



Town of Aurora Council Meeting Agenda

Date: Tuesday, October 22, 2024
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	
2. Land Acknowledgement	
3. Approval of the Agenda	
4. Declarations of Pecuniary Interest and General Nature Thereof	
5. Community Presentations	
5.1 Tamas Hertel, Service Planning Manager, York Region Transit; Re: 2025 York Region Transit Annual Plan	1
5.2 Stephen Forsey, Sport Aurora; Re: Sport Celebration Month 2024	16
6. Delegations	
7. Consent Agenda	
7.1 Council Meeting Minutes of September 24, 2024	17
1. That the Council Meeting Minutes of September 24, 2024, be adopted as circulated.	
7.2 Special Meeting of Council Minutes of October 1, 2024	35
1. That the Special Meeting of Council Minutes of October 1, 2024, be adopted as circulated.	
7.3 Council Public Planning Meeting Minutes of October 8, 2024	39
1. That the Council Public Planning Meeting Minutes of October 8, 2024, be adopted as circulated.	

7.4	Council Closed Session Minutes of September 17, 2024 (confidential attachment)	
	1. That the Council Closed Session Minutes of September 17, 2024, be adopted as circulated.	
7.5	Council Closed Session Public Meeting Minutes of September 17, 2024	44
	1. That the Council Closed Session Public Meeting Minutes of September 17, 2024, be adopted as circulated.	
7.6	Central York Fire Services Joint Council Committee Meeting Minutes of April 2, 2024	48
	1. That the Central York Fire Services Joint Council Committee Meeting Minutes of April 2, 2024, be received for information.	
7.7	Central York Fire Services Joint Council Committee Meeting Minutes of September 10, 2024	53
	1. That the Central York Fire Services Joint Council Committee Meeting Minutes of September 10, 2024, be received for information.	
8.	Committee of the Whole Meeting Report of October 1, 2024	58
	That the Committee of the Whole Meeting Report of October 1, 2024, be received and the recommendations carried by the Committee approved.	
8.1	Consent Agenda	
	8.1.1 Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024	70
	1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024, be received for information.	
8.2	Advisory Committee Meeting Minutes	
	8.2.1 Mayor's Golf Classic Funds Committee Meeting Minutes of September 5, 2024	76
	1. That the Mayor's Golf Classic Funds Committee Meeting Minutes of September 5, 2024, be received for information.	

8.2.2	Accessibility Advisory Committee Meeting Minutes of September 11, 2024	79
	1. That the Accessibility Advisory Committee Meeting Minutes of September 11, 2024, be received for information.	
8.2.3	Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024	84
	1. That the Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024, be received for information.	
8.2.4	Finance Advisory Committee Meeting Minutes of September 10, 2024	88
	1. That the Finance Advisory Committee Meeting Minutes of September 10, 2024, be received for information.	
8.2.5	Parks and Recreation Advisory Committee Meeting Minutes of September 19, 2024	92
	1. That the Parks and Recreation Advisory Committee Meeting Minutes of September 19, 2024, be received for information.	
8.3	Community Services Committee Agenda	
8.3.1	CMS24-038 - Mapping Recreation for Persons with Disabilities – Final Plan Presentation	96
	1. That Report No. CMS24-038 be received; and	
	2. That Council endorse the recommendations contained in the attached Mapping Recreation for Persons with Disabilities Plan 2024-2029.	
8.3.2	CMS24-039 - Facility Space Allocation for Aurora Sports Hall of Fame and Sport Aurora	177
	1. That Report No. CMS24-039 be received; and	
	2. That Council approve the request from the Aurora Sports Hall of Fame for expansion; and	
	3. That Council approve allocating space in the Aurora Family Leisure Complex for Sport Aurora.	

8.4 Corporate Services Committee Agenda

8.4.1 CS24-024 - Central York Fire Services - Cost Recovery Program Enhancement 195

1. That Report No. CS24-024 be received for information.

8.4.2 CS24-023 - 2025 Council and Committee Meeting Schedule 210

1. That Report No. CS24-023 be received; and
2. That a bylaw to amend section 20(f)(i) of the Procedure Bylaw No. 6228-19, as amended, be enacted at a future Council meeting to change the Public Planning meeting day from the second Tuesday of the month to the third Tuesday; and
3. That Council request the Mayor, in accordance with the powers under section 284.8 of the Municipal Act, 2001, to amend the Committee of the Whole meeting date from the first Tuesday of the month to the second Tuesday; and
4. That the 2025 Meeting Schedule (Attachment No. 1) be approved; and
5. That the Town Clerk be authorized to make amendments to the Council and Committee meeting calendar as required.

8.5 Finance and Information Technology Committee Agenda

8.5.1 FIN24-044 - 2025-26 Rates and Fees Update with Bylaw 239

1. That Report No. FIN24-044 be received; and
2. That a by-law be enacted to set the 2025 and 2026 Fees and Charges for applications, permits, use of Town property, the sale of documents and for the prescribed service charges for administrative matters itemized on the attached schedules.

8.5.2 FIN24-045 - Further Bill 185 Development Charges Bylaw Amendments 271

1. That Report No. FIN24-045 be received; and
2. That no further public meetings are required under section 12 of the Development Charges Act, 1997; and

3. That the proposed amending Development Charges By-law be enacted October 22, 2024.

8.6 Administration Committee Agenda

8.7 Operational Services Committee Agenda

8.8 Planning and Development Services Committee Agenda

- | | | |
|--------------|--|------------|
| 8.8.1 | PDS24-089 - Automated Speed Enforcement Pilot Program and Community Safety Zones | 286 |
| | <ol style="list-style-type: none">1. That Report No. PDS24-089 be received; and2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to designate schools that front onto Town roads as Community Safety Zones; and3. That staff be authorized to implement an Automated Speed Enforcement Pilot program and report back to Council with a detailed implementation plan. | |
| 8.8.2 | PDS24-099 - Request for Increased Capital Budget Authority for Capital Project S00079 – Water and Wastewater Master Plan | 294 |
| | <ol style="list-style-type: none">1. That Report No. PDS24-099 be received; and2. That the total approved budget authority for Capital Project No. S00079 be increased to \$414,800 representing an increase of \$114,800; and3. That the proposed budget authority increase of \$114,800 for Project No. S00079 be funded by \$57,400 from both water and wastewater development charges. | |
| 8.8.3 | PDS24-105 - Proposed Amendments to Parking Bylaw 4574-04.T – Various Locations in the Town’s Downtown Area | 299 |
| | <ol style="list-style-type: none">1. That Report No. PDS24-105 be received; and2. That a by-law to amend Parking Bylaw No. 4574-04.T be enacted to increase the on-street parking allowance from 3 hours to 4 hours in various areas outlined in the report. | |
| 8.8.4 | PDS24-106 - Comprehensive Zoning By-law Review Work Plan | 309 |
| | <ol style="list-style-type: none">1. That Report No. PDS24-106 be received for information. | |

8.8.5	PDS24-107 - Doors Open 2025 Registration	316
	1. That Report No. PDS24-107 be received; and	
	2. That staff be directed to participate in the Doors Open event in 2025 in collaboration with the Ontario Heritage Trust.	
8.9	Member Motions	
8.9.1	Councillor Thompson; Re: Interchange at Highway 404 and St. John's Sideroad	322
	1. Now Therefore Be it Hereby Resolved That staff provide the Region with Traffic and Household data and projections that supports the need for the interchange at St. John's and Highway 404; and	
	2. Be It Further Resolved That the Town of Aurora meet with the Region of York to express the need for the interchange at Highway 404 and St. John's to be constructed prior to 2035 and indicate to them that our preference would be that the interchange be built in the short term.	
8.10	Regional Report	
8.10.1	York Regional Council Highlights of September 19, 2024	324
	1. That the York Regional Council Highlights of September 19, 2024, be received for information.	
9.	Consideration of Items Requiring Discussion (Regular Agenda)	
9.1	FIN24-046 - Interim Forecast Update – as of August 31, 2024	328
	1. That Report No. FIN24-046 be received for information.	
10.	New Business	
11.	By-laws	
11.1	By-law Number XXXX-24 - Being a By-law to amend By-law Number 6592-24, as amended, to establish development charges for the Town of Aurora.	355
	(Committee of the Whole Report No. FIN24-045, Oct 1, 2024)	

11.2	By-law Number XXXX-24 - Being a By-law to amend By-law Number 4574-04.T, as amended, to regulate parking and traffic in the Town of Aurora (Restricted Parking Maximum Period – Victoria Street, Mosley Street, Church Street, Metcalfe Street, Wells Street and Harrison Avenue).	358
	(Committee of the Whole Report No. PDS24-105, Oct 1, 2024)	
11.3	By-law Number XXXX-24 - Being a By-law to exempt Part of Block 1 on Plan 65M-4743 from part-lot control (File No. PLC-2024-03).	362
11.4	By-law Number XXXX-24 - Being a By-law to appoint a Fire Chief for Central York Fire Services.	366
12.	Closed Session	
13.	Confirming By-law	
13.1	By-law Number XXXX-24 Being a By-law to confirm actions by Council resulting from a Council meeting on October 22, 2024	368
14.	Adjournment	



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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 * 

2024-10-22



Subject *

2025 York Region Transit Annual Plan

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

Tamas Hertel, Service Planning Manager, York Region Transit

Brief Summary of Issue or Purpose of Delegation *

To present the 2025 YRT Annual Plan including the 2024 service improvements, annual plan process, public feedback recieved, 2025 annual plan and 2025 programs and projects.

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

Ishita Soneji

Date you spoke with Town staff or a Council member

2024-8-8



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

Agree



YORK REGION TRANSIT'S 2025 TRANSIT INITIATIVES TOWN OF AURORA

Presented by
Tamas Hertel
Manager, Service Planning

Presented to
Town of Aurora Council

Presented on
October 22, 2024



Agenda

- Overview of the annual plan process
- 2024 service improvements
- Stakeholder and public consultations
- 2025 Transit Initiatives
- 2025 projects and programs
- Ridership trends
- Next steps

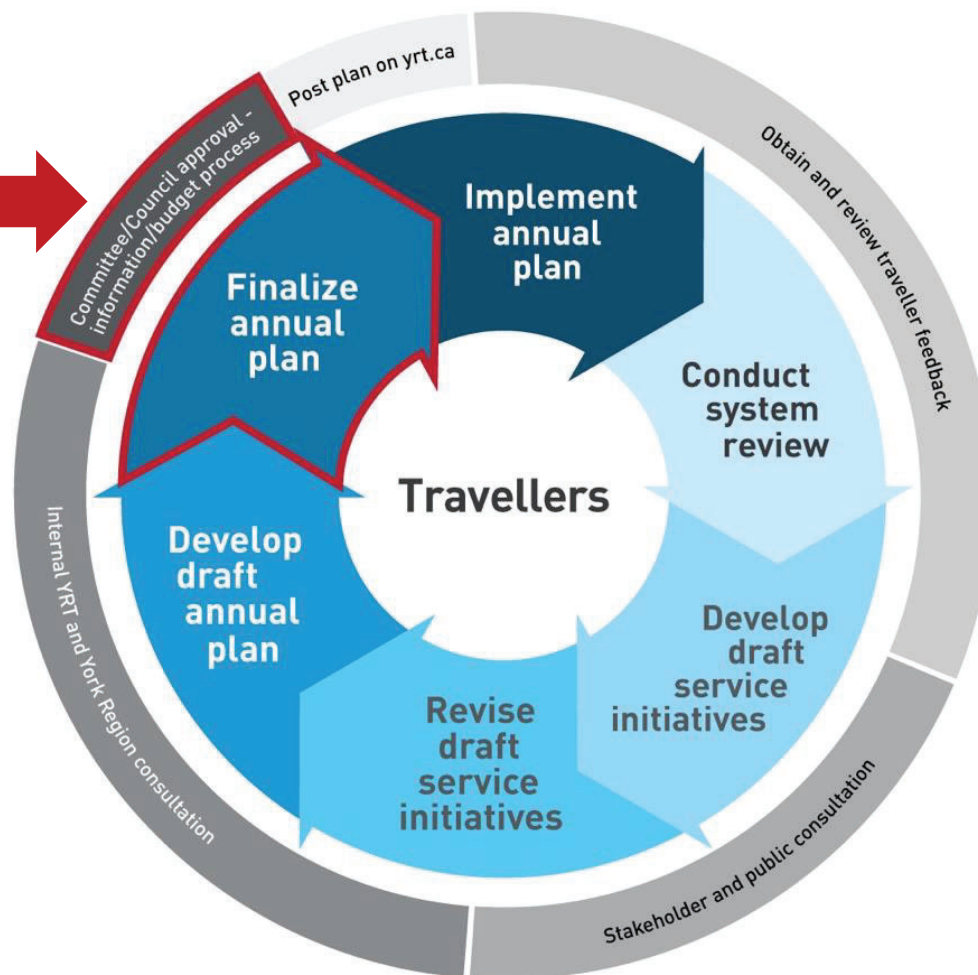


Annual Transit Initiatives Process

We are here

**Finalize
annual plan**

**Committee/
Council
approval –
information/
budget process**



2024 Service Improvements in Town of Aurora

Route

Service Change

33 – Wellington-Leslie

Extended service along Leslie Street, through Addison Hall Business Park, to Highway 404/Davis Drive



Stakeholder and Public Consultation

Consultation	Date (2024)	Location
Town Staff	March 21	Municipal Office
YRDSB and YCDSB	April 19	York Region Office
Neighbouring Transit Agencies	April 29	York Region Office
Virtual Public and Business Engagement	May 5 to June 8	yrt.ca/TransitPlan or YRT Contact Centre
Accessibility Advisory Committee (YRAAC)	May 5 to June 8	yrt.ca/TransitPlan or YRT Contact Centre
Public Outreach Event #1	May 11	Aurora Public Library (Front Lobby)
Public Outreach Event #2	June 2	Aurora Street Festival
Route Survey	June 5 to 28	Dr. G.W. Williams Secondary School

Feedback Received

- Request for improved connections on Route 33 – Wellington-Leslie with GO trains at Aurora GO station
- Request for a bus route along Bathurst Street north of Bloomington Road
- Request for a bus route in the Aurora Heights area, particularly for students

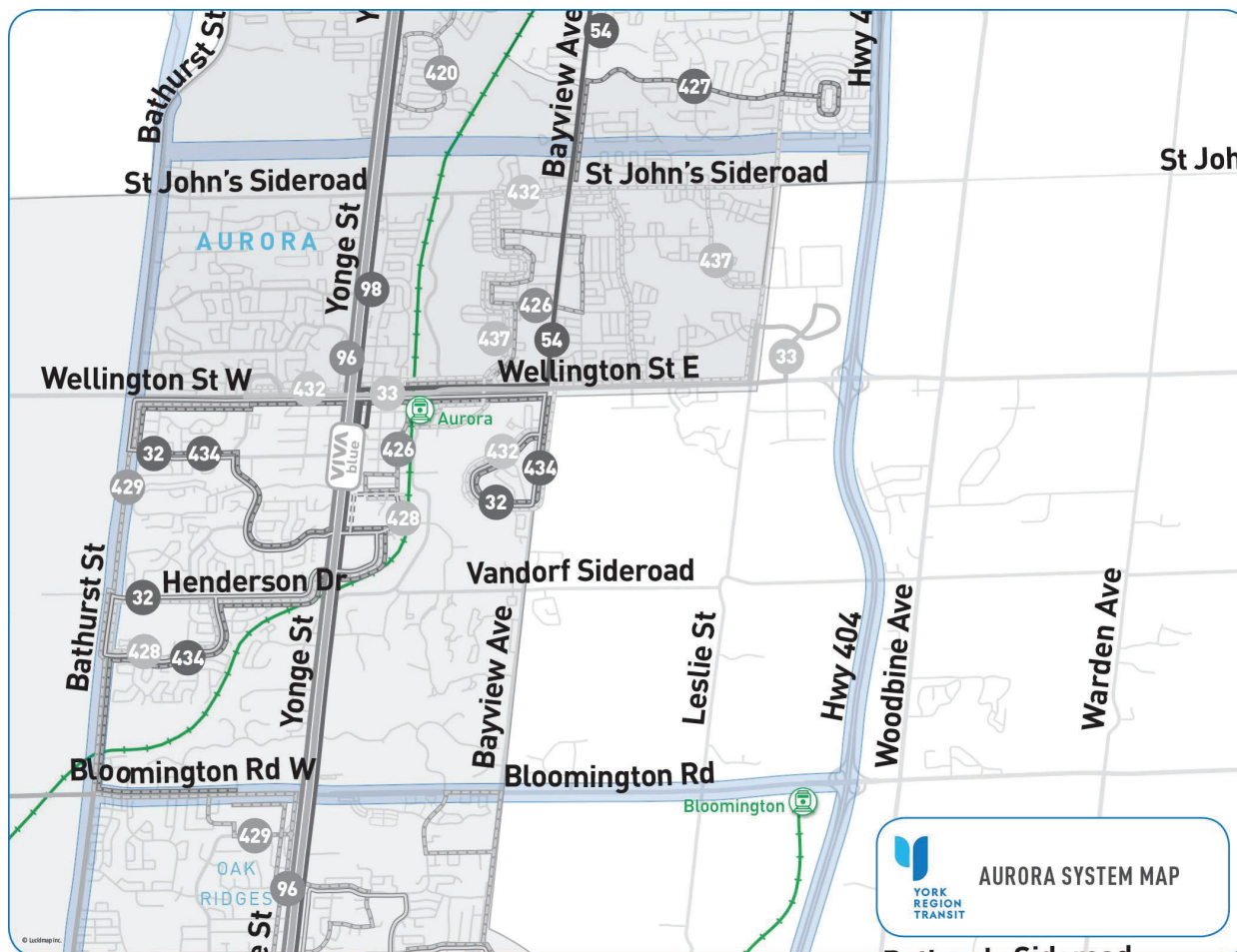
Future improvements will include increased frequency on Route 33 – Wellington-Leslie, which will provide additional trip options to connect with GO trains at Aurora GO station.

2025 Transit Initiatives in Town of Aurora

Routes/Service	Proposed Service Change
33 – Wellington-Leslie	Improve weekday frequency all day
96 – Keele-Yonge*	Introduce Sunday service and expand Saturday service
426 – Dr G.W. Williams SS via Stone	Restructure School Special route due to relocation of school
428 – Dr G.W. Williams SS via Henderson	Restructure School Special route due to relocation of school
429 – Cardinal Carter SS via Bayview	Restructure School Special route
431 – Aurora SS via Henderson	New School Special route
432 – Aurora SS via Mavrillac	Restructure School Special route
434 – Cardinal Carter SS via Wellington	Restructure School Special route
437 – St. Maximilian Kolbe SS	Restructure School Special route
On-Request North-Central*	Introduced Sunday on-demand service in Aurora Expanded service in Addison Hall Business Park

* **Note:** Implemented in 2024 with revised On-Request Newmarket-Aurora-Oak Ridges in response to ridership increases and the need for additional service before 2025.

2024 Service Improvements in Town of Aurora



Accessible formats or communication supports are available upon request.

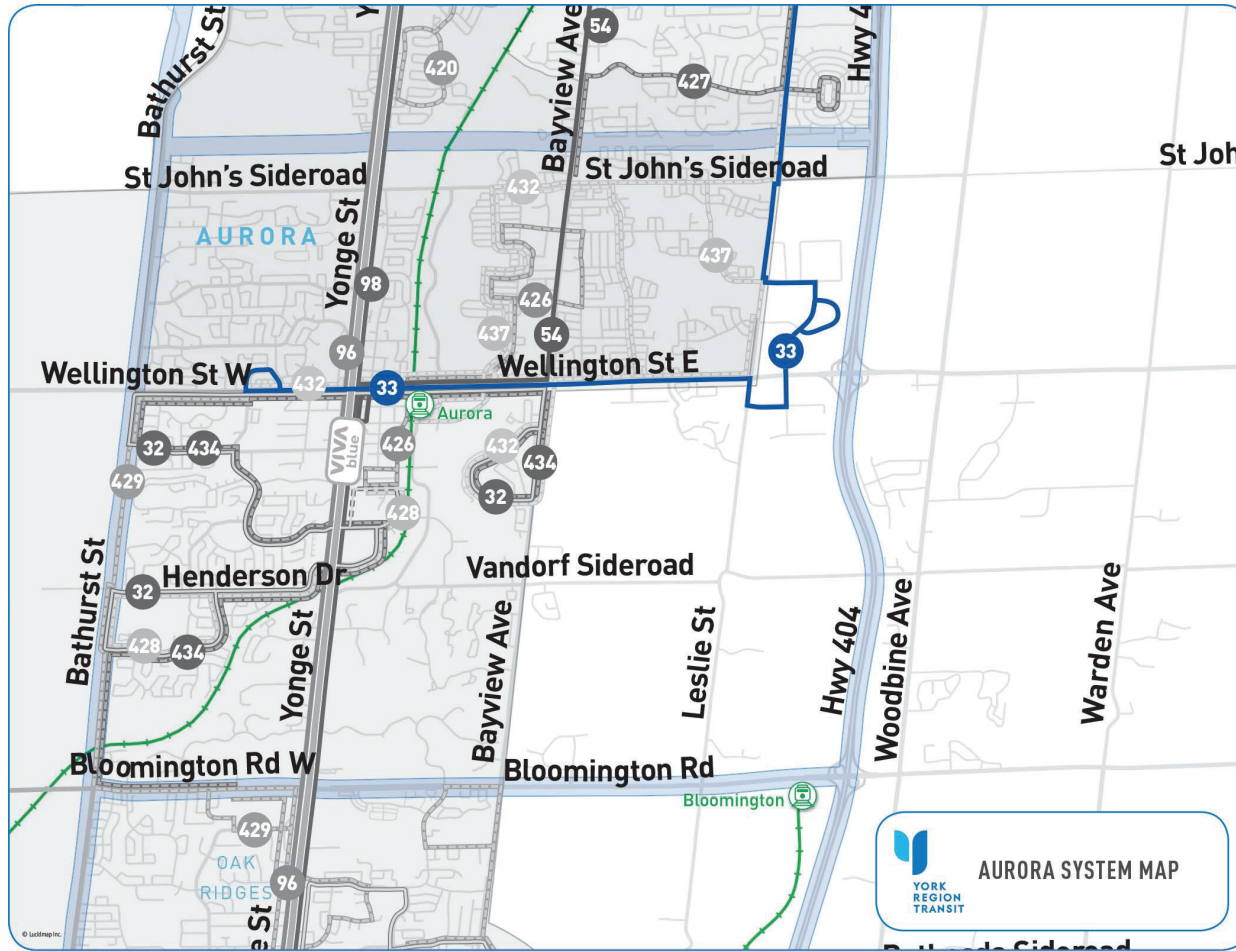
Transit Services - Aurora

- 32 – Aurora South
- 33 – Wellington
- 54 – Bayview
- 96 – Keele-Yonge
- 98 – Yonge
- 98E – Yonge Limited Express
- 426 – Dr. G.W. Williams SS via Hollidge
- 428 – Dr. G.W. Williams SS via Henderson
- 429 – Cardinal Carter / Aurora SS
- 432 – Aurora SS
- 433 – Cardinal Carter SS via Kingshill
- 434 – Cardinal Carter SS via Wellington
- 437 – St. Maximilian Kolbe SS
- Viva – blue
- On-Request Aurora GO Service Area
- On-Request Newmarket-Aurora-Oak Ridges Service Area

On-Request 65+ and Paratransit services are available to all eligible travellers across the Region.

- +— GO Rail
- Municipal Boundary

YRT services in Town of Aurora



Transit Services - Aurora

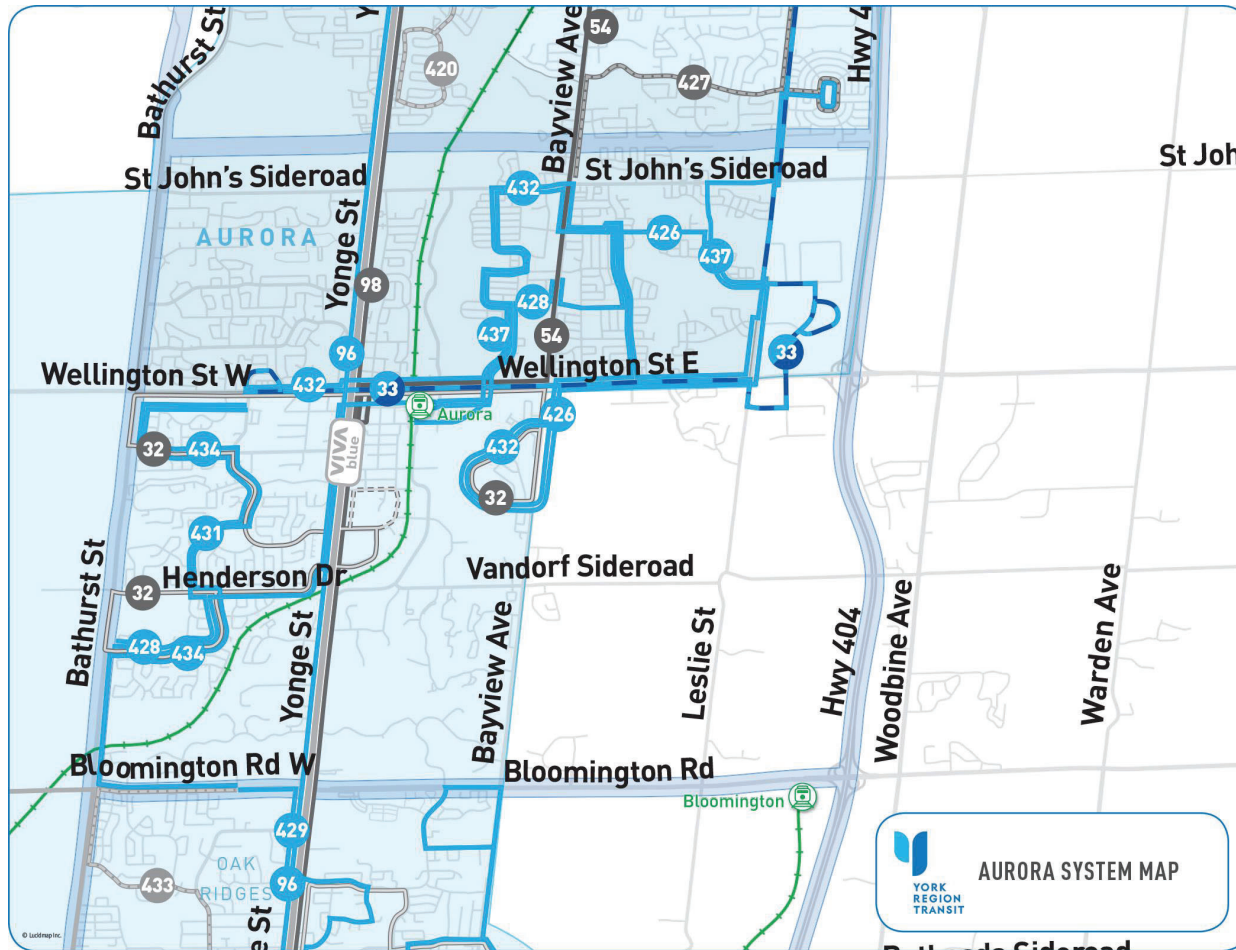
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 - On-Request Aurora GO Service Area
 - On-Request Newmarket-Aurora-Oak Ridges Service Area
- On-Request 65+ and Paratransit services are available to all eligible travellers across the Region.

-  GO Rail
-  Municipal Boundary
-  2024 Transit Initiative Changes



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 Accessible formats or communication supports are available upon request.

2025 Transit Initiatives in Town of Aurora



Transit Services - Aurora

- 32 – Aurora South
- 33 – Wellington-Leslie
- 54 – Bayview
- 96 – Keele-Yonge
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- 426 – Dr. G.W. Williams SS via Stone
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- 429 – Cardinal Carter SS via Bayview
- 431 – Aurora SS via Henderson
- 432 – Aurora SS via Mavrinc
- 433 – Cardinal Carter SS via Kingshill
- 434 – Cardinal Carter SS via Wellington
- 437 – St. Maximilian Kolbe SS
- Viva – blue
- On-Request Aurora GO Service Area
- On-Request North-Central Service Area

On-Request 65+ and Paratransit services are available to all eligible travellers across the Region.

- GO Rail
- Municipal Boundary
- 2024 Transit Initiative Changes
- 2025 Transit Initiative Changes

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 Accessible formats or communication supports are available upon request.

2025 Projects and Programs



Planning for the future



Fare and service integration



Technology and innovation

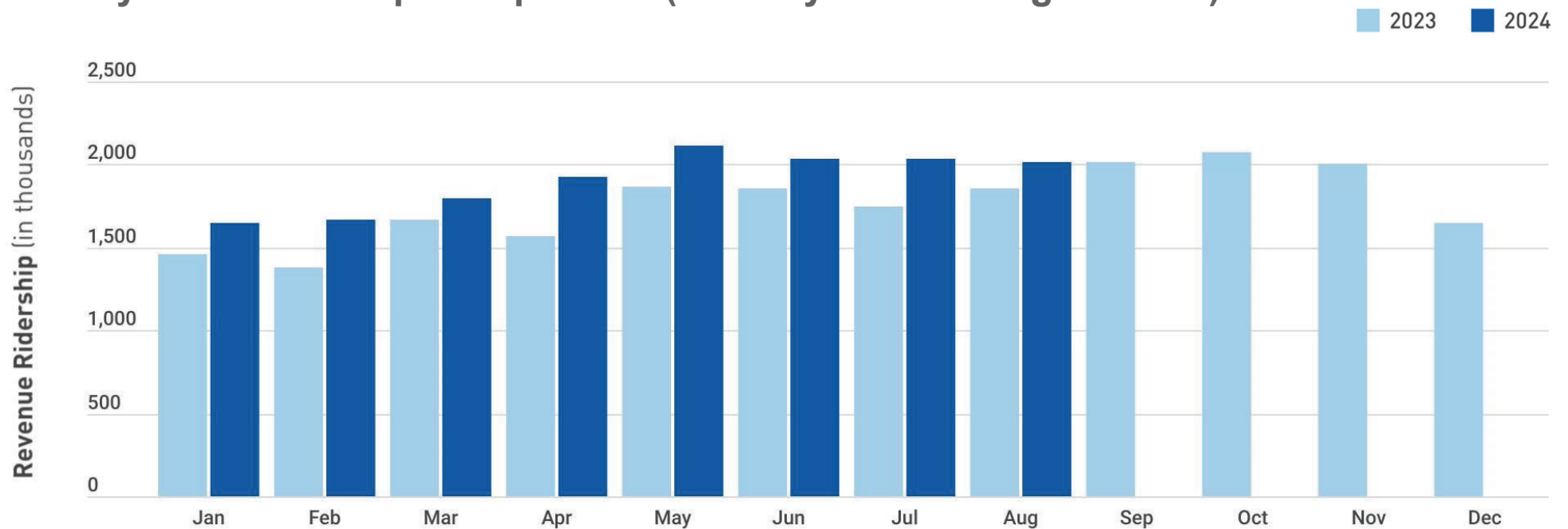


Customer service



System Ridership Trends

YRT System Ridership Comparison (January 2023 to August 2024)



Ridership in Town of Aurora increased approximately 13% compared to 2023.

Next Steps

- Seek York Regional Council approval of the 2025 Transit Initiatives through the operating and capital budget approval process
- Communicate 2025 Transit Initiatives to customers and residents
- Begin 2026 Transit Initiatives annual plan process



Thank You

For more information, please contact:

Tamas Hertel

Manager, Service Planning

tamas.hertel@york.ca



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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 * 

2024-10-22



Subject *

Sport Aurora Sport Celebration Month 2024

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

Stephen Forsey Sport Aurora

Brief Summary of Issue or Purpose of Delegation *

A delegation to Council regarding the Proclamation of October 2024 as Sport Celebration Month and the activities Sport Aurora has recognized during this month to celebrate sport in our community.

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

Councilor Ron Weese

Date you spoke with Town staff or a Council member

2024-10-3



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

Agree



**Town of Aurora
Council
Meeting Minutes**

Date: Tuesday, September 24, 2024
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

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, Corporate Communications
Alexander Wray, Manager, By-law Services
Michael de Rond, Town Clerk
Linda Bottos, Council/Committee Coordinator

1. Call to Order

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

Council consented to recess the meeting at 9:42 p.m. and reconvened the meeting at 9:53 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, including the addition of Delegations items 6.3, 6.4, and 6.5, be approved.

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

**On a two-thirds majority vote the motion
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. Community Presentations

None.

6. Delegations

6.1 Ovidiu Berindean, Resident; Re: Item 8.4.1 - CS24-021 - Fence By-law Variance Request

Ovidiu Berindean, owner of the property at 241 Holladay Drive, presented an overview of the proposed fence extension and requested that Council consider approving the construction of the fence.

Moved by Councillor Thompson

Seconded by Councillor Kim

That the comments of the delegation be received and referred to item 8.4.1.

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

Carried (7 to 0)

6.2 Mike Bryan, Resident; Re: Item 8.7.2 - OPS24-021 - Leash-Free Areas in Aurora

Mike Bryan spoke in opposition to the proposed leash-free areas in Highland Gate Park.

Moved by Councillor Weese

Seconded by Councillor Kim

That the comments of the delegation be received and referred to item 8.7.2.

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

Carried (7 to 0)

6.3 Gordon Weir, Resident; Re: Item 8.7.2 - OPS24-021 - Leash-Free Areas in Aurora

Gordon Weir spoke in opposition to the proposed leash-free areas in Highland Gate Park.

Moved by Councillor Gaertner

Seconded by Councillor Weese

That the comments of the delegation be received and referred to item 8.7.2.

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

Carried (7 to 0)

6.4 Christopher Watts, The Aurora Heritage Authority; Re: Item 8.8.2 - PDS24-090 - Updates to Street Naming Policy

Christopher Watts presented background to the selection and misspelling of Folliot Street, and the history of WWII fallen RCAF veteran, Flying Officer Eric Walter Folliott, for whom the street is named. They requested that the street name be corrected to Folliott Street, that corrective action be included in the Street Naming Policy, and that the Town sponsor F.O. Eric Folliott in the Aurora Legion's Honour our Veterans Banner Program.

Moved by Councillor Thompson

Seconded by Councillor Kim

That the comments of the delegation be received and referred to item 8.8.2.

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

Carried (7 to 0)

6.5 Mike Kennedy, Resident; Re: Item 8.7.2 - OPS24-021 - Leash-Free Areas in Aurora

Mike Kennedy spoke in opposition to the proposed leash-free areas in Highland Gate Park.

Moved by Councillor Gaertner

Seconded by Councillor Weese

That the comments of the delegation be received and referred to item 8.7.2.

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 Thompson

Seconded by Councillor Weese

That the Consent Agenda, items 7.1 to 7.6 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 July 9, 2024

1. That the Council Meeting Minutes of July 9, 2024, be adopted as circulated.

Carried

7.2 Council Closed Session Minutes of July 9, 2024

1. That the Council Closed Session Minutes of July 9, 2024, be adopted as circulated.

Carried

7.3 Council Closed Session Public Meeting Minutes of July 9, 2024

1. That the Council Closed Session Public Meeting Minutes of July 9, 2024, be adopted as circulated.

Carried

7.4 Council Closed Session Minutes of September 3, 2024

1. That the Council Closed Session Minutes of September 3, 2024, be adopted as circulated.

Carried

7.5 Council Closed Session Public Meeting Minutes of September 3, 2024

1. That the Council Closed Session Public Meeting Minutes of September 3, 2024, be adopted as circulated.

Carried

7.6 Council Public Planning Meeting Minutes of September 10, 2024

1. That the Council Public Planning Meeting Minutes of September 10, 2024, be adopted as circulated.

Carried

8. Committee of the Whole Meeting Report of September 3, 2024

Council consented to consider items in the following order: 8.7.2, 8.4.1, 8.8.2, 8.3.1, and 8.7.1.

Moved by Councillor Kim

Seconded by Councillor Gilliland

That the Committee of the Whole Meeting Report of September 3, 2024, be received and the recommendations carried by the Committee approved, with the exception of sub-items 8.3.1, 8.4.1, 8.7.1, 8.7.2, and 8.8.2, 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 Consent Agenda

8.1.1 Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 21, 2024

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of June 21, 2024, be received for information.

Carried

8.2 Advisory Committee Meeting Minutes

8.2.1 Mayor's Golf Classic Funds Committee Meeting Minutes of July 31, 2024

1. That the Mayor's Golf Classic Funds Committee Meeting Minutes of July 31, 2024, be received for information.

Carried

8.3 Community Services Committee Agenda

8.3.1 CMS24-031 - Naming Rights Policy

Main motion

Moved by Councillor Weese

Seconded by Councillor Gilliland

1. That Report No. CMS24-031 be received; and
2. That the Naming Rights Policy be approved.

Amendment

Moved by Councillor Weese

Seconded by Councillor Gilliland

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

That the following amendments be made:

- a) That 'etc.' be removed from the third bullet point on page 4 of the policy; and
- b) That the third sentence in the last paragraph on page 6 of the policy be amended to read 'If an application is intended to displace an existing commemorative name, before a Renaming Application is decided upon, the Town will make all reasonable efforts to notify the family or next of kin of the person that is to be displaced, allowing 60 days for the family or next of kin to respond to the proposed renaming.'

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 Weese

Seconded by Councillor Gilliland

1. That Report No. CMS24-031 be received; and

2. That the Naming Rights Policy, **as amended**, be approved; and
3. That the following amendments be made:
 - a) That 'etc.' be removed from the third bullet point on page 4 of the policy; and
 - b) That the third sentence in the last paragraph on page 6 of the policy be amended to read 'If an application is intended to displace an existing commemorative name, before a Renaming Application is decided upon, the Town will make all reasonable efforts to notify the family or next of kin of the person that is to be displaced, allowing 60 days for the family or next of kin to respond to the proposed renaming.'

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

Nays (2): Councillor Gaertner and Councillor Thompson

Carried (5 to 2)

8.4 Corporate Services Committee Agenda

8.4.1 CS24-021 - Fence By-law Variance Request

Moved by Councillor Kim

Seconded by Councillor Weese

1. That Report No. CS24-021 be received; and
2. That a variance to Fence By-law No. 6429-22 to permit the construction of a non-compliant fence in the front yard at 241 Holladay Drive be denied.

Yeas (2): Councillor Gilliland and Councillor Gaertner

Nays (5): Mayor Mrakas, Councillor Weese, Councillor Thompson, Councillor Gallo, and Councillor Kim

Defeated (2 to 5)

Moved by Councillor Kim

Seconded by Councillor Gallo

That the Fence By-law Variance Request at 241 Holladay Drive be approved.

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

Nays (2): Councillor Gilliland and Councillor Gaertner

Carried (5 to 2)

8.4.2 CS24-022 - Addition of Illumination Requests to the Town's Flag Policy

1. That Report No. CS24-022 be received; and
2. That the updated Flag Protocol, Flag Raising and Illumination Request Policy (attachment 1) be approved; and
3. That the Clerk report back after one year regarding illumination requests received and any resulting effects to the surrounding neighbourhood.

Carried

8.5 Finance and Information Technology Committee Agenda

8.5.1 FIN24-038 - Asset Management Funding Strategy for 2025 and 2026

1. That Report No. FIN24-038 be received; and
2. That the short-term asset management reserve strategy for 2025 and 2026 be approved; and
3. That the tax-funded portion of the ATS debt financing of \$7.5M, be funded from the hydro reserve fund, and not debt financed, be approved; and
4. That the operating budget for ATS tax-funded debt repayment be redirected to asset management contributions be approved.

Carried

8.6 Administration Committee Agenda

None.

8.7 Operational Services Committee Agenda

8.7.1 OPS24-020 - Windrow Program Eligibility Criteria**Moved by** Councillor Gaertner**Seconded by** Councillor Gilliland

1. That Report No. OPS24-020 be received; and
2. That the eligibility criteria as described, be approved; and
3. That a cost-recovery amount of \$100 per participating household be approved; and
4. That adoption of the financial assistance criteria as proposed be approved.

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

Carried (7 to 0)**8.7.2 OPS24-021 - Leash-Free Areas in Aurora****Main motion****Moved by** Councillor Gilliland**Seconded by** Councillor Weese

1. That Report No. OPS24-021 be received; and
2. That the 10-year capital priority list for future leash-free areas be endorsed and that staff update the 10-year capital plan accordingly as per funding availability; and
3. That the Mayor be requested to include a capital project for the development and construction of an off-leash trail within the Highland Gate Subdivision in the 2025 capital budget.

Motion to refer**Moved by** Councillor Gilliland**Seconded by** Councillor Kim

1. That Report No. OPS24-021 be referred back to staff to identify suitable areas in Aurora for leash-free dog areas and/or trail locations, specifically on the west side, and report back to Council; and

2. That public consultation take place on the proposed areas before reporting back.

Amendment

Moved by Councillor Thompson

Seconded by Councillor Gaertner

That the motion to refer be amended by adding the following clause:

That Highland Gate Park be removed from consideration for an off-leash dog area.

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

Nays (1): Councillor Gilliland

Carried (6 to 1)

Motion to refer as amended

Moved by Councillor Gilliland

Seconded by Councillor Kim

1. That Report No. OPS24-021 be referred back to staff to identify suitable areas in Aurora for leash-free dog areas and/or trail locations, specifically on the west side, and report back to Council; and
2. That public consultation take place on the proposed areas before reporting back; and
3. **That Highland Gate Park be removed from consideration for an off-leash dog area.**

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

Carried (7 to 0)

8.8 Planning and Development Services Committee Agenda

8.8.1 PDS24-065 - New Registration By-law for Additional Residential Units in Single Family Dwelling Unit

1. That Report No. PDS24-065 be deferred to the Committee of the Whole meeting of November 5, 2024.

Carried

8.8.2 PDS24-090 - Updates to Street Naming Policy

Main motion

Moved by Councillor Gilliland

Seconded by Councillor Weese

1. That Report No. PDS24-090 be received; and
2. That Council approve the updated Street Naming Policy as attached to this report.

Amendment No. 1

Moved by Councillor Gaertner

Seconded by Councillor Gallo

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

That delegated authority to staff for the naming of streets in the Town be removed.

Yeas (2): Councillor Gaertner, and Councillor Gallo

Nays (5): Mayor Mrakas, Councillor Weese, Councillor Gilliland, Councillor Thompson, and Councillor Kim

Defeated (2 to 5)

Amendment No. 2

Moved by Councillor Gaertner

Seconded by Councillor Gallo

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

That names from the Aurora Cenotaph be chosen before any other name is approved.

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

Carried (7 to 0)

Amendment No. 3

Moved by Councillor Weese

Seconded by Councillor Gilliland

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

That the name changing process for streets be waived to allow for the following change; and

That the name Folliot Street be changed to Folliott Street and that staff take all necessary steps to implement this change, including notifying residents on the street of why the change is being made and the history of the name.

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 Weese

1. That Report No. PDS24-090 be received; and
2. That Council approve the updated Street Naming Policy as attached to this report; **and**
3. That names from the Aurora Cenotaph be chosen before any other name is approved; **and**
4. That the name changing process for streets be waived to allow for the following change; **and**
5. That the name Folliot Street be changed to Folliott Street and that staff take all necessary steps to implement this change,

including notifying residents on the street of why the change is being made and the history of the name.

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

Carried (7 to 0)

8.9 Member Motions

8.9.1 Councillor Weese; Re: Review of Train Whistle/Horn Cessation at All Level Crossings in the Town of Aurora

Whereas the train tracks in Aurora are a disruptive influence on pedestrian and vehicular traffic at all level crossings in Aurora, affecting safe and consistent travel from in Aurora; and

Whereas there are estimated to be over 2,500 homes and residents living within 200 meters of the train tracks along the train corridor that are negatively impacted by the train whistles/horns; and

Whereas double-track construction planned by Metrolinx will bring 15-minute service both ways along the train corridor exacerbating the disruption to residents' quality of life with increased train whistles/horns at all level crossings; and

Whereas train whistle/horns signaling and vehicular and pedestrian safety measures are regulated by external agencies to ensure that safety is maintained at all level crossings; and

Whereas other municipalities affected adversely by train whistles/horns have included requisite safety measures at level crossings in their municipalities to ensure the safety of their residents; and

Whereas the Town of Aurora Strategic Plan states that a Goal is to 'support an exceptional quality of life for all'; and

Whereas Aurora Town Council may pass By-Laws to implement train whistle/horn cessation once safety standards have been implemented at each level crossing; and

Whereas the Town of Aurora Strategic Plan states that the Town should 'work with York Region and Metrolinx to improve transit infrastructure and commuter transportation options'; and

Whereas the Town of Aurora Strategic Plan states that the Town should 'work with residents and stakeholders to manage the significant changes that will impact the Community as a result of planned investment in rapid transit'; and

Whereas Aurora Town Council has not implemented horn/whistle cessation in the past; and

Whereas circumstances warrant a review of the requirements for the assumption of risk that would result in improved quality of life for residents of Aurora;

1. Now Therefore Be It Hereby Resolved That staff report back on the processes needed to create a By-law that will result in the cessation of train whistles/horns at all level crossings in Aurora.

Carried

9. Consideration of Items Requiring Discussion (Regular Agenda)

9.1 PDS24-102 - Additional Information for All-way Stop on Tamarac Trail

Moved by Councillor Gaertner

Seconded by Councillor Kim

1. That Report No. PDS24-102 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)

10. New Business

Councillor Gaertner inquired about the cost of the electronic sign located at the Canadian National Exhibition, which advertised the grand opening of Aurora Town Square. Staff provided a response and agreed to confirm the cost at the next Council meeting.

Councillor Thompson, in follow-up to the earlier delegate's request for a veteran's banner, inquired about the process and timeline of a related current application for the community partnership grant program that could include this request. Staff provided a response and agreed to advise Council once staff have reviewed the submissions and decisions are made.

Councillor Kim inquired about the construction on both sides of St. John's Sideroad involving an island, sidewalks, and multi-use pathway. Staff provided clarification on the work being done by York Region.

Councillor Thompson inquired about the timing of the ongoing construction and lane reduction on Wellington Street East in front of the Stronach Aurora Recreation Complex. Staff provided a response and agreed to contact York Region and advise Council of the expected completion date.

Mayor Mrakas expressed appreciation to all those who came out for the grand opening of Aurora Town Square during the past weekend. The Mayor further thanked staff for their tremendous efforts, donors for their generosity, and Aurora residents for their patience.

11. Regional Report

None.

12. By-laws

12.1 By-law Number 6631-24 - Being a By-law to exempt Block 1 on Plan 65M-4721 from part-lot control (File No. PLC-2022-01).

12.2 By-law Number 6632-24 - Being a By-law to designate a property to be of cultural heritage value or interest (15 Kennedy Street West "The Bishop House").

12.3 By-law Number 6633-24 - Being a By-law to designate a property to be of cultural heritage value or interest (19 Kennedy Street West "The Wilson House").

12.4 By-law Number 6634-24 - Being a By-law to designate a property to be of cultural heritage value or interest (29 Kennedy Street West "The Fry-Smith House").

- 12.5 By-law Number 6635-24 - Being a By-law to designate a property to be of cultural heritage value or interest (59 Tyler Street "The Edwin Machell House").
- 12.6 By-law Number 6636-24 - Being a By-law to designate a property to be of cultural heritage value or interest (71 Connaught Avenue "The Johnson House").
- 12.7 By-law Number 6637-24 - Being a By-law to designate a property to be of cultural heritage value or interest (77 Spruce Street "The Stephens House").
- 12.8 By-law Number 6638-24 - Being a By-law to designate a property to be of cultural heritage value or interest (80 Spruce Street).
- 12.9 By-law Number 6639-24 - Being a By-law to designate a property to be of cultural heritage value or interest (139 Temperance Street "The Duncan House").

Moved by Councillor Thompson

Seconded by Councillor Gaertner

That the By-laws, items 12.1 to 12.9 inclusive, be enacted.

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

Carried (7 to 0)

13. Closed Session

None.

14. Confirming By-law

- 14.1 By-law Number 6640-24 - Being a By-law to confirm actions by Council resulting from a Council meeting on September 24, 2024

Moved by Councillor Thompson

Seconded by Councillor Weese

That the confirming by-law be enacted.

Carried

Council Meeting Minutes
September 24, 2024

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15. Adjournment

Moved by Councillor Weese
Seconded by Councillor Gilliland

That the meeting be adjourned at 10:15 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



**Town of Aurora
Special Meeting of Council
Minutes**

Date: Tuesday, October 1, 2024
Time: 6:00 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Mayor Tom Mrakas (Chair)
 Councillor Ron Weese
 Councillor Wendy Gaertner (arrived at 6:05 p.m.)
 Councillor Michael Thompson (arrived at 6:05 p.m.)
 Councillor John Gallo
 Councillor Harold Kim

Members Absent: Councillor Rachel Gilliland

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
 Matthew Volpintesta, Acting Director, Operational Services
 Michael de Rond, Town Clerk
 Emily Freitas, Council/Committee Coordinator

1. Call to Order

The Mayor called the meeting to order at 6:02 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 Weese

Seconded by Councillor Gallo

That the agenda as circulated by Legislative Services be approved.

Yeas (4): Mayor Mrakas, Councillor Weese, Councillor Gallo, and Councillor Kim

Absent (3): Councillor Gilliland, Councillor Gaertner, and Councillor Thompson

Carried (4 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. Delegations

None.

6. Consideration of Items Requiring Discussion

6.1 FIN24-043 - Amending Development Charge Bylaw as per Bill 185 Public Meeting

Byron Tan, Manager, Watson & Associates Economists Ltd., provided a presentation on the proposed policy changes to the Development Charge (DC) Bylaw for Council's consideration. The presentation included a review of the current DC Bylaw and highlighted recent changes to the development charge legislation that was reflected in *Bill 185, Cutting Red Tape to Build More Homes Act, 2024* which includes the affordable rental unit and affordable owned unit exemptions. It was further noted that the DC Bylaw will be amended to include the definition for 'retail' that aligns with York Region's definitions.

Moved by Councillor Thompson

Seconded by Councillor Gaertner

1. That Report No. FIN24-043 be received; and
2. That the memo dated August 23, 2024, Re. 2024 Development Charges Background Study Update – Amendments as per Bill 185 be endorsed; and
3. That any new comments, questions, and suggestions arising from the statutory Public Meeting be referred to staff for consideration; and
4. That Council hereby determines that no further public meetings are required under section 12 of the Development Charges Act, 1997.

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

Absent (1): Councillor Gilliland

Carried (6 to 0)

7. Confirming By-law

7.1 By-law Number 6642-24 - Being a By-law to confirm actions by Council resulting from a Special Meeting of Council on October 1, 2024

Moved by Councillor Gaertner

Seconded by Councillor Kim

That the confirming by-law be enacted.

Carried

8. Adjournment

Moved by Councillor Weese

Seconded by Councillor Gaertner

That the meeting be adjourned at 6:32 p.m.

Carried

Special Meeting of Council Minutes
Tuesday, October 1, 2024

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Tom Mrakas, Mayor

Michael de Rond, Town Clerk



**Town of Aurora
Council Public Planning
Meeting Minutes**

Date: Tuesday, October 8, 2024
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 7:03 p.m.)

Other Attendees: Marco Ramunno, Director, Planning and Development Services
 Antonio Greco, Senior Planner
 Kenny Ng, Planner
 Ishita Soneji, Deputy Town Clerk
 Linda Bottos, Council/Committee Coordinator

1. Call to Order

The Mayor called the meeting to order at 7 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 Gallo

Seconded by Councillor Thompson

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

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

Absent (1): Councillor Kim

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. Planning Applications

The Mayor outlined the procedure 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 PDS24-112 - Application for Official Plan Amendment and Zoning By-law Amendment, 1000265154 Ontario Inc., 180 Wellington Street East, Part Lot 106, Plan 246, Parts 1, 2 and 3, Plan 65R-39371, File Number: OPA-2024-02; ZBA-2024-02

Planning Staff

Antonio Greco, Senior Planner, presented an overview of the staff report regarding the Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBA) applications to facilitate the development of four twelve-storey apartment buildings including 948 total residential units, 850 total parking spaces, and two vehicular access points. Staff noted the proposed OPA seeks to increase the maximum building heights from eight to twelve storeys and the maximum number of buildings from two to four apartment buildings, and permit dwelling units on the ground floor fronting onto an arterial road. Staff further noted the proposed ZBA seeks to include

retail uses as a permitted use, reduce minimum setback standards, increase maximum building height and total number of units, remove landscaping requirements, and decrease the required amenity area.

Applicant

Ryan Guetter, Land Use Planner, Weston Consulting, on behalf of the applicant, presented an overview of the development proposal including site context, previous Ontario Land Tribunal approvals, policy framework, concept site plan, renderings, height illustration, mixed uses, amenities, supporting studies, and community information meeting summary.

Public Comments

Aurora resident Darryl Moore expressed support for the proposed 12-storey development and higher density, and suggested that Council allow up to 14 storeys with the additional storeys being allocated to affordable housing managed by York Region. They further suggested to increase the number of two- or three-bedroom units to accommodate families.

Moved by Councillor Gilliland

Seconded by Councillor Weese

1. That Report No. PDS24-112 be received; and
2. That comments presented at the statutory Public Planning meeting be addressed by Planning and Development Services in a report to a future Committee of the Whole meeting.

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

Carried (7 to 0)

- 5.2 **PDS24-113 - Application for Official Plan Amendment and Zoning By-law Amendment, TWT Development Inc., 252, 260 and 272 Old Bloomington Road, Lot 6 and Part of Lot 7, Registered Plan 166, File Number: OPA-2023-02, ZBA-2023-02; Related File Number: SUB-2023-02**

Planning Staff

Kenny Ng, Planner, presented an overview of the staff report regarding the revised Official Plan Amendment (OPA) and Zoning By-law Amendment

(ZBA) applications to facilitate the development of 30 single detached lots, a new public right-of-way from Old Bloomington Road, two blocks reserved for future connection to adjacent lands, and an environmental protection block to be conveyed to public ownership. Staff noted the original applications were presented at the November 14, 2023 Public Planning meeting. Staff further noted the proposed OPA seeks to amend several site-specific policies related to minimum lot area, maximum density, disturbed lands, impervious area, and building coverage, and the proposed ZBA seeks to rezone the subject lands from "Estate Residential (ER) Zone" to two site-specific "Detached Third Density Residential Exception (R3-XXX) and (R3-YYY) Zones" and "Oak Ridges Moraine Environmental Protection (EP-ORM) Zone".

Applicant

Adam Layton, Associate Principal, Goldberg Group, on behalf of the applicant, presented an overview of the revised development proposal including a comparison of the R3 zone provisions, conceptual block plan, draft plan of subdivision and relocated road connection, density, landscape plan, special setback condition, and conceptual streetscape.

Public Comments

Aurora resident Warren McClure, on behalf of the Ratepayers of Yonge Street South (RAYS), expressed opposition to the proposed density and requested that the Town work with the owner to develop the subject lands for two units per acre in accordance with the current Zoning By-law.

Rosemarie Humphries, President, Humphries Planning Group Inc., representing the landowners to the immediate west of the subject lands, referred to their revised letter to the Town and reviewed concerns related to the proposed design of subdivision and zoning including: realignment of road connections and proposed offsetting of intersection; implementation of the block plan as it relates to density and whether two units per acre can still be accommodated in the overall secondary plan area; route of existing right-of-way easement through proposed lots 15 and 16; and maintenance of the right-of-way easement during construction. They further inquired about servicing allocation availability.

Moved by Councillor Gallo
Seconded by Councillor Thompson

1. That Report No. PDS24-113 be received; and
2. That comments presented at the non-statutory Public Planning meeting be addressed by Planning and Development Services in a report to a future Committee of the Whole meeting.

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

Carried (7 to 0)

6. Confirming By-law

6.1 By-law Number 6643-24 - Being a By-law to confirm actions by Council resulting from a Council Public Planning meeting on October 8, 2024

Moved by Councillor Gaertner
Seconded by Councillor Weese

That the confirming by-law be enacted.

Carried

7. Adjournment

Moved by Councillor Kim
Seconded by Councillor Gallo

That the meeting be adjourned at 9:16 p.m.

Carried

Tom Mrakas, Mayor

Ishita Soneji, Deputy Town Clerk



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

Date: Tuesday, September 17, 2024
Time: 5:45 p.m.
Location: Holland Room, Aurora Town Hall

Council Members: Councillor Ron Weese
Councillor Michael Thompson (Chair)
Councillor John Gallo
Councillor Harold Kim

Members Absent: Mayor Tom Mrakas
Councillor Wendy Gaertner
Councillor Rachel Gilliland

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Patricia De Sario, Director, Corporate Services/Town Solicitor
Robin McDougall, Director, Community Services
Phil Rose, Manager, Aurora Town Square
Michael de Rond, Town Clerk

1. Call to Order

Councillor Thompson assumed the Chair for the meeting in the Mayor's absence.

Councillor Thompson called the meeting to order at 5:46 p.m.

Council consented to resolve into a Closed Session at 5:46 p.m.

Council reconvened into open session at 6:10 p.m.

2. Approval of the Agenda

Moved by Councillor Weese

Seconded by Councillor Kim

That the agenda as circulated by Legislative Services 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 Gallo

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

1. CMS24-034 - Aurora Town Square - Performance Hall Naming Rights

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

A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the *Municipal Act, 2001*.

2. CMS24-035 - Aurora Town Square - Outdoor Square Naming Rights

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

A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the *Municipal Act, 2001*.

Carried

4.1 CMS24-034 - Aurora Town Square - Performance Hall Naming Rights

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

A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the *Municipal Act, 2001*.

Moved by Councillor Weese

Seconded by Councillor Gallo

1. That Council Closed Session Report No. CMS24-034 be received; and
2. That the confidential direction to staff be confirmed.

Yeas (4): Councillor Weese, Councillor Thompson, Councillor Gallo, and Councillor Kim

Absent (3): Mayor Mrakas, Councillor Gilliland, and Councillor Gaertner

Carried (4 to 0)

4.2 CMS24-035 - Aurora Town Square - Outdoor Square Naming Rights

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

A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board as per Section 239(2)(k) of the *Municipal Act, 2001*.

Moved by Councillor Gallo

Seconded by Councillor Kim

1. That Council Closed Session Report No. CMS24-035 be received; and
2. That the confidential direction to staff be confirmed.

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Yeas (4): Councillor Weese, Councillor Thompson, Councillor Gallo, and Councillor Kim

Absent (3): Mayor Mrakas, Councillor Gilliland, and Councillor Gaertner

Carried (4 to 0)

5. Confirming By-law

5.1 By-law Number 6630-24 Being a By-law to confirm actions by Council resulting from a Council Closed Session on September 17, 2024

Moved by Councillor Weese

Seconded by Councillor Kim

That the confirming by-law be enacted.

Carried

6. Adjournment

Moved by Councillor Weese

Seconded by Councillor Gallo

That the meeting be adjourned at 6:13 p.m.

Carried

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



Central York Fire Services

Minutes

Joint Council Committee

Date: Tuesday, April 2, 2024
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 Gaertner, Town of Aurora
Councillor Simon, Town of Newmarket
Councillor Morrison, Town of Newmarket

Members Absent: Councillor Gallo, Town of Aurora

Staff Present: I. McDougall, Chief Administrative Officer
D. Nadorozny, Chief Administrative Officer, Town of Aurora
R. Volpe, Deputy Chief, Central York Fire Services
C. Duval, Assistant Deputy 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
A. Gibson, Senior Financial Analyst, Town of Newmarket
K. Saini, Deputy Town Clerk/Manager of Legislative Services, Town of Newmarket
S. Granat, Legislative Coordinator

The meeting was called to order at 9:43 AM.
Councillor Gilliland in the Chair.

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 2023 Annual Report - Central York Fire Services

The Acting Fire Chief presented the 2023 Annual Report - Central York Fire Services regarding the Fire Chief's message, mission, vision and values, station locations, primary response area, organizational structure, what we do, 2023 highlights, three lines of defense, public education programs, prevention highlights, vulnerable occupancies, the Fire Code and Ontario Building Code inspections, emergency response trend, emergency response data comparison, our performance, training highlights, budget data, cost recovery program, and in memory of Fire Chief Ian Laing.

Members queried the presenter regarding communicating with residents, staffing public education, other areas to support events, budget split between Newmarket and Aurora, and distributing the 2023 Annual Report.

Moved by: Councillor Broome

Seconded by: Councillor Morrison

1. That the presentation by Acting Fire Chief Rocco Volpe regarding the 2023 Annual Report - Central York Fire Services be received.

Carried

4.2 Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update

Anita Gibson, Supervisor Financial Reporting presented the Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update regarding Fourth Quarter 2023 operating results, operating expenses, operating revenues, 2023 capital, 2024 Capital Budget, and 2023 reserve transfers.

Members queried Staff regarding the Station 4-5 variance, reserve fund health and balance, and the Fire Master Plan.

Moved by: Councillor Simon

Seconded by: Councillor Gaertner

1. That the presentation by Anita Gibson, Supervisor Financial Reporting regarding the Central York Fire Services Preliminary Fourth Quarter 2023 Financial Update be received.

Carried

5. Deputations

None.

6. Approval of Minutes

6.1 Central York Fire Services meeting minutes of March 5, 2024

Moved by: Councillor Morrison

Seconded by: Councillor Broome

1. That the Central York Fire Services Joint Council Committee meeting minutes of March 5, 2024 be approved.

Carried

7. Items

7.1 Preliminary Fourth Quarter 2023 CYFS Financial Update

Moved by: Councillor Simon

Seconded by: Councillor Gaertner

1. That Fire Services Report JCC-2024-01 Preliminary Fourth Quarter 2023 Financial Update dated March 5, 2024, be received for information purposes; and,
2. That Joint Council Committee (JCC) approve the 2023 Operating Surplus transfer to Central York Fire Services (CYFS) General Reserve Fund; and,
3. That JCC approve funding additional costs for Station 4-5 Capital of up to \$273,064 from the CYFS General Reserve Fund; and,
4. That JCC approves funding for the Capital projects identified in the report that are over budget requiring additional funding from CYFS Asset Replacement Fund of \$39,444, subject to finalization of year-end results; and,
5. That JCC approve the 2023 Capital Carryovers and 2024 new Capital Budget requests as additions to the 2024 Capital Budget program.

Carried

8. New Business

8.1 Community Events

Acting Fire Chief Volpe provided a verbal update regarding upcoming community events including the Solicitor General Special Announcement, the United Way carwash, Touch-a-Truck, and the Smoke Alarm Campaign.

8.2 Human Trafficking Awareness Event

Councillor Gilliland provided a verbal update regarding the upcoming Human Trafficking Awareness event.

9. Closed Session (if required)

The Central York Fire Services Joint Council Committee did not resolve into Closed Session.

9.1 Central York Fire Services Joint Council Committee meeting minutes (Closed Session) of March 5, 2024

Moved by: Councillor Broome

Seconded by: Councillor Morrison

1. That the Central York Fire Services Joint Council Committee meeting minutes (Closed Session) of March 5, 2024 be approved.

Carried

10. Adjournment

Moved by: Councillor Broome

Seconded by: Councillor Simon

That the meeting be adjourned at 10:46 AM.

Carried

Councillor Gilliland, Chair

Date



Central York Fire Services

Minutes

Joint Council Committee

Date: Tuesday, September 10, 2024
Time: 1:00 PM
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 Thompson, Town of Aurora
Councillor Gaertner, Town of Aurora
Councillor Simon, Town of Newmarket

Members Absent: Councillor Morrison, Town of Newmarket

Staff Present: I. McDougall, Chief Administrative Officer, Town of Newmarket
D. Nadorozny, Chief Administrative Officer, Town of Aurora
R. Wainwright-van Kessel, Director of Finance – Treasurer,
Town of Aurora
Jeff Payne, Commissioner of Community Services, Town of
Newmarket
R. Volpe, Acting Fire Chief, Central York Fire Services
D. Waters, Platoon Chief, Central York Fire Services
A. Tang, Director of Financial Services/Treasurer, Town of
Newmarket
A. Gibson, Senior Financial Analyst, Town of Newmarket
K. Saini, Manager Legislative Services/Deputy Town Clerk,
Town of Newmarket
S. Granat, Legislative Coordinator, Town of Newmarket

The meeting was called to order at 1:00 PM.
Councillor Gilliland in the Chair.

