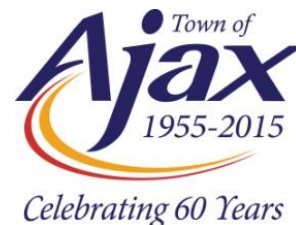


The Corporation of the Town of Ajax
GENERAL GOVERNMENT COMMITTEE



Thursday, March 5, 2015

In-Camera at 1:45 p.m.

Open Meeting at 2:00 p.m.

River Plate Room, Town Hall

65 Harwood Avenue South

Confirmed by: *NW*

AGENDA

Alternative formats available upon request by contacting:
sarah.moore@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 – February 19, 2015** (circulated separately)
 - *Any discussion will be held in the In-Camera Session*

In-Camera

4. **Authority to Hold a Closed Meeting and Related In-Camera Session**
 - *A matter pertaining to the proposed or pending acquisition or disposition of land by the municipality or local board [Sec. 239 (2)(c), Municipal Act, 2001, as amended]*
- 4.1 **Confidential Property Matter**
5. **Consent Agenda** – *Considered to be routine, these items may be approved by one motion. Items may be separated and referred to the Discussion Agenda*
 - 5.1 **Contract Award – Concrete Sidewalk and Curb Repairs**, D. Meredith, Director of Operations & Environmental Services / R. Chalmers, Supervisor, Infrastructure and Asset Management 3

5.2	Contract Award – Replacement of Street Sweeper unit# 603-5 , D. Meredith, Director of Operations & Environmental Services / C. Addley, Supervisor of Fleet Services and Inventory	6
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6. Presentations / Discussion

6.1	Initial Report - Comprehensive Zoning By-law Update , P. Allore, Director of Planning & Development Services / G. Muller, Manager of Planning	10
6.2	Toronto 2015 Pan Am Community Ticket Allocation and Dignitary Accreditation , R. Ford, Interim Chief Administrative Officer / L. Barrington, Government Relations Advisor ..	16

7. Departmental Updates

8. Adjournment

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Dave Meredith
Director, Operations and Environmental Services

PREPARED BY: Rick Chalmers
Supervisor, Infrastructure and Asset Management

SUBJECT: **Contract Award – Concrete Sidewalk and Curb Repairs**

WARD(S): All

DATE OF MEETING: March 5, 2015

REFERENCE: Tender No. T15008

RECOMMENDATION:

1. That Council award the contract for Concrete Sidewalk and Curb Repairs to Bennington Construction Ltd. in the amount of \$660,525.12 (inclusive of all taxes).

BACKGROUND:

As part of the 2015 Budget process, Council approved funding to undertake various concrete sidewalk, walkway and curb repairs and replace aging and obsolete catch basin grates. The following is a summary of each project to be completed in conjunction with the contract award:

- Sidewalk maintenance
- Curb and gutter repair
- Catch basin and grate repair

i) Sidewalk Maintenance:

The Town performs annual maintenance to keep the sidewalks in a state of good repair. In determining priority locations, staff utilize annual sidewalk inspections, daily infrastructure inspections and customer service calls received from Town residents, reporting issues relating to sidewalk deficiencies. Sidewalk replacements are prioritized using criteria which includes trip hazards, areas of ponding water and major cracked bays.

As part of the sidewalk maintenance program, there is also a need to allocate money for boulevard and driveway restoration. These associated costs are reflected within this contract award.

ii) Curb and Gutter Repairs:

The Town performs annual maintenance to keep the concrete curbs and gutters in a state of good repair. In determining priority locations, staff used daily infrastructure inspection reports as well as calls received from local residents. These areas of repairs are throughout the various wards based on staff assessment. While curb and gutters are being repaired, staff are recommending the replacement of catch basin frames and grates to the Town's current standard.

