company

Map by the Town of Aurora Financial Services Department, June 26, 2023. Map updated 2023-06-26. 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\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report_Maps_June_2023\Figure_1_Location_Map.mxd



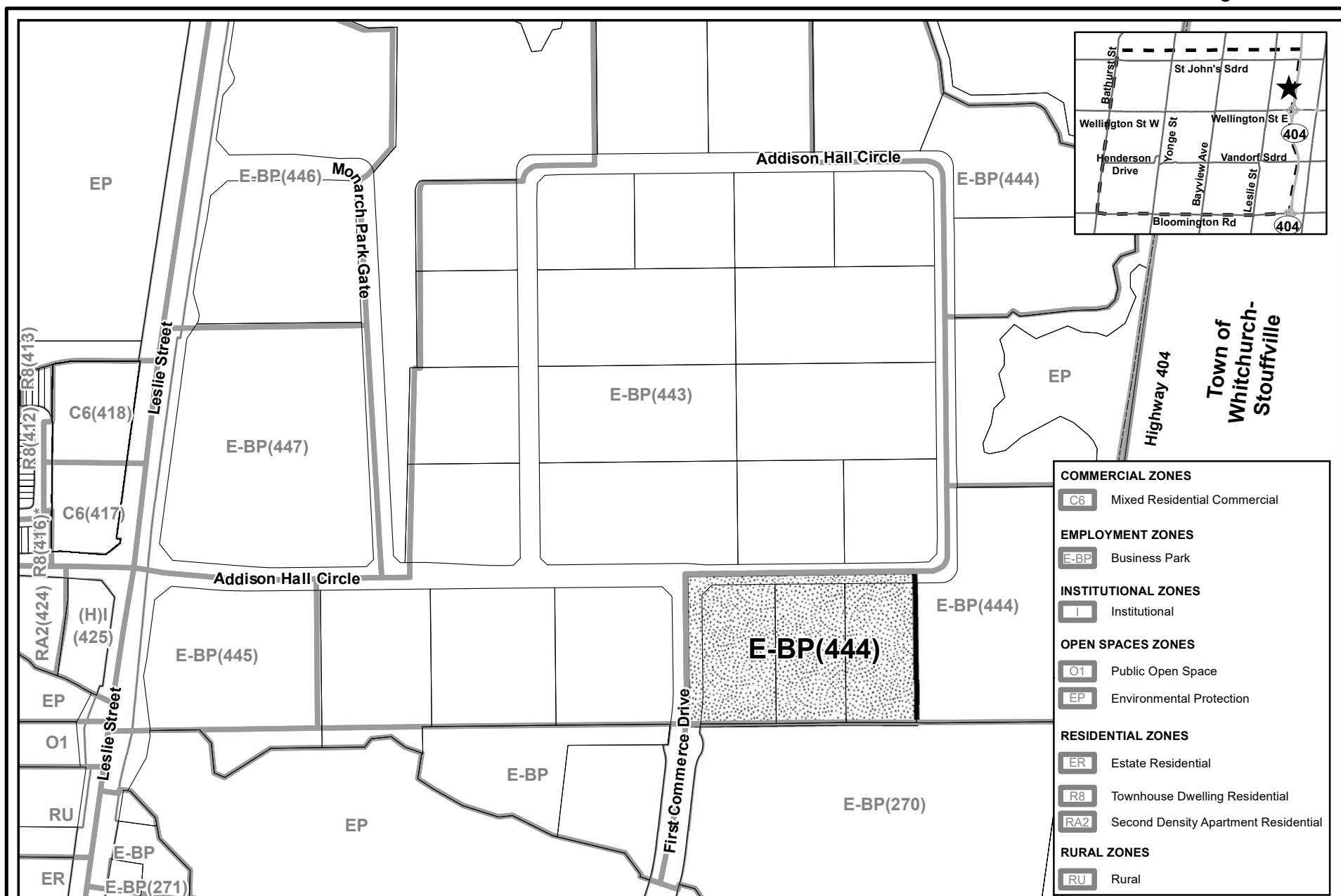
SUBJECT LANDS



AURORA
You're in Good Company

Map by the Town of Aurora Financial Services Department, June 26, 2023. Map updated 2023-06-26. Base data provided by York Region & the Town of Aurora.

Document Path: J:\data\data\Planning Maps\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report_Maps_June_2023\Figure_2_Existing_Official_Plan_Designation.mxd



EXISTING ZONING BY-LAW

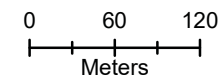
APPLICANT: ADDISON AURORA INDUSTRIAL GP INC.

FILE: CDM-2023-02

FIGURE 3



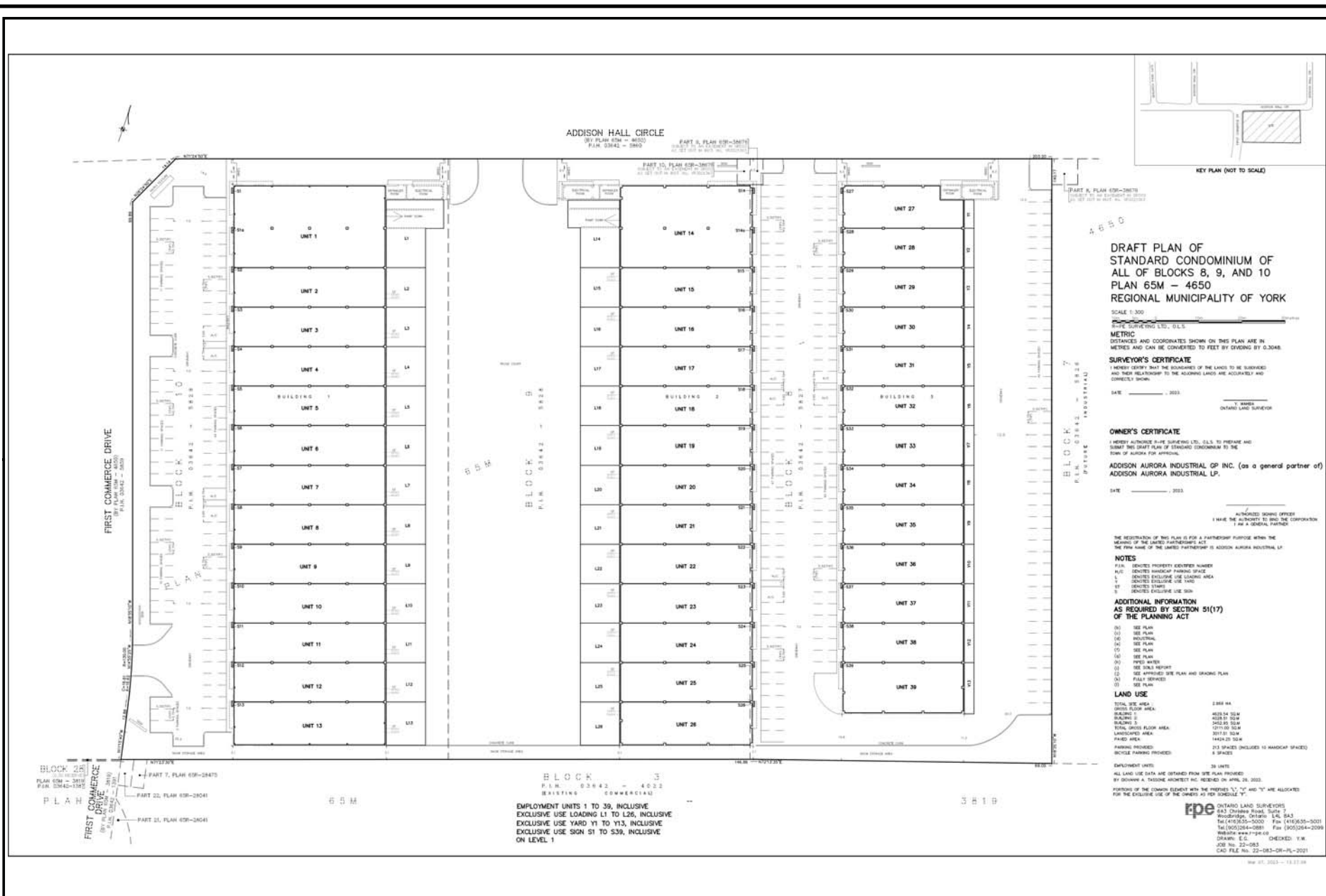
SUBJECT LANDS



AURORA
You're in Good Company

Map by the Town of Aurora Financial Services Department, June 27, 2023. Map updated 2023-06-27. Base data provided by York Region & the Town of Aurora.

Document Path: J:\data\data\Planning Maps\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report_Maps_June_2023\Figure_3_Existing_Zoning_Bylaw.mxd



DRAFT PLAN OF CONDOMINIUM

APPLICANT: ADDISON AURORA INDUSTRIAL GP INC.

FILE: CDM-2023-02

FIGURE 4

Map by the Town of Aurora Financial Services Department, June 27, 2023. Map updated 2023-06-27. Drawing provided by the applicant.

Document Path: J:\data\data\Planning Maps\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report Maps June 2023\Figure 4 Draft Plan of Condominium.mxd



Document Path: J:\data\data\Planning Maps\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report_Maps_June_2023\Figure_5_Approved_Site_Plan.mxd



NOT ISSUED FOR CONSTRUCTION

The Planning Partnership
Urban Design FINAL Review
A final urban design review of the planning was completed by The Planning Partnership on August 28, 2022 at the request of and to the satisfaction of the Town of Aurora.

Reviewed by: *[Signature]*
Date: August 28, 2022

Architect: **GIOVANNI A. TASSONE**

INDUSTRIAL DEVELOPMENT
115, 135 & 155
ADDISON HALL CIRCLE
AURORA, ON

21027 1:200
HA GAT
ELEVATIONS - BLDG A
A3.01A

APPROVED ELEVATIONS

APPLICANT: ADDISON AURORA INDUSTRIAL GP INC.

FILE: CDM-2023-02

FIGURE 6

Map by the Town of Aurora Financial Services Department, June 27, 2023. Map updated 2023-06-27. Drawing provided by the applicant.

Document Path: J:\data\data\Planning Maps\115, 135 & 155 Addison Hall Circle (Addison Aurora Industrial GP Inc CDM-2023-02)\Report_Maps_June_2023\Figure_6_Approved_Elevations.mxd

Schedule “A”

CONDITIONS OF APPROVAL

**Draft Plan of Standard Condominium
ADDISON AURORA INDUSTRIAL GP INC.
(as general partner for and on behalf of Addison Aurora Industrial LP)
115, 135 and 155 Addison Hall Circle
legally described as Blocks 8, 9 and 10, Plan 65M-4650 (the “Lands”)
CDM-2023-02**

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 CONDOMINIUM PLAN OF THE LANDS (THE “PLAN”), ARE AS FOLLOWS:

Planning Division Conditions

1. The final draft plan prepared by RPE Ontario Land Surveyors dated March 7, 2023 with respect to the creation of thirty-nine (39) industrial units on the Lands (the “Draft Plan”) and these associated conditions of Draft Plan approval may be amended by the Town if revisions are required to implement or integrate any recommendations resulting from studies required to be submitted 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, units, streets, and/or facilities on lands adjacent to the Draft Plan.

Legal Services Division Conditions

2. Prior to the Town’s release for registration of the Plan, the Owner shall submit to the Town for approval the related draft Condominium Declaration and Description containing all the required provisions in accordance with the *Condominium Act, 1998*, S.O. 1998, c.19, as amended, and any other provisions as may be required by the Town, including but not limited to any right(s)-of-way and easements (the “Declaration”). Together with the final version of the Declaration and Plan as preapproved by the Land Registry Office, the Owner shall provide a solicitor’s undertaking indicating that:
 - a) the Declaration and Plan provided to the Town are the final versions to be submitted for registration on title to the Lands;
 - b) the Town will be notified of any changes to the Declaration and Plan prior to registration on title to the Lands and certification of same by the Land Registrar; and
 - c) a copy of the registered Declaration and Plan will be provided to the Town within ten (10) business days after registration.

Engineering Division Conditions

3. Prior to the Town’s release for registration of the Plan, the Owner shall submit to the satisfaction of the Town, a certificate from the Owner’s Engineer stating that all Servicing Works as defined in the Development Agreement dated January 6, 2023 between the Owner and the Town registered on title to the Lands as Instrument No. YR3515570 on January 13, 2023 have been substantially completed.

Bell Canada Conditions

4. Prior to the Town’s release for registration of the Plan, the Owner agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada. The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the

subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost, to the satisfaction of Bell Canada.

Canada Post Conditions

5. The Owner will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.
6. The Owner will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
7. The Owner will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.
8. The Owner will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.
9. The Owner will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.
10. The Owner agrees to include in all offers of purchase and sale a statement, which advises the prospective tenants that mail delivery will be from a designated Community Mailbox and to include the exact location of the Community Mailbox location.

Clearances

The Town's Planning Division shall advise that Condition 1 has been satisfied, stating briefly how each Condition has been met.

The Town's Legal Services Division shall advise that Condition 2 has been satisfied, stating briefly how this Condition has been met.

The Town's Engineering Division shall advise that Condition 3 has been satisfied, stating briefly how this Condition has been met.

Bell Canada shall advise that Condition 4 has been satisfied, stating briefly how this Condition has been met.

Canada Post shall advise that Conditions 5 to 10 have been satisfied, stating briefly how each Condition has been met.



**Town of Aurora
General Committee
Meeting Report**

Date: Tuesday, September 19, 2023
Time: 7:00 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Councillor Wendy Gaertner (Chair)
Mayor Tom Mrakas
Councillor Ron Weese
Councillor Rachel Gilliland
Councillor Michael Thompson
Councillor John Gallo
Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Patricia De Sario, Director, Corporate Services, Town Solicitor
Robin McDougall, Director, Community Services
Marco Ramunno, Director, Planning and Development Services
Sara Tienkamp, Director, Operational Services
Rachel Wainwright-van Kessel, Director, Finance
Carley Smith, Manager, Communications
Daniel Bitonti, Special Projects Manager, Communications*
Michael de Rond, Town Clerk
Jaclyn Grossi, Deputy Town Clerk

*Attended Electronically

1. Call to Order

The Chair called the meeting to order at 7:03 p.m.

2. Land Acknowledgement

General Committee Meeting Report
Tuesday, September 19, 2023

2

General 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

General Committee approved the revised agenda as circulated by Legislative Services.

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. Community Presentations

None.

6. Delegations

6.1 Joel Sussman, Resident; Re: 15-Minute Cities

Joel Sussman presented an overview of 15-Minute Smart Cities and its relation to the future of the Town of Aurora.

General Committee received the comments of the delegation for information.

6.2 Glenn and Leslie Olexa, Residents; Re: Boulevard Tree Removal - 9 Twelve Oaks Drive

Glen and Leslie Olexa presented background and an overview of concerns regarding their boulevard tree and requested options for removal.

General Committee Meeting Report
Tuesday, September 19, 2023

3

General Committee received the comments of the delegation for information.

6.3 Rick Bagshaw, Resident; Re: Item 9.1 - OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program

Rick Bagshaw spoke in support of the staff report and provided additional information related to snow windrow removal programs in other municipalities.

General Committee received and referred the comments of the delegation to item 9.1.

6.4 Boris Gartsbein, Resident; Re: Item 9.1 - OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program

Boris Gartsbein spoke in support of the staff report and provided an overview of the petition and community outreach regarding a snow windrow removal pilot program.

General Committee received and referred the comments of the delegation to item 9.1.

7. Consent Agenda

7.1 Petition for Snow Windrow Clearing for Seniors and People with Disabilities

General Committee recommends:

1. That the Petition for Snow Windrow Clearing for Seniors and People with Disabilities be received for information.

Carried

8. Advisory Committee Meeting Minutes

General Committee recommends:

That the Advisory Committee Meeting Minutes, items 8.1 to 8.2 inclusive, be received for information.

Carried

General Committee Meeting Report
Tuesday, September 19, 2023

4

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

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

Carried

8.2 Accessibility Advisory Committee Meeting Minutes of September 6, 2023

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

Carried

9. Consideration of Items Requiring Discussion (Regular Agenda)

9.1 OPS23-020 - Potential Snow Windrow Removal Assistance Pilot Program

General Committee recommends:

1. That Report No. OPS23-020 be received; and
2. That Council implement Option 5 from the report as a pilot Snow Windrow Removal program for the 2023/24 winter season to be funded from the Tax Rate Stabilization reserve.

Carried

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

General Committee Recommends:

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 potential food vendors be recruited through an open call for proposal process for Aurora's Concerts in the Park series.

Carried as amended

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

General Committee recommends:

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.

Carried

9.4 CAO23-002 - Town of Aurora Street Banner Program Policy

General Committee recommends:

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.

General Committee Meeting Report
Tuesday, September 19, 2023

6

Carried

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

General Committee recommends:

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.

Carried

10. Notices of Motion

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

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.

10.2 Councillor Weese; Re: Aurora Council Opposition to Strong Mayor Powers in Aurora

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

General Committee Meeting Report
Tuesday, September 19, 2023

8

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.

11. Regional Report

None.

12. New Business

Councillor Gallo referenced a delegation at the Heritage Advisory Committee on September 11, 2023 regarding the Town's Street Naming Policy and inquired whether an update to the policy was on staff's workplan. Staff agreed to bring a report forward to a future meeting.

Councillor Gilliland and staff discussed the comments of Delegation 6.2 and the next steps regarding the identified tree.

13. Public Service Announcements

Councillor Weese announced that the Salvation Army Mental Health Gala will be held on Thursday, September 21, 2023, at 7 p.m.; visit northridgesa.com/gala for more information.

Mayor Mrakas announced that the Aurora Chamber of Commerce Celebrity Sports Dinner & Auction will be held on Thursday, September 28, 2023 at 5 p.m.; visit aurorachamber.on.ca/celebrity-sports-dinner/ for more information.

Mayor Mrakas announced that the Multicultural Festival will be held on Saturday, September 23, 2023, from 9:30 a.m. to 2:30 p.m. at Aurora Town Park.

General Committee Meeting Report

Tuesday, September 19, 2023

9

Councillor Kim announced that the Central York Fire Services Annual Open House will be held on Saturday, September 23, 2023, from 10 a.m. to 3 p.m. at Station 4-5 (300 Earl Stewart Drive).

Councillor Gaertner recognized the passing of David Tomlinson on September 8, 2023, and his efforts in the Town of Aurora environmental community.

14. Closed Session

None.

15. Adjournment

The meeting was adjourned at 9:47 p.m.

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

(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.

First & Last Name	Address	Signature
ILONA KISS	109 BROOKVIEW DRIVE AURORA.	
George Tunes	108 Dawlish Ave Aurora	
George Papakonstantinou	112 Dawlish ave	
Lucy Gush	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	
Amanda Bartolus	66 Butternut Trail, Aurora, ON	
Conor Haulihan	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 Deer Glen - Aurora	
Fatiemeh Behjou	60 Cranberry Lane Aurora	

(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.

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	Bailey Crescent Aurora	Chilton
GERI ROSE	30 HOLMAN CRES AURORA	Geri Rose
Guy LEVESQUE	" " "	Guy Levesque
JAMES O'SILVA	62 Breckenridge Aurora	James O'Silva
L. Bulloch	3 Sandfield Dr. Aurora	L. Bulloch

(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.

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 Full	1 Johnson Rd. L4G-2A1	[Signature]
Ghafoor Nagode	1 Gas Responing Hammer	[Signature]
Adress: 65 Hcm	Divis drive	[Signature]
Chirley Eyles	60 Richardson Dr L4G 1Z3	[Signature]
Clabrie Fabs	15 daas Rd L4G 2B4	[Signature]
Winston Hamillai	563 Huddle G. 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 Kountel	183 Covent Cres Aurora L4G 6P9	[Signature]
Keaton	66 Preston Thompson Flr	[Signature]
Brenda Tasker	-Algar 83 Sandfield Dr Aurora	[Signature]
Leanne Algar	83 Sandfield Dr. Aurora L4G 6K7	[Signature]
Paul Klincowski	38 Charing Cres Aurora ON.	[Signature]

(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.

First & Last Name	Address	Signature
Michelle	#59 Railcliff 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.	

(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

Page 7

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
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. Falconi
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

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

3

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

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

2

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

Subject: Potential Snow Windrow Removal Assistance Pilot Program

Prepared by: Luigi Colangelo, Manager of Public Works

Department: Operational Services

Date: September 19, 2023

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.

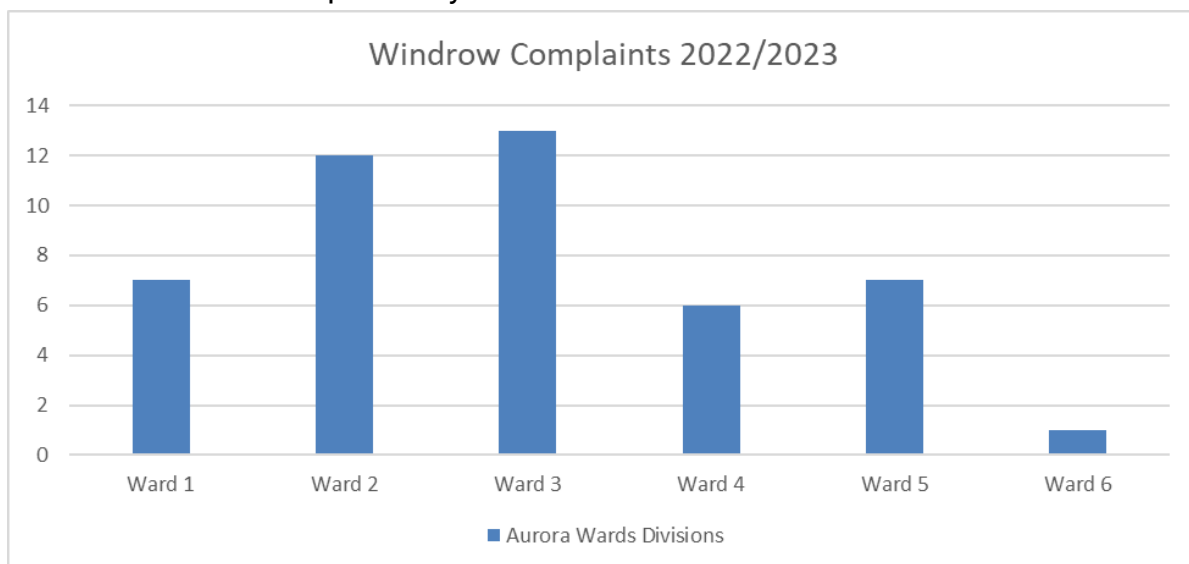
Survey of the participants also found 67% did not find the program beneficial, 42% indicated service took too long and only 25% would participate the following year.

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

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

*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

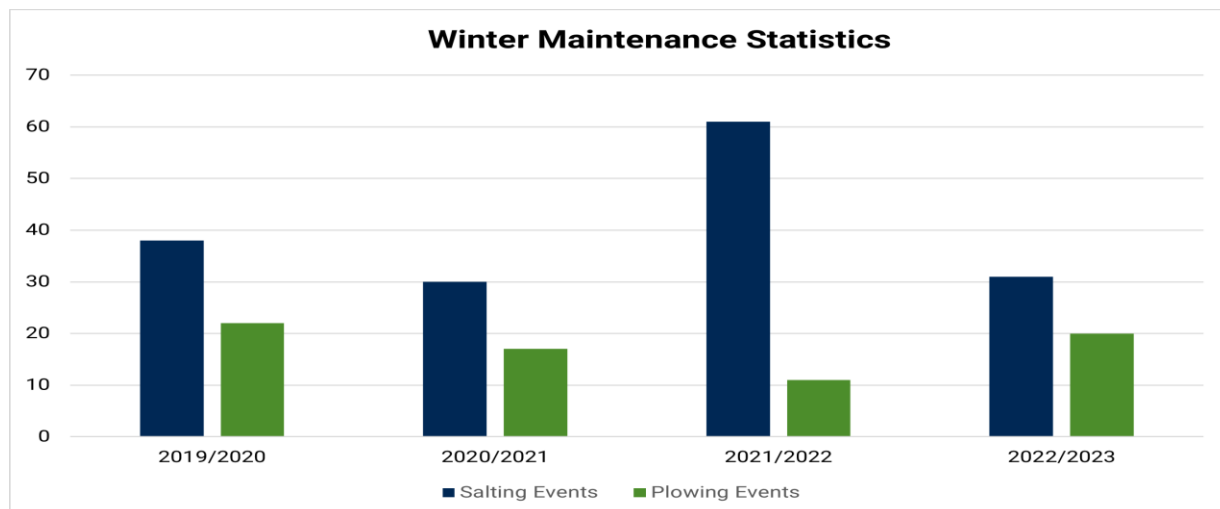
pandemic. During the pandemic, the Town switched to rink kits with boards as the consistent snow cover has been diminishing to enable construction of rinks traditionally. These rinks, while better for the ice longevity, require increased maintenance. Traditional rinks only required one (1) staff member 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



September 19, 2023

10 of 14

Report No. OPS23-020

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 of volume and over all 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



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

Town of Aurora

General Committee Report

No. CMS23-040

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

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.

September 19, 2023

6 of 8

Report No. CMS23-040

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
Net Operating Cost		10,162

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



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

Town of Aurora

General Committee Report

No. PDS23-110

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

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:

Report Name	Report Author
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 ² per unit	112.5 m ² 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.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

By-law Number XXXX-23

Amendment No. XX

To the Official Plan for the Town of Aurora

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

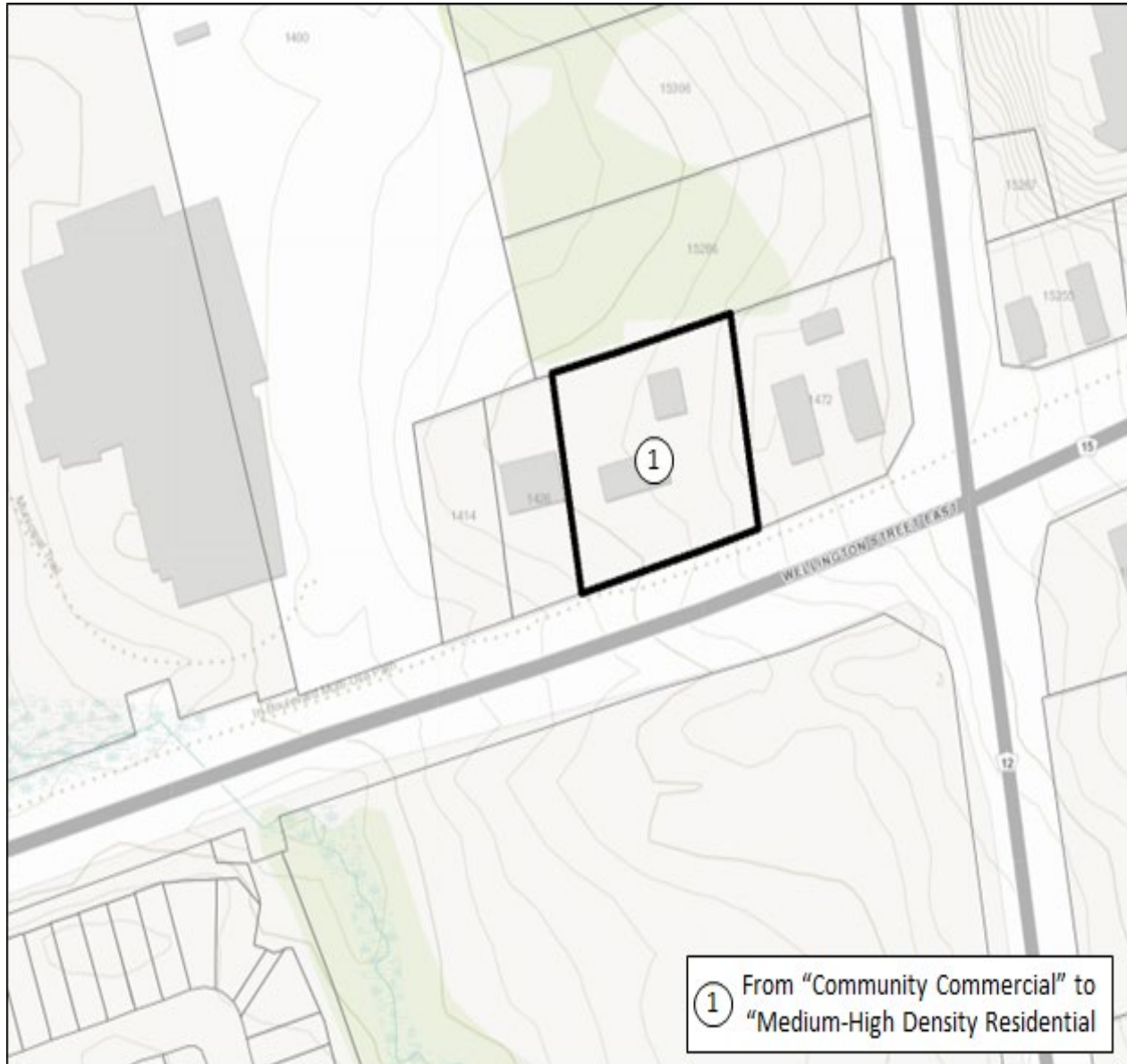
This Amendment has been considered in accordance with the provisions of the Official Plan. The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Official Plan.

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:

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

Legal Description: LOTS 3 AND 4 REGISTERED PLAN 525, TOWN OF AURORA	
24.XXX.1 Permitted Uses:	
Only the following uses are permitted:	
<ul style="list-style-type: none"> Dwelling, Townhouse 	
24.XXX.2 Zone Requirements	
<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>	
24.XXX.2 1 Lot Specifications	
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
24.XXX.2 2 Building Specifications	
Height (maximum)	14.05 metres
24.XXX.3 3 Landscape Buffers	
Minimum Landscape Buffer	1.22 metres along east lot line 0.4 metres along west lot line
24.XXX.4 4 Parking	
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.

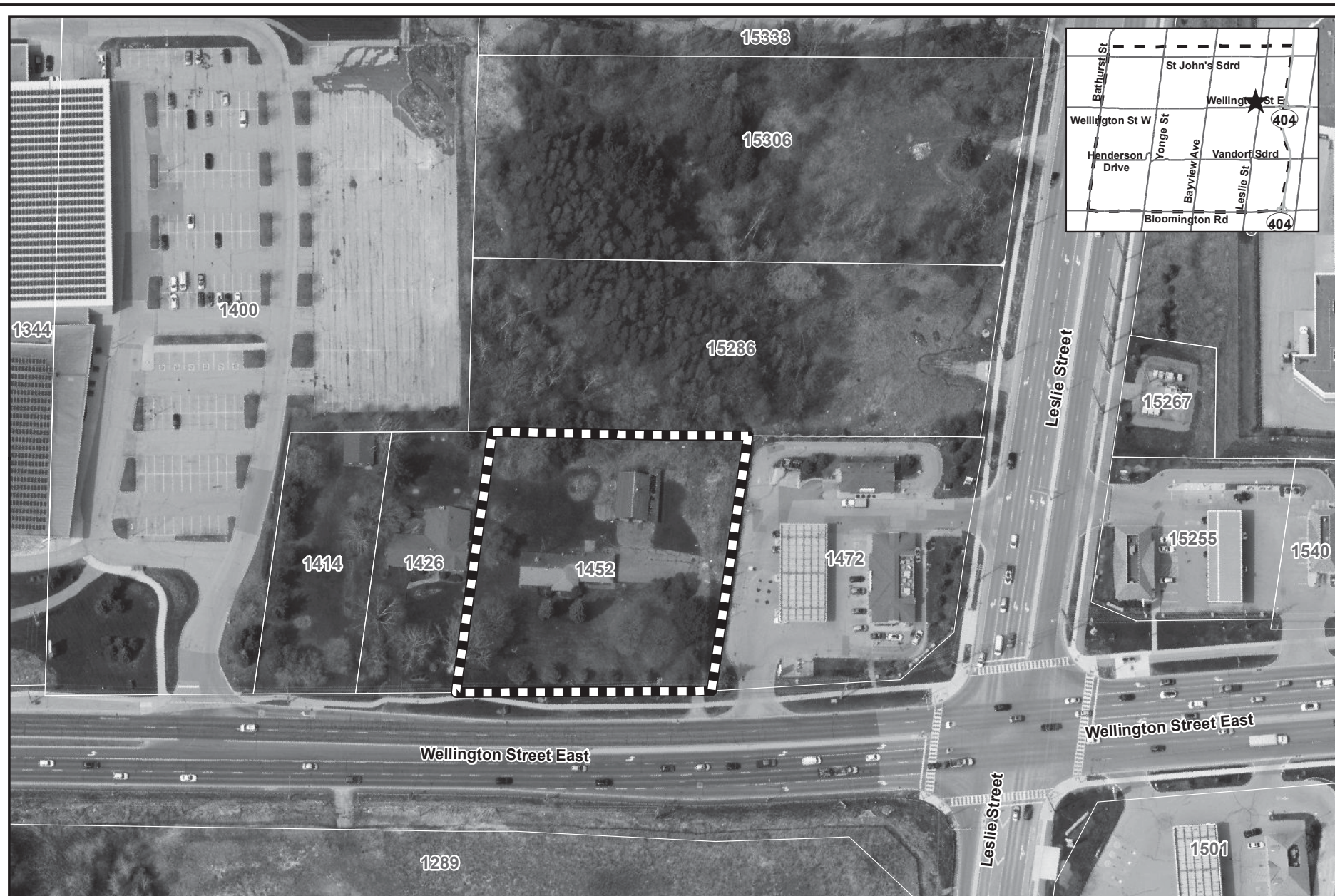
Schedule of Conditions
Draft Plan of Subdivision
SUB-2022-01
(Livewell on Wellington)
1452 and 1460 Wellington Street East
Town of Aurora

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

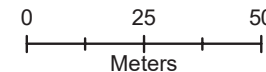
APPLICANT: LIVEWELL ON WELLINGTON GENERAL PARTNERS LTD.

