

The Corporation of the Town of Ajax
GENERAL GOVERNMENT COMMITTEE



Tuesday, October 11, 2016
Open Meeting at 1:30 p.m.
River Plate Room, Town Hall
65 Harwood Avenue South

Confirmed by: 

AGENDA

*Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347*

J. Dies, Chair
P. Brown, Vice Chair

Open Meeting

1. **Call To Order**

2. **Disclosure of Pecuniary Interest**

3. **Adoption of In-Camera Minutes**
 - 3.1 **In-Camera Minutes – September 12, 2016** (circulated separately)
 - *Any discussion will be held in the In-Camera Session*
 - 3.2 **Regular Minutes – September 12, 2016**..... 3

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 **2017 Finance Department User Fees**, S. Strain, Director of Finance/Treasurer / T. Simkin, Manager of Taxation..... 9
 - 4.2 **2017 Fire & Emergency Services Fees**, D. Lang, Interim Fire Chief / K. Doucette, Chief Fire Prevention Officer..... 13
 - 4.3 **2017 Operations and Environmental Services User Fees**, D. Meredith, Director of Operation & Environmental Services 21
 - 4.4 **2017 Planning & Development Services Annual Fee Review**, G. Muller, Acting Director of Planning & Development Services / E. Wood, Administrator Coordinator 29
 - 4.5 **2017 Recreation & Culture Fees**, T. Vaughan-Barrett, Director of Recreation & Culture / D. Nickerson, Manager, Administration / D. Gibson, Financial Analyst..... 55

- 4.6 **2017 Corporate and Legislative & Information Services Fees**, A. Harras, Manager of Legislative Services/Deputy Clerk / A. St. Hill-Moore, Office Supervisor..... 103
- 4.7 **Capital Expenditure Control Policy Update**, S. Strain, Director of Finance/Treasurer . 107
- 4.8 **Contract Award - RFP - Janitorial Services**, D. Meredith, Director, Operations and Environmental Service / R. Ford, Manager Building Maintenance 116
- 4.9 **Economic Development & Tourism Strategy Implementation Update**, G. Muller, Acting Director of Planning & Development Services / L. Hausz, Manager of Economic Development & Tourism..... 120

5. Discussion

- 5.1 **Stormwater Management Sustainability Strategy**, G. Muller, Acting Director of Planning & Development Services / S. Ruddy, Stormwater Engineer 125

6. Presentations

- 6.1 **Artist Commission for the Memorial to Women War Workers of Defence Industries Limited**, T. Vaughan-Barrett Director, Recreation & Culture / R. Gruber, Manager, Community & Cultural Development..... 130
~ Tim Schmalz, Artist
- 6.2 **2016 Waterfront Management and By-Law Enforcement Strategy – Year 1 Summary**, D. Meredith, Director of Operations & Environmental Services 139
- 6.3 **Doric Masonic Lodge Update**, D. Meredith, Director of Operations & Environmental Services / C. Bridgeman, Manager, Infrastructure & Asset Management.....verbal
- 6.4 **Traffic By-law Amendment**, G. Muller, Acting Director of Planning & Development Services / H. Ng, Supervision of Transportationverbal
- 6.5 **Ward Boundary Review – Terms of Reference & Proposed Ward Boundary Models**, A. Harras, Manager of Legislative Services/Deputy Clerk 161

7. Departmental Updates

In-Camera

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

None

9. Adjournment



**Minutes of the
General Government Committee Meeting
Held in the River Plate Room, Ajax Town Hall
At 1:30 p.m. on September 12, 2016**

**Alternative formats available upon request by contacting:
accessibility@ajax.ca or 905-619-2529 ext. 3347**

The General Government Committee met at 1:30 p.m. on September 12, 2016

Present:	Chair - Councillor	R. Ashby, Chair
	Regional Councillors	S. Collier C. Jordan
	Councillors	J. Dies P. Brown
Regrets	Councillor	M. Crawford
	Mayor	S. Parish

1. Call to Order

Chair Ashby called the meeting to order at 1:30 p.m.

2. Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interests.

3. Adoption of Minutes

3.1 In-Camera Meeting

Moved by: P. Brown

That the Minutes of the In-Camera meeting of the General Government Committee held on July 11, 2016 be adopted.

CARRIED

4. Consent Agenda

Members separated items 4.1, 4.2, 4.3, 4.4, and 4.6 for discussion.

Moved by: S. Collier

That items 4.5 and 4.7 of the consent agenda be adopted.

CARRIED

4.1 Capital Account Closing Report, July 31, 2016

Sheila Strain, Director of Finance/Treasurer, provided a brief summary of the contents of the report. Members asked questions regarding how surplus capital funds are accounted for in the Town’s budget process. S. Strain responded to members’ questions.

Moved by: S. Collier

1. That Council receive the attached listing of Capital Account Closings as of July 31, 2016 for information.
2. That Council approve the funding transfers from the July 31, 2016 Capital Account Closings to/from the Reserves / Reserve Funds.

Reserve / Reserve Fund	Transfers to	Transfers from	Net Transfer
Building Maintenance Reserve	(\$20,045.54)	\$49,516.30	\$29,470.76
Roads Maintenance Reserve	(\$287,004.73)		(\$287,004.73)
Federal Gas Tax Reserve Fund	(\$17,823.72)		(\$17,823.72)
2013 DC Reserve Fund	(\$425,671.68)		(\$425,671.68)
2008 DC Reserve Fund	(\$6,717.93)		(\$6,717.93)
Strategic Initiatives Reserve	(\$2,984.09)		(\$2,984.09)
Vehicle / Equipment Replacement Reserve	(\$18,654.65)		(\$18,654.65)
Development Reserve	(\$67,852.98)		(\$67,852.98)
Total Transfers	(\$846,755.32)	\$49,516.30	(\$797,239.02)

CARRIED

4.2 Insurance Renewal – July 1, 2016 to June 30, 2017

S. Strain provided an overview of the contents of the report. Members asked questions regarding premium increases and the dividend received by the Town. S. Strain responded to members’ questions.

Moved by: P. Brown

That the report on the Insurance Renewal – July 1, 2016 to June 30, 2017 be received for information.

CARRIED

4.3 Contract Award – Church Street Bridge Design

Hermie Chung, Capital Projects Engineer, and Carol Coleman, Manager of Engineering – Capital Projects, responded to questions from Committee members regarding the allocation of contingency funds for the project.

Moved by: C. Jordan

That Council award the contract for the detailed design of the reconstruction of Remner Bridge on Church Street and the reconstruction of Church Street from Rossland Road to the hydro corridor, to R.V. Anderson Associates Limited in the amount of \$424,198.61 (inclusive of all taxes).

CARRIED

4.4 Final Expenditure Report – Harwood Cycling Facilities/ Parking Improvements Design

Heather Doucette, Capital Projects Technologist, and Gary Muller, Acting Director of Planning and Development Services, responded to questions from committee members regarding additional expenses incurred by the project and the Environmental Compliance Approval process.

Moved by: C. Jordan

1. That the report on the net over-expenditure of \$24,212.57 (net of HST rebate) on the Harwood Cycling Facilities/ Parking Improvements Design project, Capital Account No.964811, previously awarded to Dionne Bacchus & Associates Consulting Engineers Ltd., be received for information.
2. That Council approve the following funding, to be allocated to Capital Account No. 964811:

Development Reserve	\$ 6,252.85
Federal Gas Tax Reserve	<u>\$17,959.85</u>
Total	<u>\$24,212.70</u>

CARRIED

4.5 Contract Award – Storm Sewer Infrastructure Maintenance

Moved by: S. Collier

1. That the report on the contract award to Superior Catchbasin Services Ltd., in the amount of \$99,074.33 (inclusive of all taxes) for Storm Sewer Infrastructure Maintenance – Section 1 - Catchbasin Cleaning, be received for information.
2. That Staff be authorized 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 \$213,257.50 (inclusive of all taxes).

