

The Corporation of the Town of Ajax  
**GENERAL GOVERNMENT COMMITTEE**



Monday, June 13, 2016

**Open Meeting at 1:30 p.m.**

**In-Camera to follow immediately after open session**

River Plate Room, Town Hall

65 Harwood Avenue South

Confirmed by: 

## **AGENDA**

**Alternative formats available upon request by contacting:**

[accessibility@ajax.ca](mailto:accessibility@ajax.ca) or 905-619-2529 ext. 3347

Anything in **blue** denotes an attachment/link. By clicking the links on the agenda page, you can jump directly to that section of the agenda. To manoeuvre back to the agenda page use the **Ctrl + Home** keys simultaneously **OR** use the "Bookmark" icon to the left of your screen to navigate from one report to the next

**R. Ashby, Chair**  
**M. Crawford, Vice Chair**

### **Open Meeting**

**1. Call To Order**

**2. Disclosure of Pecuniary Interest**

**3. Adoption of In-Camera Minutes – May 9, 2016.....** circulated separately  
• *Any discussion will be held in the In-Camera Session*

**4. Consent Agenda – Considered to be routine, these items may be approved by one motion. Items may be separated and referred to the Discussion Agenda**

- 4.1 **Bank Signing Officers**, S. Strain, Director of Finance/Treasurer..... 4
- 4.2 **Federal Gas Tax Funding – 2015 Expenditures**, S. Strain, Director of Finance/Treasurer / D. Valentim, Senior Financial Analyst ..... 6
- 4.3 **Indexing of Municipal Development Charges**, S. Strain, Director of Finance/Treasurer / D. Valentim, Senior Financial Analyst ..... 12
- 4.4 **2015 Operating Budget Surplus and Net Year End Reserve Allocations**, S. Strain, Director of Finance/Treasurer / S. Serrao, Manager, Budgets & Accounting Services ..... 14
- 4.5 **Contract Award Material Testing, Geotechnical and Environmental Investigation Services**, G. Muller, Interim Director of Planning & Development Services / C. Coleman, Manager of Engineering, Capital Projects ..... 20

- 4.6 **Preliminary Report on a Potential Over-Expenditure – Construction of Pat Bayly Square**, G. Muller, Interim Director of Planning & Development Services / C. Coleman, Manager of Engineering, Capital Projects ..... 23
- 4.7 **National Historic Event Designation for Munitions Plant Operations at Defence Industries Limited**, G. Muller, Interim Director of Planning & Development Services / M. Sawchuck, Senior Planner..... 30
- 4.8 **Contract Award - Transportation Awareness Campaign Update**, G. Muller, Interim Director of Planning & Development Services / H. Ng, Senior Transportation Planner ..... 36
- 4.9 **Contract Award - Williamson Drive Bike Lanes**, G. Muller, Interim Director of Planning & Development Services / H. Ng, Senior Transportation Planner..... 39
- 4.10 **Index Energy / Veridian – District Energy Feasibility Study**, G. Muller, Interim Director of Planning & Development Services / A. Poray, Senior Economic Development Officer ..... 43
- 4.11 **Artist Selection for the Memorial to Women War Workers of Defence Industries Limited**, T. Vaughan-Barrett, Director of Recreation & Culture / R. Gruber, Manager, Community & Cultural Development ..... 47
- 4.12 **Community Energy Plan Funding Securement**, D. Meredith, Director of Operations & Environmental Services / J. Schofield, Sustainability Coordinator..... 50

## 5. Discussion

- 5.1 **Ajax Council Composition and Ward Boundaries Review**, M. de Rond, Director of Legislative & Information Services/Town Clerk ..... 54
- 5.2 **Selby Drive Minor Variance Applications**, M. Crawford, Councillor Ward 1 .....verbal  
*Referred from May 16, 2016 Council Meeting*

## 6. Presentations

- 6.1 **2015 Financial Statements and Audit Report**  
~ S. Stewart, Associate Partner, Deloitte ..... circulated separately
- 6.2 **40<sup>th</sup> Anniversary of the Visit of 8<sup>th</sup> HMS Ajax Frigate Event**, R. Ford, Chief Administrative Officer / R. Wraith, Senior Communications Officer ..... verbal

## 7. Departmental Updates

### In-Camera

## 8. Authority to Hold a Closed Meeting and Related In-Camera Session

- *A proposed or pending acquisition or disposition of land by the Municipality or local Board. [Sec. 239 (2)(c), Municipal Act, 2001, as amended]*
- *A matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board [Sec. 239 (2)(e), Municipal Act, 2001, as amended]*
- *A matter of advice subject to solicitor-client privilege, including communications necessary for that purpose [Sec. 239 (2)(f), Municipal Act, 2001, as amended]*

8.1     **Veridian Update**

8.2     **Easement Agreement with Ramland Limited**

8.3     **Magnum Opus OMB Settlement Proposal**

8.4     **Durham Live OMB Update**

**9.    Adjournment**

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

**PREPARED BY:** Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

**SUBJECT:** Bank Signing Officers

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:**

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### **RECOMMENDATION:**

That the bank signing officers for the Town of Ajax be updated as follows:

#### **Elected Officers**

Steve Parish, Mayor  
Shaun Collier, Regional Councillor  
Colleen Jordan, Regional Councillor

#### **Appointed Officials**

Sheila Strain, Director of Finance/Treasurer  
Sandra Serrao, Manager of Budgets & Accounting Services  
Paul Hewitt, Manager of Purchasing  
Terry Simkin, Manager of Taxation

### **BACKGROUND:**

The bank signing officers are updated after each municipal election (if required) and when an appointed signing officer has left the Town's employ. The signing officers are also reviewed on an annual basis to ensure that we can effectively carry out our banking activities.

### **DISCUSSION:**

All cheques, bank drafts and banking agreements require the signature of one elected official and one appointed official, while all day to day and other administrative banking transactions are authorized by appointed officials and/or designated staff.

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There have been no changes to the positions included in the appointed officials list. The appointed officials list has been updated to reflect the changes to staff who have assumed the appointed official positions. No changes have been made to the elected officers list.

**FINANCIAL IMPLICATIONS:**

N/A

**CONCLUSION:**

This update to the signing officers is required as a result of staff changes and will ensure that the Town's banking activities will continue to be effectively administered.

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Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Sheila Strain, CPA, CGA  
Director of Finance / Treasurer

**PREPARED BY:** Dianne Valentim, CPA, CGA  
Senior Financial Analyst

**SUBJECT:** Federal Gas Tax Funding – 2015 Expenditures

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:**

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### **RECOMMENDATION:**

**That the report on Federal Gas Tax Funding be received for information.**

### **BACKGROUND:**

In December 2011, the passage of Bill C-13 made the Federal Gas Tax fund a permanent annual source of infrastructure funding for Canada's municipalities.

Ontario municipalities utilize this funding for Environmentally Sustainable Municipal Infrastructure (ESMI). EMSI includes projects that improve the quality of the environment and contribute to reduced greenhouse gas emissions, clean water, or clean air and help address a massive, province-wide infrastructure deficit.

A new Amending Federal Gas Tax Agreement came into effect on April 1, 2014 and will be in place for 10 years. The amending agreement increased the number of eligible categories for FGT funding and some of the category restrictions have been removed. The outcomes are now focused on community benefits and not just environmental outputs.

### **DISCUSSION:**

The Town of Ajax receives funding through The Association of Municipalities of Ontario (AMO) who administers the Federal Gas Tax program for all Ontario Municipalities with the exception of the City of Toronto. The 2015 funding to the Town of Ajax was \$3,173,513.35 based on a per capital basis, using 2011 Statistics Canada census. Through the capital budget process, the Town identified and approved the eligible Federal Gas Tax funded capital projects. The Town continues to work closely with AMO to ensure that all projects identified for FGT funding are eligible projects that are incremental to our ongoing capital program.

Over the past few years, minor adjustments to the categorization of some projects has been made for example, projects for bicycle lanes, sidewalks and multi-use trails were originally part of the Public Transit category are now identified under Local Roads and Bridges.

The details of the eligible projects which were continued or started in 2015 are identified in attachment 1.

### FINANCIAL IMPLICATIONS:

To date, the Town has received \$23,483,586.65 in Federal Gas Tax funding, completed 54 capital projects, has 26 active capital accounts and has spent a total of \$18,065,542.22 of these Federal Gas Tax dollars.

The table below identifies the categories and amounts spent in 2015 as well as the total amount of Federal Gas Tax funding spent to date.

Category	2015 Expenditure	Cumulative Expenditures
Capacity Building		\$ 455,019.08
Community Energy Systems	\$ 449,307.82	\$ 8,297,797.61
Local Roads and Bridges	\$ 1,799,420.73	\$ 7,349,708.16
Public Transit	\$ -	\$ 1,527,207.33
Solid Waste	\$ -	\$ 72,575.12
Wastewater	\$ 29,846.73	\$ 363,234.92
<b>Total</b>	<b>\$ 2,278,575.28</b>	<b>\$ 18,065,542.22</b>

The Town strategy through to the 2020 Capita Budget will continue to focus the FGT funding in the areas of

- Road Resurfacing / Reconstruction
- Major Building Maintenance (+\$500,000)
- Stormwater Management Ponds
- Energy Efficiency (e.g.LED)
- Stormwater Quality.

### COMMUNICATION:

Federal Gas Tax annual reporting and a listing of Federal Gas Tax funded projects can be found on the Town of Ajax website. The public can obtain a copy of any Outcome Report by contacting the Town of Ajax Finance Department.

**CONCLUSION:**

The Town will continue to identify Federal Gas Tax eligible projects through the Capital Budget and Long Range Capital Forecast process and follow requirements under the Federal Gas Tax Agreement to ensure that funding continues to flow to the Town of Ajax.

**ATTACHMENTS:**

Attachment #1 – Federal Gas Tax Funding – 2015 Expenditures

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Dianne Valentim, CPA, CGA  
Senior Financial Analyst

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Sheila Strain, CPA, CGA  
Director of Finance / Treasurer



### Attachment #1 - Federal Gas Tax 2015 Expenditures

<i>Project Title</i>	<i>Project Details</i>	<i>Total Project Cost</i>	<i>Cumulative Gas Tax Funds</i>	<i>2015 Gas Tax Funds</i>	<i>Project Status</i>
<b>Community Energy Systems</b>					
<b>ACC Chiller Replacement</b>	ACC Chiller Replacement consists of replacing the current 25 year old chiller with a new chiller. The current chiller will be replaced with an smaller chiller that has very high efficiency rating and will save a large amount of energy used annually to operate this equipment. In addition to the chiller replacement the pumps and motors are being replaced with high efficiency pumps and VFD motors.	\$ 27,856.79	\$ 27,856.79	\$ 27,856.79	ongoing
<b>ACC Pad 1 &amp; 2 Boiler retrofit</b>	The existing low efficiency domestic hot water boilers for pad 1 and 2 at the Ajax Community Centre will be replaced with high efficiency boilers that have a thermal efficiency higher than 96% thus reducing natural gas consumption for these units.	\$ 3,052.80	\$ 3,052.80	\$ 3,052.80	ongoing
<b>St Andrews Boiler/ HVAC Retrofit</b>	The existing boilers and HVAC equipment in the facility are very old and not very efficient. This equipment will be replaced with high efficiency condensing boilers and HVAC equipment. These new boilers will reduce gas consumption in the facility significantly. In addition the pumps for this system will be replaced with higher efficiency units as well.	\$ 16,866.71	\$ 16,866.71	\$ 16,866.71	ongoing
<b>MCC / ACC Lobby Lighting Retrofit</b>	The existing Main Lobby lighting at the Ajax Community Centre and the McLean Community Centre has reached the end of its useful life cycle. The existing lighting is metal halide that is not very efficient. Staff recommend replacement of the existing fixtures with new LED light fixtures that are energy efficient and will provide improved light quality for facility users.	\$ 110,000.00	\$ 19,106.70	\$ 19,106.70	ongoing
<b>Sportfield Relamping</b>	The Town of Ajax lighting study recommends relamping sportsfield lights every ten (10) years. This will improve lighting levels on the sportsfields, improve energy efficiency and reduce maintenance outages. Relamping sportsfields will provide at least a 10% energy savings and have a positive impact on baseball player's overall experience.	\$ 28,000.00	\$ 9,176.72	\$ 9,176.72	ongoing
<b>MCC - Replacement of Heating Boilers &amp; Pool Pumps</b>	MCC Boiler Retrofit consists of the removal of sixteen old boilers in the penthouse, these boilers provide heat to the entire facility as well as heat to the pools. The existing sixteen boilers have a thermal efficiency of 70%. These sixteen boilers are replaced with three new high efficiency modulating condensing boilers with a 10 to 1 turn down ratio that have a thermal efficiency higher than 96%. The pool pumps run constantly and will be replaced with new variable frequency drive pumps.	\$ 290,429.55	\$ 290,429.55	\$ 28,623.91	complete
<b>Fire Station 1 Condensing Unit</b>	Fire Station 1 condenser supplies cool air in the summer to part of the station. This replacement consists of the removal of the old condenser that is very low efficiency and replacement of that unit with a new high efficiency condenser that will provide energy savings.	\$ 400,000.00	\$ 374.21	\$ 0.00	ongoing
<b>Harwood LED Streetlights</b>	The conversion of existing HPS streetlights to LED streetlights.	\$ 413,475.87	\$ 333,475.87	\$ 318,990.34	ongoing