As part of the concrete curb and gutter repair program, there is also a need to allocate money for boulevard and driveway restoration. These associated costs are reflected within this contract award.

iii) Catch Basin and Grate Repair:

During the past seven (7) years, the Town has replaced in excess of two hundred and forty-six (246) catchbasin frames and grates under this program to ensure they are bicycle safe. As the Town encourages the use of alternative modes of transportation such as bicycles, it is very important to ensure that catchbasin grates be replaced such that they do not pose a hazard to cyclists. Staff has inventoried 325 catchbasin frames and grates that remain to be converted to the Town's standard catchbasin frame and bicycle proof grate. Twenty (20) locations will be identified for catchbasin frame and grate replacement in 2015 with priority being given to those along bike lanes.

The Town's Pedestrian and Bicycle Master Plan (2010) recommended that the needs of pedestrians and cyclists be considered during the design of transportation projects and services. The replacement of catchbasin frames and grates to a bicycle friendly standard is consistent with the recommendations of this plan.

DISCUSSION:

Request for Tender (RFT) documents were issued to 17 prospective bidders with bids being received back from seven of these, prior to the closing on February 10, 2015. Upon review of the seven bids received, a number of arithmetical errors were discovered, resulting in a Corrected Total Tender Amount. Listed below is a summary of the bids received:

NAME OF BIDDER	TOTAL TENDER AMOUNT	CORRECTED TOTAL TENDER AMOUNT
Bennington Construction Ltd	\$660,525.12	\$660,525.12
Slipform Contruction	\$748,742.81	\$748,748.99
Trisan Construction	\$751,054.50	\$751,054.50
Aloia Bros.Concrete Contractors Inc.	\$849,830.06	\$849,830.06
Serve Construction Ltd.	\$873,670.80	\$873,670.80
2274084 Ontario Ltd., o/a GMP Contracting	\$1,048,527.00	\$1,048,527.00
Brennan Paving & Construction Ltd.	\$1,272,348.87	\$1,272,348.87

FINANCIAL IMPLICATIONS:

Funds for Concrete Curb and Sidewalk Repairs are included in the Operations and Environmental Services operating budget.

COMMUNICATION ISSUES:

Minor disruptions due to limited driveway access and localized lane closures will be experienced by residents and motorists during the construction period. Every effort, however, will be made to keep these inconveniences to a minimum throughout the process. Communications will include the delivery of a construction notice to all affected residents, the provision of a construction outline and schedule on the Town's website and where appropriate, construction notice signs will be posted. The Town's contractors will be instructed to ensure that adequate safety measures are in place to protect the public for each of the projects.

CONCLUSION:

It is the recommendation of staff that Bennington Construction Ltd. be awarded the contract for Concrete Sidewalk and Curb Repairs, being the lowest bidder meeting minimum specifications.

Rick Chalmers
Supervisor, Infrastructure and Asset Management

Dave Meredith
Director, Operations & Environmental Services

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Dave Meredith
Director, Operations and Environmental Services

PREPARED BY: Chris Addley
Supervisor of Fleet Services and Inventory

SUBJECT: **Contract Award – Replacement of Street Sweeper unit# 603-5**

WARD(S): All

DATE OF MEETING: March 05, 2015

REFERENCE: **Capital Account 972111 – OPS Repl. Equip #603-5**

RECOMMENDATION:

That Council awards the contract for the supply and delivery of a Street Sweeper to Cubex Ltd. in the amount of \$256,918.21 (inclusive of all taxes).

BACKGROUND:

The existing Sweeper has been approved for replacement in 2015. The sweeper is an integral part of the street and parking lot maintenance programs that run a minimum of 8 months each year. In addition to the sweeping of municipal roads it is used by Operations to sweep the Ajax plaza, Town facility parking lots, parade routes and special events. The existing unit has been extended beyond its projected useful life and was originally scheduled for replacement in 2014. In response to the 2013/2014 ice storm, the Town accelerated procurement of a bucket truck to facilitate the cleanup. The acquisition of the street sweeper was deferred for an additional year.

In recent years the Town's fleet service technicians have replaced key engine components and performed numerous repairs to the vacuum system in efforts to extend the life of the existing sweeper. Currently, the unit is burning an unacceptable amount of oil during regular operation. The sweeper requires an overhaul in order to make it functional for its current operational responsibilities.