3. That the report on the contract award to Multi-Vac Services Ltd. in the amount of \$33,018.60 (inclusive of all taxes) for Storm Sewer Infrastructure Maintenance – Section 2 – Storm Sewer Flushing and Section 4 – Hydro Excavation be received for information.
4. That Staff be authorized 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 \$68,031.52 (inclusive of all taxes).
5. That the report on the contract award to Dambro Environmental Inc. in the amount of \$1,695.00 (inclusive of all taxes) for Storm Sewer Infrastructure Maintenance – Section 3 - Closed Circuit TV (CCTV) Inspection, be received for information.
6. That Staff be authorized 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 \$3,518.19 (inclusive of all taxes).

CARRIED

4.6 **Amendment to Mandate of the Ajax Archives**

Martin de Rond, Director of Legislative and Information Services/Town Clerk, and Brenda Kriz, Records and FOI Co-ordinator, responded to members' questions. Committee members inquired whether the Town has considered developing a dedicated museum for the safe storage and public display of the Town's archives and artifacts.

Moved by: C. Jordan

That By-law 18-2010, being a by-law to establish the Ajax Archives, be repealed in its entirety and the attached revised by-law be recommended to Council.

CARRIED

4.7 **2017 Meeting Schedule and Committee Chair and Vice-Chair Appointments**

Moved by: S. Collier

That the 2017 Meeting Schedule and Committee Chair and Vice-Chair appointments be approved.

CARRIED

5. **Discussion**

None

6. Presentations

6.1 Appeal of the Town's Property Standards / Animal Services Appeal Committee (PSASAC) Decision – Appellant L. Bannerman - Order to Restrain #16-101825

Derek Hannan, Manager of By-law Services, provided an overview of the contents and recommendations of the report. Committee members asked questions regarding the appeal process and conditions of the order.

Linda and Wayne Bannerman, appellants to the order, provided a summary of events and stated that in their opinion, due to the circumstances involved in the incident, the order was not justified and should be rescinded. Members asked questions of the appellants.

Moved by: C. Jordan

That the Committee uphold the decision of the Town's Property Standards / Animal Services Appeal Committee with regard to Order to Restrain #16-101825 dated June 9th, 2016.

CARRIED

7. Departmental Updates

Gary Muller, Acting Director of Planning and Development Services, provided an update on recent development proposals within the Town.

In-Camera (2:17 p.m.)

8. Authority to hold a Close Meeting and Related In-Camera Session

Moved by: P. Brown

That the Committee convene In-Camera pursuant to Section 239 (2) (b) of the *Municipal Act, 2001*, as amended, to discuss matters pertaining to a personal matter about an identifiable individual, including municipal or local board employees

CARRIED

8.1 Confidential Personnel Matter

8.2 Confidential Personnel Matter

Open Meeting

Ratify Actions Taken In-Camera

Moved by: C. Jordan

That all actions approved in the In-Camera Session be ratified.

CARRIED

9. Adjournment (2:31 p.m.)

Moved by: C. Jordan

That the September 12, 2016 meeting of the General Government Committee be adjourned.

CARRIED

Chair

D-Clerk

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

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

PREPARED BY: Terry Simkin,
Manager of Taxation

SUBJECT: **2017 Finance Department User Fees**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: *Municipal Act, 2001*

RECOMMENDATION:

That the recommended Finance Department fees, effective January 1, 2017, be approved and that the appropriate by-law be presented to Council.

BACKGROUND:

All in accordance with the requirements of the *Municipal Act, 2001* and the Town's policy for the Annual Review of User Fees/Charges, the Finance Department has completed a review of user fees/charges. Schedule "A" provides a comparison to neighboring municipalities based on 2016 fees charged.

DISCUSSION:

The Town's current fees are consistent with those charged by the comparator municipalities. As a result, no changes or new fees will be implemented for 2017.

The following chart summarizes the fee schedule which will be in place for 2017:

TAX SECTION**NOTE: All Tax Section fees are exempt from HST**

SERVICES	FEE
Tax Certificate	\$65.00
Tax Receipt/Letters	\$10.00
Statement of Account, Re-print of Tax Bill, Pap Letter, Adjustment, Apportionment Notification etc.	\$10.00
Refund of Incorrect Electronic or Manual Payments	\$45.00
Change of Ownership Fee	\$30.00
New Tax Account Set-Up Fee	\$50.00
Research/Archival Fee	\$30.00/hr (1 hour min.)
Post Dated Cheque Removal or Date Change	\$25.00
Mortgage Company Information (per roll)	\$10.00
Addition of Region Water/Sewer Lien, Development Charges, POA Arrears	\$25.00

PURCHASING SECTION**NOTE: HST will be added to all fees marked with an asterisk (*)**

SERVICES	FEE
Bid Document	\$25.00 to \$400.00 *

FINANCIAL IMPLICATIONS:

While future volumes will fluctuate, the fees charged by the Finance Department will generate an estimated total of \$302,400.00 in annual revenue, based on the 2016 budget.

COMMUNICATION ISSUES:

Where applicable, taxpayers, mortgage companies, lawyers and potential bidders are advised of the fees charged at the time of each request. In addition, all Finance User Fees are posted on the Town's website.

CONCLUSION:

The recommended fees for 2017 will keep the Town consistent with the fees charged by the Durham Region lakeshore municipalities.

Terry Simkin – Manager of Taxation

Sheila Strain, CPA, CGA – Director of Finance/Treasurer

**SCHEDULE "A" – FINANCE DEPARTMENT FEE
COMPARISON**

[For comparative purposes HST is excluded]

TAX SECTION

SERVICE	Ajax (2016)	Whitby (2016)	Pickering (2016)	Oshawa (2016)	Clarington (2016)
Tax Certificate	\$65.00	\$65.00	\$65.00 – normal \$85.00 – rush	\$60.00	\$60.00
Tax Receipts/Letters	\$10.00	\$10.00	\$10.00 per/yr	\$10.00	\$7.00
Statement of Account	\$10.00	\$10.00	\$10.00	\$10.00	\$7.00
Refund of incorrect payments by Lawyers, Mortgage Companies and non-residents	\$45.00	\$40.00	\$46.00	\$30.00	\$33.33
Refund of incorrect electronic payment by Ajax resident	\$45.00	\$40.00	\$46.00	\$0.00	\$0.00
Re-print Tax Bill, PAP Letter, Adjustment, Apportionment Notification, etc.	\$10.00	\$10.00	\$10.00	\$10.00	\$0.00
Change of Ownership Fee	\$30.00	\$25.00	\$32.50	\$15.00	\$25.00
New Tax Account Set-up Fee	\$50.00	\$50.00	\$50.00	\$50.00	\$25.00
Research/Archival Fee	1 hour min. - \$30.00/hr	N/A	1 hour min- \$35.00/hr	N/A	1 hour min- \$30.00/hr
Post Dated Cheque Removal Or Date Change	\$25.00	\$20.00	\$46.00	N/A	\$25.00
Mortgage Company Information (per roll)	\$10.00	\$10.00	\$12.50	\$10.00	\$10.00
Addition of Region Water/Sewer Lien, Development Charges, POA Arrears	\$25.00	\$20.00	\$25.00	\$35.00	\$25.00
Collection Letter	\$0.00	N/A	\$35.00	N/A	\$25.00 (twice a year)
Section 357/358 Applications	\$0.00	N/A	\$25.00 if refund is for \$100.00 or more	N/A	\$0.00
Apportionments	\$0.00	N/A	\$0.00	N/A	\$0.00

PURCHASING SECTION

SERVICES	Ajax (2016)	Whitby (2016)	Pickering (2016)	Oshawa (2016)	Clarington (2016)
Bid Documents	\$25.00 - \$400.00	(see Note Below)			

Note: Most Municipalities charge a fee for various types of Bid Documents, but the actual amount charged varies by municipality. Where applicable, Ajax charges a minimum of \$25.00 and a higher fee is charged for larger Bid Documents or where there are a number of technical drawings that must be reproduced.