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

FIGURE 1



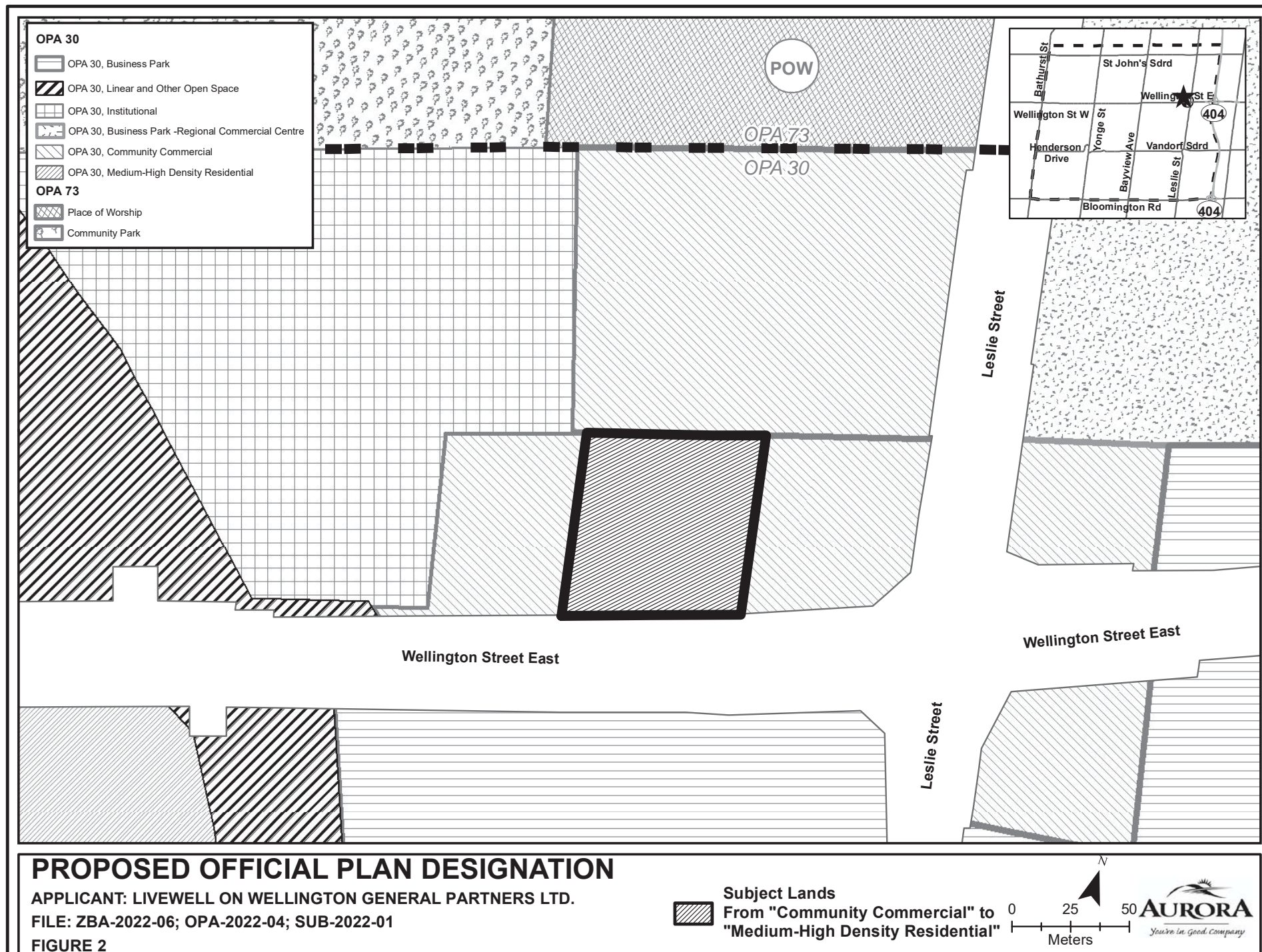
SUBJECT LANDS

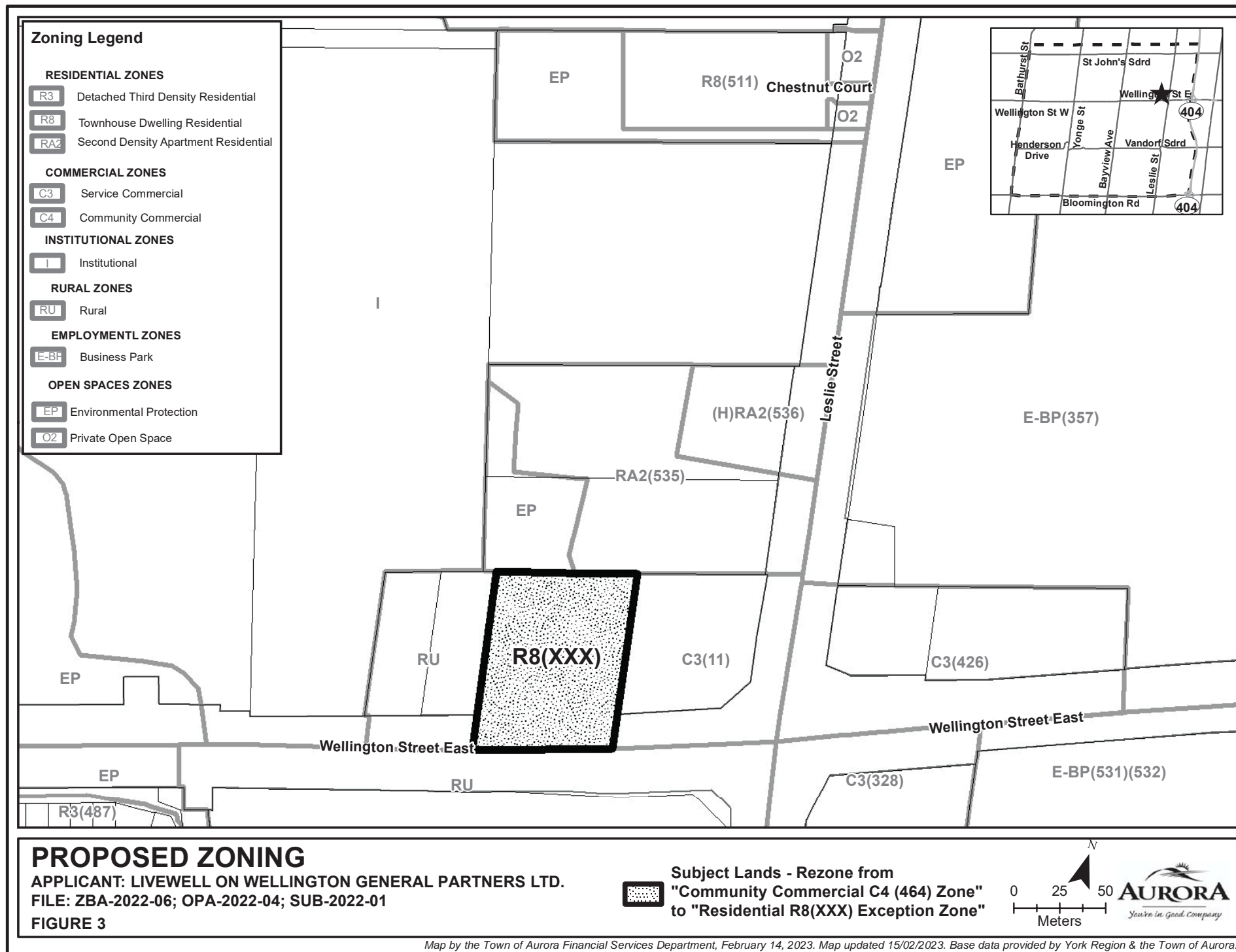


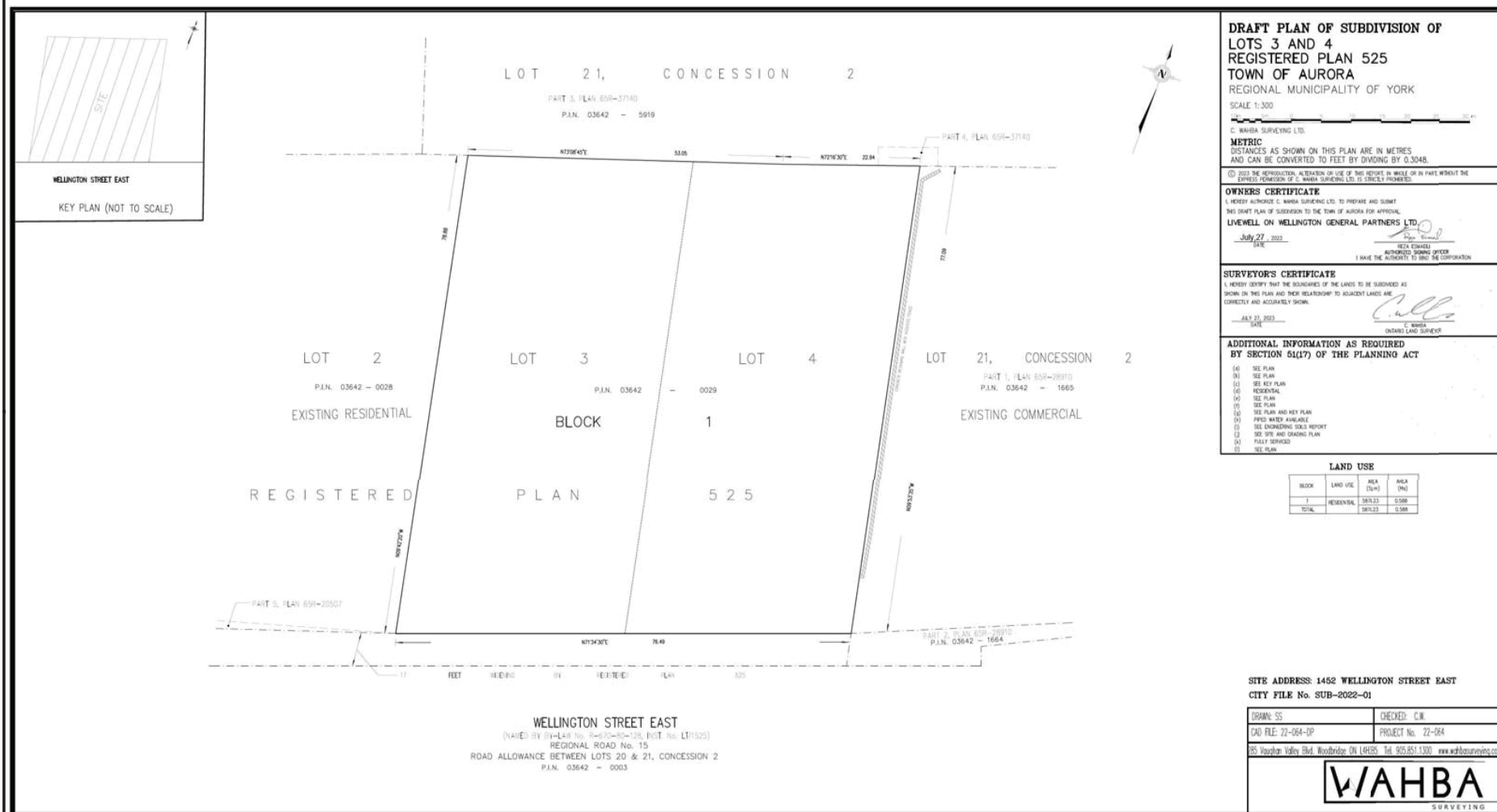
AURORA
You're In Good Company

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



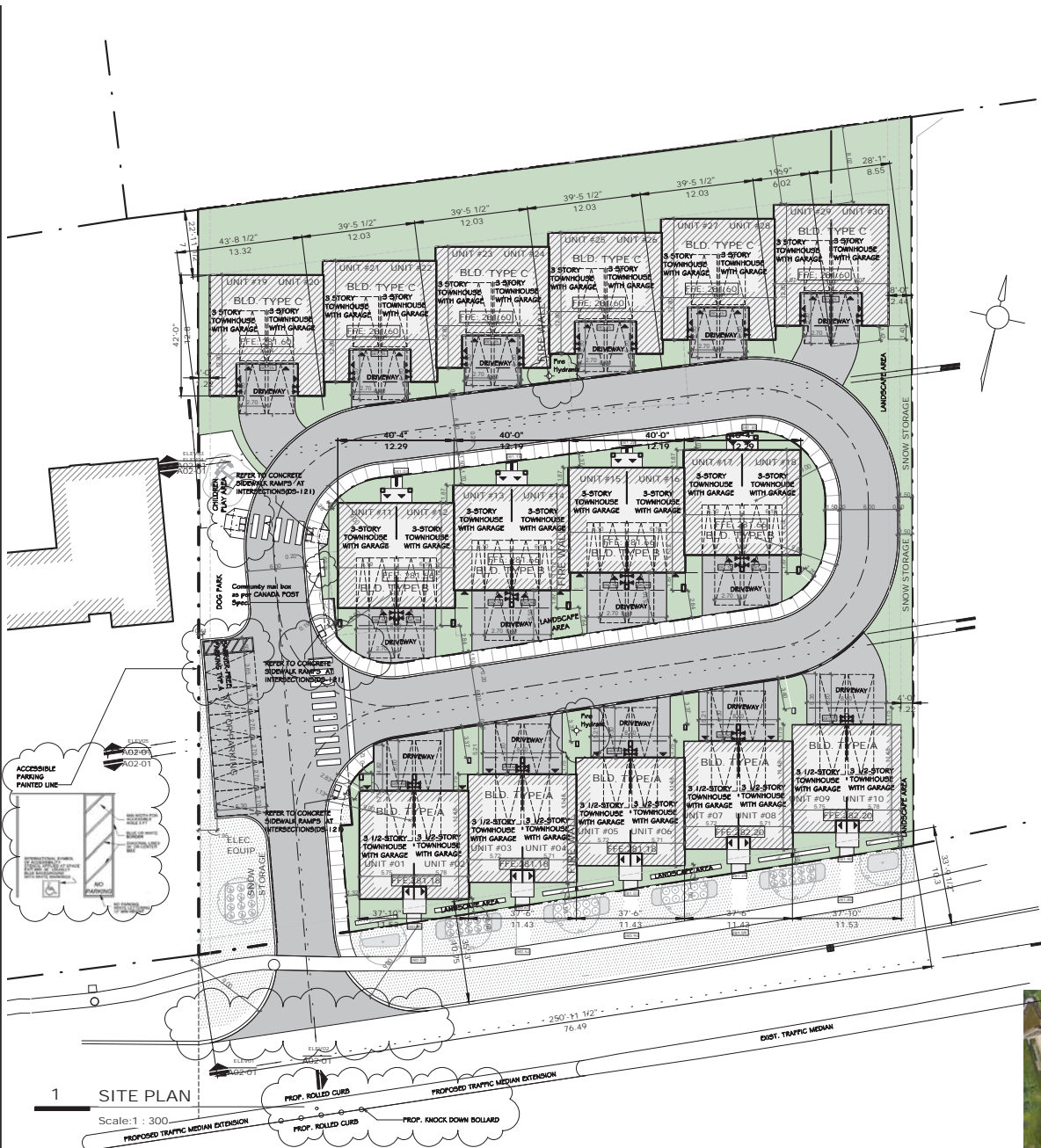




PROPOSED DRAFT PLAN OF SUBDIVISION

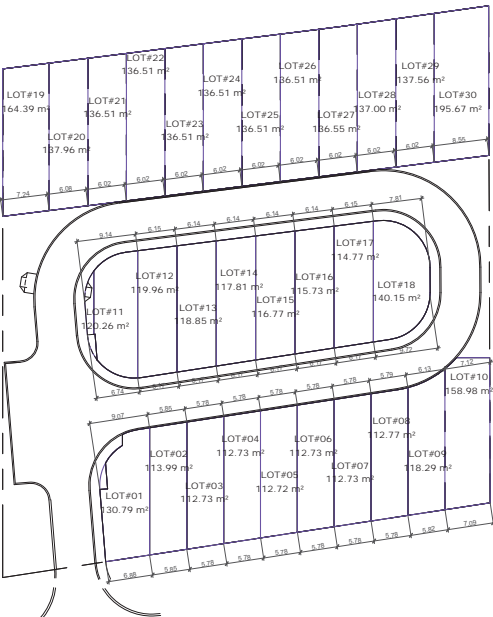
APPLICANT: LIVEWELL ON WELLINGTON GENERAL PARTNERS LTD. - PLAN PREPARED BY WAHBA SURVEYING JULY 27, 2023

FIGURE 4



SITE STATISTICS		
OVERALL LOT AREA	5,879m ²	0.5879 Ha
LOT FRONTAGE (WELLINGTON)	250'-11"	76.49 m
OVERALL LOT COVERAGE	2144.91 m ²	36.5%
OVERALL DENSITY	51.03 Unit/Ha	
OVERALL FLOOR SPACE INDEX(FSI)	1.04	
TOTAL GROSS FLOOR AREA	65,600 ft ²	6,094 m ²
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 ²	0.5879 Ha
OVERALL LOT COVERAGE	2144.91 m ²	36.5%
ROAD & VISITOR PARKING AREA	1270.20 m ²	
DRIVEWAYS AREA	706.36 m ²	
SOFT LANDSCAPING AREA	1576.99 m ²	
HARD LANDSCAPING AREA	1758.53 m ²	



Livwell
on WELLINGTON

LIVWELL	
AURORA	ONTARIO
Commission Chart	
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

Revision Chart	
No.	Date
1	12-08-18
2	12-08-23
3	12-07-04
4	12-08-01
5	
6	
7	
8	
9	

All Drawings, Specifications and Related Documents are the property of Hyphen Studio Inc. The copyright in the same being reserved to them. Reproduction of Drawings, Specifications and Related Documents in part or whole is not permitted without the written permission of Hyphen Studio Inc. This drawing must not be scaled. The contractor is to verify dimensions and data noted herein with conditions on the site and is held responsible for reporting any discrepancy to Hyphen Studio Inc. for adjustment. This drawing is not to be used for construction purpose until signed and sealed by the Architect.



HYPHEN

3429 Yonge St., Toronto, ON, M4N 2N1
info@hyphenstudio.ca
(416) 497-9356

SITE PLAN	
Drawn	Author
Checked	22-256
Project No.	JUN 2022
Scale	As indicated
Sheet No.	A01-00



REPORT FIGURE 5

- ENTRANCE
- GAS METER
- HYDRO METER

All roadways must be constructed in accordance with the "Town of Aurora Design Criteria Manual for Engineering Plans"



1 ELEV01

Scale:1 : 250



2 ELEV02

Scale:1 : 250



3 ELEV03

Scale:1 : 250



4 ELEV04

Scale:1 : 250



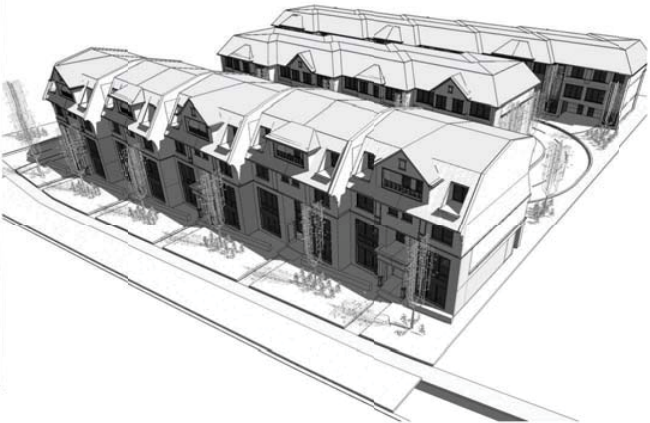
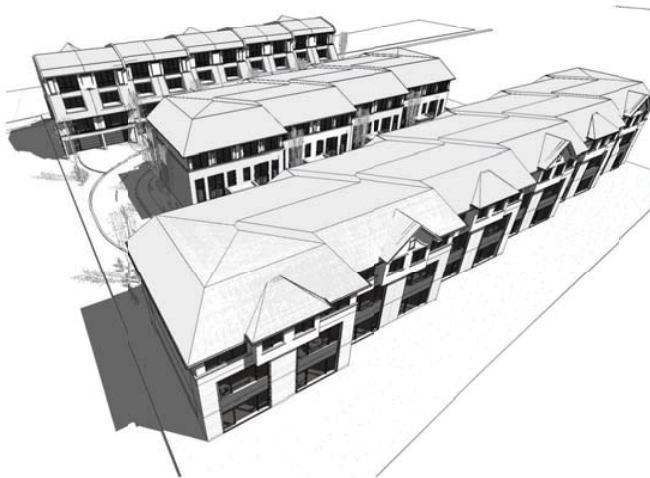
5 ELEV05

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			

All Drawings, Specifications and Related Documents are the property of Hyphen Studio Inc. the copyright in the same being reserved to them. Reproduction of Drawings, Specifications and Related Documents in part or whole is not permitted without the written permission of Hyphen Studio Inc. This drawing must not be scaled. The contractor is to verify dimensions and data noted herein with conditions on the site and is held responsible for reporting any discrepancy to Hyphen Studio Inc. for adjustment. This drawing is not to be used for Construction purpose until signed and sealed by the Architect.

Land Services Group.

HYPHEN

3429 Yonge St., Toronto, ON, M4N 2N1
info@hyphenstudio.ca (+1)416-869-9355 (+1)416-979-8879

Draw Title: **ELEVATIONS**

Sheet	Author	Sheet No.
22-256	22-256	
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
A	I	
B	I	
C	I	
D	I	
E	I	
F	I	
G	I	

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

All Drawings, Specifications and Related Documents are the property of Hyphen Studio Inc. the copyright in the same being reserved to them. Reproduction of Drawings, Specifications and Related Documents in part or whole is not permitted without the written permission of Hyphen Studio Inc. This drawing must not be scaled. The contractor is to verify dimensions and data noted herein with conditions on the site and is held responsible for reporting any discrepancy to Hyphen Studio Inc. for adjustment. This drawing is not to be used for Construction purpose until signed and sealed by the Architect.



HYPHEN

3429 Yonge St., Toronto, ON, M4N 2N1
info@hyphenstudio.ca (+1)416-889-9355 (+1)416-979-8879

Drawn Title: 3D RENDER		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:
1		
2		
3		
4		
5		
6		
7		
8		
9		

All Drawings, Specifications and Related Documents are the property of Hyphen Studio Inc. - the copyright is the same being reserved to them. Reproduction of Drawings, Specifications and Related Documents in part or whole is not permitted without the written permission of Hyphen Studio Inc. This drawing must not be scaled. The contractor is to verify dimensions and data noted herein with conditions on the site and is held responsible for reporting any discrepancy to Hyphen Studio Inc. for adjustment. This drawing is not to be used for Construction purpose until signed and sealed by the Architect.



HYPHEN STUDIO INC.

3429 Yonge St., Toronto, ON, M4N 2N1
info@hyphenstudio.co (+1) 416 889-9355 (+1) 647-9798879

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

A02-03



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

Town of Aurora

General Committee Report

No. CA023-002

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
L4G 6J1
(905) 727-3123
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 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
- 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

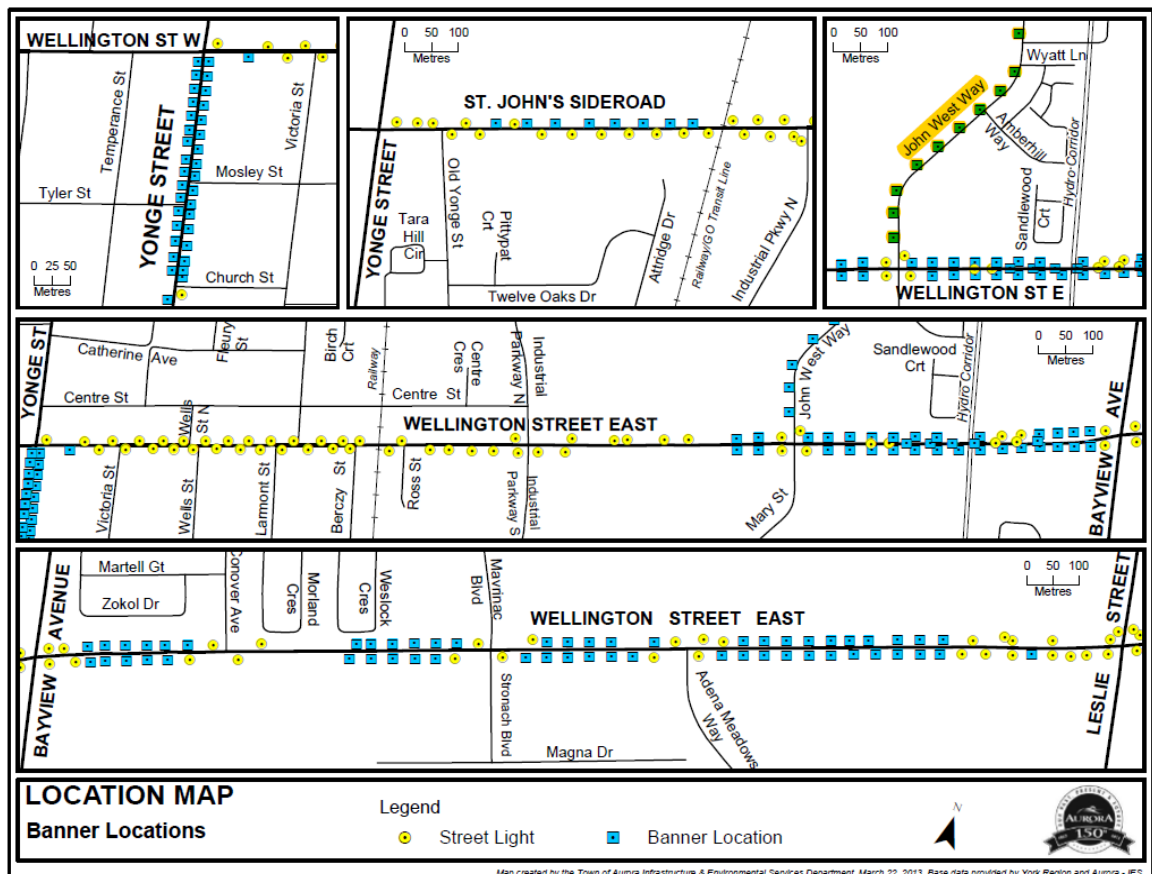
- a. All banners must adhere to the **Detailed Banner Specifications** included in the **Street Pole Banner Permit Application**.
- b. All Street Pole Banners must be professionally manufactured by a bonded printer to ensure only quality, well-made banners will be displayed on Town assets.
- c. All designs 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
L4G 6J1
(905) 727-3123
aurora.ca

Town of Aurora

General Committee Report

No. PDS23-112

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

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"> • Inform local municipalities of development trends; • Dashboard and Growth Analysis on housing supply 	<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"> • Assist Local Municipalities with embedding Regional Official Plan into the local Official Plan • Option for Environmental Plan Review 	<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"> • Update the Archaeological Master Plan 	<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"> • Facilitate process improvement and standardization such as Collaborative Application Preparation 	<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

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.

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.



Paul Freeman, MCIP, RPP
Chief Planner



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)
1. Municipal Comprehensive Review (MCR) and Official Plan Update	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.
2. Responsibility for Regional Official Plan	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)
3. Approval Authority for Local Official Plans and Amendments	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.
4. Region's participation in Local Official Plans, Amendments, Secondary Plans and related background studies	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"> • Municipal water and wastewater servicing • Regional Transportation Systems • Growth management linked to the fiscally sustainable provision of regional infrastructure and services • Affordable and Assisted Housing • Responsibilities associated with a specific mandate prescribed by

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)
5. Region's participation in reviewing and commenting on development applications	<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"> Other Regional Services and Council priorities.
	<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"> Municipal water and wastewater servicing Regional Transportation Systems Growth management linked to the fiscally sustainable provision of regional infrastructure and services Affordable and Assisted Housing Responsibilities associated with a specific mandate prescribed by legislation (e.g., sourcewater protection, public health) Other Regional Services that have a land component

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)
6. Right to Appeal to the Ontario Land Tribunal (OLT)	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.
7. Party to an OLT Hearing	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.



Town of Aurora Audit Committee Meeting Report

Date: Tuesday, June 27, 2023
Time: 6:15 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
 Councillor Ron Weese
 Councillor Rachel Gilliland
 Councillor Wendy Gaertner
 Councillor Michael Thompson
 Councillor John Gallo

Members Absent: Councillor Harold Kim

Other Attendees: Doug Nadorozny, Chief Administrative Officer
 Robin McDougall, Director of Community Services
 Marco Ramunno, Director of Planning and Development Services
 Rachel Wainwright-van Kessel, Director, Finance
 Sara Tienkamp, Director, Operational Services
 Patricia De Sario, Director, Corporate Services/Town Solicitor
 Michael de Rond, Town Clerk
 Palak Mehta, Council/Committee Coordinator

1. Call to Order

The Mayor called the meeting to order at 6:16 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

Audit Committee Meeting Report
Tuesday, June 27, 2023

2

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

Audit Committee approved the agenda as circulated by Legislative Services.

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. Delegations

None.

6. Consideration of Items Requiring Discussion

6.1 FIN23-031 - 2022 Audited Financial Statements and Audit Report

Maria Khoushnood, Partner, KPMG Private Enterprise, presented an overview of the 2022 audit report including audit highlights, materiality, audit status, findings, risks and results - restatement, corrected adjustments, financial statements, audit opinion, significant unusual transactions, control deficiencies, and accounting policies and practices.

Audit Committee recommends:

1. That Report No. FIN23-031 be received; and
2. That the 2022 Audit Reports and Financial Statements for the year ended December 31, 2022 be approved and published on the Town's website.

Carried

Audit Committee Meeting Report

Tuesday, June 27, 2023

3

6.2 FIN23-029 - 2022 Year-end Operating and Capital Results - As of Dec. 31, 2022

Audit Committee recommends:

1. That Report No. FIN23-029 be received for information.

Carried

7. Adjournment

The meeting was adjourned at 6:30 p.m.



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

Town of Aurora

Audit Committee Report

No. FIN23-031

Subject: 2022 Audited Financial Statements and Audit Report

Prepared by: Korina Sinedubskaya, CPA, CGA, Manager of Financial Reporting & Revenue / Deputy Treasurer

Department: Finance

Date: June 27, 2023

Recommendation

1. That Report No. FIN23-031 be received; and
2. That the 2022 Audit Reports and Financial Statements for the year ended December 31, 2022 be approved and published on the Town's website.

Executive Summary

The Town of Aurora's audited financial statements and auditor's report for the year ended December 31, 2022 are presented for approval.

- The audited statements combine all of the town's financial results into one set of statements
- The full accrual version of the financial statement presents a much larger surplus than budget variance reporting
- The summary of unadjusted misstatements is below the materiality threshold
- KPMG has provided a plan for the 2023 yearend audit as part of their review

Background

The entire audit package as presented by our auditors KPMG LLP is attached, this package includes the 2022 Yearend Audit Report, Letter to the Audit Committee and the audited financial statements which can all be found under Attachment 1. The financial

statements were prepared by staff and audited by KPMG LLP. These statements have been marked DRAFT by the auditors as the audit cannot technically be completed until after the approval of the statements by Council. Council is required to approve these statements as part of the finalization of the audit. After the approval the auditors will sign their final report in the coming days. Then financial statements will be made publicly available by being placed on the Town website, a requirement under Section 295 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended (the Act).

Analysis

The audited statements combine all of the town's financial results into one set of statements

The audited financial statements present a consolidation of the Aurora's finances including the combined results of tax and rate funded operating and capital activities and financial results for the Aurora Public Library. The results shown in these consolidated statements differ from the yearend financial performance report to budget because of the inclusion of tangible capital assets and other Public Sector Accounting Standards (PSAS) reporting differences.

As part of the annual audit, KPMG performed a review of all Council minutes, prior year's internal control letters and considered any concerns raised therein during their current audit. Their audit looks for continuing circumstances, weaknesses or concerns as raised in the prior year and how they may affect the outcome of their current audit.

The full accrual version of the financial statement presents a much larger surplus than budget variance reporting

The audited Public Sector Accounting Board (PSAB) basis financial statements for 2022, as currently drafted, reflect an operating surplus of \$17,792,000. This amount reconciles to the internal report combined tax and user rate funded operating budget surplus of \$2,402,700 as shown in Table 1.

Table 1
Public Sector Accounting Board 2022 Surplus Reconciliation

Description	Amount
Tax levy supported budget surplus	1,976,100
User rate supported budget surplus	426,400
Traditional Balanced Consolidated Budget Surplus	2,402,500
Add back: Capital assets assumed through development	11,599,000
Add: Transfers to/from reserves	10,425,600
Add: Net deferred revenue adjustment – DC, CIL, FGT	6,469,000
Add: Net capitalization of assets adjustment	4,917,300
Add: Investment income allocated directly to reserves	2,229,500
Add: Debt principal repaid included	1,139,100
Deduct: Amortization of capital assets	(18,570,000)
Deduct: Loss on disposal of capital assets	(2,820,000)
PSAB 2022 “Annual Surplus”: Audited (Draft)	\$17,792,000

Of note, the operating budgeted transfers to/from reserves amount of \$10,425,600 represent budgeted contributions that are considered expenses or revenues under the town’s traditional balanced budget. However, under the Public Sector Accounting Standards (PSAS) in consideration that these transfers simply represent the movement of town surpluses, they are not considered to be true expenses or revenues and therefore any net contributions to reserves of this nature should be removed as expenses from the calculated operating surplus resulting in a larger surplus.

In addition, in some instances PSAB requires that the town recognize expenses and revenues that do not result in a cash inflow or outflow such as in the cases of the town’s assumption of assets from developers and the annual amortization of its assets. In these instances, the PSAS require that the Town record a revenue equivalent to the value of the assets that it has assumed from a developer and an expense equivalent to how much value of its existing asset book value that is estimated to have been consumed for the year. Because these two items do not result in a cash impact to the Town, they are not included under the traditional balanced budget surplus calculation and therefore the surplus needs to be increased or decreased by any PSAS generated revenues or expenses, respectively to arrive at the Town’s PSAB 2022 annual surplus.

The summary of unadjusted misstatements is below the materiality threshold

During the annual audit, the auditor generates a list of misstatements for which the presented financial statements have not been adjusted for. They are considered to be material if individually, or in aggregate, could reasonably be expected to influence the economic decisions of financial statement users. For 2022, the auditor has defined the Aurora's materiality thresholds as \$2,990,000 for all other financial statement areas.

There were no misstatements identified in 2022.

The 2023 audit will be performed by KPMG and include an audit of the financial system conversion

KPMG will be returning to complete the 2023 financial audit. Their audit plan includes the scope and approach to their planned audit. Staff are not in a position to comment or challenge the approach that the auditors have chosen in order to fulfil their professional obligations required when rendering an audit opinion report. From the perspective of Finance, we continue to be committed to provide the auditors with the documentation requested in an effort to facilitate the audit in a timely manner.

KPMG will also be performing an audit of the financial system conversion in the fall. This audit will confirm the data transitioned from the legacy system is accurately reflected in the new Oracle system.

Audit fees are always quoted on the presumption that staff will have completed all requested schedules and support materials in advance of the audit, and that the financial statements and associated notes have been properly and fully prepared by staff. The fee also anticipates not finding any item of substance requiring extensive additional audit effort to resolve or report. KPMG included the additional work required for the system conversion as part of their contract with the Town.

Advisory Committee Review

Not applicable

Legal Considerations

The annual audit of the Aurora's financial statements fulfils the statutory requirements set out in Section 296 of the Act.

Financial Implications

There are no financial implications relating to the 2022 yearend audit report. The statements included are presented for receipt by the Audit Committee, as well as to obtain approval of the Consolidated 2022 Financial Statements so that the statements may be published as required by legislation.

The cost for the 2023 audit has been provided for within the 2023 budget. An amount of \$63,000 has been budgeted for the 2023 audit of the consolidated financial statements, excluding administration charges and taxes. Additional audit expenses from this budget include independent actuarial valuations separately commissioned by staff.

Communications Considerations

In accordance with section 295 of the Act, the 2022 audited financial statements will be published on the Town's website. The Town of Aurora will use 'Inform' as the level of engagement for the Town's 2022 audited financial statements. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform the public, this report will be posted to the Town's website.

Climate Change Considerations

The information contained within this report does not impact greenhouse gas emissions or impact climate change adaption.

Link to Strategic Plan

The annual audit is a statutory requirement that is guided by professional standards applicable to all Canadian licensed audit practitioners. Preparation and publication of the annual audited financial statements support the Strategic Plan principles of integrity, progressive corporate excellence and continuous improvement.

Alternative(s) to the Recommendation

Not applicable

Conclusions

The auditors are ready to issue an unqualified opinion on the fairness and completeness of the corporation's financial statements for the year ended December 31, 2022. Staff recommend the approval of the statements. Once approved and final versions are prepared, the Mayor and CAO will sign the statements.

Attachments

Attachment #1 – 2022 Presentation Audit Findings Report

Attachment #2 – 2022 Draft Consolidated Financial Statements

Attachment #3 – 2022 Auditor's Report Draft

Previous Reports

FIN21-032 – 2021 Audited Financial Statements with Audit Report, June 22, 2021

Pre-submission Review

Agenda Management Team review on June 16, 2023

Approvals

Approved by Rachel Wainwright-van Kessel, CPA, CMA, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer



The Corporation of the Town of Aurora

**Audit Findings Report
for the year ended December 31, 2022**

KPMG LLP

Licensed Public Accountants

Prepared on June 15, 2023

Presentation on June 27, 2023

kpmg.ca/audit

Attachment 1



KPMG contacts

Key contacts in connection with this engagement



Maria Khoushnood

Lead Audit Engagement Partner

416-228-7082

mkhoushnood@kpmg.ca



Queena Yang

Audit Senior Manager

416-549-7973

qyang@kpmg.ca



Table of contents

Digital use information

This Audit Findings Report is also available as a “hyper-linked” PDF document.

If you are reading in electronic form (e.g. In “Adobe Reader” or “Board Books”), clicking on the home symbol on the top right corner will bring you back to this slide.



Click on any item in the table of contents to navigate to that section.

4	Audit highlights	5	Status of the audit	6	Materiality	9	Audit risks and results
18	Additional matters	20	Audit quality	21	Appendices		

The purpose of this report is to assist you, as a member of the Audit Committee, in your review of the results of our audit of the consolidated financial statements as at and for the period ended December 31, 2022. This report builds on the Audit Plan we presented to the Audit Committee. This report is intended solely for the information and use of Management, the Audit Committee, and the Board of Directors and should not be used for any other purpose or any other party. KPMG shall have no responsibility or liability for loss or damages or claims, if any, to or by any third party as this report has not been prepared for, and is not intended for, and should not be used by, any third party or for any other purpose.



Audit highlights

Status of the audit

We have completed the audit of the consolidated financial statements ("financial statements") of the Town of Aurora (the Town or Aurora), with the exception of certain remaining outstanding procedures, which are highlighted on slide 5 of this report.



Uncorrected audit misstatements

No matters to report

Corrected audit misstatements

The management representation letter includes all misstatements identified as a result of the audit, communicated to management and subsequently corrected in the financial statements.



See page 14 for details.

Audit risks and results – Restatement

There is restatement of comparative balances due to Firehall cost sharing project with Newmarket. The restatement adjustment reduces tangible capital assets recorded by Aurora and opening accumulated surplus.



See pages 11 – 12 for details.

Control deficiencies

We did not identify any control deficiencies that we determined to be significant deficiencies in internal control over financial reporting.

Accounting policies and practices

There are no new accounting standards that came into effect in the current year. The significant accounting policies applied for the financial statements are reported in note 1 of the financial statements.

Other financial reporting matters – initial audits

We completed our review of the predecessor working papers and completed all required communications with the predecessor.

Significant unusual transactions

No matters to report.

Audit opinion

Our audit opinion is unqualified. We have included the following additional paragraphs as required by the auditing standards.

1. Other matters, to note that comparative information was audited by another firm
2. Emphasis of matter, to highlight the restatement of the comparative figures

Significant changes to auditing standards

There is a newly effective auditing standard –CAS 315 CAS 315 (Revised) *Identifying and Assessing the Risks of Material Misstatement*. Refer to appendix B for further information on the new standard.



Audit risks and results – significant risks

No matters to report.

Audit risks and results – going concern assessment

No matters to report.



Status of the audit

As of the date of this report, we have completed the audit of the consolidated financial statements, with the exception of certain remaining procedures, which include amongst others:

- Completing our discussions with the Audit Committee and Council
- Completion of audit quality control procedures
- Obtaining evidence of the Council's approval of the financial statements
- Completion of subsequent event review procedures
- Receipt of signed management representation letter (to be signed upon approval of the financial statements)

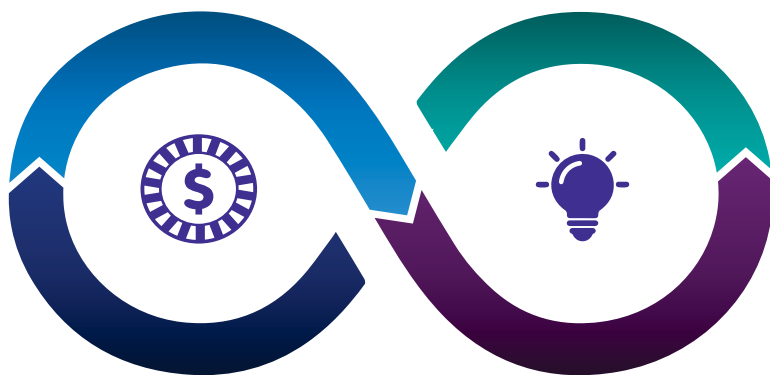
We will update you on significant matters, if any, arising from the completion of the audit, including the completion of the above procedures.

Our auditor's report, a draft of which is appended to the draft financial statements, will be dated upon the completion of any remaining procedures.





Materiality



We **initially determine materiality** at a level at which we consider that misstatements could reasonably be expected to influence the economic decisions of users. Determining materiality is a matter of **professional judgement**, considering both quantitative and qualitative factors, and is affected by our perception of the common financial information needs of users of the financial statements as a group. We do not consider the possible effect of misstatements on specific individual users, whose needs may vary widely.

We **reassess materiality** throughout the audit and revise materiality if we become aware of information that would have caused us to determine a different materiality level initially.

Plan and perform the audit

We **initially determine materiality** to provide a basis for:

- Determining the nature, timing and extent of risk assessment procedures;
- Identifying and assessing the risks of material misstatement; and
- Determining the nature, timing, and extent of further audit procedures.

We design our procedures to detect misstatements at a level less than materiality in individual accounts and disclosures, to reduce to an appropriately low level the probability that the aggregate of uncorrected and undetected misstatements exceeds materiality for the financial statements as a whole.

Evaluate the effect of misstatements

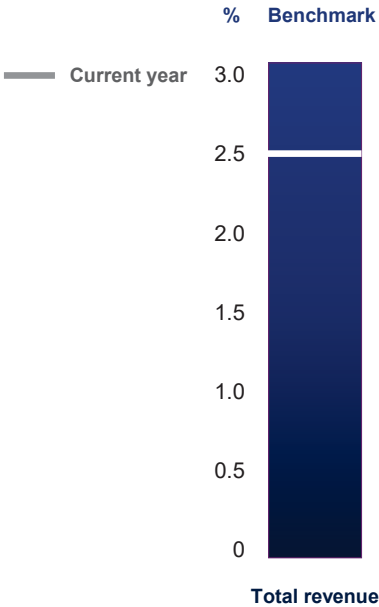
We also use materiality to evaluate the effect of:

- Identified misstatements on our audit; and
- Uncorrected misstatements, if any, on the financial statements and in forming our opinion.

Group Materiality

Materiality
\$3,150,000

Total Preliminary Revenue (December 31, 2022) \$126,549,000
Audit Misstatement Posting Threshold (AMPT) \$157,000



Component Materiality



Materiality
\$2,990,000

Total Preliminary Revenue (December 31, 2022) \$126,470,000
Audit Misstatement Posting Threshold (AMPT) \$149,000





Significant risks and results

We highlight our significant findings in respect of **significant risks** as identified in our discussion with you in the Audit Plan, as well as any additional risks identified.



Presumption of the risk of fraud involving improper revenue recognition

Significant risk	Why is this significant	Estimate?
Presumed fraud risk involving improper revenue recognition	<p>Audit standards require us to assume there are generally pressures/incentives on management to commit fraudulent financial reporting through inappropriate revenue recognition.</p> <p>We have considered the type and complexity of revenue transactions, and the perceived opportunities and incentives to fraudulently misstate revenue for the Town and its subsidiaries.</p> <p>The primary risk of fraudulent revenue recognition resides with manual journal entries for revenue transactions not in the normal course of business, specifically related to management's calculation of the deferred revenue – obligatory reserve funds.</p>	No

Our response

- Our audit methodology incorporated the required procedures in professional standards to address this risk.
- Our audit approach consisted of evaluating the design and implementation of selected relevant controls. We tested journal entries that meet specific criteria. This criteria was designed during the planning phase of the audit and is based on areas and accounts that are susceptible to manipulation through management override. We also designed search filters that allowed us to identify any unusual journal entries.
- As part of our audit approach to address the inherent risk of error in revenue recognition, we substantively tested revenues (both recognized and amounts held as deferred at year end). We also incorporated an element of uncertainty into the journal entries and revenue testing
- We did not identify any issues related to fraud risk associated with revenue recognition.
- See pages 13 and 14 for our procedures and findings related to revenue.



Significant risks and results



Presumed Risk of Management Override of Controls

Significant risk	Why is this significant	Estimate?
Presumed fraud risk resulting from management override of controls	Management is in a unique position to perpetrate fraud because of its ability to manipulate accounting records and prepare fraudulent financial statements by overriding controls that otherwise appear to be operating effectively. Although the level of risk of management override of controls will vary from entity to entity, the risk nevertheless is present in all entities	No

Our response

- As this risk is not rebuttable, our audit methodology incorporated the required procedures in professional standards to address this risk.
- These procedures included the testing of journal entries and other adjustments, performing a retrospective review of estimates and evaluating the business rationale of significant unusual transaction.
- We did not identify any issues or concerns regarding management override of controls.



Restatement of comparative information



Restatement of comparative information related to cost sharing agreement with Newmarket for a shared Fire Hall

Other significant finding

Estimate
?

Aurora and the Town of Newmarket ("Newmarket") entered into an Agreement for the Consolidated Fire Services Department to consolidated their respective fire departments into one fire and emergency service effective January 1, 2002, under the name Central York Fire Services ("CYFS"). CYFS provides fire and emergency protection to Aurora and Newmarket on a 40/60 cost split based on population of the respective municipalities.

No

In December 2018, Aurora and Newmarket entered into a Cost-Sharing Agreement, under which Aurora was to build a new Fire Hall within the Town of Aurora in partnership with Newmarket for CYFS (the "Project"). Aurora was to solely contract for the construction of the Project and was to bill Newmarket for 59.6% of the design and construction costs. Therefore, the cost split between Aurora and Newmarket for the Project is 40.4% : 59.6%, which represents the respective capital costs should be recorded by the parties. During the course of the construction, CYFS provided additional funding to help with the higher than expected construction costs.

Prior period error:

As part of the current year financial close process, the Town's finance team identified that up to 2021, Aurora recorded 100% capital costs (including the 59.6% pertaining to Newmarket) on its own books as tangible capital asset (work in progress), and recorded cost sharing received from Newmarket as grant revenue. In 2022, when the project was completed, Aurora realized that 59.6% of the capital costs should not have been recorded as Aurora's tangible capital asset as the ownership lies with Newmarket and cost sharing received from Newmarket should not have been recorded as grant revenue. During the current year, the Town wrote down 59.6% of tangible capital asset (work in progress) as of December 31, 2021 and recorded the amount as a loss on disposal in the current year. All additional construction costs incurred in 2022 were recorded directly as expenses in P&L in the year.

Audit team proposed the following restatement adjustments due to the material nature of prior period balances involved:

1. Tangible capital asset (work in progress) additions related to Newmarket's portion should not have been recorded on Aurora's books in the prior years as they are not considered to be Aurora's assets. An adjustment was proposed to remove Tangible capital assets (work in progress) for Newmarket's share from the current and prior periods. Due to the material nature of this adjustment, the comparatives are required to be updated. It would not be reasonable to record this reversal as a loss on disposal through current year.
2. Funds received from Newmarket for cost sharing as per the agreement do not qualify as revenue. The audit team proposed that funds received from Newmarket for cost sharing should be reversed as grant revenue in the current and prior periods. Due to the cost sharing nature of these balances, these balances should have been reported through statement of financial position as a receivable from Newmarket in the prior periods.

This restatement has resulted in a decrease in tangible capital assets balance as at January 1, 2021 (opening balance) and December 31, 2021, and a decrease in accumulated surplus as January 1, 2021 and revenue recognized in the year ended December 31, 2021. See note 2 to the financial statements for the details on this restatement.



Audit risks and results



Restatement of comparative information related to cost sharing agreement with Newmarket for a shared Fire Hall

Our response

Audit procedures performed for the restatement:

- We obtained the initial agreements between Newmarket, Aurora and CYFS from 2002 and 2018 to understand the details of the arrangements between the three entities.
- We obtained detailed capital expenditures incurred for the fire hall project and performed detailed testing on these capital expenditures to assess whether the criteria for capitalization is met.
- We obtained the breakdown of funds received from Newmarket and CYFS since the commencement of the Project in 2017 and assessed them in accordance with the agreements in place.
- We held discussions with management to understand the nature of the transactions and any other relevant details that would support the accounting assessment.
- We recalculated the amount of tangible capital assets (work in progress) that meets the definition of an asset as per the public sector accounting standards for Aurora and based on the cost sharing split as per the cost sharing agreement between Aurora and Newmarket.
- We recalculated the amount of revenue that meets the definition of revenue as per the public sector accounting standards for Aurora and based on the cost sharing agreement with Newmarket and CYFS.
- We have communicated the restatement of comparative information to the predecessor auditor and asked for their input. Predecessor auditor has not provided us with any comments.
- We have completed all required communications and consultations internally as required by the Canadian Auditing Standards and firm standards.

Audit risks and results

Revenue and Deferred Revenue	
Audit risk	Estimate?
The Town recognizes revenue from the different streams including property taxation, taxation from other governments, user charges, government grants, development levies earned on restricted capital contributions, investment income, interest earned on reserves, penalties, fines and interest, developer contributed tangible capital assets and other. Management follows the revenue recognition policies reported in the financial statements note 1 to recognize revenue in accordance with PSAS.	
No	
Our response	
<ul style="list-style-type: none">• We recalculated tax revenue based on the tax rate enacted per the bylaw and assessed it for reasonableness.• We picked a statistical sample of individual transactions for revenue from user charges, penalties, fines and interest, investment income and other revenue.• We obtained the deferred revenue continuity schedule and selected samples for testing to determine if the selected amounts had been recognized in the current year in accordance with the appropriate legislation or agreements that the revenues pertain to.• We recalculated management’s calculation of deferred revenue – obligatory reserve funds as at year-end.• We also selected a sample of the inflows (cash receipts) and outflows (revenue recognition) for deferred revenue during the current year to ensure appropriate revenue recognition• We obtained and vouched to funding agreements for government transfer and grants on sample basis.• See next page for findings.	