The recommendation is to replace the current sweeper with a dedicated sweeper that improves fuel efficiency, reduces emissions, increases reliability and reduces overall maintenance costs. These improvements will ensure sweeping operations are at their highest level of service without interruptions.

DISCUSSION:

The current Purchasing By-Law allows for purchases through negotiations, under certain conditions, more specifically, “where, at the discretion of the Department Head, with the approval of the Chief Administrative Officer, it is deemed to be in the best interest of the municipality to negotiate with vendors.”

Fleet Services successfully sourced the Ravo 5 Street Sweeper. This model is a dedicated sweeper by design meeting all specifications. This unit can be supplied and delivered by Cubex Limited. Cubex Limited has been serving the municipal and construction industries for over 45 years and is the exclusive distributor for Ravo Fayat Group. Cubex Limited currently has a demo Ravo 5 sweeper at its Brantford facility. The demo unit meets or exceeds all specifications and would be treated as new on delivery. A full 2 year bumper to bumper warranty is offered on the demo. The demo is approximately \$40,000 less than if the Town was to factory order a new unit and will meet delivery requirements for the current work plans in 2015.

This report and single source recommendation has been reviewed and approved by the Chief Administrative Officer.

Contract commencement is March 10, 2015 and completion is expected by May 1, 2015

FINANCIAL IMPLICATIONS:

Capital Account No. 972111 – OPS Repl. Equip #603-5

Approved Capital Budget		\$250,000.00
Contract (net of HST rebate)	\$231,362.81	
Additional Decals and Numbering	\$1,000.00	
Under Budget		<u>\$17,637.19</u>

The Capital Detail Sheet is attached for information.

COMMUNICATION ISSUES:

N/A

CONCLUSION:

It is the recommendation of Fleet Services that Cubex Limited be awarded the contract to supply and deliver a demo Ravo 5 Series Street Sweeper as a single source purchase.

ATTACHMENTS:

ATT-1: Capital Account No. 972111 – Ops Repl. Equip #603-5

Chris Addley – Supervisor of Fleet Services and Inventory

Dave Meredith - Director, Operations and Environmental Services

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

Department	Operations & Environmental Services
Section	Operations
Project Name	OPS - Repl. Equip #603-5
Submitted By	Chris Addley, Supervisor Fleet & Inventory
Start Year	2015
Project Number	0972111

PROJECT DESCRIPTION / JUSTIFICATION

The existing street sweeper was purchased and has been in service since the year 2002. The unit is an integral part of street and parking lot maintenance programs that run a minimum of 8 months per year.

It is used daily by Operators to sweep the Ajax plaza and Town facility parking lots. It is also used for parade routes and special events throughout the Town on a continuous basis. The unit has been reviewed and based on the high maintenance requirements, high engine hour usage, the sweepers history of repairs and downtime, it is recommended that this vehicle be replaced given that it is at the end of its useful life.

The replacement unit will be a more fuel efficient, reliable model outfitted with a stainless steel hopper, high pressure pump, on board liquid holding tanks, Global Positioning System and a minimum PM10 compliant vacuum system. The new units chassis will also meet the stringent 2013 EPA diesel emission guidelines.

EXPENDITURES / FUNDING

	2015	2016	2017	2018	2019	Total
Total Expenditures	250,000					250,000
Vehicle/Equipment Replacement	250,000					250,000
Total Funding	250,000					250,000

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Paul Allore, MCIP, RPP
Director, Planning and Development Services

PREPARED BY: Gary Muller, MCIP, RPP
Manager of Planning

SUBJECT: Initial Report - Comprehensive Zoning By-law Update

WARDS: All

DATE OF MEETING: March 5, 2015

REFERENCE: Capital Accounts 0960011 and 0960111

RECOMMENDATION:

That the report to General Government Committee dated March 5, 2015 entitled "Initial Report - Comprehensive Zoning By-law Update" be received for information.

INTRODUCTION:

The Town of Ajax Comprehensive Zoning By-law 95-2003 was adopted by Council on July 14, 2003. Since that time, the Town has passed approximately 140 zoning by-law amendments stemming from development applications and Town-initiated studies. During that same time, nearly 700 minor variance applications have been approved by the Committee of Adjustment.