**TOWN OF AJAX
REPORT**



REPORT TO: Council
SUBMITTED BY: D. Lang
Interim Fire Chief
PREPARED BY: K. Doucette
Chief Fire Prevention Officer
SUBJECT: **2017 Fire & Emergency Service Fees**
WARD(S): All
DATE OF MEETING: October 11, 2016
REFERENCE: *Municipal Act, 2001*

Recommendation:

That the recommended Fire & Emergency Service fees, effective January 1, 2017 be approved and that the appropriate by-law be presented to Council.

Background:

In accordance with the *Municipal Act, 2001* and the Town’s Corporate Policy 129 “Annual Review of User Fees and Charges”, Fire & Emergency Services has completed a review of its user fees/charges. Schedule “A” provides a comparison to neighbouring municipalities based on 2016 fees charged.

Fees for service are calculated on a cost recovery basis and assist in the reduction of operational costs of Ajax Fire and Emergency Services (AFES). It is important to understand that these fees for services and cost recovery are intended only to offset some or all of the costs in delivering services and do not in any way compromise access by the public to fire protection services. Additionally, these fees do not in any manner jeopardize public fire safety.

Discussion:

Fees are generally determined by considering the amount of staff time and other costs involved in order to reflect the true value of services rendered. Currently, a number of services performed by AFES including fire prevention inspections, requests for letters/reports, issuance of permits relative to fire inspection and code compliance, etc. are invoiced based on an established fee schedule. Staff have also examined the rationale for the fees applied for similar services in other municipalities.

Based on this analysis, it is recommended that the charge for an hourly rate for a response be increased to match the current MTO related response rates for 2016, where applicable. The 2016 fees of \$410 and \$205 have been increased to \$450 and \$225 respectively. There has also been a change in the description of the services for line 405.

The following chart summarizes the recommended fee schedule for 2017:

AJAX FIRE & EMERGENCY SERVICES Council Approved Fee Schedule - Effective January 1, 2017		
HST will be added to all fees marked with an asterisk (*)		Fee
Information / Documents		
101	Copy of Emergency Response Report - within past 2 years	\$ 75.00
102	Copy of Emergency Response Report - over 2 years - Archival	\$ 150.00
103	File Search for buildings 4 units or less Additional units - \$10.00 per unit	\$ 75.00
104	Fire Regulation Compliance Letter	\$ 75.00*
Inspections		
201	Boarding / Lodging / Rooming House - upon request	\$ 195.00*
202	Educational Institutions - upon request	\$ 195.00*
203	Foster Care - upon request	\$ 195.00*
204	Group Home - upon request	\$ 195.00*
205	Institutional - upon request	\$ 195.00*
206	Licensed Day Care - upon request	\$ 195.00*
207	Private Home Day Care - upon request	\$ 195.00*
208	Liquor Licensing - upon request - includes occupant load calculations	\$ 195.00*
209	Liquor Licensing for outdoor patios - includes full inspection	\$ 195.00*
210A	Non-Residential Inspection - 1000m ² or less - upon request	\$ 195.00*
210B	Non-Residential Inspection - each additional 1000m ² or each additional floor	\$ 25.00*
211	Non-Residential Inspection - multiple unit occupancy - per tenant (strip mall)	\$ 195.00*
212A	Residential Inspection - upon request - (includes apartment complex / hotel / motel)	\$ 195.00*
212B	Residential Inspection - each additional storey - above or below grade	\$ 25.00*
213	Two Unit Residential Inspection -Retrofit - upon request or complaint	\$ 195.00*
214	Wood Burning Appliance - upon request	n/c

Permits		
301	Open Air Burning Permit	\$ 70.00
302	Fire Extinguisher Training Permit for residents, employers/employees within the municipal limits AFES facilitates (per 20 participants) - Additional persons \$10.00* per person	\$ 70.00
303	Open Air Burning - farm waste	n/c
Emergency Services		
401A	Standby Requests - MTO Rates - per vehicle for the first hour or part thereof	\$ 450.00*
401B	Standby Requests - MTO Rates - per vehicle for each additional one-half hour	\$ 225.00*
402A	Motor Vehicle Collisions on Hwy 401 - (cost recovery through MTO) – per vehicle for the first hour or part thereof	\$ 450.00
402B	Motor Vehicle Collisions on Hwy 401 - cost recovery through MTO - per vehicle for each additional one-half hour	\$ 225.00
403A	Response to Hazardous Material Incident - per vehicle for first hour or part thereof - plus any additional clean-up costs	\$ 450.00*
403B	Response to Hazardous Material Incident - per vehicle for each additional one-half hour or thereof	\$ 225.00*
404A	Response to Dangerous Goods Incident - per vehicle for first hour or part thereof, plus any additional clean-up costs	\$ 450.00*
404B	Response to Dangerous Goods Incident - per vehicle for each additional one-half hour or thereof	\$ 225.00*
405	Additional Expenses – to retain a private contractor, rent special equipment, secure or preserve property or evidence, or in order to eliminate an emergency or risk of an emergency situation	Actual Costs*
406A	Attending Natural Gas Incident - per vehicle for first hour or part thereof	\$ 450.00*
406B	Attending Natural Gas Incident - per vehicle for each additional one-half hour or thereof	\$ 225.00*
407A	Attending a Non-Emergency Elevator Incident - per vehicle for first hour or part thereof	\$ 450.00*
407B	Attending a Non-Emergency Elevator Incident - per vehicle for each additional one-half hour or thereof	\$ 225.00*
Preventable Fires and Alarm Services		
501A	Response to Unapproved Open Air Burning - following one warning - per vehicle for first hour or part thereof	\$ 450.00*
501B	Response to Unapproved Open Air Burning - per vehicle for each additional one-half hour or thereof	\$ 225.00*

502	Response to fires on or beside rail lines caused by railway company	Actual Costs*
503A	Response to Malicious and Nuisance Alarms - following second response per calendar year - per vehicle for the first hour or part thereof	\$ 450.00*
503B	Response to Malicious and Nuisance Alarms - per vehicle for each additional one-half hour or thereof	\$ 225.00*
504A	Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm in a calendar year - per vehicle for the first hour or part thereof	\$ 450.00*
504B	Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm in a calendar year - per vehicle for each additional one-half hour or thereof	\$ 225.00*

Financial Implications:

Based on 2016 budgeted emergency response charges, fees would increase from \$410 per hour to \$450 per hour or \$3,900 annually.

Communication Issues:

Residents, taxpayers, mortgage companies, and lawyers are advised of the fee for services at the time of each request and all Fire & Emergency Service fees are posted on the Town of Ajax website.

Conclusion:

The 2017 recommended fees to be charged by Fire & Emergency Services are consistent with other municipalities 2016 fees in the Durham Region.