Audit risks and results



Revenue and Deferred Revenue (Continued)

Significant findings

1. Misstatement of Safe Restart Fund (SRF) revenue recognition:

- As a result of out testing for revenue recognized from government grants deferred revenue (revenue recognition), we noted that the Town recognized a SRF grant revenue of \$150K to recover a lease revenue loss. Based on our discussion and inquiry with management, it was concluded by management that there was no loss of revenue due to relief of COVID restrictions and as such revenue recognition criteria was not met. We proposed an adjustment for this error. Management agreed to this proposed adjustment and a correction has been made for this error in the financial statements.
- As a result of this error we extended our sample size to gain comfort over the remaining population. Based on additional testing, no further issues were noted.

2. Misstatements of other general deferred revenue outflows:

- As part of our testing of revenue recognized from deferred revenue (revenue recognition), we identified items where management recognized revenue but no eligible expenditures were incurred to support the revenue recognition.
- Based on our discussion with management, it was noted that management had undertaken a review of general deferred revenue during 2022 to clean up items from prior years and an adjustment was made by management to make immaterial corrections related to deferred revenue. Based on our review of the adjustments made by management for this clean up exercise, we identified an additional error of \$500K related to revenue recognition from deferred revenue. We proposed an adjustment for this error. Management agreed to this proposed adjustment and a correction has been made for this error in the financial statements.

Based on the above findings, we recommend management to complete a thorough review of all revenue recognized from deferred revenue as part of the financial close process. This is to ensure that revenue recognition is appropriate and supported by eligible expenditures or other requirements outlined in the agreement.



Audit risks and results



Tangible Capital Assets

Other significant finding

Estimate?

Tangible capital assets present the biggest non-financial asset for the Town. There is a risk of material misstatement related to the existence and accuracy of tangible capital assets and accuracy of timing of revenue recognition, particularly related to funds intended for tangible capital assets.

No

Our response and findings

- We reviewed on a sample basis the additions to tangible capital assets and noted that management has appropriately capitalized the additions including transfers from work in progress to tangible capital assets and assumed assets. We obtained assurance related to the accuracy and existence of these additions and also assessed if these additions met the criteria for capitalization.
- We also reviewed on a sample basis the disposals from tangible capital assets. We proposed entries regarding a Fire Hall additions and had some observations regarding other disposals. See pages 11-12 for restatement impact on tangible capital assets.
- We obtained amortization policy and assessed reasonableness of estimated useful lives in use and to address the requirements of new CAS540, Auditing Accounting Estimates and Related Disclosure related to useful lives.
- We reviewed financial statement note disclosure in line with the PSAS.
- There were no other significant findings as a result of our audit procedures for tangible capital assets. The amounts reported for tangible capital assets are reasonable and disclosures in the financial statements are in accordance with the Public Sector Accounting Standards.



Other findings and results



Employee benefits liability

Other significant finding

Estimate?

Employee future benefits represent a liability computed by management's actuarial experts. As the employee future benefits liabilities are significant and complex estimates, KPMG actuarial specialists were involved in completing the audit procedures.

Yes – Employee future benefits obligation/liability

Our response

- We assessed the participant data supplied by management to the actuary for completeness and accuracy.
- We obtained the actuarial valuation report and engaged our KPMG actuarial specialist team to audit the method and assumptions applied in the valuation.
- We evaluated the discount rate in comparison with rates issued by the Nexus Actuarial Consultants Ltd. ("Nexus") and KPMG LLP.
- We assessed the qualifications, competence and objectivity of the actuary as required by the Canadian auditing standards.
- We assessed the disclosures in the financial statements against the requirements of the PSAS.

Our findings

- Based on our review of the report prepared by the actuary, we noted that the method applied for the estimate is acceptable per the Canadian Institute of Actuaries and Public Sector Accounting Standards (PSAS) 3250 Retirement Benefits.
- We noted that the discount rate used by the actuary is a key assumption. Discount rates of 3.50% (2021 – 3.50%) were used for the determination of the liability. We evaluated the discount rates against the discount rate curve issued by different reliable sources including CIA, FIERA and KPMG LLP. Our actuarial specialists assessed the discount rate and other assumptions using actuarial techniques and market data. Based on this evaluation, we concluded that the discount rates used are reasonable.
- The disclosures included in the financial statements are in accordance with the requirements of the public sector accounting standards.
- Based on the audit work performed, we did not note any issues related to the calculation of the Town's employee benefits liability as at December 31, 2022.
- The employee benefit liability as at December 31, 2022 are outlined in note 9 to the financial statements.



Other audit findings and results



Contingencies

Other significant finding

Estimate?

PSAS 3300 Contingent Liabilities requires that the Town recognize a liability when “it is likely that a future event will confirm that a liability has been incurred at the date of the financial statements; and the amount can be reasonably estimated.”

Yes

At any point in time, the Town is subject to a number of matters which could potentially result in the determination of a contingent liability as defined above, including, but not limited to matters such as legal claims, etc.

The Town has disclosed the self insurance liability and contingencies in notes 16 and 17 of the financial statements.

Our response and significant findings

- We obtained an understanding of the methodologies applied to compute the estimate, data involved, and assumptions applied.
- We obtained and evaluated the Town’s assessments and claims listing that are used to develop and record these estimated liabilities.
- We obtained a legal confirmation from the internal legal counsel that no material exposure of legal claims to the Town.
- Based on the audit work performed, we are satisfied that the method, data, and assumptions used by the Town are reasonable and consistent with the industry norms.
- As these items are resolved, it is possible that the final amounts recorded for these liabilities may change, however the amounts currently recorded represent management’s best estimates of exposure given the information presently available.
- Based on the work performed, the contingent liabilities reported by the Town are reasonable.



Significant accounting policies and practices



Initial selections of significant accounting policies and practices

None in 2022



Description of new or revised significant accounting policies and practices

None in 2022

Significant accounting policies are disclosed in Note 1 to the consolidated financial statements



Significant qualitative aspects of the Company's accounting policies and practices

Significant accounting policies are disclosed in Note 1 to the consolidated financial statements



Specific topics

We have highlighted the following that we would like to bring to your attention:

Matter	Finding
<p>Useful lives of Tangible Capital Assets</p>	<ul style="list-style-type: none"> • When we reviewed the listing of Tangible Capital Assets' disposals, we noted that some assets were disposed or replaced prior to end of useful lives, resulting a loss on disposal equal to unamortized portion. • We recommend management to review useful lives of Tangible Capital Assets on an annual basis to ensure the balance at Tangible Capital Assets and amortization of the assets are fairly presented on the financial statements. • Change in useful lives is considered to be change in accounting estimate and is treated prospectively on the financial statements. Therefore, prior periods would not need to be adjusted.



Audit quality: How do we deliver audit quality?

Quality essentially means doing the right thing and remains our highest priority. Our **Global Quality Framework** outlines how we deliver quality and how every partner and staff member contributes to its delivery.

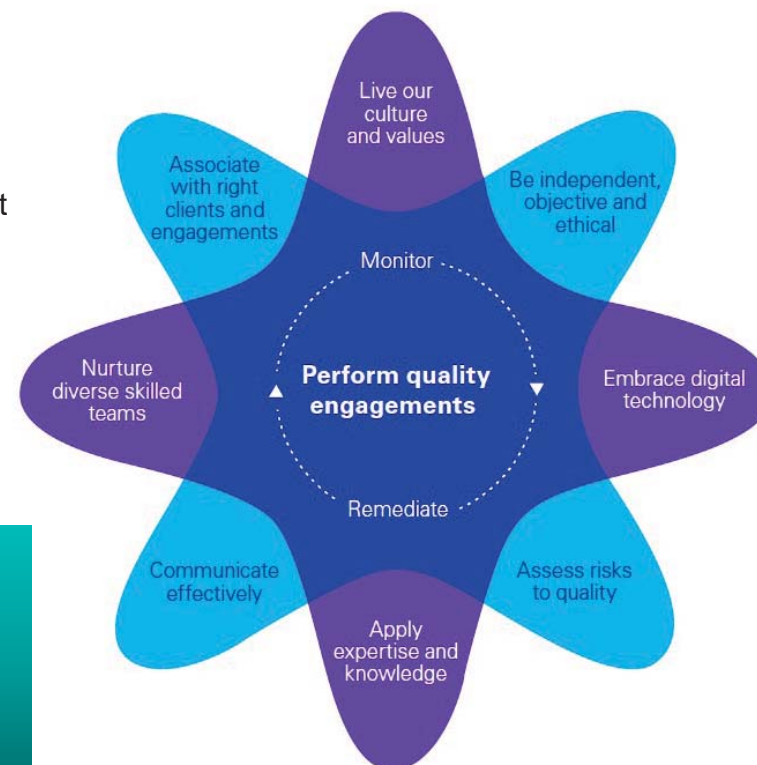
Perform quality engagement sits at the core along with our commitment to continually monitor and remediate to fulfil on our quality drivers.

Our **quality value drivers** are the cornerstones to our approach underpinned by the **supporting drivers** and give clear direction to encourage the right behaviours in delivering audit quality.

 [KPMG 2022 Audit Quality and Transparency Report](#)

We define 'audit quality' as being the outcome when:

- audits are **executed consistently**, in line with the requirements and intent of **applicable professional standards** within a strong **system of quality controls**; and
- all of our related activities are undertaken in an environment of the utmost level of **objectivity, independence, ethics and integrity**.



Appendices



Other required communications



Newly effective auditing standards



Changes in accounting standards



Environmental, social and governance (ESG)



Audit and assurance insights





Appendix A: Other required communications



Engagement terms

A copy of the engagement letter and any subsequent amendments has been provided to the Board.



CPAB communication protocol

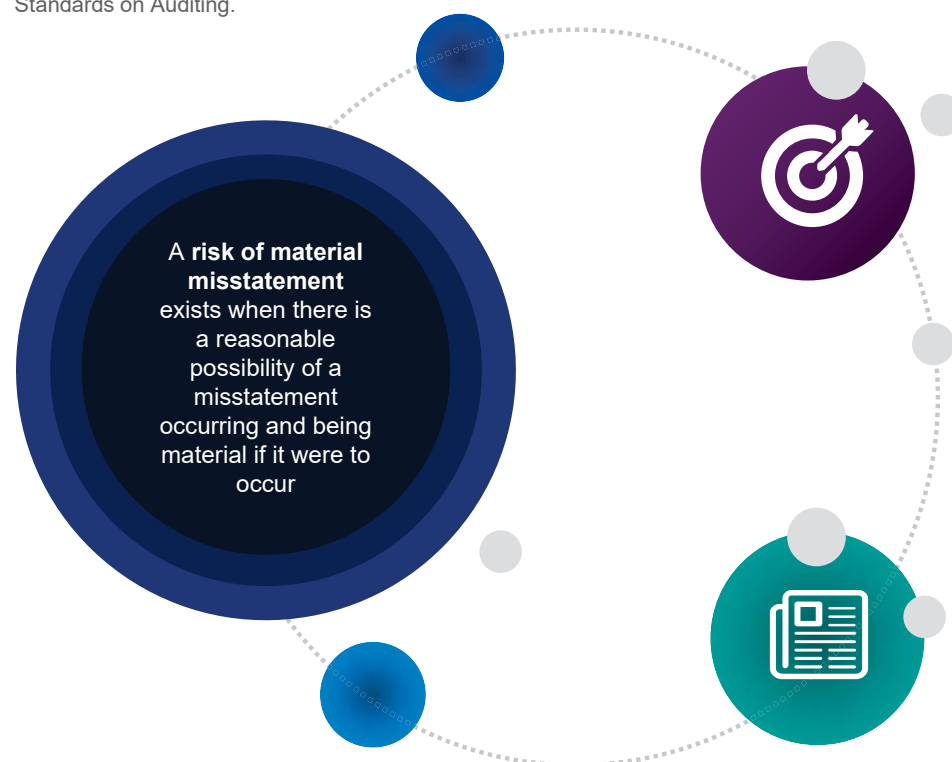
The reports available through the following links were published by the Canadian Public Accountability Board to inform Audit Committees and other stakeholders about the results of quality inspections conducted over the past year:

- [CPAB Audit Quality Insights Report: 2021 Annual Inspections Results](#)
- [CPAB Audit Quality Insights Report: 2022 Annual Inspections Results](#)



Appendix B: Newly effective auditing standards

CAS 315 (Revised) Identifying and Assessing the Risks of Material Misstatement has been revised, reorganized and modernized in response to challenges and issues with the previous standard. It aims to promote consistency in application, improve scalability, reduce complexity, support a more robust risk assessment and incorporate enhanced guidance material to respond to the evolving environment, including in relation to information technology. Conforming and consequential amendments have been made to other International Standards on Auditing.



Affects both preparers of financial statements and auditors

Applies to audits of financial statements for periods beginning on or after 15 December 2021

See here for more information from CPA Canada



We design and perform risk assessment procedures to obtain an understanding of the:

- entity and its environment;
- applicable financial reporting framework; and
- entity's system of internal control.

The audit evidence obtained from this understanding provides a basis for:

- identifying and assessing the risks of material misstatement, whether due to fraud or error; and
- the design of audit procedures that are responsive to the assessed risks of material misstatement.



Appendix B: Newly effective auditing standards (continued)

Key change	Impact on the audit team	Impact on management
<p>Overall, a more robust risk identification and assessment process, including:</p> <ul style="list-style-type: none"> • New requirement to take into account how, and the degree to which, 'inherent risk factors' affect the susceptibility of relevant assertions to misstatement • New concept of significant classes of transactions, account balances and disclosures and relevant assertions to help us to identify and assess the risks of material misstatement • New requirement to separately assess inherent risk and control risk for each risk of material misstatement • Revised definition of significant risk for those risks which are close to the upper end of the spectrum of inherent risk 	<p>When assessing inherent risk for identified risks of material misstatement, we consider the degree to which inherent risk factors (such as complexity, subjectivity, uncertainty, change, susceptibility to management bias) affect the susceptibility of assertions to misstatement.</p> <p>We use the concept of the spectrum of inherent risk to assist us in making a judgement, based on the likelihood and magnitude of a possible misstatement, on a range from higher to lower, when assessing risks of material misstatement</p> <p>The changes may affect our assessments of the risks of material misstatement and the design of our planned audit procedures to respond to identified risks of material misstatement.</p> <p>If we do not plan to test the operating effectiveness of controls, the risk of material misstatement is the same as the assessment of inherent risk.</p>	<p>If the effect of this consideration is that our assessment of the risks of material misstatement is higher, then our audit approach may increase the number of controls tested and/or the extent of that testing, and/or our substantive procedures will be designed to be responsive to the higher risk.</p> <p>We may perform different audit procedures and request different information compared to previous audits, as part of a more focused response to the effects identified inherent risk factors have on the assessed risks of material misstatement.</p>



Appendix B: Newly effective auditing standards (continued)

Key change	Impact on the audit team	Impact on management
Overall, a more robust risk identification and assessment process, including evaluating whether the audit evidence obtained from risk assessment procedures provides an appropriate basis to identify and assess the risks of material misstatement	<p>When making this evaluation, we consider all audit evidence obtained, whether corroborative or contradictory to management assertions. If we conclude the audit evidence obtained does not provide an appropriate basis, then we perform additional risk assessment procedures until audit evidence has been obtained to provide such a basis.</p>	<p>In certain circumstances, we may perform additional risk assessment procedures, which may include further inquiries of management, analytical procedures, inspection and/or observation.</p>
Overall, a more robust risk identification and assessment process, including performing a 'stand back' at the end of the risk assessment process	<p>We evaluate whether our determination that certain material classes of transactions, account balances or disclosures have no identified risks of material misstatement remains appropriate.</p>	<p>In certain circumstances, this evaluation may result in the identification of additional risks of material misstatement, which will require us to perform additional audit work to respond to these risks.</p>



Appendix B: Newly effective auditing standards (continued)

Key change	Impact on the audit team	Impact on management
<p>Modernized to recognize the evolving environment, including in relation to IT</p>	<p>New requirement to understand the extent to which the business model integrates the use of IT.</p> <p>When obtaining an understanding of the IT environment, including IT applications and supporting IT infrastructure, it has been clarified that we also understand the IT processes and personnel involved in those processes relevant to the audit.</p> <p>Based on the identified controls we plan to evaluate, we are required to identify the:</p> <ul style="list-style-type: none"> • IT applications and other aspects of the IT environment relevant to those controls • related risks arising from the use of IT and the entity's general IT controls that address them. <p>Examples of risks that may arise from the use of IT include unauthorized access or program changes, inappropriate data changes, risks from the use of external or internal service providers for certain aspects of the entity's IT environment or cybersecurity risks.</p>	<p>We will expand our risk assessment procedures and are likely to engage more extensively with your IT and other relevant personnel when obtaining an understanding of the entity's use of IT, the IT environment and potential risks arising from IT. This might require increased involvement of IT audit professionals.</p> <p>Changes in the entity's use of IT and/or the IT environment may require increased audit effort to understand those changes and affect our assessment of the risks of material misstatement and audit response.</p> <p>Risks arising from the use of IT and our evaluation of general IT controls may affect our control risk assessments, and decisions about whether we test the operating effectiveness of controls for the purpose of placing reliance on them or obtain more audit evidence from substantive procedures. They may also affect our strategy for testing information that is produced by, or involves, the entity's IT applications.</p>
<p>Enhanced requirements relating to exercising professional skepticism</p>	<p>New requirement to design and perform risk assessment procedures in a manner that is not biased toward obtaining audit evidence that may be corroborative or toward excluding audit evidence that may be contradictory. Strengthened documentation requirements to demonstrate the exercise of professional scepticism.</p>	<p>We may make changes to the nature, timing and extent of our risk assessment procedures, such as our inquiries of management, the activities we observe or the accounting records we inspect.</p>



Appendix B: Newly effective auditing standards (continued)

Key change	Impact on the audit team	Impact on management
<p>Clarification of which controls need to be identified for the purpose of evaluating the design and implementation of a control</p>	<p>We will evaluate the design and implementation of controls that address risks of material misstatement at the assertion level as follows:</p> <ul style="list-style-type: none"> • Controls that address a significant risk. • Controls over journal entries, including non-standard journal entries. • Other controls we consider appropriate to evaluate to enable us to identify and assess risks of material misstatement and design our audit procedures 	<p>We may identify new or different controls that we plan to evaluate the design and implementation of, and possibly test the operating effectiveness to determine if we can place reliance on them.</p> <p>We may also identify risks arising from IT relating to the controls we plan to evaluate, which may result in the identification of general IT controls that we also need to evaluate and possibly test whether they are operating effectively. This may require increased involvement of IT audit specialists.</p>



Appendix C: Changes in accounting standards

Standard	Summary and implications
Asset retirement obligations	<ul style="list-style-type: none"> • The new standard PS 3280 <i>Asset retirement obligations</i> is effective for fiscal years beginning on or after April 1, 2022. • The new standard addresses the recognition, measurement, presentation and disclosure of legal obligations associated with retirement of tangible capital assets. Retirement costs will be recognized as an integral cost of owning and operating tangible capital assets. • The asset retirement obligations (“ARO”) standard will require the public sector entity to record a liability related to future costs of any legal obligations to be incurred upon retirement of any controlled tangible capital assets (“TCA”). The amount of the initial liability will be added to the historical cost of the asset and amortized over its useful life if the asset is in productive use. • As a result of the new standard, the public sector entity will: <ul style="list-style-type: none"> • Consider how the additional liability will impact net debt, as a new liability will be recognized with no corresponding increase in a financial asset; • Carefully review legal agreements, senior government directives and legislation in relation to all controlled TCA to determine if any legal obligations exist with respect to asset retirements; • Begin considering the potential effects on the organization as soon as possible to coordinate with resources outside the finance department to identify ARO and obtain information to estimate the value of potential ARO to avoid unexpected issues.



Appendix C: Changes in accounting standards (continued)

Standard	Summary and implications
Financial instruments and foreign currency translation	<ul style="list-style-type: none"> The new standards PS 3450 <i>Financial instruments</i>, PS 2601 <i>Foreign currency translation</i>, PS 1201 <i>Financial statement presentation</i> and PS 3041 <i>Portfolio investments</i> are effective for fiscal years beginning on or after April 1, 2022. Equity instruments quoted in an active market and free-standing derivatives are to be carried at fair value. All other financial instruments, including bonds, can be carried at cost or fair value depending on the public sector entity's choice and this choice must be made on initial recognition of the financial instrument and is irrevocable. Hedge accounting is not permitted. A new statement, the Statement of Remeasurement Gains and Losses, will be included in the financial statements. Unrealized gains and losses incurred on fair value accounted financial instruments will be presented in this statement. Realized gains and losses will continue to be presented in the statement of operations. PS 3450 <i>Financial instruments</i> was amended subsequent to its initial release to include various federal government narrow-scope amendments.
Revenue	<ul style="list-style-type: none"> The new standard PS 3400 <i>Revenue</i> is effective for fiscal years beginning on or after April 1, 2023. The new standard establishes a single framework to categorize revenue to enhance the consistency of revenue recognition and its measurement. The standard notes that in the case of revenue arising from an exchange transaction, a public sector entity must ensure the recognition of revenue aligns with the satisfaction of related performance obligations. The standard notes that unilateral revenue arises when no performance obligations are present, and recognition occurs when there is authority to record the revenue and an event has happened that gives the public sector entity the right to the revenue.



Appendix C: Changes in accounting standards (continued)

Standard	Summary and implications
Purchased Intangibles	<ul style="list-style-type: none"> • The new Public Sector Guideline 8 <i>Purchased intangibles</i> is effective for fiscal years beginning on or after April 1, 2023 with earlier adoption permitted. • The guideline allows public sector entities to recognize intangibles purchased through an exchange transaction. The definition of an asset, the general recognition criteria and GAAP hierarchy are used to account for purchased intangibles. • Narrow scope amendments were made to PS 1000 <i>Financial statement concepts</i> to remove the prohibition to recognize purchased intangibles and to PS 1201 <i>Financial statement presentation</i> to remove the requirement to disclose purchased intangibles not recognized. • The guideline can be applied retroactively or prospectively.
Public Private Partnerships	<ul style="list-style-type: none"> • The new standard PS 3160 <i>Public private partnerships</i> is effective for fiscal years beginning on or after April 1, 2023. • The standard includes new requirements for the recognition, measurement and classification of infrastructure procured through a public private partnership. • The standard notes that recognition of infrastructure by the public sector entity would occur when it controls the purpose and use of the infrastructure, when it controls access and the price, if any, charged for use, and it controls any significant interest accumulated in the infrastructure when the public private partnership ends. • The public sector entity recognizes a liability when it needs to pay cash or non-cash consideration to the private sector partner for the infrastructure. • The infrastructure would be valued at cost, which represents fair value at the date of recognition with a liability of the same amount if one exists. Cost would be measured in reference to the public private partnership process and agreement, or by discounting the expected cash flows by a discount rate that reflects the time value of money and risks specific to the project. • The standard can be applied retroactively or prospectively.



Appendix C: Changes in accounting standards (continued)

Standard	Summary and implications
Concepts Underlying Financial Performance	<ul style="list-style-type: none"> • The revised conceptual framework is effective for fiscal years beginning on or after April 1, 2026 with earlier adoption permitted. • The framework provides the core concepts and objectives underlying Canadian public sector accounting standards. • The ten chapter conceptual framework defines and elaborates on the characteristics of public sector entities and their financial reporting objectives. Additional information is provided about financial statement objectives, qualitative characteristics and elements. General recognition and measurement criteria, and presentation concepts are introduced.
Financial Statement Presentation	<ul style="list-style-type: none"> • The proposed section PS 1202 <i>Financial statement presentation</i> will replace the current section PS 1201 <i>Financial statement presentation</i>. PS 1202 <i>Financial statement presentation</i> will apply to fiscal years beginning on or after April 1, 2026 to coincide with the adoption of the revised conceptual framework. Early adoption will be permitted. • The proposed section includes the following: <ul style="list-style-type: none"> • Relocation of the net debt indicator to its own statement called the statement of net financial assets/liabilities, with the calculation of net debt refined to ensure its original meaning is retained. • Separating liabilities into financial liabilities and non-financial liabilities. • Restructuring the statement of financial position to present total assets followed by total liabilities. • Changes to common terminology used in the financial statements, including re-naming accumulated surplus (deficit) to net assets (liabilities). • Removal of the statement of remeasurement gains (losses) with the information instead included on a new statement called the statement of changes in net assets (liabilities). This new statement would present the changes in each component of net assets (liabilities), including a new component called “accumulated other”. • A new provision whereby an entity can use an amended budget in certain circumstances. • Inclusion of disclosures related to risks and uncertainties that could affect the entity’s financial position. • The Public Sector Accounting Board is currently deliberating on feedback received on exposure drafts related to the reporting model.



Appendix C: Changes in accounting standards (continued)

Standard	Summary and implications
Employee benefits	<ul style="list-style-type: none"> • The Public Sector Accounting Board has initiated a review of sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. • The intention is to use principles from International Public Sector Accounting Standard 39 <i>Employee benefits</i> as a starting point to develop the Canadian standard. • Given the complexity of issues involved and potential implications of any changes that may arise from the review of the existing guidance, the new standards will be implemented in a multi-release strategy. The first standard will provide foundational guidance. Subsequent standards will provide additional guidance on current and emerging issues. • The proposed section PS 3251 <i>Employee benefits</i> will replace the current sections PS 3250 <i>Retirement benefits</i> and PS 3255 <i>Post-employment benefits, compensated absences and termination benefits</i>. It will apply to fiscal years beginning on or after April 1, 2026. Early adoption will be permitted and guidance applied retroactively. • This proposed section would result in public sector entities recognizing the impact of revaluations of the net defined benefit liability (asset) immediately on the statement of financial position. Organizations would also assess the funding status of their post-employment benefit plans to determine the appropriate rate for discounting post-employment benefit obligations. • The Public Sector Accounting Board is in the process of evaluating comments received from stakeholders on the exposure draft.



Appendix D: Environmental, Social and Governance (ESG)

The Importance of Sustainability Reporting



Sustainability Reporting – Who is impacted?

- **Lenders and underwriters** – increased focus on ESG considerations when making access to capital decisions
- **Investors** – ESG integration has become an investment norm
- **Employees** – ESG has become a key factor in attracting and retaining top talent
- **Consumers** – stakeholders increasingly scrutinize companies' ESG performance and transparency affecting brand acceptance and consumer demand



Importance to the Audit Committee

- **Regulatory developments** – ESG-related compliance costs and disclosure requirements continue to evolve as rules are finalized
- **Material ESG issues** – Audit Committees should understand stakeholder priorities and the company's material ESG risks and opportunities
- **Value creation** – developing a clear ESG strategy, along with a standardized reporting process can set a company apart from its competitors



Governance on ESG Data and Sustainability Reporting

- **Data collecting and reporting** – understand the ESG frameworks and reporting standards most commonly adopted in the industry and jurisdiction (benchmark to others in the industry)
- **ESG assurance** – Audit Committees are best positioned to understand which ESG metrics merit assurance. An assurance readiness assessment on Carbon is a common and often recommended first place to start



Appendix D: Environmental, Social and Governance (ESG)

All companies are facing climate-related risks and opportunities – and are making strategic decisions in response. The impacts of climate-related risks in the financial statements are broad, potentially complex and will depend on the industry-specific risks.

How might climate-related risks impact the financial statements?



01

Assets

Consider the useful lives and residual values of PP&E and intangible assets, cash flow projections used for impairment testing of non-financial assets, and the potential impacts on inventories.

02

Liabilities

Consider the recognition of environmental and decommissioning obligations, accounting for emissions or 'green' schemes, impact on employee-benefit arrangements, and restructuring provisions.

03

Borrowers

Consider the accounting for different forms of government assistance, potential for embedded derivatives in green bonds, lease of green technology, impacts of leasing polluting assets.

04

Lenders

Consider how climate-related risks impact operating and financing leases, the potential impact on expected credit losses, and whether green loans meet the SPPI criterion.

05

Disclosures

Consider the impact on the going concern assessment and related disclosures and whether the impacts of climate-related matters have been disclosed clearly.

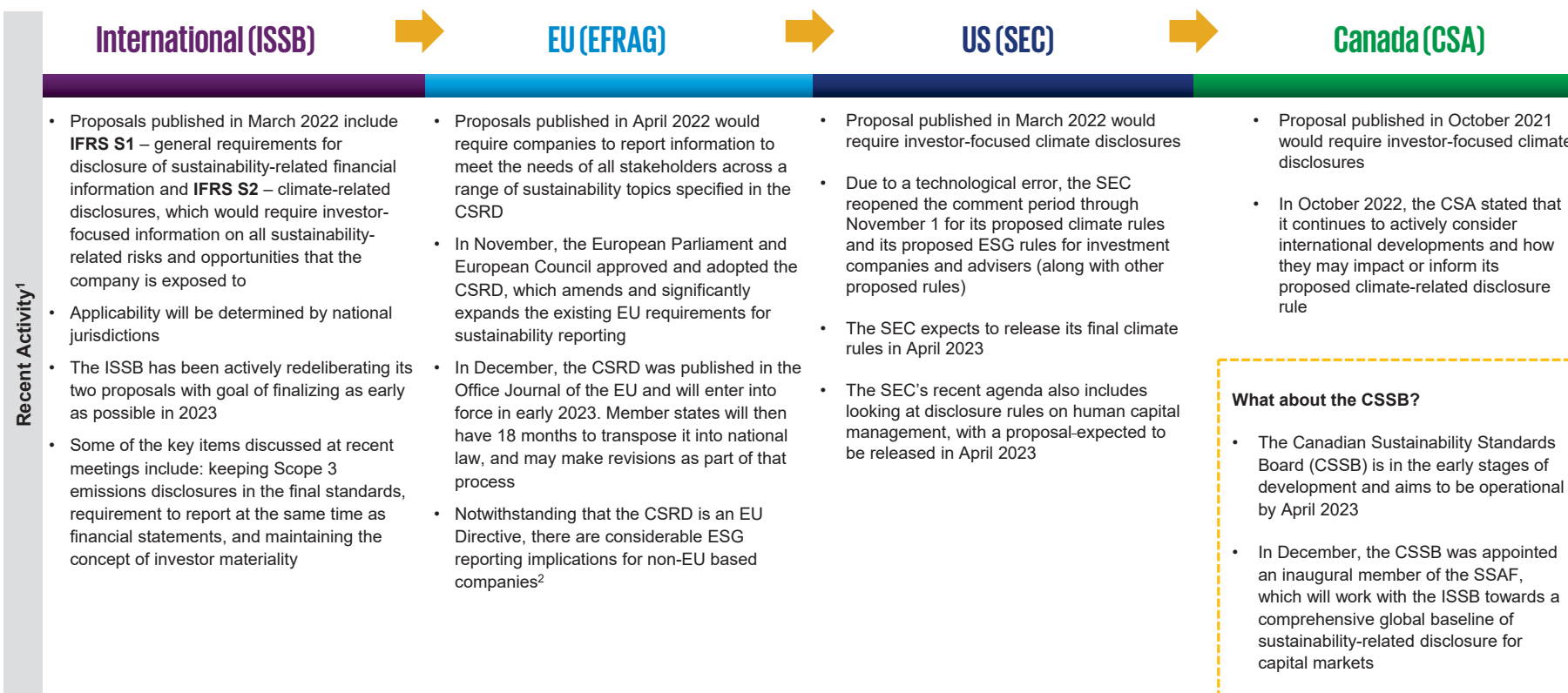


[See here for more information](#)



Appendix D: Environmental, Social and Governance (ESG)

The Sustainability reporting journey: Regulatory update



1. Refer to our [Q4 2022 Current Developments – Spotlight on IFRS](#), [Q4 2022 Current Developments – Canadian Securities](#) and [Q4 2022 US Quarterly Outlook](#) publications for more details

2. Refer to our publication [ESG in Europe – Requirements covering non-EU companies formally adopted](#)



Appendix E: Audit and assurance insights

Our latest thinking on the issues that matter most to Audit Committees, board of directors and management.

KPMG Audit & Assurance Insights

Curated research and insights for audit committees and boards.

Board Leadership Centre

Leading insights to help board members maximize boardroom opportunities

Current Developments

Series of quarterly publications for Canadian businesses including Spotlight on IFRS, Canadian Securities & Auditing Matters and US Outlook reports.

Audit Committee Guide – Canadian Edition

A practical guide providing insight into current challenges and leading practices shaping audit committee effectiveness in Canada.

Accelerate 2023

The key issues driving the audit committee agenda in 2023.

Momentum

A quarterly newsletter with the latest thought-leadership from KPMG's subject matter leaders across Canada and valuable audit resources for clients.

KPMG Climate Change Financial Reporting Resource Centre

Our climate change resource centre provides insights to help you identify the potential financial statement impacts to your business.

IFRS Breaking News

A monthly Canadian newsletter that provides the latest insights on international financial reporting standards and IASB activities.



kpmg.ca

© 2022 KPMG LLP, an Ontario limited liability partnership and a member firm of the KPMG global organization of independent member firms affiliated with KPMG International Limited, a private English company limited by guarantee. All rights reserved. The KPMG name and logo are trademarks used under license by the independent member firms of the KPMG global organization.

KPMG member firms around the world have 227,000 professionals, in 145 countries.



Attachment 2

The Corporation of the Town of Aurora
Consolidated Financial Statements
For the year ended December 31, 2022

The Corporation of the Town of Aurora
Consolidated Financial Statements
For the year ended December 31, 2022

	Contents
Independent Auditor's Report	1-2
Consolidated Financial Statements	
Consolidated Statement of Financial Position	3
Consolidated Statement of Operations and Accumulated Surplus	4
Consolidated Statement of Change in Net Financial Assets	5
Consolidated Statement of Cash Flows	6
Notes to the Consolidated Financial Statements	7 - 23
Schedule 1 - Consolidated Schedule of Segmented Disclosure	24 - 26

The Corporation of the Town of Aurora

Consolidated Statement of Financial Position

December 31	2022	2021
(Dollar amounts presented in '000's)		Restated (Note 2)
Financial assets		
Cash (note 3)	\$ 10,674	\$ 12,161
Taxes receivable	9,716	11,546
User fees receivable	5,885	5,919
Accounts receivable	12,785	14,125
Portfolio investments (note 5)	170,169	155,972
	<u>209,229</u>	<u>199,723</u>
Liabilities		
Bank indebtedness (note 6)	25,576	9,338
Accounts payable and accrued liabilities	20,370	28,873
Deposits (note 6)	9,069	7,701
Deferred revenue (note 8)	59,682	51,007
Employee benefits liabilities (note 9)	1,981	1,830
Net long-term liabilities (note 10)	10,093	11,452
	<u>126,771</u>	<u>110,201</u>
Net financial assets	<u>82,458</u>	<u>89,522</u>
Non-financial assets		
Tangible capital assets (note 21)	552,861	528,309
Prepaid expenses	521	217
	<u>553,382</u>	<u>528,526</u>
Accumulated surplus (note 11)	<u>\$ 635,840</u>	<u>\$ 618,048</u>

Subsequent events (notes 6 and 10)

Contingencies and contractual obligations (notes 17 and 18)

Approved by Council

_____ Mayor

_____ Chief Administrative Officer

The Corporation of the Town of Aurora
Consolidated Statement of Operations and Accumulated Surplus

For the year ended December 31	Budget 2022	2022	2021
(Dollar amounts presented in '000's)			Restated (Note 2)
	(note)		
Revenue			
Taxation (note 12)	\$ 54,637	\$ 54,806	\$ 51,875
User fees	38,923	41,447	51,601
Grants (note 13)	2,363	11,109	11,233
Loss on tangible capital asset disposal	-	(2,201)	(354)
Assumed infrastructure assets	-	11,599	17,591
Other (note 14)	7,453	12,371	14,389
	<u>103,376</u>	<u>129,131</u>	<u>146,335</u>
Expenses			
General government	19,433	19,340	18,145
Protection to person and property	18,799	18,761	14,804
Transportation services	12,381	12,298	11,094
Environmental services	36,081	32,240	35,291
Leisure and cultural services	26,820	26,568	22,393
Planning and development	2,304	2,132	2,608
	<u>115,818</u>	<u>111,339</u>	<u>104,335</u>
Annual surplus (deficit)	<u>(12,442)</u>	<u>17,792</u>	<u>42,000</u>
Accumulated surplus, beginning of year	618,048	618,048	577,758
Prior period adjustment (note 2)	-	-	(1,710)
Accumulated surplus, beginning of year, as restated	-	618,048	576,048
Accumulated surplus, end of year	<u>\$ 605,606</u>	<u>\$ 635,840</u>	<u>\$ 618,048</u>

The Corporation of the Town of Aurora
Consolidated Statement of Change in Net Financial Assets

For the year ended December 31	Budget 2022	2022	2021
(Dollar amounts presented in '000's)			Restated (Note 2)
	(note)		
Annual surplus (deficit)	\$ (12,442)	\$ 17,792	\$ 42,000
Amortization of tangible capital assets	19,107	19,107	17,467
Net proceeds on disposal of tangible capital assets	-	132	250
Loss on disposal of tangible capital assets	-	2,201	354
Acquisition of tangible capital assets	-	(34,393)	(32,867)
Assumed infrastructure assets	-	(11,599)	(17,591)
Prior period adjustment (note 2)	-	-	1,710
Change in prepaid expenses	-	(304)	(138)
Change in net financial assets	6,665	(7,064)	11,185
Net financial assets, beginning of year	89,522	89,522	80,047
Prior period adjustment (note 2)	-	-	(1,710)
Net financial assets, beginning of year, as restated	-	-	78,337
Net financial assets, end of year	\$ 96,187	\$ 82,458	\$ 89,522

The Corporation of the Town of Aurora
Consolidated Statement of Cash Flows

For the year ended December 31	2022	2021
(dollar amounts presented in '000's)		Restated (Note 2)
Operating transactions		
Annual surplus	\$ 17,792	\$ 42,000
Non-cash charges to operations:		
Amortization of tangible capital assets	19,107	17,467
Loss on disposal of tangible capital assets	2,201	354
Assumed infrastructure assets	(11,599)	(17,591)
Changes in non-cash operating working capital:		
Taxes receivable	1,830	3,682
User fees receivable	34	740
Accounts receivable	1,340	(5,448)
Accounts payable and accrued liabilities	(8,503)	3,603
Deposits	1,368	4,109
Deferred revenue	8,675	1,097
Employee benefits liabilities	151	140
Prepaid expenses	(304)	(138)
Total Operating Transactions	32,092	50,015
Capital transactions		
Acquisition of tangible capital assets	(34,393)	(32,867)
Net proceeds on disposal of tangible capital assets	132	250
Total Capital Transactions	(34,261)	(32,617)
Investing transactions		
Purchase of portfolio investments, net	(14,197)	(25,791)
Financing transactions		
Advances / (principal repayments) on long-term liabilities	(1,359)	3,870
Advances of bank indebtedness	16,238	6,638
Total Financing Transactions	14,879	10,508
Increase (decrease) in cash	(1,487)	2,115
Cash, beginning of year	12,161	10,046
Cash, end of year	\$ 10,674	\$ 12,161

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

1. Summary of Significant Accounting Policies

The Corporation of the Town of Aurora (the "Town") is a municipality in the Province of Ontario. The Town conducts its operations guided by the provisions of provincial statutes such as the Municipal Act, Municipal Affairs Act and related legislation.

(a) Management's Responsibility

The consolidated financial statements of the Town are the responsibility of management. They have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board ("PSAB") of The Chartered Professional Accountants of Canada.

(b) Basis of Consolidation

The consolidated financial statements reflect the assets, liabilities, revenue, expenditures and fund balances of the Town and the Aurora Public Library Board (the "Board"). The Board is accountable for the administration of its financial affairs and resources to the Town and it owned by the Town. All inter-organizational and inter-fund transactions and balances are eliminated.

All inter-organizational and inter-fund transactions and balances are eliminated.

(c) Non-consolidated entities

The following regional municipality and local boards are not consolidated and should be contacted directly if examination of their annual financial statements is desired:

- The Regional Municipality of York ("Region of York");
- The York Region District School Board;
- The York Catholic District School Board;
- Aurora Business Improvement Area Inc.

The Town collects and administers tax levies on behalf of these entities. These tax levies are not recorded in the Town's financial statements.

(d) Basis of Accounting

Revenue and expenses are reported on the accrual basis of accounting whereby revenue is recognized as it is earned and measurable; and expenses are recognized in the period that goods and services are acquired, a liability is incurred, or transfers are due.

(e) Government Transfers

Government transfers, which include legislative grants, are recognized in the consolidated financial statements in the period in which the events giving rise to the transfers occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made, except to the extent possible that the transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the consolidated statement of operations as the stipulated liabilities are settled.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

(f) Tangible Capital Assets

Tangible capital assets are non-financial assets that are not generally available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Tangible capital assets are recorded at cost, less accumulated amortization. Cost includes all costs directly attributable to acquisition, construction, development or betterment of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the donation, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset using the following rates.

Buildings	10 - 50 years
Landscaping & Other	5 - 20 years
Vehicles	7 - 15 years
Other	
Computer and other	4 - 10 years
Machinery and Equipment	7 - 20 years
Library Collection	7 years
Facilities (excluding Buildings)	5 - 50 years
Transportation Infrastructure	
Roads	20 - 36 years
Signage	1 - 36 years
Bridges and Other Structures	15 - 40 years
Environmental Infrastructure	
Underground and Other Networks	15 - 100 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal.

Tangible capital assets under construction are not amortized until such time that they are available for productive use.

Tangible capital assets are reviewed for impairment whenever events or changes in circumstances indicate that a tangible capital asset no longer contributes to the Town's ability to provide goods and services or that the value of the future economic benefits associated with the tangible capital assets is below the carrying value. Tangible capital assets to be disposed of would be separately presented in the statement of financial position and reported at the lower of carrying amount or fair market value less costs to sell, and are no longer amortized. The tangible capital assets classified as held-for-sale would be presented separately in the appropriate asset section of the statement of financial position. No impairment was identified during the year.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

1. Summary of Significant Accounting Policies (continued)

(g) Non-pension Post-employment Benefits, Compensated Absences & Termination Benefits

The Town accrues its obligations under employee benefit plans as the employees render the services necessary to earn employee future benefits. The Town has adopted the following valuation methods and assumptions:

- a) Actuarial cost method:
Accrued benefit obligations are computed using the projected benefit method prorated on service, as defined in PSAB 3250 and PSAB 3255. The objective under this method is to expense each member's benefit under the plan taking into consideration projections of benefit costs to and during retirement. Under this method an equal portion of total estimated future benefit is attributed to each year of service.
- b) Accounting policies:
Actuarial gains and losses are amortized on a linear basis over the expected average remaining service life ("EARSLS") (expected remaining payment period in respect of the retiring allowance) of members expected to receive benefits under the plan, with amortization commencing in the period following the determination of the gain or loss. Obligations are attributed to the period beginning on the member's date of hire and ending on the expected date of termination, death or retirement, depending on the benefit value.
- c) Workplace Safety and Insurance Board (WSIB):
The costs of WSIB obligations are actuarially determined and are expensed in the period they occur. Any actuarial gains and losses that are related to WSIB benefits are recognized immediately in the period they arise.