### Attachment #1 - Federal Gas Tax 2015 Expenditures

<i>Project Title</i>	<i>Project Details</i>	<i>Total Project Cost</i>	<i>Cumulative Gas Tax Funds</i>	<i>2015 Gas Tax Funds</i>	<i>Project Status</i>
<b>ACC Pool Boiler Retrofit &amp; Pump Replacement</b>	Ajax Community Centre Boiler Retrofit consists of the removal of two boilers in the pool filter room, one that heats the pool water and one that heats the domestic water. The existing pool boiler has a thermal efficiency of 70% and the existing domestic boiler has a thermal efficiency of 88%. These two boilers are replaced with two new high efficiency condensing boilers with a thermal efficiency of 96%. The two pool pumps at the ACC will also be replaced with new more efficient pumps.	\$ 139,455.14	\$ 139,455.14	\$ 25,633.85	ongoing
<b>Audley Recreation Centre Phase 1</b>	Targeted for LEED Silver Certification. Some of the elements to be incorporated into the building includes: Bicycle Storage, Stormwater Management, Water Efficient Landscaping, Optimize Energy Performance, Energy Recovery Ventilators, Condensing Water Heaters, Occupancy Sensors, Enhanced Glazing, Shade Fins, Solarwall, Solar Hot Water, Green Building Education Plan, Low Mercury Lamps.	\$ 32,500,000.00	\$ 1,942,225.40	\$ 0.00	ongoing
<b>Ajax Operations &amp; Environmental Services Facility</b>	This facility has been designed as a Canada Green Council LEED certified building. LEED credits include - green roof, solar power, solar thermal, geothermal heating and cooling, underground cisterns, as well as high efficiency lighting and control systems. This facility is projected to use 50% of the energy of a conventional building of this type and size would normally use.	\$ 24,302,900.00	\$ 2,667,024.53	\$ 0.00	ongoing
<b>Ajax Fire and Emergency Services Headquarters</b>	This facility has been designed as a Canada Green Council LEED certified building. LEED initiatives at this facility include - green roof, connection of underground cisterns, ground source heat pump, underfloor ventilation & high efficiency lighting & control system. This facility is projected to use 50% of the energy when compared to a conventional building of this type & size.	\$ 13,820,000.00	\$ 1,492,602.33	\$ 0.00	ongoing

#### Local Roads and Bridges

<b>2015 Local Road Resurfacing</b>	This project will involve the resurfacing of several local roads within the Town of Ajax. This work will include curb and sidewalk repairs, mill and overlay of asphalt surfacing, base asphalt repairs. This project will also involve the reconstruction of Monarch Avenue within the Town of Ajax. This work will include curb and sidewalk repairs, replacement of surface and base courses of asphalt and the reinstallation of bike lanes.	\$ 1,244,252.64	\$ 1,244,252.64	\$ 1,244,252.64	complete
<b>Harwood Avenue - Cycling Facilities</b>	New on road bicycle lanes and off road cycle track on Harwood Avenue from Lake Driveway to Westney Road.	\$ 67,472.94	\$ 42,363.45	\$ 42,363.45	ongoing
<b>Carruthers Trail - Alexander's Crossing</b>	Design and construction of a new section of the Carruthers Trail to connect at Kingtson Road and Alexander's Crossing.	\$ 25,000.00	\$ 3,561.60	\$ 3,561.60	ongoing

### Attachment #1 - Federal Gas Tax 2015 Expenditures

<i>Project Title</i>	<i>Project Details</i>	<i>Total Project Cost</i>	<i>Cumulative Gas Tax Funds</i>	<i>2015 Gas Tax Funds</i>	<i>Project Status</i>
<b>Sidewalk/ Trail Infills 2015 &amp; 2016</b>	2015 Construction of new concrete sidewalks on Westney Road from Bayly Street to Monarch Avenue and on Kitney Drive from the ACC to Clements Road. Plus, a new multi-use trail on Harwood Avenue from Morland Cr. to Roots Cr.  2016 Construction of a new concrete sidewalk on Finley Avenue from Westney Road to Bayly Street and a new asphalt multi-use trail on the south side of Rossland Road from Ravenscroft Road to Mullen Park.	\$ 1,050,000.00	\$ 436,219.29	\$ 436,219.29	ongoing
<b>Bicycle Lanes on Town Roads – 2014</b>	Design and implementation of on-road bicycle infrastructure along existing roads to expand the bicycle network as per the recommendations from the Ajax Pedestrian and Bicycle Master Plan 2010. Implementation includes signage, pavement markings and minor curb construction.	\$ 65,000.00	\$ 57,315.27	\$ 26,404.67	complete
<b>2014 Local Road Resurfacing</b>	This project will involve the resurfacing of several local roads within the Town of Ajax. This work will include curb and sidewalk repairs, mill and overlay of asphalt surfacing, base asphalt repairs and the addition of bike lanes on Ontoro Road.	\$ 733,273.81	\$ 710,000.00	\$ 0.00	ongoing
<b>Road Network Improvements - Ajax Downtown</b>	Environmental Assessment (EA) to review and recommend improvements to the road network in the vicinity of the Ajax Plaza and adjacent roads. The Ajax Plaza is a significant portion of the Ajax Downtown and part of the CIP. The plaza has been developed incrementally without a specific plan for vehicle and pedestrian facilities. This has resulted in areas of poor traffic flow and congestion as well as poor connections for pedestrians, in the plaza and on adjacent roads.	\$ 450,000.00	\$ 101,751.78	\$ 41,236.68	ongoing
<b>Bayly Street Cycling Corridor Design</b>	Both the Town's Pedestrian and Bicycle Master Plan and the Region's Cycling Plan identify a bicycle facility along Bayly St. The project will review the most appropriate type and location for cycling facilities from Westney Rd to Salem Rd and prepare design and tender documents for the facilities. Cycling facilities to connect existing multi-use trails.	\$ 150,000.00	\$ 50,316.37	\$ 2,153.05	ongoing
<b>Network Improvement - Kitney Drive</b>	Updated Class Environmental Assessment for road network improvements including the extension of Kitney Drive. Gas Tax will be used for capital costs of improving road network which will lower GHGs	\$ 1,441,049.81	\$ 1,266,438.05	\$ 3,229.35	complete
<b>Wastewater</b>					
<b>Stormwater Retrofit - Rain Gardens &amp; Waterfront Improvements</b>	Detailed design of Roadside Curb Gardens on Lake Driveway from Harwood Avenue to Finley Avenue based on the preferred solutions for the Master Plan Environmental Assessment (EA) for Stormwater Quality Retrofit Study for southwest quadrant of the Town.	\$ 520,000.00	\$ 363,234.92	\$ 29,846.73	ongoing
<b>Total Federal Gas Tax Reserve Fund</b>		<b>77,798,086.06</b>	<b>11,217,100.12</b>	<b>2,278,575.28</b>	

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

**PREPARED BY:** Dianne Valentim, B.Comm, CPA, CGA  
Senior Financial Analyst

**SUBJECT:** Indexing of Municipal Development Charges

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** n/a

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### **RECOMMENDATION:**

**That the report on Indexing of Municipal Development Charges be received for information.**

### **BACKGROUND:**

On September 9<sup>th</sup>, 2013, Council passed Development Charge By-law No 81-2013 under section 12 of the Development Charges Act, 1997.

Section 13 of By-law 81-2013 states: "The development charges referred to in Schedule "B" shall be adjusted annually, without amendment to this by-law, commencing on July 1, 2014, and annually thereafter on July 1, while this by-law is in force, in accordance with the most recent twelve month change in the Statistics Canada Quarterly, "Construction Price Statistics".

### **DISCUSSION:**

The Statistics Canada Non-Residential Building Construction Price Index for the period of March 2015 to March 2016, as released on May 10, 2016 indicates an increase of 1.7%.

The change to the Town of Ajax Development Charges is summarized below:

<b>Town of Ajax Development Charges</b>	<b>Current</b>	<b>Increase</b>	<b>Effective July 1, 2016</b>
<u>Residential</u>			
Single & Semi-detached	\$15,224	\$259	\$15,483
Apts. Two or more bedrooms	\$8,552	\$145	\$8,697
Apts. Less than two bedrooms	\$5,156	\$88	\$5,244
Other Dwellings (eg. Townhouses)	\$11,909	\$202	\$12,111
<u>Non-Residential - per square foot</u>			
Commercial / Institutional / Industrial	\$4.72	\$0.08	\$4.80

Effective July 1, 2016, all Building Permits issued after June 30, 2016 will be subject to the new Development Charge rate.

#### **FINANCIAL IMPLICATIONS:**

The purpose of annual indexing is to reflect the current economic environment and the change in cost of capital projects which are identified in the 2013 DC Background Study.

#### **COMMUNICATION ISSUES:**

Staff will prepare a brochure outlining the upcoming July 1, 2016 indexing of Development Charges, which will be available at the Finance and Planning and Development Departments. A summary of the total Development Charges including the Town, Region and Board of Education portions will be posted on the Town website.

#### **CONCLUSION:**

Residential and Non-Residential Development Charges levied by the Town of Ajax are being indexed by 1.7% in accordance with By-law number 81-2013.

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Dianne Valentim, B.Comm, CPA, CGA  
Senior Financial Analyst

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Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

**PREPARED BY:** Sandy Serrao, CPA, CMA  
Manager, Budgets & Accounting Services

**SUBJECT:** 2015 Operating Budget Surplus and Net Year End Reserve Allocations

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** Financial Sustainability Plan  
February 2, 2015 GGC Report; 2015 Operating Budget  
April 9, 2015 GGC Report; Restructuring and Realignment Plan  
November 5, 2015 GGC Report; 2015 Operating Budget Surplus  
October 8, 2015 GGC Report; Canada 150 Community Infrastructure Program – Doric Masonic Lodge  
December 14, 2015 - 2016 Capital Budget/2017-2020 Long Range Capital Forecast (LRCF)

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### **RECOMMENDATION:**

1. That the report on the 2015 Operating Budget Surplus be received for information.
2. That Council approve the 2015 net year end allocations to Reserves as follows:

<b>Reserve</b>	<b>Allocation</b>
Building Maintenance	\$121,900.00
Capital Contingency	\$498,465.01
Development	\$226,800.00
General Infrastructure	\$224,802.81
Roads Maintenance	\$43,300.00
Strategic Initiatives	\$159,700.00
Vehicle/Equipment Replacement	\$167,100.00
<b>Total</b>	<b>\$1,442,067.82</b>

### **BACKGROUND:**

In September 2015, staff reported on the Operating Budget Forecast which detailed the estimated Operating Budget Surplus based on projections of revenues and expenditures for the year. This report presents the final operating budget surplus, analysis of the difference between forecasted and actual surplus, and net year end reserve allocations as required by the Financial Sustainability Plan.

**DISCUSSION:**

The variance between operating budget forecast and actuals can be summarized as follows:

<b>2015 Operating Budget Surplus Summary</b>			
	Forecast (Surplus) / Deficit	Actual (Surplus) / Deficit	Variance (Surplus) / Deficit
Full and Part Time Wages and Benefits	\$(544,700)	\$(114,400)	\$430,300
Revenues	(408,000)	(698,700)	(290,700)
Expenditures	<u>(587,400)</u>	<u>(764,900)</u>	<u>(177,500)</u>
Operating Budget Forecast Surplus before Extraordinary Items	<b>\$(1,540,100)</b>	<b>\$(1,578,000)</b>	<b>\$(37,900)</b>
Extraordinary Items	<u>287,300</u>	<u>281,300</u>	<u>(6,000)</u>
Net Operating Budget Forecast Surplus	<b>\$(1,252,800)</b>	<b>\$(1,296,700)</b>	<b>\$(43,900)</b>

**Full and Part Time Wages and Benefits**

The variance for forecast to actual was primarily driven by the settlement of the Fire collective agreement. In December 2015 the agreement was ratified for three budget years (2013, 2014, and 2015). Estimates were forecasted lower than actuals.

**Revenues**

There are a few main drivers of the revenue variance, as detailed below:

Parking and POA revenues – (\$174,100)

- Net increase in parking ticket revenues with added staff resources, new subdivisions and follow up on complaints received
- POA forecast was held at budget based on the Region's predictions of lower POA revenues due to change in related costs. However, there was no impact for 2015.

Recreation Programs and Rentals – (\$157,300)

- Higher program registration due to scheduling adjustments which accommodated waitlisted classes and cancellation of classes with lower registration.
- Additional permits from church groups and private rentals
- Increased ice rentals for the Ajax Minor Hockey Association early bird tournament
- Summer Job Services grant received but not forecasted as the province's funding formula was unknown at the time of the forecast

Other Revenues – (\$98,900)

- Various small revenues/recoveries including user fees for MTO callouts and the Pickering Dispatch Agreement

**Expenditures****Tax Adjustments – (\$77,000)**

- Tax adjustments cannot be accurately budgeted or forecasted. They are subject to factors beyond the Town's control including the timing of MPAC appeals, amount of settlements, volumes, etc.