The Town has completed a comprehensive review of its Official Plan. The majority of Amendments 41 and 42 to the Town of Ajax Official Plan were approved by the Ontario Municipal Board in November, 2014. New Official Plan policies are now in place that, among other matters:

- Respond to climate change and advancing environmental protection through new development and enhanced planning practices;
- Improve the built environment through pedestrian oriented and sensitive urban design;
- Promote cultural heritage preservation;
- Direct residential intensification to strategic locations including the Downtown, the Uptown, along specified arterial road corridors and in other locations;
- Promote appropriate development of employment lands; and,
- Advance new transportation policies that address road requirements, transit supportive development and active transportation.

Section 26(9) of the *Planning Act* indicates that no later than three years after a comprehensive review of the Official Plan comes into effect, the council of the municipality shall amend its zoning by-laws to ensure that they conform with the Official Plan.

To implement the Official Plan's policy direction, changes to the zoning by-law are required to implement intensification targets, performance standards, built form policies, environmental policies, mapping changes and other official plan policies. Further, this review provides an opportunity to enhance development opportunities and encourage job growth.

In addition, staff and various stakeholders have had an opportunity to work extensively with the by-law and have identified a number of issues. Issues related to the By-law have been charted using an internal tracking system that was put in place in 2008. Through this review, there is an opportunity to create a document that is more user friendly, practical and clear.

BACKGROUND

A zoning by-law is a set of regulations and maps governing land uses within a municipality that:

- Divides a municipality into zones (e.g. residential, commercial, employment);
- Specifies how land within those zones may be used by establishing the types of uses permitted within each zone (e.g. single detached dwelling, office, restaurant, etc.); and,
- Specifies criteria for development within each zone including:
 - where buildings and other structures can be located;
 - the types of buildings that are permitted and how they may be used;
 - lot size;
 - parking requirements; and,
 - building heights and setbacks from the street and adjoining properties.

A zoning by-law implements the objectives and policies of an official plan and provides a municipality with a legally enforceable means of regulating land use, as well as the scale and intensity of development. Zoning By-laws also serve to protect areas by preventing incompatible uses. Zoning By-laws are regulated by Section 34 of the *Planning Act*.

Scope

The Town has completed its Growth Plan conformity exercise. Official Plan Amendment No. 41 (OPA 41) incorporated key focal points for intensification while OPA 42 provided policies targeted toward enhancing the viability of employment lands.

A growth target of 7,987 new residential units has been established for Ajax between 2015 and 2031, of which 4,343 (54%) have been allocated to intensification within the built boundary of the urban area, as it existed in 2006. While intensification through infill is expected to occur throughout areas within the built boundary, the majority of the intensification is expected to be accommodated at key locations and along certain corridors, as described below:

i. *Regional Centres:*

- a. The Downtown (in the vicinity of Harwood Avenue/Bayly Street) and,
- b. The Uptown (in the vicinity of Kingston Road/Harwood Avenue).

These areas should support a long-term density target of 75 residential units per gross hectare and a floor space index of 2.5.

- ii. *Local Centres* - smaller in scale and serve smaller segments of the population. They are further refined: Urban Centres should support a long-term density target of 30 residential units per gross hectare or a floor space index of 2.0 along with Community Centres and Neighbourhood Centres, which are even smaller in size and scope.

- iii. *Regional Corridors* - appropriate for higher density mixed use development located along Kingston Road, portions of Harwood Avenue, Bayly Street, Westney Road, and Salem Road. They are intended to redevelop with a density target of 60 residential units per gross hectare or a floor space index of 2.5.
- iv. *Local Corridors* - appropriate for mixed use development and should support an overall long-term density target of 30 residential units per gross hectare or a floor space index of 2.0.
- v. Development areas - generally within a 500-metre radius of the Ajax GO station to provide for complementary higher densities and a mix of uses.