K. Doucette – Chief Fire Prevention Officer

D. Lang – Interim Fire Chief

Schedule "A" – AJAX FIRE & EMERGENCY SERVICES – FEE COMPARISON
For comparative purposes HST is excluded

2016 FEE SCHEDULE COMPARISON*	Ajax	Whitby	Pickering	Oshawa	Clarington	Cobourg	Scugog
INFORMATION							
Copy of Emergency Response Report - within past 2 years	75.00	75.00	125.00	75.00	78.00	75.00	75.00
Copy of Emergency Response Report - over 2 years - Archival	150.00	75.00	125.00	150.00	156.00	75.00	75.00
File Search	Up to 4 units- 75.00 >4 units 10.00/unit	<4 units- 75.00 >4 units 225.00+ 20.00/unit	125.00	75.00	78.00	75.00	75.00
Fire Regulation Compliance Letter	75.00	75.00	125.00	75.00	78.00	N/C	75.00
INSPECTIONS							
Boarding / Lodging / Rooming House upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	101.77
Educational Institutions upon request	195.00	75.00/hr	150.00	75. Min. 2hrs 00/hr	<600m ² - 234.00 >600m ² - 468.00	95.00	N/C
Foster Care - upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	101.77
Group Home - upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	101.77
Institutional - upon request	195.00	75.00/hr	125.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	N/C
Licensed Day Care - upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50
Private Home Day Care - upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
Liquor Licensing - upon request - includes occupant load calculations	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
Liquor Licensing for outdoor patios - includes full inspection	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
Non-Residential Inspection - 1000m ² or less - upon request	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
Non-Residential Inspection - each additional 1000m ² or each additional floor	25.00	N/A	N/A	N/A	39.00 per storey	N/A	N/A

	Ajax	Whitby	Pickering	Oshawa	Clarington	Cobourg	Scugog
Non-Residential Inspection - multiple unit occupancy - per tenant (strip mall)	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
Residential Inspection - upon request - (includes apartment complex/ hotel / motel)	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50
Residential Inspection - each additional storey - above or below grade	25.00	N/A	N/A	N/A	N/A	N/A	N/A
Two Unit Residential Inspection - Retrofit - upon request or complaint	195.00	75.00/hr	N/C-500.00 for registration	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	101.77
Re-inspections	N/C	75.00/hr	N/C	75.00/hr Min. 2hrs	N/C	95.00 after 1	N/C
Wood Burning Appliance - upon request	N/C	N/A	N/C	N/A	78.00 for insurance companies	N/A	N/C
Fireworks	200.00 By-law collects	200.00	100.00 By-law collects	75.00	78.00 for sales trailer	100.00 for sales & 100.00 display	N/C
Fire Safety Presentations/training	N/C	N/C	N/C	N/C	N/C	N/C	N/C
Requests of SFD inspection by homeowner	N/C	N/C	N/C	N/C	N/C	N/C	N/C
Fire Route Applications	N/C	N/C	N/C	N/C	N/C	N/C	N/C
Inspection initiated by F.D.	N/C	N/C	N/C	N/C	N/C	N/C	N/C
Security key- box	N/C	N/C	125.00	Actual cost	N/C	110.00	N/C
Fire Safety Plan Development	N/C	75.00/hr	N/C	75.00/hr	N/C	45.00/hr	N/C
Misc. Inspections	195.00	75.00/hr	150.00	75.00/hr Min. 2hrs	<600m ² - 234.00 >600m ² - 468.00	95.00	88.50/hr
PERMITS							
Open Air Burning	70.00	75.00	N/C	75.00	39.00/mth 78.00/yr	75.00 Residntl. 200.00 Comm.	25.00
Open Air Burning /extinguisher training for residents, employers/employees within the municipal limits	70.00/20 persons+ 10.00per over 20 persons	10-15.00 perperson	150.00	150.00/hr normal working hours	N/C	N/C	N/C
Open Air Burning –Farm	N/C	75.00	N/C	N/C	N/C	N/C	25.00

	Ajax	Whitby	Pickering	Oshawa	Clarington	Cobourg	Scugog
EMERGENCY SERVICES							
Standby Requests - MTO Rates - per vehicle for the first hour or part thereof/ per vehicle & crew to standby for filming, social functions etc.	410.00	410.00	410.00	410.00	350.00	65.00 per F/F	5hrs -500+ 125.00/hr over 5hrs 10hrs- 800+125. /hr over 10hrs plus manpower
Standby Requests - MTO Rates - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	MTO rates	N/A
Motor Vehicle Collisions on Hwy 401 - (cost recovery through MTO) -per vehicle for the first hour or part thereof	410.00	410.00	410.00	410.00	356.50	410.00	N/A
Motor Vehicle Collisions on Hwy 401 - cost recovery through MTO -per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	MTO rates	N/A
Response to Hazardous Material Incident - per vehicle for first hour or part thereof - plus any additional clean-up costs	410.00 + Costs	410.00 + Costs	N/C	410.00 + Costs	Costs	410.00 plus Costs MTO rates	N/C
Response to Hazardous Material Incident - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	Costs	N/A
Response to Dangerous Goods Incident - per vehicle for first hour or part thereof, plus any additional clean-up costs	410.00	Costs	N/C	410.00	Costs	Costs	N/C
Response to Dangerous Goods Incident - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	N/A	N/C
Additional Expenses - to retain a private contractor, rent special equipment, secure or preserve property or evidence, or in order to eliminate an emergency or risk of an emergency	Actual Costs	Actual Costs	Actual Costs	Actual Costs	Actual Costs	Actual Costs	500.00/hr/ truck plus manpower costs(ice rescue)
Attending Natural Gas Incident - per vehicle for first hour or part thereof	410.00	410.00	N/C	410.00	N/C	N/C	N/C
Attending Natural Gas Incident - per vehicle for each additional one- half hour or part thereof	205.00	205.00	N/A	205.00	N/A	N/A	N/C

	Ajax	Whitby	Pickering	Oshawa	Clarington	Cobourg	Scugog
Attending a Non-Emergency Elevator Incident - per vehicle for first hour or part thereof	410.00	N/C	N/C	410.00	N/C	N/C	N/C
Attending a Non-Emergency Elevator Incident - per vehicle for each additional one-half hour or part thereof	205.00	N/A	N/A	205.00	N/A	N/A	N/C
PREVENTABLE FIRES & ALARM SERVICES							
Response to Unapproved Open Air Burning -per vehicle for first hour or part thereof	410.00 following one warning	356.50	410.00+ manpower costs	500.00/hr/ truck plus manpower costs			
Response to Unapproved Open Air Burning - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/C	205.00	N/A	N/A	250.00+ Manpower costs
Response to fires on or beside rail lines caused by railway company	Actual Costs	205.00 per ½ hr	Actual Costs	Actual Costs	Actual Costs	N/C	N/C
Response to Malicious and Nuisance Alarms - per vehicle for the first hour or part thereof	410.00	410.00 More than 2 per year	410.00 following one warning	410.00 More than 2 per year	356.50	300.00 More than 3 per year	500.00/hr/ truck+ manpower costs after 3 in 6mths
Response to Malicious and Nuisance Alarms - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	N/A	250+ manpower
Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm in a calendar year - per vehicle for the first hour or part thereof	410.00	410.00	410.00 following one warning	410.00	356.50	300.00 More than 3 per year	500.00/hr/ truck+ manpower costs after 3 in 6mths
Response to false alarm as a result of work being performed on a fire alarm system or emergency system following one false alarm in a calendar year - per vehicle for each additional one-half hour or part thereof	205.00	205.00	N/A	205.00	N/A	N/A	250.00/hr/ truck+ manpower costs

*HST not included in fee

TOWN OF AJAX REPORT



REPORT TO: General Governmental Committee

SUBMITTED BY: Dave Meredith
Director, Operations and Environmental Services

PREPARED BY: Dave Meredith
Director, Operations and Environmental Services

SUBJECT: **2017 Operations and Environmental Services User Fees**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: Municipal Act, 2001

RECOMMENDATION:

That the recommended Operations and Environmental Services fees, effective January 1, 2017 be approved.