**Other Costs – (\$100,500)**

- Variance to insurance claims – forecast based on actuarial estimates – (\$46,000)
- Renewals to software service contracts completed post forecast – (\$49,600)
- Offsetting small individual expenditures/savings which cumulatively result in net expenditures surplus

**Reserve Allocations****Supplementary Tax Revenues**

In accordance with the Financial Sustainability Plan, any surplus over budgeted supplementary tax revenues is allocated to the Post Growth Capital Reserve. This allocation was completed, based on the approved FSP policy, and was calculated as:

Supplementary Taxes	
2015 Budget	\$(425,000.00)
2015 Actual	<u>(967,968.46)</u>
Surplus transferred to Post Growth Capital Reserve	<u>\$(542,968.46)</u>

**Investment Income**

In accordance with the Financial Sustainability Plan, any investment income above \$981,100 (2015 budget amount) is allocated to Discretionary Capital Reserves. This allocation was completed and calculated on a basis consistent with the 2015 approved budget reserve allocations as follows:

Investment Income	
2015 Budget	\$(981,100.00)
2015 Actual	<u>(1,369,352.99)</u>
Surplus transferred Discretionary Reserves	<u>\$(388,252.99)</u>

Reserve	Allocation
Building Maintenance	\$47,958.43
Development	69,263.14
General Infrastructure	59,631.39
Roads Maintenance	72,095.34
Post Growth	5,646.03
Strategic Initiatives	27,392.81
Vehicle/Equipment Replacement	<u>106,265.85</u>
Total	<u>\$388,252.99</u>



## Net Year End Reserve Allocations

There are a number of components which made up the net year end reserve allocations:

### *Stabilization Reserve*

The Financial Sustainability Plan (FSP) requires that the annual Operating Budget Surplus first be allocated to the Stabilization Reserve to increase the reserve to its target balance. The target balance is 5% of the prior year's Net Revenues (as per the Financial Information Return) but shall not be reduced if the Net Revenues decrease on a year over year basis. In 2015, there was a decrease in the prior year's net revenues so no allocation was required to the Stabilization Reserve

### *Capital Contingency Reserve*

The Operating Budget Surplus is then used to top up the Capital Contingency Reserve, if needed, to the target balance of \$2.5M. There was a transfer of \$63,665.01 to fund this reserve to its target balance.

The restoration of the Doric Pickering Masonic Lodge included anticipated funding from the Canada 150 Community Infrastructure program. The Town was awarded 50% of the applied for grant. The October 8, 2015 Doric Pickering Masonic Lodge – Restoration GGC report, identified the requirement for \$434,800 to offset the portion of the grant not approved and identified the funding to be allocated from the Capital Contingency Reserve. Staff are recommending prefunding the reserve through the net year end reserve allocations.

Capital Contingency Reserve	
Balance, January 1, 2015	\$2,590,647.86
2015 Net Transfers to Capital	(154,312.87)
<b>Balance before reserve allocation/top up</b>	<b>\$2,436,334.99</b>
Allocation to Capital Contingency Reserve to top up to \$2.5M target balance	63,665.01
<b>Balance after top up</b>	<b>\$2,500,000.00</b>
Allocation to Capital Contingency Reserve for Doric Masonic Lodge 2016 Capital Project #980611	434,800.00
<b>Balance, December 31, 2015</b>	<b>\$2,934,800.00</b>

### *Payment in Lieu Tax Revenue*

Any tax revenue surplus is transferred to reserves in the same manner as the Operating Budget Surplus. In 2015, The GO parking facility and Canada Post resulted in surplus Payment in Lieu tax revenue.

### *Net Year End Reserve Allocations*

The resulting calculation of the 2015 net year end reserve allocations is as follows:

Source	Amount
Operating Budget Surplus	\$(1,296,713.94)
Allocation to Stabilization Reserve, not required	0
Payment in Lieu Surplus	(145,353.88)
<b>Net Year End Reserve Allocations</b>	<b>\$(1,442,067.82)</b>

In accordance with the FSP, the allocation net year end reserve allocations are recommended for Council's approval as identified by the Director of Finance/Treasurer. The recommended allocations are intended to strengthen reserves and fund the spending caps exceeded in the 2016 capital budget and are made up as follows:

- The funding approval of the 2016 Capital Budget exceeding spending caps for six reserves in the amount of \$817,000.00 in 2016
- Prefund Capital Contingency Reserve to cover the grant shortfall for the Doric Masonic Lodge Restoration of \$434,800
- Top up of Capital Contingency Reserve to target balance of \$2.5 million (\$63,665.01)
- Balance of \$126,602.81 was allocated to General Infrastructure

Building Maintenance	\$121,900.00
Capital Contingency	\$498,465.01
Development	226,800.00
General Infrastructure	224,802.81
Roads Maintenance	43,300.00
Strategic Initiatives	159,700.00
Vehicle/Equipment Replacement	<u>167,100.00</u>
Total	<u>\$1,442,067.82</u>

## FINANCIAL IMPLICATIONS:

As detailed in Attachment 1, the goals and objectives of the Financial Sustainability Plan are met with the sustainable funding and increasing balances of the Town's discretionary reserves.

## CONCLUSION:

This report provides the final 2015 operating budget surplus, variance analysis, and the 2015 net year end reserve allocations based on the recommendations of the Director of Finance/Treasurer.

## ATT. 1 – Discretionary Reserve Balances, December 31, 2015

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Sandy Serrao, CPA, CMA  
Manager, Budgets & Accounting Services

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Sheila Strain, CPA, CGA  
Director of Finance/Treasurer

**Discretionary Reserve Balance, December 31, 2015**

	Balance, January 1, 2015	Budget Allocation	Veridian Revenue	Slots at Ajax Downs Revenue	Interest Income	Transfers to/from Capital	Other	2015 Net reserve allocation	Balance, December 31, 2015	Net increase/decrease for the year
Building Maintenance	10,195,723	443,200	542,186	690,324	47,958	(3,075,359)	2,000	121,900	8,967,933	(1,227,790)
Capital Contingency	2,590,648					(154,313)		498,465	2,934,800	344,152
Debt Reduction (Slots)	6,276,700			1,725,810		(10,429)	(411,875)		7,580,206	1,303,506
Development	14,877,708	200,000	542,186	1,725,810	69,263	(1,067,842)		226,800	16,573,925	1,696,217
General Infrastructure	5,945,311	830,200	406,640	690,324	59,631	(1,044,833)	100,393	224,803	7,212,469	1,267,158
Post Growth Capital	7,807,417	150,800			5,646		542,938		8,506,801	699,384
Roads Maintenance	5,102,975	1,163,100	406,640	690,324	72,095	(1,241,559)		43,300	6,236,875	1,133,900
Stabilization	4,859,565						(95,242)		4,764,323	(95,242)
Strategic Initiatives	2,136,298	387,000	135,547	345,162	27,393	(886,420)	3,406	159,700	2,308,085	171,787
Vehicle / Equipment Replacement	7,630,377	1,657,900	677,733	1,035,486	106,266	(2,279,292)	194,456	167,100	9,190,026	1,559,649
Totals	67,422,722	4,832,200	2,710,932	6,903,239	388,253	(9,760,047)	336,077	1,442,068	74,275,444	6,852,722

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller  
Interim Director of Planning and Development Services

**PREPARED BY:** Carol Coleman  
Manager of Engineering, Capital Projects

**SUBJECT:** **Contract Award Material Testing, Geotechnical and Environmental Investigation Services**

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** RFT No. T16018 - Material Testing, Geotechnical and Environmental Investigation Services

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### **RECOMMENDATIONS:**

1. That Council award the contract for Material Testing, Geotechnical and Environmental Investigation Services, to Orbit Engineering in the estimated amount of \$156,657.55 (inclusive of all taxes), for a period of one year.
2. That Council authorize Staff to renew the contract for an additional two, one year periods, pending an analysis and satisfactory performance review at the anniversary date of the contract, in the estimated amount of \$322,777.22 (inclusive of all taxes).

### **BACKGROUND:**

The Town requires material testing to ensure quality control on construction projects and to provide geotechnical and environmental advice for design purposes, soil testing, concrete and asphaltic concrete testing and testing of water quality.

### **DISCUSSION:**

Request for Tender (RFT) documents were issued to 18 prospective bidders with bids being received back from 13 of these, prior to the closing on May 3, 2016. Upon review of the 13 bids received, one of the submissions was found to be non-compliant and therefore cannot be considered in the award. During the analysis of the compliant bids, a number of arithmetical errors were discovered, resulting in a Corrected Total Tender Amount. Listed below is a summary of the bids considered:

NAME OF BIDDER	TOTAL TENDER AMOUNT	CORRECTED TOTAL TENDER AMOUNT
Orbit Engineering	\$482,028.50	\$479,434.77
CCI Group Inc.	\$496,578.77	\$496,578.77
Nasiruddin Engineering Ltd.	\$502,075.95	\$502,075.95
Sirati & Partners Consultants Ltd.	\$575,662.33	\$568,079.55
Sarafinchin Associates Ltd.	\$640,095.99	\$640,096.51
OH Environmental Inc. o/a OHE Consultants	\$662,087.40	\$638,706.24
Amec Foster Wheeler Environment & Infrastructure, a division of Amec Foster Wheeler Americas Ltd.	\$693,111.94	\$726,985.50
Golder Associates Ltd.	\$715,980.54	\$715,980.54
WSP Canada Inc.	\$722,394.25	\$722,705.50
Patriot Engineering Ltd.	\$738,731.85	\$738,731.85
Cambium Inc.	\$778,085.69	\$778,085.69
Terrapole Inc.	\$302,304.95	\$906,914.84

**FINANCIAL IMPLICATIONS:**

Funds for Material Testing, Geotechnical and Environmental Investigations are provided for through various capital accounts and operating budgets of Planning and Development Services and Operations and Environmental Services departments. The amount of funds to be expended is directly related to the number of projects, their complexity and site conditions.

**COMMUNICATION ISSUES:**

N/A

**CONCLUSION:**

It is the recommendation of staff that Orbit Engineering be awarded the contract for Material Testing, Geotechnical and Environmental Investigations Services, being the lowest bidder meeting minimum specifications.

**ATTACHMENTS:**

N/A

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Carol Coleman, P.Eng. – Manager of Engineering, Capital Projects

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Gary Muller, MCIP, RPP – Interim Director of Planning and Development Services

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller  
Interim Director of Planning and Development Services

**PREPARED BY:** Carol Coleman  
Manager of Engineering, Capital Projects

**SUBJECT:** **Preliminary Report on a Potential Over-Expenditure – Construction of Pat Bayly Square**

**WARD(S):** 4

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** Capital Account No. 966711 – Pat Bayly Square/ Interior Space  
GGC Report December 10, 2015 – Construction Administration  
Agreement for the Construction of Pat Bayly Square

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### **RECOMMENDATION:**

1. That this report, on the potential over-expenditure on Capital Project Number 966711 – Pat Bayly Square/ Interior Space, previously awarded to Medallion Developments as per the Construction Administration Agreement, be received for information.
2. That Council approve funding of \$1,420,000 to be allocated to Capital Account No. 966711 Pat Bayly Square from Development Reserve.

### **BACKGROUND:**

In December 2015, Council approved the Construction Administration Agreement between the Town of Ajax and Medallion Developments for the construction of Pat Bayly Square. This agreement was subsequently signed by both parties on February 3, 2016. Medallion Developments has tendered the project to various subconsultants and obtained competitive quotes, however the total amount for the construction is above the amount approved by Council in the 2015 and 2016 Capital Budgets.

Under the Capital Expenditure Control Policy, staff are required to advise Council on a potential over-expenditure exceeding the approved spending limits.

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**DISCUSSION:**

Through the design consultant a specialized cost consultant was used throughout the process to develop the budget. Tender pricing was recently received from Medallion that was higher than the approved budget. Staff then worked with the Consultant to analyze the bids and look for potential savings by making changes to the design that would not impact the integrity of the design. Some of the proposed changes include:

- Switching the main light posts for a similar, less expensive version (approximate savings \$50,000);
- Eliminating the lockstone paving on the two curved ramps and the main ramp leading to Kitney Drive and replacing the surface with a standard concrete surface (approximate savings \$55,000); and
- Using the main subcontractor to form the skating rink (who has the required equipment and experience) rather than a specialized contractor (approximate savings \$20,000).

These changes are expected to save approximately \$125,000 in construction costs. Other potential changes were reviewed that could save approximately \$150,000 in construction costs but it was felt by the Consultant and Town Staff that these changes would affect the overall design and the impact of the water feature. These changes are not recommended.

The main reasons for the increased costs above the 2016 Capital Budget are a result of:

- Increased costs for lighting;
- Increased cost for site work and preparation;
- Increased cost for lockstone pavers and base;
- Increased cost for granite walls and forming of walls for water feature;
- Increased overall construction costs due to current market conditions; and
- Addition of a geotechnical consultant to provide quality control during construction.

Based on the analysis of the individual line items and discussions with Medallion Developments, Town Staff and the Consultant and are confident that the prices are competitive and reflect current market prices for the proposed work.

Medallion Developments have requested direction from the Town as soon as possible and they are ready to begin the construction immediately. The project is on schedule to be completed by September 2018, as per the agreement.

