



**Town of Aurora
General Committee
Meeting Agenda**

Date: Tuesday, October 6, 2020
Time: 7 p.m.
Location: Video Conference

Pages

1. Procedural Notes

This meeting will be held electronically as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 situation.

Mayor Mrakas in the Chair

2. Approval of the Agenda

3. Declarations of Pecuniary Interest and General Nature Thereof

4. Community Presentations

4.1 Mike Walters, CAO, Lake Simcoe Region Conservation Authority (LSRCA); Re: LSRCA 2020 Budget Companion

1

5. Delegations

Note: At this time, the Municipal Offices are closed. This meeting will be live streamed at <https://www.youtube.com/user/Townofaurora2012/videos>. Anyone who would like to provide comment on an agenda item is encouraged to visit www.aurora.ca/participation for guidelines on electronic delegation.

6. Consent Agenda

7. Advisory Committee Meeting Minutes

7.1 Accessibility Advisory Committee Meeting Minutes of September 9, 2020

12

1. That the Accessibility Advisory Committee meeting minutes of September 9, 2020, be received for information.

7.2 Heritage Advisory Committee meeting minutes of September 14, 2020

21

1. That the Heritage Advisory Committee meeting minutes of

September 14, 2020, be received for information.

7.3 Finance Advisory Committee Meeting Minutes of September 15, 2020 27

1. That the Finance Advisory Committee meeting minutes of September 15, 2020, be received for information.

7.4 Community Advisory Committee Meeting Minutes of September 17, 2020 31

1. That the Community Advisory Committee meeting minutes of September 17, 2020, be received for information.

8. Consideration of Items Requiring Discussion (Regular Agenda)

8.1 FIN20-015 - 2019 Year-end Budget Report - as at December 31, 2019 38

1. That Report No. FIN20-015 be received for information.

8.2 PDS20-044 - Town of Aurora Proposed Anti-Idling Policy 55

1. That Report No. PDS20-044 be received; and
2. That Council approve the Town of Aurora Anti-Idling policy attached to this report.

8.3 PDS20-050 - Implementation of Automated Speed Enforcement Program 89

1. That Report No. PDS20-050 be received; and
2. That staff report back on the findings of the Region's Automated Speed Enforcement Program following completion of the two-year, limited use pilot program.

8.4 PDS20-055 - Pedestrian Grade Separated Crossings and Future Priority Crossings within Barrie GO Rail Corridor 99

1. That Report No. PDS20-055 be received; and
2. That Council approve the priority rating of the pedestrian rail crossings identified in Attachment 2 and staff report back on the feasibility of funding the crossings as part of the 2022 Budget 10-year capital planning process.

9. Notices of Motion

10. New Business

11. Public Service Announcements

12. Closed Session

There are no Closed Session items for this meeting.

13. Adjournment

2020 Budget Companion and Annual Operating Priorities

Town of Aurora



Lake Simcoe Region
conservation authority



Budget Companion 2020

- Produced annually to provide more detail regarding the approved budget,



Budget Companion 2020

- Outlines all LSRCA Services Areas and programs,
- Easy to navigate, read and is transparent,

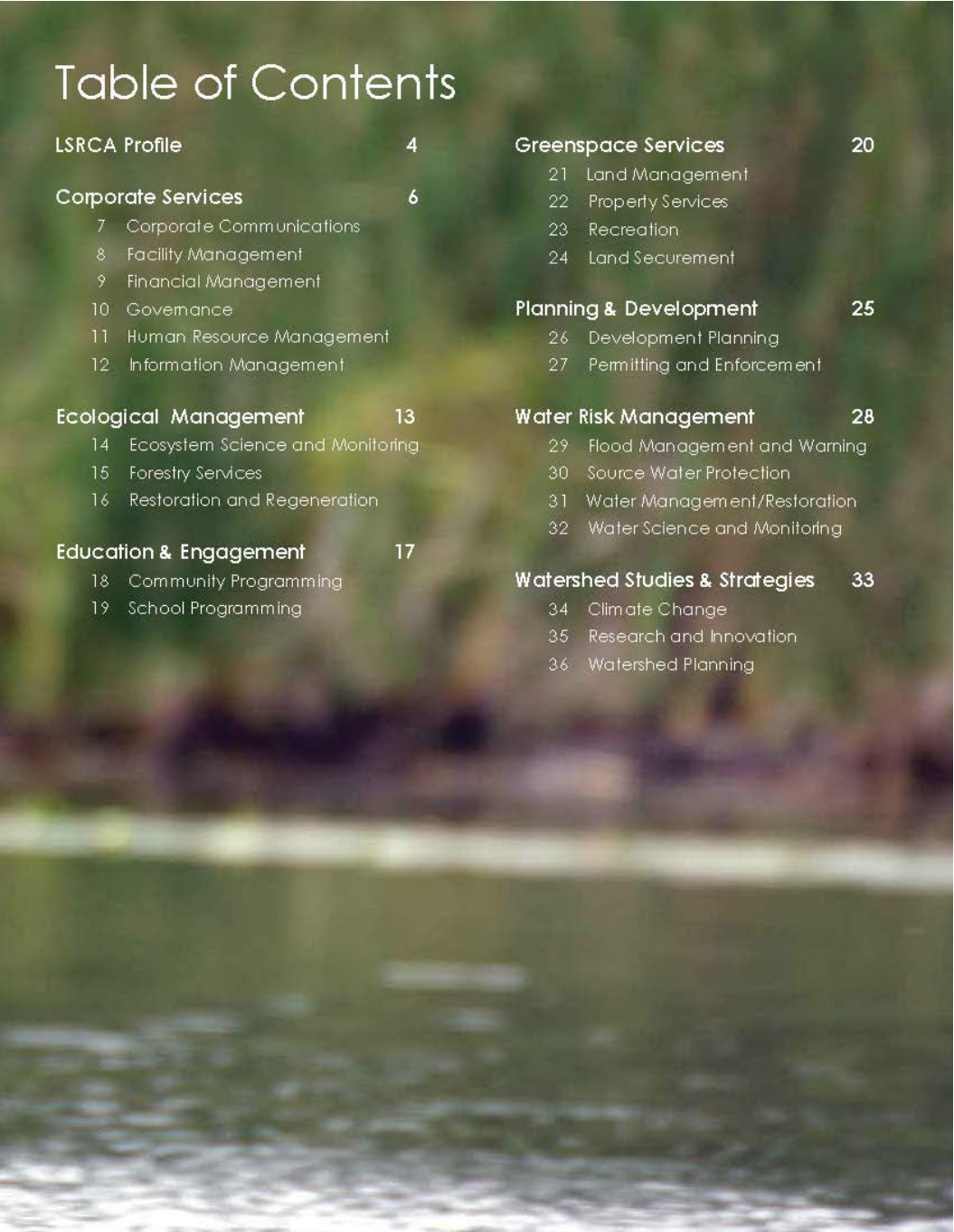


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Budget Companion 2020

- General overview of the budget summarizing all of the 7 service areas,

Our Vision

We envision the Lake Simcoe watershed as a thriving environment that inspires and sustains us for generations to come.

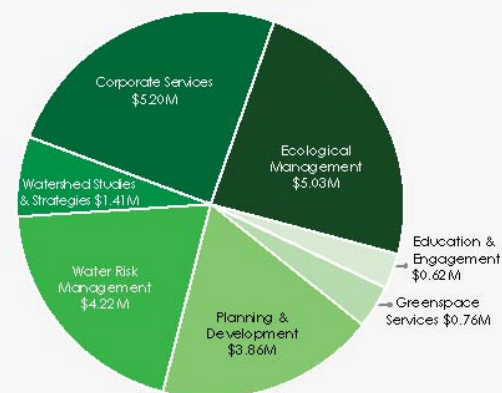
Our Mission

Our mission is to work with our community to protect and restore the Lake Simcoe watershed by leading research, policy and action.

Our employees uphold our mandate under the following 7 Service Areas, which are detailed in the pages that follow:

- Corporate Services
- Ecological Management
- Education & Engagement
- Greenspace Services
- Planning & Development Services
- Water Risk Management
- Watershed Studies & Strategies

2020 Budget Summary \$21.10M



Operating and Capital Split

Operating \$14.03M Capital \$7.07M

Revenue Source



Expenditure Type



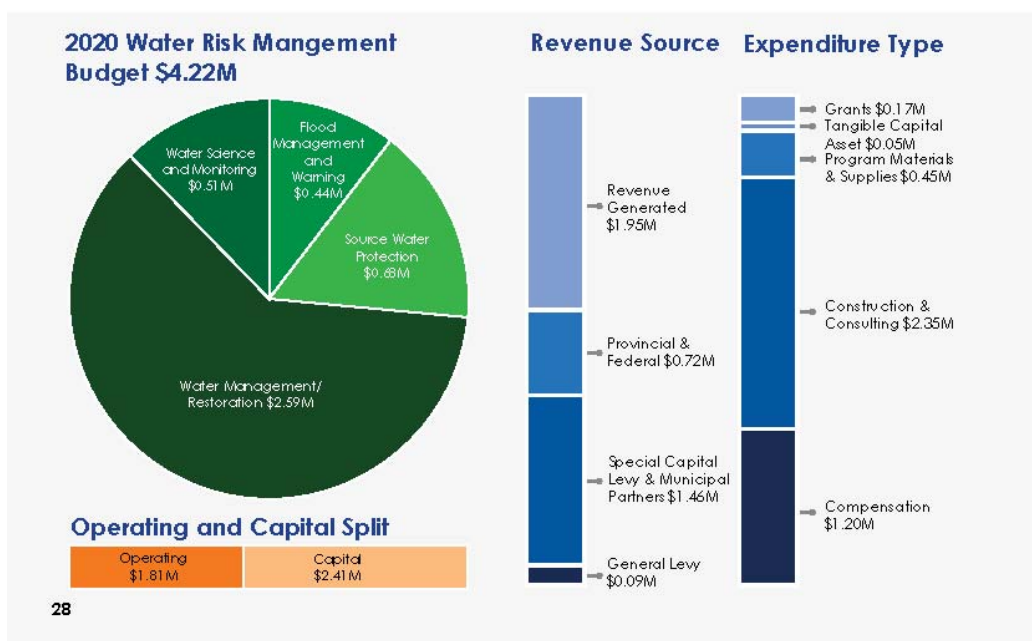
Budget Companion 2020

- Each service area is then discussed in detail,



The goal of Water Risk Management is to reduce the risks associated with water, to ensure that we have a safe, clean and adequate supply of drinking water, to undertake restoration projects to protect and manage water and to engage in research activities to inform decision making. Water Risk Management consists of the following program areas:

- Flood Management and Warning
- Source Water Protection
- Water Management/Restoration
- Water Science and Monitoring



Budget Companion 2020

- It also reviews the specific programs comprising each service area,
- Highlights past achievements - focuses on the year ahead.

Fast Facts

- The 2019 spring freshet (melt) resulted in extended high lake levels and drawdown time from March through May, impacting the shoreline and infrastructure of Lake Simcoe
- We have expanded our Flood Event Photo Database so that it now includes 372 pictures of flood events going back as far as February 1, 1929

Flood Management and Warning

The goal of the Flood Management and Warning program is to reduce the risk to people, property and infrastructure (roads, bridges, etc.) from hazards due to flooding and to reduce social disruption.

2020 Focus

- Continue to monitor weather forecasts and watershed conditions
- Maintain and improve monitoring system and issue messages when warranted
- Expand GIS database of event photo documentation of flood prone areas of the watershed
- Complete regular inspections of dams and coordinate a structural assessment of the Pefferlaw Dam to address recommendations identified in the 2019 dam inspection report

Outlook

- Our changing climate is creating more extreme weather events and increasing the likelihood of winter runoff flooding due to unseasonable temperatures, as well as more ice damage to our properties

Service Pressures

- Increased pressure on staff and resources to respond to flood events
- Reduced resources due to provincial funding cuts



2019 Achievements

- Issued 17 flood messages
- Monitored 15 flow gauges, 5 precipitation gauges and 8 snow survey sites
- Completed regular inspections of two dams and a detailed visual inspection of the Pefferlaw Dam by an engineering consulting firm to assess potential structural/safety issues
- Updated our hazard mapping as part of annual regulation map revisions

Annual Operating Priorities

- AOP's necessary to implement Strategic Plan,
- Other AOP items based on external opportunities or pressures,
- AOP's can span years.



Proposed AOP Activities for 2020

1

Floodplain Emergency Mapping/
Flood Relief Program

2

Climate Change Adaptation and
Mitigation Strategies

3

Asset Management Plan

4

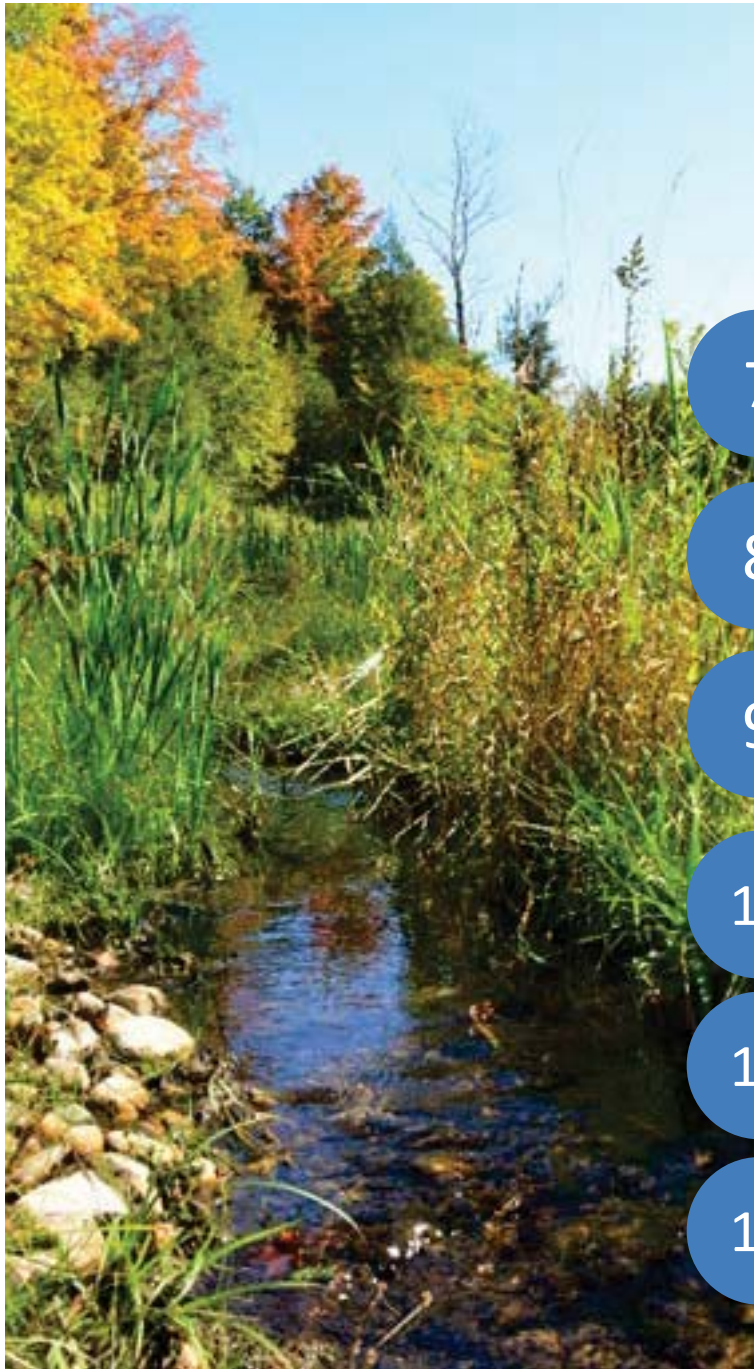
Enhance service delivery –
Plan Review and Regulation

5

Scanlon Creek Operations Centre

6

Fundraising for Education Centre



Proposed AOP Activities for 2020

7

Community Engagement
Strategy

8

Lead salt reduction strategies

9

Land Disposition
Policies & Strategy

10

Continue restoration efforts

11

Implementing the LSPP

12

Draft 2021-2026 Strategic Plan

Our Path Ahead Remains Clear

- Improve water quality & quantity
- Increase our natural heritage systems
- Make communities safer, healthier, and more connected to the natural environment
- Engage our communities to achieve a balance between social, economic and ecological needs
- Achieve success through partnerships, innovation and engagement
- Monitor & report our progress to our partners and the community

Questions

for more information visit
www.lsrca.on.ca





Town of Aurora
Accessibility Advisory Committee
Meeting Minutes

Date: Wednesday, September 9, 2020
Time: 7:00 p.m.
Location: Video Conference

Committee Members: John Lenchak (Chair)
 Hailey Reiss (Vice Chair)
 Matthew Abas
 Max Le Moine
 Jo-anne Spitzer
 Rachelle Stinson
 Councillor Rachel Gilliland

Other Attendees: Mat Zawada, Accessibility Advisor
 Linda Bottos, Council/Committee Coordinator

1. Procedural Notes

This meeting was held electronically as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 situation.

The Chair called the meeting to order at 7:08 p.m.

2. Approval of the Agenda

Moved by Jo-anne Spitzer

Seconded by Councillor Gilliland

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. Receipt of the Minutes

4.1 Accessibility Advisory Committee Meeting Minutes of June 10, 2020

Moved by Councillor Gilliland

Seconded by Matthew Abas

That the Accessibility Advisory Committee meeting minutes of June 10, 2020, be received for information.

Carried

5. Delegations

None.

6. Matters for Consideration

6.1 Memorandum from Planner; Re: Application for Site Plan Amendment (Fourth Submission), Aurora United Church, 15186 Yonge Street, 55 and 57 Temperance Street, 12 and 16 Tyler Street, File Number: SP-2018-02, Related Files: OPA-2016-05, ZBA-2016-13

Staff provided an overview of the comments previously submitted to the Planner by the Accessibility Advisor on behalf of the Committee and noted the applicant's response. The Committee reviewed the site plan and had no further comments.

Moved by Councillor Gilliland

Seconded by Hailey Reiss

1. That the memorandum regarding Application for Site Plan Amendment (Fourth Submission), Aurora United Church, 15186 Yonge Street, 55 and 57 Temperance Street, 12 and 16 Tyler Street; File Number: SP-2018-02; Related Files: OPA-2016-05 and ZBA-2016-13, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor.

Carried

6.2 Memorandum from Planner; Re: Site Plan Application (Second Submission), 125 Engelhard Drive, Luxury Railings Ltd., File Number: SP-2019-11

Staff provided an overview of the application, reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the Committee, and noted the applicant's response to previous comments. The Committee reviewed the site plan and discussed the additional accessibility standards to be considered as a part of the application.

Moved by Councillor Gilliland

Seconded by Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application (Second Submission), 125 Engelhard Drive, Luxury Railings Ltd., File Number: SP-2019-11, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor and that the following additional comment on the Site Plan Application (Second Submission) be considered by staff:
 - a. Request to ensure that the exterior path of travel is maintained at a minimum width of 1.5 meters where rest area seating is provided.

Carried

6.3 Memorandum from Planner; Re: Site Plan Application (Second Submission), Addison Hall Business Park, 2351528 Ontario Ltd., 110 and 450 Addison Hall Circle, Blocks 21 and 22, Plan 65M-4650, File Number: SP-2019-12

Staff provided an overview of the application, reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the Committee, and noted the applicant's response to previous comments. The Committee reviewed the site plan and had no further comments.

Moved by Matthew Abas

Seconded by Hailey Reiss

1. That the memorandum regarding Site Plan Application (Second Submission), Addison Hall Business Park, 2351528 Ontario Ltd., 110 and 450 Addison Hall Circle, Blocks 21 and 22, Plan 65M-4650; File Number: SP-2019-12, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor.

Carried

6.4 Memorandum from Planner; Re: Site Plan Application (Second Submission), Addison Hall Business Park, 2351528 Ontario Ltd., 455 Addison Hall Circle, Block 23, Plan 65M-4650, File Number: SP-2019-13

Staff provided an overview of the application, reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the Committee, and noted the applicant's response to previous comments. The Committee reviewed the site plan and discussed the additional accessibility standards to be considered as a part of the application.

Moved by Jo-anne Spitzer

Seconded by Rachelle Stinson

1. That the memorandum regarding Site Plan Application (Second Submission), Addison Hall Business Park, 2351528 Ontario Ltd., 455 Addison Hall Circle, Block 23, Plan 65M-4650, File Number: SP-2019-13, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor and that the following additional comment on the Site Plan Application (Second Submission) be considered by staff:
 - a. Request to redistribute the barrier-free parking spaces.

Carried

6.5 Memorandum from Planner; Re: Site Plan Application (Second Submission), 5011097 Ontario Inc., 150 Addison Hall Circle, Block 12, Plan 65M-4650, File Number: SP-2020-03

Staff provided an overview of the application, noted that no further comments were submitted to the Planner by the Accessibility Advisor on behalf of the Committee, and noted the applicant's response to previous comments. The Committee reviewed the site plan and discussed the additional accessibility standards to be considered as a part of the application.