BACKGROUND:

The *Municipal Act, 2001* requires that all fees and charges be set by by-law. The Town's "Annual Review of User Fees/Charges" Policy, approved in 2003 requires each department to review all user fees and charges on an annual basis. The table appended to this report as Schedule "A" summarizes the present fee structure for certain services performed in the Operations and Environmental Services Department, provides comparisons with fees for similar services in neighboring municipalities, and recommends an appropriate fee schedule for implementation effective January 1, 2017.

DISCUSSION:

Operations and Environmental Services offer a broad range of services that require the payment of user fees. Staff have completed a review of the current fees, and are recommending fee adjustments in the following areas:

- i) Type Three Fields (Baseball and Soccer)
- ii) Portable Stage
- iii) Waterfront Trail Permit
- iv) Road Occupancies

Type Three Fields (baseball and soccer)

Baseball fields and soccer pitches have traditionally been classified as Type 1, Type 2 or Type 3 fields. In 2016, the Town added a “premier” classification for baseball, and added artificial turf as a separate classification for soccer.

Each Type of field has an associated fee and corresponding service level. To simplify the field classification system and reduce fees, staff have combined Type 2 and Type 3 fields into one classification, with the Type 3 fees being applied.

Type 1 fields have a higher level of service (frequency of grass-cutting, aeration, fertilization and over seeding) and features sportsfield lighting and irrigation. The balance of sportsfields will be classified as Type 2 fields/pitches.

Portable Stage

The Town of Ajax currently has one (1) portable stage, which features an audio system, as well as stage lighting. In the past, the Town has rented this asset to outside organizations. The complexities of this equipment has presented challenges from a resource perspective, and conflicts arising with permit holders (safety concerns, damaged equipment, expectations etc.).

This stage is intended to serve the Town for the next ten (10) years at a variety of events (July 1st, Music in the square, Taste Ajax, Pumpkinville etc.) To maintain this equipment, and reduce the need to replace the stage at an accelerated rate, staff are recommending that this equipment only be used to support Town events. As a result, staff are recommending the removal of this from the Town’s Fee By-law, beginning in 2017.

Waterfront Trail Permit

The Town permits a number of events (walk-a-thons) along the waterfront trail annually. Currently, these events are considered special events, with a flat fee of \$200 being applied.

Staff are recommending that there be no fee associated with these events, and that one (1) 10’ x 10’ canopy and one (1) eight foot table be provided in association with these events. Staff are recommending that a maximum of three hundred (300) participants be authorized in conjunction with these permits.

For trail events greater than three hundred (300), the special event fee of \$200 would continue to apply, along with any other direct costs (portable washrooms, hand wash stations, picnic tables etc).

Road Occupancies

A road occupancy permit requires the submission of an application for any work that will be completed on the road, boulevard and/or right-of-way, which may or may not require a closure and/or restrictions. The Town is responsible for issuing the required Road Occupancy & Access Permit for any work done on roads or boulevards on Town of Ajax streets.

The majority of road occupancies are requested by utility companies, contractors and the Region of Durham/MTO. There are approximately 1,800 road occupancies issued annually by the Town, requiring on-going inspection and enforcement to ensure the Town's boulevards and roads are being protected and re-stored during the construction process.

Current Fees and Recommended Changes (effective January 1, 2017)

Services	Ajax (current)	Ajax (recommended)
Soccer Pitches	Type One: Youth - \$24.20 Adult - \$37.78	No change recommended
	Type Two: Youth - \$19.97 Adult - \$29.28	Type Two: Youth - \$12.10 Adult - \$19.97
	Type Three: Youth - \$12.10 Adult - \$19.97	Delete as a Field Type
Ball Diamonds	Premium Baseball: Youth - \$30.55 Adult - \$48.40 Commercial - \$96.80	No change recommended
	Type One: Youth - \$27.78 Adult - \$44.00	No change recommended
	Type Two: Youth - \$21.78 Adult - \$35.09	Type Two: Youth - \$15.13 Adult - \$24.20
	Type Three: Youth - \$15.13 Adult - \$24.20	Delete as a Field Type
Artificial Turf Fields	Prime Time Rates (May 1st – September 30th) Youth - \$85.00 Adult - \$120.00 Commercial - \$150.000 Non-Prime Time Rates (March 1st – April 30th and October 1st – December 15th) Flat Hourly Rate - \$65.00	No change recommended

Services	Ajax (current)	Ajax (recommended)
Paulynn Park	<p><u>Group Fees With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) 31-60 people = \$225.00 (with two picnic shelters) (30 people maximum per shelter and two shelters maximum per group)</p> <p><u>Group Fees Without Picnic Shelter</u> 0-30 = \$60.00 (with 4 picnic tables) 31-60= \$120.00 (with 8 picnic tables) Groups exceeding 60 people or requiring a fire permit are re-directed to Greenwood Conservation Area.</p>	<p><u>Group Fees With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter)</p> <p><u>Group Fees Without Picnic Shelter</u> 0-30 people = \$60.00 (with 4 picnic tables)</p>
Greenwood Conservation Area	<p><u>Group Rates With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) 31-99 people = \$225.00 (with one picnic shelter) 100-500 people = \$450.00 (with two picnic shelters)</p> <p><u>Group Rates Without Picnic Shelter</u> 0-30 = \$60.00 (with 4 picnic tables) 31-99= \$120.00 (with 8 picnic tables) Camping rates - \$3.50 per person, per night, minimum of \$50.00 Fire permit - free Firewood - \$8.00/bundle</p>	<p><u>Group Rates With Picnic Shelter</u> 0-99 people = \$225.00 (with one picnic shelter)</p> <p><u>Group Rates Without Picnic Shelter</u> 0-99 = \$120.00 (with 8 picnic tables)</p>
Waterfront	<p><u>Group Fees With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) (30 people maximum per shelter - only one shelter exists at Lions Point)</p> <p><u>Group Fees Without Picnic Shelter</u> 0-30 = \$60.00 (with 4 picnic tables)</p> <p>It is recommended that groups exceeding 30 people, or requiring a fire permit be directed to Greenwood Conservation Area or may require a special event permit.</p>	No change recommended
Waterfront Trail Permit	<p>Groups 15-99 - \$100.00 Groups >99 - \$200.00 *Plus any other direct costs (ie. Portable toilets, hand washing stations, tents, security, etc.) Maximum of 300 people. (walk-a-thon, run-a-thons. Includes one 10 x 10' tent and one 8' table)</p>	<p>No Flat Fee.</p> <p>Responsible for any direct costs (ie. Portable toilets, hand washing stations, additional tents, security, etc.)</p>

Services	Ajax (current)	Ajax (recommended)
Mobile Stage	Flat rate nonprofit fee - \$300.00 Flat rate private rental fee - \$750.00 (maximum 8 hour rental)	Delete from Fee By-law
Picnic Tables	\$100 per load (8 tables)	No change recommended
Tent/Canopy Rental	20 x 20 Canopy - \$100 10 x 10 Canopy - \$50	No change recommended
Portable washrooms and hand wash stations	Washroom - \$250.00 Hand wash - \$175.00	No change recommended
Special Events	Groups 15-99 - \$100.00 Groups >99 - \$200.00 *Plus any other direct costs (ie. Portable toilets, hand washing stations, tents, security, etc.)	\$200.00 *Plus any other direct costs (ie. Portable toilets, hand washing stations, tents, security, etc.)
Tree/Bench/ Picnic Table Dedication	Tree dedication - \$300.00 Bench dedication - \$1,000.00 Picnic table dedication - \$500.00	No change recommended
Culverts	7m installation - \$1,500 (plus HST)	No change recommended
Newspaper pads and Hitching Posts	Application pre inspection - \$25.00 Installation - \$400.00 Annual inspection - \$25.00	Delete from fee By-law
Snow Removal Program	Option 1 - \$160.00 includes service to municipal sidewalk, pathway to door, complete driveway and windrow removal Option 2 - \$30.00 includes service to municipal sidewalk and windrow removal	No change recommended
Film Permits	Set-up/tear down/Filming - \$1,000.00/day	No change recommended
Road Occupancies	\$50.00	\$150.00
Municipal Consents	\$400.00 per application (per street up to 300 metres) An additional fee of \$0.50/metre for each metre beyond 300 metres)	No change recommended

FINANCIAL IMPLICATIONS:

As part of the annual service fee review, a comparative list of fees charged by other local municipalities has been included in this report as Schedule "A".