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 at 395 Mulock Drive, Newmarket 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

None.

5. Deputations

None.

6. Approval of Minutes

6.1 Central York Fire Services - Joint Council Committee Meeting Minutes of April 2, 2024

Moved by: Councillor Broome

Seconded by: Councillor Simon

1. That the Central York Fire Services Joint Council Committee meeting minutes of April 2, 2024 be approved.

Carried

7. Items

7.1 First Quarter 2024 Central York Fire Services Financial Update

Moved by: Councillor Broome

Seconded by: Councillor Thompson

1. That the First Quarter 2024 Central York Fire Services Financial Update dated June 21, 2024 be received for information purposes.

Carried**7.2 Second Quarter 2024 Central York Fire Services Financial Update**

Committee Members queried Staff regarding wages, vehicle repairs, revenues, capital expenditures to-date, and the operation of e-tools, replacement of radios, and a tour.

Moved by: Councillor Broome

Seconded by: Councillor Simon

1. That Fire Services Report JCC-2024-04 Second Quarter 2024 Financial Update dated September 10, 2024, be received for information purposes.

Carried**7.3 Cost Recovery Program Enhancement**

Committee Members queried staff regarding the cost for policy holders on renewal, the cost for individuals without insurance, and examples from other municipalities.

Moved by: Councillor Gaertner

Seconded by: Councillor Thompson

1. That Fire Services Report CL-JCC-2024-03 dated September 10, 2024, entitled Cost Recovery Program Enhancement be received; and,
2. That a cost recovery program to recover firefighting costs on behalf of Central York Fire Services for incidents pertaining to property damage on a percentage basis as further described in this report be approved; and,
3. That a by-law to authorize cost recovery with respect to fire department specific response be established; and,

4. That the fees for cost recovery through Fire Marque Inc. be established through the Fees and Charges By-law 2023-76 as amended.

Carried

7.4 Fire Underwriter's Survey Update

Acting Fire Chief Volpe provided a verbal update regarding the Fire Underwriter's Survey Update including background.

7.5 Upcoming Events

Acting Fire Chief Volpe shared Upcoming Events including the Naming of Station 4-5 in honour of the late-Fire Chief Ian Laing, and the Annual Open House.

8. New Business

8.1 Fire Trailer

Councillor Broome provided a verbal update regarding the new fire trailer including purpose, kitchen fire safety, and a field trip with students in the future.

8.2 Moonlight Movies

Councillor Broome thanked Newmarket staff for Moonlight Movies 2024.

9. Closed Session (if required)

Central York Fire Services Joint Council Committee did not resolve into Closed Session.

10. Adjournment

Moved by: Councillor Simon

Seconded by: Councillor Broome

1. That the meeting be adjourned at 1:45 PM.

Carried

Councillor Gilliland, Chair

Date



**Town of Aurora
Committee of the Whole
Meeting Report**

Date: Tuesday, October 1, 2024
Time: 7 p.m.
Location: Council Chambers, Aurora Town Hall

Council Members: Mayor Tom Mrakas
 Councillor Ron Weese
 Councillor Wendy Gaertner
 Councillor Michael Thompson
 Councillor John Gallo
 Councillor Harold Kim

Members Absent: Councillor Rachel Gilliland

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
 Rachel Wainwright-van Kessel, Director, Finance
 Matthew Volpintesta, Acting Director, Operational Services
 Carley Smith, Manager, Corporate Communications
 Nancy Fleming, Manager, Engineering and Capital Delivery
 Michael de Rond, Town Clerk
 Emily Freitas, Council/Committee Coordinator

1. Call to Order

The Mayor called the meeting to order at 7:01 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

Committee of the Whole approved the revised agenda as circulated by Legislative Services.

4. Declarations of Pecuniary Interest and General Nature Thereof

Councillor Ron Weese declared a pecuniary interest under the Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50. respecting item 9.2 - CMS24-039 - Facility Space Allocation for Aurora Sports Hall of Fame and Sport Aurora, due to involvement with both organizations, therefore, did not participate in the discussion or vote on any question in respect to the matter.

5. Community Presentations

None.

6. Delegations

6.1 Javed S. Khan, President and Chair, Aurora Sports Hall of Fame; Re: Facility Space Allocation for Aurora Sports Hall of Fame

Javed S. Khan, President and Chair, Aurora Sports Hall of Fame, spoke in support of the staff report, highlighting that allocating the facility space will enhance visitor experience and expressed support for the ongoing renovations at the Stronach Aurora Recreation Complex (SARC). They further discussed the upcoming induction ceremony and the support from the Town to promote the Aurora Sports Hall of Fame history and culture.

Committee of the Whole received and referred the comments of the delegation to item 9.2.

6.2 Daniel Segal, Segal Construction; Re: Municipal Housing Development

Daniel Segal, Segal Construction, presented a draft resolution to address the development of attainable housing and requested that the draft resolution be presented as a report to Council for consideration.

Committee of the Whole received the comments of the delegation for information.

7. Consent Agenda

7.1 Memorandum from Councillor Thompson; Re: Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024

Committee of the Whole recommends:

1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024, be received for information.

Carried

8. Advisory Committee Meeting Minutes

Committee of the Whole recommends:

That the Advisory Committee Meeting Minutes, items 8.1 to 8.5 inclusive, be received for information.

Carried

8.1 Mayor's Golf Classic Funds Committee Meeting Minutes of September 5, 2024

1. That the Mayor's Golf Classic Funds Committee Meeting Minutes of September 5, 2024, be received for information.

Carried

Committee of the Whole Meeting Report
Tuesday, October 1, 2024

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8.2 Accessibility Advisory Committee Meeting Minutes of September 11, 2024

1. That the Accessibility Advisory Committee Meeting Minutes of September 11, 2024, be received for information.

Carried

8.3 Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024

1. That the Community Recognition Review Advisory Committee Meeting Minutes of September 12, 2024, be received for information.

Carried

8.4 Finance Advisory Committee Meeting Minutes of September 10, 2024

1. That the Finance Advisory Committee Meeting Minutes of September 10, 2024, be received for information.

Carried

8.5 Parks and Recreation Advisory Committee Meeting Minutes of September 19, 2024

1. That the Parks and Recreation Advisory Committee Meeting Minutes of September 19, 2024, be received for information.

Carried

Committee of the Whole recommends:

That the Committee Agenda items of sections 9 through 16 inclusive be approved, with the exception of items 9.1, 9.2, 10.1, 10.2, 14.1, 14.2, 14.3, 14.5, 15.1, which were discussed and voted on separately.

Carried

The Committee Agenda items pulled for separate discussion were considered in the following order: 10.1, 9.1, 9.2, 10.2, 14.1, 14.2, 14.3, 14.5, and 15.1.

9. Community Services Committee Agenda

9.1 CMS24-038 - Mapping Recreation for Persons with Disabilities – Final Plan Presentation

Jodi Ball and Gabrielle Peters, J Consulting Group Inc., provided a presentation on mapping recreation for persons with disabilities and highlighted how the project has been based around two phases: identifying the needs of the community and persons with disabilities and developing a recreation plan. The presentation included how engagement is used to identify the needs of persons with disabilities, caregivers, and community organizations, and presented key findings including support for recreation plan, the importance of Town programs, and the importance of using person first and identity first language. The project represents several goals for the community which includes ensuring that programming is inclusive, and working with disability organizations to bring additional resources to Town programming.

Committee of the Whole recommends:

1. That Report No. CMS24-038 be received; and
2. That Council endorse the recommendations contained in the attached Mapping Recreation for Persons with Disabilities Plan 2024-2029.

Carried

9.2 CMS24-039 - Facility Space Allocation for Aurora Sports Hall of Fame and Sport Aurora

Committee of the Whole recommends:

1. That Report No. CMS24-039 be received; and
2. That Council approve the request from the Aurora Sports Hall of Fame for expansion; and
3. That Council approve allocating space in the Aurora Family Leisure Complex for Sport Aurora.

Carried

10. Corporate Services Committee Agenda

10.1 CS24-024 - Central York Fire Services - Cost Recovery Program Enhancement

Fire Chief Rocco Volpe presented an overview of the Cost Recovery Program that recovers the costs of services provided by the Central York Fire Services (CYFS), including motor vehicle collisions, false alarms, and gas leaks. The report indicates that CYFS is enhancing the program by including means to recover firefighting costs for attendance at incidents involving property damage, and that the cost recovery program will be delivered by Fire Marque Inc. through set fees. It was noted that the estimated annual revenue will be provided to Central York Fire Services Joint Council Committee (JCC) at the end of the year.

Committee of the Whole recommends:

1. That Report No. CS24-024 be received for information.

Carried

10.2 CS24-023 - 2025 Council and Committee Meeting Schedule

Committee of the Whole recommends:

1. That Report No. CS24-023 be received; and
2. That a bylaw to amend section 20(f)(i) of the Procedure Bylaw No. 6228-19, as amended, be enacted at a future Council meeting to change the Public Planning meeting day from the second Tuesday of the month to the third Tuesday; and
3. That Council request the Mayor, in accordance with the powers under section 284.8 of the Municipal Act, 2001, to amend the Committee of the Whole meeting date from the first Tuesday of the month to the second Tuesday; and
4. That the 2025 Meeting Schedule (Attachment No. 1) be approved; and
5. That the Town Clerk be authorized to make amendments to the Council and Committee meeting calendar as required.

Carried

Committee of the Whole Meeting Report
Tuesday, October 1, 2024

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11. Finance and Information Technology Committee Agenda

11.1 FIN24-044 - 2025-26 Rates and Fees Update with Bylaw

Committee of the Whole recommends:

1. That Report No. FIN24-044 be received; and
2. That a by-law be enacted to set the 2025 and 2026 Fees and Charges for applications, permits, use of Town property, the sale of documents and for the prescribed service charges for administrative matters itemized on the attached schedules.

Carried

11.2 FIN24-045 - Further Bill 185 Development Charges Bylaw Amendments

Committee of the Whole recommends:

1. That Report No. FIN24-045 be received; and
2. That no further public meetings are required under section 12 of the Development Charges Act, 1997; and
3. That the proposed amending Development Charges By-law be enacted October 22, 2024.

Carried

12. Administration Committee Agenda

None.

13. Operational Services Committee Agenda

None.

14. Planning and Development Services Committee Agenda

14.1 PDS24-089 - Automated Speed Enforcement Pilot Program and Community Safety Zones

Committee of the Whole recommends:

Committee of the Whole Meeting Report
Tuesday, October 1, 2024

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1. That Report No. PDS24-089 be received; and
2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to designate schools that front onto Town roads as Community Safety Zones; and
3. That staff be authorized to implement an Automated Speed Enforcement Pilot program and report back to Council with a detailed implementation plan.

Carried

14.2 PDS24-099 - Request for Increased Capital Budget Authority for Capital Project SO0079 – Water and Wastewater Master Plan

Committee of the Whole recommends:

1. That Report No. PDS24-099 be received; and
2. That the total approved budget authority for Capital Project No. SO0079 be increased to \$414,800 representing an increase of \$114,800; and
3. That the proposed budget authority increase of \$114,800 for Project No. SO0079 be funded by \$57,400 from both water and wastewater development charges.

Carried

14.3 PDS24-105 - Proposed Amendments to Parking Bylaw 4574-04.T – Various Locations in the Town’s Downtown Area

Committee of the Whole recommends:

1. That Report No. PDS24-105 be received; and
2. That a by-law to amend Parking Bylaw No. 4574-04.T be enacted to increase the on-street parking allowance from 3 hours to 4 hours in various areas outlined in the report.

Carried

14.4 PDS24-106 - Comprehensive Zoning By-law Review Work Plan

Committee of the Whole recommends:

1. That Report No. PDS24-106 be received for information.

Carried

14.5 PDS24-107 - Doors Open 2025 Registration

1. That Report No. PDS24-107 be received; and
2. That staff be directed to participate in the Doors Open event in 2025 in collaboration with the Ontario Heritage Trust.

Carried as amended

15. Member Motions

15.1 Councillor Thompson; Re: Interchange at Highway 404 and St. John's Sideroad

Committee of the Whole recommends:

Whereas the York Region Transportation Master Plan, approved by York Region Council in September of 2022 identified a need for an interchange to be built at Highway 404 and St. John's Sideroad by 2051; and

Whereas the Region will be updating the 2022 Transportation Master Plan every 5 years during its planning horizon, with the next update occurring in 2027; and

Whereas our Official Plan forecasts Aurora's population will be 79,600 residents and 38,300 jobs by 2041 and 85,800 residents and 41,600 jobs by 2051; and

Whereas additionally, neighbouring municipalities of Newmarket and Whitchurch-Stouffville are expected to grow cumulatively to over 221,500 people and 86,400 jobs to 2051, with the Region's total population also expected to be over 2 million people and approximately 1 million jobs over the same horizon; and

Whereas the Region's Municipal Comprehensive Review and Land Needs Assessment for the 2022 Regional Official Plan identified Aurora as having the greatest share of Major Office jobs over the planning horizon of any Northern Six York Region municipalities; and

Whereas Aurora's Employment Area along the 404 Corridor is over 2 kilometres long and is anticipated to generate over 6,000 new jobs, yet it currently is forced to rely on only one existing interchange at the south end, along Wellington Street East; and

Whereas the Province of Ontario has mandated significant local growth as part of the Growth Plan for the Greater Golden Horseshoe, and has defined Provincial Interests under the Planning Act that include providing employment opportunities and protecting the financial and economic well-being of the Province and its municipalities; and

Whereas the proposed St. John's Sideroad interchange has been built into the planning framework of the Town for nearly two decades, including as a planned element in the 2010 Aurora 2C Secondary Plan, the 2010 Official Plan, and the Town's current 2024 Official Plan; and

Whereas Council recently endorsed the Municipal Housing Target pledge of 8,000 residential units by 2031; and

Whereas traffic congestion is a growing concern for all Aurora residents and has an impact, socially, environmentally and economically, on the Town, neighbouring municipalities, and the Region at large;

1. Now Therefore Be it Hereby Resolved That staff provide the Region with Traffic and Household data and projections that supports the need for the interchange at St. John's and Highway 404; and
2. Be It Further Resolved That the Town of Aurora meet with the Region of York to express the need for the interchange at Highway 404 and St. John's to be constructed prior to 2035 and indicate to them that our preference would be that the interchange be built in the short term.

Carried

16. Regional Report

16.1 York Regional Council Highlights of September 19, 2024

Committee of the Whole recommends:

1. That the York Regional Council Highlights of September 19, 2024, be received for information.

Carried

17. New Business

Councillor Weese inquired about the town-wide parking strategy and the consideration for residential parking passes, and staff provided a response.

Councillor Gaertner inquired about the relocation of paramedics in the Town, and the Mayor responded to indicate that they will be relocated out of the fire department to a new location.

Councillor Thompson commented on the Aurora Town Square grand opening and inquired about the response from residents. Staff agreed to follow up and provide information.

18. Public Service Announcements

Councillor Weese expressed appreciation for the Town's proclamation for Celebration of Sport Month in October.

Mayor Mrakas announced the following upcoming activities and events:

- Aurora Town Square's grand opening is taking place with indoor and outdoor entertainment and various events between from September 21 to October 13, 2024; visit AuroraTownSquare.ca for more information and tickets.
- Colours of Fall will be held at Aurora's Town Park with a tribute to Neil Young and various activities on Thursday, October 10, 2024 from 6:30 p.m. to 8:30 p.m.; please visit aurora.ca/FallConcert for more information.

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- Town of Aurora is committed to making Halloween trick-or-treating accessible for everyone; please visit aurora.ca/TreatAccessibly for more information and to obtain a free lawn sign.
- Aurora's Haunted Forest will be held on Saturday, October 26, 2024 at the Aurora Family Leisure Complex and Sheppard's Bush; visit aurora.ca/HauntedForest to purchase wristbands and for more information.
- The Aurora Christmas Market will be held on the weekends of November 29, 2024 and December 6, 2024 at Aurora Town Square; please visit aurora.ca/ChristmasMarket for more information.

19. Closed Session

None.

20. Adjournment

The meeting was adjourned at 8:45 p.m.

Carried



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 July 26, 2024

To: Mayor and Members of Council

From: Councillor Michael Thompson

Date: October 1, 2024

Recommendation

- 1. That the memorandum regarding Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024, be received for information.**

Attachments

- Lake Simcoe Region Conservation Authority Board Meeting Highlights of July 26, 2024



Board Meeting Highlights

July 26, 2024

Announcements

- a) Lake Simcoe Conservation Foundation Executive Director, Cheryl Taylor was pleased to announce that Kumi Canada has generously donated \$100K to the Connect Campaign to build a new Nature Centre at Scanlon Creek Conservation Area. She went on to note that not only has Kumi Canada made this incredible donation to the Connect Campaign, but Kumi has also very generously sponsored the new food pantry at the Nature Centre with \$2K for the 2024 summer camp season. This donation ensures summer camp participants have access to fruit, healthy snacks and drinks to keep them fuelled throughout the day.
- b) CAO Baldwin advised that notice was recently received from the Township of Ramara that Councillor Joe Gough would be replacing Councillor Sherri Bell as their representative on the Board of Directors. Due to the timing of this notification, there was insufficient time for staff to advise Councillor Gough of the July meeting. Accordingly, Councillor Gough will be invited to the next meeting in September.

Presentations:

a) **Blue-Green Algal Blooms on Lake Simcoe**

Dr. Brian Ginn, the Conservation Authority's Limnologist, delivered a presentation on the blue-green algal bloom reported in Lake Simcoe in July 2024. He noted that although there have been reports of isolated surface scums of blue-green algae in the past, these were of small size (3-4 feet in diameter) and usually occurred later in the year. This year's bloom was the earliest and most widespread algal bloom recently reported on Lake Simcoe, occurring in early July and being found lake-wide with the exception of Kempenfelt Bay. Conservation Authority staff reported the bloom to the Ministry of Environment, Conservation and Parks' Spills Action Centre, then monitored the bloom size and locations throughout July, working closely with partners at the provincial, regional, and municipal levels. Conservation Authority staff will continue to monitor lake conditions for a return of the bloom during the rest of the ice-free season and will research the causative conditions that led to this bloom.

Dr. Ginn went on to note that an invasive aquatic plant species, water soldier, has also been reported in the shallow waters of southern Cook's Bay.

To view this presentation, please click this link: [Blue-green Algal Blooms on Lake-Simcoe Update](#)

**b) Second Quarter 2024 Financial Report and Year-End Forecast**

General Manager, Corporate and Financial Services/CFO, Mark Critch, provided a presentation on the Second Quarter 2024 Financial Report and Year-End Forecast, advising there was an operational surplus in the amount of \$1,010K as of June 30th, made up mostly in Corporate Services and Planning and Development. He advised that the 2024 Annual Priorities and projects are progressing well and within budget, with many carrying over into 2025. Reserve activity is expected to be in line with the 2024 budget, and a surplus is forecast for year-end.

To view this presentation, please click this link: [Second-Quarter-2024-Financial-Report](#)

c) New Online Platform to Support Subwatershed Planning

Integrated Watershed Management Specialist, Pam Strong, provided an overview of the new Subwatershed Plans Online Platform, noting that subwatershed plans summarize watershed conditions, identify issues, outline solutions, and provide recommendations, all of which are critical to growth management and adhering to provincial legislation.

The Conservation Authority's existing plans were static, outdated documents. Staff sought input from subwatershed plan users and found that users would prefer an easy to navigate virtual platform with more concise information, with the ability to keep information current.

Conservation Authority staff then developed a framework for a web-based platform that includes information regarding water quality, water quantity, aquatic habitat, terrestrial natural heritage, lake health, climate change, and land use change on a watershed basis.

Working with Conservation Authority GIS staff to develop the platform and associated dashboards and maps, a soft launch in March 2024 allowed for review and input. The full platform launch took place in early July, with the expected framework completion by the end of 2024 with the development of plans and associated recommendations occurring through 2025 and 2026. Ms. Strong provided a demonstration of the [Subwatershed Plans Online Platform](#) for Board members.

To view this presentation, please click this link: [Subwatershed-Plans-Online-Platform Presentation](#)

d) Updated Asset Management Plan for 2024

General Manager, Corporate and Financial Services/CFO, Mark Critch, provided an update to the Conservation Authority's Asset Management Plan for 2024. He explained that with the use of a federal grant in 2020, staff contracted AW Hooker for a building condition assessment which identified an infrastructure gap of \$29.4M. Staff have worked diligently since that time to increase contribution levels and stabilize long-term replacement costs, without immediately seeking municipal funding support through the tax levy. Some basic principles and assumptions used to evaluate the current state and develop a short- and long-term financial strategy included:



- a) 100% Long-term funding is not currently required;
- b) Inflation of 3% was used for this report;
- c) A dedicated Asset Management reserve with \$2.1M (December 2023) available for use through the rate stabilization fund as an option;
- d) Asset management planning typically assumes “like for like” replacements, meaning that the replacement asset cost is based on a similar quality asset being purchased;
- e) No new capital requests included in this asset management update, with the exception of the new Nature Centre at Scanlon Creek Conservation Area; and
- f) Natural ecological assets such as forests, wetlands, ecological land holdings are not covered in this analysis.

Staff then reviewed the following areas as options to decrease the previously identified infrastructure deficit of \$29.4 million:

- a) Asset Rationalization;
- b) Examine options around deferred revenue;
- c) Review and adjust useful life of assets to better align with industry best standards;
- d) Make progress on Land Disposition Strategy;
- e) Examine all external funding options, relying on increasing tax levy only as a last resort; and
- f) Revisit all lease vs buy options.

The outcome of these mitigation strategies enabled:

1. Reducing asset replacements (no longer needed): \$1.3M;
2. Changes to deferred revenue (revenue recognition) at 2023 year-end has made \$1.0M available in reserves;
3. Adjusting useful life of assets to better align with industry best practices: \$1.0M;
4. Disposing of asset obligations on land outside the Acquisition/Disposition Strategy: \$2.3M; and
5. Increasing reserves, establishing priority annual levy funding, contribution agreements and 0.5% infrastructure levy: \$17.7M.

Staff recommendations and next steps include:

1. Developing the 2025 Budget with the 0.5% infrastructure levy as a priority;
2. Continuing to build asset management funding into all new funding agreements;
3. Actively pursuing disposition of land and other assets, in line with the Acquisition and Disposition Strategy;
4. Focusing on assumptions, due to high degree of sensitivity to changes in contribution, inflation and interest rates; and
5. Bring the next full review to the Board of Directors in 2029, unless there is a significant change to financial projections.

To view this presentation, please click this link: [Asset-Management-Financial-Strategy-Update](#)



Staff Reports:

Second Quarter 2024 Financial Report and Year-End Forecast

The Board received Staff Report No. 37-24-BOD regarding the Conservation Authority's Second Quarter 2024 Financial Report and Year-End Forecast.

New Online Platform to Support Subwatershed Planning

The Board received Staff Report No. 38-24-BOD regarding the Conservation Authority's new subwatershed plans online platform.

Updated Asset Management Plan for 2024

The Board received Staff Report No. 39-24-BOD regarding an update to the Conservation Authority's Asset Management Plan for 2024.

2024 Budget Restatement

The Board received Staff Report No. 40-24-BOD regarding the restatement of the approved 2024 Budget and approved staff's request to allocate deferred funds to be used for support of ongoing projects.

Mid-year Planning and Development Statistics

The Board received Staff Report No. No. 41-24-BOD regarding monitoring of development services applications for the period January 1 through June 30, 2024.

2024 Annual Priorities Status Update

The Board received Staff Report No. 42-24-BOD regarding the second quarter status of the Conservation Authority's 2024 Annual Priorities.

Conservation Areas Strategy

The Board received Staff Report No. 43-24-BOD regarding the Conservation Authority's Conservation Areas Strategy.

Appointment of a new Environmental Compliance Officer under Section 30.1 of the Conservation Authorities Act

The Board received Staff Report No. 44-24-BOD regarding the designation of Ms. Tatyana Vukovic as an Environmental Compliance Officer under Section 30.1 of the *Conservation Authorities Act* and approved Ms. Vukovic's appointment as an Environmental Compliance Officer under Section 30.1 of the *Conservation Authorities Act*.



Confidential Legal Matter

The Board received Staff Report No. 45-24-BOD regarding a confidential legal matter.

Confidential Legal Matter

The Board received Staff Report No. 46-24-BOD regarding a confidential legal matter.

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



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

Date: Thursday, September 5, 2024
Time: 10 a.m.
Location: Video Conference

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

Members Absent: Shaheen Moledina

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

1. Call to Order

The Chair called the meeting to order at 10:03 a.m.

The Vice-Chair assumed the Chair for item 7.1

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** Robert Gaby**Seconded by** Dan Winters

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

Carried**4. Declarations of Pecuniary Interest and General Nature Thereof**

Angela Covert declared a conflict of interest with item 7.1 - Application from The Salvation Army and Northridge Community Church; Re: Funding Request for Fall 2024 Projects. Angela did not take part in the vote or discussion of Item 7.1.

5. Receipt of the Minutes**5.1 Mayor's Golf Classic Funds Committee Meeting Minutes of July 31, 2024****Moved by** Michelle Black**Seconded by** Dan Winters

1. That the Mayor's Golf Classic Funds Committee Meeting Minutes of July 31, 2024, be received for information.

Carried**6. Delegations**

None

7. Matters for Consideration**7.1 Application from The Salvation Army, Northridge Community Church; Re: Funding Request for Fall 2024 Projects****Moved by** Michelle Black**Seconded by** Robert Gaby

1. That the Application from The Salvation Army, Northridge Community Church; Re: Funding Request for Fall 2024 Projects be received; and

2. That the Committee grant the funding request in the amount of \$2,000.

Carried

8. Informational Items

None

9. New Business

None

10. Closed Session

Moved by Michelle Black

Seconded by Abe Reiss

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 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

Moved by Dan Winters

Seconded by Michelle Black

1. That the Personal Application for Assistance be received; and
2. That confidential direction in closed session be confirmed.

Carried

11. Adjournment

Moved by Michelle Black

Seconded by Dan Winters

That the meeting be adjourned at 10:39 a.m.

Carried



Town of Aurora
Accessibility Advisory Committee
Meeting Minutes

Date: Wednesday, September 11, 2024
Time: 7 p.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Councillor Harold Kim (Chair)
Peter Angelo (Vice Chair)
Lois Davies
Alison Hughes*
John Lenchak
Sean Noble*
Hailey Reiss*
Jo-anne Spitzer

Other Attendees: Adam Robb, Manager, Policy Planning and Heritage
Gregory Peri, Accessibility Advisor
Ishita Soneji, Deputy Town Clerk

*Attended electronically

1. Call to Order

The Chair called the meeting to order at 7 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,

Accessibility Advisory Committee Meeting Minutes
Wednesday, September 11, 2024

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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 Jo-anne Spitzer
Seconded by Peter Angelo

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 May 8, 2024

Moved by Alison Hughes
Seconded by Jo-anne Spitzer

1. That the Accessibility Advisory Committee Meeting Minutes of May 8, 2024, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Presentation from Manager, Policy Planning and Heritage; Re: Draft Affordable Housing Action Plan

Staff provided a presentation on the draft Affordable Housing Action Plan including details on Aurora's growth context, the current affordable price threshold, the six key objectives of the plan: (1) Increase housing supply; (2) Promote housing affordability and stability; (3) Ensure complete community growth; (4) Streamline approvals; (5) Enhance partnerships; and (6) Continually monitor, assess and educate, and the next steps.

The Committee provided feedback and sought clarification on the various action items and considerations under the key objectives including inclusionary zoning to make housing affordable, impact on accessible parking if minimum parking requirements are eliminated, maintaining accessibility components in vertical housing, and accessible barriers in secondary and tertiary units impacting availability.

The Committee and staff further discussed about action items for accessible housing such as the benefits of universal design standards, providing incentive opportunities, and supporting a range of care-based housing.

Moved by Peter Angelo

Seconded by John Lenchak

1. That the presentation regarding Draft Affordable Housing Action Plan be received; and
2. That the Accessibility Advisory Committee comments regarding Draft Affordable Housing Action Plan be received and referred to staff for consideration and further action as appropriate.

Carried

7.2 Round Table Discussion; Re: Town of Aurora Multi-Year Accessibility Plan 2022 to 2026

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

Staff provided an update on matters including:

- National AccessAbility week and the Town's accessibility videos;
- Recreation Needs Assessment Plan will be brought for Council's consideration to the October 1, 2024 Committee of the Whole meeting;
- Update to verbiage in site plan memorandums to staff and applicants emphasizing recommendations from committee lived experiences and Town of Aurora's Accessible Design Standards;
- Review of Design of Public Space Standards;
- Ongoing accessibility assessment of Town trails and parks by AccessNow;
- Inclusion of accessibility assessment of playgrounds in the upcoming budget process;
- Final assessment of accessible features at the new Town Square facility before the opening;
- Availability of sensory equipment and tents for events;
- Update to the Accessibility training for staff; and
- Forthcoming projects such as the Downtown Promenade project replacing the Yonge Street streetscape and the installation of multi-use path on Yonge Street.

The Committee sought clarification and provided suggestions on the various accessible features at the Town Square facility such as the railings surrounding the outdoor stairs, accessible and companion seating in the Performance Hall, overall priority and designated seating and signage, and consideration of interpreters during events and performances.

Moved by Alison Hughes

Seconded by John Lenchak

Accessibility Advisory Committee Meeting Minutes
Wednesday, September 11, 2024

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1. That the Accessibility Advisory Committee comments regarding the Town of Aurora Multi-Year Accessibility Plan 2022 to 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 Peter Angelo

Seconded by Jo-anne Spitzer

That the meeting be adjourned at 9:11 p.m.

Carried



Town of Aurora
Community Recognition Review Advisory Committee
Meeting Minutes

Date: Thursday, September 12, 2024
Time: 10 a.m.
Location: Holland Room, Aurora Town Hall

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

Members Absent: Glenda Raketti

Other Attendees: Shelley Ware, Supervisor, Special Events
 Ishita Soneji, Deputy Town Clerk

*Attended electronically

1. Call to Order

The Chair called the meeting to order at 9:56 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.

3. Approval of the Agenda

Moved By Diane Buchanan

Seconded By Patricia Wallace

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 17, 2024

Moved By Jo-anne Spitzer

Seconded By Diane Buchanan

1. That the Community Recognition Review Advisory Committee Meeting Minutes of April 17, 2024, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Round Table Discussion; Re: 2024 Awards Event Debrief

Staff provided an overview of the 2024 awards event noting the three main processes related to nominations, selection, and the ceremony. The Committee appreciated the availability of an evaluation matrix along with blind submissions, and suggested that more explanation be provided in the future on evaluating candidates' contributions and impact.

The Committee and staff discussed about various aspects of the ceremony logistics including: possibility of streamlining introductions to avoid repetitions, possibility of a theme for the event, and means to make the ceremony more interactive and impactful.

There was further discussion regarding means to increase awareness about the awards in the community through combined advertising and engagement opportunities.

Moved By Elaine Martini

Seconded By Phiona Durrant

1. That the Community Recognition Review Advisory Committee comments regarding the 2024 Awards Event Debrief be received and referred to staff for consideration and further action as appropriate.

Carried

8. Informational Items

None.

9. New Business

The Committee referred to the two-year term expiring for citizen members in December and inquired about the next steps. Staff advised that more information is forthcoming and will be circulated to all Members.

Community Recognition Review Advisory Committee Meeting Minutes
Thursday, September 12, 2024

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10. Adjournment

Moved By Diane Buchanan

Seconded By Jo-anne Spitzer

That the meeting be adjourned at 10:57 a.m.

Carried



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

Date: Tuesday, September 10, 2024
Time: 5:45 p.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Mayor Tom Mrakas (Chair)
Councillor Michael Thompson
Councillor Ron Weese

Other Attendees: Doug Nadorozny, Chief Administrative Officer
Rachel Wainwright-van Kessel, Director, Finance
Robin McDougall, Director, Community Services
Jason Gaertner, Manager, Financial Management
John Firman, Manager, Business Support Services
Philip Rose, Manager, Library Square
Tracy Evans, Advisor, Financial Management
Emily Freitas, Council/Committee Coordinator

1. Call to Order

The Chair called the meeting to order at 5:45 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.

Finance Advisory Committee Meeting Minutes
Tuesday, September 10, 2024

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3. Approval of the Agenda

Moved by Ron Weese

Seconded by Councillor Thompson

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 Finance Advisory Committee Meeting Minutes of June 11, 2024

Moved by Councillor Thompson

Seconded by Ron Weese

1. That the Finance Advisory Committee Meeting Minutes of June 11, 2024, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration

7.1 Memorandum from Financial Management Advisor; Re: Budget Review of Community Services

Staff provided a brief overview and answered questions regarding the operating budget of Community Services and the forecast for 2024, highlighting key components including program delivery expenses, impacts on operational costs, and facility maintenance and repair costs.

The Committee and Staff discussed changes to the availability of community grants and inquired about further information around grants and sponsorships in the budget review, when revenue will be reported in terms of the opening of Aurora Town Square, variances in community programming revenue, changes in revenue projections due to fluctuations in rentals and vacancies, the increase cost for services and consultants, and spending on departmental training courses.

Moved by Councillor Thompson

Seconded by Ron Weese

1. That the memorandum regarding the Budget Review of Community Services be received; and
2. That the Finance Advisory Committee comments regarding the Budget Review of Community Services be received and referred to staff for consideration and further action as appropriate.

Carried

7.2 Memorandum from Financial Management Advisor; Re: Prudent Investor Update

Staff provided a brief update on the Town's prudent investor investments since transferring funds to the ONE Joint Investment Board (JIB) and presented the quarterly statements for 2024, discussing the expansion of JIB as the organization shifts towards an Outsourced Chief Investment Officer model, the wide variety of funds becoming available, and the increase in investment opportunities.

The Committee and Staff discussed moving forward with the current investment strategy, the use of data to increase reserves and determine how much will be included in the user rate and tax levy, and how to mitigate investment returns to offset future increases.

Moved by Ron Weese

Seconded by Councillor Thompson

1. That the memorandum regarding the Prudent Investor Update be received; and

Finance Advisory Committee Meeting Minutes
Tuesday, September 10, 2024

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2. That the Finance Advisory Committee comments regarding the Prudent Investor Update be received and referred to staff for consideration and further action as appropriate.

Carried

8. New Business

None.

9. Adjournment

Moved by Councillor Thompson

Seconded by Ron Weese

That the meeting be adjourned at 6:11 p.m.

Carried



**Town of Aurora
Parks and Recreation Advisory Committee
Meeting Minutes**

Date: Thursday, September 19, 2024
Time: 7 p.m.
Location: Holland Room, Aurora Town Hall

Committee Members: Councillor Ron Weese (Chair)
 Bo Brkic
 Irene Clement*
 Michelle Dakin (Vice Chair)
 Jessie Fraser*
 Shaheen Moledina*

Members Absent: Adrian Martin
 Corrina Tai

Other Attendees: Ishita Soneji, Deputy Town Clerk*
 Lisa Warth, Manager, Recreation
 Linda Bottos, Council/Committee Coordinator

*Attended electronically

1. Call to Order

The Chair called the meeting to order at 7:01 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 Michelle Dakin

Seconded by Bo Brkic

That the revised 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 Parks and Recreation Advisory Committee Meeting Minutes of May 16, 2024**

Moved by Jessie Fraser

Seconded by Bo Brkic

1. That the Parks and Recreation Advisory Committee meeting minutes of May 16, 2024, be received for information.

Carried

6. Delegations

None.

7. Matters for Consideration**7.1 Memorandum from Manager, Recreation; Re: Sport Plan Refresh Project**

Staff provided a brief overview of the memorandum and introduced the project consultants, David Lynch, Partner, and Jeremy Geisler, Senior Analyst, of Optimus SBR. The consultants presented a project overview, noting the current phase of engagement with community and local sport organizations, and facilitated a discussion with the Committee focused on: the distinction between sport and recreation; current support for local sport organizations; the potential four main pillars of the Sport Plan,

ensuring a lens of diversity, equity, and inclusion; and ways to increase participation and involvement in sports.

The Committee provided input and additional feedback included suggestions to: organize sport fairs/drop-ins with communications in multiple languages; revise the Sport Plan title to include "Recreation"; extend the conversation to a more diverse audience; provide opportunities for big sports events; work with corporate partners to provide scholarships and funding; investigate opportunities to work with provincial bodies on leadership and development; encourage more diversity on sports boards; and explore options to address financial barriers to participation.

The consultants agreed to follow up on their recent distribution of a Sport Plan survey to confirm that all community and local sport organizations and members receive the communications to ensure a greater response.

Moved by Shaheen Moledina

Seconded by Irene Clement

1. That the memorandum regarding Sport Plan Refresh Project be received; and
2. That the Parks and Recreation Advisory Committee comments regarding Sport Plan Refresh Project be received and referred to staff for consideration and further action as appropriate.

Carried

8. Informational Items

8.1 Memorandum from Deputy Town Clerk; Re: 2025-2026 Citizen Member Recruitment for Advisory Committees

Staff provided an overview of the memorandum, highlighting that current citizen members must reapply for the second half of the Council term to be considered for this committee or any other committee of interest. It was noted that the application process is open as of September 19 until November 1, 2024.

The Committee inquired about the possibility to include "Sport" in the Committee name and Terms of Reference. Staff provided clarification regarding the Committee's Terms of Reference and opportunities for

Parks and Recreation Advisory Committee Meeting Minutes
September 19, 2024

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review, and noted the Terms of Office for citizen members according to the Town's Ad Hoc/Advisory Committees and Local Boards Policy.

Moved by Michelle Dakin

Seconded by Shaheen Moledina

1. That the memorandum regarding 2025-2026 Citizen Member Recruitment for Advisory Committees be received for information.

Carried

9. New Business

None.

10. Adjournment

Moved by Bo Brkic

Seconded by Michelle Dakin

That the meeting be adjourned at 8:08 p.m.

Carried



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Town of Aurora
Committee of the Whole Report
No. CMS24-038

Subject: Mapping Recreation for Persons with Disabilities – Final Plan Presentation

Prepared by: Franco De Marco, Recreation Supervisor – Community Programs

Department: Community Services

Date: October 1, 2024

Recommendation

1. That Report No. CMS24-038 be received; and
2. That Council endorse the recommendations contained in the attached Mapping Recreation for Persons with Disabilities Plan 2024-2029.

Executive Summary

This report is to provide Council with the Mapping Recreation for Persons with Disabilities Plan (the Plan) for approval and to reference the Plan as a guide for future recreational program needs and preferences of persons with disabilities.

- The Plan guides decision making with respect to recreation programming and services for persons with disabilities in the Town of Aurora over the next five years (2024-2029).
- Considerable community, staff and Council consultation was undertaken in the development of the Plan.
- A summary of recommendations, including priority and timing is included in the Plan and staff shall provide a status update to Council on an annual basis.

Background

J Consulting Group Inc. were retained in October of 2023 to complete the Plan. This is the Town's first dedicated recreation plan for persons with disabilities. The

development of this Plan was recommended in the Town's 2023 Parks and Recreation Master Plan.

Analysis

The Plan guides decision making with respect to recreation programming and services for persons with disabilities in the Town of Aurora over the next five years (2024-2029).

The Town of Aurora is dedicated to fostering an inclusive community where everyone can enjoy and participate in recreational activities. A key action item within the Town of Aurora Parks and Recreation Master Plan (2023) is to engage under-represented populations and conduct a Recreation Needs Assessment for Persons with Disabilities. Mapping Recreation for Persons with Disabilities is an extension of that commitment and is aligned with several national and international policy frameworks advocating for the rights and inclusion of disabled people.

The purpose of the Plan is to establish a comprehensive framework that ensures recreational activities are inclusive, accessible, and responsive to the needs of persons with disabilities. This Plan serves as a proactive commitment to recognizing recreation as a fundamental human right crucial for the well-being and integration of all community members.

The importance of this Plan is underscored by the growing diversity and needs within the community, which reflect a significant segment of the population living with a range of disabilities. By fostering an environment that prioritizes accessibility and inclusivity, the Plan aims not only to enhance the quality of life for persons with disabilities but also to enrich the community as a whole by promoting broader participation and engagement.

The objectives of the Plan include:

- Developing an understanding of community needs and desires with respect to participation in recreation activities
- Identifying and addressing existing barriers and gaps to participation in recreational activities
- Exploring opportunities to address community needs and eliminate barriers to participation

Considerable community, staff and Council consultation was undertaken in the development of the Plan.

Beginning in the Fall of 2023, a number of measures were taken to obtain input from the community, persons with disabilities, disability organizations, staff and Council, including:

- Consultation sessions with front-line Recreation staff in the Community Services Department
- Telephone Surveys for persons with disabilities, parents/caregivers
- Focus Groups with persons with disabilities, parents/caregivers
- Focus Groups with disability organizations
- Public Open House
- Consultation sessions with members of Council
- Consultation sessions with the Town's Parks and Recreation Advisory Committee and Accessibility Advisory Committee

A Draft Plan (What We Are Hearing Report) was then developed (April 2024) and shared with the Accessibility Advisory Committee and Parks and Recreation Advisory Committee for review and feedback. The Draft Plan (What We Are Hearing Report) was also made available as follows:

- Provided to both school boards
- Provided to all previously engaged stakeholder groups
- Posted on the Town's website for public viewing

All feedback in response to the Draft Plan was reviewed and considered in the development of the Final Plan as presented.

A summary of recommendations, including priority and timing is included in the Plan and staff shall provide a status update to Council on an annual basis.

By approving this Plan, the Town is not bound to implementing the recommendations or delivering recreation programs and services in the order, amount or timing indicated; rather, this Plan provides guidance on community priorities and sets a general course for meeting the needs as they are presently defined.

Through annual planning and budgeting processes, staff will update and/or establish the estimated capital and operating costs associated with each recommendation prior to approval and implementation.

Some priority items include:

- Inclusive programming – ensure diversity of programming
- Quality of care and support – prioritize well trained staff and resources
- Accessible spaces and programs
- Representation and Engagement
- Adaptive equipment and supports
- Communication and Awareness
- Strengthening community partnerships

Advisory Committee Review

Accessibility Advisory Committee

June 6, 2023 – Study introduction

December 6, 2023 – Consultation

May 8, 2024 – What we heard summary

July 30, 2024 – Final Report

Parks and Recreation Advisory Committee

June 15, 2023 – Study introduction

Dec. 21, 2023 - Consultation

January 18, 2024 – Follow up

May 16, 2024 – What we heard summary

Legal Considerations

None.

Financial Implications

There are no direct financial implications as a result of this report.

The implementation of any recommendations contained within this Plan will be included in the appropriate future operating or capital budgets.

Communications Considerations

The approved Plan will also be posted on the Town's website as well as engageaurora.ca.

Climate Change Considerations

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

Link to Strategic Plan

The Plan supports the Strategic Plan goal of *Supporting an exceptional quality of life for all*. By fostering an environment that prioritizes accessibility and inclusivity, the Plan aims not only to enhance the quality of life for persons with disabilities but also to enrich the community as a whole by promoting broader participation and engagement in the Town's recreation programs and services.

Alternative(s) to the Recommendation

N/A

Conclusions

The Mapping Recreation for Persons with a Disability shows a true commitment by the Town towards inclusivity and ensuring that recreation opportunities are available to all members of the community. The Town of Aurora is one of the first communities in York Region to have completed a plan specific for persons with disabilities and can be a leader in recreation programming for persons with disabilities.

Attachments

Attachment 1 – Mapping Recreation for Persons with Disabilities Plan

Previous Reports

N/A

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Robin McDougall, Director, Community Services

Approved by Doug Nadorozny, Chief Administrative Officer



Town of Aurora: Mapping Recreation for Persons with Disabilities

August 2024



Acknowledgements

The *Town of Aurora Mapping Recreation for Persons with Disabilities* was developed with the input, guidance, and experiences shared by persons with disabilities, parents and caregivers of persons with disabilities, community organizations and disability advocacy groups, as well as through discussions with members of Town Council and Staff.

We would like to acknowledge and thank the many disabled residents, as well as parents and caregivers of disabled people for sharing your time and your stories. Your experiences and insights have helped inform and guide the development of this Plan and the action that comes next.

The project team wishes to acknowledge that person-first and identity-first language are both used in the disability community. We understand that there are strong preferences based on different experiences, history, and analysis and that therefore the choice of each person with a disability/ disabled person must be respected. For the purposes of this project, we alternate between person-first and identity-first language.

Town Project Team

Lisa Warth, Manager, Recreation Services

Franco DeMarco, Recreation Supervisor, Community Programs

Consulting Team

Jodi Ball

Gabrielle Peters

Cassandra Vink

Natasha Rumsey

Karen Sabzali

Community Groups

- The Abilities Centre
- Aurora Black Community
- Autistics for Autistics
- Best Buddies
- Black Deaf Canada
- Community Living Central York
- Creating Alternatives
- Deaf Blind Ontario
- Easter Seals
- Girl Guides of Canada
- Holland Bloorview Kids Rehabilitation Hospital
- Reaching Indoor Climbing
- Spinal Cord Injury Ontario
- Regional Municipality of York
- Your Support Services Network
- Variety Village
- Learning Disabilities Association of York Simcoe



Land Acknowledgement

The Town of Aurora acknowledges that the Anishinaabe lands on which we live and work are the traditional and treaty territory of the Chippewas of Georgina Island, as well as many other Nations whose presence here continues to this day. As the closest First Nation community to Aurora, we recognize the special relationship the Chippewas have with the lands and waters of this territory. They are the water protectors and environmental stewards of these lands, and as a municipality we join them in these responsibilities.

We further acknowledge that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 as well as the Williams Treaties of 1923. A shared understanding of the rich cultural heritage that has existed for centuries, and how our collective past brought us to where we are today, will help us walk together into a better future.





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A Recreation Plan for Persons with Disabilities

The Town of Aurora is dedicated to fostering an inclusive community where everyone can enjoy and participate in recreational activities. A key action item within the Town of Aurora Parks and Recreation Master Plan (2023) is to engage under-represented populations and conduct a Recreation Needs Assessment for Persons with Disabilities. Mapping Recreation for Persons with Disabilities is an extension of that commitment and is aligned with several national and international policy frameworks advocating for the rights and inclusion of disabled people.

The Town of Aurora has a strong commitment to inclusion and this assessment understands disability as an evolving umbrella term that covers a broad range and variation of conditions, chronic illnesses, impairments, activity or participation limitations or restrictions, that may be visible or invisible, permanent, episodic, or temporary.

In Canada, a significant and growing segment of the population is disabled. Despite this, most disabled Canadians face multiple barriers to participation in recreation activities including:

- Attitudinal barriers such as stereotypes and stigma towards persons with disabilities.
- Communication barriers can occur when there is a lack of accessible communication such as captioning for videos and materials in large print.
- Physical barriers can be both the presence or the absence of what is needed in the built environment for equitable accessibility and experience.
- Policy barriers such as when accommodations are denied.
- Socio-economic barriers include economic or social conditions that limit access to opportunities such as limited resources to afford an assistive device, or lack of support.
- Programmatic barriers such as insufficient time allotted for the activity, lack of appropriate equipment and attitudes of staff.
- Informational barriers occur when information is not provided in accessible formats, making it difficult for a disabled person to obtain and/or understand necessary information.
- Cultural barriers such as societal norms and beliefs that can stigmatize someone with a disability or fail to recognize the rights of persons with disabilities.
- Transportation barriers include the lack of accessible transportation options, which can limit the ability of persons with disabilities to travel and participate in activities.



The historical exclusion and devaluing of disabled people due to ableism, a societal bias that upholds certain physical and mental characteristics as the ideal, demands a shift towards more inclusive and accessible recreation, recognizing it is a human right and essential to public health.

There are many important reasons to develop a recreation plan for persons with disabilities, among them:

1. Disabled people make up a significant percentage of the population, and disability is present across all age groups, in Aurora and, according to recent data, the rate of disability is increasing in both young and older adults.
2. Recreational participation is a fundamental right and integral to the quality of life for individuals with disabilities and the broader community.
3. Insights gathered as part of preparing this Plan outline the current state of recreational access and existing barriers to full participation among persons with disabilities living in Aurora.





Purpose of the Plan

Mapping Recreation for Persons with Disabilities (the Plan) guides decision making with respect to recreation programming and services in the Town of Aurora over the next five years (2024-2029). This is the Town's first dedicated recreation plan for persons with disabilities.

The purpose of the Plan is to establish a comprehensive framework that ensures recreational activities are inclusive, accessible, and responsive to the needs of persons with disabilities. This Plan serves as a proactive commitment to recognizing recreation as a fundamental human right crucial for the well-being and integration of all community members.

The importance of this Plan is underscored by the growing diversity and needs within the community, which reflect a significant segment of the population living with a range of disabilities. By fostering an environment that prioritizes accessibility and inclusivity, the Plan aims not only to enhance the quality of life for persons with disabilities but also to enrich the community as a whole by promoting broader participation and engagement.

Objectives of the Plan include:

- Developing an understanding of community needs and desires with respect to participation in recreation activities
- Identifying and addressing existing barriers and gaps to participation in recreational activities
- Exploring opportunities to address community needs and eliminate barriers to participation

Through the goals and actions identified within this plan, the Town of Aurora strives to lead by example in creating a recreational environment where everyone feels welcomed, safe, and that they belong.





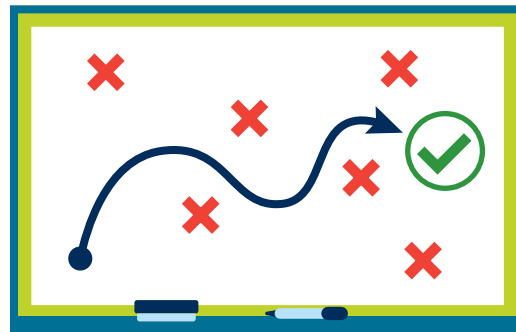
Approach in Developing the Plan

Mapping Recreation for Persons with Disabilities was completed in two core phases. The first was the identification of recreation needs among disabled people in Aurora, and the second was the development of the goals and actions to address the identified needs and support recreational programming decision-making in the future.



Phase 1: Identification of Needs

- Research and Engagement Plan
- Data Collection and Background Document Review
- Community Engagement and What We Are Hearing Report
- Current State Analysis



Phase 2: Development of Recreation Plan for Persons with Disabilities

- Draft Goals and Actions
- Community Engagement
- Draft Recreation Plan for Persons with Disabilities
- Final Recreation Plan for Persons with Disabilities

Recreation Programming in Aurora

The Town of Aurora offers a diverse range of activities across various age groups for persons with disabilities. Through programs like Inclusive Swim Lessons and Soc-Ability, individuals with disabilities are provided with specialized and tailored instruction and opportunities for social interaction and skill-building. Through different program offerings, the Town aims to foster social inclusion and enhance the well-being and quality of life of individuals with disabilities in the Aurora community.

A full listing of program offerings is provided in **Appendix A**.



Connecting to Community Priorities

Mapping Recreation for Persons with Disabilities is guided by research, best-practices, and national and international policies and frameworks that seek to uphold the dignity of persons with disabilities by creating an inclusive and accessible society. A snapshot of these key guiding policies and frameworks are listed below.

International

The UN Convention on the Rights of Persons with Disabilities (CRPD) – Article 30. The CRPD is a human rights treaty that sets out a broad range of international standards for the rights and dignity of persons with disabilities. Adopted on December 13, 2006, by the United Nations General Assembly, Article 30 of the CRPD particularly focuses on the cultural and recreational rights of individuals with disabilities. It mandates equal access to cultural life, recreation, leisure, and sports. Canada, being a State Party to the CRPD, has ratified these provisions and is thereby committed to acting in various areas, such as legislation, policy, and practice, to implement the rights protected in Article 30. This includes adjustments and provisions to ensure that cultural, recreational, and sporting facilities and services are accessible to those with disabilities.

National

Canadian Human Rights Charter (Section 15): Embedded in the Constitution, the Charter protects Canadians against discrimination, ensuring equality under the law for all individuals, including those with disabilities. It allows for the creation of laws or programs to improve the conditions of disadvantaged groups.

The Canadian Human Rights Commission also monitors the extent to which Canada is implementing the CPRD. In 2020 the Commission reported that 83% of the nearly 3,000 people who participated in an online survey felt that Canada is doing a poor job protecting the rights of disabled people.¹

Accessible Canada Act (2019): The Act has an aim to establish a barrier-free Canada by 2040, targeting federal jurisdictions to promote the dignity and inclusion of persons with disabilities. The Act involves creating accessibility standards and enforcing compliance, with a vision for full societal participation.

Recreation Framework in Canada (2015): The framework serves as a national guideline for public recreation providers, ensuring all Canadians have access to meaningful recreational experiences. This framework promotes the creation of supportive environments for physical and social participation and is instrumental in shaping inclusive recreation policies.

¹ <https://www.chrc-ccdp.gc.ca/en/monitoring-the-rights-of-people-with-disabilities>

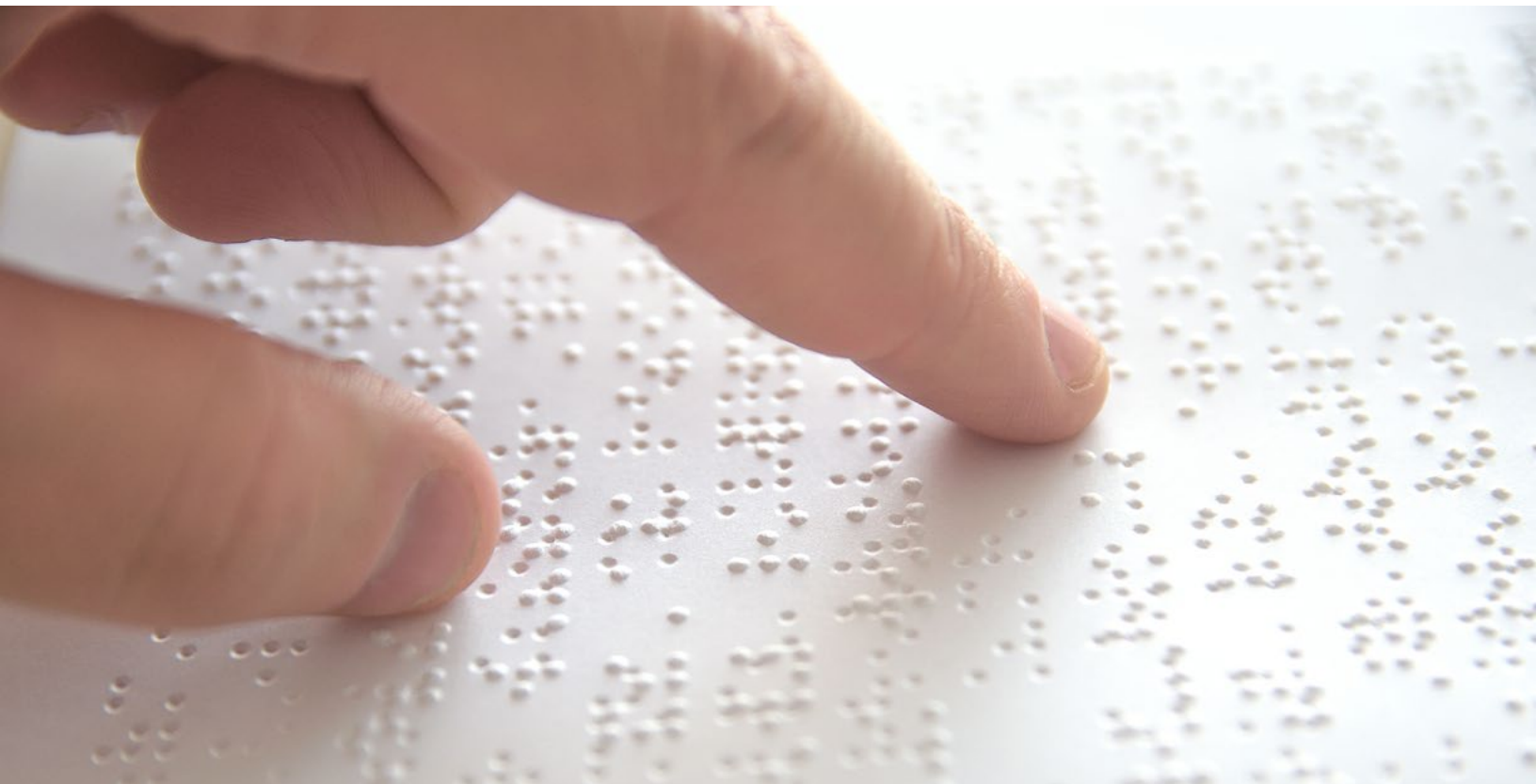


Provincial

Pathways to Recreation, Parks, and Recreation Ontario (2014): This initiative by Parks and Recreation Ontario aims to enhance the accessibility of public spaces for persons with disabilities through educational resources like guidebooks and webinars. It provides practical advice and interpretations of accessibility standards, helping municipal and not-for-profit organizations modify spaces to be more inclusive, thereby promoting community participation in recreation.

Ontario Human Rights Code: The Code protects individuals from discrimination and harassment based on disabilities. It includes policies like accessible education, drug and alcohol testing, ableism, and preventing discrimination based on mental health disabilities and addictions. These policies promote equal rights for persons with disabilities in various aspects of life. Section 8 of the Code outlines the duty to accommodate the needs of people with disabilities to ensure people with disabilities have equal opportunities, access and benefits. Further, that employment, housing, services and facilities, should be designed inclusively and must be adapted to accommodate the needs of a person with a disability in a way that promotes integration and full participation.

Accessibility for Ontarians with Disabilities Act (AODA) (2005): The AODA mandates organizations to follow standards to increase accessibility for people with disabilities, aiming for full accessibility in Ontario by 2025. It covers information and communications, employment, transportation, design of public spaces, and customer service. Organizations must develop accessibility policies, identify and remove barriers, and make accessibility plans to ensure equal opportunities for persons with disabilities.





Local

Town of Aurora Parks and Recreation Master Plan (2023): The plan focuses on inclusivity for persons with disabilities by removing barriers and redesigning facilities and services to align with AODA requirements. It outlines actions the Town will take such as conducting a Recreation Needs Assessment for Persons with Disabilities, barrier-free training, safe spaces provision, and designing facilities with accessibility features.

Town of Aurora Accessibility Plan (2022): The plan outlines the Town's commitment to accessibility, outlining priorities like updating policies and providing accessible customer service, information, and transportation. It aims to create an inclusive work environment and ensure the design of public spaces exceeds accessibility standards.

Town of Aurora Accessibility Design Standards (2022): These standards aim to create a universally accessible community by implementing the latest building and AODA standards, prioritizing principles like equitable use, flexibility, simplicity, and low physical effort to ensure facilities are usable by all residents.

Town of Aurora Sport Plan (2016): The plan aims to promote inclusivity for persons with disabilities in sport, ensuring equitable access and engagement. It recommends collaborating with agencies supporting persons with disabilities to understand their needs and offers resources and webinars to promote inclusivity in sports programs.

Town of Aurora Strategic Plan (2011-2031): The Strategic Plan envisions an inclusive community that supports multi-generational engagement in cultural and recreational activities, including persons with disabilities. It recognizes the increasing population of individuals living with disabilities and aims to provide accessible and inclusive recreation options.

A full list and description of documents is provided in **Appendix B**.





By the Numbers

As the Town of Aurora grows and diversifies, ensuring inclusive and accessible recreation for persons with disabilities is essential.



Population Growth

Aurora experienced significant population growth from 2006 to 2021, increasing by 30.1% to reach 62,057 residents. Projections estimate further growth to 79,000 by 2041.



Aging and Diversifying Population

There has been a notable increase in the population aged 65 and over, growing by 36% between 2016 and 2021. This demographic is expected to place greater demands on accessible and senior-oriented recreational programs. According to national research, mental health related disabilities are also increasing among youth and young adults.

Aurora has a racially and ethnically diverse population with 36.8% of its population being immigrants as of 2021, which is higher than the Ontario average. The largest non-European ethnic groups include Chinese, West Asian, and South Asian communities.



Population with Disabilities

Data suggests that approximately 10,000 adults living in Aurora have some form of disability.² With the aging of the population and continued population growth, this number is expected to grow by 42%, reaching about 14,170 persons with disabilities in Aurora by 2036.

² This figure is based on consultant estimates using Statistics Canada, Participation and Activity Limitation Survey 2006 and Statistics Canada, Canadian Survey on Disability, 2017. More recent Statistics Canada Data reports 27% of Canadians aged 15 and older had at least one disability (2022). Recent data can be found at: <https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2023063-eng.htm>



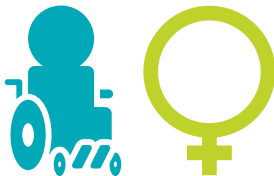
Income Disparities

Although Aurora generally has an affluent population, 20% of the Town's households had an income of less than \$60,000 in 2020. People with disabilities are twice as likely to live in poverty. As well, recent research highlights that this figure is artificially low due to an ableist bias³ in the calculations for the cost of living.



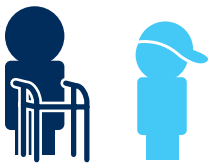
Youth and Disabilities

The rate of disabilities among youth (ages 15-24) in Aurora is noted to be lower than the provincial and national averages.



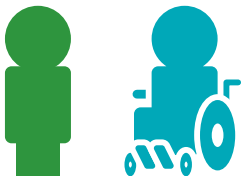
Gender and Disability

Overall, females were more likely to have a disability.



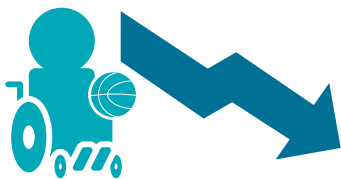
Disability Prevalence

Based on the 2017 Canadian Survey on Disability, pain-related, flexibility, and mobility are the most commonly reported disabilities for people over the age of 65, while mental health and learning are the highest form of disabilities reported for youth (15-24 years).⁴



Severity of Disabilities

In Ontario, 35.5% of adults over the age of 15 have mild disabilities, while 23.5% report very severe disabilities.



Activity Levels

Persons with disabilities have a lower participation rate in sports and recreation.

³ <https://www150.statcan.gc.ca/n1/pub/75-006-x/2017001/article/54854-eng.htm>

⁴ <https://www150.statcan.gc.ca/t1/tbl1/en/tv.action?pid=1310037601&pickMembers%5B0%5D=1.1&pickMembers%5B1%5D=2.5&pickMembers%5B2%5D=3.1&cubeTimeFrame.startYear=2022&cubeTimeFrame.endYear=2022&referencePeriods=20220101%2C20220101>



Community Insights

Hearing from the community was central to creating Mapping Recreation for Persons with Disabilities. The goal of the engagement process was to hear directly from as many disabled people as possible in order to have a better understanding of current needs, existing challenges and barriers, and also opportunities for creating more welcoming, safe, and accessible programming. In addition to hearing from persons with disabilities, the engagement process reached out to caregivers and family members of persons with disabilities, disability organizations and networks, the Town's Accessibility Advisory Committee and Parks and Recreation Advisory Committee, Town Staff and Members of Council, and Region of York Staff.



Focus Groups:
community organizations, caregivers, Town Staff, Town of Aurora Parks and Recreation Accessibility Advisory Committee



Interviews:
Members of Council, Town Staff, community organizations



Online Surveys:
community organizations, persons with disabilities, caregivers



Telephone Surveys:
persons with disabilities, parents and caregivers

Over the course of the engagement activities, approximately 335 residents and stakeholders provided their insights and shared their experiences in the development of the Plan. This includes at least 144 people with disabilities and over 100 caregivers and parents. In addition, over 16 community organizations provided their input.