(h) Pension agreements

The Town makes contributions to the Ontario Municipal Employees' Retirement System ("OMERS"), a multi-employer public sector pension fund, based on the principles of a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees on the basis of predefined retirement age, length of eligible service and rates of remuneration over a fixed period of time.

Because OMERS is a multi-employer pension plan, any pension plan surpluses or deficits are a joint responsibility of all participating Ontario municipalities and their employees. As a result, the Town does not recognize any share of the OMERS pension surplus or deficit. Accordingly, contributions made during the year are expensed.

(i) Deposits

The Town receives deposits on building permits and site plan applications that ensure restitution of any potential damage caused by the developer. These deposits are held in trust until the work has been completed, at which point in time, the deposit is returned.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

(j) Deferred Revenue

Deferred revenue represents user charges and fees which have been collected, but for which the related services have yet to be performed. These amounts will be recognized as revenue in the fiscal year the services are performed.

The Town receives development charges under the authority of provincial legislation and Town by-laws. These funds, by their nature, are restricted in their use and, until applied to specific capital works, are recorded as deferred revenue (obligatory reserve funds).

(k) Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the allowance for doubtful accounts, taxes receivable, post-employment benefits liabilities, accrued liabilities, the net amount of development charges, the estimated useful lives of tangible capital assets, fair value of assumed infrastructure assets and valuation of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

(l) Assumed Infrastructure Assets

Subdivision streets, lighting, sidewalks, drainage, and other infrastructure and in some instances park fixtures and trail networks are required to be provided by subdivision developers. Upon completion they are assumed by the Town and recorded at fair value at the date of assumption. The Town is generally not involved in the construction of these assets. In some instances, the Town may construct these assets on the developer's behalf on a fully cost recoverable basis. Under either scenario the Town does not budget for the contributions from the developer or the capital expenditure.

(m) Revenue Recognition

Revenues are recognized as follows:

- a) Taxation revenue is recognized as revenue when it is authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. Related penalties and interest are recognized as revenue in the year that they are earned. As the Town's total taxes receivable are based on management's best estimates at the time, it is possible for the final amount collected to differ as a result of property value reassessments arising from audits, appeals or court decisions.
- b) User fees and other revenues are reported when a performance obligation has been satisfied through the delivery of a good or service or when authority to claim or retain an economic inflow exists and a past transaction or event that gives rise to an asset has been identified.
- c) Grants
 - Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled.
 - Unconditional grant revenue is recognized when monies are receivable.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

- d) Investment income earned on surplus funds is reported as revenue in the period earned.

Investment income earned on deferred revenue amounts such as development charges and parkland allowances, is added to the associated funds and forms part of the respective deferred revenue balance.

Investment income earned on the Town's reserve fund balances is added to the associated funds and forms part of the respective period ending reserve fund balance. Reserve fund balances in a debit (over-allocated) position are similarly charged interest.

- e) Development related fees and charges are recognized over the period of services or when required expenses occur if applicable, net of development credits.

2. Restatement of Prior Period

Work in Progress Balance Re-Statement:

In 2019, the Town commenced construction of a new Headquarters and training centre (the "project") in support of its shared fire services provider, Central York Fire Services (CYFS). The two beneficiary municipalities being the Towns of Aurora and Newmarket, as well as CYFS entered into an agreement to share the costs of this new construction (the "Agreement"). According to the Agreement, the cost sharing percentages between the Towns of Aurora and Newmarket are 40.4% and 59.6%, respectively. Throughout the construction period, CYFS also provided additional funding to both parties. Up until the end of 2021, as the Project lead the Town of Aurora captured the Project's full gross cost within its tangible capital asset work in progress balance instead of its net cost after applying any cost recoveries from the Town of Newmarket. In addition, the cost recoveries from the Town of Newmarket were incorrectly recorded as revenue.

This oversight was discovered in 2022 at the time of this Project's capitalization; thus necessitating a restatement of the Town's prior period's work in progress balance and revenue.

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

2. Restatement of Prior Period (continued)

The net effect of the above noted prior period adjustment is as follows:

	Balance previously Reported	Restatement Adjustment	Restated Balance
Statement of Financial Position:			
Decrease in tangible capital assets as at \$ Jan. 1, 2021	497,632	\$ (1,710)	\$ 495,922
Decrease in tangible capital assets as at Dec. 31, 2021	534,266	(5,957)	528,309
Decrease in accumulated surplus as at Dec. 31, 2021	\$ 624,005	\$ (5,957)	\$ 618,048
Statement of Operations:			
Decrease in accumulated surplus, Jan. 1, 2021	\$ 577,758	\$ (1,710)	\$ 576,048
Decrease in grant revenue for the year ended Dec. 31, 2021	13,658	(2,425)	11,233
Decrease in other revenue for the year ended Dec. 31, 2021	16,211	(1,822)	14,389
Decrease in accumulated surplus, as at Dec. 31, 2021	\$ 624,005	\$ (5,957)	\$ 618,048
Decrease in annual surplus for the year ended Dec. 31, 2021	\$ 46,247	\$ (4,247)	\$ 42,000
Statement of Cash Flows			
Decrease in annual surplus for the year ended Dec. 31, 2021	46,247	(4,247)	42,000
Decrease in acquisition of TCA for the year ended Dec. 31, 2021	(37,114)	4,247	(32,867)

3. Cash

The Town's bank accounts are held at a chartered bank. The bank accounts earn interest at composite prime rate minus 1.95. As at December 31, 2022, the rate is 4.50% (2021 - 0.70%).

The Town has an overdraft credit facility agreement with a chartered Bank, to be used for day to day operations. The maximum credit limit is \$1,000 with interest calculated using the composite prime rate minus 0.25%. As at December 31, 2022, the rate is 6.20% (2021 - 2.20%) and the outstanding balance is \$Nil (2021 - \$Nil).

The Town has letters of credit outstanding with the bank as at December 31, 2022 of \$486,208 (2021 - \$486,208), which were required by its utilities provider for security on a development project.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

4. Budget Reconciliation

The Budget for 2022 adopted by Council on December 14, 2021 was prepared on a basis not consistent with that used to report actual results (Canadian public sector accounting standards). The budget was prepared on a modified accrual basis, while Canadian public sector accounting standards now require financial statements to be prepared on a full accrual basis. Accordingly, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the statements of operations and change in net financial assets represent the 2022 budget adopted by Council with adjustments as follows:

	Revenue	Expense	Net
Council approved budget:			
Operating - Town & Library	\$ 78,413	\$ 78,413	\$ -
Operating - water/sewer	29,773	29,773	-
Capital (for multiple years)	-	12,982	(12,982)
Total Council approved budget	108,186	121,168	(12,982)
Less: Multiple years capital	-	(12,982)	12,982
debt principal payments ¹	-	(1,139)	1,139
Plus: 2022 Non-TCA capital	-	4,917	(4,917)
transfers to/from other funds ²	(4,827)	(15,253)	10,426
transfers from deferred revenue	17	-	17
amortization expense ³	-	19,107	(19,107)
Adjusted budget per the consolidated statement of operations	\$ 103,376	\$ 115,818	\$ (12,442)

¹ "Debt principal payments" are considered a repayment of a long-term liability and are not considered an expense under accrual accounting - only the related interest portion remains a valid expense under accrual accounting.

² "Transfers to/from other funds" represents transfer to/from reserves for expenditures and is not considered a revenue source under accrual accounting.

³ Under accrual accounting, costs related to the acquisition of "Tangible Capital Assets" are recorded on the balance sheet - only the amortization of existing Tangible Capital Assets is included as an expense.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

5. Portfolio Investments

Portfolio investments are comprised of fixed income securities that are primarily federal, provincial and municipal government bonds, debentures and promissory notes and bearer deposits that mature after more than 90 days. Portfolio investments are recorded at amortized cost. Discounts and premiums arising on the purchase of these investments are amortized over the term of the investments. If there is a loss of value that is other than a temporary decline in value, the respective investment will be written down to market value to recognize the loss in the consolidated statement of operations.

As of December 31, 2022, the Town's investments measured at amortized cost exceed market value, representing a temporary decline in market value but no decline in the amortized cost value is reported. There is no impairment due to the low-risk nature of the investments, the high credit ratings of the issuers, and the Town's intention to hold these investments to their maturities.

Portfolio investments of \$170,169 (2021 - \$155,972) have a market value of \$169,690 (2021 - \$165,830).

6. Bank Indebtedness

For the purposes of constructing Town Square consisting of a new multi-purpose building, new outdoor square, bridge between the existing library and new multi-purpose building and enhancements to existing nearby buildings, the Town has arranged for a construction line of credit through Infrastructure Ontario. The line of credit is fully open, bears a monthly variable interest rate and interest is paid monthly. As of December 31, 2022, the interest rate is 4.41% (2021 - 0.96%). The line of credit is to be refinanced within 120 days of completion of the project. It is the Town's intent to refinance any balance remaining on its line of credit upon substantial completion of this project.

As of December 31, 2022 the Town has received a total of \$25,575,800 in advances from Infrastructure Ontario resulting in an outstanding balance of \$25,575,800 related to this line of credit.

Subsequent to year end, \$14,875,600 of this line of credit balance was repaid, leaving a remaining balance of \$10,700,200.

7. Deposits

	2022	2021
Opening Balance	7,701	3,592
Receipts	3,799	4,706
Refunds	(2,431)	(597)
Ending Balance	9,069	7,701

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

8. Deferred Revenue

		2022			
		Beginning Balance	Cash Receipts	Revenue Recognized	Ending Balance
Deferred Revenue - Obligatory:					
Development charges	\$	18,698	8,284	(3,089)	\$ 23,893
Parkland purposes		19,773	5,364	(10)	25,127
Federal Gas Tax		5,193	1,845	(3,371)	3,667
Provincial Grants		2,485	1,070	(2,022)	1,533
Revenue Deferral-General:		4,858	8,517	(7,913)	5,462
	\$	51,007	25,080	(16,405)	\$ 59,682

		2021			
		Beginning Balance	Cash Receipts	Revenue Recognized	Ending Balance
Deferred Revenue - Obligatory:					
Development charges	\$	23,402	11,095	(15,799)	\$ 18,698
Parkland purposes		14,787	5,054	(68)	19,773
Federal Gas Tax		7,529	3,609	(5,945)	5,193
Provincial Grants		1,817	1,750	(1,082)	2,485
Revenue Deferral-General:		2,375	6,967	(4,484)	4,858
	\$	49,910	28,475	(27,378)	\$ 51,007

9. Employee Benefits Liabilities

	2022	2021
Post-employment benefits	\$ 1,168	\$ 1,118
Accrued sick leave	727	638
	1,895	1,756
WSIB benefits	86	74
	\$ 1,981	\$ 1,830

Post-employment benefits and accrued sick leave

Post-employment benefits are health and dental benefits that are provided to early retirees and employees currently on a long term disability. The Town recognizes these post-employment costs as they are earned during the employee's tenure of service.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

9. Employee Benefits Liabilities (continued)

The accrued benefit obligations for the Town's post-employment benefits and accrued sick leave liabilities as at December 31, 2022 are as follows:

	2022	2021
Accrued benefit obligation, beginning of year	\$ 2,091	\$ 2,038
Add: Benefit expense	186	176
Interest cost	73	71
Less: Benefits paid for the period	(197)	(194)
Accrued benefit obligation, end of year	2,153	2,091
Unamortized actuarial losses	(258)	(335)
Accrued benefit liability	\$ 1,895	\$ 1,756

The accrued benefit obligations for the Town's post-employment benefits liability and accrued sick leave as at December 31, 2022 are based on actuarial valuations for accounting purposes as at December 31, 2019 with projections to December 31, 2022. These actuarial valuations were based on assumptions about future events. The economic assumptions used in these valuations are management's best estimates of expected rates of:

	2022	2021
Expected future inflation rates	1.75%	1.75%
Discount on accrued benefit obligations	3.50%	3.50%
Drug costs escalation	6.75%	6.75%
Other health care costs escalation	6.75%	6.75%
Dental costs escalation	3.75%	3.75%

Amortization of actuarial losses during the year was \$76,744 (2021 - \$76,621)

The amount of benefits paid by the Town during the year was \$58 (2021 - \$73).

Workplace Safety and Insurance Board (WSIB) benefits

The Town is a Schedule 2 employer under the Workplace Safety and Insurance Act and, as such, assumes responsibility for financing its workplace safety and insurance costs. The accrued WSIB benefit obligations for the Town's WSIB benefits liability as at December 31, 2022 are based on actuarial valuations for accounting purposes as at December 31, 2022 with projections to December 31, 2025. These actuarial valuations were based on assumptions about future events.

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

10. Net Long-term Liabilities

	<u>2022</u>	<u>2021</u>
Debenture, bearing interest at 2.29%, maturing in March 2026. Principal and interest is repayable in semi-annual installments of \$184.	\$ 1,229	\$ 1,563
Debenture, bearing interest at 4.37%, maturing in September 2025. Principal and interest is repayable in semi-annual installments of \$160.	892	1,165
Debenture, bearing interest at 2.85%, maturing in May 2023. Principal and interest is repayable in semi-annual installments of \$318 ⁽ⁱ⁾ .	3,217	3,749
Debenture, bearing interest at 2.65%, maturing in July 2041. Principal and interest is repayable in semi-annual installments of \$109.	3,245	3,375
Debenture, bearing interest at 2.42%, maturing in July 2036. Principal and interest is repayable in semi-annual installments of \$64.	1,510	1,600
	<u>\$ 10,093</u>	<u>\$ 11,452</u>

Principal repayments for each of the next five years and thereafter are as follows:

2023	\$ 1,399
2024	1,441
2025	1,485
2026	1,022
2027	863
Thereafter	<u>3,883</u>
	<u>\$ 10,093</u>

The interest expense related to the above long-term debt was \$312 (2021 - \$219).

The Town's debenture maturing in September 2025 was issued by The Regional Municipality of York in the name of the Town to fund the construction of a recreation complex. The remaining four debentures were issued by Infrastructure Ontario in the name of the Town of Aurora to fund the Town's conversion of all streetlights to LED, construction of Joint

Operations Centre, construction of Hallmark Baseball Diamonds and purchase and fit-up of the Aurora Sports Dome, respectively. These long-term liabilities have been approved by municipal and regional by-law. The annual principal and interest payments required to service these liabilities are within the annual debt repayment limit prescribed by the Ministry of Municipal Affairs and Housing.

(i) Subsequent to year end, this debenture was fully repaid.

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

11. Accumulated Surplus

Accumulated surplus is comprised of the following:

	2022	2021
		Restated (Note 2)
Non Financial Surpluses		
General revenue	\$ (32,064)	\$ (13,606)
Invested in tangible capital assets	552,861	528,309
Less: financed by long-term liabilities	(10,093)	(11,452)
Total non-financial surpluses	510,704	503,251
Reserves set aside by Council for Infrastructure		
Infrastructure Sustainability - Water Rate Funded	28,174	22,930
Infrastructure Sustainability - Tax Rate Funded	33,691	23,964
	61,865	46,894
Reserve funds, set aside for specific purposes by Council	29,976	34,064
Reserves for proceeds received from 2005 sale of Aurora Hydro	33,295	33,839
Total reserves and reserve funds	125,136	114,797
Accumulated surplus	\$ 635,840	\$ 618,048

12. Net Taxation

	2022	2021
Total taxes levies by the Town	\$ 54,806	\$ 51,875
Total taxes levies administered by the Town:		
Taxes levied on behalf of the Boards of Education	40,700	39,202
Taxes levied on behalf of the Region of York	63,243	60,144
Aurora Business Improvement Area	37	30
	\$ 103,980	\$ 99,376

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

13. Grants Revenue

	2022	2021
Federal	\$ 3,694	\$ 6,157
Provincial	5,190	4,614
Other	2,225	462
	<u>\$ 11,109</u>	<u>\$ 11,233</u>

14. Other Revenue

	2022	2021
Penalties and interest on taxes	\$ 1,565	\$ 1,702
Fines	253	187
Licenses, permits and fees	4,609	4,255
Interest income	4,687	3,687
Other	1,257	4,005
	<u>\$ 12,371</u>	<u>\$ 13,836</u>

15. Pension Agreements

OMERS provides pension services to almost 500,000 active and retired members and their approximately 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2022. The results of this valuation disclosed total actuarial liabilities of \$130,306 million in respect of benefits accrued for service with actuarial assets at that date of \$123,628 million indicating an actuarial deficit of \$6,678 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the town does not recognize any share of the OMERS pension surplus or deficit.

Contributions in 2022 ranged from 9.0% to 14.6% depending on the level of earnings. As a result, \$2,516 (2021 - \$2,411) was contributed to OMERS for current year services.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

16. Insurance Coverage

The Town is self-insured for insurance claims up to \$10 for any individual claim and for any number of claims arising out of a single occurrence.

Claim costs during the year amounted to \$65 (2021 - \$37).

The Town has made provisions for reserves for self-insurance claims under \$10 to be used for those claims that exceed the sum provided for in the annual budget. These reserves are reported on the Financial Statement Operations and Accumulated Surplus under reserves set aside by Council. In 2013, the Insurance stand alone reserve was collapsed into the Town's general Tax Rate Stabilization Reserve; this reserve will be similarly accessible for this purpose. The balance of the Tax Rate Stabilization Reserve as of December 31, 2022 was \$6,276 (2021 - \$9,306).

17. Contingencies

The Town is subject to various legal claims arising in the normal course of its operations. The ultimate outcome of these claims cannot be determined at this time; therefore, no amounts have been recorded in these financial statements. The Town's management believe that the ultimate disposition of these matters will not have a material adverse effect on its financial position.

18. Contractual Obligations

The Town committed contractual obligations on major capital projects of approximately \$29,572 during 2022, which have various contract completion dates.

Effective January 1, 2002, the Town entered into an agreement with the Town of Newmarket with respect to the provision of Fire and Emergency services. Under the Agreement, the Town of Newmarket assumed responsibility for the combined Central York Fire Services. The cost of these services is shared between the two municipalities on the basis of a pre-defined cost sharing formula. The Town's share of costs for the year was \$12,294 (2021 - \$11,956).

19. Segment Information

The Town is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed in the Consolidated Schedule of Segment Disclosure. The nature of the segments and the activities they encompass are as follows:

Taxation Revenue

The Town's primary source of funding for its operations is achieved through property taxes levied against property owners.

Governance & Corporate Support

This functional segment includes The Mayor's office and Council, CAO Office, Legislative Services, Legal, Communication, Information Technology and Financial Services, and all other support services.

The Corporation of the Town of Aurora

Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

19. Segment Information (continued)

Fire & Emergency Services

Central York Fire Services provides fire and emergency services to the residents of Aurora and Newmarket. The cost the Town paid for these services is described in Note .

Building, Bylaw & Licensing Services

The Town issues a variety of licenses and permits. This segment ensures an acceptable quality of building construction and maintenance of properties through enforcement of construction codes, building standards and by-laws for the protection of occupants. It enforces all zoning by-laws and the processing of building permit applications.

Roads & Related Services

This segment represents the reconstruction, repair, maintenance works and winter control services provided to the Town's roads, sidewalks, street lighting, walkways and bridges.

Environmental Services

This segment represents the water/sewer services and waste management services provided by the Public Works Department.

Community Programs & Events

This segment represents the services that the Parks & Recreation Services Department provided through community programs and special events.

Parks & Facilities

This segment maintains numerous recreation facilities, as well as indoor community space for booking and community use. It also maintains parks and playgrounds, open spaces and a vast trail system.

Public Library Services

This segment of library services covers the Library Board and The Town's library expenses. The funding from the Town to the Library Board is eliminated before the segment amount is determined.

Planning & Development

This functional segment manages the Town's urban development through the development application process. It also oversees community economic development, environmental concerns, heritage matters, local neighbourhoods, and the Town's Official Plan.

20. Tangible Capital Assets Under Construction

Tangible capital assets under construction and other capital work in progress by the Town having a value of \$69,243 (2021 - \$76,815) have not been amortized. Amortization of these assets will commence when these noted assets are put into service. This value excludes any developer constructed assets which have yet to be assumed.

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

21. Tangible Capital Assets

	2022									
	General					Infrastructure				Total
	Land	Buildings	Vehicles	Computer and other	Facilities	Roads	Bridges and Other Structures	Underground and Other Networks	Assets Under Construction	
Cost										
Balance, beginning of year	\$ 111,958	\$ 117,502	\$ 13,017	\$ 9,553	\$ 38,480	\$ 117,377	\$ 23,974	\$ 262,556	\$ 76,815	\$ 771,232
Add: Additions during the year	1	646	684	734	563	55	-	245	31,465	34,393
Add: Donations and transfers	-	21,464	-	-	6,723	10,453	1,899	8,638	(37,578)	11,599
Less: Disposals during the year	-	(120)	(574)	(353)	(1,054)	(180)	(28)	(504)	(1,459)	(4,272)
Balance, end of year	111,959	139,492	13,127	9,934	44,712	127,705	25,845	270,935	69,243	812,952
Accumulated amortization										
Balance, beginning of year	-	55,784	6,817	6,611	14,681	51,799	17,839	89,392	-	242,923
Add: Amortization during the year	-	5,636	1,048	845	1,513	4,603	606	4,856	-	19,107
Less: Amortization on disposals	-	(60)	(574)	(353)	(496)	(132)	(28)	(296)	-	(1,939)
Balance, end of year	-	61,360	7,291	7,103	15,698	56,270	18,417	93,952	-	260,091
Net book value of tangible capital assets	\$ 111,959	78,132	5,836	2,831	29,014	71,435	7,428	176,983	69,243	552,861

The Corporation of the Town of Aurora
Notes to the Consolidated Financial Statements

December 31, 2022

(Dollar amounts presented in '000's)

21. Tangible Capital Assets (continued)

	2021 Restated (Note 2)									
	General					Infrastructure				Total
	Land	Buildings	Vehicles	Computer and other	Facilities	Roads	Bridges and Other Structures	Underground and Other Networks	Assets Under Construction	
Cost										
Balance, beginning of year	\$ 111,958	\$ 116,325	\$ 11,820	\$ 9,096	\$ 31,007	\$ 108,381	\$ 23,207	\$ 251,067	\$ 61,923	\$ 724,784
Add: Additions during the year		1,363	2,131	774	59	46	-	85	28,409	32,867
Add: Donations and transfers	-	33	-	51	7,453	9,213	803	11,525	(11,458)	17,620
Less: Restatement Adjustment (note 2)	-	-	-	-	-	-	-	-	(1,710)	(1,710)
Less: Disposals during the year	-	(219)	(934)	(368)	(39)	(263)	(36)	(121)	(349)	(2,329)
Balance, end of year	111,958	117,502	13,017	9,553	38,480	117,377	23,974	262,556	76,815	771,232
Accumulated amortization										
Balance, beginning of year	-	50,667	6,770	6,071	13,516	48,269	17,190	84,669	-	227,152
Add: Amortization during the year	-	5,207	953	908	1,204	3,683	682	4,830	-	17,467
Less: Amortization on disposals	-	(90)	(906)	(368)	(39)	(153)	(33)	(107)	-	(1,696)
Balance, end of year	-	55,784	6,817	6,611	14,681	51,799	17,839	89,392	-	242,923
Net book value of tangible capital assets	\$ 111,958	\$ 61,718	\$ 6,200	\$ 2,942	\$ 23,799	\$ 65,578	\$ 6,135	\$ 173,164	\$ 76,815	\$ 528,309

The Corporation of the Town of Aurora
Consolidated Schedule of Segmented Disclosure
Schedule 1

December 31, 2022

(Dollar amounts presented in '000's)

	2022										
	Taxation Revenue	Governance & Corporate Support	Fire & Emergency Services	Bylaw & Licensing Services	Roads & Related Services	Environmental Services	Community Programs & Events	Parks & Facilities	Public Library Services	Planning & Development	Consolidated
Revenue											
Taxation	\$ 54,806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,806
User fees	-	509	236	359	1,966	30,466	5,041	1,207	9	1,654	41,447
Grants	-	490	1,854	59	6,296	1,162	1,137	32	45	34	11,109
Loss on disposal of tangible capital assets	-	(50)	-	-	(460)	(629)	(194)	(868)	-	-	(2,201)
Assumed infrastructure assets	-	-	-	-	4,212	7,387	-	-	-	-	11,599
Other	-	5,083	(382)	3,165	622	1,230	469	882	24	1,278	12,371
Total Revenue	54,806	6,032	1,708	3,583	12,636	39,616	6,453	1,253	78	2,966	129,131
Expenses											
Salaries, wages and benefits	-	10,625	-	3,778	3,649	1,028	3,932	7,443	2,940	1,709	35,104
Amortization	-	6,701	318	-	4,807	5,239	-	1,513	529	-	19,107
Materials and supplies	-	207	-	60	1,519	2,618	343	562	293	6	5,608
Contracted services	-	1,483	14,392	213	2,316	23,212	1,395	6,546	276	382	50,215
Interest on long-term liabilities	-	-	-	-	-	-	-	676	-	-	676
Others	-	324	-	-	7	143	110	10	-	35	629
Total Expenses	-	19,340	14,710	4,051	12,298	32,240	5,780	16,750	4,038	2,132	111,339
Annual Surplus (Deficit)	\$ 54,806	\$ (13,308)	\$ (13,002)	\$ (468)	\$ 338	\$ 7,376	\$ 673	\$ (15,497)	\$ (3,960)	\$ 834	\$ 17,792

The Corporation of the Town of Aurora
Consolidated Schedule of Segmented Disclosure
Schedule 1

December 31, 2022

(Dollar amounts presented in '000's)

	2021										
	Taxation Revenue	Governance & Corporate Support	Fire & Emergency Services	Bylaw & Licensing Services	Roads & Related Services	Environmental Services	Community Programs & Events	Parks & Facilities	Public Library Services	Planning & Development	Consolidated
Revenue											
Taxation	\$ 51,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	51,875
User fees	-	720	560	497	1,288	29,638	3,012	10,870	2,757	2,259	51,601
Grants	-	268	-	50	6,232	616	3,931	91	45	-	11,233
Loss on disposal of tangible capital assets	-	-	-	-	(206)	(140)	-	(8)	-	-	(354)
Assumed infrastructure assets	-	-	-	-	7,532	10,009	-	50	-	-	17,591
Other	-	7,452	935	2,772	242	939	265	458	4	1,322	14,389
Total Revenue	51,875	8,440	1,495	3,319	15,088	41,062	7,208	11,461	2,806	3,581	146,335
Expenses											
Salaries, wages and benefits	-	8,099	-	3,585	3,583	984	3,154	6,664	2,693	1,702	30,464
Amortization	-	6,334	305	-	4,033	5,190	-	1,204	545	-	17,611
Materials and supplies	-	541	35	49	1,245	2,409	268	501	272	5	5,325
Contracted services	-	2,677	10,552	274	2,207	26,429	1,035	5,392	348	685	49,599
Interest on long-term liabilities	-	-	-	-	-	-	-	196	-	-	196
Other	-	494	-	3	26	280	89	32	-	216	1,140
Total Expenses	-	18,145	10,892	3,911	11,094	35,292	4,546	13,989	3,858	2,608	104,335
Annual Surplus (Deficit)	\$ 51,875	\$ (9,705)	\$ (9,397)	\$ (592)	\$ 3,994	\$ 5,770	\$ 2,662	\$ (2,528)	\$ (1,052)	\$ 973	\$ 42,000

22. Comparative Information

The consolidated financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year excess of revenue over expenses.

KPMG LLP
Vaughan Metropolitan Centre
100 New Park Place, Suite 1400
Vaughan ON L4K 0J3
Canada
Tel 905-265-5900
Fax 905-265-6390

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Councilors of The Corporation of the Town of Aurora

Opinion

We have audited the consolidated financial statements of The Corporation of the Town of Aurora (the Entity), which comprise:

- the statement of financial position as at December 31, 2022
- the statement of operations and accumulated surplus for the year then ended
- the statement of change in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2022, and its results of operations, its change in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the **"Auditor's Responsibilities for the Audit of the Financial Statements"** section of our auditor's report.

We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Comparative Information

We draw attention to Note 2 to the financial statements ("Note 2"), which explains that certain comparative information presented for the year ended December 31, 2021 has been restated. Note 2 explains the reason for the restatement and also explains the adjustments that were applied to restate certain comparative information. Our opinion is not modified in respect of this matter.

Other Matter - Comparative Information

The financial statements for the year ended December 31, 2021, excluding the adjustments that were applied to restate certain comparative information, were audited by another auditor who expressed an unmodified opinion on those financial statements on July 11, 2022.

As part of our audit of the financial statements for the year ended December 31, 2022, we also audited the adjustments that were applied to restate certain comparative information presented for the year ended December 31, 2021. In our opinion, such adjustments are appropriate and have been properly applied.

Other than with respect to the adjustments that were applied to restate certain comparative information, we were not engaged to audit, review or apply any procedures to the financial statements for the year ended December 31, 2021. Accordingly, we do not express an opinion or any other form of assurance on those financial statements taken as a whole.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



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

Town of Aurora

Audit Committee Report

No. FIN23-029

Subject: 2022 Year-end Operating and Capital Results – As of Dec. 31, 2022

Prepared by: Tracy Evans, Financial Management Advisor

Department: Finance

Date: June 27, 2023

Recommendation

1. That Report No. FIN23-029 be received for information.

Executive Summary

This report presents to Council the year end financial performance of the Town's 2022 operating and capital budgets. In addition, information is provided on the disposition of the Town's operating budget surplus in accordance with the 2022 Surplus Control By-law No. 6455-22.

- Tax levy funded operations ended the year with a surplus of \$1,976,100
- Water, wastewater and storm water operations closed the fiscal year with an operating surplus of \$426,400
- The yearend surplus/deficit management bylaw authorizes the CAO and Treasurer to allocate portions of a yearend operating surplus to specific reserve accounts
- The Town's actual 2022 capital spend of \$35.4M was \$6.7M lower than the previously forecasted spend of \$42.1M

Background

To keep Council informed as to the financial status of the operating budget, Council was presented with interim forecast updates over the course of 2022. This report includes the yearend results now that the external audit is substantially complete.

The Town's auditors will present the 2022 draft financial statements to the Audit Committee for review and approval this evening. The audited financial statements are

June 27, 2023

2 of 12

Report No. FIN23-029

presented in a format consistent with the Public Sector Accounting Standards (PSAS). This budget is presented in a format consistent with the “traditional balanced municipal budget” approach. A reconciliation between these two formats is presented within the 2022 Audited Financial Statements and Audit report.

Analysis

Tax levy funded operations ended the year with a surplus of \$1,976,100

The Town’s tax levy funded operations finished the year with a surplus of \$1,976,100, representing a decrease of \$412,300 from the surplus that was reported as of October 31, 2022. Most of the reported surplus consists of savings on staffing, contracts and utilities within Community Services and higher than anticipated development driven revenues within Planning and Development Services. Development revenues are market driven and fluctuate from year-to-year.

A detailed break-down of the Town’s variance by department and division can be found in Attachment #1. This simplified report shows only the net budget amount, the ending position for each item and the variance to budget. Overall, the tax-funded budget for 2022 includes \$75,611,600 in approved expenditures, funded by \$21,407,500 in revenues consisting of user fees, charges, investment income and a total tax levy of \$54,204,100.

Table 1 presents a departmental summary of the variances.

Table 1
2022 Tax-Funded Operating Yearend Results

\$000s	Budget	Final Actuals	Variance Surplus/(Deficit)
Council	588.1	529.7	58.4
CAO	1,454.0	1,422.8	31.2
Corporate Services	5,567.7	5,456.5	111.2
Finance	6,172.4	5,389.8	782.6
Fire	12,294.9	12,294.1	0.8
Operational Services	11,230.2	11,659.3	(429.0)
Community Services	11,142.3	10,367.3	775.0
Planning & Development Services	735.2	(49.4)	784.6
Corporate Revenue & Expenses	5,019.2	5,262.7	(243.4)
Tax Levy	54,204.1	54,308.8	104.7
Total Operating			1,976.1

June 27, 2023

3 of 12

Report No. FIN23-029

The budget includes \$150,000 for salary gapping savings which is distributed across the departments. This recognizes that during the year there will be some staff turnover and periodic vacancies. Also included in the 2022 budget under Corporate Revenues & Expenses was an additional \$127,000 for the salary gapping on new positions to account for the July 1st start date. All associated new position savings were recognized within each applicable department.

The following identifies the 2022 year-end variances by department:

CAO and Council

Council and the Office of the CAO budgets ended 2022 with a surplus of \$89,600 on a net operating budget of \$2,042,100. This surplus mostly relates to consulting and conference savings.

Corporate Services

Corporate Services ended 2022 with a surplus of \$111,200 on a total net operating budget of \$5,567,700. This surplus is mostly attributable to savings in emergency preparedness operating expenses, salary & benefit savings due to vacancies as well as lower than anticipated animal shelter costs.

Finance

Finance ended 2022 with a surplus of \$782,600 on a net operating budget of \$6,172,400. This surplus mostly results from salary savings arising from temporary vacancies as well as savings in software licenses, telephone lines and Webex/zoom contract costs.

Fire Services

As of December 31, 2022, overall Central York Fire Services (CYFS) concluded the year with an operating deficit of \$34,900 on a total approved operating budget of \$29,538,800. This deficit was mostly attributable to a wage gapping transfer for Station 4-5 salary and benefits. Aurora's share of CYFS' total approved budget is \$12,294,900. As per normal practice, the CYFS deficit will be offset by an equal contribution from the shared CYFS general reserve, thus leaving the Town's portion of the Fire Services requirements as budgeted. Aurora's total Fire Services budget is \$12,294,900, with actuals of \$12,294,100 resulting in a minor surplus of \$800.

Operational Services

Operational Services, excluding water, wastewater & storm water services, ended 2022 with a deficit of \$429,000 on a net operating budget of \$11,230,200.

Key contributors to this deficit are \$270,000 in unplanned fuel and vehicle supply costs, as well as a \$240,000 deficit recognized under Road Network operations arising from a larger than anticipated allocation of staff time to this service due to a less demanding winter management season. \$88,000 in additional streetlight maintenance and arboricultural contract costs due to summer storm damage also contributed to this deficit. These unfavourable variances were partially offset by savings in waste and recycling collection of \$201,300 mostly as a result of the three-bag limit. Higher than anticipated ball diamond/soccer field permit revenues as a result of COVID-19 restrictions being lifted during the year also provided some relief.

As per the Town's winter control reserve policy, should winter management operations experience an annual savings, these savings will be allocated toward the winter control reserve. Winter management services recognized a total of \$228,200 in savings in 2022 mostly as a result of less staff time being required for this service. As per the Town's winter control reserve policy, these savings were transferred to the winter control reserve.

Salaries and wages are split between the tax levy and user rate (water, wastewater & storm water services) funded programs. In any given year, the exact extent of operational service staff support of tax levy or rate funded programs is difficult to accurately predict as such some variability is not unusual. Overall, the department's salaries and benefits for tax supported programs finished the year under budget by \$178,100. This is mainly due to savings in part-time within Park Operations for unbudgeted Summer Student Federal Grants, as well as crossing guard salary savings.

Community Services

Community Services ended 2022 with a \$775,000 surplus on a net operating budget of \$11,142,300. The key contributors to this surplus relate to savings of \$448,500 and \$167,700 for salary & benefits and contract savings, respectively. Facility operations utility savings of \$351,200 and larger than expected lease and grant revenues of \$370,800 also contributed to this favourable variance. These surpluses were partially offset by reduced revenues of \$228,500, \$403,600, and \$56,000 from community programs, sponsorship/advertising, and ice rentals, respectively.

The full Aurora Town Square budget (ATS) was consumed by the end of 2022, as a result no contribution or withdrawal from the Town's tax rate stabilization was undertaken. A total of \$704,000 in unused ATS operating funding has accumulated in the Tax Rate Stabilization reserve to date. These funds will remain available to be drawn upon as required in future years in the management of Aurora Town Square's one-time implementation and ongoing operating costs.

Planning & Development Services

Planning & Development Services ended 2022 with a surplus of \$784,600. This surplus is mostly attributable to higher than anticipated development driven engineering revenues of \$854,800 and vacant position savings of \$149,900.

Not included in this variance is a Building Services' surplus of \$831,800 resulting from larger than anticipated development driven revenues of \$551,000 and salary savings of \$280,800. As Building Services is a self-funded function as per provincial legislation, if it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve to balance its operating budget. If it recognizes excess revenues, these revenues are used to replenish its reserve. As per legislation, this surplus has been contributed to its dedicated reserve.

Corporate Revenues & Expenses

Corporate Revenues and Expenses ended 2022 with a deficit of \$243,500 on a net operating budget of \$5,019,200. The primary driver of this deficit relates to Town wide salary and benefit adjustments including the \$127,000 salary gapping savings relating to new positions during the first six months of the year. The offsetting gapping savings are reflected in the departmental variances. Other contributors to this variance are a year end investment income shortfall of \$250,000 partially offset by surpluses in tax penalty revenues and tax adjustments.

The Aurora Town Square debt carrying costs over the next year is expected to be under budget. In 2022, the only debt related costs were interest costs arising from the use of the construction line of credit. A total of \$25,800 in unspent ATS debt funds have been contributed to the Facilities Repair & Replacement reserve as planned.

Aurora Public Library Contribution

The Aurora Public Library experienced a surplus of \$100,600 from a total approved net operating budget of \$3,934,100, mostly attributable to salary savings. As per the Town's

surplus / deficit management bylaw, this surplus was returned to the Town and contributed to the Facility Repair & Replacement reserve.

Total Tax Levy

Overall, the Town collected \$104,700 more than what was budgeted in 2022. More specifically, this increase was attributable to the Town's final 2021 tax assessment growth upon which the 2022 tax levy is built, coming in higher than anticipated when the 2022 budgeted tax levy was established. Any additional revenues of this nature are firstly used in support of the Town's service delivery. Any unused funds at fiscal year end are allocated as per the yearend surplus/deficit management bylaw.

Water, wastewater and storm water operations closed the fiscal year with an operating surplus of \$426,400

The Town's user rate funded operations ended 2022 with a surplus \$426,400, representing a decrease of \$28,600 from the surplus that was reported as of October 31, 2022.

The final reported operating budget surplus is driven by favorable variances in storm water and wastewater services. The key contributors to the storm water services' variance was the receipt of an unplanned grant in support of stormwater facility reconstruction and contract savings. Delays in planned repair work contributed to the contract savings; this delayed work is to be completed in 2023.

The wastewater surplus of \$236,500 was mainly driven by contract savings, which stem from doing fewer emergency repairs than anticipated. Larger than anticipated sewer discharge fees being partially offset by higher than budgeted retail revenues have reduced the overall reported surplus.

The storm water and wastewater service surpluses are partially offset by an operating shortfall in water due to higher than anticipated contract repair expenses. Increased wholesale water costs, partially offset by increased retail revenues have also contributed to reported water service deficit.

The user rate funded operations budgets include fixed operational costs, funded by the net proceeds from the sale of water, wastewater and storm water services. These fixed operational costs include staff and service maintenance costs related to maintaining the infrastructure systems, water quality testing, and the billing and customer service functions. These costs are not directly impacted by the volume of water flowing through the system.

June 27, 2023

7 of 12

Report No. FIN23-029

Table 2 presents a summary of the Town's final year financial results for its user rate funded operations. More detail can be found in Attachment #2.

Table 2
2022 User Rate Yearend Results

\$000s	Forecast Surplus/(Deficit)
Water Services	(100.1)
Wastewater Services	236.5
Storm Water Services	290.0
Total User Rate Surplus (Deficit)	426.4

As required by legislation, each of these individual service budget variances must be brought into a balanced position at yearend. The appropriate contribution to or from the user rate funded reserves will be used to balance each of these service line budgets as per the Town's 2022 surplus / deficit management bylaw.

The yearend surplus/deficit management bylaw authorizes the CAO and Treasurer to allocate portions of a yearend operating surplus to specific reserve accounts

On September 20, 2022, the 2022 Surplus/Deficit Management By-law No. 6455-22 was passed. This bylaw authorizes the CAO and Treasurer to allocate portions of a yearend surplus to specific reserve accounts, or to offset a yearend operating deficit through a draw from specific reserve accounts as part of the yearend accounting processes. This separates a previous year's budget variance from that of the upcoming year's budget.

The year end surpluses and water services deficit were adjusted by transfers from/to reserves in accordance with the 2022 surplus/deficit management as follows:

Table 3
2022 Surplus Disposition

Reserve Transfer	Amount
Transfer to Roads Asset Management reserve	1,061,726
Transfer to Studies & Other reserve	523,041
Transfer from Water reserve	(100,261)
Transfer to Wastewater reserve	236,505
Transfer to Storm Water reserve	290,035
Tax Rate Stabilization reserve	391,454
Total	\$2,402,500

An additional \$130,186 in one-time excess supplementary tax revenues which were collected in 2022 were contributed to the Growth & New reserve as per the yearend surplus/deficit management bylaw.

The Town's actual 2022 capital spend of \$35.4M was \$6.7M lower than the previously forecasted spend of \$42.1M

The forecasted spend of \$42.1M represents the planned 2022 capital project cash outlay that was presented to Council as part of the Interim Forecast Update as of October 31, 2022. As many projects span multiple years, any planned amounts that are not spent in 2022 can be rolled forward to the following future years through the capital budget process, if needed.

The Town's 2022 actual capital spending for the year ending is \$6.7M (16%) lower than what was forecasted on October 31, 2022 for all approved capital projects. There may be many different reasons for why a given capital project's forecasted spend may not happen. A detailed breakdown of the Town's actual capital spend by individual capital project can be found in Attachment 3. A summary of the forecasted vs. actual capital spend in 2022 can be found under Table 4.

Table 4
Forecasted vs. Actual 2022 Capital Spending

\$000s	Planned / Budgeted Spend 2022	Forecasted Spend for 2022	Actual Spend for 2022	Variance: Forecast vs. Actuals
Growth & New	57,962.0	28,985.2	25,375.2	3,610.0
Asset Management	25,505.5	12,427.5	9,412.3	3,015.2
Studies & Other	1,523.1	775.2	636.3	138.9
Total	84,990.6	42,187.9	35,423.8	6,764.1

Attachment 3 presents the variance between each individual active capital project's actual spend compared to its forecasted spend for 2022 and provides a brief explanation for each identified material variance. The 2022 actual capital spend does not include any projects that were proposed for closure prior to April 30th, 2022; the list of the projects identified for closure over the course of 2022 was included under chapter 19 of the 2023 budget binder that was provided to Council on January 31, 2023.