The Town's Official Plan policies indicate that the scale of new development must balance transit-supportive intensification objectives with the protection of adjacent neighbourhoods. New development should be compatible with existing neighbourhoods and sensitive to their context. New buildings will need to ensure that appropriate massing and scale are introduced to ensure that sky views, light and privacy are sustained and to minimize adverse effects such as shadowing. In this respect, this project will include:

- i. Developing appropriate development standards for medium and high density developments in conformity with Official Plan policies and best practices, as well as exploring broadened land use permissions which respond to project demographic changes and housing demands within the Town;
- ii. Developing zoning requirements that implement planning policies and height limitation schedules for intensification areas (Downtown, Uptown, Mid-town, Pickering Village, Centres, Corridors), including:
 - a. preparing building height limitations based on 45 degree angular planes and good urban design;
 - b. developing height restrictions in the Downtown based on existing emission (plume) information due to the height of the stack of the Index Co-generation District Energy Facility.
- iii. Developing regulations for employment intensive uses along Regional Corridors;
- iv. Requirements for employment support uses such as financial institutions, restaurants, personal service establishments, service or repair shops, athletic clubs, and private recreational facilities in Employment Areas.
- v. Establishing Build Within Zones, Minimum Built Frontage and related requirements to regulate pedestrian-oriented and transit-supportive building placements;

The project will also implement various sustainability policies within the Town of Ajax Official Plan, such as:

- i. Enhanced standards for surface parking areas, such as increasing permeable surfaces and pervious pavement;
- ii. Requirements for targeted greening to help mitigate urban heat island effects;
- iii. Locations and permissions for seasonal or year-round marketplaces where locally grown and preserved foods and other products can be sold; and,

- iv. Standards for waste reduction and recycling in multi-residential developments.

The Town will also review and update its Transportation-related development standards, including:

- i. Updating the Parking, Loading and Queuing requirements with appropriate parking rates suited for intensification, including shared parking standards and other strategies;
- ii. Providing requirements for compliance with the *Accessibility for Ontarians with Disabilities Act*, including but not limited to accessible parking spaces;
- iii. New Transportation Demand Management (TDM) and Active Transportation requirements, including requirements for bicycle parking, carpool spaces and strategies tied to the implementation of TDM programs,
- iv. Criteria and standards for bicycle parking and secure bicycle storage facilities.

Numerous other issues and subject matter have also been identified for review, which will be introduced through upcoming Discussion Papers.

Work Program

A detailed work program has been completed. Staff are in the process of completing a series of Discussion Papers that make observations, identify issues and suggest some opportunities for potential improvement. The papers will be organized under the following broad subject areas:

- Stable Neighbourhoods;
- Intensification Areas;
- Transportation Requirements;
- Employment Areas
- Best Practices;
- Pickering Village;
- Definitions;
- Greenlands System;
- Sustainability Elements.

The Town has retained the MMM Group in association with Lehman and Associates to assist with this project. Their participation in the project is in the preparation and drafting of Technical Reports, the review and preparation of transportation-related development standards, official plan conformity, urban design, assistance with sustainability development standards, graphics/illustrations and web-based mapping/surveying and communication tools.

Public consultation and comment will be undertaken throughout this process, based on the following milestones.

- June 1, 2015 Community Affairs and Planning Committee – Public Launch of Discussion Papers, project website and communications
- Fall 2015 - Public Open Houses (3)
- Early 2016 – Completion of Technical Reports
- Mid 2016 – Completion of Draft By-law(s)
- End 2016 – Consultation Period on Draft By-law(s)
- Mid 2017 – Statutory Public Meeting on Amending By-law(s)

Development Permitting System

In tandem with the Comprehensive Zoning By-law Update, the Town will be evaluating the appropriateness of implementing a Development Permit System (DPS) in all or strategic parts of the municipality as a way to facilitate and streamline development, improve certainty, further improve development outcomes and reduce potential duplication.

The DPS is a collapsed approvals process integrating minor variances, zoning by-law amendments and site plan control into one permit-based system. It provides for a greater degree of discretion to the municipality by prescribing not only permitted uses, but also discretionary uses where additional information may be required before the discretionary use is permitted. Variations to development standards may also be issued through a DPS.