As well, the Town will be issuing a shoring permit for Building 'B' for the Medallion Development within the next two weeks and construction of Building 'B' is expected to begin this summer.

**FINANCIAL IMPLICATIONS:**

The total approved budget for the construction of Pat Bayly Square and Civic Building is \$7,908,000, all funded from the Development Reserve. The budget for the construction of the urban square is \$6,565,000. Based on the tender prices received by Medallion Developments and the approved administrative fees to be paid to Medallion, the total cost is projected to be approximately \$7,985,000 including a 5% contingency. Included in the Pat Bayly Square budget, is \$1,343,000 identified for the completion of the interior of the Civic Building and equipment, which has not been tendered



## Capital Account No. 966711 – Pat Bayly Square/ Interior Space

<u>Pat Bayly Square/Interior Space</u>	<u>Pat Bayly Square Construction</u>	<u>Interior Space &amp; Equipment</u>
Capital Budget	\$6,565,000	\$1,343,000
Urban Square Construction (net of HST rebate)	\$7,605,000	
Contingency (approximately 5%)	380,000	
Funding (Shortfall) / Available	(\$1,420,000)	\$1,343,000

The Development Reserve funds:

- The Town's share of Development Charge projects;
- New infrastructure not eligible for Development Charges; and
- Waterfront and shoreline improvements.

The funding shortfall estimated at \$1,420,000 will limit available funding from the Development Reserve for new projects and may potentially delay projects currently approved in the Long Range Capital Forecast.

**COMMUNICATION ISSUES:**

N/A

**CONCLUSION:**

The original approved spending limit for the construction of Pat Bayly Square will be exceeded and a final report will be prepared in accordance with the Capital Expenditure Control Policy, upon project completion.

**ATTACHMENTS:**

ATT-1: 2015 Approved Capital Detail Sheet  
ATT-2: 2016 Approved Capital Detail Sheet

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Carol Coleman, P.Eng. – Manager of Engineering, Capital Projects

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Gary Muller, MCIP, RPP – Interim Director of Planning and Development Services

**TOWN OF AJAX**  
**2015 CAPITAL BUDGET / 2016-2019 LONG RANGE CAPITAL FORECAST**  
**DETAIL SHEET**

<b>Department</b>	Planning & Development Services
<b>Section</b>	Design Services
<b>Project Name</b>	<b>Pat Bayly Sq-Interior Space</b>
<b>Submitted By</b>	Andrew Jackson, Landscape Architect
<b>Start Year</b>	2015
<b>Project Number</b>	0966711

**PROJECT DESCRIPTION / JUSTIFICATION**

**Scope:** The elements of the square will include areas for special events, a large stage, seating opportunities throughout the square, a large skating rink and reflective pool, site furniture, dedicated lighting, specialty paving, landscaping, a civic building with locker and washroom facilities.

**Rationale:** This urban square will be a meaningful urban space that will further strengthen the idea of a strong downtown urban place within the downtown core of Ajax. The approved downtown Community Improvement Plan emphasizes the need for downtown development to reflect an urban, pedestrian oriented core, the principles of which this square will adhere. The commencement of construction is conditional upon Medallion's second 25 storey building commencing June 2016.

**References:** This project is consistent with Section 2.2.6.1 of the *Town of Ajax Official Plan* which states that the Town of Ajax shall establish open space and parks with amenities that encourage physical activity, wellness, and informal use opportunities for a wide range of users. This project responds to the *Recreation, Parks and Culture Master Plan's* goal of assuming a leadership role in providing and facilitating recreation, parks, arts, and cultural services (Goal 2). This project also supports the Community Action Plan 2015-2018, Strategic Development and Economic Prosperity, Ajax Downtown re-development priority.

**Schedule:** Construction: 2016

<b>2016 - 2018</b>	
Construction of Interior Civic Space	\$1,203,000
Construction of Pat Bayly Square	\$6,315,000
Ice Resurfacer	100,000
Tractor and equipment	40,000
<b>Total</b>	<b>\$7,658,000</b>

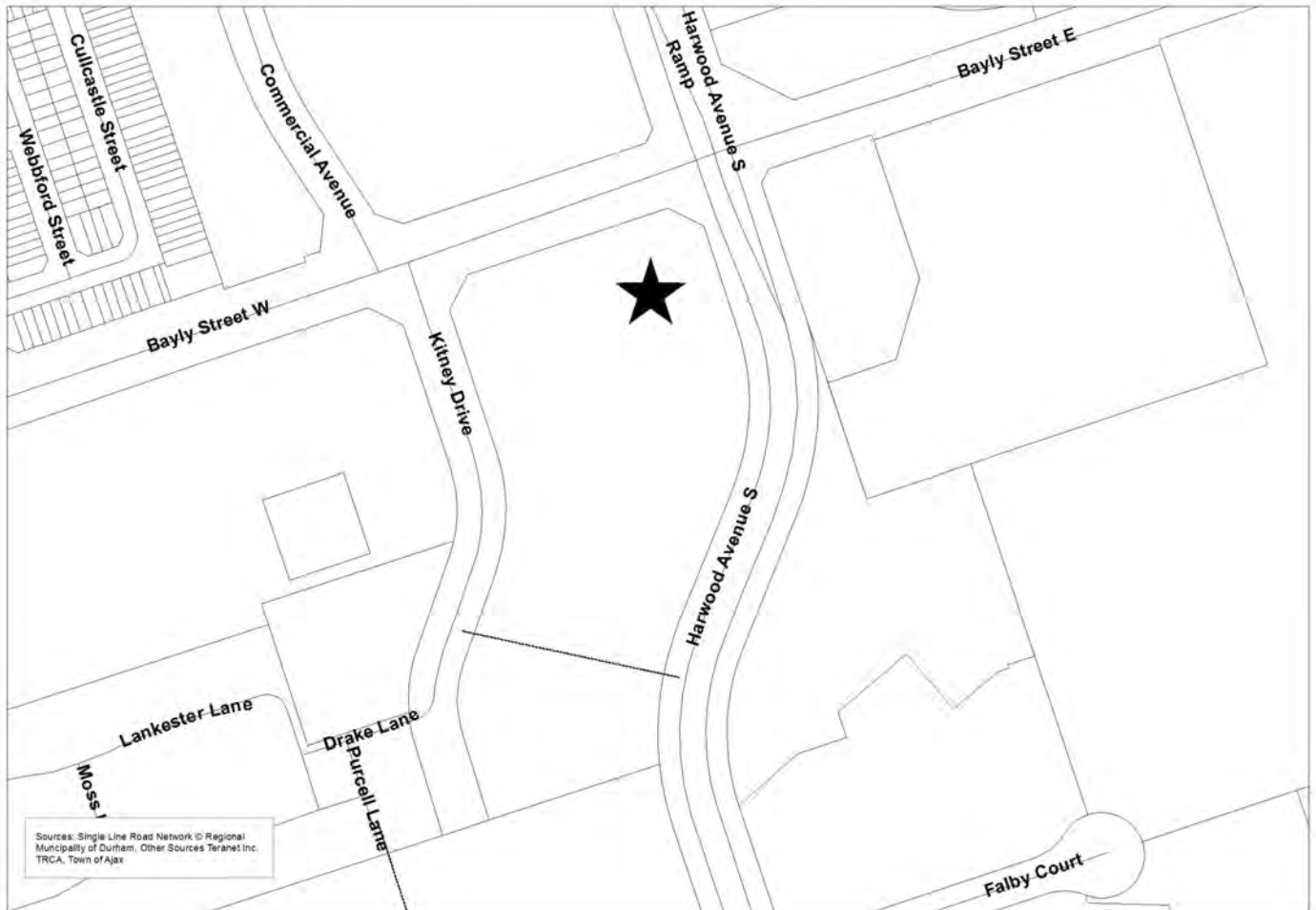
**EXPENDITURES / FUNDING**

	2015	2016	2017	2018	2019	Total
<b>Total Expenditures</b>	<b>250,000</b>	<b>2,400,000</b>	<b>2,861,500</b>	<b>2,396,500</b>		<b>7,908,000</b>
Development Reserve	250,000	2,400,000	2,861,500	2,396,500		7,908,000
<b>Total Funding</b>	<b>250,000</b>	<b>2,400,000</b>	<b>2,861,500</b>	<b>2,396,500</b>		<b>7,908,000</b>
<b>Annual Operating Costs</b>				<b>96,000</b>	<b>192,100</b>	

**TOWN OF AJAX**  
**2015 CAPITAL BUDGET / 2016-2019 LONG RANGE CAPITAL FORECAST**  
**DETAIL SHEET**

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*Pat Bayly Square and Interior*



**TOWN OF AJAX**  
**2015 CAPITAL BUDGET / 2016-2019 LONG RANGE CAPITAL FORECAST**  
**DETAIL SHEET**

<b>Department</b>	Recreation & Culture Services
<b>Section</b>	Recreation Facilities
<b>Project Name</b>	<b>Pat Bayly Sq-Interior Space</b>
<b>Submitted By</b>	Catherine Bridgeman, Manager of Infrastructure & Capital Projects
<b>Start Year</b>	2015
<b>Project Number</b>	0966711

**PROJECT DESCRIPTION / JUSTIFICATION**

In 2011 Council approved the Agreement to move forward with the development of Pat Bayly Square.

The proposed elements of the square will include areas for special events, a large stage, seating opportunities throughout the square, a large skating rink and reflective pool, site furniture, dedicated lighting, specialty paving, landscaping, a civic building with locker and washroom facilities. It is proposed that the equipment for the square will utilize an alternative energy source to reduce greenhouse gas emissions and reduce the impact of odours/fumes emitting from its operation.

This urban square will be a meaningful urban space that will further strengthen the idea of a strong downtown urban place within the downtown core of Ajax. The approved downtown Community Improvement Plan emphasizes the need for downtown development to reflect an urban, pedestrian oriented core, the principles of which this square will adhere. This park project will also fulfill the requirements of the Recreation, Parks and Culture Master Plan by adding additional active and casual recreation to the Town's inventory.

**Schedule:**

<b>2015 - 2018</b>	
Construction of Interior Civic Space	\$1,203,000
Construction of Pat Bayly Square	\$6,565,000
Ice Resurfacers	100,000
Tractor and equipment	40,000
<b>Total</b>	<b>\$7,908,000</b>

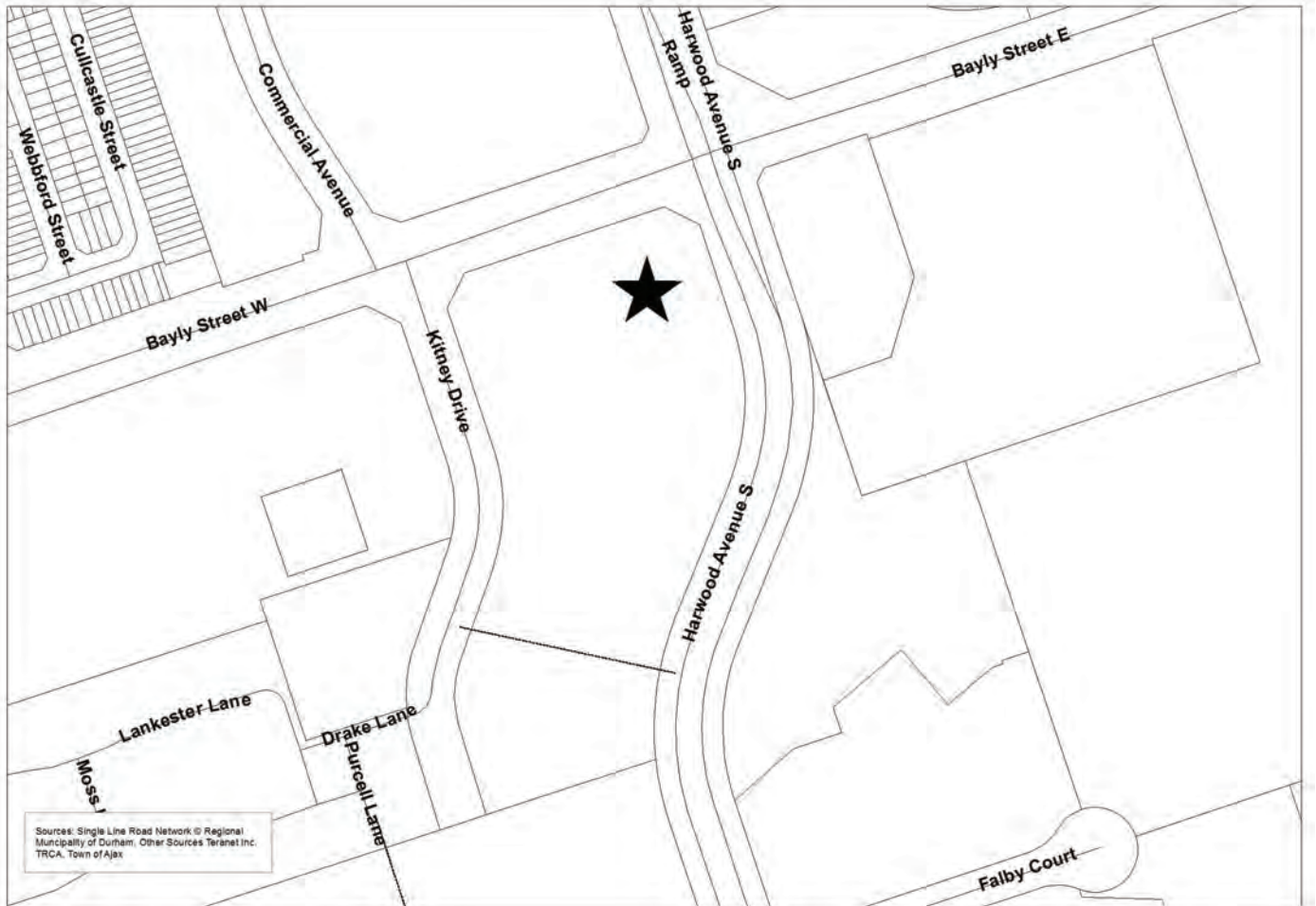
**EXPENDITURES / FUNDING**

	2015	2016	2017	2018	2019	Total
<b>Total Expenditures</b>	<b>250,000</b>	<b>2,400,000</b>	<b>2,861,500</b>	<b>2,396,500</b>		<b>7,908,000</b>
Development Reserve	250,000	2,400,000	2,861,500	2,396,500		7,908,000
<b>Total Funding</b>	<b>250,000</b>	<b>2,400,000</b>	<b>2,861,500</b>	<b>2,396,500</b>		<b>7,908,000</b>
<b>Annual Operating Costs</b>				<b>96,000</b>	<b>192,100</b>	