June 27, 2023

9 of 12

Report No. FIN23-029

The following summary presents the 2022 capital variances between the most recent forecasted spend from October 31, 2022 and actual spend by department for its active capital projects.

CAO

The office of the CAO does not have any material variances of note.

Corporate Services

Overall, Corporate Services had actual capital spending of \$400K in 2022, which is \$152K lower than the forecasted annual spend. The key contributor to this variance includes the Administrative Monetary Penalty System (AMPS) Implementation which will continue into 2023.

Finance

Finance had actual capital spending of \$1.4M in 2022, which is \$1.3M lower than the forecasted annual spend. The key contributors to this variance include the Advanced Metering Infrastructure and Ethernet Switch Design projects due to delays in delivery of required equipment, an overestimation of 2022 requirements for computer & related infrastructure renewal, and the Financial System project of which its first phase went live on May 31, 2023, with its final phase scheduled to come online in July 2023.

Fire Services

Fire Services does not have any material variances of note.

Operational Services

Overall, Operational Services had actual capital spending of \$3.3M in 2022, which is \$405K lower than the forecasted annual spend. Significant contributors to this variance include the playground replacement and walkway repaving at Lambert Willson Park for approximately \$94K, the delayed delivery of a ¾ Ton Pick Up for the Roads Division for approximately \$75K, and trail construction at the Pandolfo/Glen Ridge development area for approximately \$65K.

Community Services

Community Services had actual capital spending of \$20.1M in 2022, which is \$3.0M lower than the forecasted annual spend. This variance is heavily driven by the actual 2022 spending for the Aurora Town Square project being \$2.2M less than forecasted.

This outstanding forecasted amount will be spent in 2023 when the project is expected to be substantially completed. The other major projects whose 2022 forecasted spending has been deferred to 2023 and beyond include the installation of backflow prevention meters in Town facilities and the implementation of recommendations identified in the Security Risk Assessment audit.

Planning & Development Services

Planning and Development Services had actual capital spending of \$6.8M in 2022, which is \$1.7M lower than the forecasted annual spend. The primary driver of this variance is that \$485K in forecasted capital spending relating to roads, traffic, sidewalks, water, and storm sewer projects which will be carried forward into 2023 as a result of construction delays. A further \$553K in project costs were not incurred as these projects were completed under budget.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

The Town's final tax levy or user rate funded operating budget surplus or deficit will be allocated by the CAO and Treasurer to / from various reserves as per the Surplus/Deficit Management bylaw.

In an effort to minimize the impact to the Town's reserves resulting from COVID-19, Safe Restart grant funding is used to offset any eligible COVID short-falls. A total of \$1,112,600 in Safe Recovery grant funding was allocated in support of the Town's 2022 operating budgets.

All final 2022 capital project expenditures have now been fully funded with their approved funding sources. Also, the next budget process will consider any unspent 2022 planned expenditures as part of its update to identified future year requirements for approved projects as part of the 10-year capital plan.

There are no other immediate financial implications arising from this report. Council fulfills its role, in part, by receiving and reviewing this financial status report on the operations of the municipality relative to the approved budget.

Communications Considerations

The Town of Aurora will use 'Inform' as the level of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision-making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform, this report will be posted to the Town's website.

Climate Change Considerations

The information contained within this report does not impact greenhouse gas emissions or impact climate change adaption.

Link to Strategic Plan

Outlining and understanding the Town's present financial status at strategic intervals throughout the year contributes to achieving the Strategic Plan guiding principle of "Leadership in Corporate Management" and improves transparency and accountability to the community.

Alternative(s) to the Recommendation

1. Not applicable.

Conclusions

Tax levy funded operations has concluded the fiscal year with a surplus of \$1,976,100 arising primarily from larger than anticipated development driven revenues such as engineering fees for lot grading, subdivisions and site plans, as well as salary and contract savings. These surpluses have been partially offset by COVID-19 driven operating losses.

User rate funded budget operations finished the fiscal year with a favourable budget variance of \$426,400.

The Town has spent \$6.7M less than what was forecasted for all active capital projects in 2022. Since the forecast was used to develop the 2023 capital budget, these capital cash outflows will be deferred and spent in 2023 and beyond resulting in no change to the capital budget authority.

Attachments

Attachment #1 – Tax Levy Funded Net Operating Forecast Update

Attachment #2 – Water Rate Funded Net Operating Forecast Update

Attachment #3 – Capital Project Forecast Update

Previous Reports

FIN22-023 – 2022 Interim Forecast Update – as of April 30, 2022

FIN22-036 – 2022 Interim Forecast Update – as of October 31, 2022

Pre-submission Review

Agenda Management Team review on June 1, 2023

Approvals

Approved by Rachel Wainwright-van Kessel, CPA, CMA, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer

Town of Aurora

Final NET Tax Levy Funded Operations Results

as at December 31, 2022

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 576.1	\$ 525.4	\$ 50.7	8.8 %
Council Programs/Grants	4.0	\$ -	\$ 4.0	100.0 %
Advisory Committees	8.0	\$ 4.3	\$ 3.7	46.3 %
Council Office Total	\$ 588.1	\$ 529.7	\$ 58.4	9.9 %
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 583.0	\$ 603.1	\$ (20.1)	(3.4 %)
Communications	871.0	\$ 819.7	\$ 51.3	5.9 %
Chief Administrative Office Total	\$ 1,454.0	\$ 1,422.8	\$ 31.2	2.1 %
Council and C.A.O. Combined	\$ 2,042.1	\$ 1,952.5	\$ 89.6	4.4 %
<u>CORPORATE SERVICES</u>				
Corporate Services Administration	\$ 489.8	\$ 523.9	\$ (34.1)	(7.0 %)
Legal Services	1,934.1	\$ 1,938.3	\$ (4.2)	(0.2 %)
Legislative & Administrative Services	816.9	\$ 756.4	\$ 60.5	7.4 %
Human Resources	1,132.8	\$ 1,060.6	\$ 72.2	6.4 %
Elections	98.0	\$ 98.0	\$ -	-
By-law Services	736.5	\$ 738.9	\$ (2.4)	(0.3 %)
Animal Control	316.0	\$ 306.2	\$ 9.8	3.1 %
Emergency Preparedness	43.6	\$ 34.2	\$ 9.4	21.6 %
Corporate Services Total	\$ 5,567.7	\$ 5,456.5	\$ 111.2	2.0 %
<u>FINANCE</u>				
Policy & Planning Administration	\$ 394.5	\$ 395.6	\$ (1.1)	(0.3 %)
Information Technology	3,558.7	\$ 2,837.4	\$ 721.3	20.3 %
Telecommunications	193.5	\$ 178.9	\$ 14.6	7.5 %
Financial Reporting & Revenue	671.3	\$ 676.4	\$ (5.1)	(0.8 %)
Financial Management	704.6	\$ 710.0	\$ (5.4)	(0.8 %)
Procurement Services	649.8	\$ 591.5	\$ 58.3	9.0 %
Finance Total	\$ 6,172.4	\$ 5,389.8	\$ 782.6	12.7 %
<u>FIRE SERVICES</u>				
Central York Fire	12,294.9	\$ 12,294.1	\$ 0.8	0.0 %
Total Fire Services	12,294.9	\$ 12,294.1	\$ 0.8	0.0 %
<u>Operational Services</u>				
Operational Services Administration	\$ 308.8	\$ 350.6	\$ (41.8)	(13.5 %)
Fleet & Equipment	903.9	\$ 1,242.9	\$ (339.0)	(37.5 %)
Winter Management	1,725.1	\$ 1,725.1	\$ -	-
Road Network Operations	2,730.5	\$ 3,048.9	\$ (318.4)	(11.7 %)
Parks/Open Spaces	3,040.6	\$ 2,971.7	\$ 68.9	2.3 %
Waste Collection & Recycling	2,521.3	\$ 2,320.0	\$ 201.3	8.0 %
Operational Services Total	\$ 11,230.2	\$ 11,659.2	\$ (429.0)	(3.8 %)

Town of Aurora

Final NET Tax Levy Funded Operations Results

as at December 31, 2022

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<u>Community Services</u>				
Community Services Administration	\$ 1,364.1	\$ 1,308.8	\$ 55.3	4.1 %
Customer Service	938.1	\$ 768.6	\$ 169.5	18.1 %
Business Support	(358.4)	\$ 134.1	\$ (492.5)	(137.4 %)
Recreational Programming/Community Dev. Facilities	2,346.5 6,852.0	\$ 1,709.1 \$ 6,446.7	\$ 637.4 \$ 405.3	27.2 % 5.9 %
Community Services Total	\$ 11,142.3	\$ 10,367.3	\$ 775.0	7.0 %
<u>PLANNING & DEVELOPMENT SERVICES</u>				
Development Planning	\$ (576.5)	\$ (1,516.7)	\$ 940.2	163.1 %
Long Range & Strategic Planning	684.0	\$ 636.7	\$ 47.3	6.9 %
Engineering Service Operations	627.7	\$ 830.6	\$ (202.9)	(32.3 %)
Net Building Department Operations	443.5	\$ (388.3)	\$ 831.8	187.6 %
Contribution To Building Reserve	(443.5)	\$ 388.3	\$ (831.8)	(187.6 %)
Total Building Services	-	\$ -	\$ -	-
Planning & Development Services Total	\$ 735.2	\$ (49.4)	\$ 784.6	106.7 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Corporate Management	(238.2)	\$ 115.7	\$ (353.9)	(149 %)
Fiscal Strategy	5,430.6	\$ 5,537.4	\$ (106.8)	(2 %)
Non-Levy Tax Items	(1,702.4)	\$ (1,919.6)	\$ 217.2	13 %
Cost Recovery from Rate	(2,404.9)	\$ (2,404.9)	\$ -	-
Net Library Services Operations	3,934.1	\$ 3,833.5	\$ 100.6	3 %
Library net contribution to Town reserves	-	\$ 100.6	\$ (100.6)	n/a
	\$ 5,019.2	\$ 5,262.7	\$ (243.5)	(4.9 %)
<u>TOTAL TAX LEVY FUNDED OPERATIONS</u>	\$ 54,204.1	\$ 52,332.7	\$ 1,871.4	3.5 %
<u>TOTAL TAX LEVY</u>	\$ (54,204.1)	\$ (54,308.8)	\$ 104.7	0.2 %
OPERATING (SURPLUS) DEFICIT	-	\$ (1,976.1)	\$ 1,976.1	3.2 %
		Surplus	Surplus	

Town of Aurora

Final Net User Rate Funded Operations Results

as at December 31, 2022

Shown in \$,000's	ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<u>Water Services</u>				
Retail Revenues	(11,437.5)	(11,861.2)	\$ 423.7	3.7 %
Penalties	(175.0)	(188.7)	13.7	7.8 %
Other	(120.1)	(239.0)	118.9	99.0 %
Total Revenues	(11,732.6)	(12,288.9)	\$ 556.3	4.7 %
Wholesale water purchase	7,272.8	7,803.0	(530.3)	(7.3 %)
Operations and maintenance	862.8	1,626.3	(763.5)	(88.5 %)
Administration and billing	1,031.3	393.9	637.4	61.8 %
Corporate overhead allocation	865.8	865.8	-	-
Infrastructure sustainability reserve contributions	1,700.0	1,700.0	-	-
Total Expenditures	11,732.6	12,389.0	\$ (656.4)	(5.6 %)
Net Operating Water Services	\$ -	100.1	\$ (100.1)	n/a
<u>Waste Water Services</u>				
Retail Revenues	(14,514.9)	(14,861.5)	\$ 346.6	2.4 %
Other	(114.3)	(43.0)	(71.3)	(62.4 %)
Total Revenues	(14,629.2)	(14,904.4)	\$ 275.3	1.9 %
Sewer discharge fees	11,087.2	11,523.9	\$ (436.7)	(3.9 %)
Operations and maintenance	1,269.8	871.9	\$ 397.9	31.3 %
Administration and billing	261.4	261.4	\$ -	-
Corporate overhead allocation	710.7	710.7	-	-
Infrastructure sustainability reserve contributions	1,300.0	1,300.0	-	-
Total Expenditures	14,629.2	14,668.0	\$ (38.8)	(0.3 %)
Net Operating Waste Water Services	-	(236.5)	\$ 236.5	n/a
Total Water and Waste Water Services	-	(136.4)	\$ 136.4	n/a
<u>Storm Water Services</u>				
Retail Revenues	(3,410.3)	(3,554.4)	\$ 144.1	4.2 %
Penalties	-	-	-	n/a
Other	-	(468.4)	468.4	n/a
Total Revenues	(3,410.3)	(4,022.8)	\$ 612.5	18.0 %

Operations and maintenance	1,265.5	1,588.0	(322.5)	(25.5 %)
Administration and billing	105.4	105.4	-	-
Corporate overhead allocation	39.5	39.5	-	-
Infrastructure sustainability reserve contributions	2,000.0	2,000.0	-	-
Total Expenditures	3,410.3	3,732.8	\$ (322.5)	(9.5 %)
Net Operating Storm Water Services	-	(290.0)	\$ 290.0	n/a
OPERATING (SURPLUS) DEFICIT	-	\$ (426.4)	\$ 426.4	1.5 %
		Surplus	Surplus	

Attachment 3

Town of Aurora
Forecasted Capital Spend vs. Actuals
as at December 31, 2022

	Planned/Budgeted Capital Spend for 2022		B Oct. 31, 2022 Forecast		C 2022 Actuals		Variance - Planned vs. Actuals		B - C Variance - Forecast vs. Actuals (\$) (%)		Variance Explanation - Forecast vs Actuals	
Chief Administrative Office												
12026 Organization Structural Review	\$	63,138	\$	-	\$	-	\$	63,138	\$	-	n/a	
12032 Resident Survey		30,000		28,700		3,867		26,133		24,833	86.5 %	Remaining approved CBA will be spent in 2023.
Chief Administrative Office Total	\$	93,138	\$	28,700	\$	3,867	\$	89,271	\$	24,833	86.5 %	
Fire Services												
Property												
21006 Fire HQ, Hall and Training Construction	\$	3,637,861	\$	3,200,000	\$	3,200,059	\$	437,802	\$	(59)	(0.0 %)	2022 cash flows were \$59 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
Total Property		3,637,861		3,200,000		3,200,059		437,802	\$	(59)	(0.0 %)	
Equipment												
21114 Fire Master Plan - 2019		51,250		51,250		16,856		34,394		34,394	67.1 %	Project ongoing. Carried forward into 2023 as per Town of Newmarket.
Total Equipment		51,250		51,250		16,856		34,394		34,394	67.1 %	
Fire Services Total	\$	3,689,111	\$	3,251,250	\$	3,216,915	\$	472,196	\$	34,335	1.1 %	
Operational Services												
Yard/Office												
72285 JOC - Additional Work	\$	707,927	\$	152,163	\$	139,197	\$	568,730		12,966	8.5 %	
Total Yard/Office		707,927		152,163		139,197		568,730	\$	12,966	8.5 %	
Operations												
34005 Traffic Protection Guide Rail - Kennedy St W.		19,156		-		-		19,156		-	n/a	
34008 Roads Operations Infrastructure Inspection, Repair and Maintenance Program		331,728		397,813		393,107		(61,379)		4,706	1.2 %	
34616 Side Walk /Engineered Walkway Reconstruction		158,894		158,894		-		158,894		158,894	100.0 %	Final payment for \$157K in January 2023.
34713 Street Light Pole Identification		23,556		6,000		5,676		17,880		324	5.4 %	
Total Operations		533,334		562,707		398,783		134,551	\$	163,924	29.1 %	

		B	C		B - C		
	Planned/Budgeted Capital Spend for 2022	Oct. 31, 2022 Forecast	2022 Actuals	Variance - Planned vs. Actuals	Variance - Forecast vs. Actuals (\$)	(%)	Variance Explanation - Forecast vs Actuals
Parks							
72281 AFLC - Skate Park Reconstruction (Conditionally Approved 2022)	541,541	4,834	4,833	536,708	1	0.0 %	
73085 Arboretum Development	84,875	84,875	60,529	24,346	24,346	28.7 %	
73119 Street /Park Tree Planting Contract	96,408	49,841	109,815	(13,407)	(59,974)	(120.3 %)	Forecasted to complete work in 2023, however, actual completion in 2022. 2022 cash flows were \$59,974 higher than Oct. 31 forecast, however, project spending remained within approved CBA (2022 expense incorrectly posted here reallocated in 2023).
73134 Parks/ Trails Signage Strategy Study & Implementation	88,108	-	-	88,108	-	n/a	
73147 Trail Construction as per Trail Master Plan	32,250	32,250	-	32,250	32,250	100.0 %	Work to continue in 2023/2024
73160 Emerald Ash Borer Management Program	86,665	86,665	66,080	20,585	20,585	23.8 %	
73169 David Tomlinson Nature Reserve (Phase 1-5)	2,408,663	15,965	19,747	2,388,916	(3,782)	(23.7 %)	2022 cash flows were \$3,782 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
73175 Walkway Lights - Graham Parkette	60,000	60,000	15,009	44,991	44,991	75.0 %	Work completed in house instead of through contractor, resulting in savings.
73192 Board Walk Resurface McKenzie Marsh	600,000	327,000	337,322	262,678	(10,322)	(3.2 %)	Project under warranty. 2022 cash flows were \$10,322 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
73201 Artificial Turf - G.W. Williams School	150,000	-	-	150,000	-	n/a	
73215 Playground Replacement, Walkway Repaving- L Willson Park	106,805	106,805	12,447	94,358	94,358	88.3 %	Construction to continue in 2024.
73237 Pathway Paving - various park trails	30,000	30,000	-	30,000	30,000	100.0 %	Construction to commence in 2023.
73240 Walkway/Basketball Repaving- Tamarac Park	30,000	30,000	-	30,000	30,000	100.0 %	Construction to commence in 2024.
73242 Reconstruction of Fleury Park Washroom Facility	(235,461)	189,587	175,088	(410,549)	14,499	7.6 %	
73247 Trail Construction (Pandolfo/Glen Ridge development area)	64,978	64,978	-	64,978	64,978	100.0 %	Construction to continue in 2023.
73260 Environmental Monitoring of 2C Lands	89,510	13,800	13,768	75,742	32	0.2 %	
73287 Hallmark Lands - Baseball Diamonds	1,168,174	991,000	1,040,029	128,145	(49,029)	(4.9 %)	Project under warranty. 2022 cash flows were \$49,029 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
73290 Tree Inventory	17,043	17,043	-	17,043	17,043	100.0 %	Project spend expected in 2023.
73296 Trails - Joseph Hartman Trail Connection (DG Group)	164,755	100,000	96,257	68,498	3,743	3.7 %	
73299 Non - Programmed Park in 2C	1,460,872	2,886	5,939	1,454,933	(3,053)	(105.8 %)	2022 cash flows were \$3,053 higher than Oct. 31 forecast, however, project spending remained within approved CBA.

		B	C		B - C		
	Planned/Budgeted Capital Spend for 2022	Oct. 31, 2022 Forecast	2022 Actuals	Variance - Planned vs. Actuals	Variance - Forecast vs. Actuals (\$)	(%)	Variance Explanation - Forecast vs Actuals
73315 Sheppards Bush Parking Lot Resurface	250,000	180,000	171,062	78,938	8,938	5.0 %	
73323 Mattamy Phase 4/5 Trail	900,000	-	-	900,000	-	n/a	
73327 DeGraaf Cres Trail	200,000	-	-	200,000	-	n/a	
73333 Playground Replacement - Elizabeth Hader	140,000	-	35,768	104,232	(35,768)	n/a	2022 cash flows were \$35,768 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
73335 Dog Waste Container/Diversion Pilot Project	61,000	61,000	53,355	7,645	7,645	12.5 %	
73336 Cousins Park Boardwalk Replacement	170,000	20,490	21,373	148,627	(883)	(4.3 %)	2022 cash flows were \$883 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
73338 St. Anne's School Park (Conditionally Approved 2022)	200,000	-	-	200,000	-	n/a	
Total Parks	8,966,186	2,469,019	2,238,421	6,727,765	\$ 230,598	9.3 %	
Fleet Management							
24023 Cameras for Parking Enforcement	6,880	6,880	-	6,880	6,880	100.0 %	Project to be completed in 2023.
34111 Roads - DLA/Multipurpose Road Maintenance Truck (New)	400,000	529,219	529,219	(129,219)	-	-	
34262 Vehicle Radio Upgrade	30,000	-	-	30,000	-	n/a	
34431 Roads - 3/4 Ton Pick Up (#23-21)	60,000	75,251	-	60,000	75,251	100.0 %	Vehicle delivery delayed to 2023.
34436 Roads - 6 Ton Diesel Dump with Sander (#28-21)	300,000	-	-	300,000	-	n/a	
34432 Roads - 2 Ton (#24-21)	90,000	-	-	90,000	-	n/a	
71060 Facilities - 1/2 ton Truck (New)	45,000	-	-	45,000	-	n/a	
71092 Facilities - Van - Aurora Town Square (New)	55,000	-	-	55,000	-	n/a	
71117 Parks - Utility Vehicle - Dave Tomlinson Nature Reserve (New)	40,000	-	25,338	14,662	(25,338)	n/a	Forecasted for delivery and spend in early 2023, however, vehicle was delivered in 2022.
71136 Parks - 1 Ton Pick Up Crew Cab (#203-21)	62,800	-	-	62,800	-	n/a	
71137 Parks - 3/4 Ton Pick Up (#204-21)	60,000	-	58,513	1,487	(58,513)	n/a	Forecasted for delivery and spend in early 2023, however, vehicle was delivered in 2022.
Total Fleet Management	1,149,680	611,350	613,070	536,610	\$ (1,720)	(0.3 %)	
Operational Services Total	\$ 11,357,127	\$ 3,795,239	\$ 3,389,471	\$ 7,967,656	\$ 405,768	10.7 %	

	Planned/Budgeted Capital Spend for 2022	B Oct. 31, 2022 Forecast	C 2022 Actuals	Variance - Planned vs. Actuals	B - C Variance - Forecast vs. Actuals (\$) (%)		Variance Explanation - Forecast vs Actuals
Community Services							
Programs							
73324 Pet Cemetery Restoration	35,306	30,000	9,590	25,716	20,410	68.0 %	Construction to continue into 2023.
73331 Parks & Recreation Master Plan	100,000	80,000	50,753	49,247	29,247	36.6 %	
73329 Building Condition Assessment & Energy Audits	165,136	69,384	127,421	37,715	(58,037)	(83.6 %)	2022 cash flows were \$58,037 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
74007 AFLC Fitness Equipment Replacement	38,689	14,475	14,475	24,214	-	-	
74015 Cultural Services Master Plan	43,474	13,525	9,451	34,023	4,074	30.1 %	
74017 Aurora Sports Hall of Fame	1,926	1,926	-	1,926	1,926	100.0 %	Project to be completed in 2023.
74029 Parade Float	27,500	500	-	27,500	500	100.0 %	Project will continue into 2023.
74030 Korean War Memorial	24,000	24,000	-	24,000	24,000	100.0 %	Project to be completed in 2023.
Total Programs	436,031	233,810	211,690	224,341	\$ 22,120	9.5 %	
Facilities							
43057 Installation of Backflow Prevention Meters in Town Facilities	125,000	125,000	11,906	113,094	113,094	90.5 %	Project will continue into 2023.
72113 New Recreation Facility-Aquatic center	2,150,794	-	-	2,150,794	-	n/a	
72146 215 Industrial Parkway Exterior Works (Roof and Front Door System)	138,334	138,334	132,002	6,332	6,332	4.6 %	
72172 ACC- Sport Flooring	73,900	73,900	33,596	40,304	40,304	54.5 %	Project to be completed in 2023.
72201 Work Station Refresh Carpet Paint	428,910	51,400	44,605	384,305	6,795	13.2 %	
72204 Security Audit & Implementation	460,313	100,000	-	460,313	100,000	100.0 %	Due to COVID pressures, this project was placed on hold and will be restarted in 2023/2024.
72206 Back Up Generation for Evacuation Centre	50,000	50,000	4,325	45,675	45,675	91.4 %	Project completed under budget, to be closed.
72223 Electric Vehicle (EV) Charging Stations at Aurora Town Square	3,217	-	-	3,217	-	n/a	
72226 AFLC HVAC Arena	120,016	-	-	120,016	-	n/a	
72263 SARC - Cooling Evaporator Tower	69,274	169,927	162,634	(93,360)	7,293	4.3 %	
72283 SARC - Replacement of Pylon Sign Message Board	46,438	73,938	42,614	3,824	31,324	42.4 %	
72297 ACC - Ice Resurfacer Room Heater	16,379	16,379	-	16,379	16,379	100.0 %	Project to be completed in 2023.
72302 AFLC - Replacement of Arena Seating	51,200	51,200	31,892	19,308	19,308	37.7 %	
72305 SARC - West Roof Area - Window Sealant	10,200	10,200	-	10,200	10,200	100.0 %	Project to be completed in 2023.
72324 AFLC - Replace hollow metal doors & exterior exit doors	55,000	83,350	5,241	49,759	78,109	93.7 %	Project to be completed in 2023.
72328 AFLC - Replace built up roofing above Arena dressing rooms	90,100	-	-	90,100	-	n/a	

		B	C		B - C		
	Planned/Budgeted Capital Spend for 2022	Oct. 31, 2022 Forecast	2022 Actuals	Variance - Planned vs. Actuals	Variance - Forecast vs. Actuals (\$)	Variance - Forecast vs. Actuals (%)	Variance Explanation - Forecast vs Actuals
72340 ACC - Reseal exterior windows	13,500	13,500	3,002	10,498	10,498	77.8 %	Project to be completed in 2023.
72346 ACC - Reseal concrete floors	28,700	15,000	-	28,700	15,000	100.0 %	After reviewing options, concluded that this is project no longer required. To be closed in 2023.
72372 215 Industrial - Refurbishment of Generator	43,063	43,063	-	43,063	43,063	100.0 %	Project to be completed in 2023.
72381 CYFS 4-3 - Replace windows	28,800	3,511	3,511	25,289	-	-	
72393 ASC - Replacement of roofing sections	25,485	-	-	25,485	-	n/a	
72398 ASC - Replacement of security system	53,600	-	-	53,600	-	n/a	
72405 Town Hall - Replacement of roof sections and Skylight Sealant	243,716	118,000	72,708	171,008	45,292	38.4 %	
72410 SARC - 7500sqft. Gymnasium MPR Admin.	8,164,726	396,199	423,368	7,741,358	(27,169)	(6.9 %)	2022 cash flows were \$27,169 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
72419 Town Hall - Repair of concrete/stone walkways	37,273	18,125	18,125	19,148	-	-	
72441 AFLC - Pool Boiler Replacement	150,000	12,500	-	150,000	12,500	100.0 %	Pending consultant review. To continue into 2023.
72443 AFLC - Pylon Sign	30,714	30,714	38,760	(8,046)	(8,046)	(26.2 %)	Project to be completed in 2023. 2022 cash flows were \$8,046 higher than Oct. 31 forecast, however, project spending remained within approved CBA in 2022.
72444 Yonge St Electronic Sign Replacement	70,000	70,000	61,017	8,983	8,983	12.8 %	
72452 Energy and Demand Management Plan Implementation	100,000	-	-	100,000	-	n/a	
72454 Victoria Hall - Accessible Ramp - Accessibility Plan Implementation	20,000	-	-	20,000	-	n/a	
72459 Facilities Study	90,000	40,000	-	90,000	40,000	100.0 %	Project will commence in 2023.
72460 Aurora Sports Dome Retrofit	600,000	600,000	520,250	79,750	79,750	13.3 %	Project to be completed in 2023.
72469 COVID-19 Related Facility Improvements	72,550	72,550	-	72,550	72,550	100.0 %	Project to be completed in 2023.
72472 SARC Pool Repairs - Grant Funded	354,600	448,791	449,656	(95,056)	(865)	(0.2 %)	Project completed, to be closed in 2023.
74021 SARC - Comprehensive Sound/Audio/Public Address System Upgrade	42,656	47,678	47,418	(4,762)	260	0.5 %	
81019 Aurora Town Square	31,599,522	20,036,000	17,779,897	13,819,625	2,256,103	11.3 %	Project will continue into 2023.
Total Facilities	45,657,980	22,909,259	19,886,527	25,771,453	3,022,732	13.2 %	
Community Services Total	\$ 46,094,011	\$ 23,143,069	\$ 20,098,217	\$ 25,995,794	\$ 3,044,852	13.2 %	

	Planned/Budgeted Capital Spend for 2022	B Oct. 31, 2022 Forecast	C 2022 Actuals	Variance - Planned vs. Actuals	B - C Variance - Forecast vs. Actuals (\$) (%)		Variance Explanation - Forecast vs Actuals
Planning & Development Services							
Environment/ Waste							
42810 Climate Change Adaptation Plan	50,871	32,100	35,169	15,702	(3,069)	(9.6 %)	Project completed, to be closed in 2023. 2022 cash flows were \$3,069 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
Total Environment/ Waste	50,871	32,100	35,169	15,702	\$ (3,069)	(9.6 %)	
Water							
43040 Water Hydraulic Model for the Town	17,513	10,000	-	17,513	10,000	100.0 %	Project will continue into 2023.
43048 St John's Sdrd - Leslie to 2C	246,297	-	-	246,297	-	n/a	
Total Water	263,810	10,000	-	263,810	\$ 10,000	100.0 %	
Storm Sewer							
42059 Storm Sewer Reserve Fund and Rates Study	102,308	-	-	102,308	-	n/a	
42064 Storm Sewer Outlet Cleanup	522,773	(504)	44,728	478,045	(45,232)	(8,974.6 %)	2022 cash flows were \$45,232 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
42075 Performance Monitoring of LID Controls	86,883	86,883	41,464	45,419	45,419	52.3 %	Project will continue into 2023.
42079 Devlin Place Stream Rehabilitation	25,285	25,285	16,600	8,685	8,685	34.3 %	
42080 Jones Court Stream Rehabilitation	104,799	86,000	39,276	65,523	46,724	54.3 %	Project will continue into 2023/2024.
42083 Willow Farm Lane Stream Rehabilitation	63,612	50,000	24,611	39,001	25,389	50.8 %	Project will continue into 2023/2024.
42089 Delayne Drive Channel Rehabilitation	100,000	25,000	26,700	73,300	(1,700)	(6.8 %)	2022 cash flows were \$1,700 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
Total Storm Sewer	1,005,660	272,664	193,379	812,281	\$ 79,285	29.1 %	
Roads							
31054 Road Resurfacing - Ind Pkwy S (Engelhard to Yonge), Vandorf (Ind Pwy S - Bayview)	191,200	23,751	23,751	167,449	-	-	
31056 Bloomington Sdrd - Bathurst to Yonge - Sidewalk/ Bikeway/ Illumination	274,693	274,693	-	274,693	274,693	100.0 %	Project is completed, to be closed in 2023.
31101 Reconstruction - Vandorf Sdrd (Sections)	47,900	-	-	47,900	-	n/a	
31113 M & O and Underground Infrastructure Rehabilitation - Murray Dr, Kennedy St W, Pinehurst Crt. Wiles Crt.	2,940,277	534,700	596,606	2,343,671	(61,906)	(11.6 %)	2022 cash flows were \$61,906 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
31118 Reconstruction- Browning Crt, Johnson Rd, Holman Cres, Baldwin Rd	58,967	8,878	10,782	48,185	(1,904)	(21.4 %)	2022 cash flows were \$1,904 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
31119 Reconstruction- Adair Dr, Bailey Cres, Davidson Rd., Harriman Rd.	180,767	11,000	712	180,055	10,288	93.5 %	Project completed under budget, to be closed in 2023.
31124 Henderson culvert replacement with wildlife passage	99,656	99,656	48,295	51,361	51,361	51.5 %	Construction expected to begin in Fall 2023 with completion in 2024
31178 Reconstruction of Poplar Crescent	3,814,787	20,000	-	3,814,787	20,000	100.0 %	Project will commence in 2023.
31199 Road Resurfacing - Gurnett St., Kennedy St. E., Victoria St.,	202,412	125,000	52,735	149,677	72,265	57.8 %	Construction will commence in 2023.
31201 M & O - Banbury Crt, Highland Gate, Corbett Cr, Cossar Dr, Elderberry Tr, Ironshore Crt, Greenbriar Crt, Spyglass Crt, Cranberry Ln, Dawlish Av	1,311,400	1,290,598	1,267,317	44,083	23,281	1.8 %	

		B	C		B - C		
	Planned/Budgeted Capital Spend for 2022	Oct. 31, 2022 Forecast	2022 Actuals	Variance - Planned vs. Actuals	Variance - Forecast vs. Actuals (\$)	(%)	Variance Explanation - Forecast vs Actuals
31202 M & O - Haida Dr, Windham Trail, Wellington Heights Crt, Bayfair Rd, McDonald Dr, Bell Dr, Devins Dr, Crawford Rose Dr	1,132,900	1,758,821	1,647,362	(514,462)	111,459	6.3 %	Project under warranty and completed under budget.
31203 M & O - Vata Crt, Walton Dr, Old Yonge St	636,800	999,415	842,673	(205,873)	156,742	15.7 %	Project under warranty and completed under budget.
31207 Full Reconstruction - Mill St, Wells St, Edwards St, Temperance St	100,000	70,000	22,833	77,167	47,167	67.4 %	Consulting fees will continue into 2023.
31210 Full Reconstruction - Marksbury Crt, Gilbank Dr, Lacey Crt, McLeod Dr	167,900	75,000	-	167,900	75,000	100.0 %	Project to commence in 2023.
31217 Construction of Median at Yonge Street & Ridge Road	150,000	-	-	150,000	-	n/a	
31228 Goulding Ave and Eric T. Smith Way - Installation of Top Course Asphalt	790,500	-	-	790,500	-	n/a	
31229 Construction of a Layby Lane on Tecumseh Drive at Aurora Heights P.S.	65,000	25,000	8,645	56,355	16,355	65.4 %	Project to continue into 2023/2024
31243 Long Term Remediation for the Pavement Heave Over Vandorf Culvert West of Bayview	230,000	-	-	230,000	-	n/a	
34006 Pave Snow Storage Facility - Lambert Willson Park	480,988	893,000	845,240	(364,252)	47,760	5.3 %	
Total Roads	12,876,147	6,209,512	5,366,951	7,509,196	\$ 842,561	13.6 %	
Traffic							
34518 Pedestrian Crossings as per 2019 DC Study (Conditionally Approved 2022)	119,764	-	-	119,764	-	n/a	
34519 Traffic Calming as per 2019 DC Study (Conditionally Approved 2022)	184,213	61,663	-	184,213	61,663	100.0 %	Project to continue into 2023/2024
34527 Yonge/Wellington Intersection Improvements	393,440	1,023,069	830,671	(437,231)	192,398	18.8 %	Project to be completed in 2023.
34533 Traffic Calming Measures in School Zones	17,049	-	-	17,049	-	n/a	
34562 Active Transportation Master Plan	145,257	75,600	62,448	82,809	13,152	17.4 %	
34563 Intersection Pedestrian Signal on Henderson Drive	192,911	348,000	206,792	(13,881)	141,208	40.6 %	Project to be completed in 2023.
Total Traffic	1,052,634	1,508,332	1,099,911	(47,277)	\$ 408,421	27.1 %	

	Planned/Budgeted Capital Spend for 2022	B Oct. 31, 2022 Forecast	C 2022 Actuals	Variance - Planned vs. Actuals	B - C Variance - Forecast vs. Actuals (\$) (%)		Variance Explanation - Forecast vs Actuals
Sidewalks							
34617 Sidewalk- Edward/ 100m E of Yonge-Dunning	75,000	20,000	6,261	68,739	13,739	68.7 %	Project to be completed in 2023.
34635 S/W, Multi-use Trail and Illumination - St. John Sdrd - Bayview to Leslie	42,299	32,770	-	42,299	32,770	100.0 %	Waiting for final invoice from York Region.
34637 S/W - Leslie St - 600 m north of Wellington to N Town Limit	358,802	358,802	-	358,802	358,802	100.0 %	Waiting for final invoice from York Region.
Total Sidewalks	476,101	411,572	6,261	469,840	\$ 405,311	98.5 %	
Streetlights							
34712 Streetlights Improvement on Yonge Street from Wellington to Church	600,000	-	-	600,000	-	n/a	
Total Streetlights	600,000	-	-	600,000	\$ -	n/a	
Studies							
81001 Official Plan Review/Conformity to Places to Grow	(18,694)	95,591	119,107	(137,801)	(23,516)	(24.6 %)	2022 cash flows were \$23,516 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
81032 Town Wide Green Development Guidelines	13,878	12,415	5,915	7,963	6,500	52.4 %	Project to be completed in 2023.
Total Studies	(4,816)	108,006	125,022	(129,838)	\$ (17,016)	(15.8 %)	
Community Planning							
81016 Aurora Promenade Streetscape Design & Implementation Plan Capital Works	445,323	9,000	8,090	437,233	910	10.1 %	
81027 Municipal Hertiage Register Review and Update	32,297	31,742	28,585	3,712	3,157	9.9 %	
Total Community Planning	477,620	40,742	36,675	440,945	\$ 4,067	10.0 %	
240 Building							
24014 Digital Plan Review and E-Permit Applications	11,678	7,500	6,947	4,731	553	7.4 %	
Total 240 Building	11,678	7,500	6,947	4,731	553	7.4 %	
Planning & Development Total	\$ 16,809,705	\$ 8,600,428	\$ 6,870,315	\$ 9,939,390	\$ 1,730,113	20.1 %	

	Planned/Budgeted Capital Spend for 2022	B Oct. 31, 2022 Forecast	C 2022 Actuals	Variance - Planned vs. Actuals	B - C Variance - Forecast vs. Actuals (\$)	Variance Explanation - Forecast vs Actuals
Finance						
Finance						
12037 Town of Aurora Website	\$ 44,144	\$ -	\$ -	\$ 44,144	-	n/a
14012 Financial System	1,160,631	1,130,500	833,013	327,618	297,487	26.3 % Project to continue into 2023
14077 Community Benefit Charge Study and DC update	31,625	31,625	38,833	- 7,208	(7,208)	(22.8 %) Project completed, to be closed in 2023. Project spending exceeded approved CBA due to unexpected land appraisal work that was required in support of the CBC Strategy.
14107 Second Generation Asset Management Plan - Phase 2	50,000	-	7,123	42,877	(7,123)	n/a 2022 cash flows were \$7,123 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
43038 Water Meter Replacement Program	988,520	300,000	244,079	744,441	55,921	18.6 % Expenditures delayed to 2023 due to supply chain constraints
43055 Advanced Metering Infrastructure	1,599,500	200,000	-	1,599,500	200,000	100.0 % MXUs on back order - project delayed due to equipment shortage.
Total Finance	3,874,420	1,662,125	1,123,048	2,751,372	\$ 539,077	32.4 %
IT Department						
12025 Customer Relationship Management (CRM)	47,986	47,986	-	47,986	47,986	100.0 % Project to continue into 2023.
14047 Computer & Related Infrastructure Renewal	298,165	298,165	121,129	177,036	177,036	59.4 % Project to continue into 2023.
14068 Wireless Upgrades and Enhancements	74,011	5,000	4,662	69,349	338	6.8 %
14070 Boardroom Audio/Video Equipment	93,625	26,000	6,463	87,162	19,537	75.1 % Supply chain issues & limited staff resources impacting total 2022 spend.
14072 Cityview Portal Implementation	92,100	25,000	8,319	83,781	16,681	66.7 % Lower expenditures due to dependency on ERP implementation to determine what changes are required.
14073 Information Technology Strategic Plan Implementation - Studies and Other	204,532	22,400	12,402	192,130	9,998	44.6 %
14075 Business Process Automation and Data Integration	229,537	-	-	229,537	-	n/a
14076 Digital Education Program	50,000	25,000	-	50,000	25,000	100.0 % Original education plans delayed due to ERP implementation.
14081 Ethernet Switch Redesign - 2022-2025	400,000	400,000	132,176	267,824	267,824	67.0 % Delays in delivery of required equipment.
14082 Data Centre Upgrades - Cybersecurity	55,866	55,866	-	55,866	55,866	100.0 % Project to continue into 2023/2024.
14085 Migration to Cityview Workspace	27,610	(72,390)	(72,390)	100,000	-	-
14086 ArcGIS Portal	100,000	7,500	6,564	93,436	936	12.5 %
14088 Outdoor Wi-Fi Implementation (Conditionally Approved 2022)	50,000	-	-	50,000	-	n/a
14089 Business Intelligence	50,000	-	-	50,000	-	n/a
14092 TrackIT Replacement	20,000	20,000	-	20,000	20,000	100.0 % Project to commence in 2023.
14094 Data Centre Hardware Refresh	100,000	100,000	36,502	63,498	63,498	63.5 % Project to continue into 2023.
14095 Cybersecurity Software	90,000	90,000	-	90,000	90,000	100.0 % Defender purchase delayed to 2024.