Section 7.1.10 of the Town of Ajax Official Plan indicates that upon authorization of a system permitting the use of Development Permits, the Town may, in accordance with that authority, implement the Official Plan in part or whole by the use of a Development Permit regime independent or supplemental to its powers of implementation as described in the Official Plan.

In this respect, the Town has retained Gladki Planning Associates to undertake the following:

- i. evaluate the need for, and appropriateness of undertaking a DPS and whether it would constitute a value-added planning regime within Ajax;
- ii. should the preceding analysis indicate that the DPS is a favoured approach in all or parts Ajax, the process will:
 - a. identify appropriate locations in Ajax where a DPS would be preferred over the existing land use planning system;
 - b. provide effective public consultation, and prepare draft official plan policies to enable the implementation of a DPS in Ajax. This would include developing a vision of how the proposed DPS area would develop and articulating the purpose, goals, objectives and policies of a DPS;
 - c. recommend official plan policies which specify the following in accordance with subsection 3(1) of the Development Permits Regulation.
 - d. recommend a draft Development Permit By-law.
 - e. include information, training and legislative material.

Background research for this project is also underway. A background report recommending whether a DPS is appropriate for Ajax is expected to be presented to General Government Committee before the summer break.

FINANCIAL IMPLICATIONS:

Funding for the MMM Group was approved as part of the 2014 budget under Capital Account 0960011. Funding for Gladki Planning Associates was approved under the 2014 budget under Capital Account 0960111.

COMMUNICATION ISSUES:

Throughout 2015, staff will hold a series of public consultation and outreach events to provide background information, discuss issues and opportunities and obtain feedback. Public Consultation will include the following components:

- A project website that will include links to online surveys and interactive web-based GIS mapping;

- Social media updates;
- Promotional materials including brochures;
- Preparation of a User's Guide to the Zoning By-law;
- Public Open Houses;
- Statutory Public Meetings.

CONCLUSION:

The Town of Ajax is currently undertaking a comprehensive review of Zoning By-law 95-2003. This review process will ensure conformity with the Town of Ajax Official Plan; incorporate technical and housekeeping amendments; improve clarity; respond to growth demands; apply lessons learned; remove duplication; and address input from departments, agencies, the public and stakeholders. The Development Permitting Implementation Study is being undertaken in tandem to determine whether this approach to development control is appropriate for Ajax.

Gary Muller, MCIP, RPP
Manager of Planning

Paul Allore, MCIP, RPP
Director, Planning and Development Services

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

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

PREPARED BY: Leona Barrington, Government Relations Advisor

SUBJECT: **Toronto 2015 Pan Am Community Ticket Allocation and Dignitary Accreditation**

WARD(S): ALL

DATE OF MEETING: March 5, 2015

REFERENCE: Toronto 2015 Pan Am Municipal Designation Program, GGC Report, May 8, 2014

RECOMMENDATION:

1. That Council endorse the proposal for the community allocation of Pan Am tickets and that staff be authorized to implement distribution plans.
2. That the dignitary accreditation process be received for information.

BACKGROUND:

To increase awareness and to build excitement within host communities, TO2015 created a Municipal Designation Program. In May 2014, Council approved the Town's "Gold" level designation. Ajax is one of four other municipalities (Hamilton, Markham, St. Catharines/Welland and Caledon) that sit at this level.

One of the benefits of our Gold Designation is the Town will receive 800 complimentary tickets. It is the Town's responsibility to determine the recipients and a distribution model for these tickets. The Town has been assigned tickets for baseball and softball games in Ajax, as well as soccer games in Hamilton and the Opening and Closing Ceremonies taking place in Toronto.

Staff are committed to ensuring these tickets are distributed in a transparent, accountable and balanced way with a focus on engaging the community and generating excitement.

The Designation also provides Council members with "Dignitary Accreditation". This enables Council to become Town ambassadors during the Games. The accreditation will allow Council to share passes for games held at the Ajax venue as well as events happening throughout the Pan Am footprint.

DISCUSSION:**Community Allocation**

Providing complimentary access to the Games ensures inclusiveness and maximizes the ability for community members to participate in this international sporting event. It is an opportunity to inspire the community, recognize those who have been supportive of the Games and showcase the Town's world class infrastructure.

Staff are proposing a majority of the tickets be assigned to children and youth participating in a variety of Town administered programs. Providing opportunities to children and youth to attend the Games advances the Town goals related to sport, culture and youth development and is aligned with TO2015's goal to make the Games "the most youth friendly ever." This approach is also in-line with other host municipalities such as Toronto and Hamilton.

The ticket allocation program also presents an opportunity for the Town to show its appreciation to our local sport associations whose schedules and venues have been impacted as a result of the Games coming to Ajax. Providing these community partners with complimentary tickets would be a way to recognize their support and patience leading up to and during the Games.

Finally, it is important that the Town expand its reach and recognition to the boarder community through initiatives and giveaways that will provide avenues for a diverse group of individuals and families to participate in the Games.

Based on these philosophies, staff recommend tickets be allocated as follows:

- 60% to participants of the Town's camps and youth programs
- 20% to Community Sports Associations who have been impacted by the Games (Baseball/Softball/Soccer)
- 20% to Community Recognition (community giveaways, host committee members, staff)

Should Council endorse this allocation proposal, these percentages will be used as a guideline as staff finalize the implementation plans for each focus area.

Dignitary Accreditation

Council member accreditation will take the form of a "Two Part Pass" which is a personalized pass that will be complemented with a shared access pass. This pass eliminates the need for individuals to have a physical ticket to enter a venue.

Pan Am have released a preliminary overview of the Municipal Delegations Program. The current proposal is as follows:

- The Mayor and one guest will have access to the Opening and Closing Ceremonies, all competition venues across the Games footprint(multiple people can be accredited as a guest and the pass is transferable) along with access to public transportation
- In addition, the Town will be provided eight Municipal Delegation Passes:
 - Four that provide access to the Ajax venue only
 - Four that provide access to all competition venues and ceremonies (with the exception of games considered "Prime Events") along with access to public transportation
- Four tickets to the opening ceremonies and four tickets to the closing ceremonies

The Municipal Designation Passes will be shared amongst Council. Staff will be responsible for managing the daily distribution of these passes and the associated schedule. Pan Am is currently finalizing the schedule for the Games, once it has been confirmed, staff will circulate to Council for review at which time council members can identify the games they are interested in attending and the number of passes they'd require.

Similar to the Mayor's guest accreditation, Council also have an opportunity to submit the names of two guests they'd like to have accredited. Those guests would be eligible to accompany a Council member to an event locally or another Pan Am venue based on the availability of the pass(es).

The accreditation paperwork for all Members of Council and their guests will be required by March 20, 2015. Once the accreditation is approved, it will be the responsibility of Council and their guests to travel to the Pan Am Accreditation location in Toronto to have their pictures taken and to pick up the personalized portion of their pass.

Staff continue to seek clarity from Pan Am officials regarding specific roles for Members of Council during the Games. In addition to being Town ambassadors, there is the possibility of council members being asked to participate in medal ceremonies at local venues, however staff await final confirmation. Details of those potential opportunities will be shared as they become available.

FINANCIAL IMPLICATIONS:

Ticket allocation is a benefit of the Pan Am Municipal Designation Program. The tickets are complimentary and are of no direct cost to the Town.

COMMUNICATION ISSUES:

Staff will work directly with key stakeholders to implement distribution plans and the Communications Department will continue to develop tactics and initiatives to promote giveaways and broader community engagement.

CONCLUSION:

Hosting a world class event like the Pan Am Games offers many benefits to a community. Staff are focused on capitalizing on those benefits and ensuring residents and stakeholders have the ability to participate in this once in a lifetime opportunity. Providing residents with access to these tickets at no cost will eliminate the ability to pay as a potential barrier and create excitement throughout Ajax.

Leona Barrington – Government Relations Advisor

Tracey Vaughan-Barrett – Director of Recreation & Culture