Moved by Hailey Reiss

Seconded by Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application (Second Submission), 5011097 Ontario Inc., 150 Addison Hall Circle, Block 12, Plan 65M-4650, File Number: SP-2020-03, be received; and

5

2. That the Committee supports the following additional comments on the Site Plan Application (Second Submission) to be considered by staff:
 - a. Request to install a crosswalk at the southwest corner site entrance across Addison Hall Circle to connect with the existing sidewalk; and
 - b. Request to relocate the bicycle rack to the platform at the southeast corner of the property.

Carried

6.6 Memorandum from Planner; Re: Site Plan Application, RP Partners Aurora Limited, 15286 and 15306 Leslie Street, Part of Lot 21, Con. 2 W, Related Files: OPA-2016-03 and ZBA-2016-07, File Number: SP-2020-06

Staff provided an overview of the application and reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the Committee. The Committee reviewed the site plan and discussed the additional accessibility standards to be considered as a part of the application.

Moved by Councillor Gilliland
Seconded by Matthew Abas

1. That the memorandum regarding Site Plan Application, RP Partners Aurora Limited, 15286 and 15306 Leslie Street, Part of Lot 21, Con. 2 W, Related Files: OPA-2016-03 and ZBA-2016-07, File Number: SP-2020-06, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor and that the following additional comments on the Site Plan Application be considered by staff:
 - a. Request to install emergency evacuation chairs at the proposed staircases; and
 - b. Request to install a ramp at the steps at the rear of Building 2 or install an emergency evacuation chair.

Carried

6.7 Memorandum from Planner; Re: Site Plan Application, York Region Christian Seniors Homes Inc., Phase 3 - Meadows of Aurora, 400 William Graham Drive, Plan 65M-4442 Block 5, File Number: ZBA(H)-2020-01 and SP-2020-07

Staff provided an overview of the application and reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the Committee. The Committee reviewed the site plan and discussed the additional accessibility standards to be considered as a part of the application.

Moved by Councillor Gilliland
Seconded by Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application, York Region Christian Seniors Homes Inc., Phase 3 - Meadows of Aurora, 400 William Graham Drive, Plan 65M-4442 Block 5, File Number: ZBA(H)-2020-01 and SP-2020-07, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor and that the following additional comments on the Site Plan Application be considered by staff:
 - a. Request to relocate several barrier-free parking spaces along the building next to the barrier-free path of travel into the building, leaving some barrier-free parking spaces to remain along the island; and
 - b. Request to install a crosswalk between the island and the main entrance to the building; and
 - c. Request to install a ramp to the path of travel at the proposed external staircase on left side of building; and
 - d. Request to install emergency evacuation chairs at the proposed staircases of building.

Carried

6.8 Memorandum from Planner; Re: Site Plan Application, 2352107 Ontario Inc., 1588 St. John's Sideroad, Part of Lot 26, Concession 3 (Block 6), File Number: SP-2020-08, Related File(s): SUB-2015-02

Staff provided an overview of the application and reviewed the comments submitted to the Planner by the Accessibility Advisor on behalf of the

Committee. The Committee reviewed the site plan and had no further comments.

Moved by Matthew Abas

Seconded by Councillor Gilliland

1. That the memorandum regarding Site Plan Application, 2352107 Ontario Inc., 1588 St. John's Sideroad, Part of Lot 26, Concession 3 (Block 6), File Number: SP-2020-08, Related File(s): SUB-2015-02, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor.

Carried

6.9 Memorandum from Planner; Re: Site Plan Application, 2352107 Ontario Inc., 1588 St. John's Sideroad (Blocks 1 and 2), Part of Lot 26, Con 3 File Number: SP-2020-09, Related File(s): SUB-2015-02

Staff provided an overview of the application and reviewed the comments provided to the Planner by the Accessibility Advisor on behalf of the Committee. The Committee reviewed the site plan and had no further comments.

Moved by Max Le Moine

Seconded by Jo-anne Spitzer

1. That the memorandum regarding Site Plan Application, 2352107 Ontario Inc., 1588 St. John's Sideroad (Blocks 1 and 2), Part of Lot 26, Con 3 File Number: SP-2020-09, Related File(s): SUB-2015-02, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor.

Carried

6.10 Memorandum from Planner; Re: Application for Minor Site Plan Approval, Piramal Healthcare, 110 Industrial Parkway North, Plan 246 Pt Lot 103 Plan 65R4062 Part 3 and 4, File Number: SPM-2020-03, Related File Number: SP-2019-05

Staff provided an overview of the application and reviewed the comments provided to the Planner by the Accessibility Advisor on behalf of the

Committee. The Committee reviewed the site plan and had no further comments.

Moved by Councillor Gilliland

Seconded by Hailey Reiss

1. That the memorandum regarding Application for Minor Site Plan Approval, Piramal Healthcare, 110 Industrial Parkway North, Plan 246 Pt Lot 103 Plan 65R4062 Part 3 and 4, File Number: SPM-2020-03, Related File Number: SP-2019-05, be received; and
2. That the Committee supports the comments previously submitted by the Accessibility Advisor.

Carried

6.11 Round Table Discussion; Re: Town of Aurora Accessibility Plan 2018 to 2024

The Committee and staff discussed the requirement to update the annual Accessibility Plan and consider possible future capital project items to be added. Options for ways in which the Committee might complete its assessment of Town facilities, considering the current COVID-19 situation and its limitations, were also discussed.

The Committee inquired about the availability of clear masks and staff provided an update, noting the COVID-19 protocols and precautionary measures already in place at the Town's public interaction locations, and suggested that clear masks may be feasible for Town staff interacting with the public in external situations.

Staff provided a status update on the capital and operating projects including: the installation of door operators in the male and female changerooms at the Aurora Family Leisure Complex (AFLC); the change in scope to use wave sensors instead of push door operators; and the installation of a railing in the hot tub at AFLC. Staff agreed to obtain a quote for the installation of emergency evacuation chairs at the staircases of Town facilities.

Staff provided an update on the procurement process for the facility accessibility design standards project and noted that Committee members would have opportunities to provide feedback through various stages of the project over the next twelve months.

Moved by Councillor Gilliland
Seconded by Hailey Reiss

1. That the comments and suggestions regarding the Town of Aurora Accessibility Plan 2018 to 2024 be received and referred to staff for consideration and action as appropriate.

Carried

7. Informational Items

None.

8. Adjournment

Moved by Hailey Reiss
Seconded by Jo-anne Spitzer

That the meeting be adjourned at 8:55 p.m.

Carried



Town of Aurora
Heritage Advisory Committee
Meeting Minutes

Date: Monday, September 14, 2020

Time: 7:00 p.m.

Location: Video Conference

Committee Members: Jeff Lanthier (Chair)
Neil Asselin
Matthew Kinsella
Bob McRoberts
Councillor Sandra Humfries

Members Absent: John Green
Hoda Soliman (Vice Chair)

Other Attendees: Carlson Tsang, Planner
Ishita Soneji, Council/Committee Coordinator

1. Procedural Notes

This meeting was held electronically as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 situation.

The Chair called the meeting to order at 7:11 p.m.

2. Approval of the Agenda

Moved by Bob McRoberts

Seconded by Councillor Humfries

That the agenda as circulated by Legislative Services, including the following additional item, be approved:

- Delegation 5.2 - Rebecca Beaton, Resident; Re: Aurora Train Station Building

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. **Receipt of the Minutes**

4.1 **Heritage Advisory Committee Meeting Minutes of June 1, 2020**

Moved by Councillor Humfryes

Seconded by Neil Asselin

1. That the Heritage Advisory Committee meeting minutes of June 1, 2020, be received for information.

Carried

5. **Delegations**

Moved by Councillor Humfryes

Seconded by Neil Asselin

That delegation 5.1 be allowed to speak at their respective agenda item prior to the consideration of item 6.2.

Carried

5.1 **Nick Racanelli, Racanelli and Associates Inc., Re: Item 6.2 - HAC20-010 - Major Heritage Permit Application File HPA-2020-01, 31 Catherine Avenue**

Mr. Racanelli provided an overview of the history of the property and presented details of the proposed additions to the existing property, highlighting details of the design noting that the addition will match the existing roof line, proposed attached garage addition, overall building depth, and responded to questions.

Moved by Councillor Humfryes

Seconded by Matthew Kinsella

That the comments of the delegation be received and referred to Item 6.2.

Carried

5.2 **Rebecca Beaton, Resident; Re: Aurora Train Station Building**

Ms. Beaton provided an overview of the history of the Aurora Train Station building noting its heritage significance in the Town and the Province. She

expressed concerns regarding the condition of the building noting that efforts towards restoration and repair must be made and emphasized to Metrolinx to preserve the heritage aspects of the building. The Committee requested staff to provide an update at an upcoming meeting regarding Metrolinx's next steps regarding the property.

Moved by Councillor Humfries

Seconded by Neil Asselin

That the comments of the delegation be received.

Carried

6. Matters for Consideration

6.1 HAC20-009 - Heritage Designation for 28 Wellington Street West "Alfred Love House"

Staff provided an overview of the report and provided details of the heritage building evaluation, design, historical and contextual value of the property. The Committee expressed support for the heritage designation of the property, under Part IV of the *Ontario Heritage Act*.

Moved by Bob McRoberts

Seconded by Matthew Kinsella

1. That Report No. HAC20-009 be received; and
2. That the comments regarding the heritage designation for 28 Wellington Street West be received and referred to staff for consideration.

Carried

6.2 HAC20-010 - Major Heritage Permit Application File HPA-2020-01, 31 Catherine Avenue

Staff provided an overview of the report highlighting the details of the proposed additions noting the overall footprint will exceed the requirements highlighted in the Heritage Conservation District plan and a minor variance application will be required for the minimum side yard setback for Committee of Adjustment's consideration.

The Committee inquired about the permitted lot coverage with respect to the zoning of the property, the finish of the board and batten and the

materials to be utilized for the addition, and the applicant and staff provided clarification.

The Committee discussed about the proposed attached garage addition, the permitted limits and expressed concerns about the additional building depth. The Committee acknowledged that the proposed addition is considered compatible with the original one-storey building and matches the architectural appearance of the building from the front elevation mitigating the visual impact to the surrounding streetscape. However, it was noted that the additional building depth may result in a built form that is not in keeping with the surrounding homes.

Moved by Neil Asselin

Seconded by Bob McRoberts

1. That Report No. HAC20-010 be received; and
2. That the Heritage Advisory Committee's comments regarding Heritage Permit Application File: HPA-2020-01 be referred to staff for consideration and action as appropriate.

Carried

6.3 HAC20-011 - Amendments to the Conditions of Delisting 1625-1675 St. John's Sideroad

Staff provided a brief overview of the report and the Committee was in support of the amendments to the conditions imposed by Council for delisting the subject property.

Moved by Neil Asselin

Seconded by Bob McRoberts

1. That Report No. HAC20-011 be received; and
2. That the Heritage Advisory Committee's comments regarding amendments to the conditions imposed by Council on May 15, 2019 for the delisting of 1625-1675 St. John's Sideroad be referred to staff for consideration and action as appropriate.

Carried

6.4 Memorandum from Manager, Parks and Fleet; Re: Tree Removal Permit Application - 53 Metcalfe Street

Staff provided a brief overview of the tree removal permit application highlighting the details on the applicant's intent for removing the tree. The Committee expressed support for the tree removal and expressed their appreciation to the applicant for submitting a re-planting plan.

Moved by Neil Asselin

Seconded by Matthew Kinsella

1. That the memorandum regarding Tree Removal Permit Application – 53 Metcalfe Street be received; and
2. That the Heritage Advisory Committee provide comment with respect to the proposed Tree Removal Permit Application for 53 Metcalfe Street.

Carried

6.5 Memorandum from Manager, Parks and Fleet, Re: Tree Removal Permit Application - 126 Temperance Street

Staff provided a brief overview of the tree removal permit application. The Committee sought clarification on the details of the condition of the tree and evaluations from the Parks department, and staff provided clarification noting the tree is declining. The Committee expressed support for the tree removal request.

Moved by Bob McRoberts

Seconded by Matthew Kinsella

1. That the memorandum regarding Tree Removal Permit Application – 126 Temperance Street be received; and
2. That the Heritage Advisory Committee provide comment with respect to the proposed Tree Removal Permit Application for 126 Temperance Street.

Carried

7. Informational Items

7.1 Memorandum from Planner; Re: Alterations to a Listed Heritage Property – 95 Metcalfe Street

Staff provided an overview of the memorandum and Council's process in seeking the Committee's input for any proposed alterations to listed properties. Staff provided details of the heritage evaluation conducted by

the working group suggesting that as per the evaluation, the property is moderately significant, worthy of documentation and preservation but not designation. The Committee expressed support for the proposed alterations for the subject property.

Moved by Councillor Humfryes

Seconded by Bob McRoberts

1. That the memorandum regarding Alterations to a Listed Heritage Property – 95 Metcalfe Street be received for information.

Carried

7.2 Memorandum from Planner; Re: Ontario Barn Preservation Letter

Staff provided an overview of the memorandum and provided details of the letter received from the Ontario Barn Preservation that offers recommendations to better protect barns across the Province. Staff noted that the suggestions will be considered as part of the ongoing Official Plan review process.

Moved by Bob McRoberts

Seconded by Matthew Kinsella

1. That the memorandum regarding the Ontario Barn Preservation Letter be received.

Carried

8. Adjournment

Moved by Bob McRoberts

Seconded by Matthew Kinsella

That the meeting be adjourned at 8:51 p.m.

Carried



Town of Aurora
Finance Advisory Committee
Meeting Minutes

Date: Tuesday, September 15, 2020
Time: 5:45 p.m.
Location: Video Conference

Committee Members: Councillor John Gallo (Chair)
 Mayor Tom Mrakas
 Councillor Michael Thompson

Other Attendees: Doug Nadorozny, Chief Administrative Officer
 David Waters, Director, Planning and Development Services
 Rachel Wainwright-van Kessel, Director, Finance
 Jason Gaertner, Manager, Financial Management Services
 Linda Bottos, Council/Committee Coordinator

1. Procedural Notes

This meeting was held electronically as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 situation.

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

2. Approval of the Agenda

Moved by Councillor Thompson

Seconded by Mayor Mrakas

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. Receipt of the Minutes

4.1 Finance Advisory Committee Meeting Minutes of March 10, 2020

Moved by Councillor Thompson

Seconded by Mayor Mrakas

That the Finance Advisory Committee meeting minutes of March 10, 2020, be received for information.

Carried

5. Delegations

None.

6. Consideration of Items

6.1 Review of Detailed Financial Budget Information; Re: Planning and Development Services

The Committee inquired about the impact of COVID-19 on the 2020 budget in relation to applications. Staff provided a response noting that activity has increased considerably since the standstill in March and a steady growth in planning application revenues is expected over the next two to three years while building permit revenues may be challenging.

Moved by Mayor Mrakas

Seconded by Councillor Thompson

1. That the comments and suggestions of the Review of Detailed Financial Budget Information for Planning and Development Services be received and referred to staff for consideration and action as appropriate.

Carried

6.2 Memorandum from Project Management Office; Re: Town's Major Capital Projects Update

Staff provided a brief overview on the status of major capital projects including Library Square, Fire Hall 4-5, and the Joint Operations Centre Additional Work. The Committee noted that aspects of the Fire Hall 4-5 project involving soil issues, project delays, and budget contingency usage of 70% are not mentioned in the update. Staff acknowledged that the next

update should reflect these project changes. The Committee inquired about the status of the Library Square tender and staff provided clarification.

Moved by Councillor Thompson

Seconded by Mayor Mrakas

1. That the memorandum regarding Town's Major Capital Projects Update be received for information.

Carried

6.3 Council Report No. FIN20-015 – 2019 Year-End Budget Report – as at December 31, 2019

Moved by Mayor Mrakas

Seconded by Councillor Thompson

1. That Council Report No. FIN20-015 – 2019 Year-End Budget Report – as at December 31, 2019, be received for information.

Carried

6.4 Audit Committee Report No. FIN20-016 – 2019 Audited Financial Statements with Audit Report

Moved by Mayor Mrakas

Seconded by Councillor Thompson

1. That Audit Committee Report No. FIN20-016 – 2019 Audited Financial Statements with Audit Report be received for information.

Carried

6.5 Distribution and Introduction of Detailed Financial Budget Information; Re: Aurora Cultural Centre (ACC)

Staff noted that a representative of the Aurora Cultural Centre will be available for the discussion at the next meeting.

Moved by Mayor Mrakas

Seconded by Councillor Thompson

1. That the detailed financial budget information for the Aurora Cultural Centre be received and deferred for discussion and detailed review at the October 13, 2020 meeting of the Finance Advisory Committee.

Carried

6.6 Updated 2020 Work Plan for Finance Advisory Committee

The Committee inquired about the changes to the work plan and staff noted that the COVID-19 pandemic has had a significant impact administratively and some items have been delayed and rescheduled.

Moved by Mayor Mrakas

Seconded by Councillor Thompson

1. That the updated 2020 Work Plan for the Finance Advisory Committee be received for information.

Carried

7. New Business

Mayor Mrakas proposed that staff look into reducing the 3.4% tax rate increase, which was pre-approved through the multi-year budget, down to 2.9% for 2021. Staff indicated that this goal could be achievable without sacrificing any services or initiatives that were included last year. Staff provided clarification on how the Safe Restart one-time funding from the province and any other one-time operating savings would be managed through 2021 and help to support the 2.9% goal, while ensuring that any budget pressures are not passed on to future years.

The Committee inquired about the current projected growth numbers and staff advised that they are now predicting 1.9% for budget development versus the 2.4% increase in assessment growth revenue included last year in the budget for 2021.

New Business Motion No. 1

Moved by Mayor Mrakas

Seconded by Councillor Thompson

That staff be directed to set the annual tax rate increase for 2021 at 2.9% without any impact on services or planned capital projects.

Carried

8. Adjournment

Moved by Councillor Thompson

Seconded by Mayor Mrakas

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

Carried



Town of Aurora
Community Advisory Committee
Meeting Minutes

Date: Thursday, September 17, 2020
Time: 7:00 p.m.
Location: Video Conference

Committee Members: Balpreet Grewal (Chair)
 Chris Gordon (departed 7:30 p.m.)
 Denis Heng
 Jennifer Sault
 Laura Thanasse
 Sera Weiss
 Councillor Rachel Gilliland

Members Absent: Janet Mitchell (Vice-Chair)
 Barry Bridgeford
 Councillor Harold Kim

Other Attendees: Mayor Mrakas (ex-officio)
 Techa van Leeuwen, Director of Corporate Services
 Michael Bat, Traffic/Transportation Analyst
 Natalie Kehle, Energy and Climate Change Analyst
 Anca Mihail, Manager of Engineering and Capital Delivery
 Phillip Rose-Donahoe, Manager, Library Square
 Linda Bottos, Council/Committee Coordinator

1. Procedural Notes

This meeting was held electronically as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 situation.

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

2. Approval of the Agenda

Moved by Councillor Gilliland

Seconded by Jennifer Sault

That the agenda as circulated by Legislative Services be approved with the exception that Item 6.3 be considered at the end of the agenda.

Carried as amended

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. Receipt of the Minutes**4.1 Community Advisory Committee Meeting Minutes of February 20, 2020**

Moved by Councillor Gilliland

Seconded by Sera Weiss

That the Community Advisory Committee meeting minutes of February 20, 2020, be received for information.

Carried

5. Delegations

None.

6. Matters for Consideration

Items were considered in the following order: 6.1, 6.2, 6.4, 6.5, 6.3.

6.1 CAC20-002 - Master Transportation Study Update

Staff provided background on the Transportation Master Plan noting its two major components: 1) to evaluate where we are now by looking at existing demand; and 2) to determine what options the Town can consider to accommodate future growth.

Jonathan Chai, Project Manager, HDR, presented an overview of the Master Transportation Study Update including the study area and planning

context, transportation needs and alternative solutions, existing cycling facilities, recommended cycling facilities and case studies.

The Committee expressed support for the proposed plan and discussed various aspects with staff and the consultant including: improving existing pathways for cyclists and accessibility; bike/shared lane signage and markings; bollards; separated bike lanes; sharrows and speed humps; and year-round access.

The Committee advised of an outstanding safety issue regarding the discrepancy between pedestrian crossing lights on the south side of an intersection versus the north side.

The Committee suggested that a stop sign be installed on Henderson Drive at Seaton Drive to slow the traffic in that area.

The Committee referred to Denmark as an example of where the infrastructure is designed to promote walking and cycling as the preferred modes of transportation and suggested this concept be applied in the Library Square area.