Community members and local disability organizations provided valuable insights into current recreational programming. A brief summary is provided here.

For the full *What We Are Hearing Report*, please go to engageaurora.ca/rna.

What's Working

The Town of Aurora has been successful in creating welcoming and inclusive recreational programs, which the majority of participants who responded to our survey find accommodating and satisfying. Specific strengths noted include a variety of inclusive programming options, adapted fitness and music programs and sensory-friendly environments. Additionally, the quality of care and supportive staff during summer and spring break camps has been particularly appreciated, contributing to positive and inclusive experiences for participants.



Some Challenges

Many persons with disabilities are currently not participating in recreational activities, with two-thirds of survey respondents indicating barriers to participation. Financial barriers, insufficient accessible facilities, and transportation issues are significant hurdles. Moreover, there is a noted lack of awareness about available programs, which may prevent some community members from participating altogether. Other barriers identified include a lack of sufficient support, especially for individuals with complex needs, and the need for additional staff training.

Opportunities

There are several opportunities suggested by the community that can enhance the accessibility and inclusivity of recreational programs. Expanding recreation options for persons with disabilities was highlighted throughout the engagement events, with suggestions for activities such as wheelchair basketball, blind soccer, inclusive dance, sitting volleyball, sensory integration activities, and expanding recreation programming to include cultural programming such as art and music.

Other opportunities put forward include creating more volunteer and employment opportunities for people with disabilities to ensure better representation, engagement and to provide the Town's recreation with the benefit of expertise from those with lived experience. Increasing the availability of adaptive sport and fitness equipment was also emphasized. Additionally, improving communication about program offerings and increasing community engagement can help raise awareness and accessibility.





Community Priorities

Through the needs assessment phase of developing the Recreation Plan for Persons with Disabilities, including feedback and input from the disability community, the following priorities are identified:

1. **Inclusive Programming:** Ensure diversity of programming that is inclusive, adaptable to individual needs, and provides disabled participants with equitable access to the known benefits of recreation.
2. **Quality of Care and Support:** Prioritize well-trained staff and adequate resources to provide support, enhancing the overall experience for participants.
3. **Accessible Spaces and Programs:** Address financial, transportation, and accessibility barriers to full participation.
4. **Representation and Engagement:** Create volunteer and employment opportunities for persons with disabilities, creating more active engagement and representation in all aspects of recreation.
5. **Adaptive Equipment and Supports:** Increase the availability of adaptive sport and fitness equipment and provide more support to ensure inclusivity and greater accessibility.
6. **Communication and Awareness:** Enhance communication and awareness of program offerings with diverse and accessible information distribution.
7. **Strengthening Community Partnerships:** Foster and deepen partnerships with local organizations, businesses and community groups to expand resources, share expertise, and co-create programs that cater to the diverse needs and desires of persons with disabilities.





Our Plan, Our Promise

Building Belonging.

NOTHING ABOUT US, WITHOUT US.



To build a better future, it is necessary to understand the past and honestly evaluate the present. The Town of Aurora acknowledges the history of exclusion of disabled people in Canada. The country's policies and practice have been shaped by ableism, resulting in profound harm to people with disabilities and deep loss to their families and communities. Today, even with the large institutions closed, and many important rights achieved, significant barriers to the full and meaningful inclusion of disabled people remain, and new ones continue to emerge.

Eliminating ableism from our communities is neither quick nor easy, but it is both possible and essential. In this regard the Town recognizes the essential role of lived experience and is guided by the disability community's principle of "nothing about us without us."

Belonging is difficult to describe but its absence is unmistakable. No one should feel left out or left behind. A sense of belonging is important for the health and well-being of a person and the community.

Participation in recreation is an excellent touchstone for measuring belonging. Building belonging goes beyond making disabled people's presence possible. People join programs when they are accessible, safe, inviting, exciting, fun and pleasurable experiences.

We recognize that many do not feel that sense of welcome and belonging in our town's recreation programs. That's why the Town of Aurora is taking these important measures. We asked where we have succeeded and where change is still needed. And we will keep asking those questions.

The Town of Aurora is mapping out a plan and we fully expect it will need to be adjusted and there will be trial and error, but there will also be successes large and small and a constant move forward. As a town, we are excited! This is not a new beginning, but it is a renewed commitment from the Town of Aurora to our disabled community members. Your thoughts, hopes, critiques, dreams, concerns, triumphs, ideas, knowledge, and experience all belong here.

You belong in Aurora.



The Canadian Disability Participation Project (CDPP) has developed the Quality Parasport Framework⁵, which includes six key building blocks of quality sport experience:

- Autonomy (having independence, choice and control)
- Belongingness (feeling included, accepted, and part of a group)
- Challenge (feeling appropriately tested)
- Engagement (feeling focused, absorbed or “in the zone”)
- Mastery (experiencing competence or a sense of accomplishment)
- Meaning (contributing toward a personally or socially meaningful goal)



⁵ <https://www.sciencedirect.com/science/article/abs/pii/S1469029217306908>
<https://sirc.ca/blog/sport-participation-canadians-with-disabilities/>



Guiding Principles

Accessibility

All facilities, programs, and services should be accessible to everyone.

Adaptability

Successful programs adapt as required to ensure the participation and enjoyment of different disabled people. Exclusion is a failure of design and occurs at the program level not at the person-level.

Equity

Ensure no one is being left behind. And provide an equitable experience that places no (or as little as possible) additional burden on the disabled person compared to that of non-disabled users.

Inclusivity

Design programs that are welcoming to all, regardless of the type or severity of disability.

Diversity

Recognize and accommodate the diversity of the community, considering income levels, family make-up, intersectionality, and range of disabilities. Consider how these may affect barriers and access and in turn how solutions can be incorporated into the design and delivery of programs.

Self-empowerment

Focus on allowing disabled people to build community connections, relationships, confidence, explore their interests, and be free to empower themselves by providing equitable access to recreation.

Quality and Innovation

Strive for high-quality user-experience and service delivery and be open to innovative approaches to recreation that leverage new technologies and ideas that can enhance participation and enjoyment for people with disabilities.

User-friendly

The process for participating in Town of Aurora recreation programs should be designed to be user-friendly. This includes finding ways to streamline and communicate information that has already been shared by disabled adult, or parent of a disabled child, from one program to another within the Town.

These principles aim to foster an environment where disabled people can actively participate in and benefit from recreational activities, promoting not only physical health but also social integration and emotional well-being.



Action!

GOAL 1: Ensure diversity of programming that is inclusive, adaptable to individual needs, and empowering.

1. Introduce a wide range of inclusive and adaptive programs catering to various disabilities, interests, and age groups.

Community feedback highlighted the importance of diverse programming options that are inclusive and self-empowering. Participants expressed a strong desire for activities that accommodate a wide range of disabilities, ages, and interests. Suggestions from the community include activities such as blind hockey and blind soccer, wheelchair basketball and wheelchair curling, sledge hockey, sitting volleyball, inclusive dance, bocce, aquafit, adapted swimming, sensory integration activities, among others. Feedback also emphasized the need to include arts, music, and cultural activities as well as recreation and sport in program design.

Suggestions for unstructured outdoor activities and spaces were also highlighted. Additional considerations include ensuring program diversity for all ages (including youth and adults) and looking at offering flexibility in timing of programming (i.e., daytime and evenings). By offering a variety of programs, Aurora can meet the broad spectrum of community needs, thereby enhancing skill development, confidence, and overall empowerment of participants.

In addition, it is recommended that as part of ensuring diversity of programming, the Town continue to offer, and expand, virtual programming options to mitigate transportation barriers and expand access to recreation opportunities.

This action is intended to be implemented in collaboration with Actions 23 and 24, which focus on working with local disability organizations and partners.

2. Implement regular training for staff on anti-ableism, disability culture, creating inclusion and adaptive techniques.

Qualified staff who are committed and empowered to create the conditions necessary for people to be included and feel as though they are Intended Participants, are essential to guarantee the best recreational experience for persons with disabilities. Regular training will ensure that staff remain current about the new and emerging adaptive techniques and disability issues, which are crucial for creating a supportive and inclusive environment.



3. Offer “Try It” days for individuals to experience different activities and find what best suits their needs, enhancing self-empowerment and choice.

The suggestion for “Try It” days came from community feedback which suggested that limited exposure and uncertainty can deter participation in new activities. These events would provide participants with opportunities to sample various activities without the pressure of long-term commitment, allowing them to discover what best meets their interests and needs, thus promoting greater choice in recreational pursuits.

4. Develop a feedback mechanism to continuously adapt programs based on participant feedback and evolving needs.

Research, including consultation activities, highlighted the need to adapt to the changing needs of participants, particularly as disabilities and preferences can vary widely and change over time. Creating a structured feedback mechanism will ensure that the programs remain responsive and relevant, enhancing user satisfaction and participation rates by directly incorporating user insights and experiences into program development and adjustment processes.



GOAL 2: Prioritize well-trained staff and adequate resources to provide support, enhancing the overall experience for participants.

1. Establish a continuous professional development program for staff focused on inclusivity, emergency preparedness, communication strategies, and specific disability accommodations.

The need for new and ongoing staff training was a key outcome from community consultations. This professional development program will equip staff with the skills necessary to interact effectively and respectfully with participants, addressing specific needs and improving safety through emergency preparedness training. Such initiatives ensure that all participants can enjoy a safe, inclusive, and supportive environment.

2. Ensure resources (staff, equipment, facility, budget) are adequate to meet the individual needs of participants, particularly for those requiring more intensive support.

There is strong demand across communities, including Aurora, for programs that provide adequate support for people with complex needs. By ensuring adequate resources, including staffing, equipment, and facilities, the Town can better address the diverse and sometimes intensive needs of persons with disabilities, thereby enhancing their recreational experience. Adequate ratios are essential for providing the necessary attention and support, ensuring safety, and fostering a more personalized and rewarding interaction with participants.

By establishing a more robust feedback mechanism (Recommendation 1.4) and by establishing an Accessibility Concierge Coordinator position (Recommendation 6.3), there will be valuable insights to help inform appropriate resource needs.

3. Create a volunteer program that includes people with disabilities to offer peer support, share experiences, and assist in program delivery.

Recruiting volunteers with disabilities can have a positive impact on the inclusivity and effectiveness of recreational programs. Feedback from the community indicated a strong support for programs that involve peers who share similar experiences, as they can provide unique insights and empathetic support that staff might not offer. The Town could consider providing honorariums for volunteers.



GOAL 3: Address financial, transportation, and accessibility barriers to full participation.

1. Explore opportunities to make programs more affordable for individuals with disabilities.

While the Town does have a recreation program subsidy for qualifying residents (**F.A.I.R. ACCESS**), financial barriers are an obstacle to participation for many individuals with disabilities, as highlighted during community consultations. By further exploring various funding sources, subsidies, and sliding scale fees, the Town can ensure that financial constraints do not prevent individuals from accessing and benefiting from recreational programs.

It is also recommended that the Town also explore improvements to the Mediator Pass (pass for support person) to ensure that everyone with a disability who needs a support person to attend and participate can bring the person of their choice at no cost.

2. Advocate to local transportation services to improve accessible transportation options to and from recreational facilities.

Transportation has been consistently identified as a barrier to participation for individuals with disabilities. Advocating to local transportation services to enhance accessibility will help ensure that individuals can physically access facilities without undue hardship. This could include advocating for coordinated schedules, accessible vehicles, and dedicated services that align with program times and locations.

3. Develop a strategy to review and implement recommendations from Town facility audit to continue to address physical barriers, ensuring that all Town spaces are truly accessible.

Regular facility audits help identify existing physical barriers that may prevent full participation from individuals with disabilities. The Town of Aurora completed facility accessibility audits for its community centres in 2023. Developing a strategic plan to address these findings ensures improvement and compliance with accessibility standards, as well as supporting the Town's commitment to ensuring that recreational spaces are welcoming and accessible to everyone.



GOAL 4: Create volunteer and employment opportunities for persons with disabilities, creating more active engagement and representation in all aspects of recreation.

1. Develop a dedicated outreach program to recruit volunteers and employees with disabilities.

Consultation activities emphasized the importance of ensuring the disability community is actively engaged and represented through all aspects of recreation. Actively recruiting individuals with disabilities enhances workforce diversity and brings valuable perspectives into program development and delivery. Ensuring that job and volunteer postings are accessible and widely promoted helps to encourage participation from a diverse group of potential volunteers and employees.

2. Implement a mentorship program that pairs experienced individuals with disabilities in leadership roles with those interested in volunteer or employment opportunities in recreation.

In addition to volunteering and employment opportunities, identified in the above recommendation, mentorship programs can help provide support, guidance, and leadership development opportunities for individuals with disabilities.

3. Explore expansion of the Town's Accessibility Advisory Committee and ensure it is a lens for all major Town planning and communication initiatives.

The Accessibility Advisory Committee plays a crucial role in guiding and influencing the Town's policies and practices to be more inclusive. By expanding its membership, the committee can incorporate a wider array of perspectives and experiences, which is vital for ensuring that all major planning and communication initiatives consider, and meet, the needs of people with disabilities.



GOAL 5: Increase the availability of adaptive sport and fitness equipment and provide more support to ensure inclusivity and greater accessibility.

1. Pursue funding through grants, donations, and partnerships to purchase adaptive equipment.

Securing funding is essential to support the acquisition of adaptive sport and fitness equipment, which has been a clear aspiration identified through community feedback. Grants, donations, and partnerships can provide the financial resources necessary to enhance the availability and variety of adaptive equipment, making recreational activities more accessible and inclusive for all members of the community.

2. Organize adaptive equipment demonstration days for participants to try different equipment and provide feedback on what works best for their needs.

Demonstration days can be a valuable opportunity for participants to engage directly with various types of adaptive equipment. This engagement not only allows individuals to find the best tools for their specific needs but also involves them in the decision-making process. Feedback from these events can further guide the town in making informed choices about future equipment purchases, ensuring that the investments are well-aligned with user needs and preferences.

3. Develop training program to ensure staff are knowledgeable about proper equipment use, maintenance and safety protocols for adaptive equipment.

Training staff to be proficient in the use of adaptive equipment ensures that all participants can use the facilities safely and effectively. This training is critical, not just for the direct operation of the equipment but also for routine maintenance and troubleshooting. Properly trained staff are better equipped to assist participants and enhance their overall experience, addressing one of the core barriers to participation.



GOAL 6: Enhance communication and awareness of program offerings with diverse and accessible information distribution.

1. Develop a communications strategy to support program awareness and engagement.

Community consultation activities highlighted that there are persons with disabilities in Aurora who want to, but are not currently, participating in recreation activities. One reason, among others, is a lack of awareness of what is currently being offered in the community. A communications strategy that leverages a mix of digital platforms, social media, and local media partnerships can help to effectively reach and engage the entire community.

2. Host an annual expo to promote awareness and community engagement.

As part of the strategy, it is suggested that the Town consider hosting an annual expo or fair-type event to bring community partners together to share information on current programming, events, and activities. The event could also celebrate local disabled athletes and artists.

This event could also incorporate adaptive equipment demonstration days (as outlined in Action 15).

3. Continue to create accessible informational materials in various formats and languages to reach a diverse audience in conjunction with strategies Corporate Communications is undertaking.

Producing materials in multiple accessible formats (i.e., large print, Braille, audio) and languages ensures inclusivity, particularly for individuals with visual impairments or those whose first language is not English.

4. Create a new full time permanent program coordinator position dedicated to persons with disabilities.

An Accessibility Concierge Coordinator position provides a personalized contact point for potential participants, especially beneficial for those who may need additional assistance navigating the registration process or have specific inquiries about program suitability and support services. The Program Coordinator for Persons with Disabilities acts at the discretion and direction of a disabled person or family member to provide additional program information, assist in registration, coordinate support needs, and follow-up during and after the program. This direct connection can alleviate uncertainties and foster a more welcoming and supportive environment. They are also understood by staff to have a role and ability to direct resources, request adaptations, and accommodations, and provide feedback on behalf of clients. It is anticipated that this position will be a full-time permanent coordinator position.

This position will have the same responsibilities as other program coordinators with a focus on programming for and supporting persons with a disability



5. Implement a centralized, accessible webpage where participants can easily find information about programs, register, and provide feedback.

A centralized webpage simplifies the process of finding information, registering for programs, and providing feedback, which is vital for continuous improvement. This platform can help address frustrations with fragmented information sources and provides a user-friendly, accessible way for all community members to engage with recreation services.

6. Consider further enhancements to Town's Recreation Guide to ensure easy access to information needed to guide programming decisions.

In addition to creating an webpage (Recommendation 6.4), it is suggested that the Town look at opportunities to further enhance the Recreation Guide. Participants emphasized the importance of enhancing recreation guides with clear information on adaptability and inclusiveness to facilitate informed decision-making. Suggestions include using icons and illustrations to 'code' various program types, and also using photos and videos where possible to show community facilities and program spaces. This additional transparency can help alleviate anxiety about unknown environments and aid in decision-making, especially for those with specific accessibility needs.



GOAL 7: Foster and deepen partnerships with local organizations, businesses, and community groups to expand resources, share expertise, and co-create programs that cater to the diverse needs and desires of persons with disabilities.

1. Work with local disability organizations and groups to continue to identify program needs and opportunities to collaborate on service delivery.

Collaborating with local disability organizations is helpful in accurately identifying the ongoing and evolving needs of persons with disabilities. These partnerships ensure that the programming remains relevant and effective, drawing on the specialized knowledge of these groups to tailor services that truly meet community needs. Collaboration may include establishing a 'partners group' to meet semi-annually to learn about community trends and initiatives. It could also include sharing information on new programs and activities.

2. Partner with local organizations and experts to provide specialized training and resources for staff.

Partnering with experts and organizations for staff training ensures that recreational services are delivered with a high level of competence and sensitivity towards the needs of persons with disabilities. This specialized training can include topics like disability awareness, adaptive sports techniques, and inclusive communication practices, thereby improving the quality of interaction between staff and participants and enhancing the overall program effectiveness.

3. Partner with community organizations, disability advocacy groups, and local sports clubs to explore opportunities to bring additional resources and expertise to Town programming.

Forming partnerships with various community entities expands the range and depth of resources available for recreational programming. These collaborations can bring additional expertise, volunteers, equipment, and other resources that might not be otherwise available. By incorporating diverse perspectives and resources, the town can offer more comprehensive and appealing programs that cater to a wider array of interests and needs within the disability community.



Implementation Plan

The Implementation Plan is intended to support the full achievement of the Town of Aurora's Mapping Recreation for Persons with Disabilities. This Implementation Plan puts forward action timelines, potential resource needs and partnerships, and key indicators.

Actions have been organized by the 7 Plan Goals:

- GOAL 1: Ensure diversity of programming that is inclusive, adaptable to individual needs, and empowering.**
- GOAL 2: Prioritize well-trained staff and adequate resources to provide support, enhancing the overall experience for participants.**
- GOAL 3: Address financial, transportation, and accessibility barriers to full participation.**
- GOAL 4: Create volunteer and employment opportunities for persons with disabilities, creating more active engagement and representation in all aspects of recreation.**
- GOAL 5: Increase the availability of adaptive sport and fitness equipment and provide more support to ensure inclusivity and greater accessibility.**
- GOAL 6: Enhance communication and awareness of program offerings with diverse and accessible information distribution.**
- GOAL 7: Foster and deepen partnerships with local organizations, businesses, and community groups to expand resources, share expertise, and co-create programs that cater to the diverse needs and desires of persons with disabilities.**

Importantly, it is intended that this Implementation Plan be reviewed on an annual basis and updated as required. As Mapping Recreation for Persons with Disabilities moves forward, it will be up to Town Staff to bring forward items to Council, as appropriate, for budget and other support needs.

The overall leadership and coordination of the Plan will rest with the Community Services Department, while seeking the advice and guidance from the Town's Accessibility Advisory Committee (AAC) and Parks and Recreation Advisory Committee (PRAC), and additional engagement with other members of Town staff and community partners as needed.



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 1: Ensure diversity of programming that is inclusive, adaptable to individual needs, and empowering.				
1. Introduce a wide range of inclusive and adaptive programs catering to various disabilities, interests, and age groups. (Collaborate with Actions #23 and #25)	O	MODERATE - HIGH Staff time for program development New staff required, new equipment costs Modifications and maintenance of facilities	<u>External</u> • Local disability organizations (Community Living, Autistics for Autistics, Holland Bloorview, etc.) • Sport organizations • Boards of Education • Members of disability community	• Number of new programs introduced • Participation rates among individuals with disabilities • Participant satisfaction surveys
2. Implement regular training for staff on anti-ableism, disability culture, creating inclusion and adaptive techniques.	S	MODERATE Staff time Fees for professional trainers	<u>External</u> • Disability advocacy groups <u>Internal</u> • Human Resources	• Number of training sessions conducted • Staff attendance and completion rates • Improvement in staff knowledge and attitudes (pre- and post-training surveys)
3. Offer “Try It” days for individuals to experience different activities and find what best suits their needs, enhancing self-empowerment and choice.	S	LOW Staff time to facilitate events Potential marketing costs	<u>External</u> • Disability organizations • Local sport organization • members of disability community	• Number of “Try It” events held annually • Participant turnout and engagement levels • Feedback from participants on their experiences
4. Develop a feedback mechanism to continuously adapt programs based on participant feedback and evolving needs.	S O	LOW Staff time for development and staff time for monitoring		• Frequency and quality of feedback received • Number of program adjustments made based on feedback • Participant satisfaction post-implementation of changes

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 30



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 2: Prioritize well-trained staff and adequate resources to provide support, enhancing the overall experience for participants.				
1. Establish a continuous professional development program for staff focused on inclusivity, emergency preparedness, communication strategies, and specific disability accommodations. (Collaborate with Action #24)	S O	LOW – MODERATE Staff time to develop program Possible resources required for trainers, consultants for initial program development	<u>Internal</u> • Human Resources	<ul style="list-style-type: none"> • Number of professional development sessions conducted • Staff participation and feedback • Improvement in staff readiness and participant satisfaction • Staff-to-participant ratios in various programs • Participant and caregiver feedback • Safety and incident reports
2. Ensure resources (staff, equipment, facility, budget) are adequate to meet the individual needs of participants, particularly for those requiring more intensive support.	O	HIGH Staff time for establishing guidelines, and monitoring and evaluation	<u>External</u> • Disability support agencies	<ul style="list-style-type: none"> • Staff-to-participant ratios in various programs • Participant and caregiver feedback • Safety and incident reports
3. Create a volunteer program that includes people with disabilities to offer peer support, share experiences, and assist in program delivery.	S	MODERATE Staff time for program development, recruitment and coordination	<u>External</u> • Local disability organizations • Members of disability community • Volunteer agencies	<ul style="list-style-type: none"> • Number of volunteers recruited and trained • Feedback from participants and volunteers • Increased participation and satisfaction in programs

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 31



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 3: Address financial, transportation, and accessibility barriers to full participation.				
1. Explore opportunities to make programs more affordable for individuals with disabilities.	O	MODERATE Staff time to manage program Increased budget for financial assistance program	<u>Internal</u> • Finance Department	<ul style="list-style-type: none"> • Number of participants receiving financial assistance • Increase in program participation among individuals with disabilities • Participant satisfaction surveys
2. Advocate to local transportation services to improve accessible transportation options to and from recreational facilities.	S	HIGH Staff time	<u>External</u> • York Region • Community transportation services • Local advocacy groups • AAC	<ul style="list-style-type: none"> • Number of accessible transportation options available • Usage rates of transportation services by individuals with disabilities • Participant feedback on transportation accessibility and convenience
3. Develop a strategy to review and implement recommendations from Town facility audit to continue to address physical barriers, ensuring that all Town spaces are truly accessible.	L	HIGH Staff time for strategy development (planning) *Costs for facility upgrades and maintenance to be identified as part of strategy development	<u>Internal</u> • Accessibility Advisor • Facilities Division	<ul style="list-style-type: none"> • Number of facility upgrades for accessibility • Compliance with accessibility standards • Participant feedback on facility accessibility

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 32



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 4: Create volunteer and employment opportunities for persons with disabilities, creating more active engagement and representation in all aspects of recreation.				
1. Develop a dedicated outreach program to recruit volunteers and employees with disabilities.	L	LOW Staff time to develop program and manage	<u>External</u> <ul style="list-style-type: none"> Local disability organizations Employment agencies Local businesses Boards of Education <u>Internal</u> <ul style="list-style-type: none"> Human Resources 	<ul style="list-style-type: none"> Number of volunteers and employees with disabilities recruited Job satisfaction and retention rates Participant and employee feedback
2. Implement a mentorship program that pairs experienced individuals with disabilities in leadership roles with those interested in volunteer or employment opportunities in recreation.	S	LOW Staff time to develop and implement program	<u>External</u> <ul style="list-style-type: none"> Local disability organizations, Members of disability community <u>Internal</u> <ul style="list-style-type: none"> AAC 	<ul style="list-style-type: none"> Number of mentorship pairs established Mentee satisfaction and development Mentor feedback and program success stories
3. Explore expansion of the Town's Accessibility Advisory Committee membership, and ensure it is a lens for all major Town planning and communication initiatives.	O	LOW Staff time (Mayor's Office, Clerks), AAC time	<u>Internal</u> <ul style="list-style-type: none"> Mayor's Office Clerks Department 	<ul style="list-style-type: none"> Number of new members added to the committee Impact of committee recommendations on Town initiatives Feedback from committee members on their involvement

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 33



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 5: Increase the availability of adaptive sport and fitness equipment and provide more support to ensure inclusivity and greater accessibility.				
1. Pursue funding through grants, donations, and partnerships to purchase adaptive equipment.	O	MODERATE Staff time for grant applications, partner outreach	<u>External</u> <ul style="list-style-type: none"> Local community organizations, Service providers and other non-profit groups, Members of disability community <u>Internal</u> <ul style="list-style-type: none"> Finance Department 	<ul style="list-style-type: none"> Amount of funding secured Number of new adaptive equipment items purchased Usage rates of adaptive equipment
2. Organize adaptive equipment demonstration days for participants to try different equipment and provide feedback on what works best for their needs.	S	LOW Staff time Marketing and promotion costs	<u>External</u> <ul style="list-style-type: none"> Local sports organizations, Equipment manufacturers 	<ul style="list-style-type: none"> Number of demonstration days held annually Participant turnout and engagement levels Feedback from participants on equipment preferences
3. Develop training program to ensure staff are knowledgeable about proper equipment use, maintenance and safety protocols for adaptive equipment.	L	LOW Staff time	<u>External</u> <ul style="list-style-type: none"> Adaptive equipment manufacturers 	<ul style="list-style-type: none"> Number of staff trained Staff proficiency in equipment use and maintenance Safety and incident reports related to equipment use

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 34



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 6: Enhance communication and awareness of program offerings with diverse and accessible information distribution.				
1. Develop a communications strategy to support program awareness and engagement.	S	LOW Staff time to develop strategy Staff time (Communications) for promotion and communications	<u>Internal</u> • Corporate Communications	<ul style="list-style-type: none"> • Reach and engagement metrics for communications • Increase in program participation rates • Feedback on communication effectiveness
2. Host an annual expo to promote awareness and community engagement. (Collaborate with Action #15)	S	LOW Staff time for planning and coordination Event costs	<u>External</u> • Community organizations (i.e., Children's Treatment Network) • Service providers • Sports organizations • Members of disability community	<ul style="list-style-type: none"> • Number of attendees at the expo • Community engagement and feedback • Increase in awareness and program participation
3. Continue to create accessible informational materials in various formats and languages to reach a diverse audience in conjunction with strategies Corporate Communications is undertaking.	O	HIGH Staff time (Communications) Cost of accessible materials	<u>External</u> • Local disability organizations • Members of disability community <u>Internal</u> • Corporate Communications	<ul style="list-style-type: none"> • Number of accessible materials created and distributed • Reach and engagement metrics • Feedback on material accessibility and usefulness

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 35



Action	Timeline	Resource Considerations	Potential Partners	Indicators
<p>4. Create a new full time permanent program coordinator position dedicated to persons with disabilities.</p> <p>This position will have the same responsibilities as other program coordinators with a focus on programming for and supporting persons with a disability.</p>	S	<p>HIGH</p> <p>New Full-Time Permanent Coordinator Position dedicated to persons with disabilities</p>	<p><u>Internal</u></p> <ul style="list-style-type: none"> • Human Resources • Finance Department 	<ul style="list-style-type: none"> • Number of new programs and services for persons with a disability • Participation rates of persons with a disability
<p>5. Implement a centralized, accessible webpage where participants can easily find information about programs, register, and provide feedback.</p>	L	<p>MODERATE</p> <p>Staff time</p>	<p><u>Internal</u></p> <ul style="list-style-type: none"> • Corporate Communications 	<ul style="list-style-type: none"> • Number of users accessing the webpage • Registration and feedback rates through the webpage • User satisfaction and ease of use metrics
<p>6. Consider further enhancements to Town's Recreation Guide to ensure easy access to information needed to guide programming decisions.</p>	S	<p>LOW</p> <p>Staff time to review, develop, evaluate guide</p>	<p><u>External</u></p> <ul style="list-style-type: none"> • Disability organizations and advocacy groups • AAC • Members of disability community 	<ul style="list-style-type: none"> • Number of enhanced guides distributed/downloaded • Feedback on guide usefulness and accessibility • Increase in program inquiries and participation

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 **36**



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 7: Foster and deepen partnerships with local organizations, businesses, and community groups to expand resources, share expertise, and co-create programs that cater to the diverse needs and desires of persons with disabilities.				
1. Work with local disability organizations and groups to continue to identify program needs and opportunities to collaborate on service delivery. (Collaborate with Action #1)	O	LOW Staff time for outreach and partnerships	<u>External</u> • Local disability organizations, service providers • Advocacy groups • Members of disability community	<ul style="list-style-type: none"> • Number of partnerships formed • Joint programs and services developed • Participant feedback on collaborative initiatives
2. Partner with local organizations and experts to provide specialized training and resources for staff. (Collaborate with Action #5)	S	LOW Staff time for partner outreach and coordination	<u>External</u> • Community organizations • Service providers	<ul style="list-style-type: none"> • Number of training sessions held • Staff feedback and skill improvement • Enhanced service delivery and participant satisfaction
3. Partner with community organizations, disability advocacy groups, and local sports clubs to explore opportunities to bring additional resources and expertise to Town programming. (Collaborate with Action #1)	S	LOW Staff time to coordinate and manage partnerships	<u>External</u> • Community organizations, • Sports organizations • Advocacy groups	<ul style="list-style-type: none"> • Number of collaborative programs initiated • Participant engagement and feedback • Increase in resources and expertise brought into programming

The above table provides a summary of 25 recommended actions by goals. The following list summarizes actions by municipal roles: **Policy & Planning, Programming, Training, Communication, and Partnerships.**

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 37



Policy & Planning (5)

- 3.1 Explore opportunities to make programs more affordable for individuals with disabilities.
- 3.2 Advocate to local transportation services to improve accessible transportation options to and from recreational facilities.
- 3.3 Develop a strategy to review and implement recommendations from Town facility audit to continue to address physical barriers, ensuring that all Town spaces are truly accessible.
- 4.3 Explore expansion of the Town's Accessibility Advisory Committee membership and ensure it is a lens for all major Town planning and communication initiatives.
- 5.1 Pursue funding through grants, donations, and partnerships to purchase adaptive equipment.

Programming (8)

- 1.1 Introduce a wide range of inclusive and adaptive programs catering to various disabilities, interests, and age groups.
- 1.3 Offer "Try It" days for individuals to experience different activities and find what best suits their needs, enhancing self-empowerment and choice.
- 2.2 Ensure resources (staff, equipment, facility, budget) are adequate to meet the individual needs of participants, particularly for those requiring more intensive support.
- 2.3 Create a volunteer program that includes people with disabilities to offer peer support, share experiences, and assist in program delivery.
- 4.1 Develop a dedicated outreach program to recruit volunteers and employees with disabilities.
- 4.2 Implement a mentorship program that pairs experienced individuals with disabilities in leadership roles with those interested in volunteer or employment opportunities in recreation.
- 5.2 Organize adaptive equipment demonstration days for participants to try different equipment and provide feedback on what works best for their needs.
- 6.4 Create a new full-time permanent program coordinator position dedicated to persons with disabilities.

Training (3)

- 1.2 Implement regular training for staff on anti-ableism, disability culture, creating inclusion and adaptive techniques.
- 2.1 Establish a continuous professional development program for staff focused on inclusivity, emergency preparedness, communication strategies, and specific disability accommodations.
- 5.3 Develop training program to ensure staff are knowledgeable about proper equipment use, maintenance and safety protocols for adaptive equipment.

**Partnerships (3)**

- 7.1 Work with local disability organizations and groups to continue to identify program needs and opportunities to collaborate on service delivery.
- 7.2 Partner with local organizations and experts to provide specialized training and resources for staff.
- 7.3 Partner with community organizations, disability advocacy groups, and local sports clubs to explore opportunities to bring additional resources and expertise to Town programming.

Communication & Awareness (6)

- 1.4 Develop a feedback mechanism to continuously adapt programs based on participant feedback and evolving needs.
- 6.1 Develop a communications strategy to support program awareness and engagement.
- 6.2 Host an annual expo to promote awareness and community engagement.
- 6.3 Continue to create accessible informational materials in various formats and languages to reach a diverse audience in conjunction with strategies Corporate Communications is undertaking.
- 6.5 Implement a centralized, accessible webpage where participants can easily find information about programs, register, and provide feedback.
- 6.6 Consider further enhancements to Town's Recreation Guide to ensure easy access to information needed to guide programming decisions.



Appendix A: Current Town Programs

The Town of Aurora offers a diverse range of recreation programs to residents of all ages and abilities. A summary of the Town's Inclusion Programs are provided here.

Inclusion 1:1 Support (4-12)

Inclusion 1:1 support staff are available to facilitate participation in all Town of Aurora recreation programs. A support staff may provide redirection for safety reasons and allow opportunities for sensory or emotional breaks.

Adaptive Intro to Water (Ages 4-10)

Participant-led water exposure in a safe, sensory friendly and low-pressure environment. Designed for participants with disabilities who are not ready for Adaptive Swim Lessons. Class ratios are one instructor to two swimmers.

Adaptive Intro Swim Lessons (Ages 4 -10)

Water safety and level 1 and 2 swim skills introduced and adapted for various levels of swimmers. Designed for participants with disabilities who are not ready for group lessons and with the goal to graduate into group lessons. Class ratios are two instructors to three to four participants.

Adapted Sensory Swim (All Ages)

Adapted Sensory Swim is a drop-in public swimming program designed for individuals with disabilities to enjoy and experience swimming in a quieter environment. No music and minimal noise levels.

Adult – Grow (Ages 18+)

Aimed at adults with exceptionalities, this program offers a place to develop friendships, life skills, and a sense of independence. It includes activities focused on practical life.

Aqua Buddies (All Ages)

A volunteer program the swimmer is paired with a volunteer for the duration of the registered program. An Aqua Buddy can be made available for any swim program at either complex, any day of the week.

Arthritis Aquafit (Ages 18+)

Club Aurora offers a 45-minute specialty class for people who suffer from arthritis. The objectives of these recreational exercises are to reduce pain, help maintain or increase joint mobility, and increase muscular strength and endurance.

Heart Wise Exercise (Ages 18+)

This initiative is intended to integrate the cardiac population into mainstream programs for older adults with cardiovascular or mobility challenges. This is done by addressing physical and psychological needs. It provides exercise options to help participants choose appropriate programs and levels of intensities, while encouraging participants to do daily physical activities.



Inclusion – Camp SOAR (Ages 12 – 17)

It's time to SOAR – See Our Abilities Rise! This adapted camp program specifically designed for youth with disabilities, campers will engage in activities that build on social skills, promote independence, and interact in a safe and supported setting. Campers will participate in a variety of active and passive indoor and outdoor activities with a focus on adventure, exploration, and fun. This camp will feature a sensory aware environment, smaller group sizes, and targeted adapted programming. Campers must be able to participate within a 1:3 staff to participant ratio. Those requiring 1:1 support in this adapted camp must register for "Inclusion 1:1 Support".

Inclusive Swim Lessons (Ages 3+)

Inclusive Swim classes are specifically designed for swimmers with disabilities. Aquatic staff are available to facilitate participation in group swim lessons. The aquatic staff will maintain a one-to-one instructor to swimmer ratio.

Play-Ability Kinder (Ages 4-7)

A program specifically designed for young children with disabilities, focusing on developing fundamental motor and social skills. The program features a 1:4 staff-to-participant ratio to ensure attentive guidance and is structured to encourage children to engage in play that promotes physical activity and interaction in a supportive setting.

Move-Ability (Ages 5-10)

This program introduces dance and movement as a form of physical literacy, encouraging children to express themselves through music and dance. It's an inclusive environment where participants are guided through warm-ups, sing-alongs, and movement activities that help develop rhythm and coordination.

Play-Ability Kids (Ages 8-12)

This is an extension of the Kinder program for older children, aiming to strengthen social skills and appropriate play behaviors. It also helps in building physical literacy and fosters a space where children can participate in activities that promote interaction and physical engagement.

Soc-Ability (Ages 12-21)

Recognizing the challenges of socializing for young people with disabilities, this virtual program provides a platform for social interaction and skill-building. Activities are designed to facilitate social discussions and connections in a moderated, safe online space. For some participants, especially those with more significant needs, parental or guardian support may be necessary.

The Town of Aurora has also recently added Bake-Ability and Cook-Ability and offers sensory swims. Sensory skating and sensory gym drop-in opportunities will be offered to the community effective Fall 2024.



Appendix B: Current Policy Framework

Mapping Recreation for Persons with Disabilities aligns with, and builds on, policies and initiatives already in place and underway.

International

UN Convention on the Rights of Persons with Disabilities – **Article 30**

The UN Convention on the Rights of Persons with Disabilities (CRPD) is an international human rights treaty adopted by the United Nations General Assembly on 13 December 2006. Article 30 of the CRPD specifically addresses the rights of persons with disabilities to participate in cultural life, recreation, leisure, and sport. Key rights include:

- Persons with disabilities should have equal access to cultural materials, television programs, films, theatres, and other cultural activities in accessible formats. They should also have access to cultural venues like theatres, museums, cinemas, libraries, tourism services, and national monuments.
- Measures should be taken to enable persons with disabilities to develop and utilize their creative, artistic, and intellectual potential for both personal benefit and societal enrichment.
- Steps should be taken to ensure that intellectual property laws do not create unreasonable or discriminatory barriers for persons with disabilities in accessing cultural materials.
- Persons with disabilities should be recognized and supported in their specific cultural and linguistic identities, including sign languages and deaf culture.
- Recreational and Sporting Activities:
 - Encourage the fullest participation of persons with disabilities in mainstream sports at all levels.
 - Ensure opportunities for organizing and participating in disability-specific sports and recreational activities, providing appropriate instruction, training, and resources.
 - Persons with disabilities should have access to venues for sports, recreation, and tourism.
 - Ensure equal access for children with disabilities to play, recreation, leisure, and sports, including school activities.
 - Ensure persons with disabilities have access to services from those involved in organizing recreational, tourism, leisure, and sporting activities.

In addition, countries committed to the Convention are responsible for collecting relevant data, including statistics and research, to support policy development and implementation. This data collection must respect privacy and adhere to international human rights norms. The data should be disaggregated to evaluate the countries' adherence to the Convention and to identify challenges faced by persons with disabilities. Additionally, these countries are tasked with ensuring the dissemination and accessibility of this data to both persons with disabilities and the wider public. Canada, being a State Party to the CRPD, has ratified these provisions and is thereby committed to acting in various areas, such as legislation, policy, and practice, to implement the rights protected in Article 30. This includes adjustments and provisions to ensure that cultural, recreational, and sporting facilities and services are accessible to those with disabilities.



National

Recreation Framework in Canada (2015)

The Recreation Framework in Canada is a guiding document for public recreation providers. The Framework is intended to ensure that every Canadian citizen has access to meaningful and accessible recreation experiences. The Recreation Framework in Canada prioritizes the rights and needs of persons with disabilities by advocating for inclusive and accessible recreational experiences. It serves as a blueprint for recreation providers to create supportive physical and social environments. The Framework's leadership, including representation from disability groups, works to ensure that recreation policies and practices across Canada address the specific challenges faced by persons with disabilities, fostering their engagement in recreational activities that contribute to their well-being and full participation in community life.

Pathways to Well-being Municipal Audit Tool

The Pathways to Well-being Municipal Audit Tool is intended to evaluate the quality-of-service pathways, focusing on clinical quality, processes for maintaining quality, referral accuracy, and patient information. It is structured to ensure that services conform to best practices and are inclusive, especially for vulnerable populations, including persons with disabilities. The tool assesses whether quality control measures are in place and if pathways support collaborative practices across the health system. It aims to enhance health equity and ensure that services are accessible and beneficial to all, including persons with disabilities.

Canadian Fitness and Lifestyle Research Institute (CFLRI)

The Canadian Fitness and Lifestyle Research Institute (CFLRI) is a prominent national research organization that monitors physical activity, sports participation, and recreation in Canada. It has been instrumental in providing data and insights for the past 40 years, aiding policy and decision-makers, practitioners, and researchers to foster evidence-based practices. The CFLRI emphasizes the importance of an active lifestyle and supports various Canadian demographics, including persons with disabilities.

The CFLRI has conducted significant research and released publications focused on supporting inclusivity within sport and recreation, including:

- **Opportunities for Physical Activity at School Study:** Assesses physical activity and sport opportunities in schools, covering aspects like availability of programs, extracurricular activities, and inclusivity.
- **Survey of Physical Activity Opportunities in Canadian Communities:** Evaluates local community policies, programs, and infrastructure that support active lifestyles, with a focus on inclusivity for all populations.
- **Opportunities for Physical Activity at Work Study:** Examines workplace policies and programs that encourage physical activity, again with an eye toward inclusivity and support for all, including persons with disabilities.
- **Parent Survey:** Looks at opportunities for children's participation in physical activity and sport from a parental perspective, considering factors like barriers to participation which can include challenges faced by children with disabilities.



The Blueprint for Building Quality Participation in Sport for Children, Youth, and Adults with a Disability, including the Quality Participation Checklist Audit Tool

The Blueprint for Building Quality Participation in Sport for Children, Youth, and Adults with a Disability, including the Quality Participation Checklist Audit Tool outlines key principles for quality participation and provides practical tools for developing inclusive sport programs. This initiative is supported by research evidence and aims to foster quality participation in sports for individuals with disabilities. The Blueprint is part of a suite of resources, including a supplemental report on evidence-based strategies for quality participation and quick guides for program leaders, all aimed at enhancing the sports experience for athletes with disabilities.

The Blueprint for Building Quality Participation in Sport for Children, Youth and Adults with A Disability define quality participation through the following principles:

- **Autonomy:** Having independency, choice, control
- **Belongingness:** Feeling included, accepted, respected, part of the group
- **Challenge:** Feeling appropriately tested
- **Engagement:** Being in-the-moment, focused, absorbed, fascinated
- **Mastery:** Feeling a sense of achievement, accomplishment, competence
- **Meaning:** Contributing toward obtaining a personal or socially meaningful goal; feeling sense of responsibility to others

Canadian Human Rights Charter (Section 15)

The Canadian Charter of Rights and Freedoms, part of the Canadian Constitution, includes provisions that protect individuals, including those with disabilities, from discrimination (**Section 15**). It ensures that all individuals are considered equal under the law, which means that governments cannot discriminate on various grounds, including physical or mental disability. The Charter also permits laws or programs that aim to improve the situation of disadvantaged individuals or groups, such as those with disabilities.

Additionally, the Canadian Human Rights Act of 1977 protects individuals from discrimination in employment or when receiving services from federal entities or federally regulated companies, prohibiting discrimination based on disability among other grounds. Employment rights for people with disabilities are further supported by the Employment Equity Act, which ensures fair treatment in the workplace, and the Policy on the Duty to Accommodate Persons with Disabilities in the Federal Public Service, which outlines the responsibility of employers to make accommodations for employees with disabilities.

Accessible Canada Act (2019)

The **Accessible Canada Act**, enacted on July 11, 2019, aims to create a barrier-free Canada by January 1, 2040. It targets federal jurisdiction areas, including employment, built environments, information and communication technologies, and transportation, among others. The Act upholds principles of dignity, equal opportunity, full participation in society, and the involvement of persons with disabilities in the development of relevant laws and policies. Organizations must



prepare and update accessibility plans and establish feedback processes. Accessibility Standards Canada, created by the Act, develops, and recommends accessibility standards. The Accessibility Commissioner enforces the Act, with penalties for non-compliance, and individuals can file complaints related to accessibility. The Act will undergo periodic reviews, and National Access Ability Week celebrates the contributions of people with disabilities and promotes inclusion.

Provincial

Pathways to Recreation, Parks, and Recreation Ontario (2014)

The Pathways to Recreation initiative by Parks and Recreation Ontario includes comprehensive educational resources aimed at enhancing the accessibility of public spaces for persons with disabilities. One of the core resources is a guidebook that provides practical advice and interpretations of the Accessibility Standard for the Design of Public Spaces in Ontario. It acts as a supplementary tool for municipal and not-for-profit organizations managing parks and outdoor recreation amenities, offering insights into best practices for accessibility.

The guidebook's role is to facilitate the understanding and application of the standard, suggesting ways to modify spaces to be more inclusive. The accompanying webinar further helps by giving a visual and auditory presentation of the standards and recommended practices, expanding the reach, and understanding of the Standard's requirements. This initiative not only educates about legal compliance but also promotes inclusivity in community recreational spaces, thereby supporting the participation of persons with disabilities in public life and recreation.

The Ontario Human Rights Code

The **Ontario Human Rights Code** protects individuals from discrimination and harassment due to past, present, and perceived disabilities. Disabilities encompass a wide range of conditions, including physical, mental, and learning disabilities, mental disorders, hearing or vision impairments, epilepsy, mental health disabilities, addictions, environmental sensitivities, among others. The Code's policies include the Policy on accessible education for students with disabilities, the Policy on drug and alcohol testing, the Policy on ableism and discrimination based on disability, and the Policy on preventing discrimination based on mental health disabilities and addictions. These policies aim to prevent discrimination and promote equal rights for persons with disabilities in various aspects of life.



The Accessibility for Ontarians with Disabilities Act (2005)

The **Accessibility for Ontarians with Disabilities Act (AODA)**, enacted in 2005, is provincial legislation that mandates organizations to follow standards to increase accessibility for people with disabilities. The AODA covers a broad spectrum of disabilities, both visible and invisible, and aims for Ontario to be fully accessible by 2025. Under the AODA, organizations are required to develop accessibility policies, identify, and remove barriers, and make accessibility plans to improve access to goods, services, and facilities. The AODA's goal is to enable people with disabilities to contribute to the economy and society, ensuring they have equal opportunities to participate in all aspects of life in Ontario. The Integrated Accessibility Standards Regulation (IASR) under the AODA outlines five standards, including:

1. Information and Communications: Making information accessible in various formats.
2. Employment: Creating inclusive workplace policies and practices.
3. Transportation: Ensuring public transit is accessible.
4. Design of Public Spaces: Making public areas such as parks and buildings accessible.
5. Customer Service: Providing service that accommodates individuals with disabilities.

Organizations must document and publicly share their accessibility policies, set actionable goals within accessibility plans, and offer training to employees on serving persons with disabilities.

Use and Benefits of Local Government Recreation and Parks Services: An Ontario Perspective Research Summary (2009)

The Use and Benefits of Local Government Recreation and Parks Services: An Ontario Perspective is a report publishing the findings of a provincial survey focused on public perceptions and attitudes towards parks and recreation services, providing insight into usage trends and the perceived value of these services. The report stated that residents challenged by disabilities reported reduced access and less benefits from public recreation and park services. Persons impacted with disabilities reported barriers to using parks and reported lower overall life satisfaction than households not challenged with a disability. The report highlighted that more work needs to be done in Ontario to ensure this group can benefit from recreation.



Regional

York Region Multi-Year Accessibility Plan (2023 – 2027)

The York Regional Multi-Year Accessibility Plan focuses on creating an inclusive and accessible environment for people with disabilities. This plan is not just a document; it represents an ongoing commitment and planned actions to remove barriers in services, including recreational opportunities. The Plan outlines a comprehensive strategy for meeting legislated AODA requirements, organizing objectives and actions under five distinct standards and general requirements specified in the Regulation. These standards encompass Information and Communications, Employment, Transportation, Design of Public Spaces, and Customer Service. Additionally, there are General Requirements that call for organizational enhancements to promote accessibility. Developed in consultation with various stakeholders, including people with disabilities and the York Region Accessibility Advisory Committee, the Plan incorporates continuous quality improvement actions to maintain accessibility standards.

York Inclusion Charter (2018)

The Inclusion Charter for York Region is a community initiative that brings together businesses, community organizations, municipalities, police services, hospitals, school boards, conservation authorities and agencies with a common commitment to create an inclusive environment with equality for all who work, live, and play in the region. The Charter ensures York Region is a welcoming and inclusive community where diversity is celebrated and where everyone can develop to their full potential, participate freely in society, and live with respect, dignity, and freedom from discrimination. The Charter reflects an evolving approach in support of existing federal and provincial legislation that promotes human rights and accessibility.

York Region Language Guide (Updated in 2022)

The York Region Inclusive Language Guide was developed to support the use of inclusive language in writing and conversation. Inclusive language refers to communication free of prejudicial terms, names, or phrases among people/groups of different backgrounds, languages, ethnicities, religions, ages, abilities and/or other identities. The guide includes guiding principles to follow to organizations communicate using inclusive language, and covers various inclusive language topics such as age, citizenship or immigration status, creed or religion, disability, gender, gender identity and gender expression, Indigenous peoples, low-income status, marital status and family status, mental health, race or ethnic background and sexual orientation. Topics are presented through a regional lens with key facts/data about our community.



York Region Social Capital Study (2018)

The York Region Social Capital Study, commissioned by United Way Greater Toronto, highlights that social capital, which includes trusted networks and community connections, is strong in the York region. However, the report found that financial disparities exist, especially among persons with disabilities, who often have lower incomes and less financial security. As a result, persons with disabilities face greater barriers to accessing social capital. This may affect their recreational engagement, as community inclusion and support are crucial to accessing local services and recreational opportunities. The findings can guide efforts to create more inclusive recreational services that cater to the needs of all residents, including those with disabilities, by building trust, enhancing community support, and ensuring equitable access to services.

Local

Town of Aurora Parks and Recreation Master Plan (2023)

The Town of Aurora Master Plan highlights its commitment to making recreation inclusive to persons with disabilities by removing barriers and re-designing facilities and services to be more accessible and aligned with AODA requirements. The Plan outlines key actions, from barrier-free customer service training, to offering safe spaces for residents, to providing gender-neutral washrooms and more, and designing new and redeveloping facilities with accessibility features. The same commitment is expected for parks as they are built and redeveloped – many communities are beginning to incorporate spaces that directly benefit persons with disabilities, such as sensory gardens, quiet areas, raised garden beds, and autism-friendly playgrounds. The Plan speaks to broader focus on better engagement for under-represented populations in programming, which includes persons with disabilities, and includes recommendations to conduct a Recreation Needs Assessment for Persons with Disabilities and to focus staff training and community outreach on engraining under-represented populations to remove barriers and promote participating in activities and programming.

Service Delivery Review (2021)

The Service Delivery Review (SDR) for the Town of Aurora, was designed to evaluate the needs and expectations of the community, the performance, and costs of services, and to result in recommendations for best practices and improved service delivery. The SDR aimed to inform the Town Council to continue providing services in a fiscally responsible manner, identifying opportunities for savings and efficiencies, potentially saving nearly \$1 million while maintaining high service levels. Key recommendations surrounding improvements to providing services to persons with disabilities include:

- More accessible engagement opportunities for those who cannot attend in-person town hall meetings.
- Accessible public Wi-Fi to increase digital inclusion.
- Snow removable for seniors and individuals with disabilities.
- Increase focus on diversity and inclusion within service delivery to better reflect the Town's changing demographics.
- An internal focus on hiring with a better inclusion and diversity lens within Corporate Services.



Town of Aurora Sport Plan (2016)

The Town of Aurora Sport Plan is intended to build on current strengths and develop approaches to strengthen engagement in sport within the community. The Plan includes a priority recommendation to promote inclusivity for persons with disabilities to ensure these residents and their families have equitable access to sport, and to engage with agencies supporting persons with disabilities to understand their needs regarding inclusion in sports. Following this, a committee was formed by Sport Aurora in 2017 to create resources that would guide, support, and educate leaders and organizations to promote and offer more sport opportunities to individuals with disabilities. Sport Aurora has several virtual resources and webinars on how to increase inclusivity among programs and sport for persons with disabilities available on their [website](#).

Town of Aurora Official Plan (2010)

The Official Plan of the Town of Aurora serves as a blueprint for long-term growth and development, outlining goals, objectives, and policies, including the social, economic, built, and natural environment priorities. The Plan is designed for residents through all stages of life, promoting a range of community services, amenities, and opportunities for active and healthy lifestyle choices that are accessible to everyone, including persons with disabilities. The Plan emphasizes the development of a complete community, which includes ensuring accessibility to all residents in compliance with the AODA. The Plan also outlines key accessibility policies, which state that all new developments be designed to facilitate accessibility and be integrated with public transit for persons with disabilities.

Town of Aurora Parks and Recreation Guides

The Town of Aurora's Parks and Recreation Guide over the past two years has shown a strong commitment to supporting people with disabilities through a variety of programs and services. Today, the Town of Aurora's [Recreation and Program Guide](#) includes information about Inclusion Services and Adapted Programs, which are specifically designed to support individuals with disabilities and unique needs. These programs aim to provide equitable and meaningful access to recreation opportunities through specialized programming, individualized support, and accessible facilities. A more detailed description of the specific programs under Inclusion Services and Adapted Programs are included within this report under Section 4.2, and a complete list of all programs offered through the 2024 Winter Program Guide are included within **Appendix A** of this report. Some key highlights from the Program Guide include:

- **Inclusion Services:** The Town of Aurora provides specialized programming, individualized support options, and accessible facilities for people with disabilities or unique needs. They work closely with families and participants to create a successful, safe, and meaningful recreation experience for all.
- **Integrated Opportunities:** Participants with disabilities are encouraged to take part in year-round recreation programs that suit their interests and hobbies. There are options for external support, where individuals can attend a registered program with their own support person, and Town of Aurora Inclusion Staff, who can provide 1:1 support in mainstream recreational programs. Adapted programs offer specialized programs for participants with special needs, featuring smaller staff-to-participant ratios, modified instruction, and a more sensory-aware environment.



- **Virtual Adapted Programs:** The Town of Aurora offers virtual adapted programs that are specifically designed for participants with special needs. These programs encourage independence and comfort levels for participants and provide an opportunity for social interaction and skill development in a safe and supportive online environment.
- **Adapted Aquatic Options:** The Aquatics program offers three specific options for swimmers with disabilities: Adapted Privates, Inclusive Swim Lessons, and Aqua Buddies. Adapted Privates feature one-on-one instruction focusing on specific skills, Inclusive Swim Lessons offer group lessons with a one-to-one instructor-to-swimmer ratio, and Aqua Buddies pairs swimmers with volunteers for support during swim programs.

Town of Aurora Accessibility Plan (2022)

The Town of Aurora's Accessibility Plan outlines the municipality's commitment to preventing and removing barriers for persons with disabilities and ensuring that people of all abilities have equal access to services and facilities. The Plan outlines the following priorities to improve accessibility:

- **General Requirements:** Ongoing updates to policies, procedures, and guidelines to reflect AODA requirements, with a focus on identifying and removing accessibility barriers.
- **Customer Service:** Continued provision of mandatory AODA training to staff and volunteers, ensuring accessible customer service.
- **Information and Communications:** Commitment to digital accessibility, ensuring accessible public communication and feedback processes.
- **Employment:** Ensuring an inclusive work environment with proper support and accommodations for employees with disabilities.
- **Transportation:** Collaboration to determine the need for accessible taxis and ensuring accessible public transportation services.
- **Design of Public Spaces:** Integration of accessibility standards into the design of public spaces, exceeding the minimum requirements where possible to facilitate universal access.

Town of Aurora Accessibility Design Standards (2022)

The Town of Aurora's Accessibility Design Standards aim to create a universally accessible community, with the 2022 update including changes to reflect the latest Ontario Building Code and AODA standards. These standards are integral to the town's vision of inclusivity, ensuring that facilities are usable by all without the need for specialized design and are reviewed regularly to incorporate technological advancements and changing requirements. The Principles of Universal Design include:

- **Equitable Use:** Design is marketable and useful to people with diverse abilities.
- **Flexibility in Use:** Accommodates a wide range of individual preferences and abilities.
- **Simple and Intuitive Use:** Use of the design is easy to understand, regardless of user's experience or skills.
- **Perceptible Information:** Design communicates necessary information effectively to the user.



- Tolerance for Error: Minimizes hazards and adverse consequences of accidental or unintended actions.
- Low Physical Effort: Can be used efficiently and comfortably, with minimal fatigue.
- Size and Space for Approach and Use: Provides appropriate size and space for approach, reach, manipulation, and use for all users.

Town of Aurora Strategic Plan (2011-2031)

The Town of Aurora's Strategic Plan is the roadmap that identifies the town's future vision and direction and outlines how the town will achieve its vision through decision-making and action items. Aurora aspires to be an inclusive and family-oriented community that supports multi-generational programming in cultural and recreational activities. These activities are intended to meet the evolving and changing needs of the population, including promoting the benefits of recreation in supporting a healthy lifestyle at any age. The Strategic Plan recognizes that the town is aging and anticipates over the next 20 years, the number of people living with disabilities will increase. This will necessitate recreation options that are both accessible and inclusive.

Fee Assistance in Recreation (F.A.I.R) Access Policy

The Town of Aurora's Fee Assistance in Recreation Access policy, known as F.A.I.R, is a program designed to provide financial assistance for recreation programs and memberships to residents of Aurora. The policy aids in making recreational activities more accessible to residents of different ages and income levels, including those with disabilities, by providing financial assistance to ensure equitable access. Key feature of the program include:

- Eligibility and Funding: Aurora residents qualify based on the Low-Income Measure (L.I.M.) as per Statistics Canada. Each eligible person can receive up to \$250 per year, and this applies to all family members individually.
- Application Process: Applications are required to be submitted annually with appropriate documentation to verify eligibility.
- Program Registration: Once funding is approved, residents can register for programs online or in-person at recreation facilities.
- Usage of Funds: The funds can be used for any recreation program or membership offered by the Town of Aurora, including swimming lessons, day camps, general interest programs, fitness programs, and drop-ins. However, the funds cannot be used for facility bookings and rental fees.

Town of Aurora Cultural Master Plan (2014-2019)

The Town of Aurora's Cultural Master Plan includes a strategic focus on inclusivity, accessibility, and diverse cultural participation. By prioritizing the development and enhancement of accessible cultural facilities and programs, the plan recognizes the importance of integrating the needs of persons with disabilities into its cultural offerings, through event planning, marketing, communication, and tourism initiatives. The plan outlines the town's approach to ensure that cultural activities and events are more inclusive, enabling individuals with disabilities from diverse cultures to actively participate in and benefit from the town's rich cultural landscape. The plan supports the broader goals of enhancing community well-being and cultural engagement.



Accessible Customer Service

The Town of Aurora's approach to accessible customer service is comprehensive and inclusive. Focusing on ensuring equal access and opportunities for persons with disabilities. Key aspects of the policy include:

- Under the Accessibility for Ontarians with Disabilities Act (AODA), the Town of Aurora, like all public and private sector organizations in Ontario, is required to provide customer service that is accessible to people with disabilities. This includes ensuring that people with disabilities receive the same level of customer service as everyone else.
- Aurora has integrated some of its municipal facilities with the AccessNow app, which provides accessibility information to individuals with disabilities. This app helps users locate accessible facilities in their community, such as parking, entrances, and washrooms, self-empowering individuals with disabilities to make informed decisions about their movements and activities.
- The Town aims to create an inclusive environment with equality for all who work, live, and play in the area. This commitment is part of the broader vision of making York Region a welcoming and inclusive community where diversity is celebrated, and all individuals can participate freely and develop to their full potential.
- The Town ensures that training is provided on the requirements of the accessibility standards under the AODA, the Integrated Accessibility Standards Regulation, and the Human Rights Code as it pertains to persons with disabilities. This training is mandated for all employees, volunteers, policy developers, and other persons who provide goods, services, or facilities on behalf of the Town.



Summary of Town Policies

Policy	Description	Relevance to Accessibility and Inclusion
Town of Aurora Parks and Recreation Master Plan (2023)	Committed to making recreation accessible by removing barriers and re-designing facilities to be accessible and inclusive, with gender-neutral washrooms and autism-friendly playgrounds.	Aligns with AODA to ensure recreational facilities are accessible for persons with disabilities.
Service Delivery Review (2021)	Evaluated community needs, service performance, and financial indicators, recommending improvements to accessibility services.	Suggests actions for enhanced digital inclusion and better service delivery for individuals with disabilities.
Town of Aurora Sport Plan (2016)	Aims to promote inclusivity in sports and engage with agencies to understand the needs regarding inclusion in sports for persons with disabilities.	Supports equitable access to sports and recreational activities for persons with disabilities.
Town of Aurora Official Plan (2010)	Serves as a blueprint for growth, emphasizing development that is accessible and integrated with public transit for people with disabilities.	Encourages the creation of a complete community with accessibility as a core principle.
Recreation Program Guide, Inclusion Services and Adapted Programs (2023)	Offers specialized programming and support for individuals with disabilities, ensuring safe and enjoyable recreation experiences.	Provides equitable access to recreation through adapted programs and individual support.
Town of Aurora Accessibility Plan (2022)	Outlines commitments to preventing and removing barriers, ensuring equal access to services and facilities for all abilities.	Sets priorities for improving accessibility across various domains, from transportation to public space design.
Town of Aurora Accessibility Design Standards (2022)	Updates standards to reflect Ontario Building Code and AODA, emphasizing universal design principles.	Guides the design of facilities to be accessible and usable by all, without the need for adaptation.



Policy	Description	Relevance to Accessibility and Inclusion
Town of Aurora Strategic Plan (2011-2031)	The Town of Auroras roadmap to achieving its vision and decision-making process	The Town of Aurora’s Strategic Plan envisions an inclusive and family-oriented community that anticipates and addresses the growing needs of an aging population with disabilities through accessible and inclusive recreational option
Fee Assistance in Recreation (F.A.I.R) Access Policy	Provides financial assistance for recreation to residents with different incomes and abilities.	Facilitates equitable access to recreational activities for those with financial constraints.
Accessible Customer Service	Ensures accessible customer service under AODA, includes training for employees and uses the AccessNow app for facility information.	Enhances customer service accessibility and supports an inclusive environment.
Town of Aurora’s Cultural Master Plan (2014-2019)	The Town of Aurora’s Cultural Master Plan includes a strategic focus on inclusivity, accessibility, and diverse cultural participation.	Guides the efforts and approaches to address specific cultural needs among persons with disabilities.
Town of Aurora Parks and Recreation Guides	Demonstrates commitment to inclusivity through various adapted programs, both in-person and virtual.	Provides numerous options for participation and support in recreational activities for people with disabilities



Town of Aurora Mapping Recreation for Persons with Disabilities

Presentation to Council
October 1, 2024



Project Purpose

- Identify the recreational program needs and preferences of persons with disabilities in the Town of Aurora, and
- Develop a plan to address the identified needs.



Project Context

- The UN Convention on the Rights of Persons with Disabilities (CPRD) was adopted in 2006 and addresses the rights of persons with disabilities to participate in cultural life, recreation, leisure, and sport.
- Creating inclusive and accessible recreation means placing the responsibility on those designing and delivering the spaces, policies, and programs to ensure they are welcoming to all.