It is estimated that \$ 10,000 in additional revenues that will be generated based on the proposed fees detailed within this report.

CONCLUSION:

That the recommended Operations and Environmental Services fees, effective January 1st, 2017 be approved.

Tim Field, Manager of Environmental Services

Dave Meredith, Director of Operations and Environmental Services

SCHEDULE "A"

BASEBALL DIAMONDS				
Municipality	Type 1 Fields		Type 2 Fields	
	Adult	Youth	Adult	Youth
Ajax	44.00	27.78	24.20	15.13
Pickering	46.00	36.00	25.00	25.00
Oshawa	27.99	5.00	18.27	5.00
Whitby	38.62	11.12	26.61	-
Clarington	56.00	7.00	21.00	7.00

SOCCER PITCHES						
Municipality	Artificial Turf Fields		Type 1 Fields		Type 2 Fields	
	Adult	Youth	Adult	Youth	Adult	Youth
Ajax	120.00	85.00	37.78	24.20	19.97	12.10
Pickering	80.00	40.00	46.00	36.00	46.00	25.00
Oshawa	99.75 – 121.85	69.85 – 85.35	36.25	5.00	23.14	5.00
Whitby	-	-	36.04	12.97	22.03	-
Clarington	115.00	80.00	57.00	7.00	35.00	-

PUBLIC WORKS				
Municipality	Culverts	Road Occupancies	Municipal Consents	Seniors Snow Removal
Ajax	7 metres - \$1,500.00	150.00	400.00	30.00 - 160.00
Pickering	9 metres - \$1,405.00	55.00	350.00	30.00
Oshawa	\$1,200.00	29.00 – 47.00	633.00	-
Whitby	\$2,430.00	105.00 – 165.00	425.00	-
Clarington	-	-	-	-

PARKS AND OPEN SPACE				
Municipality	Greenwood/Paulynn/Waterfront	Picnic Tables	Tree Dedication	Bench Dedication
Ajax	60.00 – 225.00	113.00	339.00	1,130.00
Pickering	35.00	125.00	600.00	1,200.00
Whitby	41.33	125.00	500.00	1,000.00
Oshawa	53.56 – 193.07	100.00	642.74	2,439.18
Clarington	-	-	-	-

**TOWN OF AJAX
REPORT**



REPORT TO: General Government Committee

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

PREPARED BY: Elizabeth Wood
Administrative Coordinator

SUBJECT: **2017 Planning and Development Services
Annual Fee Review**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: Municipal Act, 2001, Planning Act, R.S.O. 1990, c. P.13

RECOMMENDATION:

- 1. That the fees for Planning applications be revised for 2017 as identified in ‘ATT-1’ to this report; and,**
- 2. That Engineering and Landscape Design Services fees be revised for 2017 as identified in ‘ATT-2’ to this report.**

BACKGROUND:

The Town’s “Annual Review of User Fees/Charges Policy” approved in 2003 requires each department to review all user fees and charges on an annual basis. This policy requires these departmental annual reviews to include a summary of the fees being charged for similar services in Durham’s other lakeshore municipalities. Attachments 1 & 2 appended to this report summarize the present Planning and Engineering fee structure for applications and services performed by Planning and Development Services.

A Building Permit Fees Review Study which contained a fee for service analysis of the administration of the Building Code Act in Ajax and proposed increases to building permit fees was endorsed by the General Government Committee on May 8, 2014. A revised Building By-law incorporating the new building permit fees came into effect on June 10, 2014 and is therefore not part of this report. The next Building Permit Fee review is anticipated for 2017.

DISCUSSION:

With respect to most planning applications, an increase of approximately 3% has been recommended to reflect increases in operating costs. Exceptions to this approach are with respect to external preparation of legal agreements or additional advertising costs which are covered by the applicant.

The following changes to the Planning fee structure are recommended:

- i) Applications that are inactive for more than three (3) years, applicant to pay current planning application fees, minus any fees paid to date for all applications (Reactivation of Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision or Condominium, Site Plan or Site Plan Amendment);
- ii) Minor Site Plans will incur a new \$3,500 fee where a conversion of a residential dwelling to non-residential is proposed;
- iii) An increase for Telecommunication Tower applications from \$8,500 to \$9,000 (6% increase), to reflect the increased complexity and staff resources for application processing, relating to siting of proposed installation and the increased time involved during public consultations;
- iv) New OMB Appeal fees for Committee of Adjustment (\$300) and all other appeals (\$500) to reflect the amount of staff time required when preparing packages to be sent to OMB;
- v) New Pre-consultation fee (\$200). Minor Industrial Site Plan Amendments, projects eligible for inclusion in the Priority Path program, Community Improvement Plan(s), and/or Heritage Properties shall be exempt from paying the requisite fee;
- vi) The inclusion of an amendment to the subdivision fee for subdivision applications proposing a single development block required to accommodate a common elements condominium. The new fee is not subject to a per unit fee, which is already collected through the associated site plan application. This is the current practice executed by staff.

The following changes to the Engineering fee structure is recommended:

- i) An increase of approximately 3% for engineering and landscaping fees has been recommended for development applications. The increase is to keep pace with additional service delivery cost for review and inspections.

All the above increases remain comparable to neighbouring lakeshore municipalities in Durham Region.

The Town of Ajax Economic Development office provides a variety of services without fees. This is in line with the services offered in other Region of Durham municipalities.

FINANCIAL IMPLICATIONS:

While future application volumes will fluctuate, the fee changes will result in additional revenues estimated at \$11,100 for the Planning Section, and \$8,700 in the Engineering Section. Based on the 2017 budget the fees charged by the Planning Section, will result in total revenue of approximately \$521,800 while the fees charged by the Engineering Section will generate a total of \$292,200 in revenue.

COMMUNICATION ISSUES:

The fees by-law will be posted on the Town website which will provide a listing of all planning fees noting the increases identified in this report, effective January 1, 2017.

CONCLUSION:

Upon completion of an annual review of current fees charged by Planning and Development Services, it is recommended that the fees for Planning and Engineering be revised.

The increase in fees associated with planning applications of an average of approximately 3% and an increase in engineering fees for development applications of approximately 3%, will still allow the Town to remain competitive in the GTA marketplace while approaching cost recovery associated with providing these services.