The Committee inquired about the east/west connectivity on Wellington Street West between Yonge and Bathurst Streets. Staff provided a response noting that this matter would be discussed with the Region as Wellington is a regional road.

Moved by Laura Thanasse

Seconded by Sera Weiss

1. That Report No. CAC20-002 be received; and
2. That the Community Advisory Committee comments regarding the recommendations for active transportation presented in the Transportation Master Plan be received and referred to staff for consideration.

Carried

6.2 Memorandum from Manager, Library Square; Re: Cultural Master Plan Update

Phil Rose-Donahoe, Manager, Library Square, presented an overview of the Town's Cultural Master Plan (CMP) including a summary of the cultural planning accomplishments from 2014 to 2019. He reviewed the CMP update process currently in progress and guided by the

Collaborative Leadership Team, and extended an invitation to Committee members to be involved in the CMP process.

The Committee offered suggestions toward building the cultural community including: support of school art events; flexibility in timing of cultural programming; food and beverages at events; and public art and front yard art installations. Staff noted that the Town's by-laws would need to be considered for activities in certain locations. Staff agreed to follow up on the suggestions.

The Committee suggested expanding the Collaborative Leadership Team by adding music representatives to the cultural partners list.

Moved by Sera Weiss

Seconded by Laura Thanasse

1. That the memorandum regarding Cultural Master Plan Update be received; and
2. That the Community Advisory Committee comments regarding the Cultural Master Plan Update be received and referred to staff for consideration.

Carried

6.3 CAC20-005 - Town of Aurora Proposed Anti-Idling Policy

Staff provided an overview of the report regarding the proposed anti-idling policy, which aims to limit unnecessary idling within the Town limits, noting that the primary implementation strategy would involve public education, followed by enforcement of provisions of the Noise By-law when necessary.

The Committee expressed concerns regarding the proposed five-minute vehicle idling limit, the potentially broad interpretation of the two exceptions, and fleet management. The Committee inquired about the accessibility of By-law Services in receiving complaints and staff provided clarification on the availability of By-law Enforcement Officers, priorities, and their approach to educate first. The Committee expressed its support of the proposed communication and education campaigns and suggested the idling limit be reduced to one or two minutes, similar to neighbouring communities.

Moved by Sera Weiss

Seconded by Laura Thanasse

1. That Report No. CAC20-005 be received; and
2. That the Community Advisory Committee comments regarding the Town of Aurora Proposed Anti-Idling Policy be received and referred to staff for consideration.

Carried

6.4 CAC20-006 - Implementation of Automated Speed Enforcement Program

Staff gave an overview of the report regarding the Region's implementation of an automated speed enforcement (ASE) program through a two-year, limited use pilot program in selected community safety zones.

The Committee expressed support for staff's recommendation to defer the Town's implementation of an ASE program until the Region has completed its pilot program.

The Committee referred to a sloped section of Murray Drive, situated in one of the designated community safety zones, and inquired about alternative, more cost-effective solutions. Staff provided a response noting speed cushions and flexible post signage as options.

The Committee inquired about the availability of any outcome information to justify the need for safety risk mitigation in the selected locations of the pilot program, and staff provided a response noting the situations could be monitored and followed up with the Region after one year.

Moved by Denis Heng

Seconded by Jennifer Sault

1. That Report No. CAC20-006 be received; and
2. That the Community Advisory Committee comments regarding Implementation of Automated Speed Enforcement Program be received and referred to staff for consideration.

Carried

6.5 Round Table Discussion; Re: Future of the Community Advisory Committee

The Committee discussed various aspects of its mandate and role in providing feedback to staff and Council. It was noted that the environmental aspect would be removed from this Committee's mandate once Councillor Gilliland's motion to reinstate the Environmental Advisory Committee is adopted by Council and its members are appointed, and the Committee expressed support for this direction.

The Committee expressed a desire to meet at least bimonthly and more often if necessary. It was requested that a standing item be included on the agenda to facilitate an open discussion at the end of each meeting. The Committee stressed the importance of staff circling back to update members on the final outcome of their input and how it was received by Council.

Moved by Sera Weiss

Seconded by Councillor Gilliland

1. That the Committee comments regarding Future of the Community Advisory Committee be received and referred to staff for consideration and action as appropriate.

Carried

7. Informational Items

7.1 CAC20-004 - Pedestrian Grade Separated Crossings and Future Priority Crossings within Barrie GO Rail Corridor

Moved by Sera Weiss

Seconded by Jennifer Sault

That Report No. CAC20-004 - Pedestrian Grade Separated Crossings and Future Priority Crossings within Barrie GO Rail Corridor be deferred to the November 19, 2020 Community Advisory Committee meeting.

Motion to defer

Carried

7.2 Verbal Update from Director of Corporate Services; Re: Clean Communities By-law No. 6257-20

Staff provided an update on the success of the new Clean Communities By-law, which was discussed by the Committee in February and enacted by Council in May 2020.

Moved by Sera Weiss

Seconded by Laura Thanasse

1. That the verbal update from the Director of Corporate Services regarding Clean Communities By-law No. 6257-20 be received for information.

Carried

8. Adjournment

Moved by Jennifer Sault

Seconded by Sera Weiss

That the meeting be adjourned at 9:02 p.m.

Carried



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Aurora, Ontario
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Town of Aurora

General Committee Report

No. FIN20-015

Subject: 2019 Year End Budget Report – as at December 31, 2019

Prepared by: Tracy Evans, Financial Management Advisor

Department: Finance

Date: October 6, 2020

Recommendation

1. That Report No. FIN20-015 be received for information.

Executive Summary

This report presents the yearend financial performance of the Town's tax levy and user rate funded operations. In addition, information is provided on the disposition of the Town's tax funded operating surplus, as well as the management of its user rate funded operating deficit in accordance with the 2019 Surplus Control By-law 6235-20.

- The Town's tax levy funded operations- budget ended the year with a surplus of \$949,300
- Water, wastewater and storm water operations closed the fiscal year with an operating deficit of \$1,881,800
- The Town's Department's had many accomplishments over the course of 2019

Background

In an effort to keep Council informed as to the financial status of the Town's operating budgets, it was presented with interim forecast updates on a quarterly basis over the course of 2019. Now that the Town's external audit is substantially complete, this allows Finance staff to finalize its report of the 2019 fiscal results for the Town of Aurora.

Staff presented the Town's audited 2019 draft financial statements to the Audit Committee June 23rd for its approval. It should be noted that these audited financial statements are presented in a format consistent with the Public Sector Accounting

Standards (PSAS), whereas this report is presented in a format consistent with the “traditional balanced municipal budget” approach.

Analysis

On January 28, 2020, the Surplus Control By-law 6235-20 was passed. This by-law authorizes the CAO and Treasurer to allocate portions of a yearend surplus to specific reserve accounts, or to offset a yearend operating deficit through a draw from specific reserve accounts as part of the yearend accounting processes. This is done in an effort to separate a previous year’s budget variance from that of the upcoming year’s budget. Any surplus allocations are to be made according to a specific formula set out in the by-law and are to be reported back to Council.

The Town’s tax levy funded operations budget ended the year with a surplus of \$949,300

Actual total expenditures for 2019 were \$70,567,600 which was 4.4 percent or \$2,974,100 above the established budget of \$67,593,500. Total 2019 revenues (including the \$47,280,964 tax levy) were \$71,516,900 which was 5.8 percent or \$3,923,400 higher than the \$67,593,500 budgeted for total revenue. These two variances result in the net \$949,300 surplus.

The 2019 approved operating budget provided for \$70,567,600 of expenses, offset by various revenue sources. Table 1 summarizes the Town’s significant variances that contributed to the yearend results prior to the allocation of the \$949,300 surplus being contributed to reserves as per the Surplus Control By-law.

One of the most significant contributors to the overall favourable variance recognized by the Town’s municipal operations arises from development as well as other higher than expected revenues. The most significant favourable expenditure variance contributing to the Town’s operating surplus was utility savings.

The Town did not achieve its budgeted salary and benefits savings of \$150,000 relating to vacant position gapping, rather it concluded the fiscal year in a deficit position. The Town did recognize some savings but they were more than offset by higher salary costs arising mostly from winter management operations.

Rising contract and operating material unit costs and demand for those contracted services and materials contributed to the 2019 operating budget short-falls experienced by winter, waste and fleet management services.

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Report No. FIN20-015

Table 1 Summary of 2019 Key Budget Variances

	Favourable / (Unfavourable)
Revenues:	
Penalties on unpaid property taxes	544,100
Engineering fees revenues	379,600
Community program revenues	120,500
Other development revenues	92,200
Parking enforcement revenues	88,000
Unplanned grant receipt	72,000
Ice and other rentals	(259,800)
Subtotal revenues	1,036,600
Expenditures:	
Utility savings (Facility, Parks, Streetlights)	247,200
Library Square operations	237,600
Tax write-off savings	113,300
Other various savings	79,400
Winter management operating materials/contract	(394,000)
Salaries & benefits	(193,400)
Fleet & equipment repairs	(97,300)
Recycling/solid waste contracts	(80,100)
Subtotal expenditures	(87,300)
Total	949,300

Many of the variance items noted in Table 1 are generally not directly controllable by the Town and are difficult to budget for. As a consequence, these items have an ability to become significant contributors to the budget variances experienced at yearend.

The following identifies the 2019 yearend variances by department:

CAO and Council

The Council and CAO budgets ended 2019 with a \$40,500 (2.1 percent) favourable variance on a net operating budget of \$1,908,200. This variance was the result of some savings experienced from conferences, contracts and consulting.

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Report No. FIN20-015

Corporate Services

Corporate Services ended the fiscal year with a \$73,100 (1.0 percent) favorable variance on a net operating budget of \$7,472,900. This variance is mostly attributable to larger than anticipated parking violation revenues and part time salary savings.

Finance

Finance ended the year with a \$125,400 (6.8 percent) favourable variance on a net operating budget of \$1,837,500 mostly as a result of salary savings related to staff vacancies.

Fire Services

Central York Fire Services (CYFS) experienced a surplus of \$1,100,226 from a total approved operating budget of \$27,207,116, mostly attributable to gapping for retirements, leave of absences, new hires, and other vacancies. Aurora's share of this budget and resultant surplus was \$10,729,932 and \$452,193, respectively. This noted CYFS surplus was offset by a contribution to the shared CYFS Reserve, leaving the Town's portion as budgeted.

Operational Services

Operational Services, excluding water, wastewater & storm water services, ended 2019 with a \$557,400 (5.6 percent) unfavourable variance on a net operating budget of \$9,996,100. This deficit had multiple service line contributors which included winter, fleet, as well as waste management. These service line deficits were partially offset by surpluses arising in road network and parks operations resulting from contract, operating materials and salary savings.

Winter management services was the most significant contributor to the overall deficit experienced by the department. As per the Town's winter control reserve policy, had the overall Town operating budget been unable to accommodate the full reported \$607,500 winter management deficit, any required funding short-fall could have been drawn from this reserve. As the Town's overall operating budget had sufficient funds available to offset this short-fall, a draw from the winter control reserve was not necessary in 2019. In consideration of these offsetting funds, Operational Services' overall reported variance would become a surplus of \$50,100.

Operational Services' salaries and wages are split between the tax levy and rate (water, wastewater & storm water services) funded programs. In any given year, the extent of

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operational service staff support of tax levy or rate funded programs is difficult to predict; consequently, some variability is not unusual. Overall the department's salaries and benefits for tax supported programs finished the year over their established budgets by \$189,300. Within this variance, a salary shortfall of \$23,400 was recognized relating to a lower than budgeted amount of staff's time being spent on rate funded programs, partially offset by park operations salary savings.

Fleet and winter management services' reported deficits were most attributable to greater than anticipated operating material / supply costs. The waste management services deficit was attributable to higher than anticipated demand. In particular, the higher snow management costs are the result of a greater than planned number of snow events. Increased 3rd party fleet repair costs were the key contributor to the funding short-falls experienced in fleet management services.

Community Services

Community Services closed the year with a favourable variance of \$357,100 (3.8 percent) on a net operating budget of \$9,429,700. Some of the key contributors to this variance were stronger membership fee revenues from fitness, aquatics and seniors; as well as community program delivery contract and salary savings. This variable variance is partially offset by less than anticipated ice rental revenues.

Other key contributors to the Community Services' favourable variance was facility electricity cost and Library Square operations savings. The Town's electricity cost savings reflect the Town beginning to recognize energy savings resulting from its continued conversion of all its facilities to LED lighting. The Library Square operations savings are expected as the Town strategically continues to phase the full estimated operating costs for the Square upon becoming fully operational onto the tax levy. These temporary unspent balances will be contributed to the Town's rate stabilization reserve for future support of the Library Square's operations upon it becoming fully operational, if required.

Planning & Development Services

The Planning & Development Services department ended the year with a surplus of \$452,300. The key contributing factor to this favourable variance was healthier than expected development driven revenues such as engineering fees for lot grading, subdivisions and site plans. These surplus revenues were partially offset by lower than

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anticipated revenues relating to condominium development. It should be noted that the majority of these revenues arise at the 'front end' of a development; consequently, as the Town has almost reached its build out capacity, these revenues can be expected to begin to decline in future years.

Not included in this variance is a Building Services' surplus of \$243,100, as it is a self-funded function as per provincial legislation. Consequently, if it is unable to recognize sufficient revenues to offset its expenses in a given fiscal year, it will draw from its dedicated reserve in order to balance its operating budget. If it recognizes excess revenues, these revenues are utilized to replenish its reserve. This year's surplus results from position vacancies arising over the course of 2019.

Corporate Revenues & Expenses

Corporate Revenues and Expenses concluded the year with a \$435,700 (10.0 percent) favourable variance on a net operating budget of \$4,378,100. The primary driver of this variance was larger than anticipated penalties on unpaid property taxes attributed to the continued application of the Town's new collection policy that requires all outstanding water amounts owing of a certain age to be transferred to tax accounts.

Other key contributors to this favourable variance was the unbudgeted BIA special area tax levy that was approved after the budget had already been established, larger than anticipated payments in lieu of taxes and the receipt of an unplanned grant. The noted favourable variance from BIA special area tax levy revenues is fully offset by an equally unfavourable variance under the Planning & Development Services department relating to the payment of these collected revenues to the Downtown Business Improvement Association.

Aurora Public Library Contribution

The Aurora Public Library experienced a surplus of \$91,500 from a total approved net operating budget of \$3,843,100, mostly attributable to salary savings. This net operating budget is equivalent to the Town's 2019 contribution to the Aurora Library Board. This surplus was contributed to the Library Board's general capital reserve, leaving the Town's planned contribution as budgeted.

Total Tax Levy

The Town collected a total of \$47,281,000 in tax levy revenue, excluding supplementary tax revenues, which was \$22,600 higher than what was budgeted. In an effort to achieve an approved operating budget for the upcoming year prior to the year

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commencing, the Town must estimate its tax assessment base growth for the upcoming year prior to the final figure being known, consequently some minor variation between the budgeted and final levy can be expected.

Operating Summary

Overall, the Town of Aurora tax levy funded operations ended the year with a surplus of \$949,300 with no noticeable adverse impacts to service levels. Under the guidelines as presented in the Surplus/Deficit Control By-law, as the rate stabilization reserve balance has reached its maximum ceiling of ten percent of the tax levy, the CAO and Treasurer have approved a contribution of this equivalent amount across the Town's repair & replacement reserves.

The final net tax levy funded operations results can be found in Attachment 1.

Water, wastewater and storm water operations closed the fiscal year with an operating deficit of \$1,881,800

Staff strive to better match revenues with expenses and to eliminate historic reliance upon contributions from reserves in order to balance these programs and to ensure the sufficient replenishment of the underground infrastructure rehabilitation and replacement reserves. In addition, the Town has adopted a strategy whereby the annual contribution to underground infrastructure reserves continues to be responsibly increased each fiscal year in an effort to ensure that these reserves are able to sustain these assets into the medium to longer term. Staff have made progress but more effort is required.

Water and wastewater services concluded the fiscal year with an unfavorable operating budget variance of \$1,455,400 largely attributable to lower than anticipated retail water volumes producing lower retail revenues than planned partially offset by wholesale water purchase and sewage discharge fees savings. Another key contributor to this variance was the Town's write-off of some of its uncollectable water receivables owing, partially offset by maintenance and emergency contract savings.

Storm water services ended the year with a deficit of \$426,400 driven predominately by lower than anticipated revenue, as well as larger than expected catch basin cleaning expenses. Staff will strive to eliminate future revenue short-falls through the right-sizing of future storm water revenue targets.

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Storm water costs are expected to continue to be under considerable pressure for the next three to five years as the Town strives to further align its reserve balance with its associated infrastructure's renewal requirements which are significant.

Overall user rate funded operations experienced a deficit of \$1,881,800 which was brought to a balanced budget at year end through a draw from each respective user rate reserve as per the Town's 2019 surplus control bylaw.

The Final Net User Rate Funded Operations Results can be found in Attachment 2.

The Town's Department's had many accomplishments over the course of 2019

2019 was another very busy year for the Town of Aurora. In addition to the continued delivery of high quality services to the Town's citizens in as cost effective manner as possible, the Town's department's achieved many other accomplishments over the course of 2019. Attachment #3 summarizes some of the key accomplishments for each department in 2019.

Advisory Committee Review

Not applicable.

Legal Considerations

None.

Financial Implications

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.

The audited PSAB basis financial statements for 2019, as currently drafted, reflect an operating surplus of \$9,378,000. This amount reconciles to the internal report cumulative total general operating and water & wastewater program budget deficit of \$932,500 as shown in Table 2.

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Report No. FIN20-015

Table 2 Public Sector Accounting Board 2019 Surplus Reconciliation

Description	Amount
Tax levy supported budget surplus	949,300
Rate supported budget deficit	(1,881,800)
Traditional Balanced Consolidated Budget Surplus	(\$932,500)
Add Back: Debt principal repaid included	1,040,500
Add: Transfers to/from reserves	10,753,000
Add: Capital assets assumed through development	1,920,700
Add: Gain on disposal of capital assets and land	5,273,000
Add: Net capitalization of assets adjustment	4,957,000
Add: Investment income allocated directly to reserves	2,890,400
Add: Net Deferred Revenue Adjust – DC, CIL, FGT	2,260,300
Deduct: Additional operating revenue	(3,367,500)
Deduct: Amortization of capital assets	(15,089,000)
Net all other PSAB adjustments	(327,900)
PSAB 2019 “Annual Surplus”: Audited (Draft)	\$9,378,000

Communications Considerations

The Town of Aurora will use ‘Inform’ as the level of engagement for this report. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform the public, this report will be made available on the Town’s website in the Budget and Financial Information pages.

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Report No. FIN20-015

Link to Strategic Plan

The 2019 Final Budget Report provides an update on the surplus/deficit of the corporation and outlines the strategy for managing the identified surplus/deficit. Outlining and understanding the Town's financial results 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, this report is for information only.

Conclusions

The general operating results show a year end surplus of \$949,300 arising primarily from larger than anticipated development driven revenues such as engineering fees for lot grading, subdivisions and site plans and penalties on unpaid property taxes. These surpluses have been partially offset by larger than planned operating material and contract costs and a salary short-fall. The net water, wastewater and storm water program results reflect an overall deficit of \$1,881,800 caused by lower than anticipated water demand and the write-off of uncollectable water receivable balances.

The above noted year end surpluses were then adjusted by transfers from/to reserves in accordance with the 2019 surplus control by-law as follows:

Table 32019 Surplus Disposition

Reserve Transfer	Amount
Transfer TO Roads R&R reserve fund	\$385,400
Transfer TO Facilities R&R reserve fund	306,900
Transfer TO Parks R&R reserve fund	72,700
Transfer TO Equipment R&R reserve fund	65,200
Transfer TO IT R&R reserve fund	66,700
Transfer TO Discretionary R&R reserve fund	52,400
Transfer FROM Water reserve fund	(672,100)
Transfer FROM Wastewater reserve fund	(783,300)
Transfer FROM Storm Water reserve fund	(426,400)
	(\$932,500)

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Report No. FIN20-015

Attachments

Attachment #1 – Final Net Tax Levy Funded Operations Results

Attachment #2 – Final Net User Rate Funded Operations Results

Attachment #3 – 2019 Departmental Accomplishments

Previous Reports

None.