		B	C		B - C		
	Planned/Budgeted Capital Spend for 2022	Oct. 31, 2022 Forecast	2022 Actuals	Variance - Planned vs. Actuals	Variance - Forecast vs. Actuals (\$)	(%)	Variance Explanation - Forecast vs Actuals
14101 Permit Occupancy Application	25,000	-	-	25,000	-	n/a	
14102 Garbage Tag Portal	25,000	-	-	25,000	-	n/a	
14103 Backflow Prevention App	25,000	-	-	25,000	-	n/a	
14105 IT Security Penetration Testing	25,000	25,000	-	25,000	25,000	100.0 %	Project to commence in 2023.
24013 CityView Portal	78,529	78,529	65,340	13,189	13,189	16.8 %	
Total IT Department	2,161,961	1,154,056	321,167	1,840,794	\$ 832,889	72.2 %	
Finance Total	\$ 6,036,381	\$ 2,816,181	\$ 1,444,215	\$ 4,592,166	\$ 1,371,966	48.7 %	
Corporate Services							
Legal Services							
13020 Appraisal of Town Buildings - 2019	\$ 11,974	\$ 5,000	\$ 340	\$ 11,634	\$ 4,660	93.2 %	Project to be completed in 2023.
13026 Risk Management (Conditionally Approved 2022)	58,297	1,526	1,526	56,771	-	-	
Total Legal Services	70,271	6,526	1,866	68,405	\$ 4,660	71.4 %	
Human Resources							
13015 Employee Engagement Survey - 2020	30,446	-	-	30,446	-	n/a	
13018 Human Resources Information/Payroll System	120,126	25,000	-	120,126	25,000	100.0 %	Implementation of the learning management system has been delayed until early 2023.
13027 Job Hazard Assessments	30,000	15,000	4,528	25,472	10,472	69.8 %	Project to continue into 2023.
Total Human Resources	180,572	40,000	4,528	176,044	\$ 35,472	88.7 %	
Strategic Initiatives							
12016 Customer Experience Plan (CEP)	111,815	28,000	25,851	85,964	2,149	7.7 %	
13011 Business Continuity Management Program	150,009	135,300	120,189	29,820	15,111	11.2 %	
Total Strategic Initiatives	261,824	163,300	146,040	115,784	\$ 17,260	10.6 %	
Bylaw							
24015 Radios for By-Law Officers	35,265	30,000	-	35,265	30,000	100.0 %	Project delays due to global chip shortage.
24029 AMPS Implementation	150,000	100,000	7,500	142,500	92,500	92.5 %	Project implementation to continue into 2023.
Total Bylaw	185,265	130,000	7,500	177,765	\$ 122,500	94.2 %	
Access Aurora							
12002 Accessibility Plan Implementation	200,863	200,863	182,791	18,072	18,072	9.0 %	
13023 Access Aurora Telephony Project	12,328	12,328	58,105	(45,777)	(45,777)	(371.3 %)	2022 cash flows were \$45,777 higher than Oct. 31 forecast, however, project spending remained within approved CBA.
Total Access Aurora	213,191	213,191	240,896	(27,705)	(27,705)	(13.0 %)	
Corporate Services Total	\$ 911,123	\$ 553,017	\$ 400,830	\$ 510,293	\$ 152,187	27.5 %	
Total Capital Projects							
Total Capital Projects	\$ 84,990,596	\$ 42,187,884	\$ 35,423,830	\$ 49,566,766	\$ 6,764,054	16.0 %	



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

Town of Aurora
Council Report
No. PDS23-122

Subject: Additional Information to Report No. PDS23-109 and
Servicing Allocation Update

Prepared by: Lawrence Kuk, Manager of Development Planning

Department: Planning and Development Services

Date: September 26, 2023

Recommendation

1. That Report No. PDS23-122 be received for information.

Executive Summary

The purpose of this report is to provide additional information as requested by Council at the September 5, 2023 General Committee Meeting:

- Staff is projecting approximately 8,000 new homes built by 2031
- Approved applications, application under review and pre-consultation applications makes up for a total of approximately 8,550 units.
- The Town and Ontario Land Tribunal (OLT) approved a total of 2,063 units to date.
- A total of 5,506 units are currently under review by the Town and OLT.
- The Town has approximately 6,277 persons worth of servicing allocation to maintaining a minimum 3-year supply of housing.
- York Region is anticipated to announce servicing allocation by November 2023
- A minimum of 12,000 persons worth of allocation is required to service the applications under review and pre-consultation applications over the next 10 years.

Background

Staff is projecting approximately 8,000 new homes built by 2031

Through Bill 23, the province set a target of 1.5 million homes over the next ten years. In order to meet this target, the province has asked each municipality to provide a housing pledge. The proposed Municipal Housing Pledge for the Town is to construct at least 8,000 new homes by 2031. At the September 5, 2023 General Committee meeting, Council requested the following additional information on staff report PDS23-109 – Aurora's 2031 Municipal Housing Target Pledge:

- A breakdown of the proposed 8,000 additional housing units by 2031; and
- Servicing allocation update.

Analysis

Approved applications, application under review and pre-consultation applications makes up for a total of approximately 8,550 units.

The Town undertakes a regular review of the supply of new residential units proposed through Planning Act applications. This review identifies the number of units that may eventually be added to the housing market. The sum of the approved applications, application under review and pre-consultation applications makes up for a total of 8,550 units. Over the last two years, staff identified an approximately 981 units that could transition into formal Planning Act application in the near future. This number may vary but this review has not yet included vacant lands and lands suited for intensification as directed by the Town's Official Plan. A full list of the active applications is attached to this report as appendix 1 – Application Tracking List.

The Town and OLT approved a total of 2,063 units to date.

Table 1 identifies a total of 1,175 approved units proposed through Planning Act applications as of September 2023. In addition, there are 888 units approved by the OLT for a total of 2,063 approved units by the Town and OLT.

Table 1 – Approved units

	Single, Semi or Towns (units)	Apartments (units)	Total Units
Approved by the Town	531	644	1,175
Approved by the OLT	133	755	888
		Total	2,063

A total of 5,506 units are currently under review by the Town and OLT.

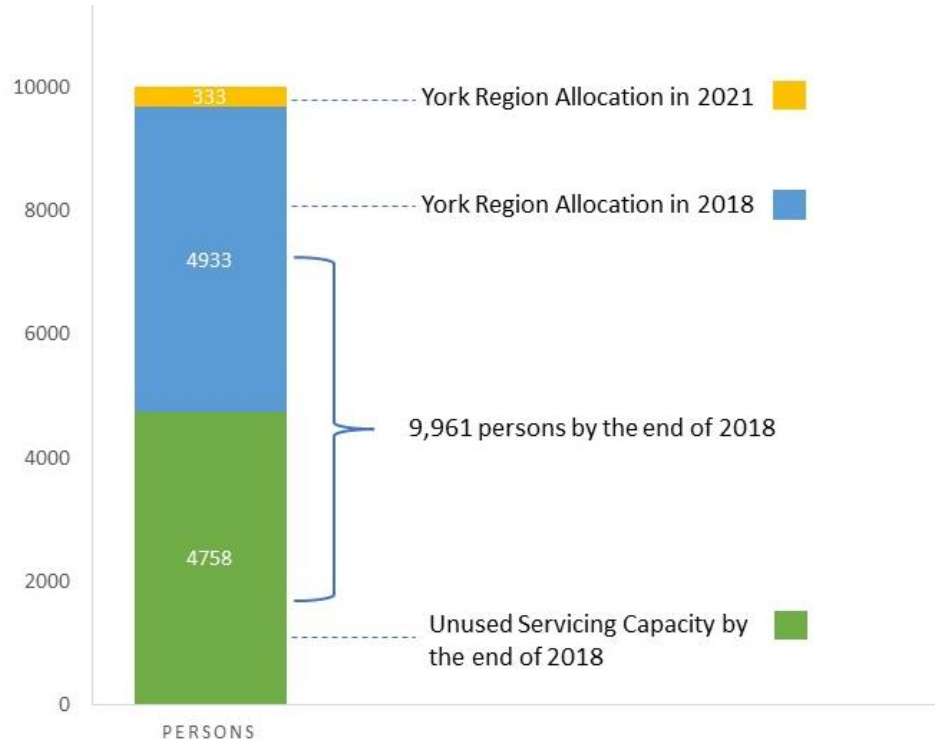
Table 2 identifies a total of 1,856 units under reviewed by the OLT and a total of 3,650 units that are still going through the Planning Act application process for a total of 5,506 units.

Table 2 – Applications Under Review

	Single, Semi or Towns (units)	Apartments (units)	Total Units
Under Review by the Town	1,096	2,554	3,650
Under Review by the OLT	83	1,773	1,856
		Total	5,506

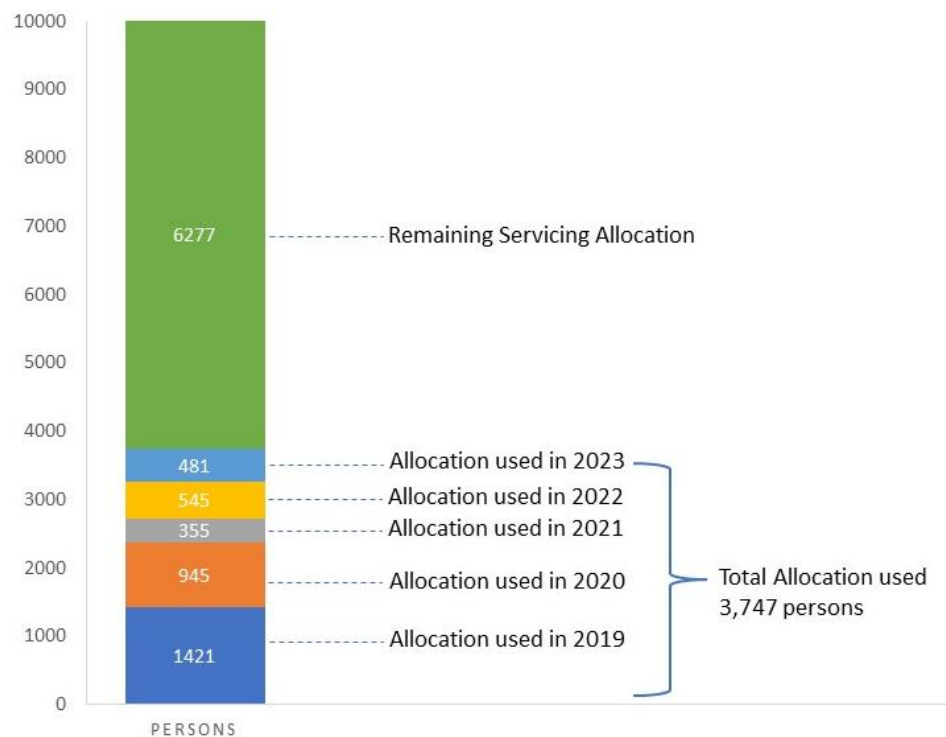
Servicing Allocation Update

Historically, York Region assigns servicing capacity to the local municipalities on a 3-to-4-year cycle. On June 28, 2018, York Region confirmed their last capacity assignment to the Town of Aurora was for 4,933 people. Subsequently on September 9, 2021, the Region assigned an additional 333 persons worth of allocation for developments within the Regional Centre and Corridors. By year end of 2021, the Town has a servicing capacity of approximately 10,000 persons.

Figure 1 – York Region Servicing Allocation

The Town has approximately 6,277 persons worth of servicing allocation to maintaining a minimum 3-year supply of housing.

Based on the servicing capacity assigned to the Town and new registrations the following is an accounting of the servicing allocation used to date. A detail list of applications that were registered by year is attached to this report as Appendix 2.

Figure 2 – Historical Servicing Allocation used

To date, the Town has about 6,277 of servicing allocation to maintaining a minimum 3-year supply of housing. Staff is anticipating an average of 2,000 persons worth of servicing allocation being used each year.

York Region is anticipated to announce servicing allocation by November 2023

The Supporting Growth and Housing in York and Durham Regions Act (2022) requires York and Durham Regions to do everything in their powers to enlarge and improve the existing York Durham Sewage System to convey sewage from Aurora, Newmarket and East Gwillimbury to the Duffin Creek Water Pollution Control Plant in Durham Region.

The Act requires that York Region prepare a Project Report for the Minister's review and approval. The Project Report must describe:

- The infrastructure components and their associated costs
- Impacts to the environment and how those impacts will be mitigated
- Impacts to aboriginal or treaty rights and how those impacts will be mitigated
- Other approvals required before construction and operation.

Note: the Project Report are exempt from the Environmental Assessment Act.

It is anticipated that the Project Report will be available for public review once submitted to the Ministry of the Environment, Parks and Conservation in later fall/ early winter of 2023.

As such, Staff is anticipating for another round of servicing allocation by the Region at the November Regional Council meeting to accommodate the future growth.

A minimum of 12,000 persons worth of allocation is required to service the applications under review and pre-consultation applications over the next 10 years.

Staff analyzed the proposed number of units by housing type that are currently under review at the Town and the OLT. It is projected that a minimum of 12,000 persons worth of servicing allocation is required to implement the proposed developments listed in Appendix 1.

Advisory Committee Review

N/A

Legal Considerations

Please see previous staff report PDS23-109, September 5, 2023.

Financial Implications

The Province announced the launch of a \$1.2 billion fund, which will provide up to \$400 million per year to municipalities based on the 2031 housing targets.

Each eligible municipality's portion of the \$400 million annually will be determined based upon their share of the greater provincial housing supply goal, as well as their performance compared to their annual assigned targets. The Town of Aurora's housing target of 8,000 represents 0.53% (8,000/1,500,000) of the overall provincial target; therefore, it would be eligible for up to \$2,133,333, plus bonus of the available annual amount depending upon its performance. The Building Faster Fund provides double the funding for every one per cent above 100 per cent of a municipality's target achieved.

A municipality's annual performance is evaluated by comparing its number of housing starts and additional residential units created in a given calendar year against its annual

target. Municipalities that are achieving 80 per cent or more of their annual target will be able to access a portion of their allocation. Those that exceed their target will be eligible to receive additional funding. Municipalities that are not achieving at least 80 per cent of their annual target will receive no funding.

If the Town hits 80 per cent of its annual 1,000-unit housing target, it would receive \$1,706,700 ($\$2,133,333 \times 80\%$).

If the Town hits 90 per cent of its annual 1,000-unit housing target, it would receive \$1,920,000 ($\$2,133,333 \times 90\%$).

If the Town hits 105 per cent of its annual 1,000-unit housing target, it would receive \$2,346,700 ($\$2,133,333 \times 100\% + (5\% \times 2 = 10\%)$)

Any funds received from the Building Faster Fund will assist the Town in its offset of lost development charge and CIL Parkland revenues as a result of recent legislative changes. Table 3 presents a summary of possible funding scenarios for the Town compared to its estimated annual development charge and CIL Parkland revenue losses.

The upcoming 2024 DC Study presently underway has assumed a conservative projection of development growth, assuming consistent growth rates to that of the Region and Town's Official Plans. Should actual growth exceed these assumptions, there will not be a negative financial impact to the Town

September 26, 2023

8 of 9

Report No. PDS23-122

Table 3 - Possible Building Faster Fund Scenarios versus Lost Development Revenue

Possible Target Performance	Financial Annual Impact		Net Gain / (Loss)
	Revenue	Lost DCs / CIL Parkland	
80%	1,706,667	688,980	1,017,687
90%	1,920,000	688,980	1,231,020
100%	2,133,333	688,980	1,444,353
105%	2,346,667	688,980	1,657,687
110%	2,560,000	688,980	1,871,020

Communications Considerations

Please see previous staff report PDS23-109, September 5, 2023.

Climate Change Considerations

Please see previous staff report PDS23-109, September 5, 2023.

Link to Strategic Plan

Please see previous staff report PDS23-109, September 5, 2023.

Alternative(s) to the Recommendation

1. N/A

Conclusions

Planning Staff will continue to monitor the Town's development approval and registration records in order to ensure the Town is on track to reach the housing pledge target of approximately 8,000 units. The Town currently has a 3-year supply of housing and will continue to work with York Region to bring infrastructure and services needed to meet the proposed housing pledge for the next 10 years.

Attachments

Appendix 1 – Application Tracking List

Appendix 2 – Application Registration List

Previous Reports

PDS23-109 – Aurora's 2031 Municipal Housing Target Pledge, September 5, 2023

Pre-submission Review

Agenda Management Team review on September 14, 2023

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

Appendix 1 - Application Tracking List

Applicant / Agent	Location	Type	Unit Count	
APPROVED BY THE TOWN				
Caliber Homes (Silhouette Aurora)	15086, 15094, 15106 Yonge Street	Townhouses	53	
Joe Cara	15132 Yonge Street	Apartments	12	
Atria Developments	101-103 Mosley Street & 120 Metcalfe Street	Apartment and Towns	455	
Ambria Homes	132-198 Old Bloomington Road	Singles	50	
TACC Developments	20 & 25 Mavrinac Blvd.	Singles and Towns	81	
Evans Planning Inc.	497 Wellington Street W	Singles	11	
Alive Developments	15296, 15306, 15314 Yonge Street	Apartment	137	
The Planning Partnership (Knowles- Readman House)	15356 Yonge Street	Apartment	37	
Shinning Hill (along St. John's Sideroad)	06 - 488 St. John's Sideroad	Single	90	
Shinning Hill (Connected to Newmarket)	162, 306, 370, 434, 488 St. John's Sideroad W	Singles and Towns	108	
Hassan Faraji (Heritage Home)	74 Centre Street	Apartment	3	
Highfair Investments (Treasure Hill Homes)	5 - 70 Archer Hill Court	Singles	138	
			Sub Total	1175
APPROVED BY THE ONTARIO LAND TRIBUNAL (OLT)				
200 Wellington Holding Corp. (Ari Kirshenblatt)	200 Wellington Street West	Townhouses	27	
Shimvest Investments Limited	271 Holladay Drive	Apartment	147	
L&B Aurora Inc.	John West Way and Wellington	Apartment	149	
Starlight Investments	145 & 147 Wellington Street West	Stacked Townhouses	56	
Geranium (Golf Links)	Highland Gate	Singles and Apartment	164	
Polo Club Condos	15386 and 15036 Lesile Street	Apartment	345	
			Sub Total	888
UNDER REVIEW BY THE ONTARIO LAND TRIBUNAL (OLT)				
Smart Centres REIT	14700 - 14760 Yonge Street	Apartment and Towns	900	
Groundswell Urban Planners Inc.	1289 Wellington Street E	Apartment and Towns	600	
New Bridge Canada (Weston Consultant)	26,30,32 &34 - 38 Berczy Street	Apartment	356	
			Sub Total	1856
UNDER REVIEW BY TOWN STAFF				
Biddington Homes	46 St. John's Sideroad	Townhouses	68	
Bing Rong He & Kai Ping Shen (Michael Smith Planning)	15385 & 15395 Bayview Avenue	Townhouses	15	
Gavin John Newell	8 Kennedy Street East	Townhouses	2	
Malone Givens Parsons (Jack Wong)	15516 Lesile Street	Apartment	136	
Esmail Zameni (PARS Holding Inc.) Weston Consultant	14086 Yonge Street	Singles	5	
Edenbrook	929 St. John's Sideroad	Singles	36	
Biglieri Group	326 Old Bloomington Road	Singles	10	
Groundswell Urban Planners Inc.	15 Glensteeples Trail	Singles	4	
Groundswell Urban Planners Inc.	45 Tyler Street	Townhouses	70	
Groundswell Urban Planners Inc.	36 Industry St	Apartment	56	
Gervais Development Corp.	180-182 Centre Street	Apartment	193	
Edenbrook (Formerly Luvian) (East side)	1001 St. John's Sideroad	Singles	28	
Evans Planning Inc.	252, 260, 272 Old Bloomington Road	Singles	33	
Livewell on Wellington General Partners Ltd.	1452 Wellington Street E	Townhouses	30	
JKO Planning Services Inc. (Jim Kotsopoulos)	16, 20 & 232 Allaura Blvd.	Townhouses	225	
Stronach Group	Wellington and Bayview	Mixed	2705	
Evans Planning Inc.	25 & 29 George Street	Apartment	34	
			Sub Total	3650
PRE-CONSULTATION				Approx. Unit Count
PARCEL Inc.	14070 Yonge Street	Apartment	140	
MHBC (Oakland Hall)	255 Old Yonge Street	Apartment	106	
Metropolitan	180-220 Wellington Street E	Apartment	601	
Ari Kirshenblatt	7 Lacey Court	Townhouses	29	
Dan Stone	33 Walton Drive	Stacked back to back Townh	16	
Flagship Developments	22 Centre Street	Apartment	58	
Totera Meats Ltd. (Michael Smith Planning)	14 and 18 Wellington Street	Apartment	15	
Avesta Design Group Inc.	248 and 254 Kennedy Street W	Single	16	
			Sub Total	981

Approx. Total Active Application Units 7569
Approx. Total Pre-Consultation Units 981

Total 8550

Appendix 2 - Application Registration List

Registration in 2019						
File Number	Council Approval Date	Applicant	Unit Type			Allocation (persons)
			Single	Towns	Apartment	
CDM-2016-01	June 28, 2016	Brookfield (Timberlane)	56			184
SUB-2016-01	December 13, 2016	Manziana Builders (Treasure Hill)	145			476
SUB-2015-01	January 23, 2017	Highland Gate (Phase 1)	44			144
SUB-2016-02 CDM-2016-04	July 11, 2017	Ballymore Building (South Aurora) Corp	40			131
D14-04-13 D11-06-14 SP-2014-06	October 23, 2007 2014-09-16	Stirling Cook Aurora Inc. (74 Old Bloomington Rd and Davina Circle	22	6		72
SP-2017-10	July 24, 2018	Delmanor			242	414
Sub Total						1421
Registration in 2020						
File Number	Council Approval Date	Applicant	Unit Type			Allocation
			Single	Towns	Apartment	
ZBA-2001-04	May 15, 2018	Genview	6			20
ZBA-2007-12	May 15, 2018	Genview	20			66
SUB-2012-03	June 26, 2013	BG Properties	153			502
SUB-2015-05	January 31, 2017	Coppervalley Estates	108			354
C-2019-05		7 Kenlea Court	1			3
Sub Total						945
Registration in 2021						
File Number	Council Approval Date	Applicant	Unit Type			Allocation (persons)
			Single	Towns	Apartment	
SUB-2015-04	May 29, 2020	Ashlen Holdings	30			98
ZBA-2017-09	June 4, 2019	Shimvest, Prato, Preserve Homes	25			82
SP-2017-02	September 18, 2018	Skales Development		32		86
SUB-2017-01	July 17, 2018	Dormer Hill	27			89
Sub Total						355
Registration in 2022						
File Number	Council Approval Date	Applicant	Unit Type			Allocation (persons)
			Single	Towns	Apartment	
C-2019-01		Alla Vinokurov	1			3
SUB-2017-02	June 22, 2021	20 and 25 Mavinac Blvd	36			118
SUB-2015-01	January 23, 2017	Highland Gate (Phase 2a)	26			85
SUB-2015-01	January 23, 2017	Highland Gate (Phase 2b)	27			89
SUB-2014-04	September 10, 2019 January 26, 2021	Cedartrail (Frattaroli)	11			36
SP-2020-07	July 13, 2021	York Region Christian Seniors Home			125	214
Sub Total						545
Registration in 2023						
File Number	Council Approval Date	Applicant	Unit Type			Allocation (persons)
			Single	Towns	Apartment	
SUB-2015-01	January 23, 2017	Highland Gate (Phase 3)	25			82
SUB-2017-02	June 22, 2021	20 and 25 Mavinac Blvd		129		347
SUB-2015-01	January 23, 2017	Highland Gate (Phase 4)	16			52
Sub Total						481
Grand Total						3747



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

Town of Aurora
Council Report
No. PDS23-118

Subject: Additional Information to Report No. PDS23-108 Centre Street Speed Limit Amendment

Prepared by: Michael Bat, Traffic and Transportation Analyst

Department: Planning and Development Services

Date: September 26, 2023

Recommendation

1. That Report No. PDS23-118 be received for information.

Executive Summary

The report can be summarized as follow:

- Following comments from Council at the September 5, 2023, General Committee meeting, staff has considered extending the proposed speed limit reduction from 40km/hr to 30km/hr on Centre Street between Yonge Street and Industrial Parkway North rather than just for the portion of the street being reprofiled through the Metrolinx track twinning project.
- An amendment is required to the original report (PDS23-108) to affect this change.

Background

Staff report no. PDS23-108 was presented to Council on September 5, 2023, recommending a 90 metre speed limit reduction on Centre Street (within the impacted section located adjacent to the railway track) to accommodate the ongoing Barrie Line GO Expansion project being undertaken by Metrolinx.

In response to comments at the September 5, 2023, General Committee meeting, staff has evaluated extending the proposed speed limit reduction for the entirety of Centre Street, approximately 880 metres, from Yonge Street to Industrial Parkway North.

The subject area is illustrated in Figure 1.

Analysis

Following comments from Council at the September 5, 2023, General Committee meeting, staff has considered extending the proposed speed limit reduction from 40km/hr to 30km/hr on Centre Street between Yonge Street and Industrial Parkway North rather than just for the portion of the street being reprofiled through the Metrolinx track twinning project.

As summarized in staff report no. PDS23-108, the Barrie Line GO Expansion project will add a second track on the west side of the existing track, to prepare for a future two-way, all-day rapid transit service. As part of the project, a 50 metre section of Centre Street, from the west limit of the rail corridor will be reprofiled. This will include modifications to the existing slope.

To meet the Federal regulatory design elements outlined in the Transport Canada's Grade Crossing Standards and the minimum sightline requirements prescribed in the Transportation Association of Canada (TAC) manual, the proposed reprofiling will result in a required speed reduction from the existing speed limit of 40 km/h to 30 km/h on the impacted section of Centre Street.

Staff is recommending that the speed limit reduction to 30 km/h be identified for the entire section of Centre Street (from Yonge Street to Industrial Parkway North) as identified in Figure 1.

An amendment is required to the original report (PDS23-108) to affect this change.

If Council agrees that the reduced speed limit should be implemented from Yonge Street to Industrial Parkway North, the original report must be pulled for discussion from the September 5 General Committee report and the following amendment moved:

"That the speed limit reduction on Centre Street be applied from Yonge Street to Industrial Parkway North."

Should the amendment be carried, the second clause will change to:

"That a by-law to amend Parking By-law No. 4574-04.T be enacted to reduce the speed limit on Centre Street between Young Street and Industrial Parkway North from 40 km/h to 30 km/h."

Legal Considerations

See Staff Report No. PDS23-108.

Financial Implications

The estimated cost for the replacement of the speed limit signs is \$2,000 and will be funded from the Operations Services Department's existing approved 2023 operating budget.

Communications Considerations

See Staff Report No. PDS23-108.

Climate Change Considerations

See Staff Report No. PDS23-108.

Link to Strategic Plan

See Staff Report No. PDS23-108.

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

Staff are recommending that the reduction of the speed limit of 40 km/h to 30 km/h be identified for the entire section of Centre Street.

Attachments

Figure 1: Location Map

Previous Reports

PDS23-108, Centre Street Speed Limit Amendment, September 5, 2023

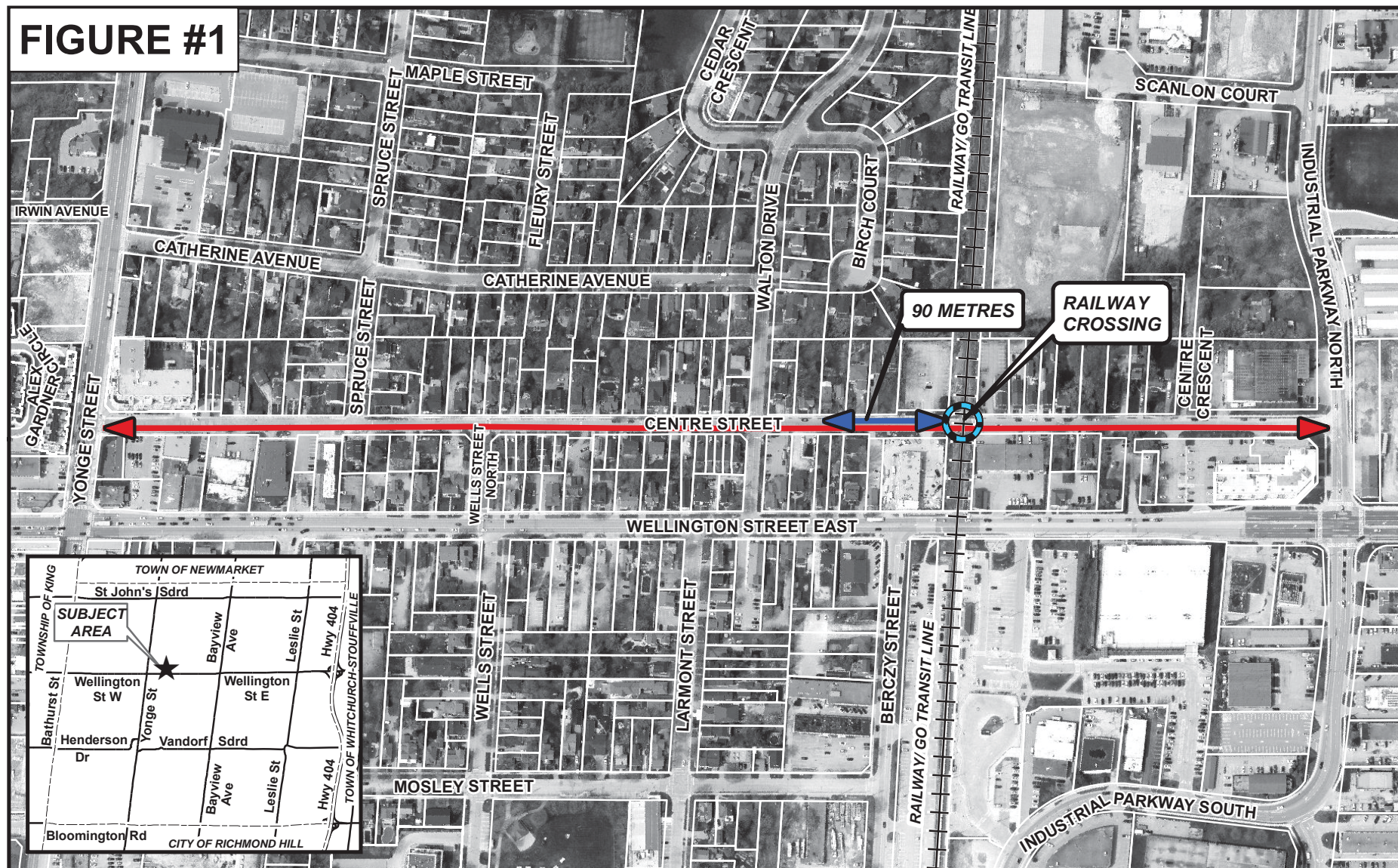
Pre-submission Review

Agenda Management Team review on September 14, 2023

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

FIGURE #1**LOCATION MAP****Speed Limit Amendment –
Centre Street**

REVISED SPEED LIMIT
AMENDMENT AREA



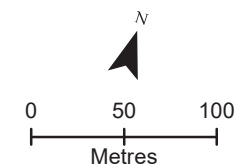
ORIGINAL SPEED LIMIT
AMENDMENT AREA



RAILWAY
CROSSING



RAILWAY/GO
TRANSIT LINE

**PDS23-118**

Map created by the Town of Aurora Financial Services Department - IT Division, June 8th, 2023. Map updated on, 9/8/2023. Base data provided by York Region and Aurora - GIS. Air Photos taken Spring 2022, © First Base Solutions Inc., 2022 Orthophotography. This is not a legal survey



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

Town of Aurora

Motion

Notice given September 5, 2023

Re: As of Right Pre-Zoning

To: Members of Council

From: Mayor Tom Mrakas

Date: September 26, 2023

Whereas the forthcoming Town's Official Plan Review is scheduled for presentation to Council for consideration and potential adoption in the Fall of 2023. This review encompasses numerous proposed changes that offer valuable guidance on managing growth within strategically designated areas over the upcoming three decades; and

Whereas the Town of Aurora is making a commitment to the Province by pledging its active role in facilitating the construction of 8,000 new homes by the year 2031;

1. Now Therefore Be It Hereby Resolved That the Town will engage in pre-zoning of lands situated along key thoroughfares including Leslie and Bayview, as well as both Yonge and Wellington. This initiative will extend to cover Strategic Growth Areas such as The Promenade and the Major Transit Station Area (MTSA); and
2. Be It Further Resolved That the aforementioned corridors and designated growth areas shall be pre-zoned, with due consideration for suitable building heights and densities. This pre-zoning shall be designated "As of Right," thereby streamlining the development process for residential units; and
3. Be It Further Resolved That staff be directed to undertake this pre-zoning exercise as an integral component of the accelerated Phase 1 of the Zoning By-law review.



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

Town of Aurora

Motion

Notice given September 5, 2023

Re: Gender-Based and Intimate Partner Violence Epidemic

To: Members of Council

From: Mayor Tom Mrakas

Date: September 26, 2023

Whereas 42 municipalities and regions including OBCM (Ontario Big City Mayors) and MARCO (Mayors and Regional Chairs of Ontario) members Ajax, Brampton, Burlington, Clarington, Hamilton, London, Oakville, Ottawa, Pickering, Whitby, Toronto, and Windsor, along with Peel, Durham and Halton Regions as well as Lanark County, Essex County and Renfrew County across Ontario have declared a gender-based violence and/or intimate partner violence epidemic (as of August 18, 2023); and

Whereas on August 16, 2023, Justice Minister Arif Virani described gender-based violence as “an epidemic” in the federal government’s formal response to a coroner’s inquest, also stating that his government is committed to ending the gender-based violence epidemic “in all its forms, and is working to address any gaps in the Criminal Code to ensure a robust justice system response”; and

Whereas by declaring gender-based violence and intimate partner violence an epidemic, the Town of Aurora can join the growing number of municipalities and regions in demanding action from all levels of government to address this growing epidemic; and

Whereas the incidences of gender-based violence and intimate partner violence increased exponentially throughout the COVID-19 pandemic and has not decreased, while funding to provide the growing demand of services and support for victims and survivors of intimate partner and gender-based violence has not kept pace;

1. Now Therefore Be It Hereby Resolved That the Town of Aurora declare gender-based violence and intimate partner violence an epidemic; and
2. Be It Further Resolved That the Town of Aurora recommend that gender-based violence and intimate partner violence be declared an epidemic in the Province of Ontario; and

3. Be It Further Resolved That the Town of Aurora Requests That the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), and all municipalities and regions in Ontario declare a gender-based and intimate partner violence epidemic across the country; and
4. Be It Further Resolved That the Town of Aurora Requests That the provincial and federal governments enact the additional 85 recommendations from the inquest into the 2015 murders of Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam in Renfrew County, Ontario, which provide a roadmap to preventing intimate partner violence from escalating to femicide; and
5. Be It Further Resolved That the Town of Aurora Requests That the federal government starts this enactment by adding the word Femicide as a term to the Criminal Code of Canada; and
6. Be It Further Resolved That the Town of Aurora Requests That the provincial and federal governments provide the necessary support to municipalities, regions, and their emergency and social services to meaningfully address the gender-based violence and intimate partner violence epidemic.



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

Town of Aurora

Motion

Notice given September 19, 2023

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

To: Mayor and Members of Council

From: Councillor Rachel Gilliland

Date: September 26, 2023

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.



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

Town of Aurora

Notice of Motion

Councillor's Office

Re: Aurora Council Opposition to Strong Mayor Powers in Aurora

To: Mayor and Members of Council

From: Councillor Ron Weese

Date: September 19, 2023

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.

The Corporation of the Town of Aurora

By-law Number XXXX-23

Being a By-law to prescribe the standards for the maintenance and occupancy of properties in the Town of Aurora.

Whereas subsection 15.1(3) of the *Building Code Act, 1992*, S.O. 1992, c.23, (“Building Code Act”) permits the council of a municipality to pass a by-law prescribing standards for the maintenance and occupancy of properties within the municipality and for prohibiting the occupancy or use of such properties that do not conform with the standards;

And whereas subsection 15.1(3) of the Building Code Act also permits said by-law to require property that does not conform with the standards to be repaired and maintained to conform with the standards or the site to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

And whereas under sections 35.3 and 45.1 of the *Ontario Heritage Act*, R.S.O. 1990, c. O.18 a by-law may be passed prescribing minimum standards for the maintenance of the heritage attributes of designated properties or properties situated in heritage conservation districts, provided that a by-law under section 15.1 of the Building Code Act is in effect in the municipality;

And whereas subsection 15.6(1) of the Building Code Act requires that a bylaw passed under subsection 15.1(3) of the Building Code Act provide for the establishment of a property standards committee;

And whereas the Council of The Corporation of the Town of Aurora deems it necessary to repeal By-law Number 4044-99, being a by-law to prescribe standards for the maintenance and occupancy of property within the Town of Aurora, and to replace it with this by-law;

And whereas the Council of The Corporation of the Town of Aurora deems it expedient to continue to regulate the maintenance of properties within the Town of Aurora;

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

Part I: Definitions, Interpretation and Application

1. Short Title

1.1 This by-law shall be known and may be cited as the “Property Standards By-law”.

2. Definitions and Interpretation

2.1 In this by-law, the following words shall have the following meanings:

- (a) **“Accessory Building”** means any subordinate building or structure which is separate or detached from the main building on the same Lot and is subordinate to a principle use of the main building or structure, is not used for human habitation, is located on the same Lot as the main building or structure and may, without limiting the generality of the foregoing, include a private garage, swimming pool, private greenhouse, patio, carport, boat

house, solar collector, garbage bin enclosure, raised play structures, and gazebos;

- (b) **"Agricultural Purposes"** means land designated for agricultural uses under the Zoning By-Law;
- (c) **"Bathroom"** means a room containing a bathtub or shower with or without a water closet (toilet) and lavatory (sink);
- (d) **"Barrier-Free"** means that a building and its facilities can be approached, entered and used by persons with physical or sensory disabilities;
- (e) **"Basement"** means as defined in the Building Code;
- (f) **"Building Code"** means the regulations made under section 34 of the Building Code Act, as amended or replaced from time to time;
- (g) **"Building Code Act"** means the *Building Code Act, 1992*, S.O. 1992, c. 23, as it may be amended or replaced from time to time;
- (h) **"Committee"** means the Property Standards Committee of the Town established pursuant to this by-law;
- (i) **"Council"** means the Council of the Corporation of the Town of Aurora;
- (j) **"Crawl Space"** means a space beneath a floor assembly with less than 1.8 meters of clearance height;
- (k) **"Director"** the department head responsible for the Bylaw Services division of the Town or his/her designate or successor;
- (l) **"Domestic Goods"** means goods associated with a Residential Occupancy and includes but is not limited to firewood, small amounts of building materials, garden equipment and furniture and household belongings and sports equipment that is in normal keeping with the principal use of the property;
- (m) **"Dwelling"** means a building or structure or part of a building or structure occupied or capable of being occupied in whole or in part for the purposes of Residential Occupancy and includes the land and premises appurtenant thereto and all outbuildings, fences or erections thereon or therein;
- (n) **"Dwelling Unit"** means a suite operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities;
- (o) **"Fire Code"** means the fire code, as amended from time to time, as established under the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4;
- (p) **"Front Yard"** means as defined in the Zoning By-law;
- (q) **"Full-Cut-Off Fixture"** means a luminaire or light fixture that, by design of the housing, does not allow any light dispersion or direct glare to shine above a horizontal plane from the base of the light fixture where light is emitted and must be installed in a horizontal position as designed;

- (r) **"Habitable Room"** means any room in a Dwelling Unit designed, lawfully used or capable of being lawfully used for living, sleeping, cooking or eating purposes;
- (s) **"Heritage Attribute(s)"** means the attributes or features of a property, building or structure that contributes to the property's cultural heritage value or interest that are defined, described, or that can be reasonably inferred:
 - (i) in a by-law designating a property passed under section 29 of the Ontario Heritage Act and identified as heritage attributes, values, reasons for designation, or otherwise;
 - (ii) in a Minister's order made under section 34.5 of the Ontario Heritage Act and identified as heritage attributes, values, reasons for designation or otherwise;
 - (iii) in a by-law designating a heritage conservation district passed under section 41 of the Ontario Heritage Act and identified as heritage attributes, values, reasons for designation or otherwise; or
 - (iv) in the supporting documentation required for a by-law designating a heritage conservation district, including but not limited to a heritage conservation district plan, assessment or inventory, and identified as heritage attributes, reasons for designation or otherwise;
- (t) **"Inoperable Motor Vehicle"** means a vehicle:
 - (i) that is in a wrecked, dismantled, partially dismantled, inoperative or abandoned condition; or
 - (ii) a motor vehicle that does not have a current and valid license plate attached, unless such vehicle is covered by a fitted vehicle cover and maintained in a good condition;
- (u) **"Lot"** means a property, lot or parcel of land described in a deed or other document legally capable of conveying land or shown as a lot or block on a registered plan of subdivision;
- (v) **"Medical Officer of Health"** means the Medical Officer of Health for the York Region Public Health Unit;
- (w) **"Multiple Dwelling"** means a building containing three or more Dwelling Units;
- (x) **"Municipal Act"** means the *Municipal Act, 2001*, S.O. 2001, C.25, as it may be amended or replaced from time to time;
- (y) **"Non-Habitable Area"** means any room in a Dwelling or Dwelling Unit other than a Habitable Room, and includes:
 - (i) a Bathroom, washroom, laundry, pantry, lobby, corridor, stairway, closet, Crawl Space, furnace room; and
 - (ii) any other space for service and maintenance of the Dwelling for public use or access to and vertical travel between storeys;

- (z) **"Ontario Heritage Act"** means the *Ontario Heritage Act*, R.S.O. 1990, c. O.18, as it may be amended or replaced from time to time, and including any regulations thereunder;
- (aa) **"Outdoor Lighting Fixtures"** shall include, but not be limited to, lighting for buildings and structures, including canopies, overhangs, parking lot lighting and outdoor lighting for all residential, commercial, promenade, and industrial uses;
- (bb) **"Part IV Heritage Property"** means property, including any building or structure located thereon, that has been designated by the Town under section 29, or by the Minister under section 34.5, of the Ontario Heritage Act;
- (cc) **"Part V Heritage Property"** means property, including any building or structure located thereon, which is located within a heritage conservation district that has been so designated by the Town under section 41 of the Ontario Heritage Act;
- (dd) **"Property Standards Officer"** means a property standards officer who has been assigned the responsibility of administering and enforcing by-laws of the Town passed under section 15.1 of the Building Code Act;
- (ee) **"Public Authority"** means the Government of Canada, the Province of Ontario, the Town, The Regional Municipality of York, the Lake Simcoe Region Conservation Authority and the Toronto and Region Conservation Authority and includes any commission, committee, school board, department or agency of the aforementioned entities;
- (ff) **"Rear Yard"** means any portion of the Yard that is not the Front Yard;
- (gg) **"Residential Occupancy"** means the occupancy or use of a building or part thereof by persons for whom sleeping accommodation is provided, but does not include occupancies or uses in which persons are harbored or detained to receive medical care or treatment and does not include occupancies or uses in which persons are involuntarily detained;
- (hh) **"Residential Property"** means any property that is used or designed for Residential Occupancy, and includes any land or buildings that are on such property or appurtenant to such occupancy and all Yards, landscaping, steps, walks, driveways, parking spaces and fences associated with the occupancy;
- (ii) **"Sewage"** means any liquid containing organic, inorganic, animal, vegetable or mineral matter in solution or in suspension, including floating materials, but does not include any storm or rain water, or uncontaminated potable water;
- (jj) **"Sewerage System"** means that Town's sanitary sewerage system or a private Sewage disposal system approved by the Town;
- (kk) **"Standards"** mean the standards of physical condition and of occupancy prescribed for properties under this by-law;

- (ll) **"Supplied Facility"** means an appliance, fixture or piece of equipment, including any related system, provided or established in conjunction with the use of property that is ancillary or incidental to the occupancy as may be specified within a lease agreement or required to be provided in accordance with the provisions of the Building Code, the *Health Protection and Promotion Act*, R.S.O. 1990, c. H.7, or any other applicable by-law or legislation;
 - (mm) **"Surface-Treated"** means paved with concrete, asphalt, stone, brick or any aggregate treated with a binding material;
 - (nn) **"Town"** means The Corporation of The Town of Aurora or the geographical limits of the Town of Aurora as the context requires;
 - (oo) **"Vacant Building"** means any building that is or appears to be vacant, partially vacant, or unoccupied, or that, by reason of its unfinished or dilapidated condition appears to be in a state such that there is little or no control over unauthorized entry, but does not include:
 - (i) a Dwelling Unit occupied on a seasonal basis but otherwise maintained throughout the year and kept compliant with all applicable statutes, regulations and Town by-laws, including this by-law;
 - (ii) a detached building or structure which is naturally and normally incidental, subordinate, and devoted to another building located on the same Lot that is, or appears to be, occupied;
 - (iii) a building that is owned by a Public Authority;
 - (pp) **"Washroom"** means a room containing one or more water closets or one or more lavatories and may include other sanitary fixtures;
 - (qq) **"Yard"** means the land, other than publicly owned land, around and appurtenant to the whole or any part of a building or structure and lawfully used or intended to be used or capable of being used in connection with the building or structure;
 - (rr) **"Zoning By-law"** means The Zoning By-law of the Town of Aurora, as amended or successor thereof.
- 2.2 The terms water closet and lavatory in this by-law shall mean as it is attributed to such terms under the Building Code and the plumbing industry, with the term water closet referring to a flush toilet and the term lavatory referring to a permanent sink or washbowl with running water.
- 2.3 A term not defined in this section shall have the same meaning as the term in the Building Code Act or in the Building Code, if provided therein.
- 2.4 Unless otherwise specified, references in this by-law to parts, sections, subsections, clauses and schedules are references to parts, sections, subsections clauses, and schedules in this by-law.