**TOWN OF AJAX**  
**2015 CAPITAL BUDGET / 2016-2019 LONG RANGE CAPITAL FORECAST**  
**DETAIL SHEET**

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*Pat Bayly Square and Interior*



## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller, MCIP, RPP  
Interim Director of Planning and Development Services

**PREPARED BY:** Mike Sawchuck  
Senior Planner

**SUBJECT:** **National Historic Event Designation for Munition Plant Operations at Defence Industries Limited**

**WARD(S):** 3 & 4

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** Community Action Plan – Strong Sense of Community

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### **RECOMMENDATION:**

**That Council endorse the Heritage Advisory Committee's efforts to have the *Munition Plant Operations at Defence Industries Limited* designated as a National Historic Event by the Historic Sites and Monuments Board of Canada.**

### **BACKGROUND:**

The Town of Ajax Heritage Advisory Committee (HAC) is embarking on a project to have the munition plant operations at Defence Industries Limited (DIL) during World War II commemorated by the Federal Government as a National Historic Event. This effort is being undertaken in celebration of the 75<sup>th</sup> anniversary of DIL in 2016.

#### *Defence Industries Limited*

With the onset of World War II in 1939, it became apparent that a steady supply of ammunition would be required to support Canada's war effort. In order to meet this demand, the Canadian Government made plans for a massive shell-filling plant on the outskirts of Toronto on lands now forming part of the Town of Ajax. The Government expropriated a total of 2,846 acres of farmland over 18 properties, securing a large assembly of land with important transportation linkages to Lake Ontario, Highway 401 and existing railway lines.

Following the securement of land, a Crown corporation by the name of Defence Industries Limited was established and construction commenced on the largest munition plant in the British Empire. The first building completed was the central steam plant, which was a vital component of the overall operation as the only available source of heat for future buildings. By late summer 1941, operations were fully underway at the munition plant with six production lines and 3,000 workers.

As the demand for ammunition continued to grow, DIL management was forced to scout workers from around the country. With a shortage of available male workers, women were recruited to fill the many available roles. Approximately 600 pre-fabricated houses were constructed by the Canadian Government in 1942 to provide a supply of non-profit, subsidized rental housing for the growing, temporary workforce. In total, DIL employed more than 9,000 workers and produced 40 million rounds of artillery shells before production was halted on May 8, 1945 with the announcement of the end of the war in Europe.

By July 1945 much of the plant had been abandoned, leaving an uncertain future for the many workers who had settled in “Ajax,” a name chosen to commemorate the British Battle cruiser HMS Ajax. But the plant continued to play a major role in the evolution of the area with a number of buildings being converted to an auxiliary campus for the University of Toronto. Offers of free education for returning soldiers initiated another influx of settlement in the Town. Other abandoned plant buildings were adapted by enterprising business people into sites for new industry, providing a bright future for the hundreds of “temporary” wartime residents aiming to make Ajax their permanent home.

### National Commemoration Program

At the turn of the 20<sup>th</sup> century, Canadians became increasingly concerned with protecting their heritage. In response, the Historic Sites and Monuments Board of Canada (HSMBC) was created in 1919 to advise the Federal government on the designation of nationally significant places, persons and events. As a statutory advisory group, the HSMBC is composed of members from each province and territory and reports to the Federal Minister responsible for Parks Canada. To be considered for designation, a place, person or event must have had a nationally significant impact on Canadian history or must illustrate a nationally important aspect of Canadian history.

Subjects that qualify for national historic significance must be defined as:

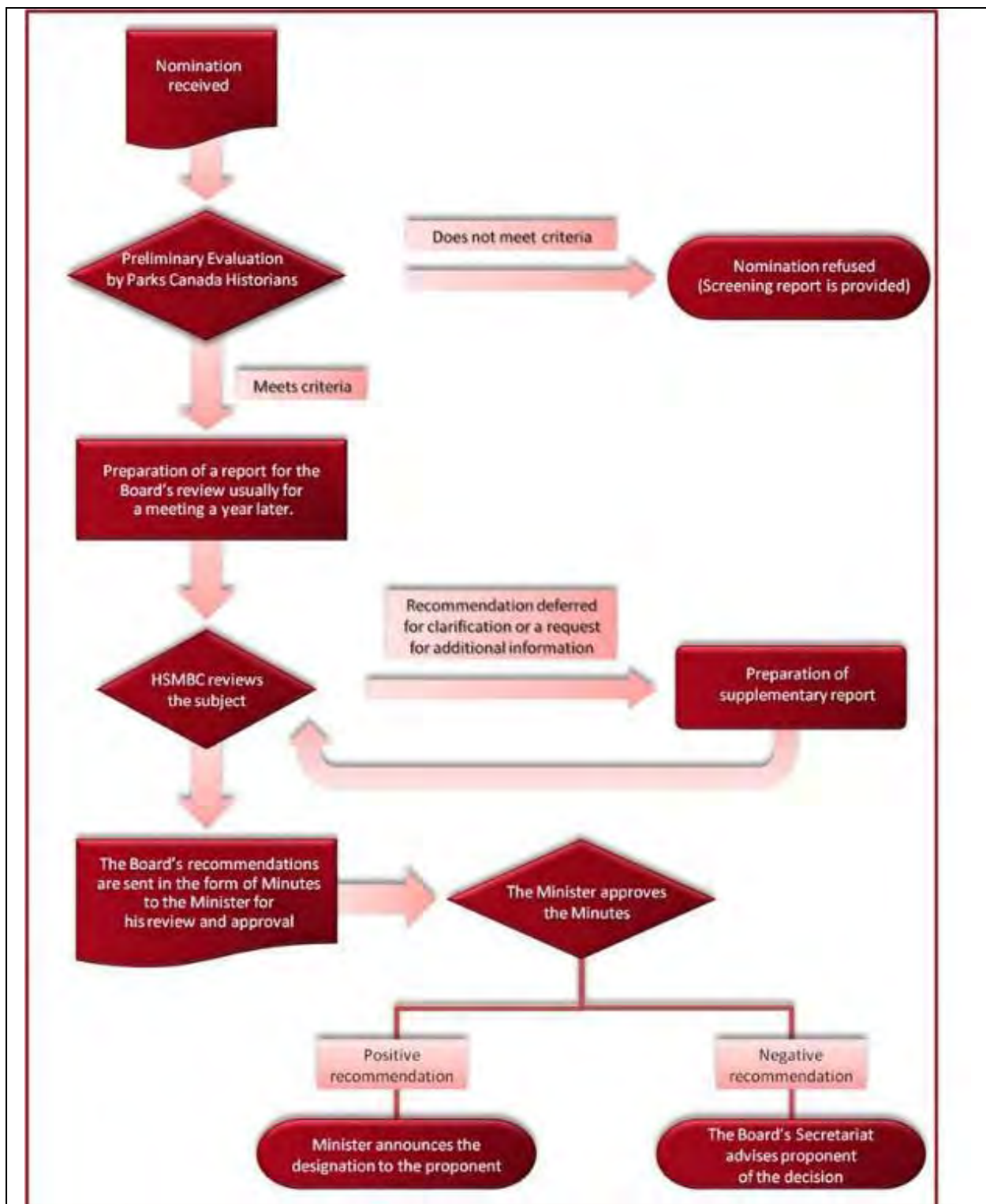
- 1) **A site** – a place with a direct association with a nationally significant aspect of Canadian history;
- 2) **A person** (or persons) – an individual or group that made an outstanding and lasting contribution to Canadian history; or
- 3) **An event** – a defining action, episode, movement, or experience in Canadian history.

To qualify for commemoration, sites must have been installed before 1975, persons must have been deceased for 25 years, and events must have taken place more than 40 years ago. Further, for a place to qualify as a National Historic Site, it must be in a condition that respects the integrity of its design, function and setting.

### The Nomination Process

An application for designation can be submitted by anybody in Canada. Every year, approximately 70 applications are submitted with the vast majority of these being issued from members of the public. Nominations are received by the HSMBC’s Secretariat, which verifies the subject’s conformity with the Board’s criteria and guidelines. If the application satisfies the requirements, Parks Canada staff write a formal research paper on the subject to be considered at a HSMBC meeting. The Board’s recommendations are made to the Federal Minister responsible for Parks Canada (the Minister of the Environment) and the Minister is ultimately responsible for the final decision on any nomination (see Figure 1 for a detailed description of the application process).

It may take two or more years from the time an application is received for the Minister to make a final decision. This timeline is based largely on the fact that extensive historical research is conducted by Parks Canada staff following the nomination. HSMBC meeting agendas are typically booked one year in advance and meetings are only held twice annually (Spring and Fall).



**Application:**  
National Historic Event Designation

**Location:**  
Ajax, Ontario

**Figure 1**  
**Flowchart of the National Commemoration Process**

**Town of Ajax  
Planning &  
Development  
Services**





## DISCUSSION:

Since most of the buildings and structures that originally formed the DIL plant are no longer present or have been significantly altered over time, designation as a National Historic Site is not possible. Accordingly, designation as a National Historic Event is preferred. The operation of the munition plant at DIL is representative of a defining moment in Canadian history, as DIL formed an integral component of Canada's effort during WWII. On a more nuanced level, the operations at DIL also relate to several other significant social/cultural trends such as women in the labour force and the introduction of mass-produced, government-subsidized housing. There are 75 years separating the present time from the onset of munition production at DIL, so the matter meets the Federal Government's standard for requiring 40 years to pass prior to nomination as a National Historic Event.

Issues relating to WWII have had a great deal of success in being commemorated by the HSMBC, especially in recent years. In Ontario alone, at least four successful nominations of WWII-related events have been commemorated by the HSMBC:

- *British Commonwealth Air Training Plan* National Historic Event in Trenton, Ontario (Timeframe for event: 1939 / Designation: 1983)
- *Norwegian Training in Canada during the Second World War* National Historic Event in Gravenhurst, Ontario (Timeframe for event: 1940-45 / Designation: 2001)
- *Detention of Second World War Military Prisoners of War and of Enemy Aliens Sent to Canada from Great Britain* National Historic Event in Marathon, Ontario (Timeframe for event: 1940-47 / Designation: 2011)
- *Secret Intelligence Activities at Camp X* National Historic Event in Whitby, Ontario (Timeframe for event: 1941-69 / Designation: 2011)

Given the past success of these initiatives and their comparable or lessened scale in relation to DIL operations, it is anticipated that the HSMBC would react favourably to a HAC application nominating *Munition Plant Operations at Defense Industries Limited* as a National Historic Event.

The role of DIL in influencing the origins and growth of the Town of Ajax is well documented. Without the investments in DIL made by the Canadian Government, it is impossible to know if Ajax would have ever developed as its own municipality. While many other communities in the Greater Toronto Area transformed slowly from agrarian villages over multiple decades due to increased development pressures, growth in Ajax can be traced back to a single stimulus. This has resulted in a unique cultural history that helps to define Ajax from other "suburban" communities. Ajax has a rich and varied cultural history that deserves to be celebrated.

Designation as a National Historic Site, Person or Event does not confer any increased protection, nor does it provide guaranteed access to funding. The benefit of designation lays in the increased profile that it brings to the Town of Ajax. There are relatively few designations of National Historic Significance in Ontario (552), with only a small subset of those (105) representing National Historic Events (See Table 1 for designation statistics). A successful nomination will bring national attention to our unique and distinguished history and will formally recognize the operation of DIL and the development of Ajax as an important component of Canada's history.

Designated sites, persons and events can be found throughout Canada in both the largest urban centres and in remote rural areas. There is a strong record of designations in Durham Region, with all seven other constituent municipalities having at least one designation. Ajax is the only municipality in Durham Region without a single national designation (See Table 2).