Pre-submission Review

Agenda Management Team review on May 28, 2020

Approvals**Approved by Rachel Wainwright-van Kessel, Director, Finance****Approved by Doug Nadorozny, Chief Administrative Officer****Report Approval Details**

Document Title:	FIN20-015 2019 Year-end Report.docx
Attachments:	- 2020-06-23-FIN20-015 Attachment 1 to 3 2019 Year End Budget Report - As of December 31, 2019.pdf
Final Approval Date:	Sep 24, 2020

This report and all of its attachments were approved and signed as outlined below:

Rachel Wainwright-van Kessel

Doug Nadorozny

Town of Aurora

Final NET Tax Levy Funded Operations Results as at December 31, 2019

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
<u>COUNCIL</u>				
Council Administration	\$ 564.1	\$ 552.0	\$ 12.1	2.1 %
Council Programs/Grants	4.0	-	4.0	100.0 %
Advisory Committees	8.0	2.7	5.3	66.3 %
Council Office Total	\$ 576.1	\$ 554.7	\$ 21.4	3.7 %
<u>CHIEF ADMINISTRATIVE OFFICE</u>				
CAO Administration	\$ 545.6	\$ 523.5	\$ 22.1	4.1 %
Communications	786.5	789.5	(3.0)	(0.4 %)
Chief Administrative Office Total	\$ 1,332.1	\$ 1,313.0	\$ 19.1	1.4 %
Council and C.A.O. Combined	\$ 1,908.2	\$ 1,867.7	\$ 40.5	2.1 %
<u>CORPORATE SERVICES</u>				
Corporate Services Administration	\$ 407.7	\$ 564.8	(157.1)	(38.5 %)
Legal Services	1,487.0	1,527.4	(40.4)	(2.7 %)
Legislative & Administrative Services	709.8	658.1	51.7	7.3 %
Human Resources	836.4	802.4	34.0	4.1 %
Elections	92.5	107.7	(15.2)	(16.4 %)
Information Technology	2,043.7	2,025.2	18.5	0.9 %
Telecommunications	165.1	144.3	20.8	12.6 %
By-law Services	561.2	434.5	126.7	22.6 %
Animal Control	259.2	242.7	16.5	6.4 %
Customer Service	874.6	876.6	(2.0)	(0.2 %)
Emergency Preparedness	35.7	16.1	19.6	54.9 %
Corporate Services Total	\$ 7,472.9	\$ 7,399.8	\$ 73.1	1.0 %
<u>FINANCIAL SERVICES</u>				
Policy & Planning Administration	\$ 342.2	\$ 216.3	\$ 125.9	36.8 %
Accounting & Revenue	469.7	447.4	22.3	4.7 %
Financial Management	517.4	552.8	(35.4)	(6.8 %)
Procurement Services	508.2	495.6	12.6	2.5 %
Financial Services Total	\$ 1,837.5	\$ 1,712.1	\$ 125.4	6.8 %
<u>FIRE SERVICES</u>				
Central York Fire	11,188.1	11,188.1	-	-
Total Fire Services	11,188.1	11,188.1	-	-
<u>Operational Services</u>				
Operational Services Administration	\$ 258.4	\$ 329.0	\$ (70.6)	(27.3 %)
Fleet & Equipment	758.8	845.5	(86.7)	(11.4 %)
Winter Management	1,584.1	2,191.6	(607.5)	(38.3 %)
Road Network Operations	2,721.6	2,472.8	248.8	9.1 %

Town of Aurora

Final NET Tax Levy Funded Operations Results as at December 31, 2019

Shown in \$,000's	NET ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
Parks/Open Spaces	2,603.8	2,554.1	49.7	1.9 %
Waste Collection & Recycling	2,069.4	2,160.5	(91.1)	(4.4 %)
Operational Services Total	\$ 9,996.1	\$ 10,553.5	\$ (557.4)	(5.6 %)
<u>Community Services</u>				
Community Services Administration	\$ 1,135.1	\$ 1,176.0	\$ (40.9)	(3.6 %)
Business Support	(529.4)	(285.8)	(243.6)	(46.0 %)
Recreational Programming/Community Dev.	2,042.7	1,596.5	446.2	21.8 %
Facilities	6,781.3	6,585.9	195.4	2.9 %
Community Services Total	\$ 9,429.7	\$ 9,072.6	\$ 357.1	3.8 %
<u>PLANNING & DEVELOPMENT SERVICES</u>				
Development Planning	\$ (321.5)	\$ (277.4)	\$ (44.1)	(13.7 %)
Long Range & Strategic Planning	879.3	851.0	28.3	3.2 %
Engineering Service Operations	490.0	21.9	468.1	95.5 %
Net Building Department Operations	390.8	\$ 147.7	243.1	62.2 %
Contribution from Building Reserve	(390.8)	(147.7)	(243.1)	(62.2 %)
Total Building Services	-	-	-	-
Planning & Development Services Total	\$ 1,047.8	\$ 595.5	\$ 452.3	43.2 %
<u>CORPORATE REVENUE & EXPENSE</u>				
Supplementary Taxes & Payments-in-Lieu	\$ (1,050.3)	\$ (1,773.5)	\$ 723.2	68.9 %
Contribution of Excess SUPPs to reserves	400.0	1,082.3	(682.3)	(170.6 %)
Penalties on Unpaid Property Taxes	(900.0)	(1,444.1)	544.1	60.5 %
Overhead Cost Re-allocation to Building Services	(1,815.3)	(1,815.3)	-	-
All Other Revenue	(5,879.6)	(8,442.3)	2,562.7	43.6 %
Cash to Capital	5,263.9	5,263.9	-	-
All Other Expense	8,359.4	11,071.4	(2,712.0)	(32.4 %)
	\$ 4,378.1	\$ 3,942.4	\$ 435.7	10.0 %
<u>TOTAL TAX LEVY FUNDED OPERATIONS</u>	\$ 47,258.4	\$ 46,331.7	\$ 926.7	2.0 %
<u>TOTAL TAX LEVY</u>	\$ (47,258.4)	\$ (47,281.0)	\$ 22.6	0.0 %
OPERATING (SURPLUS) DEFICIT	-	\$ (949.3)	\$ 949.3	1.6 %
		Surplus	Surplus	

Town of Aurora

Final Net User Rate Funded Operations Results

as at December 31, 2019

Shown in \$,000's	ADJUSTED BUDGET	FINAL ACTUAL	Variance Favourable / (Unfavourable)	
Water Services				
Retail Revenues	(11,105.4)	(9,846.4)	\$ (1,259.0)	(11.3 %)
Penalties	(175.0)	(175.9)	0.9	0.5 %
Other	(210.1)	(290.7)	80.6	38.4 %
Total Revenues	(11,490.5)	(10,313.0)	\$ (1,177.5)	(10.2 %)
Wholesale water purchase	7,151.0	6,857.1	293.9	4.1 %
Operations and maintenance	1,029.6	1,109.9	(80.3)	(7.8 %)
Administration and billing	899.5	607.7	291.8	32.4 %
Corporate overhead allocation	710.4	710.4	-	-
Infrastructure sustainability reserve contributions	1,700.0	1,700.0	-	-
Total Expenditures	11,490.50	10,985.1	\$ 505.4	4.4 %
Net Operating Water Services	-	672.1	\$ (672.1)	n/a
Waste Water Services				
Retail Revenues	(13,839.1)	(12,331.2)	\$ (1,507.9)	(10.9 %)
Penalties	-	-	-	n/a
Other	(90.0)	(28.2)	(61.8)	(68.6 %)
Total Revenues	(13,929.1)	(12,359.4)	\$ (1,569.7)	(11.3 %)
Sewer discharge fees	10,944.0	10,493.9	\$ 450.1	4.1 %
Operations and maintenance	868.8	532.5	\$ 336.3	38.7 %
Administration and billing	261.4	261.4	\$ -	-
Corporate overhead allocation	554.9	554.9	-	-
Infrastructure sustainability reserve contributions	1,300.0	1,300.0	-	-
Total Expenditures	13,929.1	13,142.7	\$ 786.4	5.6 %
Net Operating Waste Water Services	-	783.3	\$ (783.3)	n/a
Total Water and Waste Water Services	-	1,455.4	\$ (1,455.4)	n/a
Storm Water Services				
Retail Revenues	(2,069.1)	(1,700.5)	\$ (368.6)	(17.8 %)
Penalties	-	-	-	n/a
Other	-	(354.9)	354.9	n/a
Total Revenues	(2,069.1)	(2,055.4)	\$ (13.7)	(0.7 %)
Operations and maintenance	529.2	586.9	(57.7)	(10.9 %)
Administration and billing	105.4	105.5	(0.1)	(0.1 %)
Corporate overhead allocation	34.5	34.5	-	-
Infrastructure sustainability reserve contributions	1,400.0	1,754.9	(354.9)	(25.4 %)
Total Expenditures	2,069.1	2,481.8	\$ (412.7)	(19.9 %)

Net Operating Storm Water Services	<u>-</u>	<u>426.4</u>	<u>\$ (426.4)</u>	<u>n/a</u>
OPERATING (SURPLUS) DEFICIT	<u>-</u>	<u>\$ 1,881.8</u>	<u>\$ (1,881.8)</u>	<u>(7.8 %)</u>
		Deficit	Deficit	

Attachment #3**2019 Departmental Accomplishments**

2019 was another very successful year. The Town's department's had many accomplishments of note over the course of 2019. Each department's top five accomplishments are listed below.

CAO/Communications

- Redesign and launch of Town's new website
- Increased community engagement at the 2019 Aurora Home Show and 2019 Aurora Chamber Street Sale
- Increased use of animation and live video to support various projects and programs
- Communications support for Stanley Cup event July 2019 (media relations, photos, social media, event promotion etc.)
- Communications support for the Armoury grand opening November 2019 (photos, media relations, social media, speeches, event coordination, event promotion etc.)

Corporate Services

- Completion and approval of the Corporate Technology Strategic Plan
- Successful start up of Animal Services partnership with Newmarket and Georgina with improved service delivery to all three communities
- Received Excellence Canada Silver Certification for Excellence, Innovation and Wellness standard
- Development of Project Management Office focussed on standardizing project management framework for all projects
- Enactment of various new by-laws and amendments to existing by-laws to meet community and organizational needs.

Finance

- Implementation of a new Development Charge Bylaw
- Development of the Town's first multi-year budget for years 2020 to 2022
- Overdue Account Collection Activities:
 - a. Reduced Property Tax Arrears by approx. 64%
 - b. Reduced Water Bill Arrears by approx. 43%
 - c. Reduced overdue general accounts receivable by approx. 10%
- 228 procurements processed including 147 awarded with a total value of \$18,133,928
- Managing and continuing to adapt to legislative changes relating to the Development Charges Act and the Construction Lien Act

Attachment #3**Community Services**

- Hiring of two positions, Sport and Community Development Specialist which has allowed for significant progress on the Sport Plan and hiring of Program Manager – Facility Capital Projects, has provided ability to enhance project management
- The Town was recognized as a Platinum Youth Friendly community and by Festivals and Events Ontario as top municipality in the 50-100K category for best festivals and events
- Swift & Bold: The Queen's York Rangers exhibition and documentary film
- Completed implementation of strategies arising from the recreation customer service review, supporting our ongoing commitment to providing excellent customer service
- Completed the Sports Field Development Strategy which will help guide our sports field development for the next 10 years
- Finalized Library Square design and received approval to proceed to develop tender ready construction documentation

Operational Services

- Completion of the Armoury renovation
- Completion of the final phase of Stewart Burnett Park
- Commenced construction of the Wildlife Park
- Completed a Fleet Management Strategy
- Partnered with the LSRCA on a Storm water Management Pond maintenance strategy
- Commenced Infrastructure condition inventory program
- Correct over 2000 sidewalk trip hazards
- Received two Healthy Water Awards from the LSRCA for reduced winter salt on our roads and for stream rehabilitation at Saw Mill Dam

Planning & Development

- Council Approval of a new zoning by-law for Stable Neighborhoods
- Completion of the Town's Economic Development Strategic Plan
- Completion of the Stream Management Master Plan and the Tannery Creek Flood Relief Study
- Completion of the Corporate Energy Management Plan
- Established a dormant building permit process to eliminate open building permits.



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Town of Aurora

General Committee Report

No. PDS20-044

Subject: Town of Aurora Proposed Anti-Idling Policy

Prepared by: Natalie Kehle, Energy and Climate Change Analyst

Department: Planning and Development Services

Date: October 6, 2020

Recommendation

1. That Report No. PDS20-044 be received; and
2. That Council approve the Town of Aurora Anti-Idling policy attached to this report.

Executive Summary

The purpose of this report is to present to General Committee the proposed Anti-Idling Policy for the Town of Aurora (see Attachment 1). The Policy establishes general guidance on limiting unnecessary idling of vehicles and equipment within the Town of Aurora. The Policy aligns with existing Town By-laws limiting vehicle idling by the public, specifically the Noise By-law (By-law Number 4787-06P).

- The Anti-Idling Policy addresses three important goals; limits vehicle idling from vehicles, provides a three pronged education campaign, and introduces an enforcement mechanism.
- The Anti-Idling Policy is based on the Noise By-Law and leverages existing enforcement.
- The majority of York Region's area municipalities limit vehicle idling to two to three minutes regulated by standalone anti-idling by-laws.
- Based on the experience in implementing the Anti-Idling Policy (through the education campaign and enforcement), staff recommend that the Policy be reviewed in two years.

Background

Council and staff have been tackling vehicle idling over the years through a variety of initiatives; including an education campaign in 2010 that resulted in seventeen anti-idling signs being displayed at Town facilities and limits on idling to reduce nuisance and noise under the Noise by-law and under the Parks and Public Places by-law.

In 2010, the Town's Environmental Advisory Committee (EAC) recommended to Council that an anti-idling by-law be drafted and implemented. This process, however, was halted as Town staff expressed concerns about enforcement. The item was referred to Council and it was recommended that the Mayor sign letters to various agencies about anti-idling.

Council Motion

On June 26, 2018, Council passed the following motion:

"Now Therefore Be It Hereby Resolved That staff be directed to develop an Anti-idling policy that reviews best practices and includes an enforcement mechanism; and Be It Further Resolved That the report includes a proposed public education campaign."

Town By-Laws

The Town's Noise By-law (By-law Number 4787-06P) was enacted in 2006 with clauses limiting vehicle idling with the primary intent of preventing disturbance from noisy vehicles idling in, or near, residential areas, rather than reduce vehicle emissions.

According to By-law Number 4787-06P, Schedule A General Noise Prohibitions, Section 9: the operation of a vehicle that is stationary is limited to five minutes. There are two exceptions: when engines or motors are essential to the basic function of the vehicle or equipment and where weather conditions justify the use of the engine or motor for safety or welfare.

The Town's Parks and Public Places By-law (By-law Number 4752-05.P) was enacted in 2005 and includes limits to vehicle idling. The intent for the by-law is to limit nuisances, including noise from vehicle idling, within Town parks to five minutes. Exemptions include: the drivers, operations or other personnel of ambulances, police or fire department vehicles while engaged in the performance of their duties and employees or agents of the municipality while engaged in works or services undertaken for or on behalf of the municipality.

Corporate Environmental Action Plan 2010-2015

Town initiatives involving limiting vehicle greenhouse gas emissions from vehicle idling started in 2010, in the first CEAP. In 2010, the Town introduced an anti-idling initiative, aimed at educating the public on the environmental impacts of idling vehicles. This initiative included the installation of seventeen Idle Free Zone signs at six Town owned facilities.

Corporate Environmental Action Plan 2018-2023

The most recent CEAP also aims at tackling vehicle idling in the Town with the goal of reducing greenhouse gas emissions. Actions items include reducing idling from Town staff, the public and increasing the overall community awareness of the impacts of idling. The proposed Anti-Idling Policy incorporates the action items of these two environmental plans.

Analysis

The Anti-Idling Policy addresses three important goals; limits vehicle idling from vehicles, provides a three pronged education campaign, and introduces an enforcement mechanism.

Since the Policy applies to all of Aurora, Town staff using fleet vehicles will need to comply with the general provisions of the Policy. In addition to the Policy, Town Staff will have further direction, training and compliance for vehicle idling under a proposed Green Fleet Policy, scheduled to be presented to Council before the end of the year.

The implementation of the Policy includes an education campaign and enforcement by Town's By-law Officers. Education will be the main strategy with the public in implementing the provisions of the Policy. The Town will develop a webpage dedicated to idling education, with facts, stats and tips for reducing vehicle idling as demonstrated by the City of Barrie's webpage (see Attachment 4).

The education campaign will consist of three marketing strategies lead by the Town's Communications Team:

- (1) An Initial Anti-Idling Town-wide Campaign, which consists of a onetime promotion of the Policy, over the course of a Season, once the Policy is approved by Council. The campaign's main focus is on the environmental and health benefits of limiting idling and on the existing Town By-laws that limit idling in the Town.

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- (2) Periodic and Targeted Anti-Idling Campaigns, which consists of educating a focused group based on needs. Periodic focus groups may include, but not limited to:
 - Aurora GO station users
 - School zones
 - Town recreation centres
 - Bus stations and carpool parking lots
- (3) Seasonal Reminder Campaign, which consists of an annual reminder of the Policy to the general public.

Marketing strategies may include, but are not limited to, social media announcements, Town Notice Board, Town Website, the use of signage, handing out flyers, etc.

By-law Services will play an important role in implementing an education first campaign in cases of failure to comply, while utilizing the enforcement mechanism outlined in the Policy at their discretion.

The Anti-Idling Policy is based on the Noise By-Law and leverages existing enforcement.

The development of the Anti-Idling Policy is based on two existing Town by-laws limiting unnecessary vehicle idling. Aurora has two existing by-laws that limit vehicle idling; the Noise By-law and the Park By-law. Since the Noise By-law is the more extensive of the two in terms of limitations and exemptions, the Policy follows the Noise By-law (see Attachment 3).

The Policy mirrors the general provision of the Noise By-law, which limits vehicle idling to five minutes. Two exemptions are when idling is essential to the basic function of the vehicle or equipment it is running or due to weather conditions.

Non-compliance of the Anti-Idling Policy may lead to penalties, if found to be in violation of the Noise By-law, at the discretion of the Town's By-law Officer.

The majority of York Region's area municipalities limit vehicle idling to two to three minutes regulated by standalone anti-idling by-laws

Based on a municipal scan of neighboring jurisdictions (see Attachment 2 - including Newmarket, East Gwillimbury, King, Markham and Richmond Hill), Aurora and King are the only municipalities that utilize a Noise By-law to limit vehicle idling. Standalone anti-idling by-laws are the most common mechanism municipalities in Ontario use to

regulate vehicle idling (over 35 Ontario municipalities have adopted stand-alone by-laws). Aurora and King both limit idling to five minutes, while other area municipalities in York Region limit to two to three minutes.

The trend in anti-idling policy in Ontario is to further reduce the number of minutes a vehicle is allowed to idle, not only to reduce greenhouse gases emitted from vehicles, but also to support the enforcement of the by-laws. Based on the City of Toronto's experience with anti-idling since the 1990s, they lowered the allowable idling time from 3 minutes to one minute because it enabled enforcement of the by-law.

In addition, Natural Resources Canada promotes a 1 minute limit as a national guideline for limiting vehicle idling time.

Based on the experience in implementing the Anti-Idling Policy (through the education campaign and the enforcement mechanism), staff recommend that the Policy be reviewed in two years.

Since the Town's Noise By-law was drafted with a focus on limiting noise, not idling specifically, there are gaps in the provisions when compared to neighboring municipalities' stand-alone anti-idling bylaws. To align with neighboring Municipalities on idling limits, staff recommend that the Anti-Idling Policy be reviewed after a trial period of two years after this Policy is endorsed, to reflect the lessons learned during implementation and to align with local jurisdictions bylaws. Areas to consider in the alignment are the number of minutes a vehicle can idle (from five minutes to one to three minutes), and updating the list of exemptions to the bylaw to better clarify when a vehicle is in violation or not.

Advisory Committee Review

Staff requested input from the Community Advisory Committee (CAC) at their September 17th 2020 meeting. The Committee expressed support of limiting idling within the Town, with idling in school zones and from private fleet vehicles being especially a concern.

The Committee strongly encouraged that the idling limit be reduced from the proposed 5 minutes to 1-2 minutes to align with neighboring municipalities. In addition, the Committee requested that the Policy exemptions be more specific, as they are currently described too broadly. A mechanism for the public to contact By-law Services to report on excess idling in the Town was also recommended.

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Finally, the Committee supported the education first strategy outlined in the Policy.

Legal Considerations

The implementation of the Anti-Idling Policy does not affect the Town's current by-laws and enforcement will rely on the Town's existing Noise and Parks By-laws. If enforcement action is necessary, the Town's By-law officers will be required to show that a violation of the Parks or Noise By-law occurred. Consequently, in order to prosecute a charge, an officer would not only have to demonstrate that a vehicle has in fact been idling for a period of longer than five minutes, but rather that it resulted in a noise in violation of the Noise By-law or a created a nuisance in a park or a public place in violation of the Parks By-law.

Financial Implications

The estimated cost for implementing the Anti-Idling Policy is \$3,000 in the first year to support the Initial Anti-Idling Town-wide campaign and no additional costs to support the Seasonal Reminder Campaign and the Periodic and Targeted Anti-Idling Campaigns, as per Table 1 below. The cost associated with implementing the Policy will be funded by the PDS-Engineering's current budget.