Project Approach

Mapping Recreation for Persons with Disabilities was completed in two core phases.



Phase 1:
Identification of Needs



Phase 2:
**Development of Recreation Plan
for Persons with Disabilities**

Engagement



Focus Groups:
community organizations,
caregivers, Town Staff,
Town of Aurora Recreation
Advisory Committee



Interviews: Members
of Council, Town Staff,
community organizations



Online Surveys:
community organizations,
persons with disabilities,
caregivers



Telephone Surveys:
persons with disabilities,
parents and caregivers

Who We Heard From



Key Findings - By the Numbers



27% of Canadians aged 15 years and over had a disability (2022)



9,973 people with disabilities in Aurora (2021)



Disability among women is higher compared to men



37.8% of adults 65 years and over reported having a disability in York Region (2021)

Key Findings - Community Insights

- There is strong support for a recreation plan for persons with disabilities
- Program participants find Town programs welcoming and summer and spring break programs are highly valued
- Demand for programming with support is growing
- Many disabled people are not participating in recreation activities
- There are financial barriers to accessing recreation

Key Findings - Community Insights

- The built design in some facilities is not fully accessible
- Transportation is a barrier to accessing programming
- Lack of sufficient resources to offer inclusive programming
- Limited programs for youth and adults
- Some caregivers and persons with disabilities may not be aware of what programs are offered by the Town

Mapping Recreation

Town of Aurora Recreation Plan
for Persons with Disabilities



Community Priorities – Our Goals



Ensure programming is inclusive, adaptable to individual needs, and empowering

1. Introduce a wide range of inclusive and adaptive programs catering to various disabilities, interests, and age groups.
2. Implement regular training for staff on inclusivity, disability awareness, and adaptive techniques.
3. Offer "Try It" days for individuals to experience different activities and find what best suits their needs, enhancing empowerment and choice.
4. Develop a feedback mechanism to continuously adapt programs based on participant feedback and evolving needs.

Prioritize well-trained staff and adequate resources

1. Establish a continuous professional development program for staff focused on inclusivity, emergency preparedness, communication strategies, and specific disability accommodations.
2. Ensure resources (staff, equipment, facility, budget) are adequate to meet the individual needs of participants, particularly for those requiring more intensive support.
3. Create a volunteer program that includes people with disabilities to offer peer support, share experiences, and assist in program delivery.

Address financial, transportation, and accessibility barriers to full participation

1. Explore opportunities to make programs more affordable for individuals with disabilities.
2. Advocate to local transportation services to improve accessible transportation options to and from recreational facilities.
3. Develop a strategy to review and implement recommendations from Town facility audit to continue to address physical barriers, ensuring that all Town spaces are truly accessible.

Create volunteer and employment opportunities for persons with disabilities

1. Develop a dedicated outreach program to recruit volunteers and employees with disabilities.
2. Implement a mentorship program that pairs experienced individuals with disabilities in leadership roles with those interested in volunteer or employment opportunities in recreation.
3. Explore expansion of the Town's Accessibility Advisory Committee and ensure it is a lens for all major Town planning and communication initiatives.

Increase the availability of adaptive sport and fitness equipment

1. Pursue funding through grants, donations, and partnerships to purchase adaptive equipment.
2. Organize adaptive equipment demonstration days for participants to try different equipment and provide feedback on what works best for their needs.
3. Develop training program to ensure staff are knowledgeable about proper equipment use, maintenance and safety protocols for adaptive equipment.

Enhance communication and awareness of program offerings

1. Develop a communication strategy to support program awareness and engagement.
2. Host an annual expo to promote awareness and community engagement.
3. Continue to create accessible informational materials in various formats and languages to reach a diverse audience in conjunction with strategies Corporate Communications is undertaking.

Enhance communication and awareness of program offerings

4. Create a new full time permanent program coordinator position dedicated to persons with disabilities.
5. Implement a centralized, accessible webpage where participants can easily find information about programs, register, and provide feedback.
6. Consider further enhancements to Town's Recreation Guide to ensure easy access to information needed to guide programming decisions.

Foster and deepen partnerships with local organizations, businesses, and community groups

1. Work with local disability organizations and groups to continue to identify program needs and opportunities to collaborate on service delivery.
2. Partner with local organizations and experts to provide specialized training and resources for staff.
3. Partner with community organizations, disability advocacy groups, and local sports clubs to explore opportunities to bring additional resources and expertise to Town programming.

Implementation Plan

Town of Aurora Mapping Recreation for Persons with Disabilities



Action	Timeline	Resource Considerations	Potential Partners	Indicators
GOAL 1: Ensure diversity of programming that is inclusive, adaptable to individual needs, and empowering.				
1. Introduce a wide range of inclusive and adaptive programs catering to various disabilities, interests, and age groups. (Collaborate with Actions #23 and #25)	O	MODERATE - HIGH Staff time for program development New staff required, new equipment costs Modifications and maintenance of facilities	<u>External</u> • Local disability organizations (Community Living, Autistics for Autistics, Holland Bloorview, etc.) • Sport organizations • Boards of Education • Members of disability community	<ul style="list-style-type: none"> • Number of new programs introduced • Participation rates among individuals with disabilities • Participant satisfaction surveys
2. Implement regular training for staff on anti-ableism, disability culture, creating inclusion and adaptive techniques.	S	MODERATE Staff time Fees for professional trainers	<u>External</u> • Disability advocacy groups <u>Internal</u> • Human Resources	<ul style="list-style-type: none"> • Number of training sessions conducted • Staff attendance and completion rates • Improvement in staff knowledge and attitudes (pre- and post-training surveys)
3. Offer "Try It" days for individuals to experience different activities and find what best suits their needs, enhancing self-empowerment and choice.	S	LOW Staff time to facilitate events Potential marketing costs	<u>External</u> • Disability organizations • Local sport organization • members of disability community	<ul style="list-style-type: none"> • Number of "Try It" events held annually • Participant turnout and engagement levels • Feedback from participants on their experiences
4. Develop a feedback mechanism to continuously adapt programs based on participant feedback and evolving needs.	S O	LOW Staff time for development and staff time for monitoring		<ul style="list-style-type: none"> • Frequency and quality of feedback received • Number of program adjustments made based on feedback • Participant satisfaction post-implementation of changes

Timelines: O = Ongoing S = Short Term (1-2 years) L = Longer Term (3-5 years)

Resource Level Estimates: Low = Less than \$5,000 Moderate = Between \$5,000 and \$20,000 High = Greater than \$20,000 30



Thank you!

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Town of Aurora
Committee of the Whole Report
No. CMS24-039

Subject: Facility Space Allocation for Aurora Sports Hall of Fame and Sport Aurora

Prepared by: John Firman, Manager, Business Support

Department: Community Services

Date: October 1, 2024

Recommendation

1. That Report No. CMS24-039 be received; and
2. That Council approve the request from the Aurora Sports Hall of Fame for expansion; and
3. That Council approve allocating space in the Aurora Family Leisure Complex for Sport Aurora.

Executive Summary

The purpose of this report is to seek Council approval for the enhancements of the space allocated to the Aurora Sports Hall of Fame (ASHoF) at the Stronach Aurora Recreation Complex (SARC) and to obtain approval from Council to allocate display space within the Aurora Family Leisure Complex (AFLC) for Sport Aurora (SA).

- Space has been allocated at the SARC for both the Aurora Sports Hall of Fame and Sport Aurora since 2016.
- The current SARC renovation and gymnasium addition has resulted in a change in available space within the facility.
- Sufficient space within the SARC must be retained to support Town requirements including the Facility Advertising Program.
- ASHoF was approaching the limit of the space available to them prior to the SARC renovation and requires additional space for annual growth.

- Space within the SARC was allocated to Sport Aurora to support partnerships with the Town, however, no formal direction has been given by Council.
- Sport Aurora has requested similar space to what was previously allocated at the SARC upon completion of the SARC renovation.
- Staff recommend relocating the Sport Aurora display space to the Aurora Family Leisure Complex (AFLC).
- The Town also provides other support services within our recreation facilities for various community sport organizations.

Background

Space has been allocated at the SARC for both the Aurora Sports Hall of Fame and Sport Aurora since 2016.

In the Fall of 2016, the ASHoF display was moved from Aurora Town Hall to its current location at the SARC, providing a more suitable permanent home connected to the sports community, allowing for a higher quality and range of displays, and allowing for ongoing growth as new Honoured Member displays are added annually.

Around the same time, the Town was also working in partnership with SA to develop the Sport Plan and on the Activate Aurora program, to encourage healthy active living among Aurora residents. Although there was no formal direction from Council, in an effort to help promote both programs and the partnership between SA and the Town, display space within the SARC was also allocated to SA. Although the formal partnerships have concluded, SA continues to work within the community on behalf of its members, including several Aurora based community sport organizations.

The current SARC renovation and gymnasium addition has resulted in a change in available space within the facility.

The ongoing renovations at the SARC including the addition of a new gymnasium, relocated customer service desk and expanded administrative space, resulted in the demolition of some of the space previously allocated to ASHoF and SA, as well as to the Town's Facility Advertising Program. The portion of the wall which previously held the SA displays has been demolished, and some of the previous wall space which held the ASHoF displays has also been demolished.

Construction of a new foyer outside of the new gymnasium and multi-purpose room will add additional wall space, visible only once you walk to the West end of the main SARC lobby. The new configuration of space available for these programs has changed significantly, resulting in the need for staff to re-evaluate how the space is allocated.

With reduced space in the primary high visibility portion of the lobby, ASHoF will need to move some of their displays into the new gymnasium foyer. Using their proposed way-finding, the public can be easily directed into the new space from the existing ASHoF display area.

Prioritizing Town requirements for advertising and programming signage, such as the Community Code of Conduct, inclusion signage, safety and program related signage severely limit the amount of space available for other uses.

Analysis

Sufficient space within the SARC must be retained to support Town requirements including the Facility Advertising Program.

A significant portion of the wall space within the SARC is dedicated to operational needs such as facility signage including the Community Code of Conduct, Swimming Regulations, and other program-based signage, as well as space for the AED machine and its associate signage.

Additionally, space must be re-allocated to support the Facility Advertising program. The wall immediately inside the main entrance to the SARC previously supported an electronic advertising kiosk as well as static wall-mounted advertising. This wall has now been opened up as the new Customer Service Counter, requiring the relocation of all advertising materials to the wall space outside of the newly expanded administrative area. Opposite the new administrative area, the exterior wall of the new universal washroom (formerly the Pro Shop) is also dedicated to facility advertising.

Any loss of facility advertising space will result in a financial loss to the Town. The newly created space in the gymnasium foyer has significantly less visibility and is not ideal for facility advertising.

Space has also been allocated to the Aurora Public Library to allow for the placement of a library vending machine for book pick-up, and a book return depository.

ASHoF was approaching the limit of the space available to them prior to the SARC renovation and requires additional space for annual growth.

Prior to the SARC renovation, ASHoF was close to maximizing the space that had been previously allocated, with an estimated three years remaining before the Honoured Members Wall was completely full. As such, ASHoF had previously approached staff regarding the need to expand their allocated space to support the continued addition of new honoured members on an annual basis. At that time staff recommended deferring their request until it could be considered in conjunction with the new floor plan resulting from the renovation. ASHoF has provided an enhancement proposal (attached) outlining their request and how the space will be utilized if approved.

The space requested in their proposal consists of the previously allocated space, minus that which was lost due to demolition for the renovation, plus space within the new gymnasium foyer to replace the lost space and to allow for relocation and growth of the Honoured Members Wall. ASHoF also plans to include a digital way-finding kiosk to help direct visitors to the new space within the gymnasium foyer.

Minimal space consisting of two pillars currently used by SA would be retained for their use, so that SA can maintain a presence within the SARC. Although use of these pillars are included in the ASHoF proposal this has been reviewed with ASHoF, and these pillars not essential for their plans, and they can easily work without them.

Space within the SARC was allocated to Sport Aurora to support partnerships with the Town, however, no formal direction has been given by Council.

Shortly after establishing the SARC as the new home for the ASHoF, SA was also allocated space within the SARC based on the existing partnership at that time for both the Sport Plan and Activate Aurora. While both partnerships have now concluded, and there is no formal agreement between the Town and SA, SA continues to represent various local sport organizations and provide sport-based services to the community, including All Kids Can Play, All Sports One Day, and sport volunteer recognition, to name a few.

Sport Aurora has requested similar space to that previously allocated at the SARC upon completion of the SARC renovation.

SA previously had five small display case units and approximately 15 linear feet of wall space with the SARC. That entire section of wall space and all of the display units have been demolished to provide the entrance way to the new gymnasium foyer and hallway. Although we are unable to replace the showcase units, SA would like to retain the 15

linear feet (approximately) of wall space. SA has provided a proposal (attached) indicating how they plan to utilize this space.

While SA has not requested any additional space, staff have identified that the space requested would soon reach total capacity, and similar to ASHoF, SA might require additional space in the future to support the growth of their volunteer recognition.

Staff recommend relocating the Sport Aurora display space to the Aurora Family Leisure Complex (AFLC).

As the Town has always offered space to recognize Local Sport Organizations (LSO's) that consider the SARC their "home", the need for space will increase with the addition of the Gymnasium as new LSO's start to use the space. To be equitable, these newly hosted LSO's at the SARC will need to be offered space as well. Given the current restrictions for space at the SARC, the need to accommodate new LSO's, existing Town requirements, and the need to accommodate growth for ASHoF, staff recommend relocating the space allocated for SA to the AFLC pool hallway. This will enable the Town to:

- provide adequate space for both organizations;
- allow for future growth for both organizations; and
- eliminate confusion from having both organizations sharing space on the same wall.

If ASHoF were to remain at the SARC, in order to provide sufficient space and accommodate growth, would mean there is insufficient space to accommodate SA's request. The pre-existing SA display at the SARC was crowded beside the ASHoF space and not readily identifiable as an organization independent of ASHoF. In order to properly identify SA as an independent organization and to enable them to promote their programming as requested, staff recommend providing them with a larger space independent of other organizations.

Staff have identified suitable space in the main hallway leading to the pool and squash courts on the main floor of the AFLC. This space is directly opposite a large bank of showcases that are utilized by various community sport organizations, thereby complementing the community sport theme for this space. This space is larger than what was requested by SA, allowing for future growth or additional SA program use if required.

SA will be able to retain first right of refusal for the two pillars near the SARC entrance that are currently utilized to promote SA programming, with the understanding that the pillars are updated with more current content.

The Town also provides other support services within our recreation facilities for various community sport organizations.

The recommendations within this report are consistent with the Town's support of LSO's. Within the Town's recreation centres we currently offer at no charge:

- dedicated bulletin boards from several LSO's to promote registration and programming
- dedicated office and/or storage space for the majority of the largest LSO's operating within the community
- use of lobby spaces for registration and other programming needs
- display cases for various LSO's to showcase their achievements

As previously stated, providing similar opportunities to new LSO's calling the SARC Gymnasium "home", will add to the space pressures at the SARC.

Advisory Committee Review

Not applicable.

Legal Considerations

The Town has already entered into an agreement with ASHoF for their use of the SARC. If Council approves staff's recommendation to allocate space to SA within the AFLC, an agreement will be entered into to define the roles and responsibilities of the Town and SA.

Financial Implications

There are no direct financial implications as a result of this report. Any potential loss of advertising space would result in a corresponding loss of revenue for the Town.

Communications Considerations

There are no communications implications resulting from this report.

Climate Change Considerations

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

Alternative(s) to the Recommendation

1. Council may decline either or both requests.
2. Council may provide further direction.

Conclusions

That Council approve the staff recommendations to provide expanded space for ASHoF within the SARC and relocate SA to the AFLC, while offering SA to retain a presence the SARC with the use of the two pillars.

Attachments

1. Proposal from the Aurora Sports Hall of Fame.
2. Proposal from Sport Aurora.

Previous Reports

PRS15-032, Sports Hall of Fame Relocation, 2015-10-20

PRS16-024, ASHoF Capital Improvements, 2016-06-21

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Robin McDougall, Director, Community Services

Approved by Doug Nadorozny, Chief Administrative Officer



AURORA SPORTS HALL OF FAME
**ENHANCING THE
CURRENT EXHIBIT
SPACES & VISITOR
EXPERIENCE .**



10 YEARS



Enhancing the Current Exhibit Spaces & Visitor Experience.

The Aurora Sports Hall of Fame (ASHoF) stands as a cornerstone of our community, embodying our shared sporting heritage and serving as an institution of inspiration for generations to come.

As a strong cultural partner of the Town of Aurora, ASHoF takes pride in honouring the outstanding athletes, coaches, and builders who have contributed to our community's sporting legacy & culture.

The core objective of this proposal is to revitalize the current Home of the Aurora Sports Hall of Fame, enhancing its visual appeal, enriching the visitor experience, and deepening its educational significance. By modernizing the display of our Honoured Member plaques and providing dedicated space for viewing archival documents, we aim to create a more dynamic and immersive environment that celebrates the achievements of our local sports heroes.

We are thrilled to present a comprehensive plan that encompasses enhanced current exhibition spaces, additional display cases, and the integration of multimedia technology. Through these proposed enhancements, we aspire to elevate the visitor experience, pay homage to our community's athletic achievements, and foster a stronger sense of community engagement.

Outlined below are the key recommendations for the renovation of the Home of the Aurora Sports Hall of Fame (ASHoF), reflecting our commitment to preserving and promoting our sporting heritage.

#1 31-Foot Wall (EXISTING):

- Repurpose the existing wall dedicated to our Hall of Famers with a two-tiered system for Honoured Member plaques.
- This redesign will increase the footprint of the display area, providing more space to showcase the members enshrined in the ASHoF.
- Introduce low level archival-style display cases to exhibit inductee-related archival documents, offering visitors a deeper insight into the sporting history of Aurora.

#2 16-Foot Wall (EXISTING):

- Utilize the 16-foot wall as an overflow for Inductee plaques.
- Incorporate large graphics and potentially relocate or add additional mannequin case and artifact displays to revitalize the visual appeal and storytelling.

#3 West Window (NEW):

- Welcome visitors with a message incorporating the ASHoF logo, creating a consistent branding experience similar to the main entrance of the building.

#4 Pre-School / New Meeting Room (EXISTING):

- Add graphics to the frosted glass to enhance the aesthetics and current educational value of the space.



Enhancing the Current Exhibit Spaces & Visitor Experience.

#5 Education Wall (EXISTING):

- Enhance the look and feel of the current education wall to create a stronger showcase and educational experience.
- Update low-tech interactive experiences, such as graphics illustrating the comparison between visitor and professional athlete performance.
- Consider relocating the current “Future Hall of Famers” display to a more eye-level position and replace existing graphics accordingly.

#6 New Hallway (NEW):

- Explore the possibility of implementing a two-level display of the ASHoF “Future Hall of Famers” of the Year, providing visibility to upcoming athletes and inspiring future generations.

#7a, #7b, #7c, #7d Poles (EXISTING):

- Revamp and redesign the wrapping of the current four poles with updated images of Hall of Famers and Future Hall of Famers, reinforcing the sense of community pride and achievement.

#8 NEW Way finder (NEW):

- Install the NEW Way finder in front of the wall or adjacent to Pole #2, improving visitor navigation and enhancing the overall experience.

#9 Blue Wall (EXISTING):

- Utilize the current space for the installation of a monitor showcasing running videos and messages from ASHoF, creating an engaging multimedia experience for visitors.

#10a, #10b Poles (EXISTING):

- Feature designs and copies related to Call to Action #87 and the current Sports Plan, respectively, enhancing visitor awareness and participation in community initiatives.

#11 Wall with Bench and Drinking Fountain (EXISTING):

- Replace current “Champions of Sport” display with Annual Induction Celebration “Sponsor Thank You” messages and sponsor logos, refreshing the content annually.

#12 Front Entrance – NEW Customer Service Desk – Southeast Wall (EXISTING):

- Retain the Mike Palmateer Image with the ASHoF logo to maintain brand consistency and recognition at the entrance.

#13 31-Foot Wall – Other Side South Side (NEW):

- Plan for future displays of jerseys, artifacts, and community outreach initiatives outside display cases, pending loaner approval and with a fun theme to engage visitors.
- Install hanging rail to accommodate the display of textiles and other items.
- Reevaluate individual/family business contributors and sport organizations, recognizing their historical and future contributions to the ASHoF.



Enhancing the Current Exhibit Spaces & Visitor Experience.

In conclusion, the proposed enhancements outlined for the Aurora Sports Hall of Fame not only represent an exciting opportunity to rejuvenate and elevate our brand presence and equity but also signify a significant step towards securing the Hall's future as a cornerstone of our community's cultural landscape.

By modernizing the display spaces, integrating multimedia elements, and enhancing the overall visitor experience, we are not only revitalizing the presence of the Aurora Sports Hall of Fame, but also laying the groundwork for its sustained growth and relevance in the years to come.

The expanded current footprint will not only accommodate larger audiences but also ensure that future generations have the opportunity to experience and appreciate our rich sporting heritage.

If we do not expand our current footprint to accommodate new inductees, ASHoF will be unable to recognize future honorees, which will significantly impact the future of our organization.

These enhancements will position our organization as one of the premier destinations in York Region but also aspire to elevate its status to one of the best Hall of Fames in the province of Ontario. By offering visitors a more immersive and engaging experience, we are confident that the Hall will attract visitors from across the region and beyond, cementing its reputation as a must-visit destination for sports enthusiasts and history buffs alike.

In essence, the proposed enhancements are more than just a renovation; they are a testament to our commitment to preserving and celebrating the achievements of our local athletes, coaches, and builders while fostering a deeper sense of community pride and connection.

Together, we are poised to embark on an exciting journey towards making the Aurora Sports Hall of Fame a beacon of inspiration and a source of pride for generations to come.

Thank you for considering this proposal, and we anticipate and welcome the opportunity to embark on this transformative endeavour together.



Enhancing the Current Exhibit Spaces & Visitor Experience.

Moving forward, we recommend the following next steps to bring these enhancements to action:

Implementation Planning: Initiate detailed planning sessions to determine the logistics, timelines, and budgetary considerations for implementing the proposed enhancements across the various areas of ASHoF.

Stakeholder Collaboration: Collaborate closely with stakeholders, including the Aurora Sports Hall of Fame board, to garner support and ensure alignment with the vision for the project.

Design Development: Engage design professionals to develop comprehensive design concepts and layouts for each proposed enhancement, ensuring they align with the overarching goals and objectives of the ASHoF.

Approval Processes: Seek necessary approvals from relevant stakeholders for the proposed renovations, ensuring compliance with regulations and guidelines.

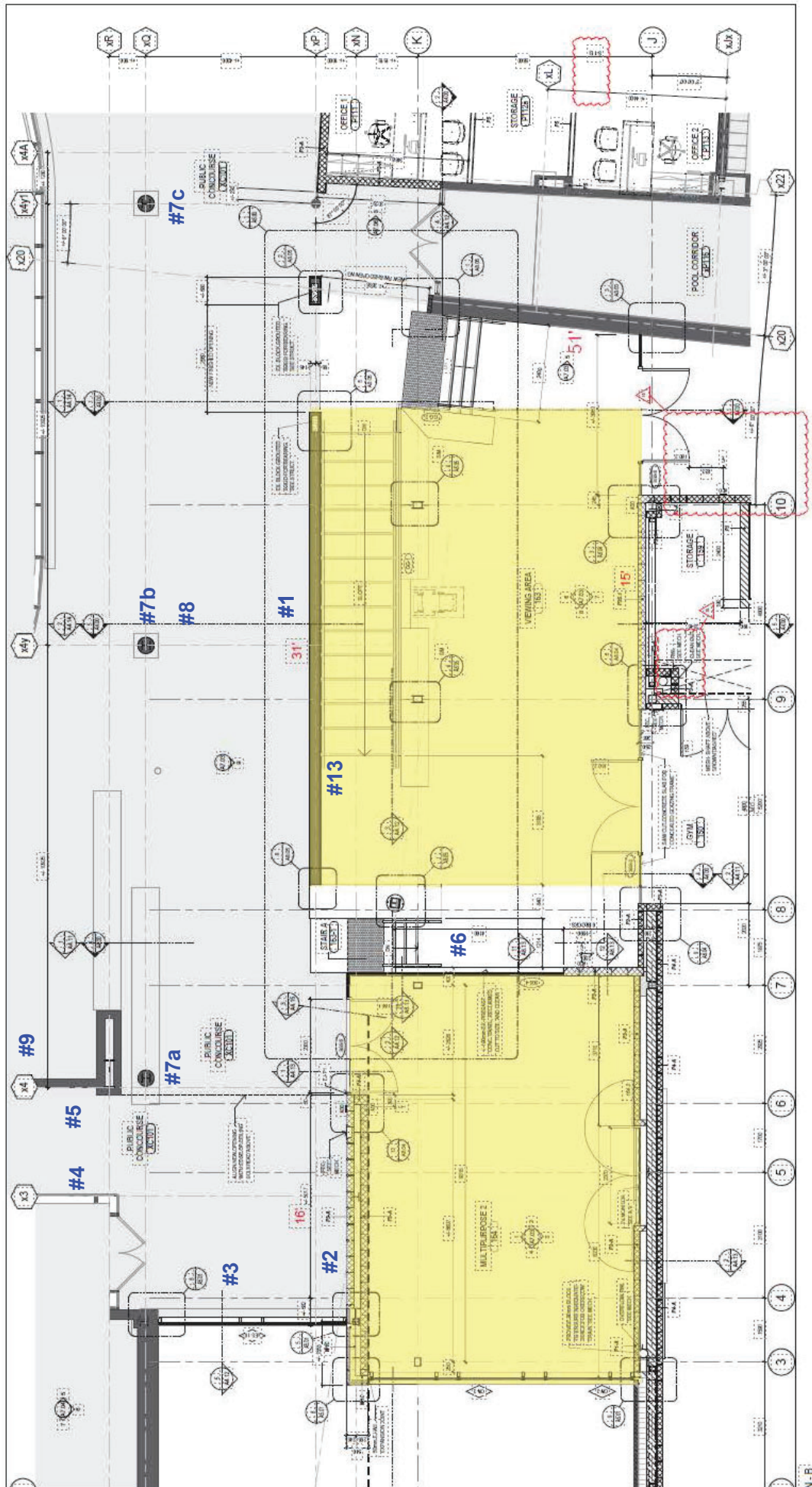
Execution and Installation: Execute the approved plans, ensuring the seamless installation of display cases, multimedia technology, and signage in accordance with the agreed-upon timelines.

Post-Installation Evaluation: Conduct a thorough evaluation following the installation of enhancements to assess their impact on visitor experience, engagement, and overall satisfaction. Gather feedback from visitors and stakeholders to identify areas for further improvement.

Ongoing Maintenance and Updates: Implement a maintenance plan to ensure the longevity and upkeep of the newly installed features, and periodically review and update the exhibits to reflect the evolving landscape of Aurora's sporting heritage.

By following these recommendations and working collaboratively, we are confident that the Aurora Sports Hall of Fame will emerge as a premier destination of visitors to the Town of Aurora that celebrates our community's rich sporting legacy and inspires future generations of athletes, coaches, and sports enthusiasts alike.

We believe that these proposed enhancements will significantly enrich the ASHoF experience for visitors while preserving and celebrating the rich sporting heritage of Aurora. We look forward to your feedback and collaboration in implementing these exciting improvements.





**Inclusion of Sport Aurora Celebration Display at
the Stronach Aurora Recreation Centre**



Sport Aurora
412 McCaffrey Road, Newmarket, ON L3X 1T5
905-713-5027
Executive.director@sportaurora.ca
www.sportaurora.ca

Town of Aurora

100 John West Way
Aurora, ON
L4G 6J1

Proposal

Inclusion of Sport Aurora Celebration Display at the Stronach Aurora Recreation Centre

Date: Fall 2024

Objective: *To celebrate and promote Sport Aurora in the Town's premier Sport and Recreation facility, replacing what was removed prior to the SARC Gym construction, thereby enhancing sport and recreational community engagement at the Stronach Aurora Recreation.*

Background: *The Stronach Aurora Recreation Centre serves as a hub for multi-sport and recreation activities; promoting health, wellness, and sportsmanship among residents of all ages. The facility attracts approximately 500,000 per year and the reinstatement of the Sport Aurora display would be a valued promotional of this community partner, fostering a deeper sense of community pride in athletic achievement.*

Sport Aurora is in hopes that the acceptance of this proposal will continue to lead and promote the excellence of sport & recreation in the Town of Aurora.

Warm regards,

Laurie Mueller
Executive Director Sport Aurora

Proposal Details:

1. Display Concept:

- *The Sport Celebration display will showcase achievements and milestones of local sports teams, athletes, and events. It will continue to showcase our current Pillar programs, Athlete of the Year, Coach of the year and Volunteer of the Year.*
- *It will include panels strategically placed within the recreation centre, highlighting photographs, achievements, records, and notable moments from various sports and recreational activities.*

2. Space Determined:

- *The Sport Celebration display will not be any more space than what was active in previous years. Sport Aurora is not asking for any additional space, in fact the projected space allotted to Sport Aurora is smaller than what we had in the past. If more space is offered, Sport Aurora would be happy to take what space is offered. This diagram attached outlines the full area that is built according to the architectural drawings laid out. Sport Aurora has met with Mr. Firman to confirm space that is projected.*
- *Please see projected space asked for in the diagram attached at the end of proposal.*

3. Content Curation:

- *Content for the display will be curated through collaboration with local sports organizations, schools, and community members.*
- *Emphasis will be placed on inclusivity, celebrating a diverse range of sports including but not limited to hockey, soccer, basketball, swimming, and gymnastics etc.*

4. Benefits:

- **Community Engagement:** *Encourages community involvement and pride by celebrating local athletes and teams.*
- **Inspiration:** *Motivates current and future athletes by showcasing success stories and milestones.*
- **Promotion:** *Provides a platform for local sports organizations and sponsors to gain visibility and recognition.*

5. Implementation Plan:

- **Phase 1 - Planning and Design:**
 - The planning committee comprising representatives from the recreation centre, local sports organizations, and community stakeholders will resume after completion of the SARC.
 - Determine display locations, specifications, and technical requirements.
- **Phase 2 - Content Development:**
 - Continue to solicit content submissions from sports teams, schools, and individuals.
 - Curate and organize content to ensure a diverse and representative display.
- **Phase 3 - Installation and Launch:**
 - Install necessary equipment and display panels.
 - Host a launch event to unveil the Sport Aurora Display to the community.

6. Budget Considerations:

- Allocate funds for display screens, installation costs, content curation, and ongoing maintenance.
- Explore sponsorship opportunities with local businesses or organizations to offset costs.

Conclusion: Introducing a Sport Wall of Excellence display at the Stronach Aurora Recreation Centre aligns with our commitment to promoting sportsmanship, community engagement, and local pride. This initiative will enrich the recreational experience for all visitors while highlighting the achievements of our talented athletes. We look forward to your support in making this vision a reality.

Next Steps: We propose convening a meeting to further discuss the details of this proposal and seek approval for its implementation. Your feedback and input are invaluable as we work together to enhance our community recreation centre.

Thank you for considering this proposal.

Contact Laurie Mueller

Phone: 905 713-5027

Email: executive.director@sportaurora.ca

Web: www.sportaurora.ca and www.sportauroramarketplace.ca

NOT SURE WHAT IS DESIGNED ABOVE IN THIS SPACE.
IT COULD POSSIBLY BE UTILIZED BY SPORT IN THIS DESIGN.

SPORT AURORA SPACE REQUEST FROM POINT A TO POINT B SAME AS BEFORE



32"

Partners
&
Benefactors

28"

42"

44"

Chartered
Sport
Heroes

28"

36"

Additional
sign

28"

SPORT AURORA WALL OF EXCELLENCE

48"

Athlete of the Year

		2024	2025	2026
2027	2028	2029	2030	2031

6"

48"

Coach of the Year

	2024	2025	2026	2027
2028	2029	2030	2031	2031

6"

48"

Volunteer of the Year Presidents Award

2025	2026	2027	2028	2029
2030	2031	2032	2033	2034

6"

40"

Sport
Aurora
History

44"



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

Town of Aurora
Committee of the Whole Report
No. CS24-024

Subject: Central York Fire Services – Cost Recovery Program Enhancement

Prepared by: Michael de Rond, Town Clerk

Department: Corporate Services

Date: October 1, 2024

Recommendation

1. That Report No. CS24-024 be received for information.

Executive Summary

The attached report was provided to Joint Council Committee on Tuesday, September 10. The report is being presented to the Council's of Aurora and Newmarket this month.

Background

See attached report.

Analysis

See attached report

Advisory Committee Review

None

Legal Considerations

None

Financial Implications

See attached report.

Communications Considerations

None.

Climate Change Considerations

None

Link to Strategic Plan

None

Alternative(s) to the Recommendation

1. Council provide direction.

Conclusions

See attached report

Attachments

Attachment 1 – Report and attachments to JCC re Cost Recovery Enhancement Program

Previous Reports

CS21-088 - Motor Vehicle Collision Cost Recovery Program

CS19-032 - Motor Vehicle Collision Cost Recovery Program

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

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

Approved by Doug Nadorozny, Chief Administrative Officer



CENTRAL YORK FIRE SERVICES

Cost Recovery Program Enhancement Fire Services Report

Report Number: JCC-2024-03
 To: Joint Council Committee
 Author: Central York Fire Services – Acting Fire Chief Rocco Volpe
 Meeting Date: Tuesday, September 10, 2024

Recommendations

1. That Fire Services Report CL-JCC-2024-03 dated September 10, 2024, entitled Cost Recovery Program Enhancement be received; and,
2. That a cost recovery program to recover firefighting costs on behalf of Central York Fire Services for incidents pertaining to property damage on a percentage basis as further described in this report be approved; and,
3. That a by-law to authorize cost recovery with respect to fire department specific response be established; and,
4. That the fees for cost recovery through Fire Marque Inc. be established through the Fees and Charges By-law 2023-76 as amended.

Purpose

The purpose of this report is to:

- i. seek approval to adopt a by-law to allow for a cost recovery program to recover firefighting costs from insurance companies for CYFS' attendance at incidents pertaining to property damage on behalf of Central York Fire Services (CYFS) on a percentage basis as further described in this report.
- ii. advise the Joint Council Committee (JCC) of the outcome of a competitive procurement process for a cost recovery program for firefighting costs; and that Central York Fire Services is seeking approval to establish such new fees in the 2024 Fees and Charges By-Law to permit this cost recovery enhancement.

Background

Most commercial and home insurance policies provide coverage for Fire Department charges under the insured peril clauses of the owner's policy. The provisions for Fire Department expense coverage can range from \$500 to \$25,000.

Municipalities do not typically have the expertise to initiate claims for cost recovery from insurance companies related to fire incidents, however, there are external companies that provide this service on behalf of municipalities. As such CYFS engaged Procurement Services to conduct a competitive procurement process (RFP-2024-071). Fire Marque Inc. is the highest ranked proponent from that process, and should JCC approve the implementation of this program, Fire Marque Inc. will be awarded a contract for a one (1) year term, plus four (4), one (1) year optional terms.

Discussion

To enhance the current cost recovery program, CYFS recommends entering a cost recovery program for the recovery of Fire Services costs from insurance companies. This opportunity will provide additional revenues to offset future expenditures.

If JCC approves this cost recovery program it will be delivered by Fire Marque Inc., the successful proponent to RFP-2024-071.

Fire Marque has developed "Indemnification Technology", a trademarked program, to assist in accessing monies available through insurance companies by initiating claims on behalf of the municipality. Indemnification Technology maximizes the billing opportunities by invoicing insurance companies directly for costs of Fire Department attendance with respect to insured perils using pre-existing clauses within insurance policies.

The Indemnification Technology program was created by Fire Marque Inc. and there are no comparable services offered in the marketplace. Other municipalities using Fire Marque Inc. include Guelph, Kitchener, Barrie, North Bay, Port Hope and Bradford, plus several smaller municipalities and Fire Departments in other provinces.

Fire Marque Inc. provides this service based on a 70/30 division of the recoverable amount (70% to the municipality; 30% to Fire Marque Inc.). No expenses are incurred by the municipality if Fire Marque Inc. is not successful in their attempts to collect against an insurance policy. Under this program, no attempt will be made to collect any costs from any property owner who is not insured, and only if insurance coverage is available under the program. There is no impact to the owners of the policies, either through fees, claim limits, or policy cost adjustments.

For CYFS to be able to successfully recover the costs from insurance companies a bylaw to authorize cost recovery with respect to fire department specific response must be established. As well as an update to schedule G of the current by-law 2023-76 (Town of Newmarket 2024 User Fees) is required.

Financial Impact

Fire Marque Inc.'s compensation is based on the amount recovered from the insurance company. They have a standard fee equal to 30% of the recovery received from the insurance company. If a recovery is not realized, Fire Marque Inc. does not earn any fees and there is no cost to the Town.

According to Fire Marque Inc., since insurance companies incorporate the firefighting premium costs into their policies, the recoveries will not increase homeowners' insurance rates as it is already part of their existing premium.

Fire Marque Inc.'s has over 100 clients. The 30% has been established as their standard and the same rate is paid by all municipalities that are part of the program. In consultation with other Fire Departments, CYFS is unaware of any municipalities who have successfully undertaken this function in house. CYFS is not equipped with the proper expertise to execute cost recoveries through the insurance industry.

With respect to forecasting revenue, annual recovery amounts will vary each year. As this is a new program to CYFS and the amount of insurance coverage can range from \$500 to \$25,000 depending on the policy provider, it is difficult to provide an analysis of potential revenues at the current time.

Fees charged to the insurance company will be based on current MTO rates per responding apparatus per hour. 2024 MTO rates are \$559.86. In addition, CYFS can recover 50% of equipment costs damage because of the incident and 100% of consumables used (i.e. Fireaide Foam).

Historical data is provided below illustrating the potential billable incidents under this program over the past 3 years:

2023 - 71
 2022 - 97
 2021 - 103

Note: The incidents above have not been analyzed to determine the number of billable hours/apparatus nor have the provisions of the insurance policy been examined.

Based on an analysis of CYFS call data, the estimated annual revenue stream to the Towns is approximately \$25,000 to \$75,000.

Conclusion

To enhance the current cost recovery program, CYFS recommends entering a cost recovery program for incidents pertaining to property damage on a percentage basis as further described in this report. This opportunity will provide additional revenues to offset future expenditures.

Consultation

The Senior Fire Management Team consulted with the Town of Newmarket Financial Services, Procurement Services, Legal Services and other Fire Departments currently operating with Fire Marque.

Impact On The Master Fire Plan

This report has no impact on the Master Fire Plan.

Attachments

- A. Fire Marque Brochure – Information for Property Owners about the Fire Marque Program and Your Municipality
- B. By-law 2024-XX
- C. Town of Newmarket 2024 User Fees, Schedule G

Approval

Rocco Volpe, Acting Fire Chief
Central York Fire Services

Contact

Rocco Volpe, Acting Fire Chief - Central York Fire Services at rvolpe@cyfs.ca

Here are answers to some of the questions property owners frequently ask...

What or who is Fire Marque?

Fire Marque Inc. is a Canadian company that works with municipalities across Canada. We recover from insurance companies some of the costs fire departments incur while fighting fires or dealing with other insured emergencies impacting property.

Will the Fire Marque Program cost me any money out of my pocket?

No. The Fire Marque Program includes a formal agreement with a municipality and a process by which to recover the costs from your insurance company—not you.

Does Fire Marque Inc. have a legal right to claim reimbursement of these expenses?

Yes. Fire Marque Inc. has an agreement with your municipality to recover these expenses from your insurance company.

I pay property taxes, which include the cost of the fire department's services. Am I being charged a second time for the fire department?

No, you will never be charged. Only your insurance company will be required to pay. Your property taxes pay for the fixed costs of your fire department, like the fire hall, the trucks and equipment. The additional costs the fire department incurs (such as the fire suppressant or "foam" they use) are eligible to be recovered through your property policy.

Here's an example of a Homeowners Insurance Policy with "Fire Department Expense" coverage

The image shows a page from a Homeowners Insurance policy. At the top, it says "Homeowners Insurance protecting you and your home". Below that, it lists various coverages: "Increased Dwelling Limit - Option ID", "Dwelling - Coverage A", "Personal Property - Coverage B", "Fair Rental Value", "Additional Living Expense", "Debris Removal", "Temporary Repairs", and "Fire Department Service Charge". A red circle is drawn around the "Fire Department Service Charge" section, which states: "Fire Department Service Charge Pays up to \$500." An arrow points from this section to the text below.

In this policy, the insurance company refers to the coverage as "Fire Department Service Charge" and provides a \$500 limit.

Some companies will increase coverage limits for a small, additional premium.

Check your policy for your coverage.

Will my insurance rates go up as a result of the Fire Marque Program?

No. Your property insurance policy already has the Fire Department Expense Coverage in it. Insurance companies have calculated premiums to include cost recoveries for your fire department's services.

Will the Fire Department expenses reduce my insurance payout or the amount of my insurance coverage?

No. The expenses a fire department incurs is an additional coverage in your policy.

If Fire Marque's invoice is more than my insurance coverage, do I have to pay the balance outstanding?

No. Fire Marque will only recover from your insurance company the limits of your coverage. There is NO cost to you.



What if I don't have insurance or my policy doesn't have "Fire Department Expense" coverage?

Nothing happens as there is no insurance coverage.

How am I kept informed about what's going on?

Fire Marque ensures you receive a copy of all letters and invoices sent to your insurance company.

Why is my name and address on the invoice?

The insurance companies have requested that the insured's name (property owner) and the property address is on the invoice.



■ **Where does the money go that Fire Marque Inc. collects?**

The funds go to the fire department. Many fire departments dedicate these funds to public education, training and equipment.

■ **How come auto premiums go up after an accident and property premiums don't?**

Auto policies are rated on a driver's driving record which may include factors such as: age, location, experience, vehicle use, as well as the type of vehicle driven.

Property insurance is rated on the building and contents. Some of the factors underwriters consider are: type of building and construction, age, location, how close a building is to a fire hydrant, what the replacement cost is of the building, whether there is an alarm system, type of heating, etc.



■ **Our municipality has volunteer firefighters. How does that work?**

When the volunteer fire fighter's pagers go off, they immediately rush to their designated fire station. The first fire fighters to arrive at the station jump into Bunker Gear (fire suits) and are dispatched to the fire. The ladder truck, pumper truck, utility truck (air tanks), tanker trucks then arrive at your property.

The volunteer fire fighters who arrive at the station after the trucks have left the fire hall, remain at the hall for backup duties or replacements. When the units return, the fire fighters who remained at the fire hall prepare the units for the next call.



To read the story about our mascot, Mickey go at our website www.firemarque.com



INFORMATION FOR PROPERTY OWNERS ABOUT THE FIRE MARQUE PROGRAM AND YOUR MUNICIPALITY



www.firemarque.com

1-855-424-5991

PO Box 2018, Thornton ON L0L 2N0



Corporation of the Town of Newmarket

By-law 2024-XX

BEING A BY-LAW TO AUTHORIZE COST RECOVERY (FEES) WITH RESPECT TO FIRE DEPARTMENT SPECIFIC RESPONSE

WHEREAS pursuant to section 8 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended from time to time (the “Municipal Act”), the powers of a municipality are to be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considered appropriate and to enhance the municipality’s ability to respond to municipal issues;

AND WHEREAS pursuant to section 391 of the Municipal Act, a municipality may impose fees or charges on persons for services or activities provided or done by or on behalf of it;

AND WHEREAS pursuant to section 398 of the Municipal Act, fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality;

AND WHEREAS Council of the Town of Newmarket deems it expedient to pass a by-law to impose fees on persons to recover the costs of fire department responses;

NOW THEREFORE the Council of the Town of Newmarket hereby enacts as follows:

1. In this By-Law:

- a. “Council” means Council of the Municipality;
- b. “Fees and Charges By-law” means (a) by-law 2023-76 of the Municipality which establishes fees and charges for services or activities provided by the Municipality, as may be amended from time to time, and (b) if by-law 2023-76 is repealed, any future by-law of the Municipality that establishes fees and charges for services or activities provided by the Municipality.
- c. “Fire Department” means a fire department established by the Municipality in accordance with the provisions of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended from time to time;
- d. “Fire Department Specific Response Fees” means cost recovery fees for Fire Department attendance at a Property for which the Owner has Fire Department insurance coverage and which are set out in the Fees and Charges By-law;
- e. “Municipality” means the Corporation of the Town of Newmarket;
- f. “Owner” means the registered owner of property or any person, firm, corporation, partnership or society and their heirs, executors, administrators or other legal representatives, including a property manager, tenant, occupant, mortgagee in possession, receiver, manager, trustee or trustee in bankruptcy having control over or possession of the property or any portion thereof;

- g. "Property" means any real property located within the geographical boundaries of the Municipality, and any real property to which the Fire Department is under a service agreement to provide Fire Department Response services, Automatic Aid or Mutual Aid. Real property includes buildings, contents and structures of any nature and kind in or upon such lands to which service is provided;
2. The Municipality hereby authorizes the imposition of fees from time to time in accordance with the provisions of this By-Law.
3. The Owner of Property shall be responsible for the payment of Fire Department Specific Response Fees imposed by this By-Law.
4. The Municipality may use any available technology to assess applicable insurance coverage for Fire Department Specific Response Fees or utilize a third party service provider to invoice Fire Department Specific Response Fees on behalf of the Municipality.

Fees imposed pursuant to this By-Law constitute a debt of the Owner to the Municipality.

5. Where the Owner does not have, in part or in full, insurance coverage for fire department charges for the Property, the Municipality may adjust the Fire Department Specific Response Fees to the extent of insurance coverage upon provision by the Owner of evidence, to the satisfaction of the Municipality, that no such insurance coverage exists or to demonstrate the limits of such coverage.
6. In this By-Law, words importing the singular shall include the plural where the context requires.
7. If any term or provision of this By-Law or the application thereof to any person shall to any extent be held to be invalid or unenforceable, the remainder of this By-Law or the application of such term or provision to all persons other than those to whom it was held to be invalid or unenforceable, shall not be affected thereby, it being the intention of the Council that each term and provision of this By-Law shall be separately valid and enforceable to the fullest extent permitted by law.

BY-LAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS DAY OF XXXX, 2024

Enacted this day of XXXX , 2024.

John Taylor, Mayor

Lisa Lyons, Town Clerk

**Schedule F – Fire Serv
To
2024 Fees and Charges On
Staff Report to**

TOWN OF NEWMARKET
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Fire Education and Prevention									
Apartment/Office Inspections Base Building	When Fire and Emergency Services receives a request to conduct an inspection of a Apartment / Office Building or Base Building, the property owner will be charged the fees outlined in this schedule.	One to five storey premises	Y	\$381.98	\$394.97	\$0.00	\$51.35	\$446.31	3.4%
		Six or more storey premises	Y	\$509.31	\$526.63	\$0.00	\$68.46	\$595.09	3.4%
		Each additional unit	Y	\$97.51	\$100.83	\$0.00	\$13.11	\$113.93	3.4%
		Day Care Home Inspection	Y	\$103.04	\$106.54	\$0.00	\$13.85	\$120.39	3.4%
		Day Nursery Inspection	Y	\$103.04	\$106.54	\$0.00	\$13.85	\$120.39	3.4%
Request for Report	When Fire and Emergency Services receives a request to fax, email or mail a report (i.e. standard incident report) the requestor will be charged the fees outlined in this schedule.	Faxing or Mailing Reports	Y	\$51.52	\$53.27	\$0.00	\$6.93	\$60.20	3.4%
Property File Search	When Fire and Emergency Services receives a request for a file search and response. (i.e. file search and response letter to determine if a property has any noted violations) the requestor will be charged the fees outlined in this schedule.	File Search and Response	Y	\$100.92	\$104.35	\$0.00	\$13.57	\$117.92	3.4%
Retrofit Inspections (9.5, 9.6)	When the Fire and Emergency Services receives a request to conduct an inspection in accordance with Part 9 of the Ontario Fire Code, the property owner will be charged the fees outlined in this schedule.		Y	\$389.99	\$403.25	\$0.00	\$52.42	\$455.67	3.4%
Retrofit Inspections (9.8)	When Fire and Emergency Services receives a request to conduct an inspection in Newmarket in accordance with By-Law 2013-13 for the registration of Accessory Dwelling Units (ADU's) OR in Aurora in accordance with By-Law 5221-10 for registration of second suites, the property owner will be charged the fees outlined in this schedule.		Y	\$208.00	\$215.07	\$0.00	\$27.96	\$243.03	3.4%
Fireworks Permit Fee	When Fire and Emergency services receives a request to review a Display Fireworks Permit application in Newmarket in accordance with By-law 2002-51 OR in Aurora in accordance with By-law 4736-05 the fireworks provider requesting the permit will be charged the fees outlined in this schedule.		N	\$115.65	\$119.58	\$0.00	\$0.00	\$119.58	3.4%
Extinguisher Training Using Classroom and Burn Pan	When Fire and Emergency Services provides fire extinguisher training to a requestor, the following fee will be charged the fees outlined in this schedule.	Per session up to 20 people with own extinguishers	Y	\$388.18	\$401.38	\$0.00	\$52.18	\$453.56	3.4%
Industrial & Commercial Inspection	When Fire and Emergency Services receives a request to conduct an inspection of a industrial or commercial unit, the property owner will be charged the fees outlined in this schedule.	Per single industrial unit	Y	\$103.53	\$107.05	\$0.00	\$13.92	\$120.97	3.4%
		Each additional unit	Y	\$103.04	\$106.54	\$0.00	\$13.85	\$120.39	3.4%
		LLBO Inspections	Y	\$137.39	\$142.06	\$0.00	\$18.47	\$160.53	3.4%

TOWN OF NEWMARKET
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Fire Protection and Response									
Provincial Highway Accident Responses (Ministry of Transportation)	Fees and charges to be set by the Ministry of Transportation.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	N	\$543.03	\$543.03	\$0.00	\$0.00	\$543.03	0.0%
Emergency Response to a motor vehicle collision (Regional and Municipal roads)	Refer to By-Law 2019-60 and 2019-61, fees and charges will be charged according to this schedule.	Flat rate. Per hour/per fire truck (limit of 3 fire vehicles)	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Natural Gas Leaks Response	When Fire and Emergency Services attends an incident in response to a natural gas leak, and upon conducting an investigation, CYFS determines that due diligence was not exercised the property owner and/or party responsible shall be charged the fees stipulated in this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Hydro Incidents (down hydro lines)	When Fire and Emergency Services responds to a hydro incident (down wires), and if stand-by is required for an extended period of time (at the discretion of the Fire Chief or designate) to keep the scene safe then the local utility will be charged according to this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Drug Labs/Grow Ops/Clandestine Labs	When Fire and Emergency Services is requested to stand-by and provide fire protection services to ensure the scene remains safe, the property owner and/or party responsible will be charged the fees outlined in this schedule.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Elevator Rescue (non-emergency)	When Fire and Emergency Services attends a property in response to a stalled/malfunction elevator and determines the confined individual(s) do not require medical attention, CYFS will assist in patient(s) evacuation. If CYFS is not successful in the evacuation of patient(s), CYFS will remain on scene until the arrival of a responsible elevator representative/company. The property owner shall be charged the fees as stipulated in this schedule.	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
False Alarm (preventable cause)	For the purpose of this schedule, a false alarm means the activation of a fire alarm or emergency system which occurs without just cause, including where there is no fire, carbon monoxide or other emergency situations. Fire and Emergency services shall charge a property owner the false alarm fee stipulated in this schedule if upon attending a property in response to the activation of a fire alarm or emergency system and it is determined it is was a false alarm. Where a false alarm is triggered as a result of work being conducted on a fire alarm or emergency system and CYFS attends to the property in response to the false alarm, the property owner shall be charged the false alarm fee stipulated in this schedule. The false alarm fee will not be charged for the first and second occurrence of the false alarm at a property, but will be charged for subsequent false alarm occurrence within the same calendar year.	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%

TOWN OF NEWMARKET
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
Hazardous Materials Response	<p>When Fire and Emergency Services responds to an incident or an emergency, and a hazardous material response is provided, CYFS shall charge the fees stipulated in this schedule to anyone or more of the following: the property owner, the vehicle owner insurance or directly to the vehicle owner in order to recover payment.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, the use of combustible material, other than water and medical supplies, are used to suppress or extinguish a fire, preserve property, prevent a fire from spreading or otherwise control or eliminate and emergency, the expenses incurred by CYFS for using consumable materials shall be recovered as a fee.</p> <p>In the event an emergency involves hazardous materials and at the scene or property, damages or contaminations of equipment occurs, the expenses incurred by CYFS for cleaning and decontamination or replacement of equipment, as applicable, and shall be recovered as a fee.</p>	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Outdoor Burning - By-law 2009-64	<p>When Fire and Emergency services proceeds/responds to an incident within the calendar year, and upon investigation fire personnel determine that the By-law 2009-64 is in contravention, a fee will be charged according to this schedule.</p> <p>1st Response - Verbal warning by fire crew Warning and educational letter to be issued.</p> <p>2nd Response and subsequent - Within calendar year the property owner shall pay the fee as per this schedule.</p>	Flat Rate	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Fire Marque - Idemnification Technology	Recovery of costs related to emergency response (including damage or loss of equipment, consumables) from insurance companies. Should the insurer pay the coverage to the property owner, the property owner is liable to remit these funds to the municipality or its representative.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Miscellaneous									
Extraordinary Expenses	When Fire and Emergency Services responds to a fire or other emergency at a property (including gas leaks, cut mains and clandestine drug operations) and determines, or the Fire Chief or his/her Designate determines, that it is necessary to retain a private contractor, or rent special equipment, or use consumable materials other than water and medical supplies, in order to suppress or extinguish a fire, preserve property, carry out investigations or prevent a fire from spreading or otherwise control or eliminate an emergency or damage equipment owned by CYFS, the Owner or responsible person, shall be charged those expenses, plus applicable taxes.								

TOWN OF NEWMARKET
2024 USER FEES - G

Department: Fire Services

Effective Date: January 1, 2024

Note: Shaded areas indicate fees regulated by Ministry of Transportation (MTO).

SERVICE PROVIDED	DESCRIPTION	UNIT OF MEASURE	SUBJECT TO HST YES/NO	2023 FEE BEFORE TAX	2024 FEE BEFORE TAX	ADMIN FEE	HST AMOUNT	TOTAL FEE	% INCREASE
*Post Fire Investigations	In accordance with the Fire Protection and Prevention Act, all fires need to be investigated to determine origin and cause. Upon conducting an investigation and/or scene preservation and CYFS determines that due diligence was not exercised, the property owner and/or party responsible shall be charged the fees stipulated in this schedule. The Fire Chief or designate will have the delegated authority to apply at their discretion the applicable fees as set in this schedule from the outcome of the investigation.	Flat rate. Per hour/per fire truck	N	\$543.03	\$543.03	\$25.00	\$0.00	\$568.03	0.0%
Multi-purpose Smoke and Carbon Monoxide Alarms	When Fire and Emergency Services determine upon investigation that a property is not in compliance with the Ontario Fire Code, then CYFS will provide a combination smoke/carbon monoxide alarm to bring the property temporarily up to compliance until further investigation by the Fire Prevention Division. The alarm provided will be a 10 Year Sealed Battery Slim Design Photoelectric Smoke & CO Alarm (First Alert).	Per unit	Y	\$24.16	\$24.98	\$0.00	\$3.14	\$24.98	3.4%
Paid Duty Truck Stand-by	For the provision of a stand-by crew and fire apparatus, other than an emergency response, for a private company, community group, developer, industry or provincial government. Stand-by location must be within CYFS jurisdiction. All fire apparatus stand-by requests are subject to availability as well as pre-approved by CYFS, the requestor will be charged the fee in this schedule.	Flat Rate	N	\$522.64	\$540.41	\$0.00	\$0.00	\$540.41	3.4%



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Town of Aurora
Committee of the Whole Report
No. CS24-023

Subject: 2025 Council and Committee Meeting Schedule

Prepared by: Ishita Soneji, Deputy Town Clerk

Department: Corporate Services

Date: October 1, 2024

Recommendation

1. That Report No. CS24-023 be received; and
2. That a bylaw to amend section 20(f)(i) of the Procedure Bylaw No. 6228-19, as amended, be enacted at a future Council meeting to change the Public Planning meeting day from the second Tuesday of the month to the third Tuesday; and
3. That Council request the Mayor, in accordance with the powers under section 284.8 of the *Municipal Act, 2001*, to amend the Committee of the Whole meeting date from the first Tuesday of the month to the second Tuesday; and
4. That the 2025 Meeting Schedule (Attachment No. 1) be approved; and
5. That the Town Clerk be authorized to make amendments to the Council and Committee meeting calendar as required.

Executive Summary

The purpose of this report is to seek approval of the 2025 Meeting Schedule for Council and Committee meetings.

- Approval of the 2025 Meeting Schedule is required as per the Procedure By-law
- Proposed revisions are being recommended to the Committee of the Whole and Public Planning meeting schedule
- Approval of proposed revisions will require both an amendment to the Procedure Bylaw and a Mayoral decision

- The proposed 2025 schedule was developed using dates established in the Procedure By-law and Committee Terms of Reference

Background

Approval of the 2025 Meeting Schedule is required as per the Procedure By-law

As per Section 20(c) of the Town's Procedure By-law (By-law No. 6228-19, as amended), Council must approve a meeting schedule for each calendar year. In order to allow for report forecasting, agenda planning, and sufficient public notice, a 2025 Meeting Schedule must be approved before the end of 2024.

Analysis

Proposed revisions are being recommended to the Committee of the Whole and Public Planning meeting schedule

Since the establishment of Committee of the Whole in March 2024, as per [Mayoral Decision 2024-03](#), all Committee of the Whole meetings have been scheduled on the first Tuesday of the month. The Public Planning and Council meetings have been scheduled on the second and fourth Tuesdays of the month respectively as per Procedure Bylaw No. 6228-19, as amended.

To enhance continuity and facilitate efficient agenda planning, it is recommended that, subject to the exceptions set out below, the Committee of the Whole and Public Planning meetings be scheduled on the second and third Tuesdays of the month, with no meetings scheduled on the first Tuesday of the month.

Additional time between the Council meeting at the end of one month and the Committee of the Whole the next month will provide staff more time to report back on any relevant matters for the following month, should it be required. Additionally, the release of Committee of the Whole agendas to Council and the public will change to the first Tuesday of the month, rather than the same day as the Council meeting. This adjustment will prevent any communication overlap between meeting day notifications (revised agendas) and the upcoming Committee of the Whole meeting.

The following months would be an exception to the proposed changes as outlined in Attachment No. 2:

- **March:** Committee of the Whole meeting scheduled on first Tuesday due to School Mid-Winter Break
- **July:** Council scheduled on third Tuesday as no Public Planning meeting for this month
- **December:** Committee of the Whole and Council scheduled on first and second Tuesdays respectively to avoid overlap with the holiday season

Approval of proposed revisions to the meeting schedule will require both an amendment to the Procedure Bylaw and a Mayoral decision

Since there are two authorities (the Mayor, through the Strong Mayor Power legislation, and Council) directing the meeting schedule, approval of the proposed revisions will require both an amendment to the Procedure Bylaw and a separate Mayoral decision.

To implement the change to the Public Planning meeting schedule from the second to the third Tuesday of the month, an amendment to section 20(f)(i) of the Procedure Bylaw No. 6228-19, as amended, will be required.

[Mayoral Decision 2024-03](#) was exercised in accordance with section 284.8 of the *Municipal Act, 2001* (the "Act"). This provision grants the Mayor the authority to establish Committees of Council, assign their functions, and appoint Chairs and Vice-Chairs to committees comprised solely of Members of Council. To implement the change to the Committee of the Whole meeting schedule from the first to the second Tuesday of the month, a Mayoral Decision will be required.

Staff recommend that Council approve Attachment No. 1 for next year's meeting schedule even though this schedule includes Committee of the Whole on the first Tuesday of month (except where adjusted due to holiday or another factor). Then should the Mayor change Committee of the Whole to the second Tuesday of the month, Attachment No. 2 will be the official meeting schedule for next year and posted on the Town's website.

The proposed 2025 schedule was developed using dates established in the Procedure Bylaw and Committee Terms of Reference

If Council approves the staff recommendation above and the Mayor issues a Mayoral Decision, as requested above, the final 2025 Meeting Schedule will be as provided in Attachment No. 2. Town Advisory Committees, Aurora Cultural Centre Board, Aurora

Public Library Board, Aurora Economic Development Board, and Joint Council Committee will continue to be scheduled as outlined in their respective Terms of Reference or by-law. The Aurora Appeal Tribunal and Property Standards Committee have continued to establish monthly placeholder dates to assist with member scheduling. These placeholder dates are reflected in the Schedule.

Budget Committee meetings will be brought forward for Council approval in a future report.

Advisory Committee Review

None.

Legal Considerations

None.

Financial Implications

None.

Communications Considerations

Upon Council approval, the 2025 Meeting Schedule will be posted to the Town website.

Climate Change Considerations

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

Link to Strategic Plan

The proposed 2024 Meeting Schedule supports progressive corporate excellence and continuous improvement by implementing policy and processes that reflect sound and accountable governance.

Alternative(s) to the Recommendation

1. Council may choose to approve an alternate Meeting Schedule.
2. Council may choose to provide direction on amends they deem appropriate.

Conclusions

This report has been prepared to provide Council with a proposed 2025 Meeting Schedule with proposed changes to the Committee of the Whole and Public Planning schedule. In order to allow for report forecasting, agenda planning, and sufficient public notice, approval of the 2025 Meeting Schedule is required.