- 2.5 The part and section headings contained throughout this document are for reference purposes only and do not form a part of this by-law. This by-law is to be interpreted without reference to such headings.
- 2.6 References in this by-law to any statute or statutory provisions include references to that statute or statutory provision as it may from time to time be amended, extended, or re-enacted.
- 2.7 This by-law shall be read with all changes in gender or number as the context requires.
- 2.8 References in this by-law to items in the plural include the singular, and references to the singular include the plural, as applicable.
- 2.9 The words “include”, “includes”, “including” are not to be read or interpreted as limiting the words, phrases, or descriptions that precede it.
- 2.10 If a court of competent jurisdiction declares any provision, or any part of a provision, of this by-law to be invalid or to be of no force and effect, it is the intention of the Town in enacting this by-law that such provision or part of a provision shall be severable, and such a decision shall not affect the validity of the remaining sections, subsections, clauses or phrases of this by-law.
- 2.11 Where there is a conflict of the provisions between this by-law and any other by-laws of the Town with respect to property standards, the provision that establishes the highest standard to protect the health, safety and welfare of the general public shall apply.
- 3. Administration of this By-law**
- 3.1 The Director is delegated authority to and is responsible for administering this by-law.
- 3.2 The Director and Property Standards Officers of the Town are hereby delegated the authority to enforce this by-law, including the authority to conduct inspections pursuant to this by-law, the Building Code Act, and any other enacted applicable by-law or legislation.
- 3.3 The Director is authorized to delegate responsibilities for the administration and enforcement of this by-law to any Town staff or, with respect to administration, to external third parties deemed to be qualified and appropriate by the Director for such purposes.
- 3.4 Any fees required under this by-law or fees related to the administration and enforcement of this by-law shall be as required by the Town’s Fees and Charges By-law.
- 4. Application and Other Law**
- 4.1 The Standards for maintenance and occupancy of property prescribed in this by-law apply to all lands and property in the Town.
- 4.2 Where reference is made to the prescribed specifications or requirements of the Building Code, compliance alternatives as allowed for in Part 11 of the Building Code may be substituted.

- 4.3 Any provincial or federal regulation that imposes a higher maintenance requirement or specification shall supersede this by-law.

Part II: Prohibitions, Duties and Requirements

5. Prohibitions and Requirements

- 5.1 No person shall use, occupy or permit the use or occupancy of, rent, or offer to rent, any property or any portion thereof that does not conform to the Standards, specifications or requirements established in this by-law.
- 5.2 The owner of any property, which does not conform to the Standards, specifications or requirements established in this by-law, shall repair and maintain such property to conform to the Standards, specifications or requirements, or shall clear the site of all buildings, structures, debris or refuse and leave it in a graded and levelled condition.
- 5.3 Notwithstanding subsection 5.2, the owner of a Part IV Heritage Property or a Part V Heritage Property which does not conform to the Standards in this by-law shall repair and maintain the property to conform to the Standards and the property shall not be cleared of all buildings and structures that fail to do so.
- 5.4 In addition to and without limiting the above, every owner of property shall:
- (a) take immediate action to eliminate any unsafe condition;
 - (b) ensure that every Supplied Facility, appliance, fixture and equipment in or on the property is:
 - (i) constructed, installed, and maintained so that it will function safely and effectively,
 - (ii) kept in a satisfactory working condition, and
 - (iii) available for the use by the occupants and other users of the property in accordance with the Standards.
- 5.5 All repairs and maintenance shall be made in a good workmanlike manner with materials that are suitable and sufficient for the purpose and free from defects. Without restricting the generality of the foregoing:
- (a) the requirement that repairs be made in a "good workmanlike manner" includes ensuring that the component repaired can perform its intended function and finishing the repair in a manner reasonably compatible with adjoining decorative finishing materials; and
 - (b) the requirement that repairs and maintenance be made with "materials that are suitable and sufficient for the purpose" includes a requirement for materials reasonably compatible with adjoining decorative finishing materials.

Part III: General Maintenance Standards

6. Yards

- 6.1 Yards and vacant property shall be kept clean and free from rubbish or other debris and from objects or conditions that create or might create a health, fire or accident hazard or an unsafe condition.
- 6.2 Yards and vacant property shall be graded in a manner to prevent the mounding of earth, dirt or rubble.
- 6.3 Yards and vacant property shall be kept free of dead or decayed trees, including branches and limbs thereof, damaged trees that create an unsafe condition and heavy overgrowth of vegetation, unless such property is zoned for Agricultural Purposes.
- 6.4 No Inoperable Motor Vehicle, or trailer that is in a wrecked, dismantled, partially dismantled, inoperative or abandoned condition, or any part of such a vehicle or trailer, shall be parked, stored or left outdoors on any property in the Town, unless it is part of an automotive repair establishment use, an automotive sales establishment (new or used) use, a vehicle compound use or salvage yard permitted by the Zoning By-law or otherwise permitted as a legal non-conforming use pursuant to the *Planning Act*, R.S.O. 1990, c. P.13.
- 6.5 Domestic Goods may only be stored in the Yard if it is:
- (a) in the Rear Yard provided that such storage shall be neatly piled; and
 - (b) in the Front Yard provided that such storage is neat and is limited to small amounts that is consistent with the permitted use of the property.
- 6.6 No excessive storage shall be permitted in the Front Yard.
- 6.7 All swimming pools, hot tubs, wading pools, garden fountains and artificial ponds shall be:
- (a) maintained in good repair and in a working condition, and
 - (b) kept free of water that is malodorous or water that provides a breeding place for mosquitos, including that which may accumulate on or below a pool cover.
- 6.8 No person shall keep any exterior lighting in a Yard, or that part of the Yard that he, she or it occupies or controls, where it is installed and maintained in such a manner as to allow light to shine beyond the boundaries of the property in excess of 20 lux onto an abutting Residential Property or into any Dwelling Unit windows.
7. **Vacant Buildings**
- 7.1 For the purposes of maintenance of Vacant Buildings, all provisions within this by-law that regulate interior conditions of a building shall not apply, provided that such building is boarded up and entry prevented as required in this section 7. Notwithstanding the foregoing, all provisions within this by-law that regulate exterior conditions and structural integrity shall apply to Vacant Buildings, with the exception of section 36.
- 7.2 Notwithstanding all other provisions of this by-law, the provisions set out below shall apply to all Vacant Buildings:

- (a) the owner of the Vacant Building shall protect every such building against the risk of fire, accident or other such hazard and shall effectively prevent the entrance thereto of all unauthorized persons;
- (b) if the normal locking system or other security measures for the building do not prevent entry, the owner of the Vacant Building shall board up the building by covering any openings through which entry may be obtained with at least 12.7mm (1/2 inch) weatherproof sheet plywood securely fastened to the building and painted a colour compatible to the surrounding walls;
- (c) the owner or their agent shall secure the building to prevent accidental or malicious damage to the building or adjacent property;
- (d) if a building remains vacant for more than ninety (90) days, the owner or their agent thereof, shall ensure that all utilities serving the building are properly disconnected, but this provision shall not apply where such utilities are necessary for the safety or security of the building;
- (e) if a Vacant Building sustains structural damage the owner of such a building shall bring it into compliance with all structural and exterior maintenance provisions of this by-law or otherwise shall have such a building demolished in accordance with the Building Code Act.

7.3 For the purposes of this by-law, a building shall be presumed to be vacant for ninety (90) days if, based on visual inspections of the exterior over that period:

- (a) it appears to be vacant, partially vacant, or unoccupied, or
- (b) by reason of its unfinished or dilapidated condition appears to be in a state such that there is little or no control over unauthorized entry,

notwithstanding any intermittent or temporary periods of vacancy or occupancy within that inspection period. This presumption may be rebutted by evidence to the contrary on a balance of probabilities.

8. Sewage and Drainage

8.1 Sewage or organic waste shall be discharged into a Sewerage System.

8.2 No roof drainage, storm water drainage or sump pump discharge, or any other type of water discharge shall be discharged directly onto a sidewalk, street, boulevard, stair or onto the Lot of another property owner. Notwithstanding the foregoing, the requirements of this subsection 8.2 shall be subject to any water drainage plans approved by the Town.

8.3 Properties shall be graded:

- (a) such that storm water and pumped discharge water drains from the Yard and does not pond in a recurrent manner;
- (b) such that storm water and pumped discharge is prevented from entering into any building; and
- (c) in a manner that will minimize erosion of adjacent properties.

9. Walkways

9.1 There shall be a Surface-Treated walk leading from every:

- (a) main exterior entrance of every main building,
 - (b) separately leased unit, and
 - (c) fire exit from a building required under the Building Code or the Fire Code,
- to a paved driveway, to the sidewalk or to the street.

10. Safe Access and Barriers

10.1 Steps, walks, ramps, driveways, parking spaces and similar areas of a Yard shall be maintained to afford safe passage under normal use and weather conditions.

10.2 Accumulations of ice and snow shall be promptly removed from all main entrances and exits of occupied buildings.

10.3 Where buildings and property have been designated, designed, constructed or altered for Barrier-Free access, every Barrier-Free path of travel and all Barrier-Free features and equipment shall be installed in accordance with the Building Code, and shall be maintained in good repair and shall function as designed.

11. Fences and Retaining Walls

11.1 Fences shall be maintained in good condition and free from hazards. Fences shall be reasonably plumb, unless specifically designed to not be vertically plumb.

11.2 Retaining walls shall be safe, maintained, structurally sound and plumb, and capable of performing its intended function.

11.3 Where access is provided to the top edge of a retaining wall, a safety rail that is a minimum of 0.9 meters in height shall be provided and maintained in good working order when the difference in ground elevation exceeds 1.2 metres.

12. Garbage Disposal

12.1 Every building and every unit within a building shall utilize sufficient receptacles or garbage bags to contain all garbage and rubbish.

12.2 Outdoor garbage receptacles shall be:

- (a) made of rigid, watertight construction,
- (b) provided with a tight-fitting cover,
- (c) kept free of debris and loose litter on the outside or around such receptacles; and
- (d) screened from public view.

12.3 Garbage and rubbish shall be promptly stored in receptacles and made available for removal in accordance with any applicable Town by-laws.

- 12.4 If a garbage chute system is installed in a Multiple Dwelling, the system shall be maintained operative.
- 12.5 Every garbage chute, garbage disposal room, garbage storage area, garbage container or receptacle shall be washed and disinfected as often as is necessary to maintain a clean and odour-free condition.
- 12.6 If an exterior bulk or roll-off container garbage disposal system is used, it shall be equipped with covers or similar devices that can be opened or removed, but shall not be left open or removed, except when being loaded.
- 12.7 Any exterior bulk or roll-off garbage disposal system shall be large enough to contain all garbage and refuse generated between collections and not be loaded beyond the top of the container.

13. Surface Treatment of Outdoor Parking and Storage Areas

- 13.1 The surfaces of open storage areas, off-street parking areas, loading and maneuvering areas in all zoning districts, shall be surfaced with asphalt, concrete, paving brick, block, or other similar material that is free from excessive cracks, potholes and delamination.
- 13.2 A storm drainage system is required that adheres to a storm water management plan registered on the property or otherwise approved by a Public Authority.

14. Pest Prevention

- 14.1 Buildings on any property shall be kept free of infestation of rodents, vermin and insects at all times.
- 14.2 Extermination of rodents, vermin or insects may only be conducted in accordance with the provisions of the *Pesticides Act*, R.S.O. 1990, c. P.11 and its regulations, all as amended from time to time.
- 14.3 Openings and holes in any building, including chimneys, windows, doors, vents, holes for pipes and electrical fixtures, cracks, and floor drains shall be screened or sealed to reasonably prevent the entry of any rodents, vermin, insects, birds or other pests.

15. Foundations

- 15.1 Foundation walls shall be maintained in good repair and structurally sound and shall be maintained by methods including but not limited to shoring of the walls, installing of subsoil drains at the footing, grouting masonry cracks, parging or waterproofing the walls.
- 15.2 Every building, unless the slab-on-grade type, shall be supported by foundation walls or piers which extend below the frost line or to solid rock.
- 15.3 All footings, foundation walls, piers and slabs-on-grade shall be of masonry or other suitable material.
- 15.4 Subsections 15.2 and 15.3 shall not apply to Accessory Buildings where the Building Code specifies that no foundation is required.
- 15.5 Every space below grade in a building shall be adequately drained.

16. Structural Components

- 16.1 Every part of a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional load to which it may be subject through normal use.
- 16.2 Materials which have been damaged or show evidence of rot, smoke damage or other deterioration shall be repaired or replaced.
- 16.3 The exterior of every building shall be free from loose, rotted, warped, deteriorated, smoke damaged, or broken materials and objects.
- 16.4 All exterior surfaces shall be of materials which provide adequate protection from the weather.
- 16.5 Any building, Accessory Building or structure damaged by fire, storm or by other events or forces shall be either demolished or otherwise repaired to a condition to comply with all the provisions of this by-law, Building Code, Fire Code, and any other applicable legislation.

17. Roofs

- 17.1 A roof, including the fascia board, soffit, cornice and flashing shall be maintained in a watertight condition so as to prevent leakage of water into the building.
- 17.2 All roofs shall be maintained free from loose or unsecured objects or materials and free from excessive or dangerous accumulations of snow, ice or both.

18. Exterior of a Building

- 18.1 The exterior walls of a building and its components shall be maintained so as to prevent their deterioration due to weather and the entry of animals and insects.
- 18.2 The exterior walls of a building and its components shall be maintained by:
- (a) the painting, restoring or repairing of the fascia board, soffit, cornice, walls, coping or flashing; and
 - (b) the damp proofing of joints and of the walls themselves.

19. Driveway Delineation

- 19.1 If paving is permitted as landscaping under the provisions of the Zoning By-Law, any hard surface area running along either the side of a driveway that is beyond the permitted width of the driveway, as permitted under the Zoning By-law, must be delineated or blocked-off so that vehicular access is permanently prevented beyond the permitted width of the driveway.

20. Dampness

- 20.1 The interior floors, ceilings and walls shall be kept free from dampness arising from the entrance of moisture through an exterior wall or a roof, or through a floor on grade.
- 20.2 Every attic or roof space above an insulated ceiling shall be vented to the exterior in accordance with the Building Code.

21. Stairs, Porches, Balconies and Decks

- 21.1 All interior and exterior stairs and all porches, balconies and decks shall be maintained so as to be free of holes, cracks and other defects that may constitute possible accident, tripping or falling hazards.
- 21.2 All treads, risers and walking surfaces on any stairs, porches, balconies and decks shall be uniform and any such items, as well as any supporting structural members, that show excessive wear, are broken, warped or loose, or are rotted or deteriorated, shall be repaired or replaced.

22. Guards and Handrails

- 22.1 All guards and handrails shall be installed and maintained in good repair and in accordance with the Building Code.
- 22.2 Openings through any guard which can be accessed by members of the general public shall be of a size that will prevent the passage of a spherical object having a diameter of 200mm, or more, for industrial occupancy properties. For all other properties, the openings in any guards shall be of a size that will prevent the passage of a spherical object having a diameter of 100mm, or more.
- 22.3 Handrails shall be terminated in a manner that will not obstruct pedestrian travel or create a hazard.
- 22.4 The open side(s) of a stair, balcony, deck, porch or landing shall be protected by a guard in accordance with the Building Code.
- 22.5 Unless it can be shown that the location and size of openings do not present a hazard, a guard shall be designed so that no member, attachment or opening located between 140 millimetres and 900 millimetres above the level protected by the guard will facilitate climbing.
- 22.6 If glass is used as part of a guard, it shall be:
- (a) safety glass of the laminated or tempered type conforming to CAN/CGSB-12.1-M, "Tempered or Laminated Safety Glass"; or
 - (b) wired glass conforming to CAN/CGSB-12.11-M, "Wired Safety Glass."

23. Elevators

- 23.1 Elevators shall be properly maintained in accordance with any applicable standards and kept in operation except for such reasonable time as may be required for repair or replacement.

24. Water Supply

- 24.1 Every building either occupied or intended to be occupied by persons shall be provided with a safe and adequate supply of potable running water.
- 24.2 Every kitchen sink, lavatory, bathtub or shower required by this by-law shall have an adequate supply of hot and cold running water.
- 24.3 All hot water shall be supplied at a temperature of between 45°C and 60°C.

25. Plumbing

- 25.1 All plumbing, drain pipes, water pipes and plumbing fixtures and every connecting line to the Sewerage System shall be maintained in good working order and free from leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing.
- 25.2 All plumbing fixtures shall be connected to the Sewerage System through a trap with a water seal and adequate vents.

26. Washroom and Bathroom Facilities

- 26.1 All buildings provided with potable water shall contain plumbing fixtures as set out in the Building Code.
- 26.2 All Bathrooms and Washrooms serving a building shall be located within the building and be accessible from within that building.
- 26.3 All Bathrooms and Washrooms shall be fully enclosed so as to provide privacy for the occupant.
- 26.4 Where Barrier-Free Washrooms have been required or provided, all features of such Washrooms shall be maintained including signage, grab-bars, special fixtures and door hardware as outlined in the Building Code.

27. Lighting Standards – Interior Lighting

- 27.1 Within all buildings of three or fewer storeys in building height, having a building area not exceeding 600 square metres and that are used for Residential Occupancies, business and personal services occupancies, a mercantile occupancies, medium hazard industrial occupancies or low hazard industrial occupancies:
- (a) every exit, except for exits serving only one Dwelling Unit, public corridor or corridor providing access to exit for the public, shall be equipped to provide illumination to an average level of not less than 50 lux at floor or tread level and at all points such as angles and intersections at changes of level where there are stairs or ramps;
 - (b) emergency lighting shall be provided in:
 - (i) exits;
 - (ii) principal routes providing access to exit in an open floor area;
 - (iii) corridors used by the public;
 - (iv) underground walkways; and
 - (v) public corridors;unless such exits, routes or corridors serve a single Dwelling Unit within a Residential Occupancy;
 - (c) every public or service area in buildings, including a recreational camp and a camp for housing of workers, shall have lighting outlets with fixtures controlled by a wall switch or panel;

- (d) when provided by incandescent lighting, illumination required shall conform to Schedule "B" and if other types of lighting are used, illumination equivalent to that shown in Schedule "B" shall be provided.

27.2 The emergency lighting required in paragraph (b) of subsection 27.1 shall be:

- (a) provided from a source of energy separate from the electrical supply for the building;
- (b) designed to be automatically actuated for a period of not less than 30 minutes when the electric lighting in the affected area is interrupted; and
- (c) provided to average levels of illumination not less than 10 lux at floor or tread level, but where incandescent lighting is provided, lighting equal to 1 watt per square metre of floor area shall be considered to meet this requirement.

Further, where self-contained emergency lighting units are used, they shall conform to CSA C22.2 No. 141-M, "Unit Equipment for Emergency Lighting."

27.3 Within all buildings exceeding three storeys in building height or having a building area exceeding 600 square metres or used for other occupancies not described in subsection 27.1:

- (a) an exit, a public corridor, a corridor providing access to exit for the public, a corridor serving patients or residents in a care and treatment occupancy or care occupancy, a corridor serving classrooms, an electrical equipment room, a transformer vault and a hoistway pit shall be equipped to provide illumination to an average level not less than 50 lux at floor or tread level and at angles and intersections at changes of level where there are stairs or ramps;
- (b) elevator machine rooms shall be equipped to provide illumination to an average level of not less than 100 lux at floor level;
- (c) for parking lots, walkways, stairs, porches, verandas, loading docks, ramps or other similar areas, a minimum level of illumination of 10 lux at ground or tread level and at angles and intersections at changes of level where there are stairs or ramps;
- (d) emergency lighting shall be provided in:
 - (i) exits,
 - (ii) principal routes providing access to exit in an open floor area and in service rooms,
 - (iii) corridors used by the public,
 - (iv) corridors serving classrooms,
 - (v) underground walkways,
 - (vi) public corridors,
 - (vii) floor areas or parts of them where the public may congregate in,

- (viii) floor areas or parts of them in day care centres where persons are cared for,
 - (ix) food preparation areas in commercial kitchens,
 - (x) principal routes providing access to exit in a floor area that is not subdivided into rooms or suites of rooms served by corridors in a business and personal services occupancy, a mercantile occupancy or an industrial occupancy,
 - (xi) internal corridors or aisles serving as principal routes to exits in a business and personal services occupancy, a mercantile occupancy or an industrial occupancy that is subdivided into rooms or suites of rooms, and is not served by a public corridor,
 - (xii) washrooms with fixtures for public use, and
 - (xiii) any other occupancies and corridors as required under the Building Code.
- 27.4 The emergency lighting required in paragraph (d) of subsection 27.3 shall be in compliance with the Building Code requirements for such lighting in the building.
- 27.5 All interior lighting installed to provide the minimum level of illumination required by this by-law may be on circuits controlled by motion sensor-controlled switches, except where the lighting circuit is for an exit, including an exit stairway, or for emergency lighting.
- 27.6 A motion sensor-controlled switch permitted under subsection 27.5 of this by-law shall:
- (a) be designed for fail-safe operation so that if the motion sensor-controlled switch fails, the electrical fixture that it controls activates;
 - (b) be of a type, the operation of which is not impaired by the presence of smoke;
 - (c) control an area that is not more than 240 square metres;
 - (d) if the illumination is for an access to exit:
 - (i) maintain an average level of illumination of 10 lux at all times, and
 - (ii) in addition to subparagraph (i) above, maintain the illumination within its area of control active for not less than 15 minutes after the activity that caused the lighting to activate has stopped or left its area of control;
 - (e) if the illumination is for a space that is an access to exit from a residential area:
 - (i) activate all lighting between vertical partitions in the space,
 - (ii) activate all lighting within the space within two seconds of any movement either in or directly related to the area controlled by the motion sensor control switch;

- (f) provide coverage to all of the space so that there are no null zones.

28. Lighting Standards – Exterior Lighting

- 28.1 All Outdoor Lighting Fixtures shall be completely shielded Full-Cut-Off Fixtures, as further identified in Schedule “C” of this by-law.
- 28.2 Notwithstanding subsection 28.1, any wall-mounted lights that have been installed prior to effective date of this by-law may remain unshielded until December 31, 2029, but shall become permanently shielded no later than January 1, 2030.
- 28.3 All architectural lighting and building lighting shall be mounted such that the light is aimed down.
- 28.4 The use or placement of low wattage lights on a temporary basis for the purpose of commemorating a holiday, celebration or a special event is exempt from the requirements of this section 28, provided that such lights are only used for decoration or ornamentation and provided that such lights are temporary, removable, not permanently affixed and small-sized.

29. Buffering

- 29.1 A property that, because of its use, occupancy, or other reasons, creates a nuisance to other properties in the neighbourhood shall be buffered from these properties so as to minimize the effect of the nuisance by the provision and maintenance of:
 - (a) a barrier or deflectors to prevent lighting and motorized and non-motorized vehicle headlights from shining directly into a dwelling unit;
 - (b) a barrier to prevent wind-blown waste, wrappings, debris and similar things from littering or settling on adjacent properties;
 - (c) a visual screen or fence, of uniform construction and appropriate to the nature of the adjacent use, to minimize the visual impact of nuisances to persons at grade on adjacent properties or a public highway; and
 - (d) the provision and maintenance of a barrier of sufficient size and strength to prevent the dumping of debris or refuse in yards or vacant property.

30. Clothing Drop Boxes

- 30.1 Every owner of property on which a clothing drop box is used or located shall ensure that the clothing drop box is clean, in good repair and is free of graffiti, and shall ensure that all areas immediately adjacent to the clothing drop box are clean and free of litter, refuse and other debris.
- 30.2 An owner of property upon which a clothing drop box is placed that is in contravention of this section 30, or otherwise of this by-law, may be ordered to take any necessary action to remedy the contravention, including the removal of the clothing drop box from the property.

31. Parking Garages

- 31.1 The provisions of this section 31 do not apply to Residential Properties that serve three (3), or less than three (3), dwellings.
- 31.2 The walls, floors, ceilings and columns of every parking or storage garage shall be maintained free of holes, breaks or cracks, and impervious to water.
- 31.3 If a parking or storage garage has a common entrance and a capacity for more than five vehicles, it shall be painted as follows, and all painted surfaces shall be maintained in a state of good repair and reasonable cleanliness:
- (a) every ceiling, wall and column shall be painted white from 60 centimetres above floor level; and
 - (b) the remaining portion of the wall and the column from floor level to a height of 60 centimetres shall be painted black.
- 31.4 No machinery, boats, vehicles, trailers or parts of them that are in a wrecked, discarded, dismantled, inoperative or abandoned condition, or junk or rubbish shall be kept or allowed to remain in a parking or storage garage.
- 31.5 If a garage door allows for vehicular ingress or egress from a parking or storage area, and is equipped with an automatic closing mechanism, the garage door shall be equipped with a sensing device that does not allow the door to close when any person, animal or object is crossing its path.
- 31.6 Except as provided in subsection 31.7, every parking or storage garage shall be served by not fewer than two pedestrian exit doors.
- 31.7 In a building of not more than two storeys in building height, a parking or storage garage may be served by one pedestrian exit door if:
- (a) the floor area of the storage garage is 200 square metres or less;
 - (b) the maximum travel distance from any point within the parking or storage garage to the exit is 25 metres or less; and;
 - (c) the occupant load served by the exit is not more than 60 persons.
- 31.8 Every pedestrian exit door referred to in subsections 31.6 and 31.7:
- (a) shall be designed and installed to open in the direction of exit travel and shall swing on its vertical axis;
 - (b) shall have a reliable self-closing mechanism, and shall not at any time be secured in an open position;
 - (c) shall be designed and installed so that, when the door latch is released, the door will open easily in the direction of exit travel;
 - (d) shall, except as permitted under paragraph (e) below, be equipped with fastenings that allow the door to be readily opened from the inside without requiring keys, special devices or specialized knowledge of the door's opening mechanism; and;

- (e) may incorporate an electromagnetic locking device that does not incorporate latches, pins or similar devices to keep the door in the closed position if the following conditions are met:
 - (i) the building is equipped with a fire alarm system conforming to the Building Code;
 - (ii) the locking device is installed as an ancillary device to the fire alarm:
 - [1] upon activation of the fire alarm signal;
 - [2] in the event of a power failure or ground fault; and
 - [3] upon actuation of a manually operated switch accessible only to authorized personnel manning a central control facility at all times that the building is occupied;
 - (iii) a manually activated signalling box for the fire alarm system is located on the wall not more than 600 millimetres from the door;
 - (iv) if, upon release, the locking device must be reactivated manually by the actuation of the switch in (e)(ii)[3] above;
 - (v) a legible sign having the words EMERGENCY EXIT UNLOCKED BY FIRE ALARM is permanently mounted on the exit door with lettering on the sign that is at least 25 millimetres high with at least a five-millimetre stroke.

31.9 If more than one pedestrian exit door is required from a parking or storage garage, the exit doors shall be located so that the travel distance from any point on the floor area measured along the path exit travel to at least one exit door shall not be more than:

- (a) sixty-one (61) metres in any parking or storage garage that is an open parking or storage garage of not more than 10,000 square metres in building area and where no alternative use is made above the garage;
- (b) forty-five (45) metres in any parking or storage garage that is equipped with a sprinkler system; and
- (c) thirty (30) metres in any parking or storage garage that is not equipped with a sprinkler system.

31.10 Pedestrian exit doors in parking and storage garages shall be located and arranged so that they are clearly visible or their locations are clearly indicated and they are accessible at all times.

31.11 Every door providing access to a parking or storage garage used or intended for use exclusively by the residents of a Multiple Dwelling for the storage or parking of motor vehicles shall be equipped with:

- (a) a latch that will prevent entry to the garage except by the use of a key, coded card or similar device; and

- (b) a self-closing device designed to return the door to the closed and latched position after each use.

Notwithstanding, in case of conflict between this section and the Fire Code or the Building Code, the Fire Code and the Building Code shall prevail over this section.

- 31.12 If an exit door required under this section 31 does not open directly to the outside of a building, the exit door must incorporate wired glass panels over 50 percent of its surface unless it is also a door which is required to have a fire protection rating, in which case it must incorporate the maximum coverage of wired glass panels allowed by the Building Code.
- 31.13 If it is necessary to pass through an exit door required under this section 31 to obtain access to a lockable entrance door to the building, all doors through which a person must pass or pass by from the first required exit door to the outside of the building, except the lockable entrance door and the door opening directly to the outside, must incorporate wired glass panels over 50 percent of their surfaces.
- 31.14 If a door is required to incorporate wired glass panels under subsection 31.12 or 31.13, the door shall conform to any requirements of the Building Code and the Fire Code.

32. Garage Exit Door Signs

- 32.1 The provisions of this section 32 do not apply to Residential Properties that serve three (3), or less than three (3), dwellings.
- 32.2 For the purposes of this section, the following terms shall have the meanings indicated:
- (a) **"alert sign"** means the sign as described in the diagram in Schedule "A-1";
 - (b) **"large safe-exit arrow"** means the sign as described in Schedule "A-2";
 - (c) **"safe-exit door"** means a door leading to or constituting a required exit from a storage garage required and installed under the Ontario Building Code Act, the Building Code, any by-law respecting the construction of buildings passed under a predecessor of the Ontario Building Code Act or this by-law;
 - (d) **"safe-exit route"** means a route in the storage garage from the parking stalls to a safe-exit door having less than five safe-exit route decision points;
 - (e) **"safe-exit route decision point"** means a point along the safe-exit route where there is more than one option in the direction of travel;
 - (f) **"small safe-exit arrow"** means the sign as described in Schedule "A-3".
- 32.3 In Schedules "A-1", "A-2" and "A-3", if a paint colour number is provided, for example, "GREY BODY (17178)," the part of the sign indicated shall be coloured to match the colour indicated by that number in Federal Standard 595B COLORS, dated July 1994, 7690-01-162-2210 Fan Deck.

- 32.4 All parking and storage garages shall have safe-exit routes designated in accordance with the provisions of this by-law.
- 32.5 All safe-exit doors shall have large safe-exit arrows displayed 1.5 metres above the floor, measured from the centre of the arrow to the floor, with the arrow pointing down. Notwithstanding, where the placing of arrows in accordance with this section would have the effect of covering all or part of the glazed portion of an exit door, the arrow may be displayed in an alternate location, if the location has been approved by the Property Standards Officer, or otherwise by the Town, as meeting the intent of this requirement.
- 32.6 All parking and storage garages shall have small safe-exit arrows prominently displayed on columns or walls 1.5 metres above the floor, measured from the centre of the arrow to the floor:
- (a) at least every 10 metres along the safe-exit route;
 - (b) at all safe-exit route decision points along the safe-exit route; and
 - (c) wherever a safe-exit route crosses a traffic aisle.
- 32.7 Any safe-exit door, the frame of any safe-exit door and the walls adjacent to any safe-exit door to a distance of one metre on both sides of the frame and to a height of three metres above the floor or to the soffit above the bulkhead over the door, shall be coloured green to match the colour indicated by number 14193 in Federal Standard 595B COLORS, dated July 1994, 7690-01-162-2210 Fan Deck.
- 32.8 All parking and storage garages shall have alert signs that are prominently displayed on columns or walls 2.1 metres above the floor, measured from the top of the sign to the floor, so that there is one alert sign for every 25 parking stalls in the parking or storage garage, with the alert signs being evenly distributed in the parking or storage garage, but located not more than 30 metres apart.

Part IV: Maintenance of Buildings and Structures

33. Walls and Ceilings of Dwelling

- 33.1 Every wall and ceiling on the inside of a Dwelling shall be maintained clean and free of holes, cracks and damaged and deteriorated surface material, and each repair shall be finished to reasonably match the existing walls or ceilings.
- 33.2 Where Dwelling Units are separated vertically by dividing walls, such walls shall meet the regulations set out in the Building Code.

34. Floors

- 34.1 Every floor of a building shall be reasonably smooth and level and be maintained so as to be free of all loose, warped, protruding, broken or rotted boards which might cause an accident or allow dirt to accumulate and all defective floors shall be repaired.
- 34.2 Where floor boards have been covered with linoleum or some other covering which has become worn or torn so that it retains dirt or might cause an accident, the linoleum or other covering shall be repaired, replaced or removed.

34.3 Every Bathroom and Washroom shall have a floor of water repellent construction with a water-resistant base moulding.

35. Basements and Crawl Spaces

35.1 Basements which are served by a stairway or entrance leading from the Dwelling or from outside the Dwelling shall have a concrete floor with a floor drain located at the lowest point of the said floor and connected to an approved drainage system.

35.2 Notwithstanding subsection 35.1, Basements or Crawl Spaces which are not served by a stairway may have a dirt floor, provided it is covered with a moisture proof covering.

35.3 Where equipment requiring service such as plumbing, clean outs, traps and burners is located in Crawl Spaces, an access way with a minimum area of 0.37 m² shall be provided to such equipment.

36. Doors and Windows

36.1 Exterior windows, exterior doors and Basement hatchways shall be maintained in good repair so as to prevent the entrance of wind, rain or snow into the building.

36.2 Rotted or damaged doors, doorframes, window frames, sashes and casings, weather stripping, broken glass and defective door and window hardware shall be repaired or replaced.

36.3 In a Dwelling Unit, all windows intended to be opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured.

36.4 Within buildings that have three (3), or more, stories and ten (10), or more, Dwelling Units apartment building occupancies, any window in a Dwelling Unit with the bottom edge of the operable portion located more than 1,800 millimetres above floor or ground on the other side of the window that opens within 1,070 millimetres of the floor:

- (a) for vertical sliding windows, shall incorporate latching or automatic engaging devices to restrict when engaged the opening of the operable sash to 100 mm opening space between the bottom sash rail and the sill;
- (b) for horizontal sliding windows, shall incorporate latching or automatic engaging devices to restrict when engaged the opening of the operable sash to a 100 mm opening space between the sash stile and jamb;

Notwithstanding, the aforementioned window opening restricting devices do not need to be provided for any windows where a guard with a minimum height of 1070 millimetres is constructed in accordance with the Building Code or where an exterior balcony is constructed for the full length of such a window.

36.5 Vertical sliding windows shall be provided with at least two (2) latching devices.

36.6 Horizontal sliding windows shall be provided with at least a single latching device.

36.7 Where screens are provided in a window or door, the screen shall be maintained in good condition.

37. Kitchen, Bathroom and Washroom Facilities

37.1 Except as provided in subsection 37.2, every Dwelling Unit shall contain plumbing fixtures consisting of at least:

- (a) a kitchen sink;
- (b) a water closet;
- (c) a lavatory; and
- (d) a bathtub or shower.

37.2 The occupants of more than one suite may share a water closet, lavatory, and bathtub or shower provided:

- (a) not more than a total of eight (8) persons occupy both Dwelling Units; and
- (b) access to the fixtures can be gained without going through rooms of another Dwelling Unit or outside the Dwelling.

38. Kitchens

38.1 Every self-contained Dwelling Unit shall contain a kitchen area equipped with a sink served with hot and cold water, storage facilities, a counter-top work area and space for a stove and refrigerator.

38.2 Every kitchen sink shall have a splash back and drain area of an impervious surface.

38.3 Every main cooking space shall provide an adequate and approved energy source.

39. Ventilation

39.1 Except as provided for in section 39.2, every Habitable Room shall have an opening or openings for natural ventilation to the exterior and such opening or openings shall have a minimum aggregate unobstructed area of 0.3 m² and shall be located in the exterior walls or through openable parts of skylights.

39.2 Notwithstanding subsection 39.1, an opening for natural ventilation may be omitted from a room if mechanical ventilation is provided, which is capable of changing the air at least once each hour.

39.3 Except as provided for in subsection 39.4, every Bathroom or Washroom shall be provided with an opening or openings for natural ventilation located in an exterior wall or through openable parts of skylights and all such openings shall have a minimum aggregate unobstructed free flow area of 0.1 m².

39.4 Notwithstanding subsection 39.3 an opening for natural ventilation may be omitted from a Bathroom or Washroom where a system of mechanical ventilation has been provided, such as an electric fan with a duct leading to outside the Dwelling.

39.5 All systems of mechanical ventilation or air conditioning shall be maintained in good working order.

39.6 Every Basement and unheated Crawl Space shall be adequately vented to the outside air by means of screened windows which can be opened or by louvers with screened openings, the area of which shall be in accordance with the Building Code.

40. Heating Systems

40.1 Every Dwelling shall be provided with a permanent heating system capable of maintaining a room temperature of 20°C at 1.5 m above floor level and 1 m from exterior walls in all Habitable Rooms, Bathrooms and Washrooms. Such heating system shall be maintained in good working condition so as to be capable of heating the Dwelling safely to the aforementioned required temperature.

40.2 No room heater shall be placed so as to cause a fire hazard to walls, curtains and furniture, or to impede the free movement of persons within the room where the heater is located.

40.3 Rigid connection shall be kept between all heating equipment, including cooking equipment, burning any fuel and a chimney or flue.

40.4 Rigid connections shall be kept between all heating equipment, including cooking equipment burning gaseous fuel, and the supply line, except that an approved flexible connection, not more than 600 mm long, may be installed to permit cleaning behind a stove used for cooking.

40.5 A space which contains a heating unit shall have natural or mechanical means of supplying sufficient combustion air.

40.6 Where a heating system or part of it or any auxiliary heating system burns solid or liquid fuel, a place or approved receptacle for storage of the fuel shall be provided and maintained in a convenient location at least 1.5 m from the furnace and properly constructed so as to be free from fire or accident hazards.

40.7 Equipment burning fuel shall be properly vented to a duct leading to an adequate chimney or a vent flue approved for that purpose.

40.8 Every chimney, flue pipe and flue shall be maintained so as to prevent gases from leaking into the Dwelling. Abandoned flues and chimneys shall be either removed or maintained in a safe condition, including being adequately capped.

40.9 All flues shall be kept clear of obstructions, all open joints shall be sealed and all broken and loose masonry shall be repaired.

40.10 Chimneys, flues and gas vents shall be installed and maintained so that under conditions of use the temperature of any combustible material adjacent thereto, insulated there from, or in contact therewith, does not exceed a temperature of 71°C.

40.11 Fireplaces and similar construction used or intended to be used for burning fuels in open fires shall be connected to an approved chimney and shall be installed in accordance with the regulations set out in the Building Code.

40.12 All heating equipment shall be installed to conform to the Building Code.

41. Electrical and Lighting Services

- 41.1 Every Dwelling Unit shall be wired for electricity and shall be connected to an operating electric supply system.
- 41.2 Lighting equipment shall be installed throughout every Dwelling Unit to provide illumination.
- 41.3 All electrical wiring, fixtures, switches, receptacles, and connections to them, as well as any rooms, structures or facilities that are used to house electrical facilities or connections, shall be maintained in a safe and complete condition and in good working order and in conformity with the Ontario Electrical Safety Authority and any other applicable laws or regulations.
- 41.4 Every Habitable Room, except a kitchen, shall have,
- (a) at least one (1) electrical outlets for the first 11 m² or portion thereof of floor area; and
 - (b) one (1) electrical outlet for each additional 9 m² or portion thereof of floor area.
- 41.5 Every kitchen shall have at least two (2) electrical duplex convenience outlets which shall be on separate grounded circuits.
- 41.6 Fuses or overload devices shall be in conformity with the Ontario Electrical Safety Authority and any other applicable laws or regulations.
- 41.7 Extension cords which are not part of a fixture shall not be permitted on a semi-permanent or permanent basis where it creates, or potentially creates, a hazardous condition or a tripping hazard.
- 41.8 An electrical light fixture shall be installed in every Bathroom, Washroom, laundry room, furnace room, kitchen, stairwell, and Basement.
- 41.9 Lighting shall not be permitted to directly shine from a Lot into a Dwelling Unit located on an adjacent Lot in excess of 20 lux.

42. Occupancy Standards

- 42.1 Any Non-Habitable Area shall not be used for living, sleeping, cooking or eating purposes.
- 42.2 The maximum number of occupants in a Dwelling Unit shall not exceed one person per 9 m² of Habitable Room floor area. For the purposes of computing the maximum number of occupants:
- (a) any child under one year of age shall not be counted,
 - (b) any child of more than one year of age but less than twelve years of age shall be deemed one-half person,
 - (c) any Crawl Space shall not be counted as part of the Habitable Room floor area, and

- (d) any Basement that does not meet the requirements for habitation set out in subsection 42.3 below shall not be counted as part of Habitable Room floor area.

42.3 No Basement shall be used as a Habitable Room unless, in addition to any Building Code requirements, it meets the following requirements:

- (a) floor and walls are constructed so as to be impervious to leakage of underground and surface runoff water and treated against dampness;
- (b) each Habitable Room shall meet all requirements for light, ventilation, area and ceiling height prescribed in this Bylaw and the Building Code; and
- (c) access to each Habitable Room shall be gained without passage through a furnace or boiler room.