Table 1 – Estimated Cost Associated with the Anti-Idling Policy Education Campaign

Pamphlet/ postcard (for bylaw distribution)	\$ 500.00
Newspaper Ads (Auroran & Aurora Banner)	\$1500.00
Paid Social Media campaign (Facebook & Instagram)	\$ 200.00
Mobile Signs	\$ 800.00
Ongoing advertising in the Town Noticeboard when space permits (Auroran)	\$ 0
Series of York Region Media Group Geo-Fencing Digital Ads	\$ 0
Ongoing social media posts	\$ 0
Website presence (banner image, dedicated webpage etc)	\$ 0

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TOTAL	\$ 3,000.00
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The \$1,500 estimate is for ads in both local newspapers for initial launch of the Policy. The Noticeboard, which is a full page ad, goes into the Auroran on a biweekly basis. The Town will promote the anti-idling campaign in the Noticeboard where space permits.

The \$3,000 is for the first year of the campaign, whereas subsequent years the Policy will be promoted online via social media, the Town's e-newsletter and website, as well as the Town Noticeboard, all of which have no budget implications for this campaign. If there is budget in subsequent years, paid online advertising to reach those not following the Town's social media accounts could be used, as well as Mobile Signs for a specified month in the year.

In a typical year, the Town performs in-person outreach activities regularly, another opportunity to promote the education campaign in person at no additional cost (excluding any printing needs for additional handouts). In-person outreach opportunities will be re-evaluated for next year.

Communications Considerations

The Town of Aurora will use 'Inform' as the level of engagement for this project, providing information and generating awareness to the public through a robust education campaign.

There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement.

Link to Strategic Plan

This project supports the Strategic Plan goal of supporting environmental stewardship and sustainability, Objective 2: Continue to invest in green initiatives and infrastructure to promote environmentalism locally.

Alternative(s) to the Recommendation

1. That Council direct staff to implement an Anti-idling By-law that aligns with other Anti-idling By-Laws in York Region, including a detailed list of exemptions and an enforcement mechanism that enables the public to file a complaint.

Conclusions

Staff, having considered the mechanisms available to limit the unnecessary idling of vehicles in Aurora and are of the opinion that a Town policy is the appropriate approach at this time.

The Policy addresses important Town goals in reducing greenhouse gas emissions in the atmosphere within Town limits through a robust education campaign and enforcement mechanism that leverages existing Town by-laws that limit vehicle idling.

Attachments

Attachment 1 – Proposed Town of Aurora Anti-Idling Policy
Attachment 2 – Municipal Scan of Anti-Idling Bylaws
Attachment 3 – Town of Aurora Noise Bylaw 4787-06.P
Attachment 4 – Parks and Public Places Bylaw 4752-05.P
Attachment 5 – City of Barrie Anti-Idling Education Website

Previous Reports

Community Advisory Committee Report No. CAC20-005, dated September 17, 2020.

Pre-submission Review

Agenda Management Team review on September 17, 2020

Approvals

Approved by David Waters, MCIP, RPP, PLE, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer

Attachment 1

Proposed Town of Aurora Anti-Idling Policy

Policy No. XX – Anti-Idling Policy



Administrative Policies & Procedures

Policy No. CORP XX – Anti-Idling Policy

Topic:	Anti-Idling Policy	Affects:	Vehicles Operating in the Town of Aurora
Section:	Insert section based on numbering system	Replaces:	N/A
Original Policy Date:	October 27, 2020	Revision Date:	N/A
Effective Date:	October 27, 2020	Proposed Revision Date:	2023
Prepared By:	PDS-Engineering, By-Law Services, Communications	Approval Authority:	Council

1.0 Purpose

The purpose of this policy is to establish guidelines for unnecessary idling of vehicles. These guidelines support the Noise and Parks By-laws, limiting vehicle idling, specifically:

By-law Number 4787-06P Schedule A - General Noise Prohibitions, Section 9, where:

The operation of an engine or motor in, or on, any vehicle or item of attached auxiliary equipment for a continuous period of more than five minutes while such vehicle is stationary.

By-law Number 4752-05.P Section 30. Other Activities, where:

No person shall while in a park or public place: (c) cause a nuisance in a park or public place within the Town of Aurora;

Where “nuisance” includes shouting, screaming, unusual noises, ringing of bells, sounding of horns, blowing of whistles, squealing of tires, revving of engines, the idling of engines more than five(5) minutes;

2.0 Scope

This policy applies to all unnecessarily vehicle idling within the Town boundary.

3.0 Responsibilities

Bylaw Services:

Policy No. XX – Anti-Idling Policy

Municipal By-law Officers are responsible for responding to complaints related to non-compliance of the Policy by the general public and for implementing an education first campaign in cases of failure to comply.

Town Communications:

Corporate Communications, in collaboration with By-law Services, is responsible for providing information and public education on this policy and more specifically about the adverse effects of unnecessary idling on our environment. In alignment with The Town of Aurora Community Engagement Policy, Communications will be informing the public of this new policy, providing timely, accurate and accessible information, as well as subsequent periodic campaigns. This will be achieved through an education campaign that will include website updates, signage, social media, and mention on the Town Notice Board.

Town Fleet Manager

The Town's Fleet Manager is responsible for training Town Staff on the provisions of the Policy.

4.0 Policy

No person shall cause or permit a vehicle to idle continuously for more than five (5) consecutive minutes in the Town of Aurora.

5.0 Exemptions

The following exemptions exists for idling in the Town:

- (a) where continuous operation of the engine or motor is essential to the basic function of the vehicle or equipment;
- (b) where weather conditions justify the use of heating or refrigeration system powered by the engine or motor for the safety or welfare of the operator, passengers or animals or the preservation of perishable cargo.

6.0 Non Compliance

In cases where voluntary compliance is not successful, the Bylaw Services will rely on existing legislation found in the Town's Parks #4752-05 and Noise By-law

Policy No. XX – Anti-Idling Policy

#4787-06, as amended to achieve compliance with this policy.

7.0 Implementation

Municipal Staff:

Municipal staff that operate Town vehicles shall adhere to the provisions from this Policy and the Town shall be responsible for staff training.

General Public:

Education will be the main strategy with the general public in implementing the provisions in this Policy.

The Town's Communications Team will lead three types of education campaigns:

- (1) An Initial Anti-Idling Town-wide Campaign, which consists of a onetime promotion of the Policy, over the course of a Season, once the Policy is approved by Council. The campaign's main focus is on the environmental and health benefits of limiting idling and on the existing Town By-laws that limit idling in the Town.
- (2) Periodic and Targeted Anti-Idling Campaigns, which consists of educating a focused group based on needs. Periodic focus groups may include, but not limited to:
 - a. GO station users
 - b. School zones
 - c. Town recreation centres
 - d. Bus stations and carpool parking lots
- (3) Seasonal Reminder Campaign, which consists of an annual reminder of the Policy to the general public.

Campaign strategies may include, but not limited to, social media announcements, Town Notice Board, the use of signage, handing out flyers, etc.

8.0 Regulatory/References/Codes/Standards

By-law Number 4787-06

By-law Number 4752-05.P

Attachment 2 - Local Best Practices (Municipal Scan) on Limiting Idling

Many municipalities, especially in regions that suffer from frequent smog episodes, have adopted policies and programs to address unnecessary vehicle idling. The most common initiative is the development of by-laws that target vehicle engine idling. Currently, more than 35 Ontario municipalities have either stand-alone idling control by-laws, or anti-idling provisions within other by-laws. Some local examples are listed here:

Town of Newmarket

In 2005, the Town of Newmarket Council enacted By-law No. 2005-157 to Prohibit Excessive Idling of Vehicles within the Town of Newmarket. These regulations prohibit the idling of motor vehicles for more than 2 minutes. The By-law also provides exemptions for emergency vehicles, public transit, vehicles in parades, vehicles with passengers with a medical letter and during extreme weather conditions (below 5° and above 27°C).

<https://www.newmarket.ca/LivingHere/Documents/2005-157%20Prohibition%20of%20Excessive%20idling.pdf>

Town of East Gwillimbury

In 2019, the Town of East Gwillimbury Council enacted By-law No. 2019-085 To Prohibit Excessive Idling of Vehicles within the Town of East Gwillimbury. These regulations prohibit the idling of motor vehicles for more than 3 minutes. The By-law also provides exemptions for emergency vehicles or vehicles involved in an emergency or traffic violation, vehicles receiving or discharging passengers, public transit, vehicles in parades, funeral processions, or due to traffic, mobile workshops and during extreme weather conditions (below 5° and above 27°C).

<http://www.eastgwillimbury.ca/Assets/Idling+control+Bylaw+2019-085.pdf>

City of Richmond Hill

On June 24, 2020 Richmond Hill Council enacted By-law No. 44-20 to Regulate the Idling of Vehicles within the City of Richmond Hill. These regulations prohibit the idling of motor vehicles for more than 3 minutes. The By-law also provides exemptions for emergency vehicles or vehicles involved in an emergency or traffic violation, public transit, armored vehicles, vehicles stopped due to rail crossing, in drive thru or due to traffic, vehicles with passengers with a medical letter, mobile workshops, unanchored or tied boats, and during extreme weather conditions (below 5° and above 30°C).

<https://www.richmondhill.ca/en/shared-content/resources/Idling-By-law-44-20.pdf>

City of Markham

In 2005, the City of Markham Council enacted By-law 2005-192 to Regulate the Unnecessary Idling of Vehicles within the City of Markham. These regulations prohibit the idling of motor vehicles for more than 3 minutes. The By-law also provides exemptions for emergency vehicles or vehicles involved in an emergency or traffic violation, public transit, armored vehicles, vehicles stopped due to traffic or involved in parades, receiving or discharging passengers, stopped due to weather conditions.

https://www.markham.ca/wps/wcm/connect/markham/cb23cfb4-647c-4aa5-b6ba-9e262a64b408/Bylaw-2005-192.pdf?MOD=AJPERES&CONVERT_TO=url&CACHEID=ROOTWORKSPACE.Z18_2QD4H901OGV160QC8BLCRJ1001-cb23cfb4-647c-4aa5-b6ba-9e262a64b408-mrLW-bz

Township of King

In 2005, the Township of King Council enacted By-law 81-142 to Prohibit and Regulate Certain Types of Noise within the Township of King in residential areas and quiet zones. These regulations prohibit the idling of any motor vehicle or item of attached auxiliary equipment for more than 5 minutes. The By-law also provides exemptions for when equipment requires idling for proper function, due to weather conditions and idling for the purpose of cleaning or flushing radiators.

[http://www.king.ca/Government/Departments/By-Law%20Enforcement%20Services/By-Law%20Enforcement%20Issues/Documents/81-142%20-%20Noise%20By-law%20\(Consolidation\).pdf](http://www.king.ca/Government/Departments/By-Law%20Enforcement%20Services/By-Law%20Enforcement%20Issues/Documents/81-142%20-%20Noise%20By-law%20(Consolidation).pdf)

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 4787-06.P

BEING A BY-LAW to regulate and prohibit the causing of noise in the Town of Aurora.

WHEREAS Subsection 129 (1) of the *Municipal Act 2001*, S.O. 2001, c. 25 as amended, authorizes Council to enact a by-law to prohibit and regulate with respect to noise;

NOW THEREFORE the Council of the Corporation of the Town of Aurora enacts as follows:

1. DEFINITIONS:

- (a) **construction** includes the erection, alteration, repair, dismantling, demolition, structural maintenance of buildings, land clearing, earth moving, grading, excavation, blasting and detonation of explosive devices other than fireworks, the laying of pipe, and conduit whether above or below ground level, highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any associated or related work;
- (b) **construction equipment** means any equipment or device designated and intended for use in construction or material handling, including but not limited to air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers, trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders, or other material handling equipment;
- (c) **commercial area** means all areas zoned as commercial under the Town's Zoning By-law as amended;
- (d) **corporation** means The Corporation of the Town of Aurora;
- (e) **emergency** means a situation or an impending situation, which may be dangerous, caused by the forces of nature, an accident, an intentional act or otherwise, which arises suddenly and requires prompt action to remedy the situation;
- (f) **emergency vehicle** includes an ambulance, air ambulance, police helicopter, police vehicle, a fire department vehicle and any vehicle used to respond to an emergency;
- (g) **industrial area** means all areas zoned as industrial or business park under the Town's *Zoning By-law* as amended;
- (h) **motor vehicle** includes an automobile, bus, truck, motorcycle, motor assisted bicycle and any other vehicle propelled or driven other than by muscular power;
- (i) **municipal service vehicle** means a vehicle operated by or on behalf of the Corporation while the vehicle is being used for the construction, repair or maintenance of a highway, including the removal of snow, the construction, repair or maintenance of a utility service, the collection or transportation of waste, or any other municipal service;

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- (j) **noise** means any unwanted and excessive noise;
- (k) **person** includes a corporation, a person, partnership or sole proprietorship;
- (l) **premises** means a piece of land and any buildings and structures on it and includes a place of business, road or any other location or place;
- (m) **residence** means a room, suite of rooms, or dwelling, operated as a housekeeping unit that is used or intended to be used as a separate domicile by one or more persons, and that normally contains cooking, eating, living, sleeping and sanitary facilities;
- (n) **residential area** means all areas zoned as residential under the Town's *Zoning By-law* as amended;
- (o) **public holidays** means those holidays as defined by the Employment Standards Act, 2000 which consists of the following: New Years Day, Good Friday, Victoria Day, Canada Day, Labour Day, Thanksgiving Day, Christmas Day, and December 26.
- (p) **town** means The Corporation of the Town of Aurora.

2. SCOPE:

- 2.1 The general prohibitions on activities described in Schedule A shall apply to the lands within the Town of Aurora at all times.
- 2.2 The prohibitions on activities by time and place described in Schedule B shall apply to the lands within residential areas, commercial and industrial areas of the Town during the days and between the hours specified in Schedule B.
- 2.3 The general exemptions described in Schedule C shall apply to lands within the Town of Aurora at all times.

3. ADMINISTRATION:

- 3.1 The By-law Services Section of the Town of Aurora will be responsible for the administration and enforcement of this by-law.
- 3.2 All Provincial Offences Officers with the authority to enforce the by-laws of the Town of Aurora as well as officers of the York Regional Police Dept. have the authority to enforce the provisions of this by-law.
- 3.3 Any person may apply for an exemption to the prohibitions described in the attached Schedules of this by-law.
- 3.4 Applications for exemptions for sections 3, 10, & 11 of Schedule B of this by-law shall be directed to By-law Services Section for consideration. All other exemption requests shall be forwarded to Council in writing for consideration and its decision shall be final.
- 3.5 If an application for exemption to the by-law is approved, the exemption will be in effect for the dates and times specified and with any imposed conditions therein.
- 3.6 If any of the exemption conditions imposed is contravened, the exemption shall be immediately revoked.

4. APPLICATION:

- 4.1 No person shall, at any time, make, cause, or permit the making of noise within the Town that is the result of any of the activities described in Schedule A and that is audible to:
- (a) a person on or in a premises other than the premises from which the noise is originating; or
 - (b) a person in a residence other than the residence from which the noise is originating.
- 4.2 No person shall, during the days and between the hours specified in Schedule B, make, cause or permit the making of noise within the residential, commercial or industrial areas as defined by the Town's *Zoning By-law* as amended, that is the result of any of the activities described in Schedule B and that is audible to:
- (1) a person on or in a premises other than the premises from which the noise is originating; or
 - (2) a person in a residence other than the residence from which the noise is originating.

5. EXEMPTIONS:

- 5.1 The prohibitions described in Schedules A and B do not apply if the noise is the result of measures undertaken in an emergency for the:
- (1) immediate health, safety or welfare of the persons and animals;
 - (2) preservation or restoration of property.
- 5.2 The prohibitions described in Schedules A and B do not apply if the noise is the result of the activities described in Schedule C.
- 5.3 The prohibitions described in Schedules A and B do not apply if the noise is the result of an activity that has been granted an exemption under section 3.4.

6. SCHEDULES:

The following Schedules are attached and form part of this by-law:

Schedule A	General Noise Prohibitions
Schedule B	Noise Prohibitions by Time and Place
Schedule C	Exemptions to the Noise Prohibitions

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7. OFFENCE AND PENALTY PROVISIONS:

Any person who contravenes the provisions of this by-law is guilty of an offence and, upon conviction, is subject to a fine as provided for in the *Provincial Offences Act* and to any other applicable penalties.

8. COMMENCEMENT:

This by-law comes into force upon enactment by Council.

9. REPEAL OF BY-LAW:

By-law Number 4746-05.P is hereby repealed.

10. SEVERABILITY:

Each and every one of the provisions of this By-law is severable and if any provisions of this By-law should, for any reason, be declared invalid by any court, it is the intention and desire of this Council that each and every of the then remaining provisions hereof shall remain in full force and effect.

READ A FIRST AND SECOND TIME THIS 9TH DAY OF MAY, 2006.

READ A THIRD TIME AND FINALLY PASSED THIS 9TH DAY OF MAY, 2006.

P. MORRIS, DEPUTY MAYOR

B. PANIZZA, CLERK

SCHEDULE A**GENERAL NOISE PROHIBITIONS**
(SUBJECT TO SECTION 4.1)

1. The operation of a motor vehicle other than on a highway.
2. The operation of a motor vehicle in such a way as to squeal the tires.
3. The operation of a combustion engine or pneumatic device without an effective exhaust muffling device that is not in good working order and in constant operation.
4. The operation of any construction equipment without an effective exhaust muffling device.
5. The operation of a vehicle in a manner that results in banging, clanking, squealing, or similar sounds.
6. The operation of a horn of a vehicle or other warning device except where required or authorized for safety reasons.
7. Persistent barking, calling or whining or other similar persistent noise making by any domestic pet or any other animal kept or used for any purpose other than agriculture.
8. The unauthorized setting off of fireworks.
9. The operation of an engine or motor in, or on, any vehicle or item of attached auxiliary equipment for a continuous period of more than five minutes while such vehicle is stationary unless:
 - (a) the continuous operation of the engine or motor is essential to the basic function of the vehicle or equipment;
 - (b) the weather conditions justify the use of heating or refrigeration system powered by the engine or motor for the safety or welfare of the operator, passengers or animals or the preservation of perishable cargo.

SCHEDULE B**NOISE PROHIBITIONS BY TIME AND PLACE**
(SUBJECT TO SECTION 4.2)

Activity	Prohibited Times		
	Residential Areas	Commercial Areas	Industrial Areas
1. Operation of any construction equipment in connection with construction.	C and F	C and F	C and F
2. Erection, alteration, repair, dismantling, of any structure or activity related to construction.	C and F	C and F	C and F
3. The exterior operation of any device or group of connected devices intended for the production, or reproduction of amplified voices, music or sound.	A	C	C
4. The interior operation of any device or group of connected devices intended for the production, or reproduction of amplified voices, music or sound.	C	C	C
5. Operation of a combustion engine that (i) is, or (ii) is used in, or (iii) is intended for use in a toy or model or replica of a larger device, which is not a vehicle for transport and which has no purpose other than amusement.	D	E	E
6. Operation of an outdoor solid waste bulk lift or refuse compacting equipment.	C	C	C
7. Operation of a mechanical commercial car wash.	E	E	D
8. Operation of a public address system	A	C and F	C and F
9. Operation of voice activated drive-thru order facilities.	A	E	E
10. Operation of any electrical or gas powered tools for domestic purposes other than for snow removal.	D	D	E
11. Loading, unloading, delivering or otherwise handling any containers, products or refuse unless necessary for the maintenance of an essential service.	C and F	D	E
12. Yelling, shouting, hooting, whistling, singing, the playing of musical instruments, or any other noise.	C	E	F
13. Private and community functions held on private property	E	E	E

Prohibited Times

- A. At any time
- B. 1700 (5:00pm) of one day to 0700 hours (7:00 am) of the next day & 0900 hours (9:00 am) Sundays
- C. 1900 (7:00pm) of one day to 0700 hours (7:00 am) of the next day
- D. 2100 (9:00pm) of one day to 0700 hours (7:00 am) of the next day & 0900 hours (9:00 am) Sundays
- E. 2300 (11:00pm) of one day to 0700 hours (7:00 am) of the next day & 0900 hours (9:00 am) Sundays
- F. All day Sundays and Public Holidays

SCHEDULE C**EXEMPTIONS FROM THE NOISE PROHIBITIONS**

1. Operation of emergency vehicles.
2. Operation of municipal service vehicles, including municipally contacted services, and related equipment including equipment for snow removal.
3. Authorized displays of fireworks.
4. Midways, carnivals or circuses approved by the Town.
5. Races, parades, processions and events for ceremonial, religious purposes that have been authorized by the Town.
6. Operation of bells, chimes, carillons, and clocks in churches, schools and buildings that are open.
7. Cultural, recreational, educational and political events in parks and other public places that have been authorized by the Town where required.
8. Events open to the community on municipal property or highways that have been authorized by the Town.
9. Non-emergency construction, reconstruction or repair of any municipal, provincial or federal public works including the construction, reconstruction or repair of a public highway provided the Town of Aurora is given advanced written notice of the hours to be worked if outside the permitted construction hours.
10. Operation of bells utilized as traffic control devices including the following:
 - (a) bells and other devices at traffic signal locations;
 - (b) bells at railway crossings.
11. Businesses located in Industrial Zones possessing a current and valid Ministry of Environment Certificate of Approval for Air Emissions where required.