Attachments

Attachment No. 1 – 2025 Council and Committee Meeting Schedule

Attachment No. 2 – Proposed Final 2025 Council and Committee Meeting Schedule
with changes

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

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

Approved by Doug Nadorozny, Chief Administrative Officer



COW – Week 1, Public Planning – Week 3, Council – Week 4
* Date adjusted from regular timing due to holiday, or other factor

January 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day Municipal Offices Closed	2 Hanukkah (last day)	3 School Winter Break Ends	4
5	6	7 9:30 a.m. Joint Council Committee (CC Newmarket)	8	9 7 p.m. Committee of Adjustment (VC)	10	11
12	13	14 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Committee of the Whole (CC)	15 7 p.m. Aurora Cultural Centre Board	16 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	17	18
19	20	21 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	22 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	23 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	24	25
26	27	28 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	29	30	31	

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
(APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
 * Date adjusted from regular timing due to holiday, or other factor

February 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	5	6	7	1/8
9	10 7 p.m. Heritage Advisory Committee (HR/VC)	11	12 10 a.m. Community Recognition Review Advisory Committee (HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	13 7 p.m. Committee of Adjustment (VC)	14	15
16	17 Family Day Municipal Offices Closed	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	20	21	22
23	24 7 p.m. Environmental Advisory Committee (HR/VC)	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
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March 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	5 7 p.m. Accessibility Advisory Committee (HR/VC)	6	7	1/8
9	10 School Mid-Winter Break Begins	11	12	13 7 p.m. Committee of Adjustment (VC)	14 School Mid-Winter Break Ends	15
16	17	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19	20 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	21	22
23	24	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	29
30	31					

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
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April 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	2	3	4	5
6	7	8	9 10 a.m. Community Recognition Review Advisory Comm.(HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	10 7 p.m. Committee of Adjustment (VC)	11	12 Passover (begins at sunset)
13	14 7 p.m. Heritage Advisory Committee (HR/VC)	15 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	16 6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	17	18 Good Friday Municipal Offices Closed	19
20 Passover (last day) Easter Sunday	21 Easter Monday	22 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	23	24 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	25	26
27	28 7 p.m. Environmental Advisory Committee (HR/VC)	29	30			

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1


COW – Week 1, Public Planning – Week 3, Council – Week 4

* Date adjusted from regular timing due to holiday, or other factor

May 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	7	8 7 p.m. Committee of Adjustment (VC)	9	10
11	12	13	14 7 p.m. Accessibility Advisory Committee (HR/VC)	15 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	16	17
18	19 Victoria Day Municipal Offices Closed	20 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	21 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	22 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	23	24
25	26	27 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	28 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	29 FCM Conference Ottawa	30 FCM	31 FCM

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
(APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
 * Date adjusted from regular timing due to holiday, or other factor

June 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	4	5	6	7
FCM						
8	9 7 p.m. Heritage Advisory Committee (HR/VC)	10	11 10 a.m. Community Recognition Review Advisory Comm.(HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	12 7 p.m. Committee of Adjustment (VC)	13	14
15	16 7 p.m. Environmental Advisory Committee (HR/VC)	17 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	18 6:30 p.m. Aurora Cultural Centre Board; 7:00 p.m. AGM/Public Meeting 7 p.m. Aurora Public Library Board (APL)	19	20	21
22	23	24 6:15 p.m. Audit Committee (CC) 7 p.m. Council (CC)	25	26 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	27	28
29	30					

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
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July 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Canada Day Municipal Offices Closed	2	3	4	5
6	7	8 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	9	10 7 p.m. Committee of Adjustment (VC)	11	12
13	14	15 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Council (CC)	16 7 p.m. Aurora Cultural Centre Board	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
* Date adjusted from regular timing due to holiday, or other factor

August 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Civic Day Municipal Offices Closed	5	6	7	8	9
10 AMO Conference	11 AMO	12 AMO	13 AMO	14 7 p.m. Committee of Adjustment (VC)	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
(APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 1, Public Planning – Week 3, Council – Week 4
 * Date adjusted from regular timing due to holiday, or other factor

September 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	Labour Day Municipal Offices Closed	9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)				
7	8	9	10	11	12	13
			7 p.m. Accessibility Advisory Committee (HR/VC)	7 p.m. Committee of Adjustment (VC)		
14	15	16	17	18	19	20
		5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	7 p.m. Parks and Recreation Advisory Committee (HR/VC)		
21	22	23	24	25	26	27
	Rosh Hashanah (begins at sunset)	5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC) Rosh Hashanah (last day)	10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)		
28	29	30				
		National Day for Truth and Reconciliation				

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
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October 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			Yom Kippur (begins at sunset)			
5	6	7	8	9	10	11
	7 p.m. Heritage Advisory Committee (HR/VC)	9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	7 p.m. Accessibility Advisory Committee (HR/VC)	7 p.m. Committee of Adjustment (VC)		
12	13	14	15	16	17	18
	Thanksgiving Day Municipal Offices Closed		7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)			
19	20	21	22	23	24	25
	7 p.m. Environmental Advisory Committee (HR/VC)	5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)		10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)		
26	27	28	29	30	31	
		5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)				

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 1, Public Planning – Week 3, Council – Week 4
 * Date adjusted from regular timing due to holiday, or other factor

November 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	5	6	7	1/8
9	10	11 Remembrance Day	12 10 a.m. Community Recognition Review Advisory Committee (HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	13 7 p.m. Committee of Adjustment (VC)	14	15
16	17	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	20 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	21	22
23/30	24	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	29

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 1, Public Planning – Week 3, Council – Week 4
 * Date adjusted from regular timing due to holiday, or other factor

December 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	3	4	5	6
7	8 7 p.m. Heritage Advisory Committee (HR/VC)	9 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Council (CC)	10 7 p.m. Accessibility Advisory Committee (HR/VC)	11 7 p.m. Committee of Adjustment (VC)	12	13
14 Hanukkah (begins at sunset)	15 7 p.m. Environmental Advisory Committee (HR/VC)	16	17 6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	18	19	20
21	22 School Winter Break Begins Hanukkah (last day)	23	24 Christmas Eve Municipal Offices Closed at Noon	25 Christmas Day Municipal Offices Closed	26 Boxing Day Municipal Offices Closed	27
28	29 Municipal Offices Closed	30 Municipal Offices Closed	31 New Year's Eve Municipal Offices Closed			

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

Attachment 2

January 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day Municipal Offices Closed	2 Hanukkah (last day)	3 School Winter Break Ends	4
5	6	7 9:30 a.m. Joint Council Committee (CC Newmarket)	8	9 7 p.m. Committee of Adjustment (VC)	10	11
12	13	14 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	15 7 p.m. Aurora Cultural Centre Board	16 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	17	18
19	20	21 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	22 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	23 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	24	25
26	27	28 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	29	30	31	

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 2, Public Planning – Week 3, Council – Week 4
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February 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket)	5	6	7	1/8
9	10 7 p.m. Heritage Advisory Committee (HR/VC)	11 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	12 10 a.m. Community Recognition Review Advisory Committee (HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	13 7 p.m. Committee of Adjustment (VC)	14	15
16	17 Family Day Municipal Offices Closed	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	20	21	22
23	24 7 p.m. Environmental Advisory Committee (HR/VC)	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

March 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Committee of the Whole (CC)	5 7 p.m. Accessibility Advisory Committee (HR/VC)	6	7	1/8
9	10 School Mid-Winter Break Begins	11	12	13 7 p.m. Committee of Adjustment (VC)	14 School Mid-Winter Break Ends	15
16	17	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19	20 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	21	22
23	24	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	29
30	31					

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 2, Public Planning – Week 3, Council – Week 4
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April 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 9:30 a.m. Joint Council Committee (CC Newmarket)	2	3	4	5
6	7	8 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	9 10 a.m. Community Recognition Review Advisory Comm.(HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	10 7 p.m. Committee of Adjustment (VC)	11	12 Passover (begins at sunset)
13	14 7 p.m. Heritage Advisory Committee (HR/VC)	15 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	16 6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	17	18 Good Friday Municipal Offices Closed	19
20 Passover (last day) Easter Sunday	21 Easter Monday	22 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	23	24 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	25	26
27	28 7 p.m. Environmental Advisory Committee (HR/VC)	29	30			

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

May 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 9:30 a.m. Joint Council Committee (CC Newmarket)	7	8 7 p.m. Committee of Adjustment (VC)	9	10
11	12	13 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	14 7 p.m. Accessibility Advisory Committee (HR/VC)	15 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	16	17
18	19 Victoria Day Municipal Offices Closed	20 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	21 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	22 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	23	24
25	26	27 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	28 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	29 FCM Conference Ottawa	30 FCM	31 FCM

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
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June 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 9:30 a.m. Joint Council Committee (CC Newmarket)	4	5	6	7
FCM						
8	9 7 p.m. Heritage Advisory Committee (HR/VC)	10 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	11 10 a.m. Community Recognition Review Advisory Comm.(HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	12 7 p.m. Committee of Adjustment (VC)	13	14
15	16 7 p.m. Environmental Advisory Committee (HR/VC)	17 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	18 6:30 p.m. Aurora Cultural Centre Board; 7:00 p.m. AGM/Public Meeting 7 p.m. Aurora Public Library Board (APL)	19	20	21
22	23	24 6:15 p.m. Audit Committee (CC) 7 p.m. Council (CC)	25	26 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	27	28
29	30					

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

July 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Canada Day Municipal Offices Closed	2	3	4	5
6	7	8 9:30 a.m. Joint Council Committee (CC Newmarket) 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	9	10 7 p.m. Committee of Adjustment (VC)	11	12
13	14	15 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Council (CC)	16 7 p.m. Aurora Cultural Centre Board	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined



<p>COW – Week 2, Public Planning – Week 3, Council – Week 4 * Date adjusted from proposed timing due to holiday, or other factor</p>
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August 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Civic Day Municipal Offices Closed	5	6	7	8	9
10 AMO Conference	11 AMO	12 AMO	13 AMO	14 7 p.m. Committee of Adjustment (VC)	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
(APL) Aurora Public Library (TBD) Location To Be Determined



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

September 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labour Day Municipal Offices Closed	2 9:30 a.m. Joint Council Committee (CC Newmarket)	3	4	5	6
7	8	9 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	10 7 p.m. Accessibility Advisory Committee (HR/VC)	11 7 p.m. Committee of Adjustment (VC)	12	13
14	15	16 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	17 6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	18 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	19	20
21	22 Rosh Hashanah (begins at sunset)	23 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	24 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC) Rosh Hashanah (last day)	25 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	26	27
28	29	30 National Day for Truth and Reconciliation				

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

October 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			Yom Kippur (begins at sunset)			
5	6 7 p.m. Heritage Advisory Committee (HR/VC)	7 9:30 a.m. Joint Council Committee (CC Newmarket)	8 7 p.m. Accessibility Advisory Committee (HR/VC)	9 7 p.m. Committee of Adjustment (VC)	10	11
12	13 Thanksgiving Day Municipal Offices Closed	14 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC)	15 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	16	17	18
19	20 7 p.m. Environmental Advisory Committee (HR/VC)	21 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	22	23 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	24	25
26	27	28 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	29	30	31	

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

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COW – Week 2, Public Planning – Week 3, Council – Week 4
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November 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3	4 9:30 a.m. Joint Council Committee (CC Newmarket)	5	6	7	1/8
9	10	11 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Committee of the Whole (CC) Remembrance Day	12 10 a.m. Community Recognition Review Advisory Committee (HR/VC) 7 p.m. Accessibility Advisory Committee (HR/VC)	13 7 p.m. Committee of Adjustment (VC)	14	15
16	17	18 5:45 p.m. Finance Advisory Committee (HR/VC) 7 p.m. Public Planning (CC)	19 7 p.m. Aurora Cultural Centre Board 7 p.m. Aurora Public Library Board (APL)	20 7 p.m. Parks and Recreation Advisory Committee (HR/VC)	21	22
23/30	24	25 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. Council (CC)	26 7 p.m. Active Transportation and Traffic Safety Advisory Committee (CC/VC)	27 10 a.m. Aurora Appeal Tribunal/Property Standards Committee (VC) (if required)	28	29

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



COW – Week 2, Public Planning – Week 3, Council – Week 4
 * Date adjusted from proposed timing due to holiday, or other factor

December 2025

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Committee of the Whole (CC)	3	4	5	6
7	8 7 p.m. Heritage Advisory Committee (HR/VC)	9 5:45 p.m. Council Closed Session (HR) (if required) 7 p.m. *Council (CC)	10 7 p.m. Accessibility Advisory Committee (HR/VC)	11 7 p.m. Committee of Adjustment (VC)	12	13
14 Hanukkah (begins at sunset)	15 7 p.m. Environmental Advisory Committee (HR/VC)	16	17 6:30 p.m. Aurora Cultural Centre Board/Public Meeting 7 p.m. Aurora Public Library Board (APL)	18	19	20
21	22 School Winter Break Begins Hanukkah (last day)	23	24 Christmas Eve Municipal Offices Closed at Noon	25 Christmas Day Municipal Offices Closed	26 Boxing Day Municipal Offices Closed	27
28	29 Municipal Offices Closed	30 Municipal Offices Closed	31 New Year's Eve Municipal Offices Closed			

(CC) Council Chambers (HR) Holland Room (LR) Leksand Room (SG) Skylight Gallery (TR) Tannery Room (VC) Video Conference
 (APL) Aurora Public Library (TBD) Location To Be Determined

Rev: Draft1



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

Town of Aurora
Committee of the Whole Report
No. FIN24-044

Subject: 2025-26 Rates and Fees Update with Bylaw
Prepared by: Laura Sheardown, Advisor, Financial Management
Department: Finance
Date: October 1, 2024

Recommendation

1. That Report No. FIN24-044 be received; and
2. That a by-law be enacted to set the 2025 and 2026 Fees and Charges for applications, permits, use of Town property, the sale of documents and for the prescribed service charges for administrative matters itemized on the attached schedules.

Executive Summary

All fees and charges listed on the schedules attached to the Fees and Charges By-law are for user pay services, where the requested party is the sole beneficiary from the service. Most of the fees are on full cost recovery basis, which allows the Town to fully recover the costs of providing a specific service or use of property.

The regular review of the Fees and Charges By-law provides staff with an opportunity to ensure the Town is sufficiently recovering the cost of user pay services and make changes if necessary. Please note that this review of the by-law is adjusting fees and charges for 2025 and 2026, which is required to continue to align with the Town's multi-year budgeting framework.

- Inflationary increases to fees and charges were previously approved by Council
- Changes to the Town's fees and charges for 2025 and 2026 mostly relate to the correction of previous incorrect amounts and fee/description changes
- Should a need arise to modify the fees and charges for 2025 or 2026 during the year, the Town's Fees and Charges By-law would require amendment

Background

Last review of Fees and Charges By-Law

Council last reviewed the Town's Fees and Charges By-law in October of 2023. The by-law is structured to align fees with departmental owners in the form of schedules for each department to facilitate reviews and updates as required. It has been the Town's practice to review the attached schedules every year and to make revisions as required.

Analysis

Inflationary increases to fees and charges were previously approved by Council

As per Town's multi-year operating budget framework, Council approved inflationary increases to most 2025 and 2026 fees and charges as part of the process last year. These inflationary increases are necessary to maintain desired applicable service cost recovery benchmarks.

Changes to the Town's fees and charges for 2025 and 2026 mostly relate to the correction of previous incorrect amounts and fee/description changes

All proposed fee changes that have not yet been presented to Council are presented in a separate column from those previously approved on the schedules (flagged with the '*' symbol) and the reasons and rationales are listed below within this report. The final schedules to the Fees and Charges By-law will only include the 2025 and 2026 fee columns.

Any changes to fee explanations include the old information being ~~struck through~~ and the new information is underlined within the schedules.

Schedule A – General Fees and Charges

No changes are being requested.

Schedule B – Planning and Development Services

No changes are being requested.

Schedule C – Corporate Services

The fee for Pool Enclosure Re-Inspection is being increased to match similar fees across all of the schedules that recognize the additional cost of having to revisit locations that do not meet the requirements the first time.

Schedule D – Community Services

The changes to this schedule are a combination of correcting previous calculation errors, adding additional descriptions/areas to fee categories and expansion of deposit ranges:

- Expanded the description to include Outdoor Space (Items 1h, k-o)
- Increased the range of damage deposit (Item 1m)
- Addition of a Permit Cancellation Fee (Item 1s)
- Adjusted the range for the Equipment & Weights Memberships to bring them in line with the Group Fitness Memberships (Item 10k)
- Corrected the inflation calculation for 2025 and 2026 (Items 11b, 15j, 18r, u)
- Removed information from descriptions that are duplicated in Ice Allocation Procedure (Items 17c-d)
- Expanded the categories to include the SARC gymnasium (Items 18g-j)
- Addition of an Outside Catering Fee (18v)

Schedule E – Operational Services

No changes are being requested.

Schedule F – Finance

Finance would like to request the adjustment of a couple of fee descriptions for clarification and the increase of the Payment Recalled By Bank/Refund Requested to better recognize the staff effort required to process these requests.

Schedule G – Building Division

A correction to the Portable Fee for 2025 and 2026 due to a typing error.

Schedule H – Development Planning Division

No changes are being requested.

Schedule I – By-law Services Division

By-law Services is proposing a couple of new fees starting in 2025:

- Kennel Inspection Fee – for initial site inspections and reinspection when required
- Accessible/EV/No Parking Signs – for the sale of the signs to plazas and private property owners

By-law Services is also proposing the elimination of the Property Standards fees connected to By-law 4044-99 as it has been repealed and these items are covered by other fees within the current Fees and Charges By-law.

Schedule J – Animal Services

Animal Services has increased several fees included in their schedule to offset its higher service delivery costs arising from transportation, disposal, feeding and boarding.

Schedule K – Access Aurora

The 2026 fee for Commissioning of Forms has been raised by \$0.50 to make the fee easier to manage for cash transactions.

Schedule L – Short Term Rentals

By-law Services would like to add a Short-Term Rental Re-Inspection Fee to their schedule that aligns with similar fees on other schedules and recognizes the additional cost associated with the need to re-inspect if the rental does not meet the requirements on the initial visit.

Should a need arise to modify the fees and charges for 2025 or 2026, the Town's Fees and Charges By-law would require amendment.

As staff are setting the Town's fees and charges two years into the future, there is a possibility that one or more of these fees and charges may require revision as new information becomes available. In instances where staff determine that a new fee or charge revision needed, a replacement fee and charge schedule for the year in question will be brought to Council for its review and approval.

Advisory Committee Review

The Finance Advisory Committee is not mandated to review the proposed fee changes prior to the review by Committee of the Whole.

Legal Considerations

Section 11(2)(3) and Section 391(1) of the *Municipal Act, 2001* allow a municipality to enact by-laws for its financial management, and in particular, to impose fees or charges on persons for services or activities provided or done by or on behalf of it. Other provisions affecting the setting of fees and charges appear in the *Planning Act* and the *Building Code Act, 1992*.

Financial Implications

The proposed revised fees have been used by staff in the development of the 2025 and 2026 revenue projections which form a critical component of the Town's budget for non-tax revenues for each year.

The proposed 2025-26 fees and charges have been adjusted to reflect changes to departmental costs in providing applicable services to users. All fee increases will alleviate pressure on the 2025-26 tax base; when costs increase because of inflation, but non-tax revenues do not, the tax levy must accommodate this additional budget burden. As such, it is important that the Town's fees and charges keep pace with inflation; the proposed fees and charges contained within this bylaw strive to achieve this goal. Council should be aware that the fees presented in these schedules include HST where applicable.

Communications Considerations

The Town of Aurora will use 'inform' as the level of engagement for this report.

Finance and Corporate Communications staff will work together to ensure the proposed fee changes are posted in accordance with the Town's Notice Provision Policy.

Climate Change Considerations

The information contained within this report does not impact greenhouse gas emissions or impact climate change adaptation.

Link to Strategic Plan

Reviewing and updating the Town's fees and charges on a regular basis for user pay services 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. Council may choose to accept, amend or reject any or all the recommendations of this report.
2. Leave fees at previously approved 2025 and 2026 levels and absorb the additional cost of providing the services for the next two years.

Conclusions

Staff recommend endorsement of the proposed changes to the Fees and Charges By-law. As part of the regular update of the Town's fees and charges, staff have ensured that all changes brought forward are a fair representation of the cost of these services and that they are in line with surrounding municipalities for similar services.

Attachments

Schedule A – General Fees and Charges

Schedule B – Planning and Development Services

Schedule C – Corporate Services

Schedule D – Community Services

Schedule E – Operational Services

Schedule F – Finance

Schedule G – Building Services

Schedule H – Development Planning Division

Schedule I – By-law Services Division

Schedule J – Animal Services Division

Schedule K – Access Aurora

Schedule L – Sort Term Rentals

Previous Reports

FIN23-038 2024-26 Rates and Fees Update

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Rachel Wainwright-van Kessel, CPA, CMA, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer

By-law Number XXXX-24
 Schedule "A"
General Fees and Charges
 Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
General Fees						
Photocopies (8 1/2 X 11 and 8 1/2 X 14)	per page	\$1.30	\$1.35		\$1.40	
Photocopies (11x 17)	per page	\$1.80	\$1.85		\$1.90	
Fax Transmittal	first page	\$8.25	\$8.50		\$8.75	
	per additional page	\$3.00	\$3.00		\$3.25	
Disbursements						
As required to reimburse costs incurred by the Town of Aurora, including but not limited to Registration Fees, Courier Fees, Corporate and Title Search Fees, external File Retrieval Costs, etc., at the discretion of the Director.	each	Disbursement Cost	Disbursement Cost		Disbursement Cost	
Fire & Emergency Services						
All fees and charges associated with Central York Fire Services are managed and approved through the Town of Newmarket. For more information please visit https://www.newmarket.ca/feesandcharges .	each					

By-law Number XXXX-24
Schedule "B"
Planning and Development Services Department
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Development Planning Division						
Maps						
Official Plan Schedules other than 'A' (11x17) (colour)	per map	\$10.00	\$10.50		\$10.75	
Oak Ridges Moraine Map Schedule 'J' as per Official Plan 48 (11 x 17) (b/w)	per map	\$19.75	\$20.25		\$20.75	
Official Plans						
Official Plan	per OP	\$64.00	\$66.00		\$67.00	
2C Secondary Plan	per copy	\$39.25	\$40.50		\$41.25	
Secondary Plans	per Secondary Plan	\$27.25	\$28.00		\$28.50	
Aurora Promenade Study	per copy	\$64.00	\$66.00		\$67.00	
Secondary Plans Consolidation	per copy	\$51.00	\$53.00		\$54.00	
Zoning						
Comprehensive Zoning By-law	per copy	\$36.00	\$37.00		\$37.75	
Comprehensive Zoning Exceptions	per copy	\$101.00	\$104.00		\$106.00	
Heritage						
Northeast Old Aurora Heritage Conservation District Plan	per copy	\$34.75	\$35.75		\$36.50	
Other						
Circulation Fees, including Labels	per circulation	\$94.00	\$97.00		\$99.00	
Electric Vehicle Charging Stations	per hour	\$2.60	\$2.70		\$2.75	
Real Property Fee	each	\$500.00	\$515.00		\$525.00	
REQUEST FOR TRAFFIC DATA						
7-Day Traffic Counts	per location	\$74.00	\$76.00		\$78.00	
8-Hour Turning Movement Count	per intersection	\$193.00	\$199.00		\$203.00	
Traffic Signal Timings	per intersection	\$95.00	\$98.00		\$100.00	
Grading Review						
Lot Grading review and inspection	per lot	\$335.00	\$345.00		\$352.00	
Grading review and inspection for pool construction (securities of \$3,000 will be collected at the time of permit fee payment)	per lot	\$454.00	\$468.00		\$477.00	
Service Connections Fees						
Construction of new service connections by the Town	each	Actual cost, plus 10% administration subject to HST	Actual cost, plus 10% administration subject to HST		Actual cost, plus 10% administration subject to HST	
Inspection of services installed by Owner	each	10% of construction cost	10% of construction cost		10% of construction cost	

**By-law Number XXXX-24
Schedule "B"
Planning and Development Services Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Building Division						
Permitted Use Letter						
To respond in writing to enquires related to uses of specific properties with respect to permitted uses as set in the Town of Aurora Zoning By-law 2213-78, as amended	each	\$49.00	\$50.00		\$51.00	
Administrative Costs						
Additional costs associated with the administration fee internal processing model homes applications with respect to outside agencies, and engineering review, and corporate policies and procedures	per unit	\$515.00	\$530.00		\$541.00	
Construction Activity Report						
Reports generated upon request providing permit numbers, location, description and construction value	each	\$98.00	\$101.00		\$103.00	
Zoning Review - Residential (single, semi or street townhomes)						
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$98.00	\$101.00		\$103.00	
Zoning Review - All Other Building Types						
Zoning review of applications other than a building permit application including zoning review of Committee of Adjustment or Consent applications and determination of legal non-conforming status.	each	\$193.00	\$199.00		\$203.00	
Sign Review						
Sign By-law review of applications other than a sign permit application including Sign By-law review of Planning Applications.	each	\$193.00	\$199.00		\$203.00	
Permit fees related to By-law Number 4753-05.P						
Pool Enclosure Permits	each	\$364.00	\$375.00		\$383.00	
Hot Tub Permits	each	\$193.00	\$199.00		\$203.00	
Engineering and Capital Delivery Division						
Subdivision and Site Plan Engineering Fees	percentage of servicing costs	7.3%	7.6%		7.9%	
Benchmarks	per benchmark	\$92.00	\$95.00		\$97.00	
Water Model Fee	each	\$ 1,100.00	\$ 1,200.00		\$ 1,300.00	
Sanitary Sewer Model Fee	each	\$ 1,100.00	\$ 1,200.00		\$ 1,300.00	
Request for digital drawings	per drawing	\$5.25	\$5.50		\$5.75	
Site Alteration Permit	flat fee + price per ha of site area	\$773.00 Flat Fee + \$45.00/ha	\$796.00 Flat Fee + \$46.00/ha		\$812.00 Flat Fee + \$47.00/ha	
Site Alteration Permit Renewal Fee (half the cost of the original permit)	flat fee + price per ha of site area	\$386.00 Flat Fee + \$22.50/ha	\$398.00 Flat Fee + \$23.25/ha		\$406.00 Flat Fee + \$23.75/ha	
Request for Information	per hour	\$93.00	\$96.00		\$98.00	

By-Law XXXX-24
Schedule C
Corporate Services
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
LEGAL SERVICES						
DOCUMENT PREPARATION/REVIEW (General)						
Basic (Standard template - minor changes required)	per document	\$807.00	\$831.00		\$848.00	
Complex	per document	\$2,135.00	\$2,199.00		\$2,243.00	
DOCUMENT PREPARATION/REVIEW (Specific)						
Condominium Agreement	per document	\$7,411.00	\$7,633.00		\$7,786.00	
Subdivision Agreement	per document	\$9,904.00	\$10,201.00		\$10,405.00	
Inhibiting Order Registration Process	per plan	\$2,372.00	\$2,443.00		\$2,492.00	
Site Plan Agreement	per document	\$1,956.00	\$2,015.00		\$2,055.00	
Minor Site Plan Agreement, including Stable Neighbourhood (non-owner occupied)	per document	\$807.00	\$831.00		\$848.00	
Encroachment/Licence Agreement	per document	\$807.00	\$831.00		\$848.00	
Amending Agreement	per document	\$807.00 (minimum)	\$831.00 (minimum)		\$848.00 (minimum)	
SERVICES RELATED TO EXISTING DEVELOPMENT AGREEMENTS (excluding documents or agreements that fall under Document Preparation/Review (General))						
Information regarding the status of existing agreements and/or registered documents, including agreements and by-laws	per document	\$150.00	\$155.00		\$158.00	
Highway Dedication/Subdivision Assumption By-law Legal Administration Fee	per by-law	\$931.00	\$959.00		\$978.00	
GENERAL LEGAL FEES						
Law Clerk	per hour	\$130.00	\$134.00		\$137.00	
Paralegal	per hour	\$178.00	\$183.00		\$187.00	
Solicitor	per hour	\$295.00	\$304.00		\$310.00	
Town Insurance Claim Legal Administration Fee	per claim	10% of the value of the claim made by the Town plus disbursements	10% of the value of the claim made by the Town plus disbursements		10% of the value of the claim made by the Town plus disbursements	
REGISTRATION FEE (i.e. processing of any type of document that requires a title search or registration on title)	per document	\$248.00	\$255.00		\$260.00	
CERTIFIED PHOTOCOPIES	per page	\$13.00	\$13.50		\$13.75	
Note: All Legal Services fees and/or service charges may be adjusted based on the complexity and nature of the agreement, document, or service as determined by the Town Solicitor to be fair						
LEGISLATIVE SERVICES						
FREEDOM OF INFORMATION (F.O.I.) REQUESTS and ROUTINE DISCLOSURE REQUESTS (Fees related to search and records preparation are prescribed by legislation)						
Application Fee	per application	\$5.00	\$5.00		\$5.00	
Manual Search Time and Preparation Time	per 15 minutes	\$7.50	\$7.50		\$7.50	
Photocopies	per page	\$0.20	\$0.20		\$0.20	
Computer Programming (develop program to retrieve information)	per 30 minutes	\$30.00	\$30.00		\$30.00	
Disks	per disk	\$10.00	\$10.00		\$10.00	
ACCESSIBILITY FOR ONTARIANS WITH DISABILITIES ACT (AODA) TRAINING						
Provision of AODA Training	per person	\$63.00	\$65.00		\$66.00	
By-Law Inspection and Attendance Fees						
Attendance Supervisory Fee	Hourly/per Officer	\$121.00	\$125.00		\$128.00	
Non Compliance Re-Inspection Fee	Hourly/per Officer	\$121.00	\$125.00		\$128.00	
Pool Enclosure Re-Inspection Fee	Per Visit	\$62.00	\$64.00	\$125.00	\$65.00	\$128.00
Property Standards Appeal	Per Order	\$115.00	\$118.00		\$120.00	

By-Law XXXX-24
Schedule C
Corporate Services
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Parking Permit Fees						
Parking permits	per permit	\$12.00 - \$404.00	\$12.50 - \$416.00		\$12.75 - \$424.00	
Property Information Request						
Review of departmental files and documents related to specific property requests relating to zoning, permits, occupancy and general property status	each	\$166.00	\$171.00		\$174.00	
By-law Exemption						
By-law Exemption	per exception	\$129.00	\$133.00		\$136.00	
Road Closure Fees (previously part of By-law 4750-05.T)						
Road Closure Deposit for Filming and Athletic Events	per event	\$3,271.00	\$3,369.00		\$3,436.00	
Road Closure Deposit for Parades and Processions	per event	\$545.00	\$561.00		\$572.00	
Parades and Events	per event	\$397.00	\$409.00		\$417.00	
Athletic Events	per event	\$624.00	\$643.00		\$656.00	
Filming	per event	\$397.00	\$409.00		\$417.00	

**By-law Number XXXX-24
Schedule "D"
Community Services Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
1. ADMINISTRATION						
a) Membership Refunds (Except Medical Reasons)	per refund	\$45.24	\$46.60		\$47.53	
b) Membership On Hold (Except Medical Reasons)	per hold	\$45.24	\$46.60		\$47.53	
c) Program Refund (Except Medical Reasons)	per refund	\$25.22	\$25.98		\$26.50	
g) Vendor Permit Fee	per event/ per day	\$63.18 - \$626.08	\$65.08 - \$644.86		\$66.38 - \$657.76	
OR	per event/per day	10%-30% of vendor gross sales	10%-30% of vendor gross sales		10%-30% of vendor gross sales	
h) Park/Outdoor Space Clean Up Fee - Refundable Deposit	each	\$100.00 - \$1,000.00	\$100.00 - \$1,000.00		\$100.00 - \$1,000.00	
i) Program/Event Promotional Material	each	\$0.52 - \$13.26	\$0.54 - \$13.66		\$0.55 - \$13.93	
j) Aquatic Pro Shop Items	each	\$2.08 - \$36.40	\$2.14 - \$37.49		\$2.19 - \$38.24	
k) Park/Outdoor Space Event Set-Up Fee (Mandatory for all groups of 80 or more.) (Includes up to 6 tables + 6 garbage receptacles, access to electrical, water, washrooms, where available.)	per event/ per day	\$411.84	\$424.20		\$432.68	
	per event/ per day (non-profit organizations)	\$100 - \$411.84	\$100 - \$424.20		\$100 - \$432.68	
l) Additional Parks/Outdoor Space Set-Up Fee (In addition to Park Event Set-Up Fee, for up to 6 additional tables and 6 additional garbage receptacles.)	per event/ per day	\$156.00	\$160.68		\$163.89	
m) Park/Outdoor Space Permit Maintenance/Damage Deposit (Refundable) (For groups of 25 or more)	per event/ per day	\$100.00 - \$1,000.00	\$100.00 - \$1,000.00	\$100.00 - \$2,000.00	\$100.00 - \$1,000.00	\$100.00 - \$2,000.00
n) Park/Picnic Shelter/Outdoor Space Clean-up Fee (As required for groups of 25-79.)	per event/ per day	\$121.16	\$124.79		\$127.29	
o) Park/Picnic Shelter/Outdoor Space Clean-up Fee (As required for groups of 24 or less.)	per event/ per day	\$44.46	\$45.79		\$46.71	
p) Facility Permit Maintenance/Damage Deposit (Refundable)	per event/per day	\$0.00 - \$1,500.00	\$0.00 - \$1,500.00		\$0.00 - \$1,500.00	
q) Parking Lot Charges	per day	\$0 - \$500	\$0 - \$500		\$0 - \$500	
r) Program Guide Advertisement	Per ad	\$228.80 - \$1,634.36	\$235.66 - \$1,683.39		\$240.38 - \$1,717.06	
s) Permit Cancellation Fee	Per permit			0 - 100% of full price		0 - 100% of full price
2. REGISTERED SEASONAL PROGRAMS						
a) Pre-School Activities	per class	\$5.20 - \$26.26	\$5.36 - \$27.05		\$5.46 - \$27.59	
b) Children's Activities	per class	\$6.50 - \$37.70	\$6.70 - \$38.83		\$6.83 - \$39.61	
c) Youth Activities	per class	Free - \$59.28	Free - \$61.06		Free - \$62.28	
d) Adult Activities	per class	\$5.72 - \$68.90	\$5.89 - \$70.97		\$6.01 - \$72.39	
e) Senior's Activities	per class	Free - \$31.46	Free - \$32.40		Free - \$33.05	
f) Family Activities	per class	\$5.20 - \$13.00	\$5.36 - \$13.39		\$5.46 - \$13.66	
g) Fitness Programs	per class	\$2.24 - \$37.70	\$2.30 - \$38.83		\$2.35 - \$39.61	
h) Seniors Bus Trips	per person	\$6.50 - \$338.00	\$6.70 - \$348.14		\$6.83 - \$355.10	
3. REGISTERED AQUATICS PROGRAMS (Note: Learn to Swim fees apply to Aurora residents only. Non-Residents are subject to a 20% surcharge.)						
a) Lessons - Learn to Swim	per class	\$8.32 - \$41.60	\$8.57 - \$42.85		\$8.74 - \$43.70	
b) Leadership Programs	per program	\$37.70 - \$587.60	\$38.83 - \$605.23		\$39.61 - \$617.33	
4. REGISTERED CAMP PROGRAMS (Note: All camp fees apply to Aurora residents only. Non-Residents are subject to a 20% surcharge.)						
a) Day Camps	per day	\$13.00 - \$62.14	\$13.39 - \$64.00		\$13.66 - \$65.28	
b) Specialty Camps	per day	\$15.08 - \$111.28	\$15.53 - \$114.62		\$15.84 - \$116.91	
c) Extended Care	per person	\$31.46 - \$132.34	\$32.40 - \$136.31		\$33.05 - \$139.04	
5. DROP-IN ACTIVITIES						
a) Youth Drop-in	per visit	Free - \$5.72	Free - \$5.89		Free - \$6.01	
b) Youth Drop-in	10 visits	\$26.75-\$45.00/10 visits	\$26.75-\$45.00/10 visits		\$26.75-\$45.00/10 visits	
c) Adult Drop-in	per visit	Free - \$8.32	Free - \$8.57		Free - \$8.74	
d) Other, Adult & Older Adult	per visit	Free - \$5.00	Free - \$5.00		Free - \$5.00	
e) Other, Adult & Older Adult	10 visits	\$25.50-\$68.00/10 visits	\$25.50-\$68.00/10 visits		\$25.50-\$68.00/10 visits	
f) Group rate (4 persons maximum)	per visit	\$10.75-\$25.25	\$10.75-\$25.25		\$10.75-\$25.25	
6. P.A. DAY PROGRAMS	per person	Free - \$118.56	Free - \$122.12		Free - \$124.56	
7. WORKSHOP/ CLINICS/ TOURNAMENTS						
a) Individual	per person	\$2.86 - \$113.36	\$2.95 - \$116.76		\$3.00 - \$119.10	
b) Team	per team	\$25.64 - \$33.80	\$26.41 - \$34.81		\$26.93 - \$35.51	

**By-law Number XXXX-24
Schedule "D"
Community Services Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
9. SPECIAL EVENTS						
a) Individual	per person	\$3.28 - \$25.64	\$3.37 - \$26.41		\$3.44 - \$26.93	
b) Family	per family	\$20.80 - \$31.56	\$21.42 - \$32.51		\$21.85 - \$33.16	
c) Float Registration Fees	Resident Commercial	\$88.40	\$91.05		\$92.87	
	Non-Resident Commercial	\$177.06	\$182.37		\$186.02	
d) Ribfest Vendors	each	\$500.24 - \$4,376.32	\$515.25 - \$4,507.61		\$525.55 - \$4,597.76	
e) Art Show Entry Fees	each	\$13.00 - \$50.18	\$13.39 - \$51.69		\$13.66 - \$52.72	
f) Food Vendors - Non Profit Groups	per day	\$62.66	\$64.54		\$65.83	
g) Food Vendors	per day	\$62.40 - \$626.08	\$64.27 - \$644.86		\$65.56 - \$657.76	
OR	per day	10%-30% of vendor gross sales	10%-30% of vendor gross sales		10%-30% of vendor gross sales	
h) Senior Centre Special Event Vendors	per day	Free - \$63.44	Free - \$65.34		Free - \$66.65	
10. MEMBERSHIPS (Note: All memberships apply to Aurora residents only. Non-Residents are subject to a 25% surcharge.)						
a) ALL INCLUSIVE MEMBERSHIP (Equipment & Weights, Squash and Group Fitness)	Adult	\$39.75-\$495.00	\$40.94 - \$509.85		\$41.76 - \$520.05	
	Youth/ Older Adult	\$31.75-\$396.00	\$32.70 - \$407.88		\$33.36 - \$416.04	
b) GROUP FITNESS MEMBERSHIP	Adult	\$33.70-\$418.00	\$34.71 - \$430.54		\$35.41 - \$439.15	
	Youth/Older Adult	\$27.00-\$334.00	\$27.81 - \$344.02		\$28.37 - \$350.90	
c) POOL MEMBERSHIP Lane & Leisure Only	Adult	\$23.00-\$253.00	\$23.69 - \$260.59		\$24.16 - \$265.80	
	Youth/Older Adult	\$18.40-\$202.40	\$18.95 - \$208.47		\$19.33 - \$212.64	
d) SQUASH MEMBERSHIP	Adult	\$40.30-\$464.50	\$41.51 - \$478.44		\$42.34 - \$488.00	
	Youth/Older Adult	\$32.25-\$371.60	\$33.22 - \$382.75		\$33.88 - \$390.40	
f) CORPORATE MEMBERSHIPS Per Company	Group of 4+	25% Discount (off resident rate)	25% Discount (off resident rate)		25% Discount (off resident rate)	
g) Youth Summer Gymnasium Membership	Youth - each	1 month (July or August) \$25.64	1 month (July or August) \$26.41		1 month (July or August) \$26.94	
h) Fitness Assessment	Per Person	\$ 39.00	\$ 40.17		\$ 41.00	
i) FIT Club	Per Person	\$ 35.80	\$ 36.90		\$ 37.65	
j) Youth Gymnasium Monthly Membership	Youth - each	1 month \$25.64	1 month \$26.41		1 month \$26.94	
k) EQUIPMENT AND WEIGHTS MEMBERSHIP	Adult	\$33.70-\$396.00	\$34.71 - \$407.88	\$34.71 - \$430.54	\$35.41 - \$416.04	\$35.41 - \$439.15
	Youth/Older Adult	\$27.00-\$316.80	\$27.81 - \$326.30	\$27.81 - \$344.02	\$28.37 - \$332.83	\$28.37 - \$350.90
l) Promotional Membership Discount (with Director Approval)	each	15 - 25% Discount on selected membership packages	15 - 25% Discount on selected membership packages		15 - 25% Discount on selected membership packages	
11. DAILY USER FEES						
a) Fitness Centre - Casual User Fee (access to group fitness classes, including cyclefit and aquafit)	Adult	\$9.05/class or \$72.70/10 visits	\$9.32/class or \$74.88/10 visits		\$9.51/class or \$76.37/10 visits	
	Youth/Older Adult	\$6.97/class or \$55.74/10 visits	\$7.18/class or \$57.42/10 visits		\$7.32/class or \$58.56/10 visits	
b) Pool - Casual User Fee	each - Under 4 years	Free	Free		Free	
	each - 4 -17 years	\$3.12/use or \$24.96/10 visits	\$3.21/use or \$25.71/10 visits	\$5.15/use or \$41.20/10 visits	\$3.28/use or \$26.22/10 visits	\$5.25/use or \$42.00/10 visits
	each - Adult (18 to 54 years)	\$5.00/use or \$40.00/10 visits	\$4.82/use or \$38.56/10 visits	\$5.15/use or \$41.20/10 visits	\$4.92/use or \$39.33/10 visits	\$5.25/use or \$42.00/10 visits
	each - Older Adult (55 years plus)	\$3.85/use or \$30.78/10 visits	\$3.96/use or \$31.71/10 visits		\$4.04/use or \$32.34/10 visits	
c) Squash - Daily User Fee (40 min Court Fee)	Prime	\$10.87/use or \$86.94/10 visits	\$11.19/use or \$89.55/10 visits		\$11.42/use or \$91.34/10 visits	
d) Squash - Daily User Fee (40 min Court Fee)	Non Prime	\$6.24/use or \$49.92/10 visits	\$6.43/use or \$51.42/10 visits		\$6.56/use or \$52.45/10 visits	
e) Squash - Daily User Fee (40 min Court Fee)	Youth/Older Adult	20% off listed fee	20% off listed fee		20% off listed fee	
12. SQUASH						
a) Lessons (40 min)	Private	\$37.72	\$38.85		\$39.63	
	Semi Private (per person)	\$28.18	\$29.03		\$29.61	
	3 or more (per person)	\$22.57	\$23.25		\$23.71	
b) Clinics	per class	\$10.40 - \$20.80	\$10.71 - \$21.42		\$10.93 - \$21.85	
c) House League (40 min) - Member	Per Session	\$43.28	\$44.58		\$45.48	
House League (40 min) - Non-Member	Per Session	\$86.89 - \$136.66	\$89.50 - \$140.76		\$91.29 - \$143.57	
13. SEASONAL PACKAGES						
a) Summer Splash Pass	per family	\$145.70	\$150.08		\$153.08	

**By-law Number XXXX-24
Schedule "D"
Community Services Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
14. PERSONAL TRAINING PACKAGES Note: All fees are for members. Non-members are subject to a 25% surcharge.						
a) Land Based Training - Single Session rate	Private	\$72.64	\$74.82		\$76.32	
	Semi-Private (per person)	\$55.02	\$56.67		\$57.80	
b) Land Based Training - 3 Session Rate (Get Started) One Time Offer	Private	\$170.04	\$175.14		\$178.64	
	Semi-Private (per person)	\$127.66	\$131.49		\$134.12	
c) Land Based Training - 5 Sessions	Private	\$296.76	\$305.67		\$311.78	
	Semi-Private (per person)	\$221.83	\$228.49		\$233.06	
d) Land Based Training - 10 Sessions	Private	\$562.43	\$579.30		\$590.89	
	Semi-Private (per person)	\$422.55	\$435.23		\$443.93	
e) Land Based Training - 20 Sessions	Private	\$1,103.91	\$1,137.03		\$1,159.77	
	Semi-Private (per person)	\$781.30	\$804.74		\$820.83	
15. POOL RENTAL RATES						
a) AFLC Pool - Private Rental	per lane/per hour (plus lifeguard costs)	\$15.08	\$15.53		\$15.84	
b) SARC 8 Lane Pool - Private Rental	per lane/per hour (plus lifeguard costs)	\$15.08	\$15.53		\$15.84	
c) SARC Therapy Pool - Private Rental	per hour (plus lifeguard costs)	\$27.66	\$28.49		\$29.06	
d) SARC Leisure Pool/Slide - Private Rental	per hour (plus lifeguard costs)	\$45.14	\$46.49		\$47.42	
f) Pool - School Instructional Lessons (30 mins)	per person	\$29.64/class (1 or 2) \$16.22/class (3 or 4) \$13.78/class (5 to 10) \$10.19/class (11 or more)	\$30.53/class (1 or 2) \$16.71/class (3 or 4) \$14.19/class (5 to 10) \$10.50/class (11 or more)		\$31.14/class (1 or 2) \$17.04/class (3 or 4) \$14.48/class (5 to 10) \$10.71/class (11 or more)	
h) Additional Instructor Fee	per hour	\$27.09	\$27.90		\$28.46	
i) Lifeguard Fee	per hour	\$23.92	\$24.64		\$25.13	
j) Additional Deck Supervisor Fee	per hour	\$28.80	\$26.65	\$29.70	\$27.20	\$30.30
k) Aquatic Event Pool set up fee	per event	\$200.00	\$206.00		\$210.00	
16. PUBLIC SKATING PROGRAMS						
a) Shiny Hockey	per visit	\$7.02	\$7.23		\$7.38	
	10 visits	\$56.94	\$58.65		\$59.82	
	per visit	\$3.28	\$3.37		\$3.44	
b) Public Skating (all)	10 visits	\$27.30	\$28.12		\$28.68	
	20 visits	\$51.22	\$52.76		\$53.81	
	30 visits	\$74.15	\$76.38		\$77.90	
c) Family Skate Pass	each	\$35.52 - \$355.73	\$36.58 - \$366.40		\$37.31 - \$373.73	
17. ICE RENTALS						
a) Ice Rental Prime Time	per hour	\$241.38	\$248.63		\$253.60	
b) Ice Rental Prime (Aurora Based Minor Hockey/Skating Club only)	per hour	\$226.30	\$233.09		\$237.75	
c) Ice Rental Non-Prime -Weekday (8:00am to 4:00pm)-	per hour	\$147.73	\$152.16		\$155.21	
d) Ice Rental Morning & Summer Non-Prime -6:00am to 8:00am Weekday -8:00am to 4:00pm Summer Ice (July 1 - Aug 31) -Weekend Summer Ice (July 1 - Aug 31)	per hour	\$156.42	\$161.11		\$164.33	
d) Ice Rental - OJHL Junior A (at all times) - OWHA U22AA (at all times)	per hour	\$104.00	\$107.12		\$109.26	

**By-law Number XXXX-24
Schedule "D"
Community Services Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
18. FACILITY RENTALS - INDOOR (Note: Damage/cleaning deposits may apply. Staff support charges may apply depending on the space rentals.)						
a) Meeting Room and Performance Space Rental	per hour per room	Free - \$272.58	Free - \$280.76		Free - \$286.38	
b) Arena Floor Rental - Aurora based Youth groups	per hour	\$52.10 - \$100	\$53.66 - \$103		\$54.74 - \$105.06	
c) Arena Floor Rental - Other	per hour					
d) Arena Floor Event Rental (per surface) - Not for profit in Aurora	per day - multi day event (open - close)	\$946.82	\$975.22		\$994.72	
e) Arena Floor Event Rental (per surface) - Other	per day - multi day event (open - close)	\$1,338.01	\$1,378.15		\$1,405.72	
f) TEACHING KITCHEN	per hour	\$32.71 (plus \$65.42 clean-up deposit)	\$33.69 (plus \$67.38 clean-up deposit)		\$34.36 (plus \$68.73 clean-up deposit)	
g) Gymnasium - Prime Time - Aurora based Youth	AFLC Full Gym/SARC - Half Gym - per hour	\$94.43	\$97.26	\$60.00	\$99.21	\$61.20
h) Gymnasium - Prime Time - Other	AFLC Full Gym/SARC - Half Gym - per hour	\$127.19	\$131.01	\$100.00	\$133.63	\$102.00
i) GYMNASIUM - Non-Prime - 7:00am to 4:00pm Weekdays	AFLC Full Gym/SARC - Half Gym - per hour	\$70.26	\$72.37	\$70.00	\$73.82	\$71.40
j) GYMNASIUM - Non-Resident (any time)	AFLC Full Gym/SARC - Half Gym - per hour	\$145.00	\$149.35	\$130.00	\$152.34	\$132.60
k) Gymnasium Equipment (per rental)	Basketball/volley ball/dodge ball (10 balls)	\$5.46	\$5.62		\$5.74	
	Volley Ball nets per net (maximum 2 nets)	\$10.92	\$11.25		\$11.47	
	Hockey nets per net (maximum 2 nets)	\$5.46	\$5.62		\$5.74	
	Hockey sticks and balls (12 sticks and 3 balls)	\$10.92	\$11.25		\$11.47	
	Tennis balls (3 balls)	\$5.46	\$5.62		\$5.74	
l) Squash Courts	per court per hour	\$15.18	\$15.64		\$15.95	
m) TOWN HALL - Coffee Service	Per 25 people or less	\$35.15 /25 people	\$36.21 /25 people		\$36.93 /25 people	
n) TOWN HALL - COUNCIL CHAMBERS (Staff support fee may apply)	Aurora Based Groups	\$70.25 /hour	\$72.36 /hour		\$73.81 /hour	
	Non-Aurora Based Groups	\$145.86/hour	\$150.24/hour		\$153.24 /hour	
	Professional/Commercial Groups	\$285.80 /hour	\$294.38 /hour		\$300.26 /hour	
o) TOWN HALL - SKYLIGHT GALLERY	per hour	\$70.25	\$72.36		\$73.81	
p) TOWN HALL - EQUIPMENT SUPPORT	Staffing charge for the use of the equipment in either the Holland Room and/or Council Chambers	\$90.90 /hour	\$93.62 /hour		\$95.50 /hour	
q) Locker Rental (per person)	1 month	\$7.75	\$7.98		\$8.14	
	3 month	\$22.26	\$22.92		\$23.38	
	6 month	\$41.81	\$43.06		\$43.92	
	12 month	\$79.77	\$82.16		\$83.80	
r) Box Office Fees	Capital Investment Fund - per ticket	\$1.50	\$1.95	\$1.55	\$2.34	\$1.58
	Handling/Processing Fee - per ticket	\$2.00 + 3%	\$2.60 + 3%	\$2.06 + 3%	\$3.12 + 3%	\$2.10 + 3%
	Admin Fee - per event	\$200.00	\$260	\$206	\$312	\$210
s) Staff Support	Staffing costs per staff member per hour in support of space rental (3 hour min)	\$20.80 - \$57.20 (3 hour min)	\$21.42 - \$58.92 (3 hour min)		\$21.85 - \$60.09 (3 hour min)	
t) Equipment Support (Other Than Town Hall)	Equipment rental costs per rental in support of space rental	\$5.20 - \$156.00	\$5.36 - \$160.68		\$5.46 - \$163.89	
u) Production Service Fees (Aurora Town Square)	Service fees per rental	\$25 - \$500	\$25 - \$650	\$25 - \$515	\$25 - \$780	\$25 - \$525
	Piano move	Actual cost, plus 10% administration subject to HST	Actual cost, plus 10% administration subject to HST		Actual cost, plus 10% administration subject to HST	
	Additional equipment rental	Actual cost, plus 10% administration subject to HST	Actual cost, plus 10% administration subject to HST		Actual cost, plus 10% administration subject to HST	
v) Outside Catering Fee	Per booking/per day			\$.0 - \$500		\$.0 - \$500

**By-law Number XXXX-24
Schedule "D"
Community Services Department
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19. FACILITY RENTALS - OUTDOOR						
a) BAND SHELL	Park Event (limited electrical available)	\$411.84	\$424.20		\$432.68	
	Park Event (non-profit group) (limited electrical available)	\$100 - \$411.84	\$100 - \$424.20		\$100 - \$432.68	
	Hourly (no set-up or staff support required)	\$35.15	\$36.21		\$36.93	
b) McMAHON PARK	Aurora Lawn Bowling Club (per year)	\$1,260.79	\$1,298.62		\$1,324.59	
	Aurora Community Tennis Club (per year)	\$2,049.01	\$2,110.48		\$2,152.69	
c) TENNIS COURTS/PICKLEBALL COURTS	per hour	\$9.78	\$10.07		\$10.27	
20. PLAYING FIELD USER FEES						
a) Ball Diamonds - Adult & Youth	per hour	\$12.27 - \$25.00	\$12.64 - \$25.75		\$12.89 - \$26.27	
b) Rectangular Fields - Adult & Youth	per hour	\$12.27 - \$25	\$12.64 - \$25.75		\$12.89 - \$26.27	
d) Rectangular Fields - Adult	per hour	n/a				
g) Tournaments	each tournament (plus hourly rate per field)	\$271.08	\$279.21		\$284.79	
h) ARTIFICIAL TURF FIELD	per hour	\$10.76 - \$100	\$11.08 - \$103		\$11.30 - \$105.60	
21. CULTURAL SERVICES						
a) Visiting Researcher	per 2 hours	\$30.16	\$31.06		\$31.69	
b) Corresponding Researcher	per hour	\$54.70	\$56.35		\$57.47	
c) Photocopies / scans of text	per page	\$0.62	\$0.64		\$0.66	
d) High Resolution Image (existing)	per image	\$34.16	\$35.19		\$35.89	
e) High Resolution Scan	per image	\$68.43	\$70.48		\$71.89	
22. AURORA SPORTS DOME						
a) Prime Time (October 1 - May 14)	1/3 Field per hour	\$206.24	\$212.43		\$216.68	
	Full Field per hour	\$618.74	\$637.30		\$650.05	
b) Non-Profit Groups (October 1 - May 14)	1/3 Field per hour	\$185.62	\$191.19		\$195.01	
	Full Field per hour	\$556.87	\$573.57		\$585.05	
c) Prime Time Aurora Youth Soccer Club (October 1 - May 14)	1/3 Field per hour	\$165.00	\$169.95		\$173.35	
	Full Field per hour	\$494.99	\$509.84		\$520.04	
d) Non-Prime Time (October 1 - May 14)	1/3 Field per hour	\$148.08	\$152.52		\$155.57	
	Full Field per hour	\$444.23	\$457.55		\$466.70	
e) Non-Prime Time Aurora Youth Soccer Club (October 1 - May 14)	1/3 Field per hour	\$118.46	\$122.01		\$124.45	
	Full Field per hour	\$355.38	\$366.04		\$373.36	
f) Non-Prime Time Event Rate (min 4 consecutive hours) (excludes March Break & Christmas Break) (October 1 - May 14)	1/3 Field per hour	\$104.00	\$107.12		\$109.26	
	Full Field per hour	\$312.00	\$321.36		\$327.79	
g) Non-Prime Time Aurora Youth Soccer Club Event Rate (min 4 consecutive hours) (excludes March Break & Christmas Break) (October 1 - May 14)	1/3 Field per hour	\$83.20	\$85.70		\$87.41	
	Full Field per hour	\$249.60	\$257.09		\$262.23	
h) Summer - All Times (May 15 - Sept. 30)	1/3 Field per hour	\$52.00	\$53.56		\$54.63	
	Full Field per hour	\$156.00	\$160.68		\$163.89	
i) Summer - All Times Non-Profit Groups - Adult (May 15 - Sept. 30)	1/3 Field per hour	\$41.60	\$42.85		\$43.70	
	Full Field per hour	\$124.80	\$128.54		\$131.11	
j) Summer - All Times Non-Profit Groups - Youth (May 15 - Sept. 30)	1/3 Field per hour	\$36.40	\$37.49		\$38.24	
	Full Field per hour	\$109.20	\$112.48		\$114.73	
k) Summer - All Times Aurora Youth Soccer Club (May 15 - Sept. 30)	1/3 Field per hour	\$31.20	\$32.14		\$32.78	
	Full Field per hour	\$93.60	\$96.41		\$98.34	

**By-law Number XXXX-24
Schedule "E"
Operational Services Department
Effective January 1, 2025**

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Work Performed for Residents, Contractors and Developers		Actual Labour, Material & Equipment plus 35% overhead or full cost of contracted services plus 15% administrative fee, subject to HST	Actual Labour, Material & Equipment plus 35% overhead or full cost of contracted services plus 15% administrative fee, subject to HST		Actual Labour, Material & Equipment plus 35% overhead or full cost of contracted services plus 15% administrative fee, subject to HST	
Hydrant Deposit	Each	\$2,288.00	\$2,357.00		\$2,404.00	
Fire Flow Test	Each	\$312.00	\$321.00		\$327.00	
Sewer Camera Rate	lump sum	actual cost plus 15% administrative fee, subject to HST	actual cost plus 15% administrative fee, subject to HST		actual cost plus 15% administrative fee, subject to HST	
Water Meters and Water Meter Accessories	each	Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$513 per meter or accessory)	Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$513 per meter or accessory)		Actual cost plus 35% overhead, subject to HST (overhead limited to a maximum of \$513 per meter or accessory)	
Water Meter Wire Charge	per box	\$241.00	\$270.00		\$302.00	
Bulk Water Fee (during Construction)	per residential/town house unit	\$170.00	\$175.00		\$179.00	
	per high density/apartment unit	\$95.00	\$98.00		\$100.00	
	non-residential (per 100m ²)	\$65.00	\$67.00		\$68.00	
Road Encroachment and Occupancy Fees						
Road Occupancy Permit Damage Deposit	each	\$635.00 - \$10,400.00	\$654.00 - \$10,712.00		\$667.00 - \$10,926.00	
Road Occupancy Permit Rush Fee	each	\$113.00	\$116.00		\$118.00	
Road Occupancy Permit	each	\$436.00	\$449.00		\$458.00	
Additional Inspection Fee	per inspection	\$166.00	\$171.00		\$174.00	
Encroachment Application Fee	per application	\$334.00	\$344.00		\$351.00	
Sanitary Sewer Remediation						
Private Side Sanitary Sewer Remediation	each	Actual cost plus 15% administrative fee, subject to HST	Actual cost plus 15% administrative fee, subject to HST		Actual cost plus 15% administrative fee, subject to HST	
Water Turn On/Off Service Charges (previously included in By-law 5716-4)						
24 hours or more of notice during business hours (8:00am - 4:00pm)	each	\$0.00	\$0.00		\$0.00	
Less than 24 hours notice during business hours (8:00am - 4:00pm)	each	\$100.00	\$103.00		\$105.00	
Outside business hours	each	\$198.00	\$204.00		\$208.00	
Waste Collection Fees						
Blue Boxes	each	\$17.00	\$17.50		\$18.00	
Blue Totes	each	\$174.00 + delivery charge of \$40.00 for the 95 gal totes (which includes picking up old damaged totes)	\$179.00 + delivery charge of \$41.00 for the 95 gal totes (which includes picking up old damaged totes)		\$183.00 + delivery charge of \$42.00 for the 95 gal totes (which includes picking up old damaged totes)	
Green Bins	each	\$33.00	\$34.00		\$35.00	
Kitchen Catcher	each	\$9.00	\$9.25		\$9.50	
Backyard Composters	each	\$48.00	\$49.00		\$50.00	
Replacement Blue Tote wheel set	each	\$23.00	\$24.00		\$24.50	
Residential Waste Bag Tag	each	\$5.00	\$5.00		\$6.00	
Landscape Fees						
Landscaping Administration Fees	each	8.168% - less than \$100K 7.148% - \$100K to \$250K 6.126% - \$250K to \$500K 5.105% - more than \$500K	8.168% - less than \$100K 7.148% - \$100K to \$250K 6.126% - \$250K to \$500K 5.105% - more than \$500K		8.168% - less than \$100K 7.148% - \$100K to \$250K 6.126% - \$250K to \$500K 5.105% - more than \$500K	
Landscape Maintenance Fees	each	25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)	25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)		25.525% of estimated value of landscape works installed on municipal property (excludes open space plantings)	
Tree Permit Fees						
Tree Permit Fees	up to 3 trees that are between 20 cm and 69 cm	\$242.00	\$249.00		\$254.00	
	up to 4 trees that are between 20 cm and 69 cm	\$363.00	\$374.00		\$381.00	
	up to 5 trees that are between 20 cm and 69 cm	\$486.00	\$501.00		\$511.00	
	up to 6 trees that are between 20 cm and 69 cm	\$606.00	\$624.00		\$636.00	
	up to 7 trees that are between 20 cm and 69 cm	\$726.00	\$748.00		\$763.00	
	8 or more trees that are between 20 cm and 69 cm (cost per tree)	\$121.00	\$125.00		\$128.00	
	A tree that is greater than 70 cm	\$578.00	\$595.00		\$607.00	

By-law Number XXXX-24
 Schedule "E"
Operational Services Department
 Effective January 1, 2025

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Memorial Tree Fees						
Bronze Plaque	each	\$728.00	\$750.00		\$765.00	
Coniferous Trees	150mm - 300 mm	\$364.00 - \$1,092.00	\$375.00 - \$1,125.00		\$383.00 - \$1,148.00	
Deciduous Trees	50mm - 70 mm	\$520.00 - \$780.00	\$536.00 - \$803.00		\$547.00 - \$819.00	
Memorial Bench Fees						
New Bench or dedication of existing	each	\$520.00 - \$1,560.00	\$536.00 - \$1,607.00		\$547.00 - \$1,639.00	
Park Access Agreement						
Administrative Fee	each	\$416.00	\$428.00		\$437.00	
Security Deposit	each	\$5,200.00 - \$10,400.00	\$5,356.00 - \$10,712.00		\$5,463.00 - \$10,926.00	
Street Pole Banner Program						
Application Fee - For Profit Organizations	each	\$50.00	\$51.50		\$52.50	
Application Fee - For Non-Profit Organizations	each	\$30.00	\$31.00		\$31.50	
Banner Installation/Removal Fee	per banner	\$100.00	\$103.00		\$105.00	

**By-law Number XXXX-24
Schedule "F"
Finance Department
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updated to Approved Fees
Finance						
Tax Bill Reprint - Per Tax Year	per document	\$ 23.00	\$ 24.00		\$ 24.50	
Returned Cheques <u>Payments</u>	per cheque	\$ 58.00	\$ 60.00		\$ 61.00	*
Payment Recalled by Bank/ <u>Refund Requested</u>	per item	\$ 23.00	\$ 24.00	\$ 60.00	\$ 24.50	\$ 61.00 *
Mortgage Administrative Fee	per transaction	\$ 11.75	\$ 12.00		\$ 12.25	
Tax Reminder Notices	per property	\$ 8.00	\$ 8.25		\$ 8.50	
Water and Wastewater Reminder Notices	per property	\$ 8.00	\$ 8.25		\$ 8.50	
Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 162.00	\$ 167.00		\$ 170.00	
Online Tax and Water/Wastewater Certificate (for all properties)	per property	\$ 162.00	\$ 167.00		\$ 170.00	
Tax Certificate (Vacant Land Only)	per property	\$ 131.00	\$ 135.00		\$ 138.00	
Water/Wastewater Certificate	per property	\$ 131.00	\$ 135.00		\$ 138.00	
Water Bill Reprint - Per Billing Period	per document	\$ 23.50	\$ 24.25		\$ 24.75	
Official Tax Receipt Letter for Government Agencies	per document	\$ 41.00	\$ 42.00		\$ 43.00	
Duplicate Receipt	per receipt	\$ 17.50	\$ 18.00		\$ 18.50	
Detailed Analysis of Tax Account - Per Tax Year	per property	\$ 41.00	\$ 42.00		\$ 43.00	
Tax Roll Ownership Change	per property	\$ 63.00	\$ 65.00		\$ 66.00	
Water Account Ownership Change/ New Account Set-up	per property	\$ 63.00	\$ 65.00		\$ 66.00	
Letter of Reference for Utilities	each	\$ 34.50	\$ 35.50		\$ 36.25	
Addition of Unpaid Charges to Tax Bill	per addition	\$ 58.00	\$ 60.00		\$ 61.00	
DC Administration Fee	per application	\$ 1,813.00	\$ 1,867.00		\$ 1,904.00	
GIS Division						
GIS Analysis	per hour	\$ 93.00	\$ 96.00		\$ 98.00	
Town Street Plan Map (b/w) (24x36 inches)	per map	\$ 9.75	\$ 10.00		\$ 10.25	
Town Street Plan Map (colour) (24x36 inches)	per map	\$ 15.25	\$ 15.75		\$ 16.00	
Town Air Photo Map (30x39 inches)	per map	\$ 47.00	\$ 48.00		\$ 49.00	

By-law Number XXXX-24
Schedule "G"
Building Division
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Minimum Permit Fee for Part 9 Residential Building	per application	\$ 325.00	\$ 335.00		\$ 342.00	
Minimum Permit Fee for all Other Buildings	per application	\$ 654.00	\$ 674.00		\$ 687.00	
Group A Assembly (Applies to New Buildings and Additions)						
Restaurants/ Banquet Halls (Finished)	per square metre	\$ 21.00	\$ 22.00		\$ 22.50	
Restaurant/ Banquet Hall (Shell)	per square metre	\$ 12.75	\$ 13.25		\$ 13.50	
Recreation Facilities, Schools, Libraries, Churches, Theatres and All Other Group A Occupancies	per square metre	\$ 21.00	\$ 22.00		\$ 22.50	
Group A Assembly (Alterations)	per square metre	\$ 7.00	\$ 7.25		\$ 7.50	
Group B Institutional (Applies to New Buildings and Additions)						
Residential Care Facilities, Nursing Homes and All Other Group B	per square metre	\$ 21.00	\$ 22.00		\$ 22.50	
Group B Institutional (Alterations)	per square metre	\$ 7.00	\$ 7.25		\$ 7.50	
Group C Residential (Applies to New Buildings and Additions)						
Single Family Detached Semi, Row House, Link Dwellings* *Permit includes Building, HVAC, Plumbing and Residential Occupancy Permits.	per square metre	\$ 19.00	\$ 19.75		\$ 20.00	
Multiple Residential and Apartments	per square metre	\$ 18.00	\$ 18.50		\$ 19.00	
Other Group C (Hotel/Motel Lodging Houses, Rooming Houses, Shelters, etc.)	per square metre	\$ 18.00	\$ 18.50		\$ 19.00	
Group C Residential (Alterations)	per square metre	\$ 7.00	\$ 7.25		\$ 7.50	
Second Suite Dwelling Unit	per square metre	\$ 7.00	\$ 7.25		\$ 7.50	
Group D Business and Personal Services (Applies to New Buildings and Additions)						
Business and Personal Services (Finished)	per square metre	\$ 18.00	\$ 18.50		\$ 19.00	
Business and Personal Services (Shell)	per square metre	\$ 14.50	\$ 15.00		\$ 15.50	
Group D Business and Personal Services (Alterations)	per square metre	\$ 8.25	\$ 8.50		\$ 8.75	
Group E Mercantile (Applies to New Buildings and Additions)						
Mercantile (Finished)	per square metre	\$ 18.00	\$ 19.00		\$ 19.50	
Mercantile (Shell)	per square metre	\$ 14.50	\$ 15.00		\$ 15.50	
Group E Mercantile (Alterations)	per square metre	\$ 8.25	\$ 8.50		\$ 8.75	
Group F Industrial (Applies to New Buildings and Additions)						
Industrial (Finished - Including Self-Storage Buildings)	per square metre	\$ 12.00	\$ 12.50		\$ 12.75	
Industrial (Shell)	per square metre	\$ 9.75	\$ 10.00		\$ 10.25	
Storage Garages	per square metre	\$ 6.00	\$ 6.25		\$ 6.50	
Gas Stations/Repair Stations	per square metre	\$ 10.75	\$ 11.00		\$ 11.25	
Farm Buildings	per square metre	\$ 5.25	\$ 5.50		\$ 5.75	
Group F Industrial (Alterations)	per square metre	\$ 5.75	\$ 6.00		\$ 6.25	
Designated Structures						
Wind Turbine Support Structure	per structure	\$ 377.00	\$ 388.00		\$ 396.00	
Exterior Tank and Support not regulated by TSSA, 2000	per structure	\$ 319.00	\$ 329.00		\$ 336.00	
Retaining Walls	per linear metre	\$ 9.50	\$ 9.75		\$ 10.00	
Solar Collectors	per structure	\$ 377.00	\$ 388.00		\$ 396.00	
Stand Alone						
Accessory Structures (Residential)	flat fee	\$ 325.00	\$ 335.00		\$ 342.00	
Accessory Structures (All Other)	flat fee	\$ 625.00	\$ 644.00		\$ 657.00	
Alternative Solutions	per application	\$1,215.00 - plus consulting costs as applicable	\$1,251.00 - plus consulting costs as applicable		\$1,276.00 - plus consulting costs as applicable	
Change of Use	per square metre	\$ 8.25	\$ 8.50		\$ 8.75	
Construction and Sales Trailers	per square metre	\$ 12.50	\$ 13.00		\$ 13.25	
Construction and Sales Trailers (Pre-Fabricated)	per square metre	\$ 6.25	\$ 6.50		\$ 6.75	
Conditional Permits	per square metre of applicable residential or commercial fee	\$1,215.00 - plus agreement preparation costs (min \$1,157.00)	\$1,251.00 - plus agreement preparation costs (min \$1,192.00)		\$1,276.00 - plus agreement preparation costs (min \$1,216.00)	
Demolition (Singles, Semis, Row Houses, Accessory Structures)	55m ² or less - flat fee	\$ 325.00	\$ 335.00		\$ 342.00	
	Over 55m ² - flat fee	\$ 383.00	\$ 394.00		\$ 402.00	
Demolition (Others)	flat fee	\$ 625.00	\$ 644.00		\$ 657.00	
Electromagnetic Locks	per lock	\$37.00 - to a maximum of \$369.00	\$38.00 - to a maximum of \$380.00		\$38.75 - to a maximum of \$388.00	
Fire Alarm Retrofit	per application	\$ 370.00	\$ 381.00		\$ 389.00	
Fireplaces, Woodstoves and Chimneys	each	\$ 325.00	\$ 335.00		\$ 342.00	
Foundation for Relocated Buildings	per square metre	\$ 4.50	\$ 4.75		\$ 5.00	
HVAC Systems	per residential system	\$ 325.00	\$ 335.00		\$ 342.00	
	per all other systems	\$ 654.00	\$ 674.00		\$ 687.00	
Kitchen Exhaust System	per system	\$ 625.00	\$ 644.00		\$ 657.00	
Marijuana Grow-OP Remediation	minimum fee - includes 10 hours of plan review and inspection	\$ 1,308.00	\$ 1,347.00		\$ 1,374.00	
	per hour (after)	\$ 132.00	\$ 136.00		\$ 139.00	
Miscellaneous Permits - Where a permit application is for a Class not listed herein, the Unit of Measure and Fee shall be determined by the Chief Building Official	each	tdb	tdb		tdb	
Model Certification	per square metre	\$ 6.75	\$ 7.00		\$ 7.25	

By-law Number XXXX-24
Schedule "G"
Building Division
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Permits for Certified Plans	per square metre	\$ 12.25	\$ 12.50		\$ 12.75	
Model Type Change	per square metre	\$ 948.00	\$ 976.00		\$ 996.00	
Outdoor Public Pool (3.11 OBC)	per square metre	\$ 7.50	\$ 7.75		\$ 8.00	
Occupancy of an Unfinished Building Permit	per application - up to 4 hours of combined inspection time for building, plumbing and fire services	\$ 520.00	\$ 536.00		\$ 547.00	
	per hour (additional time)	\$ 130.00	\$ 134.00		\$ 137.00	
Partial Permits (Foundation, Structural and Foundation/Structural)	per application	\$ 654.00	\$ 674.00		\$ 687.00	
Portables	per portable	\$189.00 - to a maximum of \$1,893.00	\$185.00 - to a maximum of \$1,950.00	\$195.00 - to a maximum of \$1,950.00	\$189.00 - to a maximum of \$1,989.00	\$199.00 - to a maximum of \$1,990.00
Revision to Permit Plan	per application - up to 3 hours of review time	\$ 328.00	\$ 338.00		\$ 345.00	
Shoring	per linear metre	\$ 9.00	\$ 9.25		\$ 9.50	
Solar Domestic Hot Water Systems	per system	\$ 558.00	\$ 575.00		\$ 587.00	
Sprinkler Retrofit	per square metre	\$ 0.78	\$ 0.80		\$ 0.82	
Temporary Building/Tent	per structure	\$189.00 - to a maximum of \$1,893.00	\$195.00 - to a maximum of \$1,950.00		\$199.00 - to a maximum of \$1,989.00	
Transit/Bus and Terminal/Bus Shelter	per square metre (see Group A Occupancies)	\$ 16.50	\$ 17.00		\$ 17.50	
Underpinning	per linear metre	\$ 9.00	\$ 9.25		\$ 9.50	
Plumbing						
On Site Sewage Systems - New Systems (200m ² or less)	per system	\$ 654.00	\$ 674.00		\$ 687.00	
On Site Sewage Systems - New Systems (Greater than 200m ²)	per square metre	\$4.50 - to a maximum of \$3,743.00	\$4.75 - to a maximum of \$3,855.00		\$5.00 - to a maximum of \$3,932.00	
Alterations to Sewage Disposal System	per application	\$ 313.00	\$ 322.00		\$ 328.00	
Headers, Tank Removal or Decommissioning	each	\$ 313.00	\$ 322.00		\$ 328.00	
Stand Alone Plumbing Fixtures, Equipment, Roof Drains - Single Family Dwelling	per fixture	\$ 19.00	\$ 19.50		\$ 20.00	
Stand Alone Plumbing Fixtures, Equipment, Roof Drains - All Other Buildings	per fixture	\$ 19.00	\$ 19.50		\$ 20.00	
Water Service (Residential)	per application	\$ 30.00	\$ 31.00		\$ 31.75	
Each Residential Drain and Sewer (Includes both Storm and Sanitary, Inside, Outside and Floor Drains)	per application	\$ 71.00	\$ 73.00		\$ 74.00	
Commercial, Industrial, Institutional and Apartment (Buildings and Units)						
Water Services						
50mm (2") or less	each	\$ 30.00	\$ 31.00		\$ 31.50	
100mm (4")	each	\$ 53.00	\$ 55.00		\$ 56.00	
150mm (6")	each	\$ 76.00	\$ 78.00		\$ 80.00	
200mm (8")	each	\$ 101.00	\$ 104.00		\$ 106.00	
250mm (10")	each	\$ 124.00	\$ 128.00		\$ 131.00	
300mm (12") or larger	each	\$ 149.00	\$ 153.00		\$ 156.00	
Drains (Storm or Sanitary Drains - Inside or Outside)						
100mm (4")	each	\$ 59.00	\$ 61.00		\$ 62.00	
150mm (6")	each	\$ 91.00	\$ 94.00		\$ 96.00	
200mm (8")	each	\$ 112.00	\$ 115.00		\$ 117.00	
250mm (10")	each	\$ 135.00	\$ 139.00		\$ 142.00	
300mm (12") or larger	each	\$ 160.00	\$ 165.00		\$ 168.00	
Miscellaneous Plumbing						
Manhole, Catch-Basin, Area Drain or Interceptors	each	\$ 43.00	\$ 44.00		\$ 45.00	
Testable Back-Flow Preventer	each	\$ 76.00	\$ 78.00		\$ 80.00	
Other Fees						
Re-Inspection Fee (Applicable at the discretion of the Chief Building Inspector)	each	\$ 130.00	\$ 134.00		\$ 137.00	
Review of Plans	per hour	\$ 130.00	\$ 134.00		\$ 137.00	
Permit Reactivation Fee	per permit	\$ 184.00	\$ 190.00		\$ 194.00	
Administration Fee for Occupancy of a Residential Building Prior to Issuance of the Required Residential Occupancy Permit under the Building Code	per unit	\$ 938.00	\$ 966.00		\$ 985.00	
Special Inspection Fee - per Hour, per Person (Applicable at the discretion of the Chief Building Inspector)	per hour per person	\$ 130.00	\$ 134.00		\$ 137.00	
Special Investigation Fee - Where work for which a permit is required by the Building By-law has commenced without the authorization of a permit, in addition to all other fees)	each	Half the permit fee payable pursuant to this By-law or \$294.00, whichever is greater	Half the permit fee payable pursuant to this By-law or \$303.00, whichever is greater		Half the permit fee payable pursuant to this By-law or \$309.00, whichever is greater	
Transfer of Permit	per application	\$ 130.00	\$ 134.00		\$ 137.00	
Zoning and Applicable Law Review	per proposal	\$ 160.00	\$ 165.00		\$ 168.00	
Sewage System Maintenance Inspection	per inspection	\$ 179.00	\$ 184.00		\$ 188.00	
Project by the Municipality	each	No Fees Charged	No Fees Charged		No Fees Charged	

**By-law Number XXXX-24
Schedule "G"
Building Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
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Notes
<p>General Notes - Interpretation and Application of Schedule G</p> <p>A building permit or permit fee is not required for any detached structure having an area of less than 15 square metres, except where plumbing is installed. However, the Town of Aurora Zoning By-law Number 6000-17, as amended, applies to all structures.</p> <p>Detached single family dwelling, semi-detached dwelling, row house and link house</p> <p>The service index applied to the construction of a new dwelling includes the building, plumbing, HVAC and occupancy permit components.</p> <p>Where a proposal for the construction of a new dwelling unit includes a deck, porch or similar amenity structures those amenities are included in the permit fee and will not be charged the stand alone fee for such structures.</p> <p>The measurement of a floor area for a dwelling unit shall be measured from exterior face of exterior wall to same or centerline of party wall, firewall or common wall including the floor area of an attached garage, basement and cellar.</p> <p>Where a proposal for construction includes an addition, alteration, accessory structures or any combination thereof the permit fee shall be the sum of the fees for the individual components.</p> <p>All Other Classes of Permits</p> <p>The service index applied to the construction of a new dwelling includes the Building, Fire Services and HVAC components but does not include plumbing or site services which shall be charged a separate fee in accordance with this Schedule.</p> <p>The occupancy classifications in this schedule correspond with the Ontario Building Code. For mixed use floor areas, the service index for each applicable occupancy may be used.</p> <p>Where a storage garage is located below a principle building and is considered a separate building the fee for the storage garage shall be calculated in accordance with the Group F industrial occupancy fees.</p> <p>Mechanical penthouses and floors, mezzanines, lofts and balconies are to be included in all floor area calculations. No deductions shall be made for openings in a floor area with the exception of interconnected floor areas.</p> <p>Security Deposits</p> <p>In accordance with the Town of Aurora Infill Housing Policy a security deposit of \$10,000.00 is required prior to the issuance of a permit for the construction of new dwellings.</p> <p>In accordance with the Town of Aurora Policy regarding temporary sales trailers and construction trailers, a security deposit in the amount of \$5,000.00 is required to cover the cost of removal, should it become necessary.</p> <p>In accordance with the Town of Aurora Policy regarding demolition permits for Listed Heritage Buildings or Structures, a security deposit in the amount of \$10,000 is required prior to the issuance of the permit.</p>

**By-law Number XXXX-24
Schedule "H"
Development Planning Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Official Plan Amendment						
Major (see Note 1)	base fee (includes processing fee)	\$ 48,849.00	\$ 50,314.00		\$ 51,320.00	
Minor (see Note 2)	base fee (includes processing fee)	\$ 28,182.00	\$ 29,027.00		\$ 29,608.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 2,442.00	\$ 2,515.00		\$ 2,565.00	
Zoning By-law Amendment						
Major (see Note 3)	base fee (includes processing fee)	\$ 28,354.00	\$ 29,205.00		\$ 29,789.00	
	revision fees	\$ 2,669.00	\$ 2,749.00		\$ 2,804.00	
Minor (see Note 4)	base fee (includes processing fee)	\$ 15,342.00	\$ 15,802.00		\$ 16,118.00	
	revision fees	\$ 2,046.00	\$ 2,107.00		\$ 2,149.00	
Removal of Hold	base fee (includes processing fee)	\$ 10,998.00	\$ 11,328.00		\$ 11,555.00	
Temporary Use	base fee (includes processing fee)	\$ 18,410.00	\$ 18,962.00		\$ 19,341.00	
	extension of the Temporary By-law	\$ 9,995.00	\$ 10,295.00		\$ 10,500.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 1,418.00	\$ 1,843.00		\$ 1,880.00	
Draft Plan of Subdivision						
Draft Plan of Subdivision	base fee (includes registration of subdivision agreement)	\$ 50,679.00	\$ 52,199.00		\$ 53,243.00	
	residential processing fee/surcharge 0 - 25 units (per unit)	\$885/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$912/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$930/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge 26 - 100 units (per unit)	\$753/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$776/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$792/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge 101 - 200 units (per unit)	\$640/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$659/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$672/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	residential processing fee/surcharge > 200 units (per unit)	\$544/unit and \$10,728/hectare or part thereof for all other lands (see Note 5)	\$560/unit and \$11,050/hectare or part thereof for all other lands (see Note 5)		\$571/unit and \$11,271/hectare or part thereof for all other lands (see Note 5)	
	processing fee/surcharge (non-residential)	\$10,506/hectare or part thereof for all other lands (see Note 5)	\$10,821/hectare or part thereof for all other lands (see Note 5)		\$11,037/hectare or part thereof for all other lands (see Note 5)	
Draft Plan of Subdivision (con't)	revision fee (where applicant makes revisions to plans requiring recirculation)	\$ 2,893.00	\$ 2,980.00		\$ 3,040.00	
	revisions to a Draft Approved Plan of Subdivision, or Conditions of Draft Approval	\$ 6,937.00	\$ 7,145.00		\$ 7,288.00	
	extension of Draft Approval	\$ 3,633.00	\$ 3,742.00		\$ 3,817.00	
Recirculation/Revision Fee	where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal	\$ 2,534.00	\$ 2,610.00		\$ 2,662.00	
Draft Plan of Condominium						
(All Types)	base fee (includes registration of Condo agreement)	\$ 33,545.00	\$ 34,551.00		\$ 35,242.00	
	Recirculation/revision fee (where the applicant fails to respond to the comments requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	\$ 1,613.00	\$ 1,661.00		\$ 1,694.00	
	revisions to Approved Draft Plan of Condominium	\$ 4,881.00	\$ 5,027.00		\$ 5,128.00	
	extension of Draft Approval	\$ 2,669.00	\$ 2,749.00		\$ 2,804.00	

By-law Number XXXX-24
Schedule "H"
Development Planning Division
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Part Lot Controls						
Part Lot Controls	base fee	\$ 4,532.00	\$ 4,668.00		\$ 4,761.00	
	plus: per unit or lot	\$ 100.00	\$ 103.00		\$ 105.00	
Block Plans						
Block Plans	base fee	\$ 12,536.00	\$ 12,912.00		\$ 13,170.00	
	processing fee/surcharge	\$655/hectare or part thereof	\$675/hectare or part thereof		\$689/hectare or part thereof	
Site Plan Approval						
Major	base fee	\$ 17,014.00	\$ 17,524.00		\$ 17,875.00	
	plus: per unit for residential 0 - 25 units (per unit)	\$ 736.00	\$ 758.00		\$ 773.00	
	plus: per unit for residential 26 - 100 units (per unit)	\$ 442.00	\$ 455.00		\$ 464.00	
	plus: per unit for residential 101 - 200 units (per unit)	\$ 265.00	\$ 273.00		\$ 278.00	
	plus: per unit for residential > 200 units (per unit)	\$ 157.00	\$ 162.00		\$ 165.00	
	plus: ICI buildings for first 2,000m ² - per m ² of GFA	\$ 7.50	\$ 7.75		\$ 8.00	
	plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA	\$ 5.00	\$ 5.25		\$ 5.50	
	plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA	\$ 2.50	\$ 2.60		\$ 2.70	
	Minor and Amending Plans (see Note 6: per m ² fee applicable only if there is an increase in GFA)	base fee	\$ 9,137.00	\$ 9,411.00		\$ 9,599.00
plus: ICI buildings for first 2,000m ² - per m ² of GFA		\$ 7.50	\$ 7.75		\$ 8.00	
plus: ICI buildings portion of GFA between 2,001m ² and 10,000m ² - per m ² of GFA		\$ 5.00	\$ 5.25		\$ 5.50	
plus: ICI buildings portion of GFA beyond 10,000m ² - per m ² of GFA		\$ 2.50	\$ 2.60		\$ 2.70	
Recirculation/Revisions (where the applicant fails to revise drawings as requested by the Town beyond the third submission or the Applicant changes the plans/proposal)	Major Site Plan (each)	\$ 9,137.00	\$ 9,411.00		\$ 9,599.00	
	Minor Site Plan (each)	\$ 4,907.00	\$ 5,054.00		\$ 5,155.00	
Site Plan Exemption	base fee	\$ 1,164.00	\$ 1,199.00		\$ 1,223.00	
	request for site plan exemption beyond 2 nd submission	\$ 295.00	\$ 304.00		\$ 310.00	
Telecommunication Tower/Antenna Facilities	Level 1 base fee	\$ 5,575.00	\$ 5,742.25		\$ 5,686.50	
	Level 2 base fee	\$ 9,663.00	\$ 9,953.00		\$ 10,152.00	
Committee of Adjustment						
Consent						
Lot Creation, Lot Addition, Establishment of Easements, Mortgage change over, Lease over 21 years	base fee	\$ 5,777.00	\$ 5,950.00		\$ 6,069.00	
	plus: per new lot created beyond the initial severed parcel	\$ 2,902.00	\$ 2,989.00		\$ 3,049.00	
	change of conditions (only before a final consent is granted)	\$ 1,064.00	\$ 1,096.00		\$ 1,118.00	
	recirculation fee (see Note 7)	\$ 3,026.00	\$ 3,117.00		\$ 3,179.00	
Minor Variances or Permission						
Ground Related Residential Zoned Lands	base fee	\$ 3,191.00	\$ 3,287.00		\$ 3,353.00	
Oak Ridges Moraine Residential	base fee	\$ 2,666.00	\$ 2,746.00		\$ 2,801.00	
More than one Variance related to a Draft Approved Plan of Subdivision	base fee	\$ 3,191.00	\$ 3,287.00		\$ 3,353.00	
	plus: per lot or unit	\$ 1,672.00	\$ 1,722.00		\$ 1,756.00	
All Other Uses, including ICI	base fee	\$ 3,910.00	\$ 4,027.00		\$ 4,108.00	
Minor Variance (non-owner occupied)	each	\$ 5,092.00	\$ 5,245.00		\$ 5,350.00	
Recirculation/Revisions (see Note 7)	each	\$ 1,605.00	\$ 1,653.00		\$ 1,686.00	
Minor Variance for Outdoor Swim Schools	each	\$ 278.00	\$ 286.00		\$ 292.00	
General Fees						
Owner's Request to Cancel Public Planning Meeting	base fee	\$ 4,033.00	\$ 4,154.00		\$ 4,237.00	
Ontario Land Tribunal Processing Fee (including all development applications)	base fee	\$ 1,200.00	\$ 1,236.00		\$ 1,261.00	
Ontario Land Tribunal Processing Fee (Minor Variances, Consent and other appeals)	base fee	\$ 500.00	\$ 515.00		\$ 525.00	
File Maintenance Fee	per 6 months	\$ 831.00	\$ 856.00		\$ 873.00	
Cash in Lieu of Parking Agreement	base fee	\$ 5,942.00	\$ 6,120.00		\$ 6,242.00	
Municipal Street Name Change	each	\$ 1,906.00	\$ 1,963.00		\$ 2,002.00	
Municipal Addressing Change	each	\$ 1,240.00	\$ 1,277.00		\$ 1,303.00	
Deeming By-law Fee	each	\$ 4,624.00	\$ 4,763.00		\$ 4,858.00	

**By-law Number XXXX-24
Schedule "H"
Development Planning Division
Effective January 1, 2025**

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Staff report to Council outside of the regular Planning Process	each	\$ 1,100.00	\$ 1,133.00		\$ 1,156.00	
Heritage Removal Request	each	\$ 500.00	\$ 515.00		\$ 525.00	
Agreements						
Amendment of an executed Development Agreement (SUB, CDM, SP)	each	\$ 2,000.00	\$ 2,060.00		\$ 2,101.00	
Pre-Consultation						
Level 1: If the Applicant only provides a site plan, with no other supporting information	each	\$ 1,000.00	\$ 1,030.00		\$ 1,051.00	
Level 2: If the Applicant provides the following: Site Plan, Landscape Plan, conceptual elevation/images and brief planning justification outlining the proposal and the relevant planning policies	each	\$ 650.00	\$ 670.00		\$ 683.00	

Notes

1) Major Official Plan Amendment

An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include those relating to multiple properties; site specific proposals that represent large scale development/significant change in use; and applications involving significant changes to the text/policies of the Official Plan.

2) Minor Official Plan Amendment

An application that is a small scale amendment to the Official Plan policies and designations, having limited impact or policy implications beyond the subject lands.

3) Major Zoning By-law Amendment

An application that is significant in scale and scope which may have greater impact or policy implication beyond the subject lands. Such applications may include:

- an application relating to more than one property;
- a site specific application, if considered to represent large scale redevelopment;
- significant change in use and/or zone category; or
- an application involving significant changes to the development standards or general provisions of the by-law.

4) Minor Zoning By-law Amendment

An application for minor and small scale zoning amendment having no significant impact on adjoining lands. Minor application must be site specific and include:

- a request for additional permitted use, within an existing building or with no significant impact on existing development standards; and
- changes in development standards to accommodate a minor development or severance.

5) Draft Plan of Subdivision

All other lands within the draft plan excluding roads, road widenings and environmental protection lands.

6) Minor and Amending Site Plans

Shall include amendments to existing site plan agreements for those properties with development agreements executed and registered after 2000. Staff shall determine, in consultation with other departments, if a site plan application is considered minor, an amendment or if a new site plan application is required.

7) Recirculation Fee

Required due to an Owner's or Applicant's revisions or deferrals.

8) Applications for Non-Owner Occupied Applications

The fees for Stable Neighbourhood Site Plan and Minor Variance applications for non-owner occupied applicants be based on full cost recovery.

Payment of Fees

All fees set out herein shall be payable to the Town of Aurora upon the submission of the related application to the Town, unless otherwise provided herein. The fee amount shall be completed by the Applicant on the Fee Calculation Worksheet included with each Application Form. 50% of fees refunded if application is withdrawn prior to any Council or Committee of Adjustment consideration.

Telecommunication/Antenna Facilities

Level 1: Antenna systems less than 15 metres in height above ground level or Antennas located on any building, water tower, lamp post, etc. where the height does not exceed 25% of the height of the non-tower structure or 15 metres above ground level - whichever is the greater

Level 2: Towers that aren't exempted from Municipal Approval as per Section 3.5 of the protocol

File Maintenance

If the applicant fails to resubmit (within 6 months) from the date of comments sent

**By-law Number XXXX-24
Schedule "I"
By-law Services Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Adult Entertainment Parlour (previously included in By-law 5630-14)						
Owner/Operator - Initial	each	\$2,072.00	\$2,134.00		\$2,177.00	
Owner/Operator - Renewal	each	\$1,782.00	\$1,835.00		\$1,872.00	
Entertainer - Initial	each	\$186.00	\$192.00		\$196.00	
Entertainer - Renewal	each	\$171.00	\$176.00		\$180.00	
Entertainer - Late Fee	each	\$57.00	\$59.00		\$60.00	
Entertainer - I.D. Card	each	\$13.00	\$13.50		\$13.75	
Auctioneers (previously included in By-law 5630-14)						
Initial	each	\$157.00	\$162.00		\$165.00	
Renewal	each	\$80.00	\$82.00		\$84.00	
Billiard Hall (previously included in By-law 5630-14)						
Initial	each	\$422.00	\$435.00		\$444.00	
Renewal	each	\$80.00	\$82.00		\$84.00	
Body Rub Parlour (previously included in By-law 5630-14)						
Owner - Initial	each	\$2,233.00	\$2,300.00		\$2,346.00	
Owner - Renewal	each	\$1,921.00	\$1,979.00		\$2,019.00	
Operator - Initial	each	\$1,056.00	\$1,088.00		\$1,110.00	
Operator - Renewal	each	\$948.00	\$976.00		\$996.00	
Provider - Initial	each	\$132.00	\$136.00		\$139.00	
Provider - Renewal	each	\$112.00	\$115.00		\$117.00	
Provider - Late Fee	each	\$57.00	\$59.00		\$60.00	
Provider - I.D. Card	each	\$13.00	\$13.50		\$13.75	
By-law Officer Paid Duty						
Officer Paid Duty (minimum three hours and two officers)	per hour, per officer	\$62.00	\$64.00		\$65.00	
Door to Door Sales Agents (previously included in By-law 5630-14)						
Initial	each	\$88.00	\$91.00		\$93.00	
Renewal	each	\$80.00	\$82.00		\$84.00	
Driving School Instructors (previously included in By-law 5630-14)						
Instructors with vehicle - Initial	each	\$119.00	\$123.00		\$125.00	
Instructors with vehicle - Renewal	each	\$107.00	\$110.00		\$112.00	
Instructor with vehicle - Late Fee	each	\$64.00	\$66.00		\$67.00	
Instructor without vehicle - Initial	each	\$112.00	\$115.00		\$117.00	
Instructor without vehicle - Renewal	each	\$95.00	\$98.00		\$100.00	
Instructor without vehicle - Late Fee	each	\$64.00	\$66.00		\$67.00	
Change of Vehicle Fee	each	\$64.00	\$66.00		\$67.00	
Replacement Plate	each	\$113.00	\$116.00		\$118.00	
Farmers Market (previously included in By-law 6092-18)						
Stall Permit	per season	\$88.00	\$91.00		\$93.00	
	per day	\$41.00	\$42.00		\$43.00	
Fence Exemption Fee						
Application fee for an Existing Fence	each	\$278.00	\$286.00		\$292.00	
Application fee for a New Unconstructed Fence	each	\$196.00	\$202.00		\$206.00	
Horse Riding Establishments (previously included in By-law 5630-14)						
Initial	each	\$289.00	\$298.00		\$304.00	
Renewal	each	\$231.00	\$238.00		\$243.00	
Kennels (previously included in By-law 5630-14)						
Initial	each	\$483.00	\$497.00		\$507.00	
Renewal	each	\$340.00	\$350.00		\$357.00	
Kennel Inspection Fee	each			\$125.00		\$128.00
Limousines (previously included in By-law 5630-14)						
Owner - Initial	each	\$189.00	\$195.00		\$199.00	
Owner - Renewal	each	\$99.00	\$102.00		\$104.00	
Owner - Late Fee	each	\$58.00	\$60.00		\$61.00	
Driver - Initial	each	\$94.00	\$97.00		\$99.00	
Driver - Renewal	each	\$80.00	\$82.00		\$84.00	
Driver - Late Fee	each	\$58.00	\$60.00		\$61.00	
Change of Vehicle Fee	each	\$58.00	\$60.00		\$61.00	
Replacement Plate	each	\$113.00	\$116.00		\$118.00	
I.D. Card	each	\$13.00	\$13.50		\$13.75	
Mobile Sign Installers (previously included in By-law 5630-14)						
Initial	each	\$322.00	\$332.00		\$339.00	
Renewal	each	\$304.00	\$313.00		\$319.00	

**By-law Number XXXX-24
Schedule "I"
By-law Services Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Place of Amusement (previously included in By-law 5630-14)						
Owner/Operator - Initial	each	\$313.00	\$322.00		\$328.00	
Owner/Operator - Renewal	each	\$132.00	\$136.00		\$139.00	
Property Standards (previously included in By-law 4044-99.P)						
Certificate of Compliance	each	\$70.00	\$72.00		\$73.00	*
Insp (as per subsection 9.6.1 of By-law 4044-99.P)	each	\$119.00	\$123.00		\$126.00	*
Refreshment Vehicles and Vendors (previously included in By-law 5630-14)						
Owner - Motorized - Initial	each	\$289.00	\$298.00		\$304.00	
Owner - Motorized - Renewal	each	\$254.00	\$262.00		\$267.00	
Owner - Motorized - Late Fee	each	\$58.00	\$60.00		\$61.00	
Owner - Motorized - Short Term	each	\$58.00	\$60.00		\$61.00	
Owner - No Motor - Initial	each	\$267.00	\$275.00		\$281.00	
Owner - No Motor - Renewal	each	\$254.00	\$262.00		\$267.00	
Owner - No Motor - Late Fee	each	\$58.00	\$60.00		\$61.00	
Vendor - Initial	each	\$113.00	\$116.00		\$118.00	
Vendor - Renewal	each	\$86.00	\$89.00		\$91.00	
Vendor - Late Fee	each	\$58.00	\$60.00		\$61.00	
Change of Vehicle Fee	each	\$58.00	\$60.00		\$61.00	
Replacement Plate	each	\$113.00	\$116.00		\$118.00	
I.D. Card	each	\$13.00	\$13.50		\$13.75	
Second Hand Goods Vendors, Pawnbrokers and Salvage Yard Owners (previously included in By-law 5630-14)						
Initial	each	\$289.00	\$298.00		\$304.00	
Renewal	each	\$249.00	\$256.00		\$261.00	
Mobile Sign	each	\$125.00	\$129.00		\$132.00	
Banner Sign	each	\$125.00	\$129.00		\$132.00	
Feather Banner Sign	each	\$125.00	\$129.00		\$132.00	
Portable Sign	each	\$125.00	\$129.00		\$132.00	
Portable Sign - 1 Year Permit	each			\$260.00		\$265.00
Special Event Sign	each	\$125.00	\$129.00		\$132.00	
Sign Retrieval Fee	per sign	\$54.00	\$56.00		\$57.00	
Security Deposit	Initial Application Only	\$578.00	\$595.00		\$607.00	
Sign Application - Administered by Building Services (previously included in By-law 5840-14)						
Application for General Sign Permit (unless specified below)	each	\$174.00 per application plus \$11.55/square metre of total aggregate areas of all proposed signs	\$179.00 per application plus \$11.90/square metre of total aggregate areas of all proposed signs		\$183.00 per application plus \$12.14/square metre of total aggregate areas of all proposed signs	
Application for Billboard or Mural Sign	per application	\$346.00	\$356.00		\$363.00	
Application for revision/renewal of a sign permit	per application	\$174.00	\$179.00		\$183.00	
Security Deposit	per sign	\$578.00	\$595.00		\$607.00	
Application for Sign Variance Request (within the scope limits described in 4.10(b) of By-law 5840.14)	each	\$346.00	\$356.00		\$363.00	
Application for Appeal to Council (pursuant to 4.10(d) of By-law 5840.14)	each	\$346.00	\$356.00		\$363.00	
Application for Sign Variance Request (exceeding the scope limits described in 4.10(e) of By-law 5840.14)	each	\$694.00	\$715.00		\$729.00	
Taxicabs (previously included in By-law 5630-14)						
Owner License - Initial	each	\$580.00	\$597.00		\$609.00	
Owner License - Renewal	each	\$502.00	\$517.00		\$527.00	
Owner License - Late Fee	each	\$107.00	\$110.00		\$112.00	
Broker License - Initial	each	\$256.00	\$264.00		\$269.00	
Broker License - Renewal	each	\$95.00	\$98.00		\$100.00	
Broker License - Late Fee	each	\$95.00	\$98.00		\$100.00	
Taxicab Driver License - Initial	each	\$95.00	\$98.00		\$100.00	
Taxicab Driver License - Renewal	each	\$64.00	\$66.00		\$67.00	
Taxicab Driver License - Late Fee	each	\$64.00	\$66.00		\$67.00	
Transfer of Owner License - General	each	\$187.00	\$193.00		\$197.00	
Transfer of Owner to Estate	each	\$187.00	\$193.00		\$197.00	
Transfer of Taxicab Plate to New Vehicle	each	\$58.00	\$60.00		\$61.00	
Annual Priority List Fee	each	\$29.00	\$30.00		\$31.00	
Replacement Taxicab Plate	each	\$113.00	\$116.00		\$118.00	
Taxicab Meter Reseal	each	\$46.00	\$47.00		\$48.00	
I.D. Card and Tariff Card	each	\$13.00	\$13.50		\$13.75	
Taxi Test Re-write	each	\$34.00	\$35.00		\$36.00	
Taxicab Identification Holder	each	\$11.50	\$12.00		\$12.25	

**By-law Number XXXX-24
Schedule "I"
By-law Services Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Vacant Registry (previously included in By-law 6114-18)						
Property Zoned Residential	Initial	\$204.00	\$210.00		\$214.00	
	Renewal	\$289.00	\$298.00		\$304.00	
Property Zoned Commercial	Initial	\$231.00	\$238.00		\$243.00	
	Renewal	\$346.00	\$356.00		\$363.00	
Property Zoned Institutional	Initial	\$231.00	\$238.00		\$243.00	
	Renewal	\$346.00	\$356.00		\$363.00	
Property Zoned Industrial	Initial	\$231.00	\$238.00		\$243.00	
	Renewal	\$346.00	\$356.00		\$363.00	
Property Zoned Promenade	Initial	\$231.00	\$238.00		\$243.00	
	Renewal	\$346.00	\$356.00		\$363.00	
Inspection	per hour	\$127.00	\$131.00		\$134.00	
Re-Occupancy Inspection	each	\$58.00	\$60.00		\$61.00	
Miscellaneous Fees						
Remedial Action Administration Fee	Administration fee for services and materials expended by the Town in carrying out the requirements of a Notice or an Order, in whole or in part	Town's out-of-pocket expenses plus 50%	Town's out-of-pocket expenses plus 50%		Town's out-of-pocket expenses plus 50%	
Order File Management Fee	Management fee applied when an Order has been registered on title	\$830.00	\$855.00		\$872.00	
Property Standards Appeal Fee	each	\$280.00	\$288.00		\$294.00	
<u>Accessible/EV/No Parking Signs (purchase of sign only and does not include installation)</u>	<u>each</u>			\$55.00		\$56.00 *

**By-law Number XXXX-24
Schedule "J"
Animal Services Division
Effective January 1, 2025**

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Cat License (previously included in By-law 6197-19)						
Regular License	each	\$ 23.00	\$ 23.75		\$ 24.25	
License for cat owned by Resident fifty-five (55) years of age or older	each	\$ 11.50	\$ 12.00	\$ 17.00	\$ 12.25	\$ 17.25 *
Dog License (previously included in By-law 6197-19)						
Regular License	each	\$ 34.50	\$ 35.50		\$ 36.25	
License for 'Dangerous Dog'	each	\$ 116.00	\$ 119.00		\$ 121.00	
License for dog owned by Resident fifty-five (55) years of age or older	each	\$ 17.75	\$ 18.25	\$ 25.00	\$ 18.75	\$ 25.50 *
License for guide dog or service animal (with proper documentation)	each	no charge	no charge		no charge	
Impound (previously included in By-law 6197-19)						
First Impound	each	\$ 26.00	\$ 26.75	\$ 36.00	\$ 27.25	\$ 36.75 *
Second Impound	each	\$ 42.00	\$ 43.00	\$ 52.00	\$ 44.00	\$ 53.00 *
Third Impound	each	\$ 78.00	\$ 80.00	\$ 89.00	\$ 82.00	\$ 91.00 *
Daily Maintenance	each	\$ 17.50	\$ 18.00	\$ 25.00	\$ 18.50	\$ 25.50 *
Replacement Tag (previously included in By-law 6197-19)						
Cat or dog	each	\$ 5.75	\$ 6.00		\$ 6.25	
Animal Control Services						
Trapping Fee (Includes food and trap)	flat fee	\$ 50.00	\$ 51.50	\$ 56.50	\$ 53.60	\$ 57.50 *
Private Property deceased wildlife removal (bagged)	per animal	\$ 20.00	\$ 20.60	\$ 30.00	\$ 21.00	\$ 30.50 *
Private Property deceased wildlife removal (unbagged)	per animal	\$ 40.00	\$ 41.25	\$ 60.00	\$ 42.00	\$ 61.00 *
Deceased Domestic - Small Size (up to 15 lbs)	per animal	\$ 17.00	\$ 17.50		\$ 18.00	
Deceased Domestic - Medium Size (between 16 and 40 lbs)	per animal	\$ 34.00	\$ 35.00		\$ 36.00	
Deceased Domestic - Large Size (between 41 and 100 lbs)	per animal	\$ 51.00	\$ 53.00		\$ 54.00	
Officer Paid Duty (minimum three hours, two Officers)	per hour, per officer	\$ 62.00	\$ 64.00		\$ 65.00	
Animal Order Appeal Fee	each	\$ 280.00	\$ 288.00		\$ 294.00	
Animal Surrenders & Aggressive Dog Assistance	each	\$ 90.00	\$ 93.00		\$ 95.00	

By-Law XXXX-24
Schedule K
Access Aurora Division
Effective January 1, 2025

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
CIVIL MARRIAGE SERVICES						
Civil Marriage Fee	per service	\$520.00	\$536.00		\$547.00	
Marriage Licences	per licence	\$156.00	\$161.00		\$164.00	
Witness Fee (if Town staff are required to be witnesses)	per witness	\$70.00	\$72.00		\$73.00	
Rehearsal Fee for offsite Civil Marriage ceremony	per service	\$105.00	\$108.00		\$110.00	
Administrative Fee to be charged for change of wedding date within 7 days of scheduled ceremony	per change	\$38.25	\$39.50		\$40.25	
Administrative Fee to be charged for cancellation of Civil Marriage ceremony before consultation meeting	each	\$72.00	\$74.00		\$75.00	
Administrative Fee to be charged for cancellation of Civil Marriage ceremony after consultation meeting	each	\$207.00	\$213.00		\$217.00	
ADMINISTER OATHS/TAKE AFFIDAVITS						This fee is to
commission documents for work that is not in connection with business of the Town (i.e. third party)						
Commission Service (Pension documents for seniors are completed at no charge)	per commission	\$26.00	\$27.00		\$27.50	\$28.00 *
VITAL STATISTICS INFORMATION						
Burial Permits (HST Exempt)	per permit	\$44.00	\$45.00		\$46.00	
LOTTERY LICENSING						
Bingo Events (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board		3% of prize board	
Raffles (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board		3% of prize board	
BREAK OPEN TICKETS (NEVADA) (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board		3% of prize board	
Media Bingo (HST Exempt)	regulated by Province of Ontario	3% of prize board	3% of prize board		3% of prize board	
Letters of Approval (HST Exempt) Town approval of Lottery Schemes Licenced by the Province of Ontario	per application	\$44.00	\$45.00		\$46.00	
LIQUOR LICENSE CLEARANCE LETTER	each	\$213.00	\$219.00		\$223.00	
NO OBJECTION LETTER	each	\$96.00	\$99.00		\$101.00	

Description of Service for Fee or Service Charge	Unit of Measure (i.e. per hour, page, document, etc.)	2024 (Including H.S.T. where applicable)	2025 (Including H.S.T. where applicable)	2025 Updates to Approved Fees	2026 (Including H.S.T. where applicable)	2026 Updates to Approved Fees
Short-Term Rentals (Company providing service - i.e. Airbnb, VRBO, Expedia)						
STR Companies - Initial License Fee (each)	up to 10 properties	\$ 520.00	\$ 536.00		\$ 547.00	
	11 to 50 properties	\$ 1,040.00	\$ 1,071.00		\$ 1,092.00	
	51 to 100 properties	\$ 5,200.00	\$ 5,356.00		\$ 5,463.00	
	Over 100 properties	\$ 11,440.00	\$ 11,783.00		\$ 12,019.00	
STR Companies - Renewal License Fee (each)	up to 10 properties	\$ 416.00	\$ 428.00		\$ 437.00	
	11 to 50 properties	\$ 832.00	\$ 857.00		\$ 874.00	
	51 to 100 properties	\$ 4,160.00	\$ 4,285.00		\$ 4,371.00	
	Over 100 properties	\$ 9,152.00	\$ 9,427.00		\$ 9,616.00	
Short-Term Rental Operators (Local host/owner of individual Short-Term Rental)						
Initial License Fee (1-3 bedrooms)	each	\$ 395.00	\$ 407.00		\$ 415.00	
Renewal License Fee (1-3 bedrooms)	each	\$ 374.00	\$ 385.00		\$ 393.00	
Miscellaneous Fees						
License Renewal Late Fee (Company)	each	\$ 520.00	\$ 536.00		\$ 547.00	
License Renewal Late Fee (Host)	each	\$ 52.00	\$ 54.00		\$ 55.00	
Replacement License Placard	each	\$ 52.00	\$ 54.00		\$ 55.00	
Short Term Rental Re-Inspection Fee	each			\$ 125.00		\$ 128.00



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Town of Aurora
Committee of the Whole Report
No. FIN24-045

Subject: Further Bill 185 Development Charges Bylaw Amendments

Prepared by: Jason Gaertner, Manager, Financial Management

Department: Finance

Date: October 1, 2024

Recommendation

1. That Report No. FIN24-045 be received; and
2. That the memo dated August 23, 2024, Re. 2024 Development Charges Background Study Update – Amendments as per Bill 185 be adopted; and
3. That no further public meetings are required under section 12 of the Development Charges Act, 1997; and
4. That the proposed amending Development Charges By-law be enacted October 22, 2024.

Executive Summary

On June 6, 2024, Bill 185 “Cutting Red Tape to Build More Homes Act, 2024” received royal assent which necessitated multiple changes to the Town’s DC Study and bylaw. Most of these changes were previously implemented through amending DC By-law No. 6614-24 as per the Development Charges Act’s (DCA) process for minor amendments to DC By-laws. The remaining required changes arising from the Bill must be addressed under the DCA through its formal amendment process.

The intent of this report is to present Council with a proposed amending Development Charges By-law for its adoption.

- On June 6, 2024, the province approved multiple changes to the Development Charges Act and the accompanying regulations

- The proposed amending Development Charges By-law is required to adhere to Sections 10 to 18 of the DCA
- The proposed amending Development Charges By-law addresses all remaining Bill 185 changes, as well as other minor amendment needs
- The Development Charges Act provides a mechanism for members of the public to appeal this amending Development Charges By-law

Background

On June 6, 2024, the province approved multiple changes to the Development Charges Act (DCA) and the accompanying regulations

On April 10, 2024, the province tabled Bill 185 “Cutting Red Tape to Build More Homes Act, 2024”. This Act proposed multiple changes to the DCA and Planning Act.

On June 6, 2024, Bill 185 received Royal Assent. The approved changes to the DCA and Ontario Regulation 82/98 under the DCA included:

- The definition of eligible capital costs were updated to include certain growth studies
- The removal of the mandatory phase-in of charges
- The process for minor amendments to DC bylaws
- A reduction of time for the DC rate freeze related to site plan and zoning bylaw amendment planning application
- Modernizing public notice requirements
- Implementation of the Affordable Residential Unit Exemptions

In recognition that the Town would need to update its DC calculations and bylaw, staff engaged Watson & Associates to update the Town’s DC calculations and create the necessary amending DC bylaws.

On June 26th DC amending Bylaw No. 6614-24 was approved by Council. This bylaw addressed the majority of the changes arising as a result of Bill 185. Tonight’s presented amending DC bylaw addresses the one remaining Bill requirement being the reduction to the frozen DC rate period from 24 to 18 months.

The proposed amending Development Charges By-law is required to adhere to Sections 10 to 18 of the DCA

For the Town to amend its existing DC By-law, it must undertake the following necessary steps under the DCA:

1. The completion of an amended development charges background study.

As the proposed amending DC By-law is reflective of a policy change only, the memorandum dated August 23, 2024, Re. 2024 Development Charges Background Study Update – Amendments as per Bill 185 which can be found under Attachment 1, will be used as the DC Background Study. (Complete)

2. Hold a public meeting that seeks feedback from public stakeholders on the Town's proposed amending DC bylaw. (Complete)
3. Provide at least 20 days' notice of the scheduled public meeting(s). (Complete)
4. Ensure that its amending DC By-law and DC Study are posted on the Town's web site for 60 days prior to the passing of the Town's new amending DC By-law. (Complete)

Analysis

The proposed amending Development Charges By-law addresses all remaining Bill 185 changes, as well as other minor amendment needs

Further to the recent changes undertaken by the Town through By-law No. 6614-24, the Town must make one final revision to its DC By-law arising from Bill 185.

The current DCA requires developments that are subject to a site plan and/or a zoning bylaw amendment application have their DC rates frozen as of the date of their related application's submission. Previously, the DCA required that frozen rates be in effect for a period of 24 months (two years) commencing on the date that the related application is approved. If a building permit is not issued within this frozen rate period, the prevailing DC rates at the time the DC payable becomes due would be applicable. Bill 185 reduced the minimum frozen rate period from 24 to 18 months; effectively meaning that any application submissions after June 5, 2024, would be subject to the shorter frozen rate period.

To align with this legislative change, the Town must update its DC By-law. This bylaw amendment does not meet the defined DCA criteria for a minor amendment; meaning the Town would need to adhere to the above noted sections 10 through 18 requirements.

Further, it is proposed that a definition for Retail be added to the Town's DC By-law to ensure its greater alignment with York Region's DC By-law.

These changes are included as part of the proposed amending DC By-law which can be found under Attachment 2.

The Development Charges Act provides a mechanism for members of the public to appeal the revised Development Charges By-law

The DCA provides a mechanism for members of the public to appeal the amending Development Charges By-law to the Ontario Land Tribunal (the "Tribunal") within 40 days following adoption by the Council. The Tribunal then hears and makes a final decision on the amending bylaw only, including approving any potential settlements. Despite any appeals, until the decision of the Tribunal is issued, the adopted bylaw remains in effect, and its proposed amendments remain effective.

Advisory Committee Review

None

Legal Considerations

As per the DCA, the Town must have an active DC By-law in place that is compliant with the DCA to enable the Town's legal capability to collect development charges.

Financial Implications

The proposed amending DC By-law's financial implications are difficult to quantify as the impact will differ for each individual development application. However, it can be assumed that the reduced frozen DC rate period will result in moderate increased development charge revenue for the Town from development applications submitted on June 6, 2024, and onwards.

As the Town's prevailing DC rates are subject to regular indexation, these rates will be greater than frozen rates resulting in a gross savings to the developer. This gross

savings is partially offset by an interest charge. The amount of interest charged is determined by the time period when a development application is submitted, and the development charges become payable.

Communications Considerations

This report will be made available on the Town's website for the public. In addition, as per Schedule 2 (s. 13 and O. Reg 82/98 s.10 (5)), the Town will provide notice to the public within 20 days of the passing of the Town's revised Development Charge By-law in a local newspaper.

Notice will also be given by personal service, fax or mail to:

- everyone who has given the municipal clerk a written request for notice and - provided a return address
- the clerk of the upper tier municipality involved
- the secretary of every school board with jurisdiction within the area to which the bylaw applies

Finally, notification will be made via the Town's website and other social media channels.

Climate Change Considerations

There are no directly arising climate change considerations from this report.

Link to Strategic Plan

Setting a DCA compliant Development Charge By-law is the primary tool with which Ontario municipalities can finance the cost of expanding infrastructure and service amenities to accommodate growth demands in their communities. Optimizing the charge within the permissions of the legislation demonstrates the Strategic Plan principles of Leadership in Corporate Management.

Alternative(s) to the Recommendation

Council may direct staff to make changes to the draft amending DC By-law as long as it remains compliant with the current DCA and its accompanying regulation, or to respond to any specific concerns or issues raised by members of the public at the meeting.

However, delays in the implementation of this bylaw amendment may result in a risk of bylaw appeal for non-compliance with the current DCA.

Conclusions

Staff recommend that the proposed amending DC By-law be adopted, to take effect October 22, 2024.

Attachments

Attachment #1 – Memorandum dated August 23, 2024, 2024 Development Charges Background Study Update – Amendments as per Bill 185

Attachment #2 – DC By-law amending bylaw

Previous Reports

FIN24-043, Amending Development Charge By-law as per Bill 185 Public Meeting, October 1, 2024

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Rachel Wainwright-van Kessel, CPA, CMA, Director, Finance

Approved by Doug Nadorozny, Chief Administrative Officer

Memorandum

To	Jason Gaertner, Manager, Financial Management / Deputy Treasurer
From	Byron Tan, Manager, Watson & Associates Economists Ltd.
Date	August 23, 2024
Re:	2024 Development Charges Background Study Update – Amendments as per Bill 185

Fax Courier Mail Email

1. Background and Legislation

The Town of Aurora currently imposes Town-wide Development Charges (D.C.) through By-law 6592-24. This by-law, which was passed on March 27, 2024, was enacted to update capital costs and to reflect recent amendments to the *Development Charges Act* (D.C.A.) prior to the introduction of Bill 185.

On April 10, 2024, the Province released proposed changes to the D.C.A. via Bill 185: *Cutting Red Tape to Build More Homes Act, 2024*. The Bill received Royal Assent on June 6, 2024. This Bill reversed many of the key changes that were implemented through Bill 23: *More Homes Built Faster Act* and are summarized as follows:

Revised Definition of Capital Costs

Bill 185 reversed the capital cost amendments of Bill 23 by reinstating studies as an eligible capital cost.

Removal of Mandatory Phase-in

Bill 23 required the phase-in of charges imposed in a D.C. by-law over a five-year term for any by-laws passed after January 1, 2022. Bill 185 removed this mandatory phase-in.

For site plan and zoning by-law amendment applications that were made prior to Bill 185 receiving Royal Assent, the charges payable will be the charges that were in place on the day the planning application was made (i.e., including the mandatory phase-in).



Process for Minor Amendments to D.C. By-laws

Section 19 of the D.C.A. requires that a municipality must follow sections 10 through 18 of the D.C.A. (with necessary modifications) when amending D.C. by-laws. Sections 10 through 18 of the D.C.A. generally requires the following:

- Completion of a D.C. background study, including the requirement to post the background study 60 days prior to passage of the D.C. by-law;
- Passage of a D.C. by-law within one year of the completion of the D.C. background study;
- A public meeting, including notice requirements; and
- The ability to appeal the by-law to the Ontario Land Tribunal.

Bill 185 allows municipalities to undertake minor amendments to D.C. by-laws for the following purposes without adherence to the requirements noted above (with the exception of the notice requirements):

1. To repeal a provision of the D.C. by-law specifying the date the by-law expires or to amend the provision to extend the expiry date (subject to the 10-year limitations provided in the D.C.A.);
2. To impose D.C.s for studies, including the D.C. background study; and
3. To remove the provisions related to the mandatory phase-in of D.C.s.

Minor amendments related to items imposing D.C.s for studies and to remove the mandatory phase-in noted above may be undertaken only if the D.C. by-law being amended was passed after November 28, 2022, and before Bill 185 came into effect. Moreover, the amending by-law must be passed within six months of Bill 185 taking effect.

Notice requirements for these minor amending by-laws are similar to the typical notice requirements, with the exception of the requirement to identify the last day for appealing the by-law (as these provisions do not apply).

Reduction of D.C. Rate Freeze Timeframe

Changes to the D.C.A. in 2020 provided for the requirement to freeze D.C.s imposed on developments subject to a site plan and/or a zoning by-law amendment application. The D.C. rate for these developments is “frozen” at the rates that were in effect at the time the site plan and/or zoning by-law amendment application was submitted (subject to applicable interest). Once the application is approved by the municipality, if the date the D.C. is payable is more than two years from the approval date, the D.C. rate freeze would no longer apply. Bill 185 reduced the two-year timeframe to 18 months. Note, this change



is not subject to the minor amendment provisions introduced and must follow the full D.C. by-law amendment process.

Modernizing Public Notice Requirements

The D.C.A. sets out the requirements for municipalities to give notice of public meetings and of by-law passage. These requirements are prescribed in sections 9 and 10 of O. Reg. 82/98 and include giving notice in a newspaper of sufficiently general circulation in the area to which the by-law would apply. The regulatory changes modernize the public notice requirements by allowing municipalities to provide notice on a municipal website if a local newspaper is not available. Note, this change is in effect as of July 1, 2024.

Subsequent to the release of Bill 185, the Town of Aurora passed an amending By-law (6614-24) on June 25, 2024 to include growth studies as part of the D.C. calculations. However, changes related to the rate freeze in Bill 185 were not included as it is not subject to the minor amendment provisions introduced and must follow the full D.C. by-law amendment process. Therefore, the changes with respect to the timing of the rate freeze are being addressed as part of this document.

Moreover, the Town has requested that the definition of Retail, as described in York Region's D.C. By-law, be included as part of this update.

2. Amendments to the Town's D.C. By-law

Further to the recent D.C. changes undertaken by the Town through By-law 6614-24, the following revisions are proposed (the draft amending By-law is included in the Appendix):

- Revise the D.C. rate freeze timeframe from two years to 18-months for Site Plan and Zoning By-law Amendment applications; and
- To include a definition for Retail.

As per the legislation, section 19 of the D.C.A. applies. Therefore a D.C. background study is required for this amendment. Note that as this change is reflective of a policy change only, this memo shall be utilized as the D.C. background study required for the public process. This memo will be posted on the Town's website to meet the requirements of ensuring the study is available to the public at least 60 days prior to the by-law passage. A public meeting will also be held before the by-law are passed. Council will consider the passage of the amending D.C. by-law at least 60 days after this background study is posted to the Town's website.



2.1.1 Requirements of Section 19 of the D.C.A.

As noted above, Section 19 of the D.C.A. provides for the requirements to amend a D.C. by-law. Section 19 notes that “Sections 10 to 18 apply, with necessary modifications, to an amendment to a development charge by-law other than an amendment by, or pursuant to an order of, the Ontario Land Tribunal”. As such, the following commentary is provided:

- **Section 10:** Requires a D.C. Background Study which identifies the growth forecast, capital costs, deductions, allocation between residential and non-residential benefit, and the associated D.C. calculations, level of service calculations, examination of the long-term operating and capital costs required, and preparation of an asset management plan. In addition, the study must be posted to the Town’s website at least 60 days prior to the passing of the amending D.C. by-laws.
 - None of these items from the 2024 D.C. background study are being changed by this amendment. This memo will be considered the D.C. background study and form the basis for the amending by-laws. This memo will be posted on the Town’s website 60 day prior to by-law passage.
- **Section 11:** Requires that a D.C. by-law may only be passed within one-year of the study.
 - The amendments are anticipated to occur within one year of this study.
- **Section 12:** Requires a public meeting to be undertaken.
 - A public meeting will be held regarding this amendment.
- **Sections 13 to 18:** Outlines the process for appeals
 - This amendment will be subject to appeal to the Ontario Land Tribunal.

Based on the above, the requirements of Section 19 of the D.C.A. will be met.

3. Recommendations

It is recommended that Council:

“Approve the memo dated August 23, 2024 Re: 2024 Development Charges Background Study Update – Amendments as per Bill 185”;

“Determine that no further public meeting is required”; and

“Approve the amending D.C. by-law as set out in Appendix A”.



Appendix A

Draft Amending By-law

The Corporation of the Town of Aurora

By-law Number XXXX-24

Being a By-law to amend By-law Number 6592-24 to establish development charges for the Town of Aurora.

Where subsection 2 (1) of the *Development Charges Act, 1997*, S.O. 1997, c.27 (“the Act”) provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services arising from the development of the area to which the by-law applies;

And whereas section 19 of the Act was also amended to provide for amendments to be made to a development charges by-law;

And whereas on March 26, 2024, the Council of The Corporation of the Town of Aurora enacted By-law Number 6592-24, as amended on June 25, 2024, to establish development charges for the Town of Aurora;

And whereas a development charges background update study has been completed and made available on August 23, 2024 in accordance with the Act;

And whereas the Council of The Corporation of the Town of Aurora has given notice and held a public meeting on the 1st day of October, 2024 in accordance with the Act and the regulations thereto;

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

1. By-law 6592-24 is hereby amended as follows:

a. Include a definition for “Retail” in section 1.1

“Retail” means lands, buildings or structures used or designed or intended for use for the sale or rental or offer for sale or rental of goods or services to the general public for consumption or use and shall include, but not be limited to, a banquet hall, a funeral home, but shall exclude office.

b. Section 3.17 is hereby repealed, and substituted with the following:

3.17 (a) Where the development of land results from the approval of a site plan or zoning by-law amendment received between January 1, 2020 and June 5, 2024, and the approval of the application occurred within two years of building permit issuance, the development charges under subsections 3.6 and 3.7 shall be calculated on the rates set out in Schedule “B” on the date of the planning application is deemed complete, including interest. Where both planning applications apply development charges under subsections 3.6 and 3.7, the calculations shall be based on the date of the later planning application as set out in Schedule “B”, including interest (calculated in accordance with the Town’s Interest Rate Policy). Otherwise, the current rates under Schedule “B” will apply excluding interest.

- 3.17 (b) Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after June 6, 2024, and the approval of the application occurred within 18 months of building permit issuance, the development charges under subsections 3.6 and 3.7 shall be calculated on the rates set out in Schedule "B" on the date of the planning application is deemed complete, including interest. Where both planning applications apply development charges under subsections 3.6 and 3.7, the calculations shall be based on the date of the later planning application as set out in Schedule "B", including interest (calculated in accordance with the Town's Interest Rate Policy). Otherwise, the current rates under Schedule "B" will apply excluding interest.

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

1. This By-law shall come into force and effect on the date of final passage hereof.

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-24

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

1. This By-law shall come into force and effect on the date of final passage hereof.

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk



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Town of Aurora
Committee of the Whole Report
No. PDS24-089

Subject: Automated Speed Enforcement Pilot Program and Community Safety Zones

Prepared by: Michael Bat, Traffic and Transportation Analyst

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-089 be received;
2. That a by-law to amend Parking By-law No. 4574-04.T be enacted to designate schools that front onto Town roads as Community Safety Zones; and,
3. That staff be authorized to implement an Automated Speed Enforcement Pilot program and report back to Council with a detailed implementation plan.

Executive Summary

Staff report No. PDS20-050, Implementation of Automated Speed Enforcement Program, was presented to Council at the October 6, 2020, General Committee meeting for consideration. Council requested that staff report back on the findings of the Region's Automated Speed Enforcement program following the completion of their two-year pilot program.

- York Region has completed a two-year, Automated Speed Enforcement (ASE) pilot program. Given its effectiveness to enhance overall road safety, Regional Council has authorized the continuation of the ASE program on Regional roads.
- Staff recommend implementing an ASE pilot program on Town roads, and a follow-up staff report be presented to Council with a detailed implementation plan.

- Staff recommend designating schools that front onto Town roads as Community Safety Zones and that the ASE pilot program be implemented in these Community Safety Zones.

Background

At the October 6, 2020, General Committee meeting, Council passed a motion requesting staff report back on the findings of the Region's Automated Speed Enforcement (ASE) program following the completion of its two-year pilot program.

ASE is an automated system that uses a camera and a speed measurement device to detect and capture images of vehicles travelling above the posted speed limit. The captured images are reviewed by Provincial Offences Officers and tickets are issued to the registered owner of the subject vehicle. Upon conviction, the only penalty is a fine, no demerit points are issued nor will the registered owners driving record be impacted.

In May 2017, the Bill 65, the *Safer School Zones Act, 2017* (Bill 65) which amended the *Highway Traffic Act* to further increase safety for vulnerable road users and improve driver behaviour received Royal Assent. This legislation permits municipalities to implement and operate ASE technology to enforce speeding traffic offences in school and Community Safety Zones (CSZ) on roads with a speed limit under 80 km/h. This legislation was supplemented by O. Reg 398/19 – Automated Speed Enforcement, filed in November 2019, which sett out procedural rules for ASE systems.

In April 2022, the O. Reg 355/22 – Administrative Penalties for Contraventions Detected Using Camera Systems, was filed under the *Highway Traffic Act* to permit municipalities to establish a system of administrative penalties (AMPS) for the enforcement of camera-based contraventions captured by ASE systems.

Analysis

York Region has completed the two-year, ASE pilot program, and given its effectiveness to enhance overall road safety, Regional Council has authorized the continuation of ASE program on Regional roads

In November 2020, the Region initiated a two-year ASE pilot program on select Regional roads. During the first 18 months of the pilot program, the Region saw a 35% increase of road users following the posted speed limit and the average operating speeds reduced by 9 km/h. The enforcement statistics for Regional ASE cameras on Regional roads within Town limits are summarized below:

1. Wellington Street west of Haida Drive:

- Approximately 6,500 tickets were issued by the device during the duration of its installation (February to March 2022), with an average ticketed speed of 58 km/h.
- Compliance with the posted speed limit increased by 5% and operating speeds reduced by 7 km/h.

2. Bloomington Road east of Academy Drive:

- Approximately 1,500 tickets were issued by the device during the duration of its installation (April 2022), with an average ticketed speed of 67 km/h.
- Compliance with the posted speed limit increased by 25% and operating speeds reduced by 13 km/h.

In June 2022, Regional Council authorized the continuation of the ASE program on Regional roads, and approved budget for two additional mobile units in 2023 (for a total of three mobile units) and 60 fixed units to be installed between 2024 to 2026.

The current status of the ASE program for York Region and programs put in place by its local municipalities are summarized below (Table 1).