Jurisdiction	National Historic Designations				Population (c. 2011)	Persons Per Designation
	Sites	Events	Persons	Total		
Ajax	0	0	0	0	109,600	N/A
Brock	1	0	0	1	11,341	11,341
Clarington	1	0	0	1	84,548	84,548
Oshawa	1	0	1	2	149,607	74,804
Pickering	1	0	0	1	88,721	88,721
Scugog	1	0	1	2	21,569	10,785
Uxbridge	1	0	0	1	20,623	20,623
Whitby	0	1	0	1	122,022	122,022
<b>Durham</b>	<b>6</b>	<b>1</b>	<b>2</b>	<b>9</b>	<b>608,124</b>	<b>67,569</b>
<b>Ontario</b>	<b>269</b>	<b>105</b>	<b>178</b>	<b>552</b>	<b>12,851,821</b>	<b>23,282</b>
<b>Canada</b>	<b>979</b>	<b>452</b>	<b>670</b>	<b>2,101</b>	<b>33,476,688</b>	<b>15,934</b>

**Table 1: National Historic Designation Rates in Durham, Ontario and Canada**

Municipality	National Historic Designations		
	Sites	Events	Persons
Ajax			
Brock	<ul style="list-style-type: none"> <li>Old Stone Church</li> </ul>		
Clarington	<ul style="list-style-type: none"> <li>Former Bowmanville Boys Training School / Camp 30</li> </ul>		
Oshawa	<ul style="list-style-type: none"> <li>Parkwood</li> </ul>		<ul style="list-style-type: none"> <li>McLaughlin, Robert Samuel</li> </ul>
Pickering	<ul style="list-style-type: none"> <li>Thistle Ha' Farm</li> </ul>		
Scugog	<ul style="list-style-type: none"> <li>Former Port Perry Town Hall</li> </ul>		<ul style="list-style-type: none"> <li>Palmer, Daniel David</li> </ul>
Uxbridge	<ul style="list-style-type: none"> <li>Leaskdale Manse</li> </ul>		
Whitby		<ul style="list-style-type: none"> <li>Secret Intelligence Activities at Camp X</li> </ul>	

**Table 2: National Historic Designations in Durham Region**

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## **FINANCIAL IMPLICATIONS:**

The financial implications for nominating the *Munition Plant Operations at Defence Industries Limited* as a National Historic Event are relatively minor. There is no cost for the submission of an application and since most of the extensive historical research will be conducted by Parks Canada staff, resources required from Town staff will be limited. With regard to administrative responsibilities, nomination efforts will be split amongst a subcommittee of the Heritage Advisory Committee and the staff liaisons to that committee.

If the nomination effort is successful, the Town may choose to direct financial resources towards an official ceremony recognizing the designation. Designations of national historic significance are usually commemorated with a bronze plaque installed in a location that is closely related to the designated subject and accessible to the public. The process of writing the text and producing the plaque requires an average of 18 to 24 months and occurs following the designation, so it could be as long as four years before any financial resources would need to be directed to a commemorative event.

## **COMMUNICATION ISSUES:**

There are no anticipated communication issues associated with this initiative. Similar to the discussion of financial implications above, the Town may choose to develop a communications plan for this initiative, however, this would only be required following the announcement of a successful nomination.

## **CONCLUSION:**

The nomination of the *Munitions Plant Operations at Defence Industries Limited* as a National Historic Event represents a significant opportunity to bring national attention to the Town of Ajax's unique and important cultural history. Council support of this initiative would be a fitting way to celebrate 2016 as the 75<sup>th</sup> anniversary of operations at DIL.

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Michael Sawchuck  
Senior Planner

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Gary Muller, MCIP, RPP  
Interim Director of Planning and Development  
Services

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller, MCIP, RPP  
Interim Director of Planning and Development Services

**PREPARED BY:** Elysia Leung, MCIP, RPP  
Transportation Demand Management Coordinator

**SUBJECT:** **Contract Award – Transportation Awareness Campaign Update**

**WARDS:** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** Capital Account 0982411  
Transportation Demand Management Plan  
Community Action Plan 2015-2018

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### **RECOMMENDATION:**

1. That the report to General Government Committee dated June 13, 2016 entitled “Contract Award – Transportation Awareness Campaign Update” be received for information.

### **1.0 BACKGROUND:**

Through the 2014 Environics Research poll it was found that transportation and traffic congestion concerns were one of the most important issues facing Ajax residents. The Town’s 2015-2018 Community Action Plan identifies the need to develop and implement a Transportation Awareness Campaign that will provide residents and businesses with information on Provincial, Regional and Town initiatives and how each resident can be part of the transportation solution. The work program of the Transportation Awareness Campaign is heavily based on the Town’s Transportation Demand Management Plan that supports the goal of a multi-modal transportation network as outlined in the Transportation Master Plan Update 2013.

The Transportation Awareness Campaign will engage with the Town of Ajax (including residents, businesses, students, employees etc.) regarding sustainable transportation options to ultimately change travel behaviour.

### **2.0 DISCUSSION**

The Town has retained 880 Cities to assist with the development and delivery of the Transportation Awareness Campaign. Their participation in this project is to bring creativity and current best practice in community engagement and behaviour change strategies to bring about a modal shift as well as a shift in attitudes towards sustainable modes of transportation. 880 Cities will prepare materials for public consumption, including written and graphical print and digital content, will design and conduct community engagement events and awareness blitzes and will

design an Individualized Marketing project that will bring targeted information on sustainable transportation to an Ajax neighbourhood.

## 2.1 Project Purpose

The project purpose is to advance local knowledge and the understanding of transportation options and choices available in Ajax as well as to educate the public on the many benefits of sustainable transportation to encourage travel behaviour change.

The Transportation Awareness Campaign is rooted in tackling the Town's traffic congestion problems by using fun and engaging methods to encourage Ajax residents to use the 5 tools in the Transportation Demand Management tool kit: walking, cycling, transit, carpooling and telecommuting more frequently. The campaign will also educate the public on current and future Town, Regional, Provincial and Federal transportation projects affecting Ajax residents. This project is heavily based on the Council endorsed Town of Ajax Transportation Demand Management Plan.

The project has two main components:

1. Develop engaging, fun, educational, visually appealing web and print content for public consumption regarding the 5 TDM tools and other transportation issues.
2. Develop and deliver Community Engagement Events, Public Awareness Blitzes and a pilot Individualized Marketing project to directly foster transportation behaviour change at the local level.

## 2.2 Goals and Targets

Tackling the issue of traffic congestion due to high rates of single occupancy vehicle use as well as the associated negative externalities such as obesity and toxic emissions from a transportation perspective will require a full scale cultural shift. A cultural shift in transportation choice is a long term and ongoing process and has to do with local transportation habits and land use patterns as much as it has to do with availability of transportation options.

The Town's Transportation Demand Management Plan sets out ambitious TDM Plan Targets for the short, medium and long term. TDM Plan targets that inform the Transportation Awareness Campaign are:

- Engage with 10% of the population of Ajax, with high levels of positive awareness by 2021.
- Achieve a reduction in single-occupant vehicle use by 5% compared with Year 1 (2016) baseline by 2021.
- Achieve an increase in modal share of transit, cycling and walking trips in the AM peak hour to 30% of all trips (from about 20% of all trips in 2011) by 2026. *Note: Ajax Transportation Master Plan target is 30% by the year 2031.*

## 2.3 Work Program

The Town is currently working with 880 Cities to develop and refine a detailed work program and schedule for this project. The Transportation Awareness Campaign will generally consist of:

- A project website that will include a wealth of information on transportation options and local transportation projects;

- Promotional materials including brochures, leaflets and posters;
- 5 Community Outreach Events with corresponding awareness blitz and materials;
- An individual marketing project that will target one Ajax neighbourhood with direct marketing information on sustainable transportation options;
- 1 workshop to train local sustainable transportation champions; and
- Social media and other community outreach content.

To reach the largest number of residents as possible, Community Outreach Events will be scheduled to “piggyback” onto successful Ajax community events that could include Taste Ajax, Winterfest, Pumpkinville and Trailfest.

### **3.0 FINANCIAL IMPLICATIONS:**

Funding for 880 Cities was approved as part of the 2016 Budget under Capital Account 0982411.

### **4.0 COMMUNICATION ISSUES:**

The Transportation Awareness Campaign is a community engagement and education project. Town Communications staff have been involved since the request for proposal process and will continue review content and materials prior to being released to the public. As previously noted, a number of community events as well as an individualized marketing project is part of the Transportation Campaign.

Members of Council will be kept up to date on the proposed events as soon as the schedule is finalized.

### **5.0 CONCLUSION:**

The Transportation Awareness Campaign is a vital component of Ajax’s transportation network. Transportation mode shift is about behaviour change and fostering a cultural shift in the way that residents view their transportation options and choice. Through the Transportation Awareness Campaign residents will be engaged with educational material and behaviour change strategies that will encourage Ajax residents to use sustainable modes of transportation more often. This shift in transportation attitude will ultimately begin to tackle some of the Town’s traffic congestion and GHG emissions issues.

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Elysia Leung, MCIP, RPP  
Transportation Demand Management Coordinator

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Hubert Ng, P. Eng.  
Senior Transportation Planner

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Gary Muller, MCIP, RPP  
Interim Director of Planning and Development Services

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller, MCIP, RPP  
Interim Director of Planning and Development Services

**PREPARED BY:** Hubert Ng, P. Eng.  
Senior Transportation Planner

**SUBJECT:** Contract Award – Williamson Drive Bike Lanes

**WARD(S):** 1 & 2

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** RFT No. T16005  
Capital Account No. 972211  
Community Affairs and Planning Committee Report: Williamson Drive  
Bicycle Lane Design, December 7, 2015

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### **RECOMMENDATION:**

- 1. That Council award the contract for the Williamson Drive Bike Lanes to Almon Equipment in the amount of \$108,972.11 (inclusive of all taxes).**
- 2. That Council approve funding of \$25,628.04 to be allocated to Capital Account No. 972211 from the Federal Gas Tax Reserve Fund.**

### **BACKGROUND:**

The approved 2015 Capital Budget includes the Bicycle Lanes on Town Roads – 2015, construction of bicycle lanes on Williamson Drive East and West. This bicycle facility will enhance transportation options to, from and throughout the Meadow Ridge, Nottingham, Salem Heights and Audley North neighbourhoods in North Ajax.

There are four schools located along Williamson Drive which include Romeo Dallaire Public School, Michaelle Jean Public School, St. Josephine Bakhita Catholic School and Da Vinci Public School. Bicycle facilities on Williamson Drive will support the Town's Active and Safe Route to School program, Healthy Kids Community Challenge Bike Racks for Schools Program, Bike to School Week and other active transportation campaigns aimed at encouraging more students to walk or cycle to school.

Construction of the bicycle facility on Williamson Drive will also connect to the Audley Recreation Centre as well as the Town's larger active transportation network, including Millers Creek Trail and the imminent extension of the Carruthers Creek Trail (currently scheduled to be completed by end of June, 2016).

MMM Group Limited was retained to complete the design of the Williamson Drive bicycle facility. Construction of the bicycle facility is planned for the summer of 2016 and is expected to be completed by the fall of 2016.

#### DISCUSSION:

Request for Tender (RFT) documents were issued to nine prospective bidders, with bids being received from five applicants, prior to closing on February 9, 2016. Bids ranged from \$108,972.11 to \$145,241.73. Listed below is a summary of the bids received:

NAME OF BIDDER	TOTAL TENDER AMOUNT
Almon Equipment	\$108,972.11
Precision Markings	\$117,535.23
McGuiness Coatings Ltd	\$126,666.22
Lafrentz Road Services	\$130,754.33
Woodbine Paving Markings Ltd.	\$145,241.73

Since the bid prices are within the same range, reissuing the RFQ process would yield similar results. Original costs estimates for this project were completed by MMM Group Limited and were based on 2015 unit costs and costs from previous year capital works projects were referenced. Since 2015, unit costs have increased and industry prices for equipment, supplies and contractors have all increased.

Staff have reviewed projects for this year and do not recommend cancelling any projects. Staff have also considered scaling the Williamson Drive Bike Lane project back but do not recommend doing so as maintaining a continuous bicycle facility is a key project goal as well as a transportation network planning objective.

Two Public Information Centres and an online survey were held in 2015 for public and community feedback and comment on the bicycle facility designs. The public has an expectation that this project will be completed by 2016 and as a result, staff do not recommend resubmitting the project for next year's capital budget.

#### FINANCIAL IMPLICATIONS:

Capital Account No. 972211- Bicycle Lanes on Town Roads - 2015

Approved Capital Budget		\$85,000.00
Contract (net of HST rebate)	\$98,132.76	
Supply and Install Bicycle Detector Loop (Region of Durham Requirement)	\$ 2,682.00	
Contingency (10%)	<u>\$9,813.28</u>	<u>\$110,628.04</u>
Over Budget		<u>( \$25,628.04)</u>



A 10% contingency has been identified to ensure sufficient funding is available to address site specific issues that could be encountered during construction. Potential unforeseen issues for this project include:

- Replacement of damaged signs,
- Project delay due to poor weather conditions.

Additional funding, not to exceed \$25,628.04, will be allocated from the Federal Gas Tax Reserve Fund.

The Capital Detail Sheet is attached for information.