THE CORPORATION OF THE TOWN OF AURORA

By-law Number 4752-05.P

***BEING A BY-LAW for the use,
regulation and government of
Parks and Public Places in the
Town of Aurora.***

WHEREAS the provisions of Section 11(1) of the Municipal Act, R.S.O., 2001, as amended, authorize the Town of Aurora enact by-laws to regulate, govern and protect town parks and property;

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE TOWN OF AURORA ENACTS AS FOLLOWS:

Definitions:

1. In this By-law:

- (a) "authorized sign" means any sign, notice, or other device placed or erected in or upon a park or public place under the authority of this by-law;
- (b) "bicycle" includes a tricycle and unicycle but does not include a motor assisted bicycle;
- (c) "Director" means the Director of Leisure Services for the Town appointed by Council whose duties include the management, operation and maintenance of parks and public places or his or her designate;
- (d) "control" includes care and custody;
- (e) "Council" means the Council of The Corporation of the Town of Aurora;
- (f) "designated area" means an area defined or constructed for a specific use which may include posted conditions;
- (g) "disabled person" includes a person who is blind or who has any degree of physical disability, which requires the physical reliance on a wheelchair, crutches, braces, canes or other similar remedial appliance or device;
- (h) "exotic animal" means an animal not indigenous to Canada and also includes all domestic wild animals;
- (i) "loitering" means being in a public place without a meaningful purpose or where or obstructing, harassing or intimidating other persons so to inhibit their enjoyment;
- (j) "motor vehicle" means a motor vehicle within the meaning of the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as may be amended from time to time;
- (k) "municipality" means the Corporation of the Town of Aurora;

(l) "nuisance" includes shouting, screaming, unusual noises, ringing of bells, sounding of horns, blowing of whistles, squealing of tires, revving of engines, the idling of engines more than five(5) minutes; the playing of music or any other noise that disturbs another person or the occupant of a dwelling; the use or display of placards, play bills, posters, on public land other than a permitted event: the display or use of posters, placards, drawings, or the writing of words which are offensive to the standards of the community on public place, park, buildings or structures; expectorating, urinating, or defecating in any public place or park other than a washroom facility; obstructing the passage of pedestrians on a walkway in a public place or park rendering passage impassable or difficult; the creation of discomfort, disturbance, or confusion for persons or the occupants of dwellings, loitering in a public place or park after being instructed to move by a peace officer; loitering, remaining in or refusing to leave a public place or park after it is closed down and /or when ordered to do so by a peace officer; the use of offensive language or gestures; the harassment or intimidation of another person or persons in a park or public place; willfully causing damage to a park or public place; the use of a park or public place for other than their lawful intended use; soliciting for illegal activities in a park or public place; the carrying of open liquor in a park or public place;

(m) "organized sport or activity" means a sport, game or activity pre-planned by a group or organization whether or not formally constituted and whether or not the players or members wear uniforms;

(n) "park" means land and land covered by water and all portions thereof owned by or made available by lease, agreement, or otherwise to the municipality, that is or hereafter may be established, dedicated, set apart or made available for use as public open space or *trail*, and that has been or hereafter may be placed under the jurisdiction of the Director including any and all buildings, structures, facilities, erections, and improvements located in or on such land, save and except where such land is governed by other by-laws of the municipality;

(o) "permit" means any written authorization of Council, or the Director where such authority has been delegated;

(p) "post" or "posted" refers to the erection or presence of permissive, regulatory, restrictive, warning or prohibitive signs and "posted area" means an area where such signs are erected;

(q) "public place" means any municipal owned or leased building or lands in the Town of Aurora ;

(r) "trails" means all paths and trails maintained by the Town for public use;

(s) "vandalism" means the willful destruction or defacing of public or private property;

(t) "vehicle" includes a motor vehicle as defined under the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as may be amended from time to time, and any bicycle, carriage, wagon, sleigh, snow machine, all-terrain vehicle, and power assisted scooter or other vehicle or conveyance of every description, whatever the mode of power, but excludes wheelchair or similar device (powered or otherwise) used by an individual due to a disability, baby carriage or cart, child's wagon, child's stroller, child's sleigh or other conveyance of like nature;

Restricted Areas

2. While in any park or public place, no person shall enter into areas posted to prohibit or restrict admission of the public.

Conduct

3. While in any park or public place, no person shall:

- (a) indulge in any riotous, boisterous, violent, threatening, or illegal conduct or use profane or abusive language outside the community standards;
- (b) cast or throw anything with the intent to endanger or cause injury or damage to any person or property;
- (c) urinate in any park or public place except in a washroom.

Firearms and Offensive Weapons

4. Unless authorized by permit, while in any park or public place, no person shall be in possession of or use any firearm, air gun, bow and arrow, axe or weapon of any kind.

Fireworks

5. While in any park or public place, no person shall ignite, discharge or set off any firecrackers, rockets or other fireworks except as a fireworks display, unless authorized by a permit issued by the Town.

Injury and Damage

6. No person shall in any park or public place:

- (a) climb any tree, building, structure or equipment, unless it is equipment designed for climbing;
- (b) break, injure, deface or remove the whole or any part of any flowers, plant material, trees or other vegetation;
- (c) break, injure, deface or vandalize any building, structure, equipment or other property of the municipality;
- (d) unless authorized by permit, climb or remove the whole or any part of rocks, boulders, rock faces or remove any soil, sand or wood;
- (e) in any manner, disturb ground which is under repair, prepared for planting, has been newly seeded or sodded or is in an area posted to that effect;
- (f) drive, park or walk in an area posted to prohibit same.

Waste and Pollution

7. No person shall in any park or public place:

- (a) dispose or dump garbage, litter, tree trimmings, or any other refuse, except that which is generated through the normal use of the park or public place and shall only deposit same in receptacles provided for such purpose;
- (b) dispose of or dump garden refuse except in a designated area therefor;
- (c) unless authorized by permit, dump or deposit snow, fill, soil, building or construction materials;
- (d) dump or drain onto any soils or into the waters of any pool, pond, lake, stream, fountain or watercourse of any kind any material, toxic or otherwise.

Protection of Wildlife

8. While in any park, no person shall:

- (a) subject to the provisions of section 19, kill, attempt to kill, maim, injure, trap or disturb any animal, bird, waterfowl, fish, or other wildlife;
- (b) touch, injure or remove any nest or egg therefrom;
- (c) allow a pet to kill, attempt to kill, maim, injure, trap or disturb any animal, bird, waterfowl, fish, or other wildlife.

Encroachment

9. No person shall encroach upon or take possession of any park or public place by any means whatsoever, including the construction, installation or maintenance of any fence or structure, the dumping or storage of any materials or plantings, or planting, cultivating, grooming or landscaping, thereon unless in accordance with the municipality encroachment policy and authorized by Council.

Alcohol

10. While in any park or public place, no person shall consume, serve or sell alcoholic beverages unless in accordance with a valid license issued by the Liquor License Board of Ontario.

Drugs

11. While in any park or public place, no person shall consume or have on their person a drug as listed in schedules I,II, III, IV and V of the *Controlled Drugs and Substances Act* S.C. c. 19.

Campfires and Barbecues

12. While in any park or public place, no person shall:

- (a) light, build or stoke an open fire or bonfire;
- (b) unless authorized by permit, use charcoal or solid fuelled portable barbecues.

Organized Gatherings and Picnics

13. While in any park or public place, no person shall:

- (a) unless authorized by permit, hold a picnic, organized gathering or event for more than fifteen persons; or
- (b) interfere with a picnic, organized gathering or event authorized by permit.

Amplifiers and Loud Speakers

14. Except in accordance with the municipality's noise by-law and unless authorized by permit, no person shall operate loud speakers or amplifying equipment in any park or public place.

Camping and Lodging

15. Unless authorized by permit, no person shall dwell or lodge in any park or public place.

Tents and Structures

16. Unless authorized by permit, no person shall place, install or erect any temporary or permanent tent or structure in any park or public place.

Bathing and Swimming

17. No person shall in any park or public place swim or bathe in any fountain, pond, lake or stream, except in a designated area.

Use of Wash and Change Rooms

18. (a) No person shall enter any portion of any washroom, bathhouse, or change room in any park or public place set apart for the opposite sex.

(b) Children six (6) years of age or younger may use a washroom or change room of the opposite sex when accompanied by a parent .

Organized Sports or Activities

19. (a) While in any park or public place, no person shall interfere with an organized sport or activity authorized by permit.

(b) In addition to the prohibition set out in subsection (1), while in any park or public place no person shall utilize a designated area without a permit where same is posted to prohibit or restrict such use.

Fishing

20. While in a park or public place, no person shall fish in an area unless posted to permit the activity.

Golfing

21. While in any park or public place, no person shall play or practice golf or strike a golf ball.

Model Aircraft, Rockets and Kites

22. (a) Unless authorized by permit, while in any park or public place, no person shall operate any powered models of aircraft, rockets, watercraft or vehicles.

(b) The flying of kites is prohibited in parks and public places where power lines exist.

Gliders and Hot Air Balloons

23. Unless authorized by permit, no person shall tether, launch or land any hot air balloon, hang glider, ultra light aircraft, parachutes or similar conveyance in any park or public place.

Skating

24. (a) Ice skating is not permitted in parks or public places unless posted to permit the activity.

(b) No person shall skate in such a manner as to interfere with and/or endanger any other person using the surface.

Skiing, Tobogganing and Sledding

25. No person shall toboggan, snowboard, skibob or sled in any park or public place unless posted to permit the activity.

Roller Skates and Skate Boards

26. (1) While in a park or public place, no person shall:

- (a) roller skate, skate board, roller blade or use a scooter in any area unless posted to permit the activity;
- (b) obstruct, inconvenience or endanger other users of the park or public place while operating or utilizing traditional or in-line roller skates, skate boards, scooters or like conveyances.

Tennis

27. No person shall enter, walk, or play upon a designated area for tennis in any park or public place, except in accordance with the posted rules and regulations.

Roadways in Parks

28. (a) The Council or, where such authority has been delegated, the Director, is authorized to establish appropriate regulations to regulate the use of park roadways.

(b) Unless authorized by permit, and except as provided in section 30 with respect to bicycles, no person shall while in any park drive, operate, pull or ride any vehicle except on a roadway or parking area.

Parking

29. No person shall in a park or public place:

- (a) park or leave a vehicle except in a designated area for parking;
- (b) unless authorized by permit, park or leave a vehicle between the hours of 11:00 p.m. and 6:00 a.m., except in a designated area allowing for such overnight parking;
- (c) stop or park a vehicle in a designated area for parking, except in a parking place and in accordance with posted conditions;
- (d) stop or park a vehicle in a designated disabled parking place, unless a disabled person parking permit issued in accordance with the provisions of the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as may be amended from time to time, is properly displayed on or in the vehicle;
- (e) use any parking place except while using the park.

30. Other Activities

No person shall while in a park or public place :

- (a) wash, clean, service, a motor vehicle except in the event of an emergency;
- (b) pick, collect or gather worms for commercial gain;
- (c) cause a nuisance in a park or public place within the Town of Aurora;
- (d) loiter in a park or public place.

Bicycles

31. While in any park or public place, no person shall:

- (a) ride or operate any bicycle where posted to prohibit the activity;

(b) obstruct, inconvenience or endanger other users of the park while riding or operating a bicycle.

Speed

32. While in a park or public place no person shall operate:

- (a) any vehicle on a roadway at a speed in excess of the posted limit;
- (b) a bicycle other than on a roadway at a speed in excess of 20 kilometres per hour.

Horses

33. Unless authorized by permit, no person as owner or person having control of any horse shall permit it to enter or remain in a park or public place.

Dogs

34. (1) While in any park, no person as owner or person having control of any dog shall:

- (a) allow it to run at large;
 - (b) excluding blind persons reliant upon a guide dog, permit any dog to enter any beach, pond, swimming area, farm area, garden, landscaped area, playground or sports field, or any other area posted to prohibit same.
- (2) Pick up and remove forthwith excrement left by the dog and dispose of it in a bag into a designated canine receptacle or it is to be removed from the park or public place.

Exotic Animals

35. No person as owner or person having the control of an exotic animal shall bring into or permit such animal to enter a park or public place.

Sale of Merchandise, Trade or Business

36. (1) Unless authorized by permit for a special event which does not include a license issued under the Town Licensing By-law, no person shall, while in a park or public place, sell or offer or display for sale:

- (a) any food, drink or refreshment;
- (b) any goods, wares, merchandise or articles including promotional materials, souvenirs and novelties;
- (c) any art, skill, service or work.

(2) While in a park or public place, no person shall practice, carry on, conduct or solicit for any trade, occupation, business or profession.

Circular and Advertisements

37. Unless authorized by permit, no person shall:

- (a) while in any park or public place distribute, discard, or display any handbill, notice, or other circular, bill or advertisement;
- (b) post, nail, attach, stencil or otherwise fasten or erect any poster, sign, notice, placard or other circular, bill, advertisement or paper in a park or public place, including trees;

(c) post, affix or attach any handbills, notices or other circular on any vehicle in a park or public place.

Vehicles in Parks

38. Unless authorized by permit, no person shall have in or operate a vehicle in a park or public place.

Permits and Licences

39. (a) Permits issued for activities contemplated in this by-law may be subject to such fees as Council shall from time to time establish.

(b) Permits issued for activities contemplated in this by-law may include conditions as to time, location, area, equipment, number of participants, type of activities, release, indemnity, letter of credit and insurance coverage.

(c) The issuance of a permit pursuant to this by-law shall not relieve any person from the necessity of acquiring any other license or permit required for such activity by any governmental or public authority.

(d) No permit contemplated by this by-law shall be issued if same would result in the contravention of other applicable law.

(e) A permit shall be obtained to install a gate on a fence line abutting Town own owned property.

Posting of Signage

40. The Director is authorized to post signage of permission, regulation, restriction, warning or prohibition with respect to uses of or activities in any park in accordance with the provisions hereof.

Closure of Parks

41. (a) The Director is authorized to close off for such period or periods as the Director deems appropriate any park or parts thereof to relieve or prevent overcrowding or traffic congestion, or in the interests of public safety, or as may otherwise be authorized by Council.

(b) Unless authorized by permit, all parks shall close at 11:00 p.m. and remain closed until 6:00 am.

(c) Notwithstanding subsection (2), a person may enter and directly exit a closed park to facilitate movement / travel.

Exclusions and Exemptions

42. (1) This by-law shall not apply to:

(a) the drivers, operations or other personnel of ambulances, police or fire department vehicles, or the riders or attendants of police department horses, while engaged in the performance of their duties;

(b) employees or agents of the municipality while engaged in works or services undertaken for or on behalf of the municipality; or

(c) a park, property or building that is now or hereafter under the jurisdiction of a board established by the Council or by statute, the members of which are appointed by Council.

(2) This by-law shall be subject to provisions of contracts and agreements now or hereafter entered into by the municipality covering works or services to be performed in any park.

(3) This by-law shall not apply to any Board of Education whose property abuts a park or public place, unless the Director or his or her designate requires to restrict their use for reasons of maintenance, repair or congestion.

Enforcement

43. (1) Any police officer, Provincial Offences Officer or employee of the municipality is authorized to inform any person of the provisions of this by-law and to request compliance therewith.

(2) In addition to any other authority they may have, any police officer, Provincial Offences Officer or employee of the municipality whose duties include the enforcement of this By-law, is authorized to order any persons believed by such officer or employee to be contravening or who has contravened any provision of this By-law;

(a) to desist from the activity constituting or contributing to such contravention;

(b) to remove from the park any animal or thing owned by or in the control of such person which the officer or employee believes is or was involved in such contravention; or

(c) to leave the park.

(3) Any police officer, Provincial Offences Officer may enforce the provisions of this by-law.

(4) Where any person contravenes any of the provisions of this by-law, or fails to comply with the order referred to in subsection (2) hereof, the permission and license of such person to remain in the park is revoked.

Penalties

44. (a) Any person contravening any of the provisions of this by-law, other than clause 31 (a) resulting from the operation of a motor vehicle, is guilty of an offence and on conviction is liable to a fine in such amount provided by the *Provincial Offences Act*, R.S.O. 1990 c.P.33, as may be amended from time to time.

(b) Any person contravening the provision contained in clause 31 (a) of this by-law, resulting from the operation of a motor vehicle, is guilty of an offence under the *Highway Traffic Act*, R.S.O. 1990 c.H.8, and, pursuant to the provisions thereof, on conviction is liable to a fine in such amount provided for by the *Highway Traffic Act*, R.S.O. 1990 c.H.8 as may be amended from time to time.

(c) The owner of a motor vehicle that is parked or left in contravention of section 28 of this by-law is guilty of an offence and on conviction is subject to the provisions of this section, unless at the time of the offence the motor vehicle was in the possession of another persons without the owner's consent.

Removal of Vehicles

45. A police officer or Provincial Offences Officer upon discovery of any vehicle parked or standing in contravention of section 28 of this by-law may cause it to be moved or taken to and placed or stored in a suitable place and all costs and charges for removing, care and storage thereof, if any, are a lien upon the vehicle which may be enforced in the manner provided by the *Repair and Storage Liens Act*, R.S.O. 1990, c.R.25, as may be amended from time to time, or any successor acts thereto.

Severability

46. If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in full force and effect.

Short Title

47. The short title of this by-law shall be the "Aurora Parks and Property By-law".

Repeal

48. By-law No. 4283-01.P is hereby repealed.

READ A FIRST AND SECOND TIME THIS 13th DAY OF DECEMBER 2005.

READ A THIRD TIME AND FINALLY PASSED THIS 13th DAY OF DECEMBER 2005.

TIM JONES, MAYOR

BOB PANIZZA, TOWN CLERK

Attachment 5

City of Barrie Anti-Idling Education Website



Help slow the spread of COVID-19: Please practise physical distancing, don't gather in groups of more than ten people, and stay home when you are sick. Information on this webpage may not be accurate. Visit barrie.ca/services to confirm the current status of City services.

[Home](#) > [Living](#) > [Environment](#) > [Conservation & Sustainability](#) > Anti-Idling

Related Links

Anti-Idling

The City of Barrie, in partnership with the **Simcoe Muskoka District Health Unit** (<http://www.simcoemuskokahealth.org/Home.aspx>) and **Natural Resources Canada** (<http://www.nrcan.gc.ca/home>), are teaming together to generate an increased awareness about idling so we can all work towards a greener community and environment.

The City is not sitting idle on this issue and is currently working on an idle control policy that will minimize idling of City vehicles, saving money and reducing harmful emissions to the environment. This is part of the **Greening Barrie's Fleet** (<http://www.barrie.ca/City%20Hall/Departments/InfrastructureAndGrowthManagement/Pages/Operations.aspx#fleet>) initiative.

What is Idling?

Idling is running a vehicle's engine when the vehicle is not in motion. It commonly occurs when drivers are stopped at a red light, waiting while parked outside a business or residence, or otherwise stationary with the engine running. If you keep your engine on while you wait to pick someone up, you are idling.

Idling Facts

- An idling engine produces twice as many emissions as a moving vehicle.
- Idling increases your maintenance costs. When an engine idles, the engine oil becomes dirty more quickly than when a car is moving.
- A single bus can take 40 vehicles off the road, saving 70,000 litres of fuel and 9 tonnes of pollutants each year!
- 10 seconds of idling uses more fuel than restarting your car.
- Idling gets you nowhere and wastes your money; an idling engine gives you zero kilometres per litre.

Idling Myths

Myth: Restarting the engine uses more gas than idling.

Reality: An engine restart uses fuel approximately equal to 10 seconds of idling.

Myth: Restarting the engine causes greater engine wear than idling.

Reality: Restarting causes less.

Myth: Cars need to idle to warm up the engine.

Reality: The engine warms up faster when being driven.

Winter Idling Tips

In the peak of winter, studies show Canadian motorists idle their vehicles for about eight minutes a day, resulting in

in the peak of winter, studies show Canadian motorists idle their vehicles for about eight minutes a day, resulting in a combined total of more than 75 million minutes of idling per day.

- The best way to warm up a car in winter is to drive it! Even at -18°C, most cars need only 15 to 30 seconds of idling before being driven.
- To reduce idling, avoid using a remote car starter during reasonably warm weather (above -10°C).