ATTACHMENTS:

- ATT-1: Comparison of Fees for Planning Applications
- ATT-2: Comparison of Fees for Engineering and Landscape Design Services

Elizabeth Wood
Administrative Coordinator

Gary Muller, MCIP, RPP
Acting Director, Planning & Development Services

ATTACHMENT - 1

Comparison of Fees for Planning Applications

HST will be added to all fees marked with an asterisk (*) - For comparative purposes HST is excluded

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Local Official Plan Amendment Application	Simple: \$17,200 Complex: \$39,700	Major: \$21,000 Minor: \$11,000 Recirculation: \$1,100 Oak Ridges Moraine or Greenbelt premium: \$1,100	Simple: \$16,400 Complex: \$26,035 Combined OPA and ZBA: Simple: \$25,625 Complex: \$34,850	\$13,792	Major: \$17,860 Minor: \$10,510 Pit/Quarry: \$31,520 Adoption: \$2,420	simple: \$ 17,700 complex: \$ 40,900 (~3% increase)
Regional OPA Review Fee	\$5,750	\$6,000 if not part of a local OPA	n/a	\$2,653	\$2,630	\$ 6,000 (~3% increase)
Zoning By-law Amendment and Application for a Temporary Use By-law	Simple: \$10,400 Complex: \$22,000	Major: \$12,800 Minor: \$6,700 Recirculation: \$1,100 Oak Ridges Moraine and Greenbelt Premium: \$1,100	Simple: \$7,175 Complex: \$13,325 Oak Ridges Moraine: \$4,612.50 Temporary Use: \$6,560 Temporary Use for Second Residence: \$3,280	\$8,488	Major: \$8,400 Minor: \$4,200	simple: \$ 10,700 complex: \$ 22,700 (~3% increase)
Zoning Compliance Letter	Zoning Information: \$110	Zoning Compliance Letter: \$125	n/a	Regular: \$100 (10 business days)	Zoning: \$131 Subdivision: \$131	Zoning Information: \$110

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
	Building Information: \$50 By-law Information: \$50 Ontario Heritage Act: \$50 Legal Inquiries: \$100	Lawyer Within 10 days: \$175 Within 2 days: \$275		Rush: \$175 (48 hours)	Miscellaneous (work orders & building compliance): \$131	Building Information: \$50 By-law Information: \$50 Ontario Heritage Act: \$50 Legal Inquiries: \$100 (no change)
Subdivision Application	Residential: \$15,500 plus per unit fee as follows: First 200: \$370 per unit (\$110 apts) Over 200: \$185 per units (\$55 apts) Non-residential: \$15,000	\$11,500 + \$165/unit	Residential: \$20,500 plus \$410 per lot/block (Max. 500 lots/blocks) Non-Residential: \$20,500	\$12,669 (base fee)+ \$0.32 per sq. m. of land area	Residential: \$11,560 + \$300 per unit (\$60 per apt) Non-Residential: \$6,300.00 Extension of Draft approval: \$2,420.00	Residential: \$16,000 plus per unit fee as follows: First 200: \$380 per unit Over 200: \$190 per units Non-residential: \$15,500 (~3% increase) Development Block (associated with a Common Element Condominium): \$16,000 (revised)
Revisions to a Subdivision Application (i.e. not draft approved, but	\$7,600	\$1,100 for recirculation	n/a	n/a	Applications filed prior to July 1, 2000: \$11,560 + \$300 per unit (\$60 per apt)	\$7,800 (~3% increase)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
requiring full recirculation)		Oak Ridges Moraine Premium \$1,100			Applications filed between July 1, 2000 to Dec. 31, 2006: \$6,300 + \$300 per unit (\$60 per apt) Applications filed after Dec. 31, 2006: \$6,300	
Revisions to a Draft Approved Plan of Subdivision (i.e. red-line revision)	Major: \$7,775 (where substantial changes are proposed and recirculation is required) Minor: \$1,575 (change to a condition and /or minor plan change)	\$1,300	Major Redline: \$6,150 plus \$410 per lot/block Minor Redline: \$6,150 plus \$266.50 per lot/block	\$12,669 (base fee)+ \$0.32 per sq. m. of land area	Major: \$8,400 + \$300 per unit (\$60 per apt) Minor: \$4,200 + \$300 per unit (\$60 per apt)	Major: \$8,000 (where substantial changes are proposed and recirculation is required) (~3% increase) Minor: \$1,600 (change to a condition and /or minor plan change) (~3% increase)
Preparation of a Subdivision, Condominium, Site Plan or Development Agreement	The Applicant is required to reimburse the Town for its legal costs associated with preparing the agreement.	\$7,000 Site Plan: Standard \$1,200 Custom: \$2,500 Amendment: \$750	Subdivision: \$5,125 Condominium Agreement: \$2,050	Subdivision Agreement \$4,244.00 Condo Agreement \$2,122 Amendment to Condo Agreement: \$2,122	Subdivision Agreement: \$3921.10 Subdivision Agreement Amendment: \$768.40 Site Plan Agreement and Amendment: \$519.80	The Applicant is required to reimburse the Town for its legal costs associated with preparing the agreement. (No change)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
				Amendment to Condo Description or Declaration: \$2,154 Site Plan Agreement - \$2,122 Combined Site Plan/Condominium Agreement \$3,820	Condo Agreement: \$3,921.10 Condo Agreement Amendment: \$768.40	
Request to Extend Draft Approval	\$1,150	n/a	n/a	\$797	\$2,420	\$ 1,185 (~3% increase)
Final Approval, Subdivision Clearance Fee	\$2,325	\$1,100	\$3,075	\$2,228	\$2,420	\$ 2,400 (~3% increase)
Condominium Application	\$10,250	\$7,200 Recirculation: \$1,100 Conversion: \$1,300 Redline Revisions: \$1,300	\$6,970 Conversion: \$6,970 plus \$328 per unit	\$9,549 Amendment to a Condominium Description or Declaration: \$2,122	\$5,780 Condo Conversion: \$8,400	\$ 10,550 (~3% increase)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Final Approval, Condominium Clearance Fee	\$1,900	Clearance Release Fee: \$1,100	n/a	\$2,228	\$1,900	\$1,960 (~3% increase)
Reactivation of Official Plan Amendment, Zoning By-law Amendment, Draft Plan of Subdivision or Condominium, Site Plan or Site Plan Amendment	\$1,675 applies after 3 years and where plans have changes significantly	n/a	n/a	n/a	25% of initial application fee or \$1,000 (whichever is greater)	If application is inactive for more than three (3) years, applicant to pay current fee minus fees paid to date for all applications.
Lift Part-Lot Control	\$2,300 plus \$250 per unit (max. \$6,000)	\$500 + \$100 per unit Recirculation: \$150	\$358.75 per unit/lot/block	\$1591 plus cost of registration of by-law (Includes extensions)	\$840 + \$60 per unit	\$2,375 plus \$260 per unit (max. \$6,000) (~3% increase)
Extension of Part Lot Control Exemption	\$2,050	n/a	n/a	\$797	n/a	\$2,100 (~3% increase)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Site Plan Approval	<p>\$7,725 plus a per unit fee as follows: <u>Residential</u> First 25: \$750 per unit 26-100: \$565 per unit 101-200: \$285 per unit Over 200: \$145 per unit</p> <p><u>Non-residential:</u> \$78 per 100m² of gfa (~3% increase)</p> <p>Pickering Beach site plans – \$1050</p>	<p>Residential: \$3,200 + \$200 per unit</p> <p>Commercial: \$3,200 + \$950 for each 2,000 sq. m.</p> <p>Industrial: \$3,200 + \$550 for each 2,000 sq. m.</p> <p>Compliance Inspections/ Conformity/ LC Release: \$350</p>	<p>Residential: \$9,225 Plus: First 25 units: \$410 per unit 25-100: \$235.75 per unit Over 100: \$112.75 per unit (Max. \$61,500)</p> <p>Retirement Home: \$9,225 (where units not self-contained)</p> <p>Mixed-use/ non-residential: Residential fee apply to residential plus \$4.51/m² gfa</p> <p>Commercial/ Industrial: \$9,225 + \$4.51/m² gfa</p> <p>Institutional: \$9,225 plus \$4.00/m² gfa</p> <p>Sales Trailer: \$717.50</p> <p>Environmental/ Hazard Land Designation: \$512.50</p>	<p>Non-residential: \$3395 plus \$0.33 per sq. m of site area</p> <p>Residential - \$3395 plus \$288/unit (Max. \$28,645 per unit fee)</p> <p>Engineering - \$3,183 plus \$0.22/sq m. of land area</p> <p>Site Inspection - \$255 for 3rd inspection or more</p>	<p>Residential: \$4,000 + First 100: \$210 per unit More than 100: \$125 per unit</p> <p>Commercial: \$4,200 + \$1.00/m² of gfa</p> <p>Mixed Uses: \$4,200 + \$0.50/m² commercial gfa + \$60 per residential unit to a max of \$20,000</p> <p>All other non-residential: \$1,370 plus \$0.20/m². gfa to a max of \$10,000</p> <p>Plans for approval only (no agreement) \$1,370</p> <p>Minor Site Plan Oak Ridges Moraine: \$610</p> <p>Sales Trailer / Model Home: \$1,260</p>	<p>\$7,950 plus a per unit fee as follows: <u>Residential</u> First 25: \$770 per unit 26-100: \$580 per unit 101-200: \$290 per unit Over 200: \$150 per unit</p> <p><u>Non-residential:</u> \$80 per 100m² of gfa (~3% increase)</p> <p>Pickering Beach site plans – \$1,100</p> <p>Minor Site Plans (i.e. conversion of residential dwelling to non-residential) - \$3,500</p>