Table 1: Current ASE Program Status for York Region and its Local Municipalities

York Region and Municipalities	Current ASE Program Status
York Region	Regional Council approved the continuation of ASE program. By 2026, the Region will have three mobile units (rotation basis) and 60 fixed units.
Town of East Gwillimbury	In the process of developing an ASE program.
Town of Georgina	In the process of developing an ASE program.
Township of King	In the process of developing an ASE program and amending their CSZ By-law.
City of Markham	Feasibility of ASE program to be assessed as part of the development of their Road Safety Plan.
Town of Newmarket	ASE program will be operational (14 cameras) as of September 2024. The Town also established a Joint Processing Centre to manage data collected by ASE cameras, process violations, facilitate the payment of fines, and assist with disputes.
City of Richmond Hill	In the process of developing an ASE program.
City of Vaughan	In the process of developing an ASE program.
Town of Whitchurch-Stouffville	In the process of developing an ASE program. The Town will be partnering with the Town of Newmarket to utilize their Joint Processing Centre.

Staff recommend implementing an ASE pilot program on Town roads, and a follow-up staff report be presented to Council with a detailed implementation plan

The use of ASE has been demonstrated to be an effective countermeasure to improve road safety by reducing vehicle travel speeds in targeted areas such as school zones and Community Safety Zones.

Community Safety Zones

Community Safety Zones (CSZ) are designated stretch of roadways, recognized under provincial legislation, marked with CSZ signs allowing for the doubling of fines if road users are caught speeding. Through Bill 65, the use of an ASE system can be implemented in these designated areas.

The following streets are currently designated as CSZs under Town Parking By-law No. 4574-04.T – Schedule XVIII:

- Orchard Heights Boulevard: from Laurentide Avenue to Yonge Street

- McClellan Way: from Henderson Drive to Bathurst Street
- Murray Drive: from Wellington Street West to Kennedy Street West
- Stone Road: from Bayview Avenue (north leg) to Bayview Avenue (south leg)

By adding CSZs to the remaining schools within the Town boundary that front onto Town roads, there would be a total of 17 Town managed CSZs (Attachment 1). Schools within the Town boundary that front onto Regional roads are currently being captured as part of the Region's ASE program.

As outlined in the *Safer School Zones Act, 2017*, the use of an ASE program can only be implemented within School Zones and CSZs. As part of the ASE pilot program implementation, these CSZs will be used as areas for installation. A follow-up staff report will be presented to Council with a detailed ASE implementation plan that will include further details such as logistics, financial considerations, camera types to be used and ticketing processing options. This program will be developed in collaboration with By-Law Enforcement.

Advisory Committee Review

A technical memorandum (Report No. PDS23-123) was presented at the Active Transportation and Traffic Safety Advisory Committee (ATTSAC) meeting on September 25, 2024.

Legal Considerations

The *Safer School Zones Act, 2017* amended the *Highway Traffic Act* to allow the use of an ASE system in a community safety zone or school zone that is designated as such in a municipal by-law. At the time of its passing, regulations to allow the operation of ASE were not yet in force. O. Reg 398/19 is now in effect and sets out the evidentiary and procedural rules for the ASE system, including requirements to post municipal speed camera signs as prescribed in the regulation. In addition, the province issued guidelines to support municipalities in developing responsible and safe ASE programs and which encourage an education and 90-day warning period prior to the use of the cameras and devices in a specific zone.

Financial Implications

The estimated cost for the installation of the CSZ signs is approximately \$10,000. This can be funded from the Town's Operational Services Operating Budget.

Communications Considerations

This report will be posted to the Town's website. If the Town were to proceed with an ASE Pilot Program, Communications will develop a communications plan to inform the public via channels such as the Town website, e-newsletters, social media.

Climate Change Considerations

None.

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

None.

Conclusions

ASE is a system that uses a camera and a speed measurement device to enforce speed limits. The program offers many tangible benefits to communities, including reduction of vehicle travel speeds and improvement of overall traffic safety for all road users.

Through this report, staff recommends:

- Designating schools that front onto Town roads as Community Safety Zones
- Moving forward with preparing a detailed implementation plan for a two-year ASE pilot program to be presented to Council at a future meeting.

Attachments

Attachment 1: Map of Existing and Proposed Community Safety Zones

Previous Reports

CAC20-006, Implementation of Automated Speed Enforcement Program, September 17, 2020;

PDS20-050, Implementation of Automated Speed Enforcement Program, October 6, 2020; and,

PDS23-123, Automated Speed Enforcement Pilot Program, September 25, 2024.

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

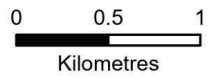


Community Safety Zone Locations Map

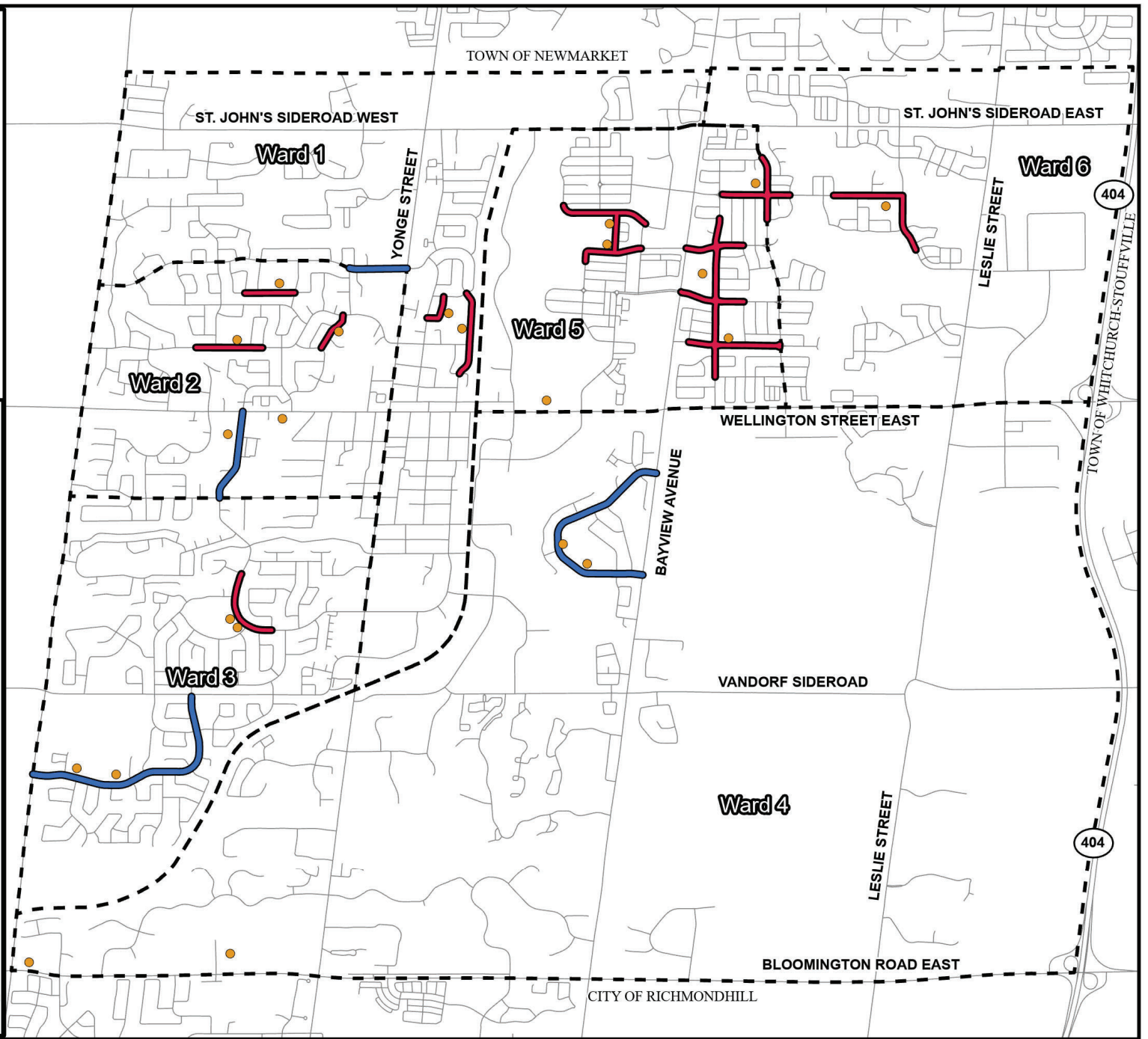


Legend

- Identified School Locations
- Proposed Community Safety Zone Locations
- Existing Community Safety Zone Locations
- Aurora Ward Boundaries



Map created by the Town of Aurora Financial Services Department, 2024-08-26. Base data provided by York Region & the Town of Aurora. The Town of Aurora is not responsible for any errors or omissions on the map and makes no guarantees regarding the accuracy and completeness of the information presented. The Town of Aurora cannot be held liable for any choices made, actions performed or damages sustained by the user based upon the data provided.





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Town of Aurora

Committee of the Whole Report

No. PDS24-099

Subject: Request for Increased Capital Budget Authority for Capital Project S00079 – Water and Wastewater Master Plan

Prepared by: Dan Vink, Municipal Engineer

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-099 be received; and
2. That the total approved budget authority for Capital Project No. S00079 be increased to \$414,800 representing an increase of \$114,800; and
3. That the proposed budget authority increase of \$114,800 for Project No. S00079 be funded by \$57,400 from both water and wastewater development charges.

Executive Summary

The intent of this report is to seek Council's approval of an increase to the previously approved capital budget authority for Capital Project No. S00079, the preparation of a Town wide Water and Wastewater Master Plan.

- The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable. The Water and Wastewater Master Plan currently has an approved budget authority of \$300,000.
- Several factors, including increased inflation rates and increased labour prices have resulted in significant increases to consulting costs.

Background

The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable. The project currently has an approved budget authority of \$300,000.

Capital Project No. S00079, the preparation of a Town wide Water and Wastewater Master Plan (Master Plan), will ensure that the Town's water distribution and sanitary sewer infrastructure continues to support Town growth now and into the future. The Master Plan study will:

- Review the Town's current water and wastewater systems by assessing the age, condition and capacity of existing infrastructure and the Town's water and wastewater models;
- Assess the Town's future growth requirements and provide a strategic vision for water and wastewater servicing over the next 25-year period; and
- Provide recommendations for various site-specific water and wastewater projects to be implemented over the next 25 years.

The Master Plan will be prepared will be prepared in accordance with the Municipal Class Environmental Assessment (Class EA) process.

Analysis

Several factors, including increased inflation rates and increased labour prices have resulted in significant increases to consulting costs

Significant increases in the cost of consulting services have been observed over the past several years due to numerous factors including higher inflation rates and increased price of labour. Consequently, the successful bid as determined through the procurement proposal evaluation process, has exceeded the current approved project budget. This project's updated estimated requirements are summarized in Table 1.

The period of validity (for which Bids are irrevocable) for the RFP, is ninety (90) days from the Bid Closing Date. The RFP closed on August 16, 2024 and the period of validity ends on November 14, 2024.

Table 1: Summary of Estimated Requirements for Capital Project No. S00079

Description	Amount
Approved 2024 Capital Budget Authority (S00079)	\$300,000
Proposed Contract Award (excl. HST)	\$407,553
Non-refundable taxes (1.76%)	\$7,173
Total Remaining Project Requirement (Rounded)	\$114,800

Legal Considerations

Pursuant to the Town's Procurement By-law, Town Staff is authorized to award and execute any related agreement with respect to any procurement, provided that the budget required for such Contract award has been approved by Council. The procurement process with respect to this project yielded a total bid price that was above the approved budget. Consequently, Council approval is required to increase the project budget for staff to be able to award the project to the highest ranking bidder.

Financial Implications

Total budget authority of \$300,000 for Project No. S00079 was included as part of the Town's adopted 2024 capital budget. As outlined above in Table 1, it is anticipated that this project's total requirements will exceed its current approved budget authority by approximately \$114,800. Therefore, it is recommended that this project's total budget authority be increased to \$414,800, representing an increase of \$114,800. Further, it is recommended that the proposed budget authority increase be funded by \$57,400 from both water and wastewater development charges.

Communications Considerations

Staff in partnership with the Town's project consultant will engage the public broadly in the Master Plan process through updates on the Town website and through Public Information Centres as is required through the Class EA study process.

Climate Change Considerations

The Master Plan study will identify priority areas for rehabilitation and capacity constraints that require intervention to improve the overall resilience of the Town's water and wastewater systems. This will result in a reduction of both water loss and unnecessary water and wastewater treatment. There will also be a reduction in emergency repairs and the construction activities and greenhouse gas emissions associated with those repairs.

Link to Strategic Plan

This project supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through the following item(s):

- Maintain and expand infrastructure

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

The Water and Wastewater Master Plan will provide a long-term strategy for servicing the Town's current and future populations and ensure that the Town continues to provide water and wastewater servicing that is safe, cost-efficient, and reliable.

It is anticipated that this project's total requirements will exceed its currently approved budget authority of \$300,000 by approximately \$114,800. It is recommended that this project's total budget authority be increased to \$414,800, representing an increase of \$114,800 and that this budget increase be funded by Water and Wastewater development charges.

Attachments

N/A

Previous Reports

N/A

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



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Town of Aurora
Committee of the Whole Report
No. PDS24-105

Subject: Proposed Amendments to Parking Bylaw 4574-04.T – Various Locations in the Town’s Downtown Area

Prepared by: Michael Ha, Transportation and Traffic Analyst

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-105 be received; and
2. That a by-law to amend Parking Bylaw No. 4574-04.T be enacted to increase the on-street parking allowance from 3 hours to 4 hours in various areas outlined in the report.

Executive Summary

This report seeks Council’s approval to amend the existing on-street parking provisions outlined in the Town Parking By-law No. 4574-04.T for streets in the vicinity of the downtown area on an interim basis.

- Under existing conditions, parking in the vicinity of the downtown area is generally restricted to a maximum of 3 hours.
- Based on the recommended short term parking improvements from the 2020 Town Square Parking Study around the downtown area, in order to maximize existing parking available, staff are recommending increasing the on-street parking allowance from 3 hours to 4 hours in the identified area on an interim basis.
- Increasing the existing parking allowance from 3 hours to 4 hours as an interim measure until the completion of the upcoming Town-wide Parking Study will accommodate any programs and/or events that exceed 3 hours in duration.

October 1, 2024

2 of 8

Report No. PDS24-105

- A 4-hour parking limit to the new layby lane on the north side of Church Street located in front of Town Square be included in the by-law.

Background

Under existing conditions, parking in the vicinity of the downtown area is generally restricted to a maximum of 3 hours

The existing on-street parking allowance in the vicinity of the downtown area is summarized in Table 1 and illustrated in Attachment 1.

Table 1: Existing On-Street Parking Allowance for Streets Near the Downtown Area

Street Name	Side	From / To	Times Parking is Permitted	Max. Parking Duration
Victoria Street	East	From: Wellington Street To: Mosley Street	9:00 a.m. to 5:00 p.m.	3 hours
Victoria Street	East	From: Mosley Street To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	3 hours
Victoria Street	West	From: 58 meter south of Mosley Street To: 9 metres north of Church Street intersection	9:00 a.m. to 5:00 p.m.	3 hours
Mosley Street	North	From: 22 metres east of Yonge St. intersection To: 9 metres west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	3 hours
Mosley Street	South	From: 9 metres east of Yonge St. intersection To: 9 metres west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	3 hours
Mosley Street	South	From: 9 metres Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	3 hours
Church Street	North	From: Yonge Street To: Victoria Street	9:00 a.m. to 5:00 p.m.	3 hours

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Report No. PDS24-105

Metcalfe Street	North	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	3 hours
Metcalfe Street	South	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	3 hours
Wells Street	West	From: 36 metres south of Mosley Street intersection To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	3 hours
Wells Street	East	From: Mosley Street To: Metcalfe Street	6:00 a.m. to 6:00 p.m.	3 hours
Wells Street	West	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	3 hours
Wells Street	East	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	3 hours
Harrison Avenue	South	From: 97 metres west of Wells Street To: Wells Street	9:00 a.m. to 5:00 p.m.	3 hours
Harrison Avenue	North	From: 97 metres west of Wells Street To: Wells Street	9:00 a.m. to 5:00 p.m.	3 hours

Staff has recently commenced a Town Wide Parking Study. This study will take approximately one year to complete and will include:

- A background review the Town's existing parking standards and By-laws including required number of spaces, size and location of spaces.
- Review of zoning and parking standards in the Downtown Promenade area in combination with a review of municipal parking systems and potential future demand taking into consideration safety considerations.
- Undertaking a parking needs assessment to review existing demands and forecast future parking demands, including overnight parking spaces.
- Review of best practices and undertaking a comparative analysis from other municipalities to inform the recommendations of the study and investigate a variety of innovative approaches.
- Designing and undertaking a consultation program that seeks input from all key stakeholders.

- Developing an overarching vision and guiding principles for parking management in the Town including a Town-wide parking policy framework.

Analysis

Based on the recommended short term parking improvements from the 2020 Town Square Parking Study around the downtown area; in order to maximize existing parking available, staff are recommending increasing the on-street parking allowance from 3 hours to 4 hours in the identified area on an interim basis.

The 2020 Town Square Parking Study undertaken determined there is sufficient parking available in the vicinity of the Aurora Town Square to accommodate the forecasted parking demand under day-to-day use and most event needs. The study suggested that future parking demand outside of day-to-day needs could be accommodated by maximizing current inventory, such as extending parking duration in already available parking spots.

Increasing the existing parking allowance from 3 hours to 4 hours as an interim measure until the completion of the upcoming Town-wide Parking Study will accommodate any programs and/or events that exceed 3 hours in duration.

It is proposed that the 4-hour parking be implemented on an interim basis to accommodate programming needs of the opening of Town Square, and that a long-term solution be confirmed through the upcoming Town-wide Parking Study, which is to be completed at the end of 2025. The proposed changes are summarized in Table 2 and illustrated in Attachment 2.

Table 2: Proposed Maximum Parking Duration Increases for Streets Near the Downtown Area

Street Name	Side	From / To	Times Parking is Permitted	Max. Parking Duration
Victoria Street	East	From: Wellington Street To: Mosley Street	9:00 a.m. to 5:00 p.m.	4 hours
Victoria Street	East	From: Mosley Street To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	4 hours
Victoria Street	West	From: 58 metres south of Mosley Street To: 9 m north of Church	9:00 a.m. to 5:00 p.m.	4 hours

October 1, 2024

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Report No. PDS24-105

		Street intersection		
Mosley Street	North	From: 22 metres east of Yonge St. intersection To: 9 metre west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	4 hours
Mosley Street	South	From: 9 metres east of Yonge St. intersection To: 9 metres west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	4 hours
Mosley Street	South	From: 9 metres Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Church Street	North	From: Yonge Street To: Victoria Street	9:00 a.m. to 5:00 p.m.	4 hours
Metcalf Street	North	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Metcalf Street	South	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	West	From: 36 metres south of Mosley Street intersection To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	East	From: Mosley Street To: Metcalfe Street	6:00 a.m. to 6:00 p.m.	4 hours
Wells Street	West	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	East	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	4 hours
Harrison Avenue	South	From: 97 metres west of Wells Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Harrison Avenue	North	From: 97 metres west of Wells Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours

It is noted that existing parking allowance along Yonge Street in the vicinity of Town Square is a 1-hour parking limit (9 a.m. to 4:30 p.m., Monday to Saturday on the east side and 8:30 a.m. to 6 p.m. Monday to Saturday on the west side). There are no changes proposed to the Yonge Street parking permissions.

A 4-hour parking limit to the new layby lane on the north side of Church Street located in front of Town Square be included in the by-law.

The layby area is located approximately 21 metres east of Yonge Street to approximately 70 metres east of Yonge Street. Staff recommends implementing a 4-hour parking limit to be consistent with the recommendations in this report.

Table 3: Proposed 4 Hour Parking Limit for the Layby Area on Church Street

Street Name	Side	From / To	Max. Parking Duration
Church Street	North	From: 21 metres east of Yonge Street To: 70 metres east of Yonge Street	4 hours

Advisory Committee Review

N/A

Legal Considerations

None

Financial Implications

The estimated cost for the installation and updating of signs to reflect this change is approximately \$2500 and the necessary funds are available from the Town's Operations Services Department Operating Budget.

Communications Considerations

The affected residents/businesses will be notified of the proposed changes to the interim on-street parking restrictions.

Climate Change Considerations

None.

Link to Strategic Plan

This report supports the Strategic Plan goal of Support an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in the following key objective within this goal statement:

- Examine 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 receive Report No. PDS24-105, and not amend the Town's Parking By-law for the streets in the vicinity of the Town's downtown area.

Conclusions

This report seeks Council's approval to amend the on-street parking restrictions currently outlined in the Town Parking By-law No. 4574-04.T. for streets in the vicinity of the Town's downtown area.

Under existing conditions, parking is generally restricted to a maximum of 3 hours. Based on the recommended short term parking improvements from the 2020 Town Square Parking Study around the downtown area; in order to maximize existing parking available, staff are recommending increasing parking from 3 hours to 4 hours on an interim basis. A long-term solution is to be confirmed by the upcoming Town-wide Parking Study. In addition, staff recommends implementing a 4-hour parking limit to the new layby lane on the north side of Church Street located in front of Town Square to be consistent with the recommendations in this report.

The estimated cost for the installation and updating of signs to reflect this change is approximately \$2,500 and the necessary funds are available from the Town's Operations Services Department Operating Budget.

Attachments

Attachment 1: Map of Existing Parking Restrictions Near the Downtown Area

Attachment 2: Map of Proposed Parking Restrictions Near the Downtown Area

Previous Reports

None.

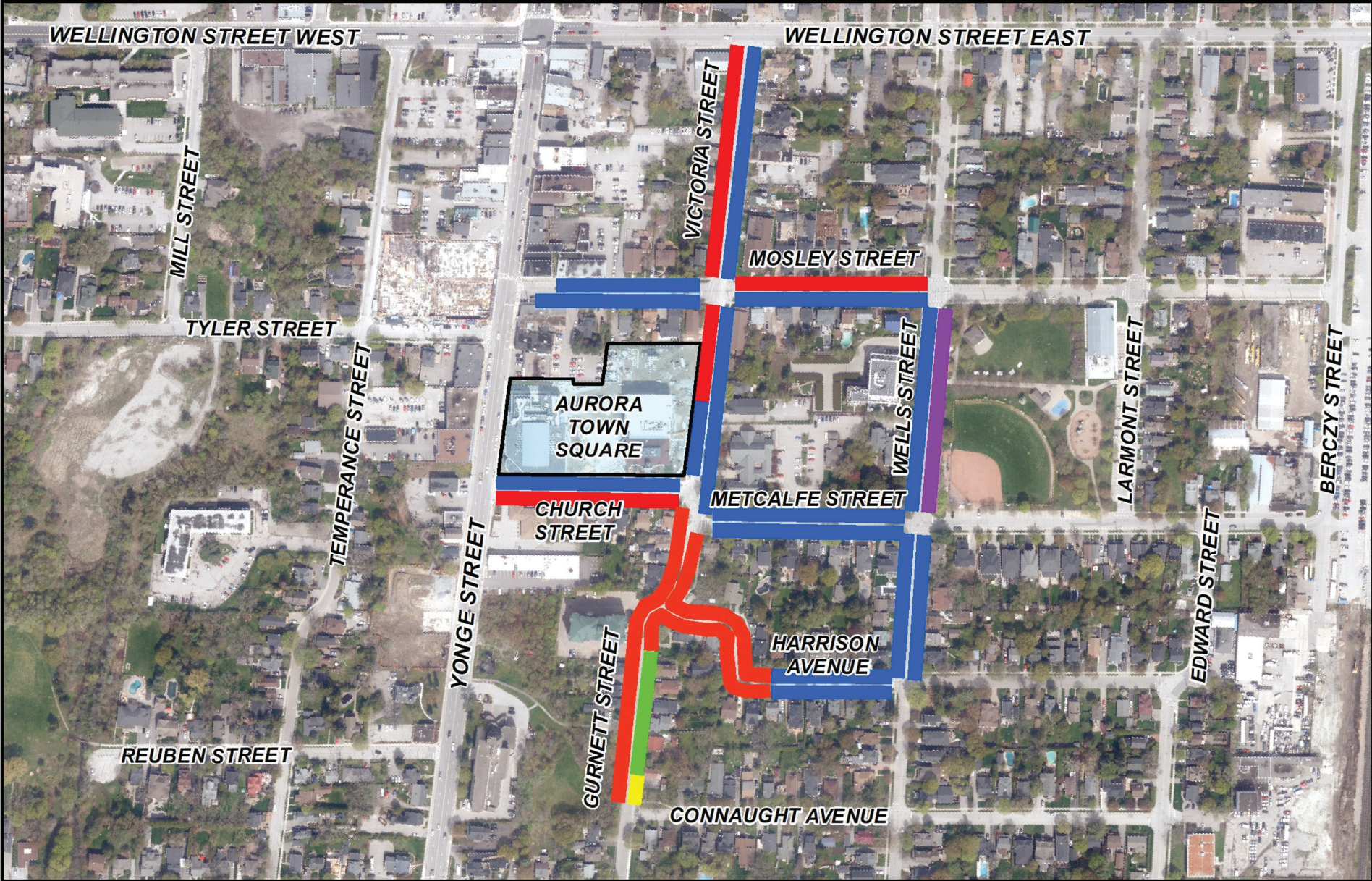
Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



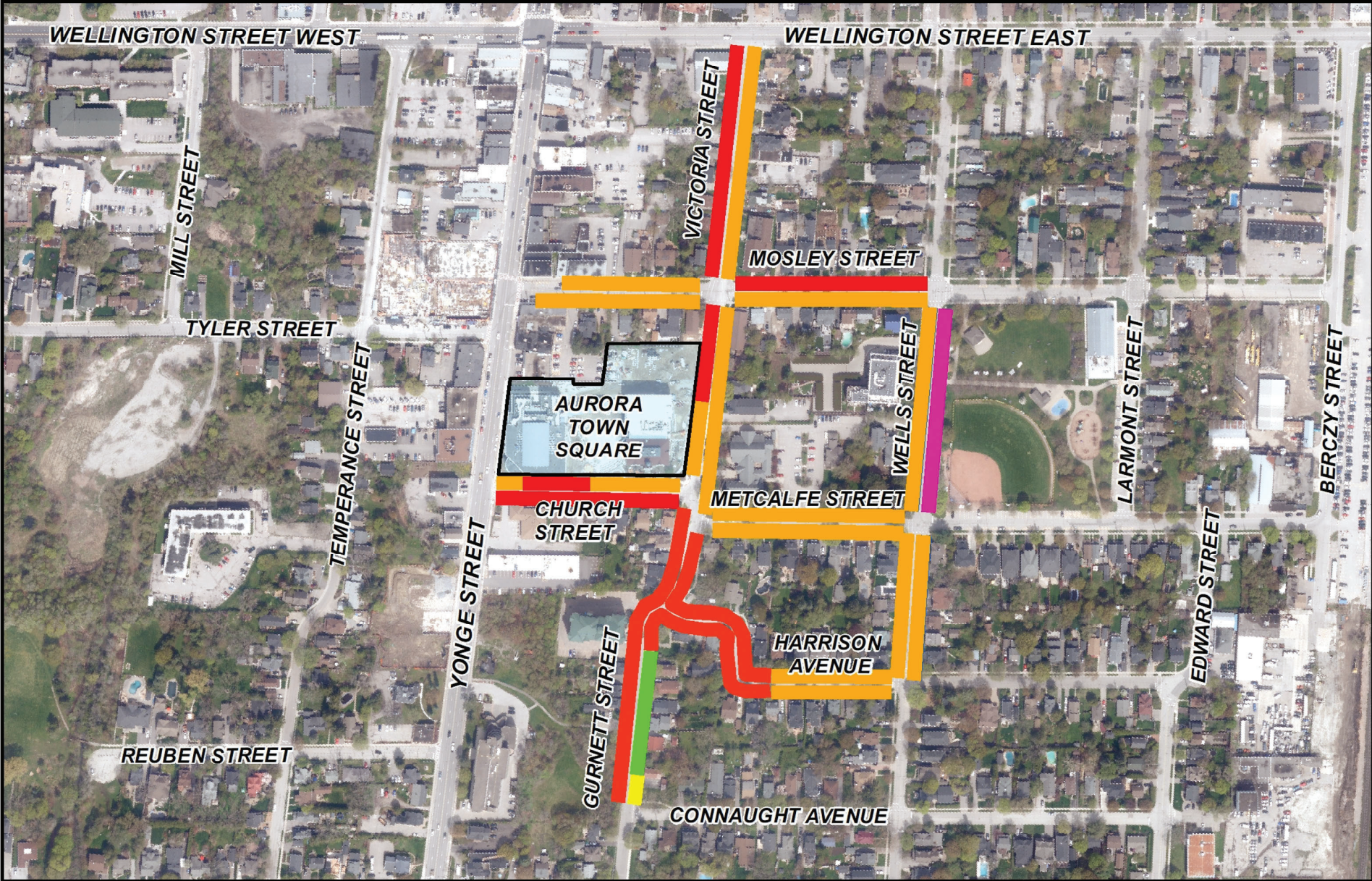
ATTACHMENT 1
MAP OF EXISTING
PARKING RESTRICTIONS
NEAR THE
DOWNTOWN AREA

LEGEND	
	PARKING PERMITTED
	3H M-F 9AM-5PM
	NO PARKING
	NO PARKING M-F
	NO OVERNIGHT PARKING 11PM-6AM

0 40 80
 Metres

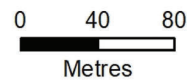
Map created by the Town of Aurora Corporate Services Department September 11, 2024. Base data provided by York Region and Aurora - GIS. This is not a legal survey.

Document Path: J:\Departments_space\Works\ES Maps - Engineering\For Michael Ha\Parking at Town Square\ParkingMapV2.mxd



ATTACHMENT 2
MAP OF PROPOSED
PARKING RESTRICTIONS
NEAR THE
DOWNTOWN AREA

LEGEND	
	PARKING PERMITTED
	NO PARKING M-F
	4H M-F 9AM-5PM
	NO PARKING
	NO OVERNIGHT PARKING 11PM-6AM



Map created by the Town of Aurora Corporate Services Department September 11, 2024. Base data provided by York Region and Aurora - GIS. This is not a legal survey.
 Document Path: J:\Departments_space\Works\ES Maps - Engineering\For Michael Ha\Parking at Town Square\ParkingMapATTACHMENT2-Version2.mxd



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Town of Aurora
Committee of the Whole Report
No. PDS24-106

Subject: Comprehensive Zoning By-law Review Work Plan

Prepared by: Dania Asahi Ogie, Policy Planner

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-106 be received for information.

Executive Summary

This report provides an overview of the proposed work plan for the Comprehensive Zoning By-law Review.

- The Request for Proposals (RFP) for the Comprehensive Zoning By-law Review has been posted.
- The Comprehensive Zoning By-law Review project is anticipated to commence in early 2025 and conclude by mid to late 2026.

Background

The Request for Proposals (RFP) for the Comprehensive Zoning By-law Review has been posted.

In August 2024, an RFP requisition for the Comprehensive Zoning By-law Review (the Project) was submitted for procurement. Following the approval of the requisition, the RFP for the Project has been recently posted.

The intent of the RFP is to engage consultants with a proven track record and management experience with leading a Comprehensive Zoning By-law Review to bid and support the Project for the Town. Bidding parties will be evaluated through a competitive process, with selection then occurring over the next several weeks.

Analysis

The Comprehensive Zoning By-law Review is anticipated to commence in early 2025 and conclude by mid to late 2026

The Comprehensive Zoning By-law Review seeks to update the Town's existing Zoning By-law to ensure alignment with the newly adopted Town of Aurora Official Plan. The Comprehensive Zoning By-law Review will incorporate up-to-date zoning practices and recent Council decisions/motions regarding land use planning.

Key priorities of the Comprehensive Zoning By-law Review include but are not limited to:

- Updating the additional residential unit zoning provisions, including evaluation of permitting four units per lot as of right
- Updating parking requirements and standards, including the elimination of minimum parking rates for the Major Transit Station Area (MTSA)
- Pre-zoning Local and Regional corridors
- Implementing the growth framework for the MTSA and Aurora Promenade as strategic growth areas

The Comprehensive Zoning By-law Review will also be rooted in extensive public engagement. Initial Policy Reviews and Background Discussion Papers will be prepared, followed by the development of specific Zoning updates and amendments for public review and discussion. Another key consideration of the Project will be to update related mapping and enhance the overall readability and user experience of the Zoning By-law by providing specific visual aids to better illustrate zoning provisions and terminologies.

The Project is expected to conclude in mid to late 2026, when a final draft of the Updated Zoning By-law will be presented to Council for approval.

Advisory Committee Review

It is anticipated that throughout the development of the Comprehensive Zoning By-law Review, more detailed consultation and engagement will occur with the Town's Advisory Committees. Direct outreach and presentation to the appropriate Committees will occur as part of the ongoing development of the project.

Legal Considerations

Subsection 26(9) of the *Planning Act* requires the Town to bring the Comprehensive Zoning By-law into conformity with its Official Plan. This review is to be done within three years of the adoption of the new Official Plan.

Financial Implications

Capital Project No. S00071: Zoning By-law Update currently has total approved budget authority of \$150,000.

Communications Considerations

Town staff will work with the Communications Division to create an Engage Aurora webpage where residents are able to ask questions and submit comments and feedback related to the Project. As the Project progresses, staff will also create social media marketing materials and print advertisements for all public engagement and open house opportunities.

In addition, an evaluation metric of the RFP was to have a detailed public consultation strategy be provided by the bidding consultants that demonstrates effective engagement and experience with consulting with the public. It is a priority of the project to engage effectively with the public, including through a minimum of two Public Information Open Houses, a Public Meeting, and other additional outreach opportunities. Statutory public engagement requirements of the project will not only be met, but will be exceeded.

Climate Change Considerations

The Comprehensive Zoning By-law Review will support environmental stewardship and sustainability by encouraging responsible growth management practices and ensuring the continued protection of the Town's environmental lands.

Link to Strategic Plan

The Comprehensive Zoning By-law Review supports the Strategic Plan goal of strengthening the fabric of our community by promoting sustainable development and housing opportunities for all.

Alternative(s) to the Recommendation

None.

Conclusions

This report provides an overview of the Comprehensive Zoning By-law Review Work Plan. The Project is expected to start in early 2025 and be completed in 2026. Further details on the Work Plan are included as part of Attachment #1 and #2, and thorough public engagement and reporting back to Council will occur throughout the duration of the project.

Attachments

Attachment #1 – Comprehensive Zoning By-law Review Work Plan Description

Attachment #2 – Comprehensive Zoning By-law Review Work Plan Diagram

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

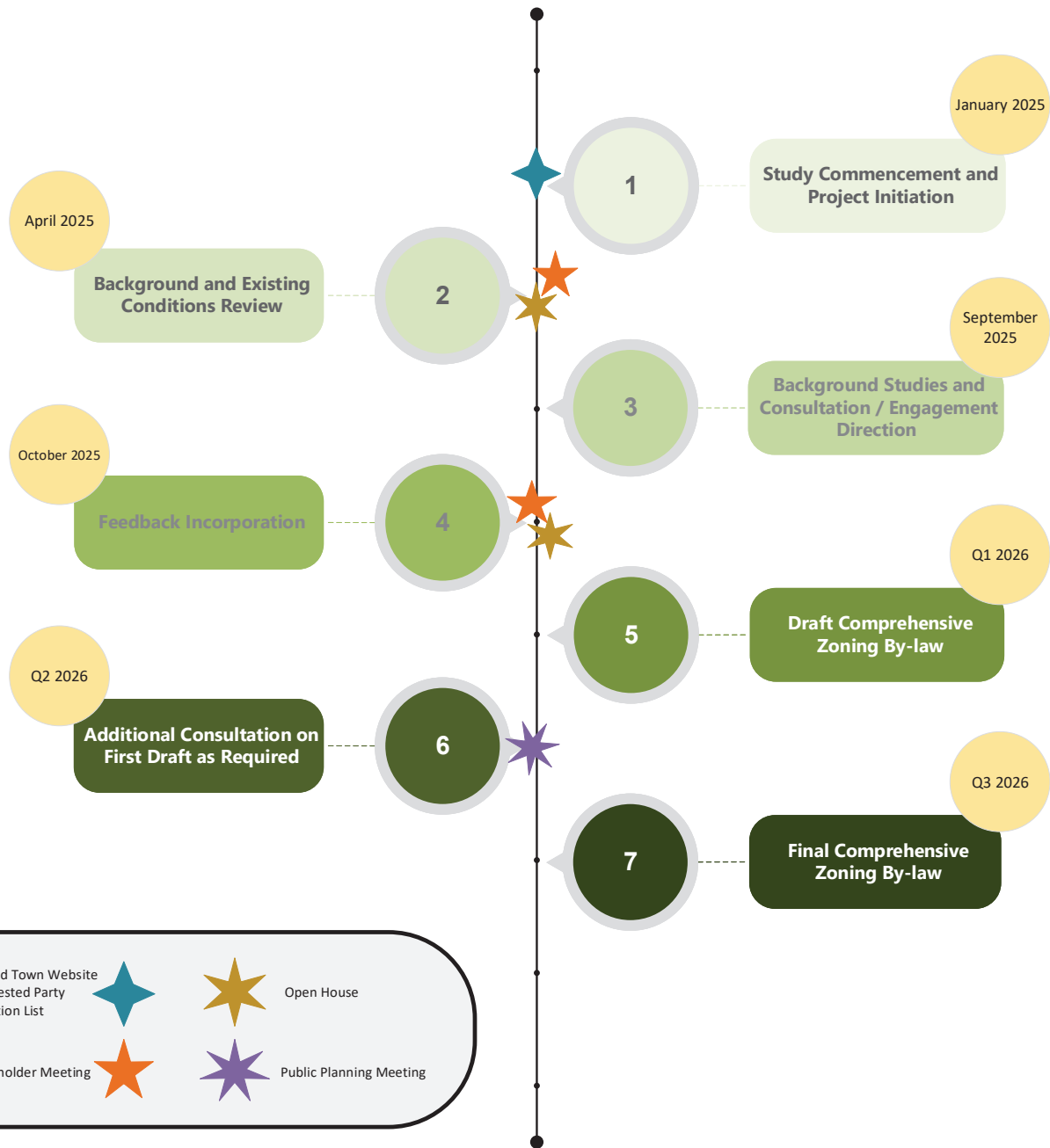
Comprehensive Zoning By-law Review Work Plan

Project	Project Expected Start
Comprehensive Zoning By-law Review	January 2025

Project Timeline				
Task No.	Task	Versions		Calendar Date
		Draft (2 weeks staff review period)	Final	
Description of Task				
1	Study Commencement and Project Initiation	✓	✓	January 2025
	The project is anticipated to begin in January 2025 with the Project Kick Off Meeting taking place. The first tasks undertaken by the selected consultant would be the development of a project charter, project management plan, and any other necessary project management documents. The consultant will also develop communication materials to inform Town residents and stakeholder of the project's commencement.			
2	Background and Existing Conditions Review	✓	✓	April 2025
	The consultant will prepare discussion papers and background studies pertaining to key priorities of the project, which includes additional residential unit zoning provisions, parking requirements, and identifying emerging issues regarding housing within the Aurora GO Major Transit Station and the Promenade. The consultant is expected to also identify and analyse zoning issues related to the key priorities. During this phase of the project, it is expected that the consultant will conduct public consultations and meetings with stakeholders to gain input on the key priorities.			
3	Background Studies and Consultation/Engagement Direction	✓	✓	September 2025
	The consultant will conclude background studies and provide an analysis of the required changes and new provisions necessary for the key priorities of the project. It is expected that the consultant will prepare a report on the recommended strategic direction of the Zoning By-law.			
4	Feedback Incorporation	✓	✓	October 2025

Project Timeline				
Task No.	Task	Versions		Calendar Date
		Draft (2 weeks staff review period)	Final	
Description of Task				
	The consultant will host additional public consultations with Town residents. During this phase of the project, the consultant will prepare reports summarizing the feedback provided by the attendees of public consultation sessions and identify and address any challenges/issues raised by the attendees. The consultant will also begin to prepare updates to the Zoning by-law based on feedback received.			
5	Draft Comprehensive Zoning By-law	✓	✓	Q1 2026
	The consultant will prepare the first draft of the Comprehensive Zoning By-law.			
	Additional Consultation on First Draft as Required	✓	✓	Q2 2026
6	The consultant will undertake any necessary stakeholder engagement to support the draft of the Comprehensive Zoning By-law by holding stakeholder meetings. Additional consultations and drafts may be provided depending on Council comments.			
	Final Comprehensive Zoning By-law	✓	✓	Q3 2026
7	The consultant will prepare final draft incorporating all comments and feedback with necessary edits. A final public consultation for the final Comprehensive Zoning By-law may take place if necessary. The consultant will present the final draft for approval to Council.			

Comprehensive Zoning By-law Review Work Plan Timeline





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Town of Aurora
Committee of the Whole Report
No. PDS24-107

Subject: Doors Open 2025 Registration

Prepared by: Adam Robb, MPL, MCIP, RPP, CAHP
Manager, Policy Planning and Heritage

Department: Planning and Development Services

Date: October 1, 2024

Recommendation

1. That Report No. PDS24-107 be received; and
2. That Council provide direction regarding registration with the Ontario Heritage Trust to hold an in-person Doors Open event in 2025.

Executive Summary

This report provides consideration for Council regarding the registration and organization of an in-person Doors Open event in 2025.

- The last in-person Doors Open event for the Town took place in 2019, and since then, the Town has been participating in digital Doors Open.
- The Town's Heritage Advisory Committee has expressed support for the Town to pursue an in-person Doors Open event for 2025.
- Organizing an in-person Doors Open event will require significant staff time and resources to meet the Ontario Heritage Trust's program criteria and expectations.
- Some municipalities have initiated alternative options to Doors Open, including their own independent events.

Background

The last in-person Doors Open event for the Town took place in 2019, and since then, the Town has been participating in digital Doors Open.

The Town held its last in-person Doors Open event on August 17, 2019. The 2019 event recorded 2,500 site visits amongst 14 participating locations. This represented a decrease of about 500 visitors from the 2018 event, which had a recorded 3,000 site visits. Preparations were also commencing for the 2020 event, until the onset of the COVID-19 pandemic.

In 2020, the Ontario Heritage Trust transitioned Doors Open to a digital format that provides virtual tours of sites. Participation in digital Doors Open is free, with the Town participating in this on an ongoing basis since 2020 and anticipated to continue to participate in 2025. Website visitor tracking data is not managed by the Town, but a digital presence has been recognized as serving a wide-ranging audience.

Analysis

The Town's Heritage Advisory Committee has expressed support for the Town to pursue an in-person Doors Open event for 2025.

At the Town's Heritage Advisory Committee meeting on June 10, 2024, a public delegation was received about returning to an in-person Doors Open event for the Town in 2025. The delegation also made recommendations regarding the re-establishment of a working committee, collaborating with multiple departments, and improving marketing to build meaningful experiences through the event.

The Heritage Advisory Committee expressed support for the initiative and promotion of heritage tourism in Aurora. Other general discussion also occurred on potential alternative options for heritage related events instead of Doors Open, such as independently led community events or walking tours that do not necessarily require registration with the Ontario Heritage Trust. Ultimately, it is recognized that the Doors Open event does provide a level of 'brand recognition' for the Town but the event is expected to meet the program criteria and requirements that are assigned by the Ontario Heritage Trust.

Organizing Doors Open will require significant staff time and resources to meet the Ontario Heritage Trust's program criteria and expectations.

In addition to the formal registration process and costs associated with registration (2024 registration was open until March 31 and cost \$1,500, with an early-bird rate of \$1,000 if prior to January 31), the Ontario Heritage Trust further lists the following criteria that a community must meet in order to host an in-person event:

- The formation of an organizing committee that consists of a range of community partners from the tourism, heritage, corporate, municipal, and cultural sectors
- The appointment of a designated lead contact to co-ordinate, manage, and act as an ongoing liaison with the Ontario Heritage Trust
- Selection and scheduling of a single-day or two-day slot for the event fixed between April and October
- The coordination of a minimum of 10 sites to be included in the event, with owners to be consulted and primary event images to be captured for each site, and descriptions to be provided and sent to the Ontario Heritage Trust
- Requiring that the first three sites be selected and submitted prior to March 31st
- The soliciting of potential sponsorship opportunities, as necessary
- The creation of information pamphlets for each site, as visitors must receive information about all participating locations
- Promotion and site selection based on the Doors Open event theme, as assigned by the Ontario Heritage Trust. Previous year themes include sports, women's rights, or military history, for example.
- The creation of marketing material, with it also being a requirement that all marketing materials acknowledge the Ontario Heritage Trust
- Volunteer recruitment and management
- Ensuring that each participating site holds adequate liability insurance coverage to participate in a public event
- Ensuring that all health and safety requirements of each participating site is met and reviewed in advance
- Ensuring that all visitations to each site on the day of the event are tracked
- Preparing and submitting a final event evaluation form to the Ontario Heritage Trust

The last in-person 2019 Doors Open event had a total estimated cost of \$3,195, but it is expected that costs since 2019 will have risen marginally, and that a 2025 event could likely be pursued with an overall expenditure in the range of \$3,000 to \$5,000. This

figure does not include costs for staff time or resources. Historically, a full-time staff member has been dedicated to the preparation of Doors Open as one of their primary tasks, and the event was typically held in August to optimize as much staffing assistance as possible from summer students.

Some municipalities have initiated alternative options to Doors Open, including hosting their own independent events.

Since 2019, the number of municipalities that have registered for in-person Doors Open events with the Ontario Heritage Trust has declined. 36 in-person events were held in 2019 compared to 29 in-person events being held in 2024. This could be attributed to the new digital Doors Open format that was launched or due in part to an emerging trend that has seen Doors Open events instead be held at the regional level, with examples in 2024 including Waterloo Region and Simcoe County, amongst others across the Province. Durham Region has also recently hosted their own independent and self-directed event similar to Doors Open that did not involve registration or coordination with the Ontario Heritage Trust.

Within York Region, in-person Doors Open events for 2024 were held by Markham, Vaughan, Richmond Hill, and Whitchurch-Stouffville, with these events largely being organized and led by their respective museum and cultural programming/events staff. Some municipalities also include Doors Open as part of Culture Days.

Should Council authorize registering for an in-person Doors Open event in 2025, coordination between multiple departments would occur regarding the organization and management of the event. Due to capital project commitments anticipated over 2025, Planning and Development Services may not be able to be the direct lead for the event but would still be able to provide support and assistance, including through the preparation of property descriptions, sharing of materials, or having a role as part of the general working committee.

Since 2019, the Town has also expanded its events and cultural programming portfolio. An independently led Town event or walking tour, perhaps as part of Culture Days, could instead be considered as an alternative option that would provide more adaptability and autonomy for the Town and not require registration with the Ontario Heritage Trust. This independent program/event could also be monitored over the years moving forward to ensure its success and feasibility.

Advisory Committee Review

The Town's Heritage Advisory Committee received a public delegation at its meeting on June 10, 2024, and expressed support for pursuing an in-person Doors Open event for 2025.

Legal Considerations

None.

Financial Implications

Costs for registering and operating an in-person Doors Open event are anticipated to be between \$3,000 and \$5,000, which excludes staff time and resources that would also be involved. Costs may be covered through the Town's Heritage Reserve Fund or an alternative source. The current balance of the Heritage Reserve Fund is \$292,793.

Communications Considerations

Should the Town pursue an in-person Doors Open event for 2025, extensive advertising and outreach would occur including through print materials, social media, signage and online engagement. Communications staff would also be heavily involved in the organization of the event.

Climate Change Considerations

None.

Link to Strategic Plan

The promotion of heritage resources supports the Strategic Plan goal of Supporting an Exceptional Quality of Life for All through its accomplishment in satisfying requirements in the objective of Celebrating and Promoting our Culture.

Alternative(s) to the Recommendation

1. Should Council not authorize registration for an in-person Doors Open event, other alternative options can be considered, such as independent walking tours or events that do not require any registration with the Ontario Heritage Trust.

Conclusions

Council can choose to authorize staff to register for an in-person event for Doors Open 2025, which would involve a cost of approximately \$3,000 to \$5,000 dollars as well as dedicated staff time and resources across multiple departments.

Attachments

None.

Previous Reports

PDS19-101 – Doors Open Aurora 2019 Event Summary Report

Pre-submission Review

Agenda Management Team review on September 12, 2024

Approvals

Approved by Marco Ramunno, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



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Town of Aurora

Member Motion

Councillor's Office

Re: Interchange at Highway 404 and St. John's Sideroad

To: Mayor and Members of Council

From: Councillor Michael Thompson

Date: October 1, 2024

Whereas the York Region Transportation Master Plan, approved by York Region Council in September of 2022 identified a need for an interchange to be built at Highway 404 and St. John's Sideroad by 2051; and

Whereas the Region will be updating the 2022 Transportation Master Plan every 5 years during its planning horizon, with the next update occurring in 2027; and

Whereas our Official Plan forecasts Aurora's population will be 79,600 residents and 38,300 jobs by 2041 and 85,800 residents and 41,600 jobs by 2051; and

Whereas additionally, neighbouring municipalities of Newmarket and Whitchurch-Stouffville are expected to grow cumulatively to over 221,500 people and 86,400 jobs to 2051, with the Region's total population also expected to be over 2 million people and approximately 1 million jobs over the same horizon; and

Whereas the Region's Municipal Comprehensive Review and Land Needs Assessment for the 2022 Regional Official Plan identified Aurora as having the greatest share of Major Office jobs over the planning horizon of any Northern Six York Region municipalities; and

Whereas Aurora's Employment Area along the 404 Corridor is over 2 kilometres long and is anticipated to generate over 6,000 new jobs, yet it currently is forced to rely on only one existing interchange at the south end, along Wellington Street East; and

Whereas the Province of Ontario has mandated significant local growth as part of the Growth Plan for the Greater Golden Horseshoe, and has defined Provincial Interests under the Planning Act that include providing employment opportunities and protecting the financial and economic well-being of the Province and its municipalities; and

Whereas the proposed St. John's Sideroad interchange has been built into the planning framework of the Town for nearly two decades, including as a planned element in the 2010 Aurora 2C Secondary Plan, the 2010 Official Plan, and the Town's current 2024 Official Plan; and

Whereas Council recently endorsed the Municipal Housing Target pledge of 8,000 residential units by 2031; and

Whereas traffic congestion is a growing concern for all Aurora residents and has an impact, socially, environmentally and economically, on the Town, neighbouring municipalities, and the Region at large;

1. Now Therefore Be it Hereby Resolved That staff provide the Region with Traffic and Household data and projections that supports the need for the interchange at St. John's and Highway 404; and
2. Be It Further Resolved That the Town of Aurora meet with the Region of York to express the need for the interchange at Highway 404 and St. John's to be constructed prior to 2035 and indicate to them that our preference would be that the interchange be built in the short term.



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Town of Aurora
Memorandum
Mayor's Office

Re: York Regional Council Highlights of September 19, 2024
To: Members of Council
From: Mayor Mrakas
Date: October 1, 2024

Recommendation

- 1. That the York Regional Council Highlights of September 19 2024, be received for information.**

COUNCIL HIGHLIGHTS

FOR IMMEDIATE RELEASE



Wednesday, September 25, 2024

York Regional Council – Thursday, September 19, 2024

Livestreaming of the public session of Council and Committee of the Whole meetings is available on the day of the meeting from 9 a.m. until the close of the meeting. Past sessions are available at [York.ca/councilandcommittee](https://york.ca/councilandcommittee)

Streamlined 2025 Budget process aims to enhance efficiency

York Regional Council received an [update](#) on key changes to York Region's 2025 budget process, with a goal to create a more efficient and focused approach to budget discussions.

The 2025 to 2026 York Region Budget will be tabled on Thursday, October 24, 2024, along with a consolidated Budget Book and Long-term Debt Management Plan. Key departmental budget presentations, including Community and Health Services, Public Works and York Regional Police, will be streamlined for the Thursday, November 7, 2024, Committee of the Whole meeting, with a focus on significant budget items. Conservation Authorities will present their 2025 initiatives early next year.

Final approval of the 2025 Budget is anticipated at the November 28, 2024, meeting of York Regional Council. This approach supports a strategic and efficient review of 2025 budget priorities and ensures York Region's fiscal strategy meets the needs of our growing communities.

Speed limit reductions at six York Region locations will improve traveller safety

Regional Council approved [speed limit reductions at six locations](#) on Regional roads to improve safety and minimize severe collisions. Key changes include reducing speed limits on Woodbine Avenue in the Town of Georgina to 30 km/h and adjusting speed limits on portions of Highway 27, Weston Road, Dufferin Street and Ninth Line.

These changes are part of the [Region's Vision Zero Traveller Safety Plan](#), which includes reducing collisions by addressing speeding. Speed limit revisions follow the Region's established policy and the *Highway Traffic Act*. New speed limit signs will be posted to inform travellers.

Learn more at york.ca/trafficsafety

Keeping seniors care, safety and well-being a priority

Regional Council received an [annual update](#) on Long-Term Care and Seniors Community Programs.

Key achievements from 2023 include a 99% resident satisfaction rate, enhanced resident care through quality improvements and increased full-time staffing for consistency.

York Region operates two long-term care homes with 232 beds and offers Adult Day Programs and psychogeriatric consultations. With a 2023 budget of \$52.9 million, efforts continue to improve efficiency and explore new revenue sources to reduce property tax pressures.

More information is available at york.ca/seniors

York Region advances Paramedic Services Plan

Regional Council received an [update](#) on the [Paramedic Master Plan 2021 to 2031](#), outlining key progress in addressing growing community needs. Highlights include adding four ambulances and 21,840 weekly ambulance service hours, hiring 68 new full-time equivalent staff and completing a new paramedic station in the City of Markham. Plans are also in place for additional paramedic stations in the City of Vaughan and Town of Georgina, plus replacement stations in the Towns of East Gwillimbury and Aurora.

The April 2024 launch of the Improving Patient Access and Care in the Community Program integrates paramedics into the broader health care system to enhance on-scene treatment and care coordination. Sustainability efforts include anti-idling technology and York Region's first electric ambulance by the end of 2024.

An updated plan for 2026-2031 will be presented in 2026, incorporating the Ministry of Health's new [Medical Priority Dispatch System](#), which improves resource deployment and prioritizes patient needs while maintaining response time performance.

For more information, visit york.ca/paramedics

York Region receives innovation award for York Region Transit artificial intelligence Facility Inspection Project

Last month, during the annual Association of Municipalities of Ontario conference, York Region was awarded the [Peter J. Marshall Award for Municipal Innovation](#) for York Region Transit's Automated System-Wide Transit Facility Inspection Project.

This innovative, multi-award-winning technology uses real-time data and artificial intelligence to enhance over 6,000 bus stops and amenities, address concerns and improve service for the Region's 21 million annual transit riders.

The P.J. Marshall Municipal Innovation Award honours Ontario municipalities for innovative approaches to enhance efficiency and effectiveness in service delivery.

York Region and York Regional Police launch 31st annual United Way Employee Giving Campaign

On Tuesday, September 3, 2024, York Region and York Regional Police kicked off the 31st annual [Employee Giving Campaign](#) in support of [United Way Greater Toronto](#). This long-standing partnership highlights a shared commitment to addressing critical social challenges, such as homelessness, mental health and housing affordability, that are growing across our communities.

United Way agencies work tirelessly to tackle the root cause of these issues, providing essential services that many residents rely on. As municipal governments, the work of York Region and the nine cities and towns complements the efforts of the United Way, ensuring residents receive the support they need for a better quality of life.

Regional Council extended gratitude to York Region staff, York Regional Police and local municipal staff for their unwavering dedication to this campaign and the continued generosity that defines York Region.

York Region appointee to Source Water Protection Committee

Regional Council approved the nomination of Tom Bradley, York Region Program Manager of Source Water Protection, to the [Credit Valley, Toronto Region and Central Lake Ontario Source Protection Committee](#), representing York Region's cities and towns.

Mr. Bradley is a licensed Professional Geoscientist with more than 20 years' experience in groundwater management and source water protection with 17 years with York Region.

Source Protection Committees oversee development and implementation of Source Protection Plans for each region with representation from municipalities, businesses and the public. Regional representation on the committee ensures municipal insights and concerns are incorporated in plan amendments.

Source Water Protection safeguards municipal drinking water sources from contamination or over use and protects current and future water supplies.

Learn more at york.ca/ProtectingWater

Regional Council proclaims October as Toastmasters Month

Regional Council has proclaimed October 2024 as [Toastmasters Month](#) in celebration of the 100th anniversary of Toastmasters International. For a century, Toastmasters has been dedicated to developing leadership and communication skills for people around the world, including through the active presence of the TROY Toastmasters Club in York Region.

Over its 17 years, TROY Toastmasters has empowered regional staff and community members to grow as confident speakers and leaders. As part of the global Toastmasters network, TROY Toastmasters continues to cultivate leadership qualities and communication skills that contribute to the effective service of the region and beyond.

September Observances

Regional Council recognized the following observances in September 2024:

- [Guide Dog Awareness Month](#)
 - [World Alzheimer's Month](#)
 - [National Forest Week](#) – September 22 to 28, 2024
 - [Labour Day](#) – September 2, 2024
 - [9/11 and National Day of Service](#) – September 11, 2024
 - [Franco-Ontario Day](#) – September 25, 2024
 - [World Tourism Day](#) – September 27, 2024
 - [National Day for Truth and Reconciliation](#) – September 30, 2024
-

Next meeting of York Regional Council

York Regional Council will meet on Thursday, October 24, 2024, at 9 a.m. in the York Region Administrative Centre Council Chambers, located at 17250 Yonge Street in the Town of Newmarket. The meeting will be streamed on york.ca/live

The Regional Municipality of York consists of nine local cities and towns and provides a variety of programs and services to over 1.25 million residents and 57,000 businesses with more than 629,000 employees. More information about York Region's key service areas is available at york.ca/RegionalServices

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Media Contact: Kylie-Anne Doerner, Corporate Communications, The Regional Municipality of York
Phone: 1-877-464-9675, ext. 71232 Cell: 289-716-6035 kylie-anne.doerner@york.ca



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Town of Aurora
Council Report
No. FIN24-046

Subject: Interim Forecast Update – as of August 31, 2024

Prepared by: Tracy Evans, Financial Management Advisor

Department: Finance

Date: October 22, 2024

Recommendation

1. That Report No. FIN24-046 be received for information.

Executive Summary

This report presents to Council the information to effectively monitor the financial performance of the Town's operating and capital budget as of August 31, 2024.

- A year end tax levy surplus of \$873,500 is anticipated as of August 31, 2024
- The Town's water, wastewater and stormwater operations is forecasting a surplus of \$470,100 by fiscal year end
- The forecasted capital spend of \$55M as of August 31, 2024 is \$23M lower than the Town's forecasted capital spend of \$78M as of April 30, 2024

These forecasted variances will continue to be subject to change for the remainder of the fiscal year. Future Council decisions may also have an impact. Any operational budget short-falls or surpluses remaining at year end will require an offsetting adjustment from/to the tax rate stabilization reserve as defined in the Town's 2024 Surplus / Deficit Management By-law which was approved by Council on May 28, 2024.

Background

To assist Council in fulfilling their role and responsibilities with respect to Town finances and accountability, Finance has worked with all departments to review the corporation's operations financial performance to date. Each Director has reviewed their

October 22, 2024

2 of 10

Report No. FIN24-046

department's operating and capital budget versus the results to date and remaining outstanding plans and forecasted an expected year end position. Finance staff have reviewed each submission and performed the necessary consolidation.

Analysis

A year end tax levy surplus of \$873,500 is anticipated as of August 31, 2024

The Town's tax levy funded operations are forecasted to finish the year with an anticipated surplus of \$873,500.

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 2024 budget was an additional \$50,000 for the additional salary gapping based on previous years trends. This amount has been budgeted within Corporate Revenue & Expenditures.

Table 1
2024 Operating Forecast to Year end

\$000s	Budget	Forecast	Variance Surplus/(Deficit)
Council	648.8	635.1	13.7
CAO	1,622.0	1,592.8	29.2
Corporate Services	6,380.7	6,289.1	91.6
Finance	7,241.2	7,150.8	90.4
Fire	13,063.9	13,063.9	-
Operational Services	12,389.6	12,579.3	(189.7)
Community Services	12,782.4	12,645.5	136.9
Planning & Development Services	(522.8)	(760.1)	237.3
Corporate Revenue & Expenses	6,237.7	5,773.6	464.1
Tax Levy	(59,843.5)	(59,843.5)	-
Total Operating			873.5

A detailed break-down of the Town's current forecasted variance by division can be found in Attachment 1. This report has been simplified to show only the net budget amount, the forecasted ending position for each item, and the variance to budget. Overall, the Town's approved budget for 2024 includes \$80,901,100 in approved

expenditures, funded by \$21,057,600 in revenues consisting of user fees, charges and investment income and a total tax levy of \$59,843,500.

A summary of the Town's key forecasted variances by department follows.

CAO and Council

Council and the Office of the CAO are forecasting to conclude the fiscal year with a surplus of \$42,900 on a net operating budget of \$2,270,800. This surplus relates mostly to forecasted savings in contracts and conferences.

Corporate Services

Corporate Services is forecasting a surplus of \$91,600 on a total net operating budget of \$6,380,700. This surplus is mostly attributable to savings in salaries due to temporary position vacancies, offset by a shortfall in legal revenues.

Finance

Finance is forecasting a surplus of \$90,400 on a net operating budget of \$7,241,200. This surplus is mostly attributable to anticipated savings in contracts due to efficiencies and higher than anticipated revenues.

Fire Services

The total approved 2024 operating budget for Central York Fire Services (CYFS) is \$31,335,900. Aurora's share of this total budget is \$13,063,900. As per normal practice, should a CYFS surplus or deficit arise by fiscal year end, it will be offset by an equal contribution to/from the shared CYFS Reserve, thus leaving the Town's forecasted Fire Services requirements as budgeted.

Operational Services

Operational Services, excluding water, wastewater and stormwater services is forecasting an overall deficit of \$189,700 on a net operating budget of \$12,389,600. Key contributors to this deficit are higher than anticipated costs in streetlight repairs and unplanned repairs to sidewalk trip ledges. These unfavourable variances are partially offset by a surplus in higher than anticipated grant revenue within Waste Collection and Recycling. Currently, Winter Management is tracking on budget. As per the Town's winter control reserve policy, should a surplus happen by year end the equivalent surplus will be contributed to the Winter Management reserve. If a winter management deficit were to be experienced and the overall Town operating budget is unable to

accommodate the full reported deficit, any required funding shortfall can be drawn from this reserve.

Operational Services' salaries and wages are split between tax levy and rate (water, wastewater and stormwater services) funded programs. In any given year, the operational service staff support of tax levy or rate funded programs can vary, as such costs may shift between these programs based on the operational needs.

Community Services

Community Services is forecasting a \$136,900 surplus on a net operating budget of \$12,782,400. The key contributor to this surplus relates to forecasted utility and contract savings. These surpluses are partially offset by reduced ATS program revenue resulting from a later than scheduled opening as well as a reduction in community program revenue.

At this time, no Aurora Town Square operating budget savings are anticipated. Should any savings of this nature be experienced at fiscal year end, these savings will be contributed to the Town's Tax Rate Stabilization reserve. This funding strategy will conclude at the end of 2024 with the ATS' substantial completion. The cumulative Aurora Town Square operating savings held within the Tax Rate Stabilization reserve have been earmarked to assist in the management of any arising one-time costs in support the Square reaching its full operational capacity.

Planning and Development Services

Planning and Development Services is forecasting a surplus of \$237,300 on a net operating budget of \$522,800. This surplus is mostly attributable to higher than anticipated development revenues and salary savings due to temporary vacancies.

Not included in this variance is a projected Building Services' surplus of \$561,800 as it is a self-funded per provincial legislation. Any variance in Building Services is offset through an equal contribution to/from its dedicated reserve as appropriate. This forecasted surplus results from temporary vacant position salary savings, as well as an increase in building permit revenues.

Corporate Revenues and Expenses

Corporate Revenues and Expenses is forecasting a surplus of \$464,100 on a net operating budget of \$6,237,700. This surplus primarily relates to unplanned HST rebates as well as larger than anticipated tax penalty revenue.