42.4 The occupants of Dwellings shall:

- (a) limit occupancy of that part of the premises which he/she occupies or controls to the maximum number of occupants permitted by this by-law;
- (b) keep exits from his/her Dwelling Unit clean and unencumbered;
- (c) dispose of garbage and refuse into provided facilities in a clean and sanitary manner in accordance with the provisions of the Town's by-laws; and

unless the responsibility for which has been specifically assigned to the owner of the property that is different from the occupant pursuant to the terms of a lease agreement, occupants of Dwellings shall:

- (d) maintain that part of the premises which he/she occupies or controls in a clean, sanitary and safe condition;
- (e) maintain all plumbing, cooking and refrigeration fixtures and appliances as well as other building equipment and storage facilities in that part of the premises which he/she occupies or controls in a clean and sanitary condition, and provide reasonable care in the operation and use thereof;
- (f) exterminate insects, rodents or other pests within his/her Dwelling Unit.

43. Illegal Cannabis Grow Operations

43.1 Buildings identified by any authorized police officer, or by any representative of the York Regional Police services, as an illegal cannabis grow operation shall require the following:

- (a) **Mould Air Quality Report** – At the owner's expense, a report prepared by a Certified Air Quality Assessment professional, trained and knowledgeable in this field, detailing mould spore samples and related air quality. Following the remediation pursuant to any such report, the owner will also provide a follow-up report, at their own expense, which confirms that air quality levels are consistent with a healthy environment have been attained at the premises.

- (b) Structural Report – where a Property Standards Officer reasonably believes that the structural integrity of any affected building is compromised, such Property Standards Officer may require the owner at their expense, to submit a report from a Professional Engineer confirming the structural integrity and adequacy of the building.
- (c) Electrical Report – Where a Property Standards Officer reasonably believes the building electrical system may pose an unsafe condition, such officer may require the owner, at their expense, to submit an Electrical Safety Authority Clearance Certificate.

If any orders, directives or remediation instructions/requirements are provided in any of the aforementioned reports, the owner of the property shall undertake, at their expense, any steps required to satisfy any such orders, directives or remediation instructions/requirements.

Part V: Heritage Property Standards

44. Heritage Property Standards

- 44.1 In addition to the minimum Standards for the maintenance and occupancy as set out in this by-law, the owner or occupant of a Part IV Heritage Property or a Part V Heritage Property shall:
 - (a) maintain, preserve, and protect the Heritage Attributes so as to maintain the heritage character and the visual and structural heritage integrity of the building or structure; and
 - (b) maintain the property in a manner that will ensure the conservation of all Heritage Attributes.
- 44.2 Despite any other provision of this by-law, where a Heritage Attribute of a Part IV Heritage Property or a Part V Heritage Property requires repair, and the Heritage Attribute can be repaired without replacement, the Heritage Attribute shall be repaired:
 - (a) in a manner that minimizes damage to the heritage values and attributes;
 - (b) in a manner that maintains the design, colour, texture, grain, or other distinctive features of the Heritage Attribute;
 - (c) using the same types of materials as the original and in keeping with the design, colour, texture, grain, and other distinctive features of the original, so long as one architectural period is not favoured at the expense of another; and
 - (d) where the same types of material as the original are no longer available, using alternative materials that replicate the design, colour, texture, grain, or other distinctive features and appearance of the original material.
- 44.3 Despite any other provision of this by-law, where a Heritage Attribute of a Part IV Heritage Property or a Part V Heritage Property requires repair, but the Heritage Attribute cannot be repaired without replacement, the Heritage Attribute shall be replaced:
 - (a) using the same types of material as the original;

- (b) where the same types of material as the original are no longer available, using alternative materials that replicate the design, colour, texture, grain, or other distinctive features and appearance of the original material; and
 - (c) in such a manner as to replicate the design, colour, texture, grain, and other distinctive features and appearance of the Heritage Attribute.
- 44.4 Despite any other provision of this by-law, no building or structure on a Part IV Heritage Property or a Part V Heritage Property may be altered or cleared, including but not limited to removal, demolition, or relocation, except in accordance with the Ontario Heritage Act.
- 44.5 Where a building or structure on a Part IV Heritage Property or a Part V Heritage Property has been deemed unsafe and the owner is undertaking the necessary remedial measures to address the unsafe condition of the building or structure, the owner shall ensure that all necessary measures are taken to protect the Heritage Attributes and prevent damage or further damage to the Heritage Attributes.
- 44.6 Despite paragraph (d) of subsection 7.2 of this by-law, where a Part IV Heritage Property or a Part V Heritage Property remains unoccupied for a period of ninety (90) days or more, the Owner shall ensure that appropriate utilities serving the building or structure are connected as required to provide, maintain, and monitor proper heating and ventilation in order to prevent damage to the Heritage Attributes caused by environmental conditions.
- 44.7 In addition to paragraphs (a) and (b) of subsection 7.2 of this By-law, where a Part IV Heritage Property or a Part V Heritage Property remains unoccupied for a period of ninety (90) days or more, the owner shall protect such property, including any buildings or structures located thereon containing Heritage Attributes, against the risk of fire, storm, neglect, accident, intentional damage, or damage by other causes. The protection of such property shall also effectively prevent the entrance to any building by all animals and unauthorized persons and by closing and securing openings to the Building with boarding:
 - (a) that completely covers the opening and is properly fitted in a watertight manner within the side jambs, the head jamb and the exterior bottom sill of the door or window opening so that the exterior trim and cladding remains uncovered and undamaged by the boarding;
 - (b) that is fastened securely in a manner that minimizes damage to the Heritage Attributes and the historic fabric and is reversible or easy to Repair; and
 - (c) in a manner that minimizes visual impact.
- 44.8 Notwithstanding section 2.11 and anything else in this by-law, if there is a conflict between this section on Heritage Property Standards and any other provision in this by-law or any other Town by-law, the provision that establishes the highest standards for the protection of Heritage Attributes shall prevail.

Part VI: Property Standards Committee

45. Property Standards Committee

- 45.1 A Committee is hereby established pursuant to the Building Code Act.
- 45.2 The Committee shall consist of five (5) persons, as appointed by the Council.
- 45.3 The members of the Committee shall be paid such compensation, if any, as the Council may provide.
- 45.4 The Committee may, subject to the requirements below, any requirements of this of this by-law and the Building Code Act, establish its own rules of procedure and any member may administer oaths. The following requirements shall apply to the Committee:
- (a) three (3) members of the Committee shall constitute quorum;
 - (b) the members of the Committee shall elect a chair from among themselves and when the chair is absent through illness or otherwise, the Committee may appoint another member as acting chair;
 - (c) the Committee shall give notice or direct that notice be given of a hearing of an appeal to such persons as the committee considers advisable, and
 - (d) the members of the Committee shall not act as agents for any person on an appeal of their order to the Committee.
- 45.5 On an appeal, the Committee may do any of the following things if, in the Committee's opinion, doing so would maintain the general intent and purpose of this by-law and any applicable official plan or policy statement:
- (a) confirm, modify or rescind the order to demolish or repair;
 - (b) extend the time for complying with the order.

Part VII: Inspection, Orders and Enforcement

46. Power of Entry and Inspection

- 46.1 A Property Standards Officer, or any other individual authorized to enforce this by-law on behalf of the Town may, upon producing proper identification, enter upon any property at any reasonable time without a warrant for the purpose of inspecting the property to determine:
- (a) whether the property conforms with the Standards prescribed in this by-law; or
 - (b) whether an order made pursuant to this by-law has been complied with.
- 46.2 Where an inspection is conducted pursuant to this section, a Property Standards Officer, or any other individual authorized to enforce this by-law on behalf of the Town, may:
- (a) require the production for inspection of documents or things, including drawings or specifications, that may be relevant to the property or any part thereof;
 - (b) inspect and remove documents or things relevant to the property or part thereof for the purpose of making copies or extracts;

- (c) require information from any person concerning a matter related to a property or part thereof;
- (d) be accompanied by a person who has special or expert knowledge in relation to a property or part thereof;
- (e) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection; and
- (f) order the owner of the property to take and supply at the owner's expense such tests and samples as are specified in the order.

46.3 A sample taken under paragraph (e) of subsection 46.2 shall be divided into two parts, and one part shall be delivered to the person from whom the sample is taken, if,

- (a) the person requests that the sample be divided at the time it is taken and provides the necessary facilities; and
- (b) it is technically feasible to divide the sample.

If a sample is taken and it is not divided into two parts, a copy of any report on the sample shall be given to the person from whom the sample was taken.

46.4 A receipt for any document or thing removed under paragraph (b) of subsection 46.2 shall be provided by the person removing it and the removed document or thing shall promptly be returned after copies or extracts are made.

46.5 Copies of or extracts from documents and things removed under this section and certified as being true copies of or extracts from the originals by the person who made them are admissible in evidence to the same extent as and have the same evidentiary value as the originals.

46.6 Where a Property Standards Officer, or an individual authorized to enforce this by-law, has reasonable grounds to believe that an offence has been committed by any person, they may require the name, address and proof of identity of that person, and the person shall supply the required information.

47. Orders

47.1 A Property Standards Officer, or any other individual authorized to enforce this by-law on behalf of the Town, who finds that a property does not conform with any of the Standards or requirements prescribed in this by-law may make an order:

- (a) stating the municipal address or the legal description of the property;
- (b) giving reasonable particulars of the repairs to be made or stating that the site is to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;
- (c) indicating the time for complying with the terms and conditions of the order and giving notice that, if the repair or clearance is not carried out within that time, the municipality may carry out the repair or clearance at the owner's expense; and

(d) indicating the final date for giving notice of appeal from the order.

47.2 An order pursuant to this section shall be served on the owner of the property and such other persons affected by it as a Property Standards Officer determines and a copy of the order may be posted on the property in a location visible to the public.

47.3 An order issued pursuant to this section shall be served in accordance with the Building Code Act.

47.4 An owner or occupant who has been served with an order made under this by-law and who is not satisfied with the terms or conditions of the order may appeal to the Committee by sending a notice of appeal by registered mail to the secretary of the Committee within fourteen (14) days after being served with the order and paying the processing fee described in the Town's Fees and Charges By-law.

47.5 An order that is not appealed within the time referred to in subsection 47.4 shall be deemed to be confirmed.

47.6 The notice of appeal pursuant to subsection 47.4 shall be provided as required by any applicable rules of procedure established by the Committee and as required by the Building Code Act.

48. Order Non-Compliance and Cost Recovery

48.1 If an order made pursuant to this by-law is not complied with in accordance with the order as deemed confirmed or as confirmed or modified by the Committee or a judge, the Property Standards Officer or the Director may cause the property to be repaired or demolished accordingly.

48.2 For the purpose of subsection 48.1, employees or agents of the Town may enter the property at any reasonable time without a warrant in order to repair or demolish the property.

48.3 The Town shall have a lien on the property for the amount spent on the repair or demolition under subsection 48.1 and the amount shall have priority lien status as described in section 1 of the Municipal Act.

49. Certificate of Compliance

49.1 A Property Standard Officer may, after inspecting a property, issue to the owner of such property a certificate of compliance if the Property Standards Officer is of the opinion that the property complies with the Standards and requirements set out in this by-law.

49.2 Where an owner of a property request a certificate, pays the inspection fee established by the Town and a Property Standards Officer finds in their opinion the property to be in compliance with Standards and requirements of this by-law, the Property Standard Officer shall issue a certificate of compliance for the property.

50. Offences

50.1 Every person who fails to comply with an order issued under this by-law is guilty of an offence and upon conviction is liable to a fine.

51. Administrative Penalties

- 51.1 A Property Standards Officer, or any other individual authorized to enforce this by-law on behalf of the Town, may require a Person to pay an administrative penalty if such Property Standards Officer, or other authorized individual, is satisfied that the Person has failed to comply with:
- (a) any provision of this by-law; or
 - (b) an order issued pursuant to this by-law that is deemed confirmed or as confirmed or modified by the Committee or a judge.
- 51.2 Individuals authorized to enforce this by-law on behalf of the Town have the discretion to either proceed by way of an administrative penalty or a charge laid pursuant to the Building Code Act, the Ontario Heritage Act or the *Provincial Offences Act*, R.S.O. 1990, c. P.33. If a Person is required to pay an administrative penalty in respect of a contravention, the Person shall not be charged with an offence in respect of the same contravention.
- 51.3 The amount of the administrative penalty for a contravention shall be as established pursuant to the Administrative Penalty By-law.
- 51.4 A Person who is issued an administrative penalty notice shall be subject to the provisions and procedures as provided in the Administrative Penalty By-law.

52. Presumption

- 52.1 An owner of a property on which a non-compliance or contravention has occurred shall be presumed to have carried out or caused or permitted to be carried out the non-compliance or contravention, which presumption may be rebutted by evidence to the contrary on a balance of probabilities.

Part VIII: General Provisions**53. Schedules**

- 53.1 The following Schedules attached to this by-law form and are part of this by-law;
- (a) Schedule "A-1" – Alert Sign;
 - (b) Schedule "A-2" – Large Safe Exit Arrow;
 - (c) Schedule "A-3" – Small Safe Exit Arrow;
 - (d) Schedule "B" – Lighting for Public Areas
 - (e) Schedule "C" – Shielding of Light Fixtures.

54. Repeal and Transition

- 54.1 By-laws Number 4044-99.P, Number 5489-13, Number 4921-07.P, as amended, are hereby repealed.
- 54.2 For the purpose of transition to this by-law, any orders issued or proceedings commenced pursuant to By-law Number 4044-99.P prior to the effective date of this by-law shall remain effective and be subject to the provisions of by-law 4044-

99.P, as amended, as if unrepealed until such time as finally satisfied or disposed.

55. Effective Date

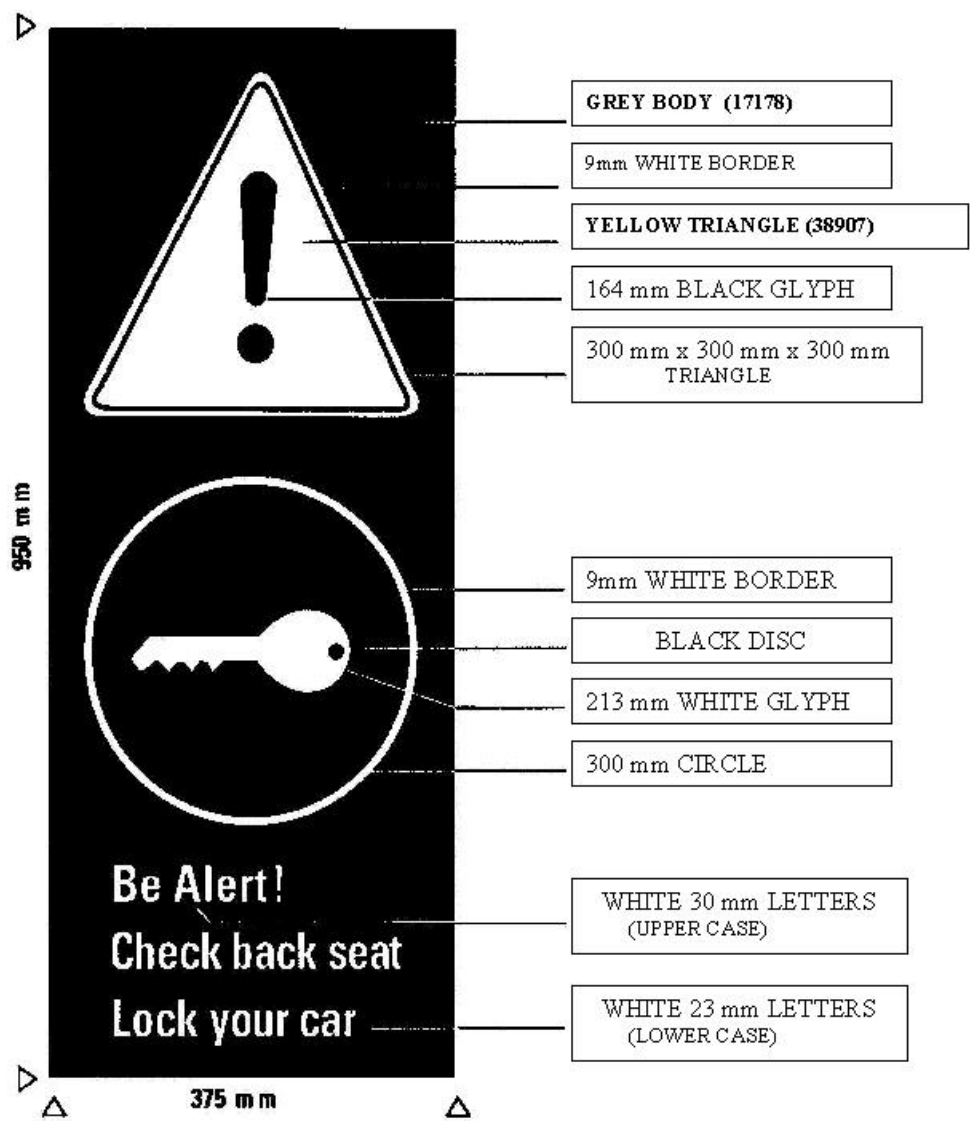
55.1 This by-law shall come into full force and effect on the date of final passage hereof.

Enacted by Town of Aurora Council this 26th day of September, 2023.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

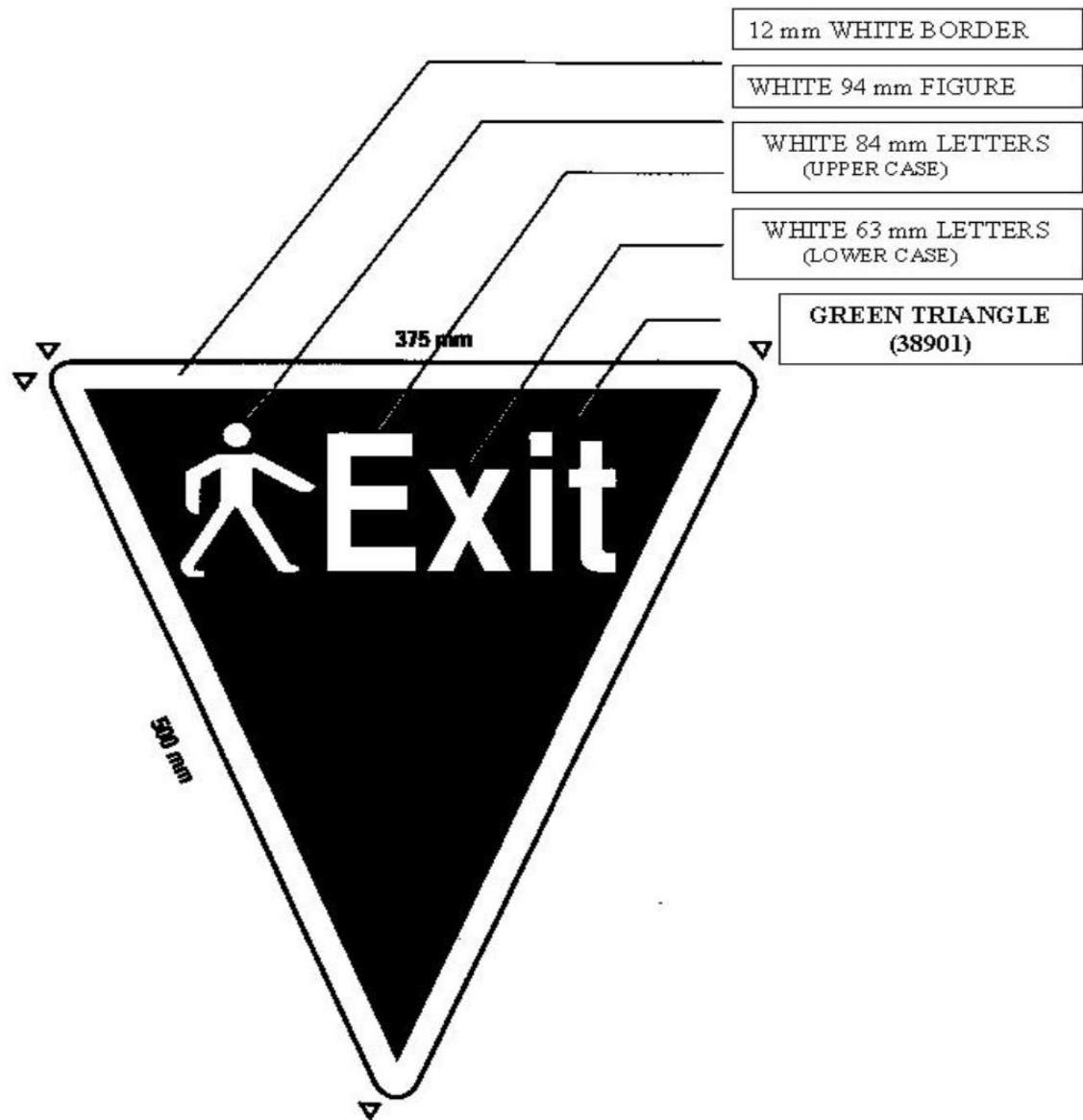
Schedule "A-1"
Alert Sign



SCHEDULE A-1 ALERT SIGN

Schedule "A-2"

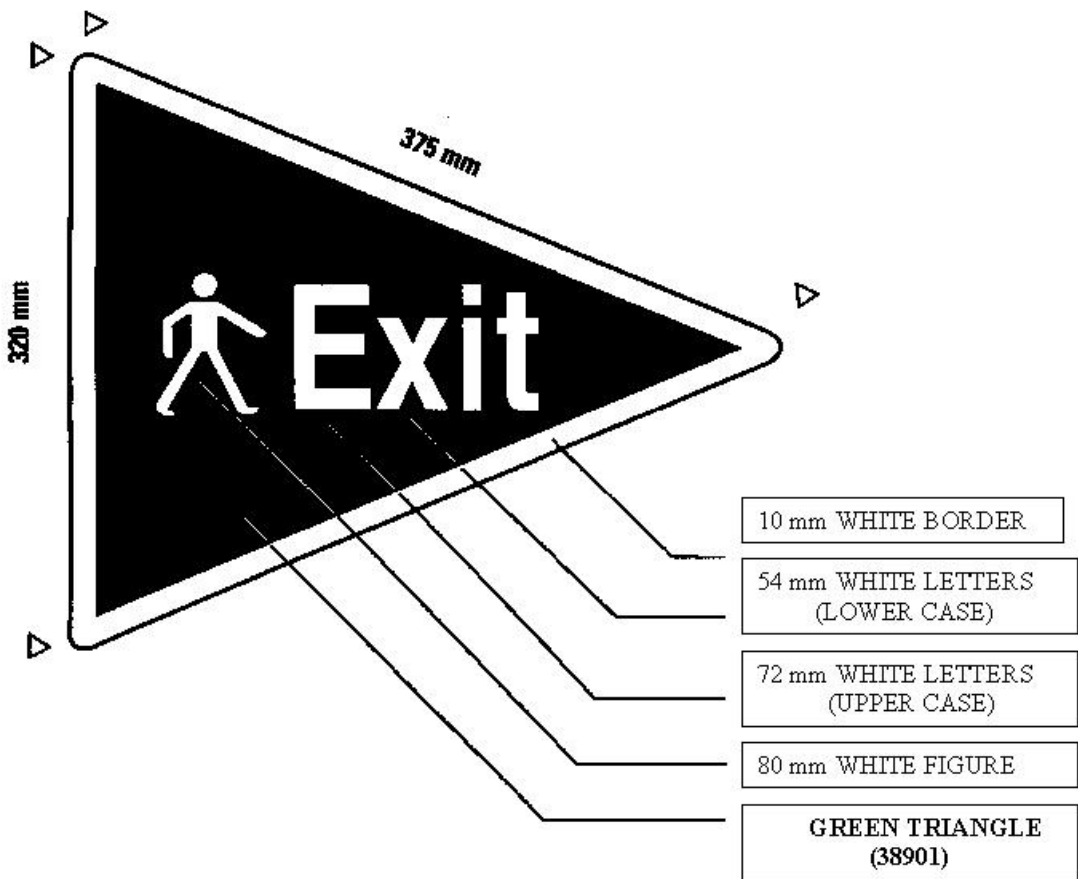
Large Safe Exit Arrow



SCHEDULE A-2 LARGE SAFE-EXIT ARROW

Schedule "A-3"

Small Safe Exit Arrow



SCHEDULE A-3 SMALL SAFE-EXIT ARROW

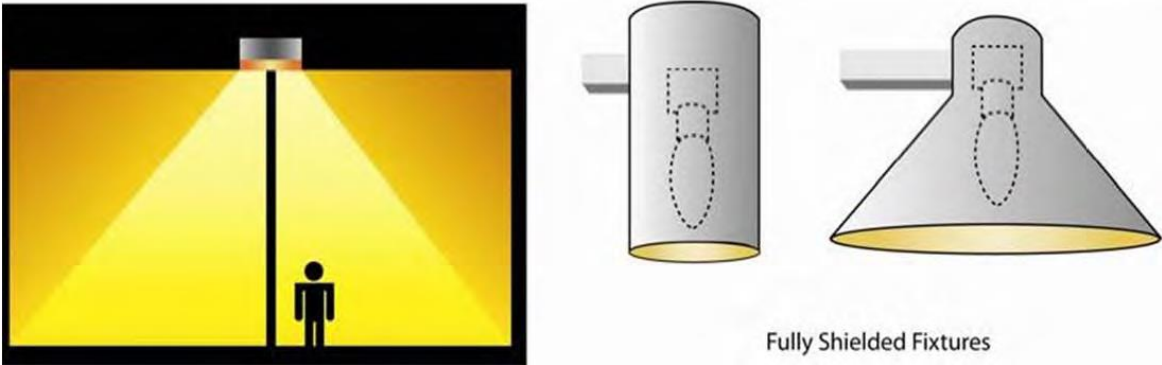
Schedule “B”

Lighting for Public Areas	
Room or Space	Minimum Illumination (Lux)
storage rooms	50
service rooms	200
laundry rooms	200
garages	50
public water closet	100
service hallways	50
service stairways	50
recreation rooms	100
recreational camps and camps for housing of workers hallways, corridors, stairways and sleeping areas	100
kitchen	500
all other rooms	250

Schedule “C”

Shielding of Light Fixtures

Full-Cut-Off Fixtures shall be used for all exterior lighting and all exterior fixtures shall be oriented as to direct all light below the horizon, as the examples shown below.



ACCEPTABLE

Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night

Diagram illustrating various acceptable light fixture designs, categorized by their shielding features:

- Flat lens
- Full Cutoff Fixtures
- Fully Shielded Walkway Bollards
- Fully Shielded Wallpack & Wall Mount Fixtures
- Full Cutoff Streetlight
- Fully Shielded Barn Light
- Fully Shielded Fixtures
- Fully Shielded 'Period' Style Fixtures (bulb shielded in opaque top)
- Fully Shielded Decorative Fixtures (bulb shielded in opaque top)
- Shielded / Properly-aimed PAR Floodlights
- Flush Mounted or Side Shielded Under Canopy Fixtures

The Corporation of the Town of Aurora

By-law Number XXXX-23

Being a By-law to require adequate and suitable vital services for rental units in the Town of Aurora.

Whereas subsection 8(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, (the “Act”) as amended, provides that powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality’s ability to respond to municipal issues;

And whereas subsection 11(1) of the Act provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

And whereas subsection 11(2) of the Act provides that a municipality may pass by-laws respecting health, safety and well-being of persons, and protection of persons and property, including consumer protection;

And whereas section 446 of the Act provides that a municipality may proceed to do things at a person's expense which that person is otherwise required to do under a by-law but has failed to do and to recover the costs of doing so by adding the costs to the tax roll and collecting them in the same manner as property taxes;

And whereas Council for The Corporation of the Town of Aurora considers it desirable and necessary to address the provision of vital services to rental units;

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

1. Definitions

1.1 In this by-law, the following words have the following meanings:

- (a) **“Act”** means the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended;
- (b) **“Adequate and Suitable Heat”** means that the minimum temperature of the air in the accommodation which is available to the tenant or lessee is twenty (20) degrees Celsius at one and on-half (1.5) meters from above floor level and one (1) meter from exterior walls in all habitable space and in any area intended for normal use by tenants, but excludes locker rooms and garages;
- (c) **“Adequate and Suitable Supply of Hot Water”** means a supply of hot water at the ordinary temperature of at least forty-nine (49) degrees Celsius for a period of ten (10) minutes or more;
- (d) **“Adequate and Suitable Supply of Water”** means a continuous and uninterrupted supply of potable water of sufficient quantity for normal use of kitchen, laundry, and bathroom facilities;
- (e) **“Central Air Conditioning System”** shall mean a mechanical system designed to cool air from a central location and to distribute it to and from rooms by one or more fans and ductwork, and does not include any portable air conditioning units or any window air conditioners;

- (f) **“Council”** means the Council of the Town;
 - (g) **“Director”** means the Department Head of the Bylaw Services Division of the Town, or his/her designate or successor;
 - i) the owner of a rental unit and any other person who permits occupancy of a rental unit, but does not include a tenant who occupies a rental unit in a residential complex and permits another person to also occupy the unit or any part of the unit,
 - ii) the heirs, assigns, personal representatives, and successors in title of a person referred to in clause (i), and
 - iii) a Person, other than a tenant occupying a rental unit in a residential complex, who is entitled to possession of the residential complex and who attempts to enforce any of the rights of a landlord under a tenancy agreement or this Act, including the right to collect rent;
 - (h) **“Officer”** means any individual designated or appointed by the Town to enforce this by-law, and includes any Municipal Law Enforcement Officer and any police officer;
 - (i) **“Person”** includes a natural person, corporation, sole proprietorship, partnership, limited partnership, trust, estate, and the personal or other legal representatives to whom the context can apply according to law;
 - (j) **“Rental Unit”** means any living accommodation used or intended to be used as a rented residential premises and, without limiting the generality of the foregoing, includes:
 - i) a site for a mobile home or site on which there is a land lease home used or intended for use as a rented residential premises, and
 - ii) a room in a boarding house, rooming house, short term rental, or lodging house and a unit in a care home;
 - (k) **“Suitably Cooled Air”** shall mean a maximum air temperature, in any part of an accommodation that is normally used, of no more than twenty-six (26) degrees Celsius that is achieved and maintained without the use of portable air conditioning units or window air conditioners;
 - (l) **“Town”** means The Corporation of The Town of Aurora and/or the geographical limits of the Town of Aurora, depending on the context of the provision in which the term appears;
 - (m) **“Vital Services”** mean hot and cold water, fuel, electricity, gas, heat and air conditioning;
- 1.2 For clarity, a reference to Vital Services shall refer to all the services outlined in the aforementioned definition and a reference to a Vital Service shall refer to any of the services outlined in the aforementioned definition.
2. **Interpretation and Application of this By-law**
- 2.1 This by-law shall be known and may be cited as the “Vital Services By-law”.

- 2.2 The provisions of this by-law shall apply to all lands and premises within the Town of Aurora.
- 2.3 Unless otherwise specified, references in this by-law to parts, sections, subsections, clauses and schedules are references to parts, sections, subsections clauses, and schedules in this by-law.
- 2.4 The part and section headings contained throughout this document are for reference purposes only and do not form a part of this by-law. This by-law is to be interpreted without reference to such headings.
- 2.5 References in this by-law to any statute or statutory provisions include references to that statute or statutory provision as it may from time to time be amended, extended, or re-enacted.
- 2.6 This by-law shall be read with all changes in gender or number as the context requires.
- 2.7 References in this by-law to items in the plural include the singular, and references to the singular include the plural, as applicable.
- 2.8 The words “include”, “includes”, “including” are not to be read or interpreted as limiting the words, phrases, or descriptions that precede it.
- 2.9 If a court of competent jurisdiction declares any provision, or any part of a provision, of this by-law to be invalid or to be of no force and effect, it is the intention of the Town in enacting this by-law that such provision or part of a provision shall be severable, and such a decision shall not affect the validity of the remaining sections, subsections, clauses or phrases of this by-law.
- 2.10 This by-law and the provisions contained within are intended to be complementary to other by-laws passed by Council and in the event that any other applicable law requires a higher standard than the provisions contained in this by-law, the higher standard shall apply.
- 3. Requirements of Landlords**
- 3.1 Every Landlord shall provide Vital Services for Rental Units, as provided for in this By-law.
- 3.2 Every Landlord of a Rental Unit shall ensure that the Rental Unit:
- (a) is provided with Adequate and Suitable Heat between the 15th day of September in each year and the 1st day of June of the following year, or as ordered by the Director or posted on the Town website;
 - (b) is provided with a permanent heating equipment or system that is capable of maintaining Adequate and Suitable Heat at any time of the year without the use of any portable or auxiliary units;
 - (c) if required to be provided with an air conditioning system by a lease governing the Rental Unit between the tenant or lessee and the Landlord, is provided with a central air conditioning system that is normally serviced with power supplied by or at the expense of the Landlord that maintains Suitably Cooled Air between the 1st day of June and the 14th day of

September in each year, or as ordered by the Director or posted on the Town website;

- (d) is provided with an adequate and suitable supply of hot and cold water and electricity; and
 - (e) is provided with an adequate and suitable supply of gas, unless the Rental Unit is only equipped with a fuel burning system in lieu of gas, in which case an adequate and suitable supply of fuel shall be provided.
- 3.3 No Landlord shall cause or allow the discontinuance of a Vital Service to a Rental Unit, except:
- (a) when it is necessary to safely make repairs or alterations to the Rental Unit and then only for the minimum period necessary to effect the repair or alteration;
 - (b) when a fuel burning or powered system is being immediately replaced by a gas-based system that will perform the same function, or otherwise a gas-based system is being immediately replaced by a fuel burning or powered system that will perform the same function; or
 - (c) when a lease between a tenant and the Landlord for the Rental Unit has been amended in writing to remove the requirement to provide an air conditioning system for the unit, in which case the air conditioning may be discontinued by the Landlord in accordance with the amendment.
- 3.4 For the purpose of section 3.3, a Landlord shall be deemed to have caused the discontinuance of a Vital Service for a Rental Unit if the Landlord is obligated to pay the supplier for the Vital Service and fails to do so and as a result of the non-payment the Vital Service is no longer provided for the Rental Unit.
- 3.5 No Landlord shall advise a supplier of a Vital Service to bill a tenant directly except where such tenant has expressly assumed the obligation to pay for that service directly in a tenancy agreement.

4. Administration and Enforcement

- 4.1 The Director shall be responsible for and are delegated the power to administer and enforce this by-law, including prescribing the content and form of any licences, forms or other documents required under this by-law.
- 4.2 The Director and Officers are hereby delegated the authority to enforce this by-law, including the authority to conduct inspections and investigations under this by-law, the Act, as amended, and any other applicable by-law or legislation.
- 4.3 The Director is authorized to delegate responsibilities for the administration and enforcement of this by-law to any Town staff or external third parties deemed to be qualified and appropriate by the Director for such purposes.

5. Power of Entry, Inspection, Prohibitions

- 5.1 An Officer, or any other individual authorized to enforce this by-law on behalf of the Town, may at any reasonable time enter upon any land for the purpose of

carrying out an inspection to determine whether the following are being complied with:

- (a) this by-law;
- (b) any direction or order under this by-law; or
- (c) an order issued under section 431 of the Act.

5.2 Where an inspection is conducted pursuant to this section, an Officer or any other individual authorized to enforce this by-law on behalf of the Town, may:

- (a) require the production for inspection of documents or things relevant to the inspection;
- (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies and extracts;
- (c) require information from any Person concerning a matter related to the inspection; and
- (d) alone or in conjunction with a Person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.

5.3 No Person shall hinder or obstruct or attempt to hinder or obstruct the Town, its employees, officers or agents from carrying out any powers or duties under this by-law.

5.4 No Person shall fail to comply with, or contravene, any order or direction issued by the Town pursuant to this by-law or the Act.

5.5 Where an Officer, or an individual authorized to enforce this by-law, has reasonable grounds to believe that an offence has been committed by any Person, they may require the name, address and proof of identity of that Person, and the Person shall supply the required information.

5.6 No Person shall decline or neglect to give, produce or deliver any information, document or other thing that is requested by the Town pursuant to this by-law.

5.7 No Person shall knowingly make, participate in, assent to or acquiesce in the provision of false information in a statement, affidavit, application or other document prepared, submitted or filed under this by-law.

6. Orders

6.1 Where any Officer is satisfied that a contravention of this by-law has occurred, such Officer may make an order requiring the Person who caused or permitted such contravention, or the Owner of the land on which the contravention occurred, to discontinue the contravening activity and/or to do work to correct the contravention.

6.2 An order pursuant to this section shall set out the following:

- (a) reasonable particulars identifying the location of the land on which the contravention occurred;

- (b) reasonable particulars of the contravention;
- (c) what is required of the Person subject to the order (i.e., what activity is to be seized and/or actions or work to be done);
- (d) the date by which there must be compliance with the order and/or, if any work is ordered, the date by which any such work must be done; and
- (e) information regarding the Town's contact person.

6.3 An order pursuant to this section shall be deemed to have been received upon:

- (a) personal service of the order on the Person subject to the order;
- (b) one day after transmission of the order through electronic means to an email or social media address provided by the Person subject to the order;
- (c) one day after posting the order in a conspicuous location on the property subject to the order;
- (d) the fifth (5th) day after the order is sent by registered mail to the last known address of the Person who is subject to the order.

7. Remedial Action and Cost Recovery

7.1 Wherever this by-law or an order issued under this by-law directs or requires any matter or thing to be done by any Person within a specified time period, in default of it being done by the Person directed or required to do it, the action may be taken under the direction of the Director or an Officer at that Person's expense and the Town may recover the costs incurred through a legal action or by recovering the costs in the same manner as taxes.

7.2 For the purposes of taking remedial action under this section, the Town, its staff and/or its agents may enter, at any reasonable time, upon any lands on which a default to carry out a required thing or matter occurred.

8. Offences and Penalties

8.1 Every Person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended.

8.2 Every Person who contravenes any order issued pursuant to this by-law is guilty of an offence and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended.

8.3 If a corporation has contravened a provision of this by-law, including an order issued under this by-law, every director and officer who knowingly concurred in such a contravention is guilty of an offence.

8.4 Pursuant to subsection 429(2) of the Act, all contraventions of this by-law or orders issued under this by-law are designated as continuing offences. If a contravention of any provision of this by-law has not been corrected, or an order issued under this by-law has not been complied with, the contravention of such a provision or an order shall be deemed to be a continuing offence for each day or

part of a day that the contravention remains uncorrected or an order not complied with.

8.5 On conviction of an offence under this by-law, every Person is liable to a fine in accordance with the following rules pursuant to the Act:

- (a) to a fine of not less than \$500.00 and not more than \$100,000.00;
- (b) in the case of a continuing offence, for each day or part of a day that the offence continues, the minimum fine shall be \$500.00 and the maximum fine shall be \$10,000.00, despite paragraph (a), the total of all the daily fines for an offence is not limited to \$100,000;
- (c) in the case of multiple offences, for each offence included in the multiple offence, the minimum fine shall be \$500.00 and the maximum fine shall be \$10,000.00, despite paragraph (a), the total of all fines for each included offence is not limited to \$100,000.

8.6 In addition to fines under this section, a Person convicted of an offence under this by-law may be liable to a special fine in the amount of the economic advantage or gain that such a Person obtained from the contravention of this by-law. Notwithstanding subsection 8.5 above, a special fine may exceed \$100,000.

8.7 Where a Person is convicted of an offence under this by-law, the court in which the conviction has been entered, and any court of competent jurisdiction thereafter, may make an order prohibiting the continuation or repetition of the offence by the Person convicted.

9. Administrative Penalties

9.1 Instead of laying a charge under the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended, for a breach of any provision of this by-law, an individual authorized to enforce this by-law on behalf of the Town may issue an administrative penalty to the Person who has contravened this by-law.

9.2 Individuals authorized to enforce this by-law on behalf of the Town have the discretion to either proceed by way of an administrative penalty or a charge laid under the *Provincial Offences Act*, R.S.O. 1990, c. P.33. If an administrative penalty is issued to a Person for the breach, no charge shall be laid against that same Person for the same breach.

9.3 The amount of the administrative penalty for a breach of a provision of this by-law, shall be as established pursuant to applicable Town by-laws.

9.4 A Person who is issued an administrative penalty shall be subject to the procedures as provided for in the applicable Town by-laws relating to administrative penalties.

10. Presumption

10.1 An Owner of a property on which a non-compliance or contravention has occurred shall be presumed to have carried out or caused or permitted to be carried out the non-compliance or contravention, which presumption may be rebutted by evidence to the contrary on a balance of probabilities.

11. Repeal

11.1 By-law Number 4737.05.P is hereby repealed.

11.2 For the purpose of transition to this by-law, any orders issued or proceedings commenced pursuant to By-law Number 4737.05.P prior to the effective date of this by-law shall remain effective and be subject to the provisions of by-law 4737.05.P, as amended, as if unrepealed until such time as finally satisfied or disposed.

12. Effective Date

12.1 This by-law comes into full force and effect on the date of final passage hereof.

Enacted by Town of Aurora Council this 26th day of September, 2023.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-23

Being a By-law to amend By-law Number 4574-04.T, as amended, to regulate parking and traffic in the Town of Aurora (No Parking Restricted Periods - Benville Crescent).

Whereas paragraph 1 of subsection 11(3) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier provides municipality to pass by-laws respecting highways, including parking and traffic on highways;

And whereas on September 28, 2004, the Council of The Corporation of the Town of Aurora (the “Town”) enacted By-law Number 4574-04.T, as amended, being a by-law to regulate parking and traffic in the Town of Aurora;

And whereas on July 11, 2023, the Council of the Town passed a motion contained in Report No. PDS23-075, to amend By-law Number 4574-04.T, as amended, to prohibit parking at any time on the northeast side of Benville Crescent from Bayview Avenue to a point nine metres north of the end of curb return adjacent to 87 Benville Crescent;

And whereas the Council of the Town deems it necessary and expedient to further amend By-law Number 4574-04.T, as amended;

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

1. Schedule II to By-law Number 4574-04.T, as amended, respecting No-Parking Restricted Periods be and is hereby amended by adding the following:

Highway	Side	From: To:	Prohibited Times or Days
Benville Crescent	North and East	From: Bayview Avenue To: A point nine metres north of the end of curb return adjacent to 87 Benville Crescent	Anytime

Enacted by Town of Aurora Council this 26th day of September, 2023.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of The Town of Aurora

By-law Number XXXX-23

**Being a By-law to confirm actions by Council
resulting from a Council meeting
on September 26, 2023.**

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

1. That the actions by Council at its Council meeting held on September 26, 2023, in respect of each motion, resolution and other action passed and taken by the Council at the said meeting is hereby adopted, ratified and confirmed.
2. That the Mayor and the proper officers of the Town are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the corporate seal to all such documents.

Enacted by Town of Aurora Council this 26th day of September, 2023.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk