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Town of Aurora  
**Committee of the Whole Report**  
No. OPS25-001

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**Subject:** Approval of Capital Budget No. AM0342 – Town Parking Lot Maintenance

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

**Department:** Operational Services

**Date:** January 14, 2025

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## Recommendation

1. That Report No. OPS25-001 be received; and
2. That the condition on the approval of and budget authority for Capital Project No. AM0342 – Town Parking Lot Maintenance in the amount of \$250,000 be lifted, resulting in total approved budget authority of \$550,000, and the project proceed, be approved.

## Executive Summary

The purpose of this report is to provide Council with further information relating to the conditionally approved 2025 Capital Budget project No. AM0342 for Town Parking Lot Maintenance, detailing recommendations, targeted years and associated financial requirements as per the 2021 Municipal Parking Lot Infrastructure Assessment undertaken by the Engineering Division:

- A comprehensive parking lot infrastructure assessment was undertaken in 2021 through the Engineering Division to gauge maintenance and repair requirements.
- Parking Lot infrastructure requires both ongoing maintenance/repair and capital renewal resulting in a shared responsibility between Roads and Engineering Divisions.

- Project will deliver significant benefits to the community, both in terms of enhanced safety, increased accessibility and long-term sustainability.
- Significant maintenance works completed in 2024 construction season, with remaining maintenance of parking lots as per the infrastructure study recommendations planned over next three years, within the 10-year Capital Plan.

## **Background**

**A comprehensive parking lot infrastructure assessment was undertaken in 2021 through the Engineering Division to gauge maintenance and repair requirements.**

In 2021, Council approved the Municipal Parking Lot Infrastructure Assessment across all 26 Town-owned parking lots. This project provided maintenance and repair recommendations for each parking lot based on a comprehensive condition assessment conducted by a consultant. The findings highlighted significant deficiencies in the condition, accessibility, safety, and environmental performance of these assets. Addressing these issues would ensure the Town's parking lots are safer, more functional, and better aligned with modern accessibility standards, while also extending the lifespan of the infrastructure until full reconstruction can be scheduled. Below are the key findings:

### **1. Condition Assessment**

Each parking lot was evaluated using a modified Pavement Condition Index (PCI) scale ranging from 0-100, which helped assess the severity of pavement and structural issues. Many of the parking lots were found to be in poor condition, with PCI scores indicating that immediate repairs would be needed to address severe pavement deterioration, structural cracks, and unsafe conditions. These issues pose significant risks to both vehicular and pedestrian safety, making it imperative that timely repairs be made to prevent further degradation and reduce repair costs in the future.

### **2. Accessibility and Safety**

Several parking lots were found to have poor-quality pavement markings, deteriorated curbs, and inadequate accessibility features, particularly in lots constructed before the Accessibility for Ontarians with Disabilities Act (AODA). These deficiencies impact the safety and convenience of users, especially those with mobility challenges. The consultant recommended several improvements, including widening accessible parking spaces to meet AODA standards, adding tactile indicators to guide visually impaired

pedestrians, and enhancing pedestrian and vehicular circulation to improve overall safety. These upgrades ensure the parking lots are fully accessible and provide a safer experience for all users.

### **3. Environmental Standards**

Environmental concerns were also identified, particularly in terms of stormwater management. Many parking lots were found to have insufficient stormwater systems, with inadequate grading and sediment controls leading to potential flooding and water pollution. To address these issues, the consultant proposed design improvements, including the installation of oil grit separators, bioswales, and improved stormwater collection systems. These upgrades will help mitigate environmental impacts by improving water quality, reducing runoff, and supporting sustainable management of stormwater.

### **4. Stakeholder Feedback**

Community and stakeholder feedback further highlighted key concerns regarding parking deficits, inefficient traffic flow, and the need for better pedestrian connectivity. Many residents expressed frustration with the lack of accessible and functional parking spaces, and concerns were raised about the challenges of navigating parking lots, particularly during peak times. The proposed repairs and improvements, based on both the consultant's recommendations and stakeholder input, aim to address these concerns by optimizing the use of available space, improving traffic circulation, and enhancing pedestrian access to and within the parking lots.

**Parking Lot infrastructure requires both ongoing maintenance/repair and capital renewal resulting in a shared responsibility between Roads and Engineering Divisions.**

The Roads and Engineering Divisions each play a crucial role in ensuring these assets are maintained and are safe for public use.

The Roads Division is tasked with the ongoing, day-to-day maintenance of infrastructure including necessary repairs and regular upkeep to components such as asphalt (including crack sealing and pothole repairs), concrete sidewalks and curb repairs, pavement markings, signage, stormwater management systems, retaining walls, street lighting, and railings. These activities are essential in keeping the parking lots operational and safe on a short-term basis, but they do not address the broader, long-term need for complete infrastructure renewal.

The Engineering Division is responsible for planning and budgeting larger capital projects that address the full reconstruction of the parking lots, involving more extensive work such as repaving, redesigning traffic flow, and replacing aging infrastructure that is beyond repair. Engineering has identified the complete reconstruction of parking lots within their 10-year capital plan, reflecting the long-term strategic need to address these assets holistically. This planning ensures that the Town is prepared to tackle major upgrades when funding becomes available, balancing the need for urgent maintenance with the longer-term vision for comprehensive renewal.

On September 24, 2024, Council approved an updated Asset Management Plan for the Town which was compliant with the final phase requirements of the provincial municipal asset management regulation. This updated Asset Management Plan included the documentation of defined levels of service for all of its capital asset categories, including its parking lot infrastructure, upon which all future asset management decisions are to be based.

## Analysis

**Project will deliver significant benefits to the community, both in terms of enhanced safety, increased accessibility and long-term sustainability.**

One of the key benefits is ensuring that the Town's parking lots are fully compliant with the Accessibility for Ontarians with Disabilities Act (AODA). By upgrading the infrastructure to meet AODA standards (wider parking spaces/curb cuts/tactile plates), these spaces will become more accessible to individuals with disabilities, ensuring equal access for all residents and visitors. This is an essential step in creating a more inclusive and equitable community.

Additionally, investing in the timely repair and maintenance of Town parking lots will reduce the potential for future liability claims. Well-maintained parking lots with properly marked spaces, repaired curbs, and safe pedestrian pathways significantly lower the risk of accidents, slip-and-fall injuries, or vehicle damage. When the parking lots are in a good state of repair, the Town will not only avoid costly legal claims but also build public trust, as residents will have confidence in the safety and functionality of these public spaces. Ultimately, the project objectives will contribute to a safer, more accessible, and resilient community for years to come.

If a parking lot requires overlaying of asphalt staff will look at overall parking lots space allotment and opportunity for improvements in the layout. There may be potential to add

additional regular parking bays and/or additional accessible bays, maximizing lot capacity to its fullest.

The proposed capital project represents a necessary step in addressing the current deficiencies in the Town's parking lots, which have been in a poor state for a lengthy period. By approving this project, Council would be taking a proactive approach to municipal asset management. Improving both the safety and functionality of these essential public spaces, supports Operations in their critical role of maintaining and ensuring the continued use of the lots until the full reconstruction work is implemented.

**Significant maintenance works completed in 2024 construction season, with remaining maintenance of parking lots as per the infrastructure study recommendations planned over next three years, within the 10-year Capital Plan.**

The following charts illustrate the parking lot maintenance works completed in 2024 and the planned works for 2025 and 2026 which focus on both high-priority repairs and preventive maintenance to extend the lifecycle of parking lots across the Town.