A budget of \$510,000 is included under the Corporate Expenses for the Aurora Town Square (ATS) debt carrying costs. On September 24, 2024, Council approved a short-term asset management funding strategy which included the redirection of this amount in support of asset management reserves on an ongoing basis. As part of this funding usage transition, it will firstly be used to offset any 2024 ATS debt carrying costs which consist solely of interest costs arising from the use of its construction line of credit. For 2024, these costs are anticipated to be less than the available \$510,000 budget. Any unrequired funds of this nature at year end will be contributed to asset management reserves as per the short-term asset management funding strategy.

Aurora Public Library Contribution

The Aurora Public Library anticipates that it will end the 2024 fiscal year on budget.

Total Tax Levy

The Town is forecasting to collect \$59,843,500 of the budgeted total tax levy. The Tax Levy Funded Net Operating Forecast Update can be found in Attachment #1.

A surplus of \$470,100 is forecasted by fiscal year end for the Town's water, wastewater and stormwater operations

The Town's user rate funded operations are currently projected to close the year with a surplus of \$470,100. This surplus mostly relates to increased revenue from service connections and anticipated contract savings. Further savings are also anticipated from storm pond maintenance. Table 2 presents a summary of the Town's rate funded operations forecast to year end. More detail can be found in Attachment 2.

Table 2
2024 Rate Forecast to Year-end

\$000s	Forecast Surplus/(Deficit)
Water Services	159.2
Wastewater Services	152.5
Storm Water Services	158.4
Total User Rate Surplus (Deficit)	470.1

The summer months tend to have the most significant impact on the water and wastewater budget performance. The revenues collected for these two services are directly impacted by weather patterns as residents use more water outside their homes.

User rate funded operations budgets include fixed operational costs, funded by the net proceeds from the sale of water, wastewater and stormwater 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.

The fixed costs relating to water and wastewater services are funded from the net revenues earned by these services which are variable in nature as they are based upon metered water consumption volumes. Stormwater revenues are not subject to the same volatility as it is billed as a flat fee.

The forecasted capital spend of \$55M as of August 31, 2024 is \$23M lower than the Town's forecasted capital spend of \$78M as of April 30, 2024.

The capital project forecast focuses on the planned spending for 2024. As many projects have budgets that span multiple years, any amount that is forecasted to not be spent this year may be rolled forward, if needed, to future years through the capital budget process.

The Town's projected capital spending for the year as of August 31, 2024, is \$23 million (29 per cent) lower than the previously forecasted 2024 capital spend of \$78M as of April 30, 2024 and \$36M (39 per cent) lower than the originally planned/budgeted 2024 capital spend of \$91M for all approved capital projects. A detailed breakdown of the Town's current forecasted capital spend by individual capital project can be found in Attachment 3. A summary of the updated 2024 capital spend forecast is presented under Table 3.

Table 3
Planned 2024 Capital Spending

\$000s	Apr. 30 Forecast	Aug. 31 Forecast	Variance
Growth & New	29,058.1	26,649.7	2,408.4
Asset Management	46,695.5	27,273.6	19,421.9
Studies & Other	2,046.0	1,334.6	711.4
Total	77,799.6	55,257.9	22,541.7

This report presents the variance between the forecasted active capital project spend as of August 31st compared to the forecasted spend as of April 30th and provides a brief

explanation for each identified material variance. The 2024 forecasted capital spend does not include any projects that were proposed for closure prior to April 30th, 2024.

The following is a summary of the Town's key forecasted variances by department for active capital projects.

CAO

The office of the CAO does not have any material variances of note.

Fire Services

Fire Services does not have any material variances of note.

Operational Services

Operational Services is projecting planned capital spending of \$15.1M as of August 31, 2024, which is \$2.3M lower than what was forecasted on April 30, 2024. Planned capital spending of \$835K is deferred to 2025 due to construction delays for the David Tomlinson Nature Reserve. In addition, \$877K of planned spending on the Structural Lining of Sani Sewermains & Laterals project has been postponed to 2025 to accommodate the completion of the Engineering sani sewer and watermain assessments.

Community Services

Community Services is projecting planned capital spending of \$15.5M as of August 31, 2024, which is \$500K lower than the \$16.0M that was forecasted on April 30, 2024. Planned capital spending of \$280K for various roofing repair and replacement projects has been delayed pending the completion of a town wide facility roof audit.

Planning and Development Services

Planning and Development Services is projecting planned capital spending of \$21.0M, which is \$17.4M lower than what was forecasted on April 30, 2024. This variance is heavily driven by construction delays in various water, stormwater, sani sewer and roads projects which will result in an estimated \$13.0M in planned payments being deferred to 2025. In addition, as detailed under Attachment 3 multiple projects are expected to be completed under budget resulting in a total savings of \$4.2M.

Finance

Finance is projecting planned capital spending of \$2.9M, which is \$2.1M lower than what was forecasted on April 30, 2024. This variance is heavily driven by the Water Meter Replacement Program project, whose forecasted spending of \$1.2M is being deferred to 2025 to reflect updated project delivery timelines. Delays to multiple IT projects will also result in \$850K in funds being spent in 2025.

Corporate Services

Corporate Services is projecting planned capital spending of \$240K, which is \$152K lower than what was forecasted on April 30, 2024. The key contributors of this variance include \$104K in planned spending for the Customer Experience Plan and Emergency Response Plan Update now expected to occur in 2025.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

The final annual surplus or deficit in the tax and user rate operating budgets will be allocated by Council to / from various reserves at fiscal year end as per the Surplus/Deficit Management By-law 6607-24.

Capital projects will be funded throughout the year to match the progress spending in the project. As some planned capital spending is delayed until 2025, this will result in the ability to invest these associated earmarked funds on a short-term basis resulting in additional investment income for the Town. The next budget process will consider the current year's forecast along with an update to future cash flow 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 inform the public about the information contained in this report by posting it 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

Not applicable.

Conclusions

Having completed eight months of operations, the Town is presently forecasting to end the year with a favourable budget variance from tax levy funded operations of \$873,500. This forecast will continue to be subject to change over the remainder of the fiscal year and be subject to other normal influencing variables such as the actual level of town services consumed by fiscal year end.

The user rate funded budget is presently forecasting to conclude the year with a surplus of \$470,100.

Any remaining surplus or deficit at fiscal year end will be offset through a contribution or draw from the tax rate stabilization reserve as per the Town's 2024 Surplus/Deficit Management By-law 6607-24 which was approved by Council on May 28, 2024.

The Town is presently forecasting to spend \$23 million less than what was forecasted for all active capital projects on April 30, 2024. These capital cash outflows will be deferred and spent in 2025 and beyond.

Attachments

Attachment 1 – 2024 Interim Tax Levy Funded Net Operating Forecast Update – as of August 31, 2024

Attachment 2 – 2024 Interim Water Rate Funded Net Operating Forecast Update – as of August 31, 2024

Attachment 3 – 2024 Budgeted Capital Spend Forecast Update – as of August 31, 2024

Pre-submission Review

Agenda Management Team review October 11, 2024

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 August 31, 2024

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 611.8	\$ 599.8	\$ 12.0	2.0 %
Council Programs/Grants	4.0	\$ 4.0	\$ -	-
Advisory Committees	33.0	\$ 31.3	\$ 1.7	5.2 %
Council Office Total	\$ 648.8	\$ 635.1	\$ 13.7	2.1 %
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 607.6	\$ 580.5	\$ 27.1	4.5 %
Communications	1,014.4	\$ 1,012.3	\$ 2.1	0.2 %
Chief Administrative Office Total	\$ 1,622.0	\$ 1,592.8	\$ 29.2	1.8 %
Council and C.A.O. Combined	\$ 2,270.8	\$ 2,227.9	\$ 42.9	1.9 %
<u>CORPORATE SERVICES</u>				
Corporate Services Administration	\$ 332.4	\$ 322.6	\$ 9.8	2.9 %
Legal Services	2,059.8	\$ 2,137.3	\$ (77.5)	(3.8 %)
Legislative & Administrative Services	886.1	\$ 855.6	\$ 30.5	3.4 %
Human Resources	1,245.6	\$ 1,153.9	\$ 91.7	7.4 %
Elections	105.5	\$ 105.5	\$ -	-
By-law Services	979.0	\$ 978.4	\$ 0.6	0.1 %
Animal Control	387.6	\$ 354.2	\$ 33.4	8.6 %
Project Management & Business Transformation	341.1	\$ 337.7	\$ 3.4	1.0 %
Emergency Preparedness	43.6	\$ 43.9	\$ (0.3)	(0.7 %)
Corporate Services Total	\$ 6,380.7	\$ 6,289.1	\$ 91.6	1.4 %
<u>FINANCE</u>				
Finance Director's Office	\$ 441.6	\$ 467.0	\$ (25.4)	(5.8 %)
Information Technology	4,127.3	\$ 4,096.4	\$ 30.9	0.7 %
Telecommunications	208.2	\$ 202.0	\$ 6.2	3.0 %
Financial Reporting & Revenue	1,011.0	\$ 940.9	\$ 70.1	6.9 %
Financial Management	805.7	\$ 804.6	\$ 1.1	0.1 %
Procurement Services	647.4	\$ 639.9	\$ 7.5	1.2 %
Finance Total	\$ 7,241.2	\$ 7,150.8	\$ 90.4	1.2 %
<u>FIRE SERVICES</u>				
Central York Fire	13,063.9	\$ 13,063.9	\$ -	-
Total Fire Services	13,063.9	\$ 13,063.9	\$ -	-
<u>OPERATIONAL SERVICES</u>				
Operational Services Administration	\$ 354.5	\$ 370.6	\$ (16.1)	(4.5 %)
Fleet & Equipment	1,185.2	\$ 1,213.9	\$ (28.7)	(2.4 %)
Winter Management	1,593.8	\$ 1,589.2	\$ 4.6	0.3 %
Road Network Operations	3,229.1	\$ 3,381.9	\$ (152.8)	(4.7 %)
Parks/Open Spaces	3,438.2	\$ 3,503.3	\$ (65.1)	(1.9 %)

Town of Aurora
Final NET Tax Levy Funded Operations Results
as at August 31, 2024

Shown in \$,000's	NET ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
Waste Collection & Recycling	2,588.8	\$ 2,520.4	\$ 68.4	2.6 %
Operational Services Total	\$ 12,389.6	\$ 12,579.3	\$ (189.7)	(1.5 %)
<u>COMMUNITY SERVICES</u>				
Community Services Administration	\$ 2,041.8	\$ 2,140.1	\$ (98.3)	(4.8 %)
Customer Service	766.5	\$ 777.3	\$ (10.8)	(1.4 %)
Business Support	(150.9)	\$ (245.4)	\$ 94.5	62.6 %
Recreational Programming/Community Dev. Facilities	3,148.8	\$ 3,179.6	\$ (30.8)	(1.0 %)
	6,976.2	\$ 6,793.9	\$ 182.3	2.6 %
Community Services Total	\$ 12,782.4	\$ 12,645.5	\$ 136.9	1.1 %
<u>PLANNING & DEVELOPMENT SERVICES</u>				
Development Planning	\$ (1,665.3)	\$ (1,879.5)	\$ 214.2	12.9 %
Long Range & Strategic Planning	810.4	\$ 817.4	\$ (7.0)	(0.9 %)
Engineering Service Operations	332.1	\$ 302.0	\$ 30.1	9.1 %
Net Building Department Operations	536.4	\$ (25.4)	\$ 561.8	104.7 %
Contribution To Building Reserve	(536.4)	\$ 25.4	\$ (561.8)	(104.7 %)
Total Building Services	-	\$ -	\$ -	-
Planning & Development Services Total	\$ (522.8)	\$ (760.1)	\$ 237.3	45.4 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Corporate Management	65.3	\$ 7.5	\$ 57.8	89 %
Fiscal Strategy	6,353.3	\$ 6,353.3	\$ -	-
Non-Levy Tax Items	(1,613.3)	\$ (2,019.6)	\$ 406.3	25 %
Cost Recovery from Rate	(2,689.8)	\$ (2,689.8)	\$ -	-
Net Library Services Operations	4,122.2	\$ 4,122.2	\$ -	-
Library net contribution to Town reserves	-	\$ -	\$ -	n/a
	\$ 6,237.7	\$ 5,773.6	\$ 464.1	7.4 %
TOTAL TAX LEVY FUNDED OPERATIONS	\$ 59,843.5	\$ 58,970.0	\$ 873.5	1.5 %
TOTAL TAX LEVY	\$ (59,843.5)	\$ (59,843.5)	\$ -	-
OPERATING (SURPLUS) DEFICIT	-	\$ (873.5)	\$ 873.5	1.4 %
		Surplus	Surplus	

Town of Aurora

Final Net User Rate Funded Operations Results

as at August 31, 2024

Shown in \$,000's	ADJUSTED BUDGET	FORECAST	Variance Favourable / (Unfavourable)	
<u>Water Services</u>				
Retail Revenues	(13,644.5)	(13,718.4)	\$ 73.9	0.5 %
Penalties	(175.0)	(177.5)	2.5	1.5 %
Other	(135.0)	(125.9)	(9.1)	(6.8 %)
Total Revenues	(13,954.5)	(14,021.8)	\$ 67.3	0.5 %
Wholesale water purchase	8,954.8	8,930.3	24.5	0.3 %
Operations and maintenance	982.9	1,226.2	(243.3)	(24.7 %)
Administration and billing	1,099.5	788.9	310.6	28.2 %
Corporate overhead allocation	998.2	998.2	-	-
Infrastructure sustainability reserve contributions	1,919.1	1,919.0	0.1	0.0 %
Total Expenditures	13,954.5	13,862.6	\$ 91.9	0.7 %
Net Operating Water Services	\$ -	(159.2)	\$ 159.2	n/a
<u>Waste Water Services</u>				
Retail Revenues	(16,219.3)	(16,157.7)	\$ (61.6)	(0.4 %)
Other	(86.9)	(57.5)	(29.4)	(33.9 %)
Total Revenues	(16,306.2)	(16,215.2)	\$ (91.0)	(0.6 %)
Sewer discharge fees	12,147.3	12,047.1	\$ 100.2	0.8 %
Operations and maintenance	1,476.3	1,333.0	\$ 143.3	9.7 %
Administration and billing	261.4	261.4	\$ -	-
Corporate overhead allocation	820.8	820.8	-	-
Infrastructure sustainability reserve contributions	1,600.4	1,600.4	-	-
Total Expenditures	16,306.2	16,062.7	\$ 243.5	1.5 %
Net Operating Waste Water Services	-	(152.5)	\$ 152.5	n/a
Total Water and Waste Water Services	-	(311.7)	\$ 311.7	n/a
<u>Storm Water Services</u>				
Retail Revenues	(4,848.8)	(4,790.2)	\$ (58.6)	(1.2 %)
Penalties	-	-	-	n/a
Other	(1.0)	-	(1.0)	(100.0 %)
Total Revenues	(4,849.8)	(4,790.2)	\$ (59.6)	(1.2 %)
Operations and maintenance	1,901.2	1,683.2	218.0	11.5 %
Administration and billing	105.4	105.4	-	-
Corporate overhead allocation	42.9	42.9	-	-
Infrastructure sustainability reserve contributions	2,800.3	2,800.3	-	-
Total Expenditures	4,849.8	4,631.8	\$ 218.0	4.5 %
Net Operating Storm Water Services	-	(158.4)	\$ 158.4	n/a
OPERATING (SURPLUS) DEFICIT	-	\$ (470.1)	\$ 470.1	1.7 %
		Surplus	Surplus	

Town of Aurora
Budgeted Capital Spend Forecast Update
as at August 31, 2024

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31 (\$)		Variance Explanation
Office of the Chief Administrative Officer						
SO0002: Organization Structural Review	\$ 63,138	\$ 63,138	\$ 63,138	\$ -	-	
Chief Administrative Office Total	\$ 63,138	\$ 63,138	\$ 63,138	\$ -	-	
Fire Services						
Property						
GN0016: Fire Station 4-5	\$ 157,237	\$ 426,000	\$ 426,000	\$ -	-	
Total Property	157,237	426,000	426,000	\$ -	-	
Equipment						
GN0020: Fire Master Plan - 2019	8,988	6,891	6,891	-	-	
Total Equipment	8,988	6,891	6,891	-	-	
Fire Services Total	\$ 166,225	\$ 432,891	\$ 432,891	\$ -	-	

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
Operational Services						
Operations						
AM0283: Railing Replacement - 15347 Yonge St, 37 Harriman Rd	308,720	308,720	315,456	(6,736)	(2.2 %)	Project complete, to be closed. Project spend to exceed approved CBA due to minor scope change to address resident concerns.
AM0284: Retaining Wall Repair - 1 Community Centre Lane + 25 Falling Leaf Crt	168,140	168,140	168,140	-	-	
AM0286: Replace Asphalt MUP On Bayview - River Ridge-Borealis, Bor-Spring Farm	11,915	11,915	-	11,915	100.0 %	Project under warranty
AM0287: Streetlight Pole Replacement - 2023	35,942	35,942	35,942	-	-	
AM0291: Structural Lining Of Sani Sewermains & Laterals 23-26	918,538	918,538	41,752	876,786	95.5 %	To be fully spent in 2025. Waiting for results of Engineering sani sewer and watermain assessments.
AM0309: Engineered WW Recon – Moffat-Valley Drive + Crawford-Devins	171,419	171,419	174,236	(2,817)	(1.6 %)	Under warranty. Project spend to exceed approved CBA due to additional concrete work that was required.
AM0338: Guiderail Replacement - On Gilbert Drive - Yonge To Jarvis	203,200	203,200	36,021	167,179	82.3 %	Project complete, to be closed. Scope change on traffic engineering report.
AM0339: Streetlight Pole Replacement - 2024	50,000	50,000	50,000	-	-	
AM0341: Sanitary Pumping Station/Water Booster Station Improvements	121,900	121,900	-	121,900	100.0 %	To be fully spent in 2025
AM0342: Town Parking Lot Maintenance	300,000	300,000	125,000	175,000	58.3 %	Remaining spend in 2025
AM0343: Maze Barrier Replacement - St John's Sdrd W Of Ind Pkwy	100,000	100,000	100,000	-	-	
AM0345: Bridge And Culvert Inspections (2024-2026)	70,000	70,000	28,500	41,500	59.3 %	To continue into 2025
GN0058: Street Light Pole Identification	17,880	17,880	17,880	-	-	
GN0153: Winter Road Monitoring System	61,000	61,000	61,000	-	-	
SO0061: Salt Management Plan Update	141,312	141,312	141,312	-	-	
Total Operations	2,679,966	2,679,966	1,295,239	\$ 1,384,727	51.7 %	

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
Parks						
AM0178: Parks/Trails Signage Strat Study/Implmnt	210,449	40,000	40,000	-	-	
AM0197: Fleury Park Wshrm Fac Imprvmnts	14,499	14,499	-	14,499	100.0 %	Project complete, to be closed
AM0228: Board Walk Resurface	42,678	42,678	-	42,678	100.0 %	Project complete, to be closed
AM0230: Cousins Park Boardwalk Replacement	12,245	12,245	-	12,245	100.0 %	Project complete, to be closed
AM0305: Butternut Ridge Trail Construction	333,901	333,901	146,000	187,901	56.3 %	Remaining spend in 2025
AM0355: Playground Replacement & Parking Lot Construction - Evans Park	300,000	300,000	275,000	25,000	8.3 %	
AM0356: Playground Replacement (Fully Accessible) - Town Park	400,000	400,000	565,000	(165,000)	(41.3 %)	Project to be completed in 2024. Planned cash outflows are \$165K higher than Apr 30 forecast, however, project spending remains within approved CBA.
AM0357: Splash Pad Surface Upgrade - Town Park	75,000	75,000	65,000	10,000	13.3 %	
AM0358: Boardwalk Upgrade - Benjamin Pearson Parkette	150,000	150,000	-	150,000	100.0 %	Delayed to 2025, new capital budget request in 2025.
AM0359: Playground, Picnic Shelter & Courts Replacement - Fleury Park	200,000	-	100,000	(100,000)	n/a	Consulting Costs in 2024. Planned cash outflows are \$100K higher than Apr 30 forecast, however, project spending remains within approved CBA.
AM0360: Tree Inventory Update	20,300	20,300	15,137	5,163	25.4 %	Project complete, to be closed
AM0361: Hickson Park Masonary Pier Refacing	80,000	80,000	80,000	-	-	
AM0376: Summit Park Playground Replacement And Bball Crt/Walkway Imp	600,000	350,000	440,000	(90,000)	(25.7 %)	Planned cash outflows are \$90K higher than Apr 30 forecast, however, project spending remains within approved CBA.
GN0078: Arboretum Development	77,253	77,253	65,000	12,253	15.9 %	
GN0085: David Tomlinson Nature Reserve (Phase 1- 5)	2,335,532	2,335,532	1,500,000	835,532	35.8 %	Phase 2 construction will be completed in 2025.
GN0089: Trail Constn Coutts/Pandolfo Dev	39,892	39,892	39,892	-	-	
GN0093: Hallmark Lands Baseball Diamonds	58,145	58,145	-	58,145	100.0 %	Project under warranty
GN0097: Non Programmed Park In 2C	2,067,758	2,067,758	1,946,858	120,900	5.8 %	Savings expected
GN0128: Artificial Turf - G.W. Williams School	1,950,000	1,950,000	1,950,000	-	-	
GN0129: Mattamy Phase 4/5 Trail	866,340	150,000	150,000	-	-	
GN0130: Degraaf Cres Trail	181,921	50,000	50,000	-	-	
GN0150: St. Anne's School Park	7,310,000	3,000,000	3,000,000	-	-	
GN0157: Multi Use Courts As Per Parks & Rec Master Plan	300,000	300,000	-	300,000	100.0 %	Project to commence in 2025
GN0158: Dog Waste Container	30,500	30,500	30,500	-	-	

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
GN0159: Trail Design (Development North Of St. Johns At Yonge St)	275,000	75,000	-	75,000	100.0 %	Project to commence in 2025
GN0160: Tree Inventory (2024)	15,300	15,300	15,264	36	0.2 %	Project complete, to be closed
GN0161: Arboretum Development - 2024	40,000	40,000	-	40,000	100.0 %	Project to commence in 2025
GN0162: Artificial Turf - Aurora Barbarians	233,535	750,000	1,500,000	(750,000)	(100.0 %)	Planned cash outflows are \$750K higher than Apr 30 forecast, however, project spending remains within approved CBA.
GN0166: George Street Parkland Site Preparation	415,800	-	-	-	n/a	
SO0038: Environmental Monitoring Of 2C Lands	51,147	51,147	25,000	26,147	51.1 %	Balance of 2024 yet to be invoiced.
Total Parks	18,687,195	12,809,149	11,998,651	\$ 810,499	6.3 %	
Fleet Management						
AM0242: Vehicle Radio Upgrade	12,292	12,292	12,292	-	-	
AM0243: Roads - 3/4 Ton Pick Up (#23-21)	75,251	88,867	88,867	-	-	Project complete, to be closed.
AM0244: Roads - 2 Ton (#24-21)	(17,212)	-	-	-	n/a	Project complete, to be closed.
AM0330: Roads - 6 Ton Diesel Dump With Sander (#26-22)	416,400	416,400	416,400	-	-	
AM0346: Facilities - Ice Resurfacers Olympia (#590-26)	170,000	170,000	170,000	-	-	
AM0347: Roads - 3/4 Ton Pick-Up (#1-23)	80,000	80,000	80,000	-	-	
AM0348: Water - 3/4 Ton Pick Up (#10-23)	80,000	80,000	80,000	-	-	
AM0349: Facilities - 3/4 Ton Pick Up Truck (#504-23)	80,000	80,000	80,000	-	-	
AM0350: Parks - 3/4 Ton Pick Up (#205-22)	80,000	80,000	80,000	-	-	
AM0351: Parks - 3/4 Ton Pick Up (#206-23)	80,000	80,000	80,000	-	-	
AM0352: Parks - 3 Ton Garbage Compactor (#229-22)	300,000	300,000	300,000	-	-	
AM0353: Parks - Off Road Utility Vehicle (#230-22)	36,100	36,100	36,100	-	-	
AM0354: By-Law - Cargo Van (#405-18)	80,000	80,000	80,000	-	-	
GN0137: SUV (Roads Technician - New)	80,000	80,000	80,000	-	-	
GN0154: Sidewalk & Parking Lot Vacuum Sweeper	200,000	200,000	-	200,000	100.0 %	Delivery expected in 2025
GN0155: Truck (Flex Supervisor - Roads/Parks - New)	80,000	80,000	80,000	-	-	
GN0156: Parks - 3/4 Ton Truck (New)	80,000	80,000	80,000	-	-	
GN0167: Animal Services Vehicle For East Gwillimbury	100,000	-	100,000	(100,000)	n/a	Project approved after Apr 30, 2024 forecast
Total Fleet Management	2,012,831	1,943,659	1,843,659	\$ 100,000	5.1 %	
Operational Services Total	\$ 23,379,993	\$ 17,432,774	\$ 15,137,549	\$ 2,295,226	13.2 %	

		A	B	A - B		
	Planned/Budgeted Capital Spend for 2024	Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	Variance Explanation
Community Services						
Programs						
AM0203: Pet Cemetery Restoration	59,347	6,000	6,000	-	-	
AM0265: Parade Float	27,500	27,500	27,500	-	-	
AM0306: AFLC Fitness Equipment Replacement - 2023/2024	44,689	44,689	-	44,689	100.0 %	Remaining spend in 2025
AM0336: Vehicle Mitigation Equipment	60,000	60,000	-	60,000	100.0 %	Project may continue into 2025
AM0337: Town Hall - Community Reflection Space	25,000	25,000	25,000	-	-	
GN0102: Cultural Services Master Plan	16,300	16,300	16,300	-	-	
GN0139: Pet Cemetery Fencing	100,000	-	-	-	n/a	
GN0141: AV Equipment For Combined Virtual/In-Person Programming	11,700	11,700	11,700	-	-	
GN0142: Snoezelen Room/Sensory Room	29,250	29,250	29,250	-	-	
GN0151: Cultural Action Plan Implementation - 2024	50,800	20,000	10,000	10,000	50.0 %	Project to continue into 2025
SO0070: Recr Needs Assessment For Persons With Disabilities	59,194	59,194	10,000	49,194	83.1 %	Project to continue into 2025
SO0076: Sport Plan Update	40,000	40,000	10,000	30,000	75.0 %	Project to continue into 2025
Total Programs	523,780	339,633	145,750	\$ 193,883	57.1 %	

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
Facilities						
AM0128: Town Hall - Space Refresh	340,224	15,000	49,083	(34,083)	(227.2 %)	Planned cash outflows are \$34K higher than Apr 30 forecast, however, project spending remains within approved CBA.
AM0129: Security Audit & Implementation	424,402	50,000	50,000	-	-	
AM0134: Arena Dehumidifiers AFLC	19,363	19,363	19,363	-	-	
AM0158: ACC Exterior Windows Reseal	10,498	10,498	10,498	-	-	
AM0159: ACC Themoplastic Membrane Roof Replcmnt	160,415	-	-	-	n/a	
AM0163: ASC Roofing Sections Replcmnt	25,485	25,485	-	25,485	100.0 %	Project on hold pending roof audit program
AM0165: Thall Roof Sections & Skylight Repairs	54,040	54,040	-	54,040	100.0 %	Project on hold pending roof audit program
AM0217: ACC Sport Flooring	38,298	38,298	38,298	-	-	
AM0220: CYFS 4-3 Windows Replaced	25,289	-	-	-	n/a	
AM0221: THall Concrete/Stone Wlkways Reprs	19,148	19,148	19,148	-	-	
AM0223: Aurora Sports Dome Repairs	-	-	-	-	n/a	Project complete, to be closed.
AM0251: SARC - West Roof Area - Window Sealant	10,200	10,200	10,200	-	-	
AM0253: AFLC - Replace Roofing Above Arena Dressing Rooms	90,100	-	-	-	n/a	
AM0255: ASC - Replacement Of Security System	28,844	28,844	15,000	13,844	48.0 %	
AM0256: AFLC - Pool Boiler Replacement	141,096	141,096	76,383	64,713	45.9 %	Project complete, to be closed
AM0257: SARC - Low-E Ceiling - Arenas	128,000	-	-	-	n/a	
AM0258: Energy And Demand Management Plan Implementation	75,269	75,269	75,269	-	-	
AM0259: Victoria Hall - Accessible Ramp	20,000	-	-	-	n/a	
AM0295: Building Automation System Replacement	132,000	50,000	50,000	-	-	
AM0298: SARC - Enclosed Outdoor Preschool Area	58,500	58,500	58,500	-	-	
AM0300: SARC - Ice Plant Arena Rehabilitation	74,160	74,160	74,160	-	-	
AM0301: CYFS - Facilities Placeholder (BCA)	100,000	-	-	-	n/a	

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
AM0302: Recreation Centre - Facility Placeholder (BCA)	250,000	50,000	75,000	(25,000)	(50.0 %)	Additional spend expected in 2024. Planned cash outflows are \$25K higher than Apr 30 forecast, however, project spending remains within approved CBA.
AM0303: Library Elevator Pit Waterproofing	25,313	25,313	25,313	-	-	
AM0304: Inverter Batteries - Multi-Sites	70,000	-	-	-	n/a	
AM0307: Old Church School Refinishing and Painting Brevik Hall Etc	173,000	173,000	173,000	-	-	
AM0308: Aurora Museum & Archives & ACC Admin Refin And Paint	187,000	187,000	187,000	-	-	
AM0310: Sports Dome - Air Conditioning	199,565	199,565	199,565	-	-	
AM0333: Unplanned - Emergency Repairs Contingency (2024)	100,000	100,000	100,000	-	-	
AM0334: Town Hall Roof Replacement - Phase 1	425,000	200,000	-	200,000	100.0 %	Project on hold pending roof audit program
AM0335: AFLC - Arena Dehumidification Replacement	825,000	50,000	50,000	-	-	
AM0377: Petch House Renovations	50,000	-	-	-	n/a	
GN0062: Backflow Prevention Meter Installation	111,568	111,568	111,568	-	-	
GN0069: Electric Vehicle (EV) Charging Stations	3,217	3,217	3,217	-	-	
GN0074: SARC Gymnasium	11,033,738	9,033,738	9,033,738	-	-	
GN0110: Aurora Town Square	4,697,184	4,697,184	4,697,184	-	-	
SO0041: Building Condition Assessment & Energy Audit	24,972	24,972	15,000	9,972	39.9 %	
SO0057: Facilities Study	67,562	67,562	67,562	-	-	
SO0077: Town Hall - Accommodation Plan	80,000	40,000	40,000	-	-	
Total Facilities	\$ 20,298,450	\$ 15,633,020	\$ 15,324,049	308,971	2.0 %	
Community Services Total	\$ 20,822,229	\$ 15,972,653	\$ 15,469,799	\$ 502,854	3.1 %	

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31		Variance Explanation
				(\$)	(%)	
Planning & Development Services						
Development Planning						
GN0165: 15217 Yonge Street Land Acquisition	150,000	-	7,937	(7,937)	n/a	Invoice expected in 2025. Planned cash outflows are \$7,900 higher than Apr 30 forecast, however, project spending remains within approved CBA.
Total Development Planning	150,000	-	7,937	\$ (7,937)	n/a	
Environment/ Waste						
SO0064: Energy Conservation Demand Mgmt Plan (ECDMP) - 23	44,140	44,140	44,746	(606)	(1.4 %)	Project complete, to be closed. Project spend to exceed approved CBA.
SO0065: Energy Retrofit Program Business Case	191,400	191,400	191,400	-	-	
SO0066: Natural Capital Asset Management Planning For Muni	80,415	80,415	80,415	-	-	
Total Environment/ Waste	315,955	315,955	316,561	\$ (606)	(0.2 %)	
Water						
AM0294: Watermain Decommissioning - 15408/15390 Yonge St	65,000	-	-	-	n/a	
AM0367: Watermain Rehabilitation - Mary St	250,000	250,000	-	250,000	100.0 %	Project design delayed, will commence in Q1 2025
GN0061: St Johns Sdrd Leslie To 2C	246,297	246,297	-	246,297	100.0 %	Project complete, to be closed
SO0035: Water Hydraulic Model	17,513	17,513	17,513	-	-	
SO0067: Water Hydraulic Model - Upgrade	125,000	125,000	125,000	-	-	
SO0079: Water And Wastewater Master Plan	300,000	200,000	150,000	50,000	25.0 %	Project in process of being awarded. To be completed in 2025.
Total Water	1,003,810	838,810	292,513	\$ 546,297	65.1 %	

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31 (\$)	A - B Variance - Apr. 30 vs. Aug. 31 (%)	Variance Explanation
Storm Sewer						
AM0087: Devlin Pl Stream Rehab	2,694,431	2,694,431	2,176,194	518,237	19.2 %	Project under warranty
AM0088: Jones Crt Stream Rehab	1,356,561	1,356,561	1,210,066	146,495	10.8 %	Project under warranty
AM0089: Willow Fm Ln Stream Rehab	431,089	431,089	213,452	217,637	50.5 %	Project under warranty
AM0247: Delayne Drive Channel Rehabilitation	2,380,819	2,380,819	10,000	2,370,819	99.6 %	Detailed Design required changes, pushing construction into 2025
AM0292: Sediment Removal And Remediation - Stormwater Ponds C1 And C4	1,396,000	396,000	25,000	371,000	93.7 %	Design awarded and project currently in 30% design. Construction now scheduled for 2025
AM0293: Sediment Removal And Remediation - Stormwater Ponds SC2 And WC5	1,117,000	117,000	25,000	92,000	78.6 %	Design awarded and project currently in 30% design. Construction now scheduled for 2025
AM0368: Maintenance Holes In Streams Erosion Protection Works	173,000	173,000	-	173,000	100.0 %	Project design delayed, will commence in Q1 2025.
AM0369: Sediment Removal And Remediation - Ponds NC2, NC12, NC13	100,000	100,000	-	100,000	100.0 %	Project to commence design in Q4 2024
AM0370: Remediation Of Stormwater Management Pond C6	75,000	75,000	10,000	65,000	86.7 %	Project to commence design in Q4 2024
Total Storm Sewer	9,723,899	7,723,899	3,669,712	\$ 4,054,187	52.5 %	
Sani Sewer						
AM0332: Yonge St Sani Sewer Rehab & Streetscape Detailed Design	587,233	587,233	150,000	437,233	74.5 %	Project was delayed but has now commenced. To continue into 2025.
SO0062: Wastewater Hydraulic Model (2023)	125,000	125,000	22,700	102,300	81.8 %	Project nearing completion, to continue into 2025.
Total Sani Sewer	712,233	712,233	172,700	\$ 539,533	75.8 %	
Roads						
AM0022: Murray Dr & Pinehurst Crt Recon	394,014	394,014	24,203	369,811	93.9 %	Project under warranty
AM0027: Henderson Dr Culvert Replace	2,114,977	2,114,977	2,114,977	-	-	
AM0037: Poplar Crescent Reconstruction	6,647,703	6,647,703	5,800,000	847,703	12.8 %	Currently in construction. To continue in 2025
AM0038: Road, Storm, Sani and Water Rehabilitation - Gurnett, Kennedy, Victoria	3,574,476	3,574,476	750,000	2,824,476	79.0 %	Tender in award stage. Stormwater relining will be done in Fall.
AM0214: M & O - Banbury, Highland Gate, Corbett, Cossar, Elderberry & Others	41,507	41,507	-	41,507	100.0 %	Project complete, to be closed
AM0215: M & O - Haida Dr, Windham Trail, Welling	105,188	105,188	-	105,188	100.0 %	Project under warranty
AM0216: M & O - Vata Crt, Walton Dr, Old Yonge S	64,227	64,227	-	64,227	100.0 %	Project under warranty
AM0238: Rehabilitation - Mill St and Temperance St	1,374,409	1,374,409	10,000	1,364,409	99.3 %	Awaiting completion of detailed design. Design in 2024, construction in 2025

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B		Variance Explanation
				Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
AM0239: Rehabilitation of Marksbury, Gilbank, Lacey, Mcleod	2,926,673	2,911,203	50,000	2,861,203	98.3 %	Awaiting completion of detailed design. Design in 2024, construction in 2025. Additional funding request in 2025.
AM0240: Goulding Ave & Eric T. Smith Way - Top Asphalt	-	-	-	-	n/a	
AM0280: M & O - Industrial Pkwy N, Earl Stewart Dr, Mosley	-	-	-	-	n/a	Project under warranty
AM0281: M & O - Kennedy St W, Trillium Dr, Meadowood Dr, T	-	-	-	-	n/a	Project under warranty
AM0282: M & O - Avondale, Centre, Earl Stewart, McMaster, Heathwood Heights	3,750,000	3,750,000	3,000,000	750,000	20.0 %	Project under construction. Will be completed in Q4 with savings expected.
AM0296: Parking Lot Rehabilitation – SARC	140,400	140,400	50,000	90,400	64.4 %	RFP to be released beginning of Q4. To continue into 2025.
AM0362: Full Road Reconstruction - Centre St - Yonge - Spruce St	950,000	950,000	100,000	850,000	89.5 %	Currently under Peer review as design is over 10 years old. Additional required stormwater work added to design as well prior to road work being completed.
AM0363: M & O - Marsh Harbour, McClenny Dr, Timpson Dr, Dinsmore Terrace	1,647,140	1,647,140	1,240,000	407,140	24.7 %	Currently under construction with savings expected.
AM0364: M & O - Beatty, Babcock, Seaton, Teasdale, Simmons, Sandfield	2,031,020	2,031,020	2,031,020	-	-	
AM0365: Parking Lot Rehabilitation –Department Of Defence	89,000	89,000	-	89,000	100.0 %	Project complete, to be closed. No longer required.
AM0366: South Town Hall Parking Lot Rehabilitation	150,000	150,000	20,000	130,000	86.7 %	RFP being prepared for release. To continue into 2025.
GN0030: Vandorf Sdrd Recon'n	147,900	147,900	133,521	14,379	9.7 %	
GN0033: Pave Snow Storage Fac At Lamb Wlsn Pk	88,648	88,648	-	88,648	100.0 %	Project complete, to be closed.
GN0112: Construction Of A Layby Lane On Tecumseh	157,955	157,955	150,000	7,955	5.0 %	
GN0122: Construct Median At Yonge Street & Ridge Road	150,000	150,000	-	150,000	100.0 %	Project complete, to be closed. No longer required.
GN0163: Active Transp Facilities - Yonge - Bloomington - Go Bridge Both Sides	200,000	200,000	200,000	-	-	
SO0078: Town-Wide Parking Study	150,000	150,000	25,000	125,000	83.3 %	Remainder to be spent in 2025
Total Roads	26,895,237	26,879,767	15,698,721	\$ 11,181,046	41.6 %	

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31 (\$)		Variance Explanation
					(%)	
Traffic						
GN0045: Ped Crossings Per DC Study	47,715	47,715	71,015	(23,300)	(48.8 %)	Aurora Heights PXO construction awarded. Construction to commence later this Fall. Planned cash outflows are \$23K higher than Apr 30 forecast, however, project spending remains within approved CBA.
GN0046: Traffic Calming Per DC Study	147,036	147,036	50,000	97,036	66.0 %	Funding used as needed. To carry forward into 2025.
GN0047: Yonge/Wellgtn Intrsec Impvmt	166,942	166,942	1,000	165,942	99.4 %	Project under warranty
GN0048: Traffic Calming In School Zones	17,049	17,049	-	17,049	100.0 %	Funding used as needed. To carry forward into 2025.
GN0138: Traffic Control Signals At Wellington St. E & Kaleia/Elyse	360,800	360,800	360,800	-	-	
SO0027: Active Transportation	44,628	44,628	45,302	(674)	(1.5 %)	Project complete, to be closed. Project spend to exceed approved CBA.
Total Traffic	784,170	784,170	528,117	\$ 256,053	32.7 %	
Sidewalks						
GN0055: S/W, Multi-Use Trail & Illumination - St John's Sdrd - Bayview To Leslie	42,299	42,299	30,000	12,299	29.1 %	
GN0056: S/W - Leslie St - 600M North Of Wellington To N Town Limit	358,802	358,802	-	358,802	100.0 %	Project complete, to be closed. Expected final invoice from the Region, however, they have confirmed there is no additional spend.
GN0124: Sidewalk - Edward/ 100M E Of Yonge-Dunning	498,163	496,076	250,000	246,076	49.6 %	Project in construction phase with savings expected. To be completed in 2024.
Total Sidewalks	899,264	897,177	280,000	\$ 617,177	68.8 %	
Studies						
SO0044: Official Plan Review/Conformity To Places To Grow	260,097	260,097	28,000	232,097	89.2 %	Project nearing completion, savings expected. Previous staff overestimated the project costs. The project's development and approval process with the Region were highly efficient, resulting in savings.
SO0071: Zoning By Law Update	150,000	25,000	-	25,000	100.0 %	Project to commence in 2025
Total Studies	410,097	285,097	28,000	\$ 257,097	90.2 %	
Planning & Development Total	\$ 40,894,664	\$ 38,437,108	\$ 20,994,261	\$ 17,442,847	45.4 %	

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31 (\$)		Variance Explanation
Finance						
Finance						
AM0005: Financial System	\$ 301,245	\$ 301,245	\$ 301,245	-	-	
AM0090: Water Meter Replacement Program	701,703	701,703	\$ 701,703	-	-	
AM0248: Advanced Metering Infrastructure	1,681,500	1,681,500	\$ 500,000	1,181,500	70.3 %	Project delayed due to infrastructure installation from Region on water towers.
SO0030: Storm Swr Res Fund & Rate Study	25,000	-	\$ -	-	n/a	
SO0056: Second Generation Asset Management Plan - Phase 2	5,891	5,891	\$ 7,500	(1,609)	(27.3 %)	Project complete, to be closed. Project spend to exceed approved CBA. The variance mostly relates to larger than anticipated consultant travel costs.
SO0059: DC Background Study - 2024	38,429	38,429	33,847	4,582	11.9 %	Project complete, to be closed. The variance is reflective of contingency savings.
SO0060: Water Rate Study	45,000	45,000	20,000	25,000	55.6 %	Project to continue into 2025
Total Finance	\$ 2,798,768	\$ 2,773,768	\$ 1,564,295	\$ 1,209,473	43.6 %	
Information Technology Services						
AM0008: Boardroom Audio/Video Equip	77,259	47,259	62,369	(15,109)	(32.0 %)	Holland, Pearson, and new Finance Meeting Room to be completed in 2024. Planned cash outflows are \$15K higher than Apr 30 forecast, however, project spending remains within approved CBA.
AM0009: Bus Process Automtn & Data Intgrtn	214,449	150,500	65,671	84,829	56.4 %	Project to be completed in 2025
AM0212: Ethernet Switch Redesign	85,595	85,595	85,595	-	-	
AM0213: Data Centre Hardware Refresh (SAN)	94,464	94,464	94,464	-	-	
AM0231: Trackit Replacement	20,000	20,000	-	20,000	100.0 %	Project deferred until 2025
AM0232: Cybersecurity Software (Defender Identity Mgmt & Cloud Security)	90,000	90,000	-	90,000	100.0 %	Project deferred until 2025
AM0234: Backflow Prevention App	25,000	-	-	-	n/a	Project to be closed. Alternative solution found and therefore project no longer required.
AM0235: End User Equipment Replacement - 2023-2026	113,999	113,999	113,999	-	-	
AM0236: Data Centre Equipment Replacement - 2023-2026	64,615	64,615	64,615	-	-	
AM0237: Mobile Equipment Replacement - 2023-2026	21,387	21,387	21,387	-	-	
AM0270: Council Chamber AV Technology	104,000	104,000	59,919	44,081	42.4 %	Project to be completed in 2025. Software replacements scheduled for 2025.

	Planned/Budgeted Capital Spend for 2024	A	B	A - B		Variance Explanation
		Apr. 30, 2024 Forecast	Aug. 31, 2024 Forecast	Variance - Apr. 30 (\$)	vs. Aug. 31 (%)	
AM0271: Cybersecurity Vulnerability Services	48,400	48,400	-	48,400	100.0 %	Project deferred until 2025
AM0272: Cybersecurity SIEM Services	145,200	145,200	74,500	70,700	48.7 %	Project to continue into 2025 and 2026.
AM0273: Cluster Replacement At Town Hall	250,000	250,000	250,000	-	-	Project complete, to be closed.
AM0274: Cybersecurity (2024) (2nd Firewall At JOC)	62,400	62,400	-	62,400	100.0 %	Project deferred until 2025
AM0275: Uninterruptable Power Supply Refresh	47,701	47,701	20,000	27,701	58.1 %	Project to be completed in 2025
AM0276: Legal Management System	100,000	20,000	-	20,000	100.0 %	Project deferred until 2025 at client's request
AM0277: MS Defender Endpoint Protection	60,000	60,000	60,000	-	-	
AM0371: Unplanned - IT Emergency Repairs Contingency 2024	20,000	20,000	1,100	18,900	94.5 %	May not be required
AM0372: Network Access Control	68,000	68,000	68,000	-	-	
AM0373: Internet Redundancy	108,000	108,000	-	108,000	100.0 %	Project deferred until 2025
AM0375: CRM Replacement	300,000	200,000	-	200,000	100.0 %	Project deferred until 2025
GN0005: Customer Relationship Mgmt (CRM)	12,045	12,045	12,045	-	-	
GN0013: Wireless Upgrades & Enhancements	69,349	69,349	69,349	-	-	Project complete, to be closed.
GN0015: Migration To Cityview Workspace	100,000	50,000	-	50,000	100.0 %	No spend until 2025 as vendor resources are not available until 2025.
GN0115: Cityview Portal Implementation	81,090	81,090	81,090	-	-	
GN0116: Digital Education Program	50,000	25,000	10,000	15,000	60.0 %	Project to continue into 2025
GN0117: ArcGIS Portal	44,997	10,000	-	10,000	100.0 %	Project to be completed in 2025
GN0118: Business Intelligence	50,000	50,000	-	50,000	100.0 %	Project complete, to be closed. Work was completed inhouse with existing resources.
GN0119: Road Occupancy Permit Application	34,022	34,022	-	34,022	100.0 %	Project complete, to be closed. Work was completed inhouse with existing resources.
GN0120: Green/Blue Bin Portal	40,000	-	-	-	n/a	
SO0017: Info Tech Strategic Plan Implementation	121,406	121,406	121,406	-	-	
SO0075: Cybersecurity Awareness Training	20,000	20,000	20,000	-	-	
Total Information Technology Services	2,743,377	2,294,432	1,355,508	\$ 938,924	40.9 %	
Finance Total	\$ 5,542,146	\$ 5,068,200	\$ 2,919,803	\$ 2,148,397	42.4 %	

	Planned/Budgeted Capital Spend for 2024	A Apr. 30, 2024 Forecast	B Aug. 31, 2024 Forecast	A - B Variance - Apr. 30 vs. Aug. 31		Variance Explanation
				(\$)	(%)	
Corporate Services						
Legal Services						
SO0012: Risk Management (Conditionally Approved 2023)	16,771	16,771	16,771	-	-	
Total Legal Services	16,771	16,771	16,771	\$ -	-	
Human Resources						
AM0004: HR Info/Payroll System	119,719	25,000	-	25,000	100.0 %	No additional modules will be implemented in 2024, to be carried forward into 2025.
SO0008: Emp Engagement Survey 2020	8,222	8,222	13,010	(4,788)	(58.2 %)	Project complete, to be closed. Project spend to exceed approved CBA due to PT staff not originally accounted for during the original quote for service.
SO0052: Job Hazard Assessment	25,472	10,000	-	10,000	100.0 %	Project to continue into 2025
Total Human Resources	153,413	43,221	13,010	\$ 30,211	69.9 %	
Project Management & Business Transformation						
GN0001: Customer Experience Plan (CEP)	74,290	74,290	-	74,290	100.0 %	Project to continue into 2025
GN0152: Facilities & Trails Accessibility Assessment	85,000	85,000	85,000	-	-	
SO0006: Emerg Resp Plan Update	29,820	29,820	-	29,820	100.0 %	Project to continue into 2025
Total Project Management & Business Transformation	189,110	189,110	85,000	\$ 104,110	55.1 %	
Bylaw						
GN0025: Bylaw Radios	17,518	8,963	8,963	-	-	
GN0111: AMPS Implementation	116,695	116,695	116,695	-	-	
Total Bylaw	134,213	125,658	125,658	\$ -	-	
Access Aurora						
AM0001: Accessibility Plan	18,071	18,071	-	18,071	100.0 %	Project to continue into 2025. Additional document remediation.
Total Access Aurora	18,071	18,071	-	18,071	100.0 %	
Corporate Services Total	\$ 511,578	\$ 392,831	\$ 240,439	\$ 152,392	38.8 %	
Total Capital Projects	\$ 91,379,973	\$ 77,799,596	\$ 55,257,879	\$ 22,541,716	29.0 %	

The Corporation of the Town of Aurora

By-law Number XXXX-24

Being a By-law to amend By-law Number 6592-24, as amended, to establish development charges for the Town of Aurora.

Where subsection 2 (1) of the *Development Charges Act, 1997*, S.O. 1997, c.27 (“the Act”) provides that the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services arising from the development of the area to which the by-law applies;

And whereas section 19 of the Act was also amended to provide for amendments to be made to a development charges by-law;

And whereas on March 26, 2024, the Council of The Corporation of the Town of Aurora (the “Town”) enacted By-law Number 6592-24, to establish development charges for the Town of Aurora;

And whereas on June 25, 2024, the Council of the Town enacted By-law Number 6614-24, to amend By-law Number 6592-24, to include general government (studies) costs, pursuant to paragraphs 5 and 6 of subsection 5 (3) of the Act, within the development charge calculation;

And whereas a development charges background update study has been completed and made available on August 23, 2024 in accordance with the Act;

And whereas the Council of the Town has given notice and held a public meeting on October 1, 2024 in accordance with the Act and the regulations thereto;

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

1. Section 1.1 of By-law Number 6592-24, as amended, be and is hereby amended by adding the following:

“(pp) **“retail”** means lands, buildings or structures used or designed or intended for use for the sale or rental or offer for sale or rental of goods or services to the general public for consumption or use and shall include, but not be limited to, a banquet hall, a funeral home, but shall exclude office”

2. Section 3.17 of By-law Number 6592-24, as amended, be and is hereby deleted and replaced with the following:

“3.17 (a) Where the development of land results from the approval of a site plan or zoning by-law amendment received between January 1, 2020 and June 5, 2024, and the approval of the application occurred within two years of building permit issuance, the development charges under subsections 3.6 and 3.7 shall be calculated on the rates set out in Schedule "B" on the date of the planning application is deemed complete, including interest. Where both planning applications apply development charges under subsections 3.6 and 3.7, the calculations shall be based on the date of the later planning application as set out in Schedule "B", including interest (calculated in accordance with the Town's Interest Rate Policy). Otherwise, the current rates under Schedule "B" will apply excluding interest.

(b) Where the development of land results from the approval of a site plan or zoning by-law amendment received on or after June 6, 2024, and the approval of the application occurred within 18 months of building permit issuance, the development charges under subsections 3.6 and 3.7 shall be calculated on the rates set out in Schedule "B" on the date of the planning application is deemed complete, including interest. Where both planning applications apply development charges under subsections 3.6 and 3.7, the calculations shall be based on the date of the later planning application as set out in Schedule "B", including interest (calculated in accordance with the Town's Interest Rate Policy). Otherwise, the current rates under Schedule "B" will apply excluding interest.”

3. This By-law shall come into force and effect on the date of final passage hereof.

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

By-law Number XXXX-24

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Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-24

Being a By-law to amend By-law Number 4574-04.T, as amended, to regulate parking and traffic in the Town of Aurora (Restricted Parking Maximum Period – Victoria Street, Mosley Street, Church Street, Metcalfe Street, Wells Street and Harrison Avenue).

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 October 22, 2024, the Council of the Town passed a motion contained in Report No. PDS24-105, to amend By-law Number 4574-04.T, as amended;

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 III – Restricted Parking Maximum Period to By-law Number 4574-04.T, as amended, be and is hereby amended by adding the following:

Highway	Side	From: To:	Prohibited Times or Days	Max. Period Permitted
Victoria Street	East	From: Wellington Street To: Mosley Street	9:00 a.m. to 5:00 p.m.	4 hours

By-law Number XXXX-24

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Victoria Street	East	From: Mosley Street To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	4 hours
Victoria Street	West	From: 58 m. south of Mosley Street To: 9 m. north of Church Street intersection	9:00 a.m. to 5:00 p.m.	4 hours
Mosley Street	North	From: 22 m. east of Yonge St. intersection To: 9 m. west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	4 hours
Mosley Street	South	From: 9 m. east of Yonge St. intersection To: 9 m. west of Victoria St. intersection	9:00 a.m. to 5:00 p.m.	4 hours
Mosley Street	South	From: 9 m. Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Church Street	North	From: Yonge Street To: 21 metres east of Yonge Street	9:00 a.m. to 5:00 p.m.	4 hours
Church Street	North	From: 21 metres east of Yonge Street	Anytime	4 hours

		To: 70 metres east of Yonge Street		
Church Street	North	From: 70 metres east of Yonge Street To: Victoria Street	9:00 a.m. to 5:00 p.m.	4 hours
Metcalfe Street	North	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Metcalfe Street	South	From: Victoria Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	West	From: 36m south of Mosley Street intersection To: Metcalfe Street	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	East	From: Mosley Street To: Metcalfe Street	6:00 a.m. to 6:00 p.m.	4 hours
Wells Street	West	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	4 hours
Wells Street	East	From: Metcalfe Street To: Harrison Avenue	9:00 a.m. to 5:00 p.m.	4 hours
Harrison Avenue	South	From: 97m west of Wells Street	9:00 a.m. to 5:00 p.m.	4 hours

		To: Wells Street		
Harrison Avenue	North	From: 97m west of Wells Street To: Wells Street	9:00 a.m. to 5:00 p.m.	4 hours

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of the Town of Aurora

By-law Number XXXX-24

Being a By-law to exempt Part of Block 1 on Plan 65M-4743 from part-lot control (File No. PLC-2024-03).

Whereas subsection 50(7) of the *Planning Act*, R.S.O. 1990, c. P.13, as amended (the "Act"), provides that the council of a local municipality may by by-law provide that the part-lot control provisions in subsection 50(5) of the Act, does not apply to the land that is within a registered plan of subdivision as is designated in the by-law;

And whereas the Council of The Corporation of the Town of Aurora deems it necessary and expedient to enact a by-law to exempt Part of Block 1 on Plan 65M-4743 from those provisions of the Act dealing with part-lot control;

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

1. Subsection 50(5) of the Act shall not apply to the following lands, all situated in the Town of Aurora, Regional Municipality of York:
 - (a) Part of Block 1 on Plan 65M-4743, designated as Parts 1 and 33 on Plan 65R-40976;
 - (b) Part of Block 1 on Plan 65M-4743, designated as Part 2 on Plan 65R-40976;
 - (c) Part of Block 1 on Plan 65M-4743, designated as Part 3 on Plan 65R-40976;
 - (d) Part of Block 1 on Plan 65M-4743, designated as Part 4 on Plan 65R-40976;
 - (e) Part of Block 1 on Plan 65M-4743, designated as Part 5 on Plan 65R-40976;
 - (f) Part of Block 1 on Plan 65M-4743, designated as Part 6 on Plan 65R-40976;
 - (g) Part of Block 1 on Plan 65M-4743, designated as Part 7 on Plan 65R-40976;
 - (h) Part of Block 1 on Plan 65M-4743, designated as Part 8 on Plan 65R-40976;
 - (i) Part of Block 1 on Plan 65M-4743, designated as Part 9 on Plan 65R-40976;
 - (j) Part of Block 1 on Plan 65M-4743, designated as Part 10 on Plan 65R-40976;

- (k) Part of Block 1 on Plan 65M-4743, designated as Part 11 on Plan 65R-40976;
- (l) Part of Block 1 on Plan 65M-4743, designated as Part 12 on Plan 65R-40976;
- (m) Part of Block 1 on Plan 65M-4743, designated as Part 13 on Plan 65R-40976;
- (n) Part of Block 1 on Plan 65M-4743, designated as Part 14 on Plan 65R-40976;
- (o) Part of Block 1 on Plan 65M-4743, designated as Part 15 on Plan 65R-40976;
- (p) Part of Block 1 on Plan 65M-4743, designated as Part 16 on Plan 65R-40976;
- (q) Part of Block 1 on Plan 65M-4743, designated as Part 17 on Plan 65R-40976;
- (r) Part of Block 1 on Plan 65M-4743, designated as Part 18 on Plan 65R-40976;
- (s) Part of Block 1 on Plan 65M-4743, designated as Part 19 on Plan 65R-40976;
- (t) Part of Block 1 on Plan 65M-4743, designated as Part 20 on Plan 65R-40976;
- (u) Part of Block 1 on Plan 65M-4743, designated as Part 21 on Plan 65R-40976;
- (v) Part of Block 1 on Plan 65M-4743, designated as Part 22 on Plan 65R-40976;
- (w) Part of Block 1 on Plan 65M-4743, designated as Part 23 on Plan 65R-40976;
- (x) Part of Block 1 on Plan 65M-4743, designated as Part 24 on Plan 65R-40976;
- (y) Part of Block 1 on Plan 65M-4743, designated as Part 25 on Plan 65R-40976;
- (z) Part of Block 1 on Plan 65M-4743, designated as Part 26 on Plan 65R-40976;
- (aa) Part of Block 1 on Plan 65M-4743, designated as Part 27 on Plan 65R-40976;
- (bb) Part of Block 1 on Plan 65M-4743, designated as Part 28 on Plan 65R-40976;
- (cc) Part of Block 1 on Plan 65M-4743, designated as Part 29 on Plan 65R-40976;
- (dd) Part of Block 1 on Plan 65M-4743, designated as Part 30 on Plan 65R-40976;
- (ee) Part of Block 1 on Plan 65M-4743, designated as Part 31 on Plan 65R-40976;
and
- (ff) Part of Block 1 on Plan 65M-4743, designated as Part 32 on Plan 65R-40976;

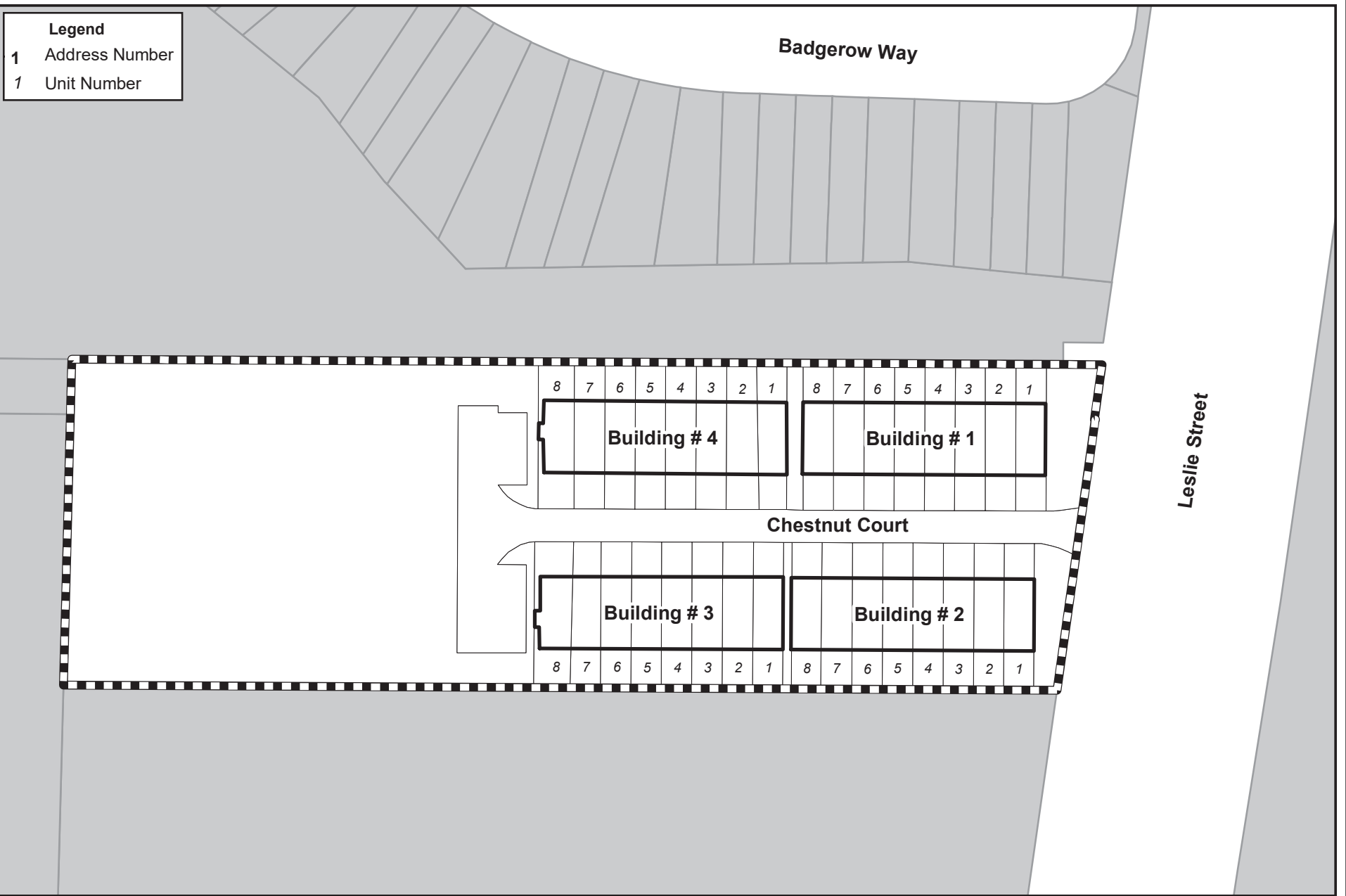
By-law Number XXXX-24

2. A copy of this by-law shall be registered in the appropriate Land Registry Office on title to the lands set out in this by-law.
3. This by-law shall come into full force and effect upon final passage hereof, shall remain in force and effect for a period of two (2) years from the date of its passing, and shall expire on the 22nd day of October, 2026.
4. By-law Number 6600-24 be and is hereby repealed.

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

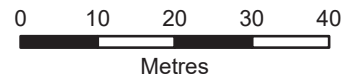


FINAL ADDRESSING MAP

APPLICANT: SKALE DEVELOPMENTS
FILE: SUB-2019-02



SUBJECT LANDS



The Corporation of the Town of Aurora

By-law Number XXXX-24

Being a By-law to appoint a Fire Chief for Central York Fire Services.

Whereas the Corporation of the Town of Newmarket (“Newmarket”) and The Corporation of the Town Aurora (“Aurora”) have approved the establishment of one fire and emergency services department to service both municipalities;

And whereas under subsection 6 (1) of the *Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4*, as amended (the “Act”), if a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities, as the case may be, shall appoint a fire chief for the fire department;

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

1. Rocco Volpe be and is hereby appointed as Fire Chief for Central York Fire Services.
2. The responsibilities of the Fire Chief shall include exercising:
 - (a) all of the powers and duties of the Fire Chief under the Act;
 - (b) all of the powers and duties of the Fire Chief under any other statutes;
 - (c) all of the powers and duties of Fire Chief under Aurora and Newmarket by-laws; and
 - (d) all of the powers and duties as specified or delegated to the Fire Chief.
3. The appointment be effective September 16, 2024.
4. By-law Number 6571-23 be and is hereby repealed.

Enacted by Town of Aurora Council this 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk

The Corporation of The Town of Aurora

By-law Number XXXX-24

**Being a By-law to confirm actions by Council
resulting from a Council meeting
on October 22, 2024.**

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 October 22, 2024, 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 22nd day of October, 2024.

Tom Mrakas, Mayor

Michael de Rond, Town Clerk