**CONCLUSION:**

It is the recommendation of staff that Almon Equipment be awarded the contract for Bicycle Lanes on Town Roads – 2015, being the lowest bidder meeting minimum specifications.

**ATTACHMENTS:**

ATT-1: Capital Detail Sheet

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Hubert Ng, P.Eng  
Senior Transportation Planner

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Gary Muller, MCIP, RPP  
Interim Director of Planning and Development Services

**TOWN OF AJAX**  
**2015 CAPITAL BUDGET / 2016-2019 LONG RANGE CAPITAL FORECAST**  
**DETAIL SHEET**

<b>Department</b>	Planning & Development Services
<b>Section</b>	Planning
<b>Project Name</b>	<b>Bicycle Lanes-Town Rds - 2015</b>
<b>Submitted By</b>	Hubert Ng, Senior Transportation Planner
<b>Start Year</b>	2015
<b>Project Number</b>	0972211

**PROJECT DESCRIPTION / JUSTIFICATION**

**Scope:** Implementation of on-road bicycle infrastructure along existing roads to expand the bicycle network. implementation includes potential curb work, pavement markings, way-finding signage and replacing of street name signs with new signs that are blue in colour with a bicycle logo for route identification.

**Rationale:** in 2010, The Ajax Pedestrian and Bicycle Master Plan was completed, which recommended bicycle lanes and shared use lanes to improve connectivity within the Town. The projects were reviewed and prioritized to establish network connectivity.

<b>2015</b>	
Williamson Drive East	\$50,000
Williamson Drive West	35,000
<b>Total</b>	<b>\$85,000</b>

**References:** *The Ajax Pedestrian and Bicycle Master Plan 2010; Town of Ajax Official Plan, Section 4.1.11.*

**Schedule:** Spring 2015

**EXPENDITURES / FUNDING**

	2015	2016	2017	2018	2019	Total
<b>Total Expenditures</b>	<b>85,000</b>					<b>85,000</b>
Federal Gas Tax Reserve Fund	85,000					85,000
<b>Total Funding</b>	<b>85,000</b>					<b>85,000</b>

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Gary Muller  
Interim Director of Planning & Development Services

**PREPARED BY:** Andrew Poray  
Sr. Economic Development Officer

**SUBJECT:** **Index Energy / Veridian – District Energy Feasibility Study**

**WARD(S):** 1,2,3,4

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** Community Action Plan 2015 – 2018, Economic Development + Tourism Strategy

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### **RECOMMENDATION:**

**That the report entitled “Index Energy / Veridian – District Energy Feasibility Study” be received for information.**

### **BACKGROUND:**

This report is intended to provide a summary of the district energy feasibility study that Index Energy and Veridian Corporation are undertaking. The study will explore a potential partnership between the two organizations for the purposes of the provision of district energy type services in the central core area of Ajax.

#### **History of the Ajax Steam Plant:**

The roots of the Ajax Steam Plant are founded in Canada’s participation in the Second World War. The facility, which became known as Defence Industries Limited (DIL), became one of the largest ammunition plants to supply the allied forces.

The Steam Plant was constructed as a primary DIL facility, and was built in 1941 to produce steam and power for the munitions complex. Originally heated by coal, the steam plant provided heat to all production lines, area offices and residences as well as the hospital and recreation centre.

Beginning in 1952, the existing overhead steam lines were replaced by underground lines. Today all steam lines stemming from the facility are underground. The Plant was operated by the Town from 1978 to 1984. In 1984, the Town of Ajax sold the Plant to Bio-Char Steam (Ajax) Inc. to continue to supply steam to local businesses by burning uncontaminated wood biomass supplemented by natural gas or fuel oil. Because of its status as a primary DIL facility, the building has been designated under Part IV of the Ontario Heritage Act and By-law 165-91. The primary aspect of the designation is the continued use of the Steam Plant. The lands are now under the ownership of Index Energy Mills Road Corporation (Index).

Index Energy is nearing the end of its modernization of the Plant. The Steam Plant is currently producing approximately 10MW of electricity to the grid and continues to work towards its full production capacity of 18MW.

#### Overview of Electricity Generation Process:

Electricity will be generated by two high pressure turbines and one low pressure turbine will be used to generate electricity. The two high pressure turbines will produce up to 9.2 megawatts (MW) of power at full load. Steam leaving the high pressure turbines will feed a low pressure turbine that will in turn produce up to 5 MW of additional electricity. The steam that exits the low pressure turbine will be cooled and condensed back into water within the turbine condensers, which will be situated beneath the proposed turbines. The condensed water will be returned to the boilers to be reheated into steam. The cooling water which feeds the condenser is heated by steam and must be cooled within a cooling tower. Cooling tower fans draw in outside air and is recirculated back to the condenser.

#### DISCUSSION:

The Central Ajax Land Use Compatibility Study provides an overview of existing district energy facilities within a number of established urban communities. District energy is commonly accepted as a sustainable form of infrastructure which can serve to help reduce dependency on traditional forms of energy, and can reduce energy costs for developments which access steam, hot or chilled water or electricity generated from such facilities. The Study also finds that the principle of a biomass-fired cogeneration district energy facility is not new within the North American context, and accepts the principle of the development of such a facility within urban environments as supportable.

Once the facility has successfully passed its production tests, the opportunity to once again create a reliable source of thermal energy for local area customers which can be seized upon within proposed new Downtown developments, thereby reducing costs for area residents or business owners.

Index Energy and Veridian Corporation have jointly engaged FVB Energy to produce a feasibility study related to the opportunity for the provision of district energy services in the core area of Ajax. Index Energy is anticipating that approximately 150,000 to 200,000 pounds of steam will be made available for distribution and sale following the commissioning of an existing 7 MW electricity generator at their plant on Mills Road in Ajax. The FVB Energy study will review the feasibility of the distribution and sale of this steam to a customer network within the central core area of Ajax. The study will review both technical and financial aspects of the feasibility.

The FVB Energy study will include visiting a number of former Index Energy steam customers to determine their level of interest in reconnecting to the system and the infrastructure required to

make such connections. Steam loading information is required from interested customers in order to place into the FVB Energy model. Potential new customers will also be visited, including the developments by Medallion and Lemine Corporation.

It is expected that capital investment will be required to recondition the existing steam network and in some cases replace or install new infrastructure. Capital may also be required to recondition and construct new connection point facilities to customers in the core area of Ajax. Infrastructure in the form of a building and control equipment would be required to be constructed on the current Index Energy site. The addition of a hot water network for some customers will also be reviewed as the study progresses.

The FVB Energy study is expected to be completed during the summer of 2016. Should the study prove a positive technical and business case for the distribution and sale of the steam, Index Energy and Veridian will evaluate the potential of a joint-venture to purchase the steam from Index Energy and distribute to customers connected to the network. Further discussions on the joint-venture will ensue following delivery of the FVB Energy study. Investment and construction activity will occur in 2017, at the earliest.

#### **FINANCIAL IMPLICATIONS:**

As a condition of Index Energy's Agreement of Purchase and Sale with the Town of Ajax, a 20-year Steam Distribution System License Agreement was included to allow for the distribution of steam as well as hot and chilled water within the municipal road right-of-way system.

In exchange for the use of the Town's rights-of-way, Index is required to pay the Town royalties in the form of a percentage of gross revenue, as follows: 0.5% during the first five years; 1% during the second five years; 1.5% during the third five years; 2% during the last five year term. Should Index Energy and Veridian Connections choose to pursue an joint partnership based in part on the results of the feasibility study, royalties payments to the Town will begin upon the commencement of co-generation and the delivery of steam or water by Index.

#### **COMMUNICATION ISSUES:**

There are no communications implications associated with actions included in this report.

#### **CONCLUSION:**

The inclusion of a revitalized District Energy thermal network in the core of Ajax is part of the Town's vision for a newly renovated Steam Plant. A local steam and hot water network serving the area surrounding the Steam Plant offers a number of potential benefits. First, financially, in the form of Royalties over the next 20 years as outlined in The Steam Distribution System License Agreement. Secondly, as burning wood biomass is carbon neutral, the potential of removing the additional carbon emissions from the operation of boilers and chillers represents an environmental benefit. Finally, the Economic Development potential of providing thermal energy to local development at rates under the cost of traditional forms of generation can aid in the retention of existing employers and in the attraction of new business.

In light of these potential benefits to the Town, Economic Development staff will support the District Energy Feasibility Study by assisting in the facilitation of a variety of meetings between

local stakeholders, Veridian Connections, Index Energy and FVB in order to gather steam loading information and help determine the level of interest in connecting to the steam plant network.

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Andrew Poray – Sr. Economic Development Officer

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Gary Muller - Interim Director of Planning & Development Services

## **TOWN OF AJAX REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Tracey Vaughan-Barrett  
Director, Recreation & Culture

**PREPARED BY:** Robert Gruber  
Manager, Community & Cultural Development

**SUBJECT:** **Artist Selection for the Memorial to Women War Workers of Defence Industries Limited**

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** General Government Committee Report “Art in Public Spaces Policy Review” – January 19, 2012

General Government Committee Report “2015 Capital Budget/2016-2019 Long Range Capital Forecast (LRCF)” – January 12, 2015

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### **RECOMMENDATION:**

1. That the report entitled **Artist Selection for the Memorial to Women War Workers of Defence Industries Limited**, dated June 13, 2016, be received for information; and,
2. That Council approve the artist selection process to commission an artist to create the **Memorial to Women War Workers of Defence Industries Limited**.

### **BACKGROUND:**

On February 12, 2016, the Town was notified that the grant application, submitted to the Ministry of Canadian Heritage through the “Building Communities Through Arts & Heritage Legacy Fund”, for the creation of a Memorial to Women War Workers of Defence Industries Limited (DIL), was successful in the amount of \$232,000. This amount, combined with the Town’s contribution, as outlined in the 2015 Capital Budget and 2016 – 2019 Long Range Capital Forecast, as well as the funds raised by the Bomb Girls Legacy Campaign Committee, will provide the Town with a significant source of funding to create a memorial that will honour the thousands of female employees that worked at DIL and across Canada throughout WWII, as well as serve to educate future generations about the roots of Ajax as a Town and its unique history. The memorial is to eventually be installed at Pat Bayly Square upon the Square’s completion.

## **DISCUSSION:**

Ajax is a municipality with strong roots in the Second World War, and actively and proudly shares its Canadian heritage legacies with residents and visitors alike. In 1941, the largest defence industry in North America was located in this area to provide supplies for the Allies in World War II. The munitions factory, to be operated by Defence Industries Limited (DIL), would require 9,000 workers to produce munitions throughout the years. Over 7,000 of these workers were women, who came from cities, farms and villages across Canada.

Given that this piece is of historical significance and civic importance, and that it will no doubt be complex in both design and fabrication, staff recommend that an artist be commissioned to create the piece as opposed to developing an Open Call for Design Submissions. As was discovered through the Bust of Pat Bayly Open Call process, bust work, realistic full body likeness sculpting and creating bronze body work, are specialty artistic skills and there are a limited number of artists in the area who do this type of work. Commissioning an artist for this memorial will ensure an artist, seasoned in this type of artistic work is selected. The following explain staff's rationale for this recommendation.

### **1. Design Consideration and Specifications**

In addition to staff and Council providing design considerations for the artist to consider, the Bomb Girls Legacy Campaign Committee, who raised significant funds for this project, must also be consulted with in terms of design considerations. Due to the uniqueness of the site on which the memorial is to be installed, staff will also need to work very closely with the artist in order to ensure that specifications for the finished piece (i.e. weight, installation method, etc.) are adhered to, appropriate installation methods are considered, and full maintenance plans are provided. Commissioning an artist will allow for more open dialogue and a consultative approach with all stakeholders involved.

### **2. Storyboard Development and Sponsor Recognition**

The piece's storyboard will be an integral part of the overall memorial, telling the story and paying homage to the DIL Women War Workers. Similar memorials have bronze or stone etched storyboards as part of the design. In addition, consideration for sponsor recognition must be considered as part of the benefits agreed to by the Bomb Girls Legacy Campaign for sponsors of certain levels and above. Commissioning an artist will ensure the storyboard and sponsor recognition is included in the design process from the beginning and will become part of the overall memorial aesthetic.

### **3. Grant Deadlines**

As per the Building Communities Through Arts and Heritage Legacy Fund, the sculpture must be completed by December 2017. Commissioning an artist will streamline the consultation and design phases and allow for continuous communication prior to the fabrication phase and time required at the foundry for the bronzing and patina phases of the project.

### **Artist Selection Process**

Staff are suggesting that a short list of artists, who have done prominent full body bronze work, be developed and that they be invited to an interview where they would present their portfolio of work and discuss their initial concept for the memorial. This concept is not expected to be a full, complete and detailed design submission, but rather concepts and thoughts regarding the memorial, installation concepts and methods, as well as timelines for the project based on the grant deadlines. Based on the findings from these investigative interviews, staff would then proceed to commission an artist. Once awarded the commission, the artist would then begin



consultations with staff and the Bomb Girls Legacy Campaign Committee to develop the design, which would then be brought to Council for final approval, as per the Art in Public Spaces policy.