### 2024 (Works Completed)

LOCATION	SCOPE OF WORK
Temperance Street Parking Lot	<ul style="list-style-type: none"> <li>• Mill and overlay of 756m<sup>2</sup> of asphalt area</li> <li>• Two Catch basin adjustments.</li> <li>• Remove and replace 25.5m of curbs.</li> <li>• New pavement markings.</li> </ul>
John Graves Simcoe Armoury (Former Hydro Building)	<ul style="list-style-type: none"> <li>• Remove and replace 70.2m<sup>2</sup> of concrete sidewalk.</li> <li>• Remove and replace 98.6m of barrier curb.</li> <li>• Remove and Replace 6.81m<sup>2</sup> of concrete ramp for AODA compliance.</li> <li>• Remove and replace 23.5m<sup>2</sup> of interlock.</li> <li>• Mill and Overlay 1,492m<sup>2</sup> of asphalt.</li> <li>• Install two tactile plates for AODA compliance.</li> <li>• Adjust one catch basin.</li> </ul>
Joint Operations Centre (JOC)	<ul style="list-style-type: none"> <li>• Remove and Replace 40m<sup>2</sup> of Concrete Sidewalk.</li> <li>• Remove and Replace 7m of curb.</li> <li>• Adjustment of 12m of interlock pavers.</li> <li>• Adjustment of four catch basins.</li> <li>• Mill and overlay of 531m<sup>2</sup> of asphalt.</li> </ul>
John West Way (Town Hall)	<ul style="list-style-type: none"> <li>• Remove and Replace 35m<sup>2</sup> of concrete sidewalk.</li> </ul>

	<ul style="list-style-type: none"> <li>Remove and Replace 17m of barrier curb and gutter.</li> </ul>
1400 Wellington Street East (SARC)	<ul style="list-style-type: none"> <li>Adjustment of one catch basin.</li> <li>Repair of one sinkhole in Northeast end of parking lot.</li> </ul>

**2025**

LOCATION	SCOPE OF WORK
Factory Theatre Parking Lot	<ul style="list-style-type: none"> <li>Perform a mill and overlay to restore surface functionality.</li> <li>Localized patching of the entranceway, approximately 42m<sup>2</sup>.</li> <li>Complete crack sealing with localized patching of approximately 175m.</li> <li>Adjust the sanitary maintenance hole, which is currently raised.</li> <li>Re-align 50 precast concrete curbs to improve the lot's overall safety and usability.</li> </ul> <p><b>Objective:</b> Address significant pavement deterioration and accessibility challenges while extending the service life of the parking lot.</p>
Summit Park Parking Lot	<ul style="list-style-type: none"> <li>Crack sealing and drainage corrections to prevent water infiltration and ensure proper runoff.</li> <li>Mill and overlay approximately 400m<sup>2</sup> of asphalt, with localized patching to address ponding issues around catch basins and ensure positive drainage.</li> <li>Restriping parking lot lines for improved visibility and usability.</li> </ul> <p><b>Objective:</b> Ensure effective drainage and improve safety for users while addressing surface wear.</p>
Ada Johnson Park Parking Lot	<ul style="list-style-type: none"> <li>Crack sealing and sealcoating to address surface wear and extend the life of the pavement.</li> <li>Perform a mill and overlay for approximately 1,250m<sup>2</sup>, including localized patching.</li> <li>Adjust one sanitary maintenance hole for better integration with the pavement.</li> </ul>

## 2025

LOCATION	SCOPE OF WORK
	<ul style="list-style-type: none"> <li>• Paint two stop bars and install "No Entry/One Way" signage for improved traffic flow.</li> <li>• Install a "No Parking Snow Storage" sign to facilitate winter operations.</li> </ul> <p><b>Objective:</b> Improve the structural and functional performance of the parking lot while addressing traffic management concerns</p>

## 2026

LOCATION	SCOPE OF WORK
McMahon Park Parking Lot	<ul style="list-style-type: none"> <li>• Routine maintenance, including 108m of crack sealing with localized patching to prevent further deterioration.</li> <li>• Remove and replace eight precast concrete curbs to restore edge stability.</li> <li>• Install "Yield" signage at Fleury Street south of the parking lot for improved traffic control.</li> <li>• Adjust one catch basin to ensure effective stormwater capture.</li> </ul> <p><b>Objective:</b> Perform preventive maintenance to extend the life of the parking lot and improve safety features.</p>
Aurora Community Centre Parking Lot	<ul style="list-style-type: none"> <li>• Preventive maintenance, including surface sealing and minor repairs to protect the pavement from weathering.</li> <li>• Re-grade 335m<sup>2</sup> of permeable paving in the parking lot to address uneven surfaces.</li> <li>• Remove and replace 53m of concrete curb for enhanced durability and aesthetics.</li> </ul>