Summer Idling Tips

Many motorists idle their cars in the summer in an effort to cool it down with air conditioning. Rather than letting it idle, you have alternatives:

- **Try to park in the shade.** It may mean a longer walk, but the additional exercise will be good for you!
- **Use a car sun shade.** This foldable cover that is placed on your dashboard will help prevent those hot rays from heating up your car when you return.
- **Use your windows.** By leaving the windows down half an inch you will be keeping the air moving. Roll down the windows for a few minutes before you get in or open and close the door a few times to help fan the cooler air in.

What Else Can You Do to Reduce Idling?

- Be more aware of the amount of time you idle.
- Reduce "warm-up" idling before driving away making sure your vehicle's windows are clear. Wheel bearings, steering, suspension, transmission and tires are only warmed when the vehicle is moving. It typically takes at least five kilometres of driving to warm up these components.
- Turn your engine off if parked for more than 60 seconds during reasonably warm weather (above -10°C).
- Stuck in traffic, using a drive-thru, picking up someone at school or waiting for a train to go by? Shut off the vehicle! Ten seconds of idling uses more fuel than restarting your engine.
- Consider using other ways to get around, such as public transit, driving an electric vehicle (EV), walking, biking or jogging instead of driving. *Related page: [Active Transportation](http://www.barrie.ca/Living/Getting%20Around/Pages/ActiveTransportation.aspx)* (<http://www.barrie.ca/Living/Getting%20Around/Pages/ActiveTransportation.aspx>)

[Home](#) > [Living](#) > [Environment](#) > [Conservation & Sustainability](#) > Anti-Idling

Find this page at: <http://www.barrie.ca/Living/Environment/Conservation/Pages/Anti-Idling.aspx>

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Town of Aurora

General Committee Report

No. PDS20-050

Subject: Implementation of Automated Speed Enforcement Program

Prepared by: Michael Bat, Traffic/Transportation Analyst

Department: Planning and Development Services

Date: October 6, 2020

Recommendation

- 1. That Report No. PDS20-050 be received; and**
- 2. That staff report back on the findings of the Region's Automated Speed Enforcement Program following completion of the two-year, limited use pilot program.**

Executive Summary

As directed by Council at its meeting in November 2016, this report provides an overview of the automated speed enforcement (ASE) program.

- The Province of Ontario filed Ontario Regulation 398/19, under the Highway Traffic Act, allowing municipalities to operate ASE in school and community safety zones;
- The Town currently has four designated community safety zones under By-law No. 4574-04.T;
- York Region has recently implemented a two-year, limited use pilot program with one mobile ASE unit to assess the technology and the impacts on the Region's Provincial Offences Courts;
- According to the current provisions of the legislation municipalities are not authorized to process ASE offences under the Administrative Penalty System (APS); and,

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Report No. PDS20-050

- Staff recommends deferring consideration of the ASE program until the Region has completed its two-year, limited use pilot program.

Background

In November 2016, Council passed the following motion:

“Be It Further Resolved That when the provincial government gives municipalities the authority to set up photo radar cameras, staff be directed to report back regarding the implementation of photo radar cameras in all community safety zones.”

Analysis

The Province of Ontario filed Ontario Regulation 398/19, made under the Highway Traffic Act (O. Reg 398/19), allowing municipalities to operate ASE in school and community safety zones

On December 1, 2019, the Province of Ontario proclaimed into force Bill 65, *Safer School Zones Act*, which amended the *Highway Traffic Act* to further increase safety for vulnerable road users and improve driver behaviour. This legislation permits municipalities to implement and operate ASE technology to enforce speeding traffic offences in school and community safety zones on roads with a speed limit under 80 km/h. O. Reg 398/19 supplements this legislation by setting out evidentiary and procedural rules for ASE systems.

ASE is an automated system that uses a camera and a speed measurement device to detect and capture images of vehicles travelling in excess of the posted speed limit. The captured images will be reviewed by the Provincial Offences Officers and tickets will be issued to the registered owner of the subject vehicle. Upon conviction, the only penalty is a fine, no demerit points will be issued nor will the registered owners driving record be impacted.

ASE program is currently implemented at the following municipalities:

- City of Toronto
- York Region
- City of Hamilton
- Peel Region (in collaboration with the Town of Caledon)

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Report No. PDS20-050

- City of Ottawa
- Durham Region

The Town has four designated community safety zones under By-law No. 4574-04.T

In accordance with Section 16.0 of By-law No. 4574-04.T, the following locations are designated as community safety zones:

- Orchard Heights Boulevard between Laurentide Avenue and Yonge Street;
- McClellan Way between Henderson Drive and Bathurst Street;
- Murray Drive between Wellington Street West and Kennedy Street West; and,
- Stone Road between Bayview Avenue (north leg) and Bayview Avenue (south leg).

Aurora's Community Safety Zones are illustrated in Attachment 1.

York Region has recently implemented a two-year, limited use pilot program with one mobile ASE unit to assess the technology and the impacts on the Region's Provincial Offences Courts

A two-year, limited use pilot program was recently introduced by the Region on selected community safety zones (within Regional roads) using their risk exposure index. The mobile ASE unit will be rotated throughout all nine local municipalities and based on the deployment schedule the mobile ASE unit will be deployed in Aurora at the following locations and they are illustrated in Attachment 2:

1. Wellington Street:

- Targeted school includes: St. Maximilian Kolbe Catholic High School, Aurora High School and Aurora Senior Public School;
- The single mobile unit will be situated on the south side of Wellington Street (east of Murray Drive) targeting the eastbound direction traffic; and,
- 90 days advance notification period will be installed from August to October 2021 and the mobile ASE unit will be deployed on November 2021.

2. Bloomington Road:

- Targeted school includes: Ecole Secondaire Catholique Renaissance and Cardinal Carter Catholic High School;

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Report No. PDS20-050

- The single mobile unit will be situated on the north side of Bloomington Road (east of Elderberry Trail) targeting the westbound direction traffic; and,
- 90 days advance notification period will be installed from October to December 2021 and the mobile ASE unit will be deployed on January 2022.

As part of the two-year, limited use pilot program, the Region will assess the capacity and impact on the Provincial Offences Courts. Data will be collected to quantify the number of charges and rate of disputes. In addition, the technology and service provided by the vendor of the mobile unit will be evaluated.

The Region will share the findings with local municipalities upon completion of the two-year, limited use pilot program.

Based on discussion with the Region, this program will only be focusing on community safety zones under the jurisdiction of the Region and local municipalities can consider implementing local ASE program.

According to the current provisions of the legislation municipalities are not authorized to process ASE offences under the Administrative Penalty System (APS)

Under the current regulation, ASE offences are administered through the Provincial Offences Act (POA) and payable or disputed through the POA court system. Based on the staff report authored by the Region on ASE, York Region's Court Services is currently operating at full capacity and any additional increases in demand generated from the ASE infractions would add significant operating pressure on the existing court system.

York Region and City of Toronto have been advocating for legislative amendments to permit the use of an APS for ASE. In general, APS allows for a faster, more flexible and customer-focused process for dealing with violations of the law. It also helps to relieve constraints on court capacity, reserving court time for matters requiring in-person evidence by enforcement officers and witnesses.

Staff supports the Region's position that the use of an APS for ASE will enhance processing time and relieve court capacity.

Staff recommends deferring the consideration of the ASE program until the Region has completed its two-year, limited use pilot program

Under the current legislation, local municipalities will be fully responsible for all costs associated with the ASE program. Any revenue generated will be directed to the Region's Provincial Offences Courts, hence there will be no opportunity for local municipalities to offset the costs of operating the ASE program.

Upon completion of the two-year, limit use pilot program, the Region will share valuable data with local municipalities including the number of charges, rate of disputes and overall capacity and operating costs. This information can be used to develop a business case for a local ASE program. Once the data is received, Town staff will be reporting to Council to advise of the findings and whether to recommend implementation of a ASE program for Aurora.

Advisory Committee Review

Staff Report No. CAC20-006 was presented at the Community Advisory Committee meeting on September 17, 2020 and the Committee is generally in supportive of the staff recommendations.

Legal Considerations

The Safer School Zones Act, 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

While the Town does not have exact financial details available for implementing the ASE program at this time, the City of Toronto has acted on behalf of municipalities in Ontario including York Region to manage the ASE program. This includes issuing an

RFP to rent the ASE units at approximately \$50,000 per year, deployment (and redeployment) to different locations and general maintenance of the equipment.

The City of Toronto is also operating an ASE Joint Processing Centre (JPC) on behalf of partnering municipalities including York Region. The Toronto JPC employ Provincial Offences Officers, designated by the Province to issue and process ASE charges. The cost-sharing amount is to be calculated based on the number of charges.

The total operating cost for Aurora can be estimated once the Region completes the two-year, limited use pilot program and shares the data with local area municipalities.

Communications Considerations

The Town of Aurora will use 'Inform' as the level of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each are found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform the public, this report will be posted to the Town's website.

Link to Strategic Plan

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

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

As directed by Council in November 2016, this report provides an overview of the ASE pilot program that the Region is currently administering.

A two-year, limited use pilot program was recently introduced by the Region on selected community safety zones (within Regional roads) using the risk exposure index

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Report No. PDS20-050

developed by the Region. The mobile ASE unit will be rotated throughout all nine local municipalities and based on the deployment schedule the mobile ASE unit will be deployed in Aurora at the following locations:

1. On the south side of Wellington Street (east of Murray Drive) targeting the eastbound direction traffic; and,
2. On the north side of Bloomington Road (east of Elderberry Trail) targeting the westbound direction traffic.

Upon completion of the two-year, limit use pilot program, the Region will share valuable data with local municipalities including the number of charges, rate of disputes and overall capacity and operating costs. Therefore, staff are recommending deferring the consideration of the ASE program until the Region has completed the two-year, limited use pilot program. Staff will report back to Council after completion of the Region's pilot program to report on its findings and whether to implement an ASE program for Aurora.

Attachments

Attachment 1: Town of Aurora Community Safety Zones
Attachment 2: York Region Mobile ASE Unit Locations (Wellington Street and Bloomington Road)

Previous Reports

Community Advisory Committee Report No. CAC20-006, Implementation of Automated Speed Enforcement Program, dated September 17, 2020.

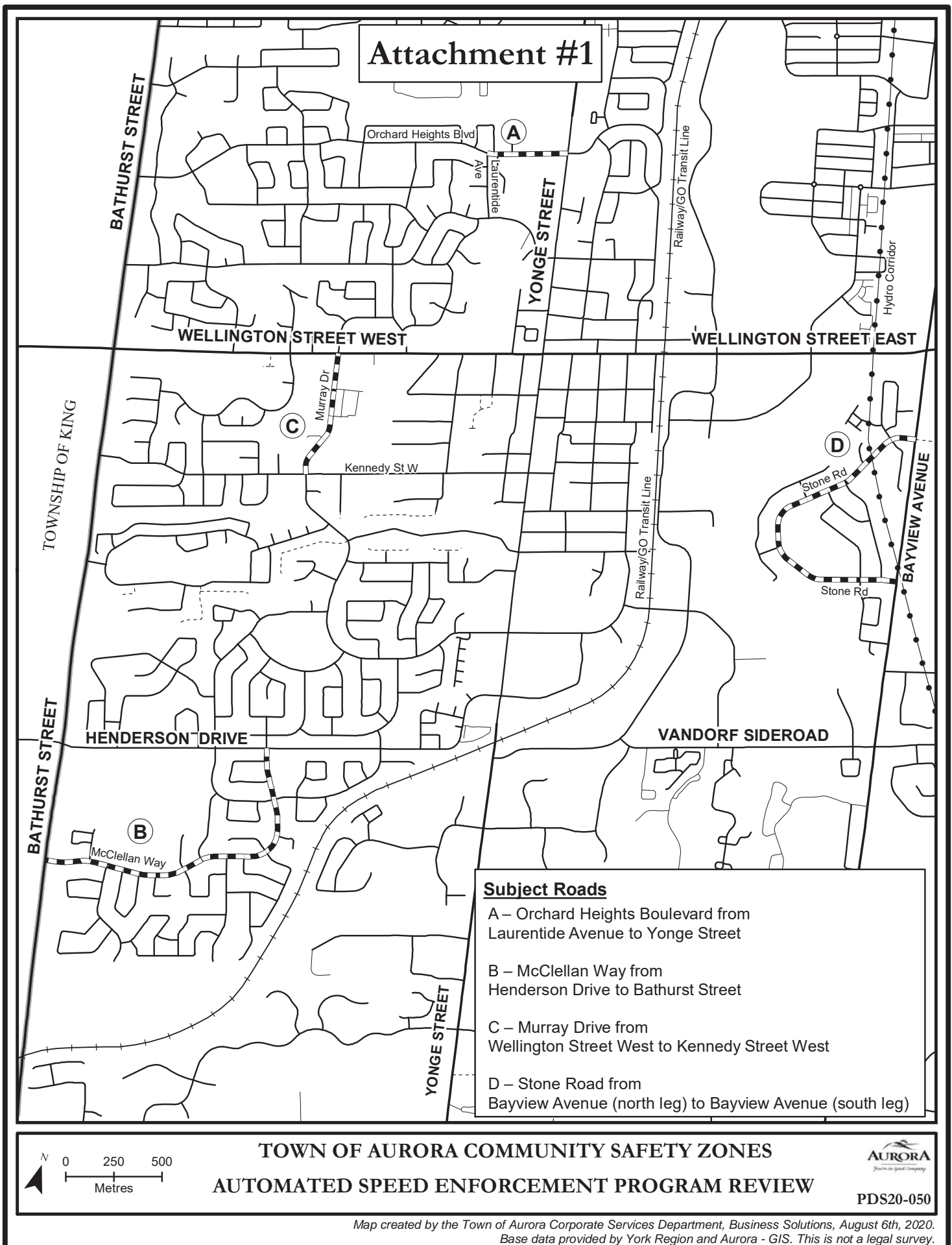
Pre-submission Review

Agenda Management Team review on September 17, 2020

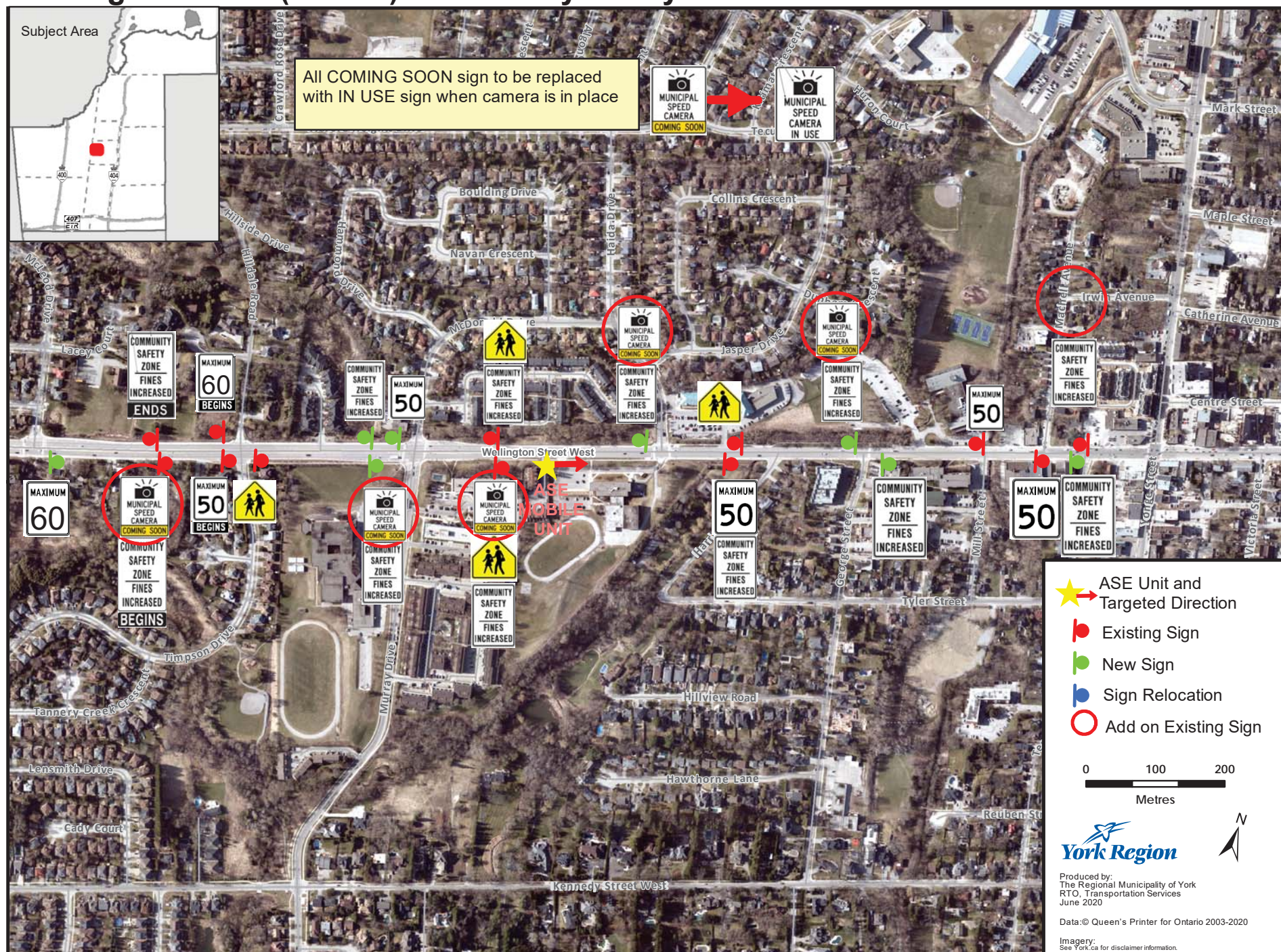
Approvals

Approved by David Waters, MCIP, RPP, PLE, Director, Planning and Development Services

Approved by Doug Nadorozny, Chief Administrative Officer



Wellington Street (Y.R. 15) Community Safety Zone - Town of Aurora - Part 1 **Attachment 2**







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Town of Aurora

General Committee Report

No. PDS20-055

Subject: **Pedestrian Grade Separated Crossings and Future Priority Crossings within Barrie GO Rail Corridor**

Prepared by: Sara Tienkamp, Manager of Parks & Fleet, and Michael Bat, Traffic/Transportation Analyst

Department: Planning and Development Services

Date: October 6, 2020

Recommendation

- 1. That Report No. PDS20-055 be received; and**
- 2. That Council approve the priority rating of the pedestrian rail crossings identified in Attachment 2 and staff report back on the feasibility of funding the crossings as part of the 2022 Budget 10-year capital planning process.**

Executive Summary

In response to a June 2020 Notice of Motion, this report provides Council with information associated with potential pedestrian grade separated crossing and future crossing locations, identified in the Trails Master Plan along the Barrie GO rail corridor:

- Metrolinx will only consider grade separated pedestrian crossing (underpass or overpass) at Cousins Drive due to safety related concerns;
- Priority rating for the eight (8) pedestrian crossings along rail corridor identifies implementation challenges;
- Future capital costs associated with underpass construction will be significant due to Metrolinx track expansion of the Barrie GO corridor;
- The Town will need to complete an Environmental Assessment (EA) for the proposed crossings and a detailed design for the preferred alternative prior to construction; and,

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Report No. PDS20-055

- Pedestrian road crossings identified in Trails Master Plan require prioritization for capital planning and future funding.

Background

On June 23, 2020, staff received the following direction from Council:

1. Now Therefore Be It Hereby Resolved That staff provide a status report on all potential pedestrian crossings for non-motorized traffic along the train corridor to a General Committee meeting at the end of October; and
2. Be It Further Resolved That staff include in that report the priority crossings as identified in the Trails Master Plan and costing of detailed designs so that they may be included in the tender documents during the reconstruction by Metrolinx.

The November 2011 Trails Master Plan (TMP) is a long-term (50 year) plan with recommendations for a connected trails network, taking into account pedestrian/cycling infrastructure. The plan is a blueprint to guide the development of trails throughout Aurora in the short, medium and long term. Included in the plan are a number of rail and road crossings of the Barrie Go rail corridor that promote connectivity of the trails east to west within Aurora. Metrolinx approval was not required for the recommended crossings of the rail corridor listed in the Trails Master Plan because it was considered a planning study.

Previous Reports:

Staff have previously prepared Staff Report No. IES13-033 and the following were adopted by Council at its meeting on June 11, 2013:

1. THAT report IES13-033 be received; and
2. THAT Council not approve the construction of the Cousins Drive pedestrian crossing (Alternative to recommendation in report IES13-033).

Analysis

Metrolinx will only consider grade separated pedestrian crossing (underpass or overpass) at Cousins Drive due to safety related concerns

Trespassing on the railway tracks in the vicinity of Cousins Drive was identified as ongoing issue. In recent years, Metrolinx has erected a chain-link fence along its

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property boundaries from the Aurora GO Station to Engelhard Drive to prevent unregulated crossings of the railway corridor due to safety concerns.