### **FINANCIAL IMPLICATIONS:**

The funding contributions to develop the full memorial, including sculpture, base, storyboard and sponsor recognition is as follows:

Ministry of Canadian Heritage Grant:	\$232,000
Bomb Girls Legacy Campaign:	\$175,000
Town of Ajax Capital Budget:	<u>\$100,000</u>
Total:	\$507,000

### **COMMUNICATION ISSUES:**

Although Recreation & Culture will take the lead on this project, staff from Planning & Development, Operations & Environmental Services, Legislative & Information Services, and the Office of the CAO will work together with the artist to develop the memorial design. Consultation with the Bomb Girls Legacy Campaign Committee will also be an important aspect of the design phase. Council will be kept apprised of the project's progress at various milestones during the project.

### **CONCLUSION:**

Public Art enhances the community, making the Town an attractive and memorable place where people want to visit, live, work and play. The addition of significant works of public art in Ajax continues to transform this community to a vibrant and creative destination for residents, artists and visitors alike. The Town of Ajax thrives on the importance of its place in history and its contribution to Canada's success in WWII, and the addition of artistically designed memorials, such as the Memorial to Women War Workers of Defence Industries Limited, will help to enhance the beauty of Pat Bayly Square, engage the public, provide an educational component to the history and heritage of the Town's beginnings and the important contributions of women war workers to the war effort, as well as position the Square as a destination for residents and visitors to enjoy, learn, remember and reflect.

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Robert Gruber  
Manager, Community & Cultural Development

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Tracey Vaughan-Barrett  
Director, Recreation & Culture

**TOWN OF AJAX  
REPORT**



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Dave Meredith, Director  
Operations and Environmental Service

**PREPARED BY:** Jade Schofield, Environmental Sustainability Coordinator  
Environmental Services

**SUBJECT:** Community Energy Plan Funding Securement

**WARD(S):** All

**DATE OF MEETING:** June 13<sup>th</sup> 2016

**REFERENCE:** Integrated Community Sustainability Plan, 2013 (ICSP)

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**RECOMMENDATION:**

1. That the report titled “Community Energy Plan Funding Securement” be received for information.
2. That participation in the Durham Community Energy Plan be endorsed by Council.

**BACKGROUND:**

In 2013, the Ajax Council adopted the Integrated Community Sustainability Plan to support Ajax becoming a sustainable community by the year 2055. Within this plan are actions to support identified strategies pertaining to energy use, allowing Ajax to:

- Reduce the amount of electricity and gas that residents use in their homes,
- Reduce the amount of energy that the Town, businesses and institutions use in their operations,
- Meet more of the community’s needs through renewable energy sources,
- Use vehicles that are energy efficient that use alternative fuel sources.

In addition, Ajax’s participation in the Climate Protection Program includes a community greenhouse reduction target of 6% by the year 2020.

An in depth analysis of Ajax’s current energy usage would provide a greater understanding of Ajax’s current and future energy requirements. This information would then be used helping drive the right actions towards becoming a sustainable community.

A Community Energy Plan (CEP) serves as a long term plan to define energy requirements of a community. A CEP allows municipalities to:

- Determine energy distribution, usage and associated greenhouse gas emissions,
- Identify areas for energy conservation,
- Plan for the energy impacts surrounding growth and intensification of the community, and
- Evaluate options for localized renewable or clean energy generation.

The CEP process can benefit the local community by:

- Identifying potential energy supply limitations,
- Increasing energy security and resilience as it relates to climate change,
- Improving air quality and reduce associated health risks through clean energy options,
- Determining viable sustainable energy options within the community, and
- Supporting sustainable economic development by reducing energy costs that leave the community.

## **DISCUSSION:**

In 2013, the Ministry of Energy launched a Municipal Energy Plan (MEP) program to help support municipalities with community energy planning. This program provides successful applicants with funding for 50% of eligible costs of the development of a plan.

In 2015, the Region of Durham's Roundtable on Climate Change recommended that joint application for the MEP program in collaboration with local municipalities and utility companies be explored. This provided the Town with an opportunity to create a CEP at very low cost, as a result of the confirmed availability of funding from the Province, and the ability to share matching funds in partnership with the Region of Durham, local municipalities, and local energy utilities.

In early 2016, the Town of Ajax formalized support for the joint application through the MEP program, with an understanding that this would allow for data collection and analysis as it pertains to energy consumption specific to Ajax as well as the surrounding municipalities.

The Town of Ajax has committed to support the plan through:

- The provision of municipal planning and information data,
- A financial contribution of \$8,000 over 2016 and 2017 (\$4,000 per year),
- Staff participation in the steering committee.

In May 2016, the Ministry of Energy announced that the grant application was successful in the amount of \$90,000.

All eight local municipalities and five local utility companies have committed to support the CEP process as partners with a totaled matching contribution of \$90,000 (Table 1) allowing for \$180,000 to be made available for the development of the plan.

**Table 1 List of CEP Funding Partners 2016-2017**

Region of Durham	\$20,000
Town of Ajax	\$8,000
Township of Brock	\$2,000
Municipality of Clarington	\$8,000
City of Oshawa	\$8,000
City of Pickering	\$8,000
Township of Scugog	\$2,000
Township of Uxbridge	\$2,000
Town of Whitby	\$8,000
Oshawa Public Utilities Networks Inc.	\$8,000
Whitby Hydro	\$8,000
Veridian Connections	\$8,000
<b>Total</b>	<b>\$90,000</b>

The next steps will be to secure a consultant to coordinate the development of the plan which will include the following stages:

- Stage 1: Stakeholder engagement
- Stage 2: Baseline energy study and energy info graphics
- Stage 3: Community Energy Plan Development
- Stage 4: Implementation Plan

Under the requirements of the CEP the project must be completed within a two year time frame.

The CEP process will:

- Include goals, targets and timelines for energy supply and demand management,
- Identify and assess opportunities for local energy generation,
- Provide data to help develop programs for conserving electricity, natural gas and transportation fuels within Durham,
- Identify the local economic impacts of energy within the region and evaluate business cases for conservation programs.

### **FINANCIAL IMPLICATIONS:**

Funding to support the Community Energy Plan Partnership action items have been identified in the Operations & Environmental Services Operating budget.

All additional funding for the development of the CEP will be contributed from the Province, Durham region, local municipalities and local energy utilities.

Costs associated with the implementation of the CEP would be subject to operating & capital budget approval.

### **COMMUNICATION ISSUES:**

Stage 1 of the CEP process focuses around stakeholder engagement. The successful consultant will be responsible for working with CEP partners in the development of a stakeholder consultation plan including community programming and campaigns to:

- Increase awareness surrounding energy use and conservation,
- Determine energy requirements, and

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- Secure local interests and involvement of the plan

The CEP will receive a specific identifier and branding pertaining the plan itself and the programs associated.

In addition the development of CEP will require extensive collaboration with regional and local municipalities, as well as stakeholders such as school boards, transit companies, businesses and community group.

## **CONCLUSION:**

A Community Energy Plan (CEP) serves as a long term plan to define energy requirements of a community. This report highlights the benefits associated with the development of such a plan and the partnership opportunity that has be presented in collaboration with the Region of Durham, local municipalities and local utilities through the Ministry of Energy's Municipal Energy Plan program. That the report titled "Community Energy Plan Funding Securement" be received for information, and that participation in the Durham Community energy plan be endorsed by Council.

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Dave Meredith, Director  
Operations and Environmental Service

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Jade Schofield, Environmental Sustainability Coordinator  
Operations & Environmental Services

## TOWN OF AJAX REPORT



**REPORT TO:** General Government Committee

**SUBMITTED BY:** Martin de Rond  
Director of Legislative and Information Services / Town Clerk

**SUBJECT:** **Ajax Council Composition and Ward Boundaries Review**

**WARD(S):** All

**DATE OF MEETING:** June 13, 2016

**REFERENCE:** *Municipal Act, Municipal Elections Act*

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### RECOMMENDATION:

**WHEREAS** the Council of the Regional Municipality of Durham intends to grant a fourth seat at Regional Council to the Town of Ajax; and

**WHEREAS** final approval of the new Regional Council Composition requires a regulation by the Minister of Municipal Affairs and Housing and successful completion of the “Triple Majority” provisions in the *Municipal Act*; and

**WHEREAS** an additional Regional Councillor seat, together with continuing strong but irregular population growth, requires that the Town undertake both a Council Composition Review and a Ward Boundaries Review in order that changes will be approved by the end of 2017 and in effect for the 2018 regular elections;

### NOW THEREFORE BE IT RESOLVED,

1. That, based on the expectation that Ajax will be assigned four seats on Regional Council for the 2018 elections, the composition of Town Council for the 2018 elections be as follows:
  - a. That the size of Town Council be **???** members;
  - b. That Town Council be composed of:
    - i. Mayor
    - ii. Three Regional Councillors
    - iii. **???** Local (Ward) Councillors
  - c. That the Regional Councillors be elected **by Ward or At-Large**
2. That Legislative Services staff commence preliminary work on possible ward configurations to be presented to Council once a new composition of Regional Council has been finally approved; and
3. That a short list of ward configuration alternatives be presented for public consultation prior to a final recommendation being considered by Council.

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**BACKGROUND:**

The Town's existing ward boundaries were last adjusted prior to the 2010 elections in order to better balance the Town's strong but irregular population growth across the four traditional electoral wards. It was acknowledged at that time that the eventual restoration of fair representation to Durham Regional Council would necessitate a more substantive review of the size and composition of Town Council, together with the number and configuration of electoral wards.

In March 2016, Regional Council resolved to modify the composition of Regional Council, including the granting of a fourth seat to the Town of Ajax. The Minister of Municipal Affairs and Housing recently commenced the process to enact a regulation that would allow the Region to undertake "Triple Majority" process specified within the *Municipal Act*, by which the proposed new 28-member composition of Regional Council would be formally approved.

A map of the existing four electoral wards and populations from the 2011 census is attached.

**DISCUSSION:**

Successful completion of the Triple Majority process later in 2016 will allow the Town to study, consult and implement changes to the composition of council and configuration of wards. The deadline for changes to be in effect for the 2018 elections is December 31, 2017, which includes settlement of any potential appeals to the Ontario Municipal Board that may challenge Council's ward boundary adjustment decisions.

The addition of a fourth Ajax seat on Regional Council introduces several potential changes to the composition of Ajax Town Council and the ward system, such as:

- Changing the size of Council
  - If the size of Town Council is to be changed, what would the optimal size be and how would the seats be distributed?
  - Would changing the size of Council impact matters such as ward boundaries, Committee structure, remuneration, etc.?
  - Five, seven, nine and eleven member Councils are possible, and each configuration may be more or less appropriate than others
- Balance between Regional and Local Councillors
  - At present, the Town has two Local Councillors for each Regional Councillor (excluding the position of Mayor).
  - If the Town is to be granted a third Regional Councillor (in addition to the Mayor), would the number of Local Councillors be increased as well, or would the balance be changed instead?
- Ward Structure
  - Will changing the balance between Regional and Local Councillors or the size of Council require changing the number and boundaries of wards?
- Method of electing members
  - Might the three Regional Councillors be elected at large by all electors in the Town, like the Mayor?

The size, composition and method of electing (ward vs general vote) a local municipal council may be determined by council. While not required, it is anticipated that public consultation would be a critical part of this process.

Uncertainty about when the Regional “Triple Majority” process will be completed means that there could be significant time constraints for resolving the Council size, composition and ward configurations by the December 31, 2017 deadline.

As a result, based on the assumption that Ajax will be granted a fourth seat on Regional Council for the 2018 elections, it is proposed that Council determine at this time:

1. The Preferred Size of Council

Increasing the size of Council to nine or eleven members (or decreasing the size to five members) may create difficult scenarios for the number of local councillors and wards, and could require that Regional Councillors be elected at-large.

It is the Clerk’s recommendation that Council should remain at seven members, especially if ward elections are preferred for both Regional and Local Councillors. In such a scenario, there would be three wards in Ajax, each with one Local and one Regional Councillor.

2. Whether Members will be Elected by Ward and/or At-Large

While some Regional Councillors in Durham are elected at-large (notably Whitby and, sometimes, Oshawa), it is recommended that both Regional and Local Councillors be elected by wards in Ajax.

Settling these issues now will allow staff to proceed with detailed analysis of different ward configuration alternatives over the summer months. Once the Triple Majority is confirmed, staff will prepare a report to propose a terms of reference to guide the review of the various ward boundary alternatives and the public consultation process. Assuming this process may commence by the end of 2016, new ward boundaries should be approved by June 2017, thereby allowing some additional time in the event that appeals are filed with the Ontario Municipal Board.

## **FINANCIAL IMPLICATIONS:**

The primary financial impact would be the remuneration and support costs associated with increasing the size of Council. Considerable staff time will be required to investigate and identify ward boundary options. While the full ward boundary review will be undertaken by staff, it is anticipated that some consulting costs will be required to ensure that staff work is reviewed by experts in this field. Expert review will be extremely beneficial in the event that Council’s decision is appealed to the OMB.

## **COMMUNICATION ISSUES:**

N/A

## **CONCLUSION:**

Beginning early on the council composition issues will save valuable time and allow better management of the detailed ward boundary review process to be commenced in late 2016.



**ATTACHMENTS:**

ATT-1:  
Town of Ajax Ward Population Map, 2011 Census

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Martin de Rond, Director of Legislative and Information Services / Town Clerk