**2026**

LOCATION	SCOPE OF WORK
	<ul style="list-style-type: none"> <li>• Install "One Way" signage along the rear laneway to improve traffic flow.</li> </ul> <p><b>Objective:</b> Ensure the long-term usability of the parking lot while addressing minor wear and traffic concerns.</p>
Confederation Park Parking Lot	<ul style="list-style-type: none"> <li>• Routine preventive maintenance, including 34m of crack sealing with localized patching.</li> <li>• Remove and replace 29 precast concrete curbs and 40m of concrete curbs.</li> <li>• Remove and replace 28m<sup>2</sup> of existing asphalt with base repair at the parking lot entrance.</li> <li>• Overlay 62m<sup>2</sup> of asphalt with localized patching.</li> <li>• Remove an existing 64m chain-link fence in poor condition and replace it with a new chain-link fence of the same length.</li> <li>• Remove and replace 13m<sup>2</sup> of concrete sidewalks for improved accessibility.</li> </ul> <p><b>Objective:</b> Maintain the lot's structural integrity and improve safety features while addressing minor deficiencies.</p>

**Advisory Committee Review**

Not Applicable.

**Legal Considerations**

The Town is responsible for ensuring proper maintenance and safety of its parking lots. If the parking lots fall into a condition of disrepair or poor maintenance, it will lead to a



higher risk of injury, accidents and damages, which may result in an increase in claims. An increase in claims would likely negatively impact the Town's insurance costs.

## **Financial Implications**

Prior to the 2025 -2026 Budget process, a total of \$300,000 in budget authority has been approved for Project No. AM0342 – Town Parking Lot Maintenance, with all funding coming from the Facility Asset Management reserve.

The adopted 2025 capital budget includes a further \$250,000 in budget authority for this project resulting in a total revised budget authority of \$550,000. This additional amount is funded fully from the Facility Asset Management reserve as well.

Staff recommend that Council lift the condition on Project No. AM0342 – Town Parking Lot Maintenance and allow this project to proceed.

## **Communications Considerations**

The Town will inform residents in particular those expected to be impacted, in advance of the maintenance works planned via signage, social media, and advertisements.

## **Climate Change Considerations**

The recommendations have a minor impact on greenhouse gas emissions but play an important roll mitigating the impacts of a changing climate, from air quality, stormwater management to counteracting the effects of the heat island.

## **Link to Strategic Plan**

This project supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for all by improving transportation, mobility, and connectivity. This project maintains a well-managed and fiscally responsible Municipality.

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

1. Council could defer Capital Project No. AM0342 funding request. The current back log of deficiencies identified will remain in poor condition and continue to deteriorate which would increase future costs.

## Conclusions

Lifting the conditional approval and fully approving this capital project will allow Operational Services to proceed with essential maintenance across the 26 Town-owned parking lots, as assessed in 2021. The consultant's findings clearly demonstrate that immediate action is required to address critical issues, including pavement deterioration, accessibility barriers, safety hazards, and environmental concerns. By approving this project, Council will not only ensure that these parking lots are maintained to a safe and functional standard, but will also extend their lifespan, reducing the likelihood of more expensive repairs in the future. Furthermore, addressing the identified concerns will significantly improve the parking experience for residents and visitors, enhance compliance with AODA, mitigate liability risks, and support the Town's environmental sustainability goals.

The timely approval of this project is a proactive, cost-effective step that will benefit the community in the short-and long-term. It is an investment in safety, accessibility, and the continued efficient operation of the Town's public infrastructure.

## Attachments

None.

## Previous Reports

None.

## Pre-submission Review

Agenda Management Team review on December 12, 2024

## Approvals

Approved by Sara Tienkamp, Director, Operational Services

Approved by Doug Nadorozny, Chief Administrative Officer