A letter dated May 13, 2020, addressed to the CEO of Metrolinx, was sent from the Mayor's office in regards to pedestrian crossing options at Cousins Drive. Subsequently, a reply letter dated June 10, 2020 was received from Metrolinx with the following recommendations:

“While our teams are available to continue earlier discussions about safety measures that would need to be in place to explore alternative access, we are not prepared to discuss the reopening of the level crossing. Instead, we would be open to exploring an infrastructure solution that is not at-grade (e.g., a grade-separated overpass or underpass).”

A copy of the reply letter is provided in Attachment 2.

Grade separated crossings (overpass and underpass) are intended to support active transportation by providing route continuity and directness. In their absence, users may be forced to make long detours to cross a barrier.

A. Option 1: grade separated crossing – overpass

Generally, overpasses are preferable to underpasses from a user comfort and safety perspective. They benefit from natural lighting and allow users to see and be seen. However, they tend to require a greater change in elevation than underpasses.

The design and construction cost of a pedestrian overpass is estimated at \$5 million excluding any land acquisition cost which will be determined during detailed design stage.

B. Option 2: grade separated crossing – underpass

Underpasses are rectangular or vaulted structures that make it possible to cross a man-made barrier such as a railway. The construction cost of tunneling under the railway tracks is estimated at \$8.7 million. Table 1 summarizes the analysis of the above crossing options.

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Table 1: Cousins Drive Crossing Options

Cousins Drive Crossing Option	Possible Challenges	*Construction Cost Estimate
Option 1: Overpass	<ul style="list-style-type: none"> • Insufficient public right-of-way; • High construction cost; and, • Land acquisition cost is a major factor. 	<ul style="list-style-type: none"> • +/- \$5million
Option 2: Underpass	<ul style="list-style-type: none"> • High construction cost; • May subject to flooding and maintenance concerns; and, • Safety and security concerns. 	<ul style="list-style-type: none"> • +/- \$8.7 million

* Cost estimates for an overpass and underpass pedestrian crossing were taken from Item 39, Report No. 29 (Pedestrian Linkage in West Woodbridge), of the Community of the Whole in the City of Vaughan adopted by Council at their meeting of June 26, 2012 and indexed to 2021 values.

Priority rating for the eight (8) pedestrian crossings along rail corridor identifies implementation challenges

The Trails Master Plan identifies a number of crossings along the Barrie GO rail corridor, categorizing them at grade, overpasses and underpasses. However, Metrolinx states in a letter to the Mayor dated June 10, 2020 that they would only entertain the possibility of formal grade separated crossings, which would mean overpasses or underpasses.

Parks staff have prioritized the eight (8) potential locations identifying associated benefits and challenges for discussion purposes and to illustrate that it is not only construction and engineering costs that is required for each crossing. In some cases, land acquisition and easements are necessary to facilitate the crossing. Attachment #1 provides a location map of the potential rail crossings and Attachment #2 prioritizes the areas.

Future capital costs associated with underpass construction will be significant due to Metrolinx track expansion of the Barrie GO rail corridor

The Trails Master Plan was completed in 2011 and incorporates an appendix with associated cost estimates for trail construction including, bridge, underpasses, etc.

Below grade railway crossings are described as 3 metre wide, unlit culvert style, approximately 10 metres long for a single elevated rail track with an associated cost estimate of \$500,000 - \$750,000. It should be noted that this estimate is from 2010,

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Report No. PDS20-055

based on similar southern Ontario projects and does not include property acquisition, utility relocations or major roadside drainage works.

Metrolinx is now planning for the expansion of the Barrie GO rail corridor to facilitate a double rail line to accommodate future growth in ridership. This double track construction is anticipated to potentially require 30 metres for the underpass. Based on the 2010 estimate within the Trails Master Plan an underpass of this length would require approximately \$2.8 million of funding in 2020. Additional costs for trail construction to connect to the underpass would need consideration.

Staff inquired with Metrolinx regarding recent cost estimates for construction of pedestrian underpass crossings of rail lines; however, they have not provided any data to date.

For the purposes of discussion staff have provided the following examples of underpass construction costs on roads:

1. Two (2) pedestrian underpasses are currently being constructed on Leslie Street in a 50% cost share partnership with the Region of York. Without the cost share, the construction for one (1) is \$1 million based on a 2016 tender pricing. Length of these underpasses are 35 – 40 meters. While the construction specification is potentially different, it is a current underpass installation cost; and,
2. A feasibility study undertaken through Parks, relating to the crossing of Wellington St E between John West Way and Bayview Ave in 2017-18. The study provided a preliminary estimated cost of \$3.3 million for a concrete underpass, 5 metre wide and 50 metres long, under the 4-lane road. In addition, an overpass option was presented with an estimated value of 10.3 million. Information was presented to the Trails and Active Transportation Committee in June 2018. A recommendation not to proceed with the project was adopted through the minutes by Council.

Based on the above underpass costs funding for project could be +/- \$3,000,000 capital costs to the Town in the future, not inclusive of trail costs.

The Town will need to complete an Environmental Assessment (EA) for the proposed crossings and a detailed design for the preferred alternative prior to construction

In addition to the estimated construction cost, the Town will need to retain a qualified engineering consulting firm to complete an Environmental Assessment following the EA process for the proposed crossings and a detailed design for the preferred alternative. The cost is estimated at \$200,000 per crossing or \$1.6 million for all eight (8) crossings.

Pedestrian road crossings also identified in Trails Master Plan require prioritization for capital planning and future funding.

Within the TMP a number of road crossings are also identified for pedestrian crossings. Many of these are long-term objectives and involve Regional roads. It is important that these crossings are prioritized for capital planning and funding, as costs will be significant and affect reserve health.

Staff will prepare a report identifying the crossings for Council consideration in 2021.

Advisory Committee Review

Staff Report No. CAC20-004 was previously scheduled to present at the Community Advisory Committee meeting on September 17, 2020. However, this item has been deferred to the next Community Advisory Committee meeting on November 19, 2020 due to insufficient meeting time. However, staff have decided to advance the report to General Committee on October 6 as it presents for information purposes the potential cost for each pedestrian crossing of the Barrie GO rail corridor identified in the Trails Master Plan.

Legal Considerations

The Town is required to obtain permission from Metrolinx in order to implement any infrastructure crossing the Barrie GO rail corridor. Generally, such arrangements with Metrolinx entail an agreement that would place all the responsibility for the crossing and liability on the Town during the time of construction and its lifetime. If the Town requires any additional privately owned land in order to construct a crossing, land purchases would be negotiated with the property owners, or otherwise acquired through an expropriation process. If land is to be acquired from commercial owners, it should be noted that any potential business losses may have to be compensated in order to acquire/expropriate such land. Any agreements with Metrolinx and land acquisitions will have to be dealt with before any construction can be commenced.

Financial Implications

The total estimated cost to construct all 8 crossings is \$28.7 million for Option 1 (overpass at Cousins Drive) and \$32.4 million for Option 2 (underpass at Cousins Drive). Both of these cost estimates exclude any potential land acquisition costs. Details are provided in Table 2.

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Report No. PDS20-055

Table 2: Estimated Total Cost (EA Study and Detailed Design plus Construction Cost)

Pedestrian Crossing Locations	EA and Detailed Design Estimate	Construction Cost Estimate	Total Cost
Cousins Drive	+/- \$200,000	Option 1: +/- \$5,000,000 Option 2: +/- \$8,700,000	Option 1: +/- \$5,200,000 Option 2: +/- \$8,900,000
BG Properties (Cattle Crawl)	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
Henderson Drive	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
Jack Woods House Open Space	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
Ontario Heritage Trust -Smith Property	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
St. Andrews Golf Course	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
Walton Drive	+/- \$200,000	+/- \$2,850,000	+/- \$3,050,000
St. John's Side Road	+/- \$200,000	+/- \$5,000,000	+/- \$5,200,000
Total Cost (EA and Detailed Design plus Construction Cost)			Option 1: +/- \$28,700,000 Option 2: +/- \$32,400,000

Minimal funding is currently available for this planned work as per the Town's current DC Study. Subject to historical service level and benefit to existing Town user constraints, the Town would be able to recover more of these costs through its next DC Study which is scheduled for 2023. The funding for the remainder of these requirements would need to come from alternative sources such as the Growth & New Reserve which at present are under considerable competing pressures. The only funding source available at this time is the property tax base.

Communications Considerations

The Town of Aurora will use 'Inform' as the level of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are:

Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform, this report will be posted to the Town's website.

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 identifying potential solutions to improve movement and safety at key intersections in the community.

Alternative(s) to the Recommendation

1. That Council provide direction.

Conclusions

Based on the letter received from Metrolinx, level crossing at Cousins Drive will not be permitted and only grade separated crossings can be considered. There are two options for grade separated crossings consisting of an overpass or an underpass. The estimated construction cost for a grade separated pedestrian crossing at Cousins Drive is \$5 million (excluding any land acquisition cost which will be determined during detailed design stage) for overpass and \$8.7 million for an underpass.

In addition to construction costs, the Town will require to retain a qualified external engineering consulting firm to complete an Environmental Assessment and a detailed design for the preferred alternative. The estimated cost is \$200,000 per crossing or \$1,600,000 for all eight (8) crossings.

The list of potential crossings from the Trails Master Plan identifies both the benefits and challenges for consideration, with the challenges being significant in some cases, as it involves land acquisition and considerable engineering to implement the crossing. A number of factors and unknowns exist with each location that may affect the practicality of all the potential crossings, which can only be identified as part of detailed design.

October 6, 2020

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Report No. PDS20-055

Attachments

Attachment #1 – Map of Potential Railway Crossings per Trails Master Plan

Attachment #2 - Rail Crossing Priorities

Attachment #3 – Metrolinx May 13, 2020 Letter

Previous Reports

General Committee Report No. IES13-033, dated May 21, 2013;

Memo to Trails and Active Transportation Committee, dated May 17, 2013; and,

Community Advisory Committee Report No. CAC20-004, dated September 17, 2020.

Pre-submission Review

Agenda Management Team review on September 17, 2020

Approvals

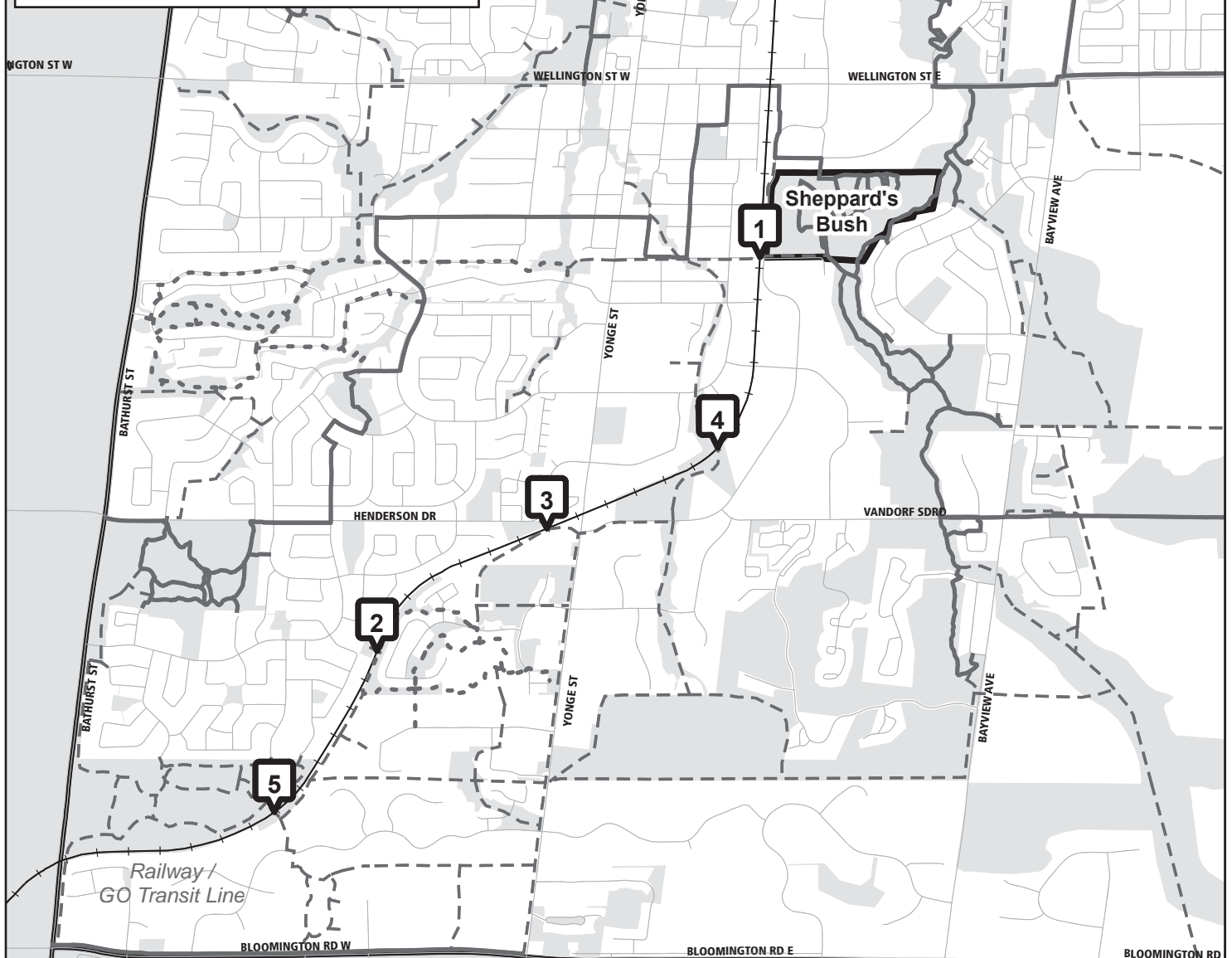
Approved by David Waters, Director, Planning and Development Services

Approved by Allan D. Downey, Director, Operational Services

Approved by Doug Nadorozny, Chief Administrative Officer

PROPOSED TRAILS RAILWAY CROSSINGS

- 1 Cousins Drive Grade Separated Crossing
- 2 BG Properties Underpass (Cattlecrawl)
- 3 Henderson Drive Grade Separated Crossing
- 4 Jack Wood House Open Space At-Grade Crossing
- 5 Smith Property At-Grade Crossing
- 6 St. Andrews Golf Course Underpass
- 7 Walton - Industrial Parkway Grade Separated
- 8 St. John's Sideroad Grade Separated Crossing



PROPOSED TRAILS RAILWAY CROSSINGS

- Trails Master Plan - Proposed Trail
- - - Proposed Trail
- Existing Trail
- Environmental Protection & Open Spaces



Rail Crossing Priorities

Priority Rating	Location	Benefits	Challenges	*Construction Cost Estimate
1	Cousins Drive	<ul style="list-style-type: none"> Central East/West crossing Access to extensive system of trails Access to sports amenities at Sheppard's Bush 	<ul style="list-style-type: none"> Underpass needs to pass below a double rail line and two (2) lane road Engineering and Feasibility Study required significant unknown costs 	<ul style="list-style-type: none"> +/- \$5,000,000 to +/- \$8,700,000
2	BG Properties (Cattle Crawl)	<ul style="list-style-type: none"> Access to Yonge Street and transit from west Aurora Access to schools on west side of rail grading works on BG lands by developer allow for future connection trail access 	<ul style="list-style-type: none"> Currently closed underpass; however, Feasibility and Engineering Study required as to viability significant unknown costs 	<ul style="list-style-type: none"> +/- \$2,850,000
3	Henderson Drive	<ul style="list-style-type: none"> access to BG lands and future trail, pet cemetery access Close to retail/Yonge St transit connects BG to Henderson and west side of rail 	<ul style="list-style-type: none"> Close to Cattle Crawl (two (2) crossings in close proximity) 	<ul style="list-style-type: none"> +/- \$2,850,000
4	Jack Woods House Open Space	<ul style="list-style-type: none"> Access to Hallmark Lands and Community Garden, Highland Field would provide connection to proposed trail through Jack Woods Park identified in TMP. 	<ul style="list-style-type: none"> Community support not favorable for trail through Jack Woods Park (JWP); however, crossing not necessarily contingent on JWP trail but certainly justified 	<ul style="list-style-type: none"> +/- \$2,850,000
5	Ontario Heritage Trust (OHT) - Smith	<ul style="list-style-type: none"> Southern most East/West crossing connection to two (2) high schools 	<ul style="list-style-type: none"> property acquisition or easement through residential easement across OHT lands 	<ul style="list-style-type: none"> +/- \$2,850,000

Priority Rating	Location	Benefits	Challenges	*Construction Cost Estimate
	Property		<ul style="list-style-type: none"> easement across Infrastructure Ontario lands 	
6	St. Andrews Golf Course	<ul style="list-style-type: none"> Northern most E/W crossing, on Newmarket border 	<ul style="list-style-type: none"> Currently open creek underpass, however, Feasibility and Engineering Study required as to viability requirement of easement of land and re-development Newmarket would need to construct trail to connect 	<ul style="list-style-type: none"> +/- \$2,850,000
7	Walton Drive	<ul style="list-style-type: none"> access to trails/Lambert Willson Park and Aurora Family Leisure Complex 	<ul style="list-style-type: none"> Requires land assessment and acquisition of residential property Acquisition or easement across industrial owned lands 	<ul style="list-style-type: none"> +/- \$2,850,000
8	St. John's Side Road	<ul style="list-style-type: none"> St. John's crossing would qualify for Regional partnership <p><i>*Currently traffic lights/ crosswalks/sidewalks to access of trails on either side of St. John's</i></p>	<ul style="list-style-type: none"> Requires crossing of both St Johns and Industrial Parkway. Montessori School involvement EP land restrictions significant unknown costs due to two (2) crossings 	<ul style="list-style-type: none"> +/- \$5,000,000

* Cost estimate (with the exception of Cousins Drive and St. John's Sideroad) was provided by Metrolinx.

All of the crossings will require Engineering Feasibility and Environmental Assessment studies to determine associated costs and viability.



Office of the President & Chief Executive Officer

Phil Verster

Phil.Verster@metrolinx.com

(416) 202-5908

June 10, 2020

His Worship Tom Mrakas
Office of the Mayor
100 John West Way, Box 1000
Aurora, ON L4G 6J1

Dear Mayor Mrakas,

RE: Cousins Drive Crossing

Thank you for your letter dated May 13, 2020 regarding a new crossing at Cousins Drive, which is approximately mile 29.48 on the Newmarket Subdivision. I appreciate the opportunity to respond.

As I shared at our meeting at the beginning of this year, we remain committed to collaborating with the Town of Aurora to deliver exceptional transit in the region.

As you noted, safety is critical to everything we do. Nothing we plan or do can compromise safety. Our tracks and infrastructure are inspected twice-weekly per Transport Canada regulations for any signs of degradation or trespassing.

From our regular inspections, observations and safety reporting, we have not noted any trespass incidents since September 2019 and no near-miss incidents with trains and pedestrians.

To stop previous misuse, we installed expanded metal mesh over the chain link fencing from Aurora GO Station all the way down Cousins Drive. The reinforced fence remains in good condition. It has not been breached (see photo).



Reinforced Chain Link Fence down Cousins Drive as of June 3, 2020

In addition to the regulatory requirements, we take a risk-based approach to public and passenger safety. We regularly deploy members of our Transit Safety team to monitor this location for trespassing and/or vandalism. They will continue to coordinate with your local law enforcement as needed.

However, it is imperative to note that the solution to this challenge is not more fences or more patrols; it lies in a discussion about alternative access possibilities for pedestrians.

While our teams are available to continue earlier discussions about safety measures that would need to be in place to explore alternative access, we are not prepared to discuss the reopening of the level crossing. Instead, we would be open to exploring an infrastructure solution that is not at-grade (e.g., a grade-separated overpass or underpass).

As we increase service levels along the corridor as a part of our GO Expansion program, we are increasing safety by enhancing the level of warning protection at current grade crossings and exploring options for grade-separated crossings. We are also closing many level crossings where it is pragmatic to do so.

To discuss the risk assessment process at the site and to explore the potential for a new grade-separated pedestrian crossing, please contact Rajesh Khetarpal, Director, Stakeholder Relations at Rajesh.Khetarpal@metrolinx.com or 416-202-3806.

Again, I look forward to furthering our collaborative efforts.

Sincerely,

A handwritten signature in black ink, appearing to be 'Phil Verster', with a stylized, looped initial 'P' and a checkmark-like flourish at the end.

Phil Verster
President & CEO

cc. Honourable Christine Elliott, MPP (Newmarket-Aurora), Deputy Premier and Minister of Health and Long-Term Care
Michael Parsa, MPP (Aurora-Oak Ridges-Richmond Hill)