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Site Plan Amendment	<p>Minor A: Patios, outdoor play areas, and/or changes to building facades: \$2,150</p> <p>Minor B: Where the expansion to an existing building is less than 50% of total floor space or 5,000 m² (whichever is less), or an expansion to a parking area: \$7,500</p> <p>Major: Where a new building is proposed or an expansion to the building is greater than 50% or 5,000 m² (whichever is less): \$17,000</p> <p>Model Homes and Sales Trailers: \$2,900</p>	<p>Minor: \$900</p> <p>Major: \$3200</p> <p>Minor Revisions to Approved Condo Site Plan (by unit owner i.e. decks, sheds and fences): \$100</p>	<p>Commissioner's Approval of Expansion less than 300/m²: \$1,025</p> <p>Expansion greater than 300/m²: \$4,612.50</p> <p>Site Plan Heritage Minor (less than 100/m² gfa) Amendment in HCD: \$102.50</p> <p>Site Plan Heritage Minor (greater than 100/m² gfa) Amendment in HCD: \$512.50</p> <p>Site Plan Amendment in downtown CIP (less than 100/m² gfa): \$102.50</p> <p>Site Plan Amendment in downtown CIP (more than 100/m² gfa): \$512.50</p>	<p>Non-residential: \$3395 plus \$0.33 per sq. m of site area</p> <p>Residential - \$3395 plus \$288/unit (Max. \$28,645 per unit fee)</p> <p>Oak Ridges Moraine \$308</p>	<p>Residential: \$730 + \$30 per unit to a maximum of \$5,400</p> <p>Commercial: \$1,680 + \$1.25 per sq. m. commercial gfa to a maximum of \$16,000</p> <p>Mixed Uses: \$1,680 + \$0.50 per sq. m commercial gfa + \$30 per residential unit to a max of \$16,000</p> <p>Industrial/Other: \$730 + \$0.20 per sq. m. gfa to a maximum of \$6,400</p>	<p>Minor A: Patios, outdoor play areas, and/or changes to building facades: \$2,200</p> <p>Minor B: Where the expansion to an existing building is less than 50% of total floor space or 5,000 m² (whichever is less), or an expansion to a parking area: \$7,725</p> <p>Major: Where a new building is proposed or an expansion to the building is greater than 50% or 5,000 m² (whichever is less): \$17,500</p> <p>Model Homes and Sales Trailers: \$3,000</p> <p>(~3% increase)</p>
Minor Variance	Accessory Buildings, structures and	Accessory Structure: \$260	Existing Building: \$820	Residential: Detached, semi-detached, duplex,	Accessory Building and Structures: \$530	Accessory Buildings, structures and

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
	<p>platforms, driveway widening, below grade entrances: \$550</p> <p>Residential Minor (single or semi detached dwellings, duplex, triplex, townhouse dwellings): \$800</p> <p>Residential Major (condominium, apartment, mixed use buildings): \$1,050</p> <p>Non-residential: \$2,400 for first 3 variance requests; \$550 per additional variance request.</p> <p>Enlargement, expansion or, conversion of a legal non-conforming use/ and uses defined in general terms: \$2,400</p> <p>Tabling Fee: \$200</p>	<p>At Grade Residential \$540</p> <p>All Other Land Use Categories: \$1,700</p> <p>Tabling Fee: \$260</p> <p>Special Meeting: \$875</p>	<p>Vacant Land: \$1,025</p> <p>Draft Approved and Registered Plans of Subdivision and Condominium: \$1,025 plus \$102.50 per lot/block/POTL (Max \$5,125)</p> <p>Tabling Fee: \$512.50</p>	<p>street townhouse, or converted dwelling \$633 per lot</p> <p>All other Residential: \$1,521 per lot</p> <p>Non-Residential: \$1,521</p> <p>Special Meeting: \$1,268</p> <p>Tabling Fee: \$255</p>	<p>Residential Minor (single, semi, townhouse or proposed lot): \$680</p> <p>Residential Major (all other residential) \$1,050</p> <p>Commercial: \$1,580</p> <p>Other non-residential: \$680</p> <p>Tabling fee and recirculation (applicant initiated): \$220</p>	<p>platforms, driveway widening, below grade entrances: \$550</p> <p>Residential Minor (single or semi detached dwellings, duplex, triplex, townhouse dwellings): \$800</p> <p>Residential Major (condominium, apartment, mixed use buildings): \$1,050</p> <p>Non-residential: \$2,400 for first 3 variance requests; \$550 per additional variance request.</p> <p>Enlargement, expansion or , conversion of a legal non-conforming use/ and uses defined in general terms: \$2,400</p> <p>Tabling Fee: \$200</p>

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
	<p>Special Hearing \$3,875</p> <p>Post Development Variance: Double the Applicable Fee</p> <p>50% discount from the requisite fee when applying for a minor variance application associated with the installation of an accessibility device, ramp or driveway widening for the purposes of providing barrier free access to single/semi-detached/link or townhouse dwelling units.</p>					<p>Special Hearing \$3,875 (plus applicable application fee)</p> <p>Post Development Variance: Double the Applicable Fee</p> <p>50% discount from the requisite fee when applying for a minor variance application associated with the installation of an accessibility device, ramp or driveway widening for the purposes of providing barrier free access to single/semi-detached/link or townhouse dwelling units. (No change)</p>
Land Division Administration Fee	\$2,250	<p>\$800</p> <p>Clearance Fee: \$400</p> <p>Council Authorization to proceed by land</p>	\$768.75	<p>\$637 per application</p> <p>Clearance of Conditions - \$319</p>	<p>Review Fee: \$530</p> <p>Preparation of Agreement: \$519.80</p>	\$2,300 (~3% increase)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
		division instead of draft plan: \$3,000 Creation of up to three additional lots: \$5,150/lot				
Sign By-law Variance	Amendment: \$2,300 Variance: \$1,150	\$525	Amendment: \$2,050 Variance: \$820	Residential: \$585 All others: \$1,036 CBD Zone \$206	Amendment: \$1,580 Variance: \$530	Amendment: \$2,375 Variance: \$1,185 (~3% increase)
Removal of a Holding Symbol	\$2,875	\$2,600	\$2,050	\$2,759	\$2,420	\$2,950 (~3% increase)
By-law to Extend the time limit for a Temporary Use	\$2,300	\$2,600	\$3,075	\$2,334	\$2,100	\$2,375 (~3% increase)
Tree Cutting Permit	\$775 Appeal to GGC: \$650	n/a	\$1025	n/a	n/a	\$800 Appeal to GGC: \$675 (~3% increase)
Telecommunications Towers	\$8,500	\$4,000	\$5,125	\$5,305 plus site plan fees	\$5,780	\$9,000 (~6% increase)

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Additional Public Meeting	Where more than one public open house, and Community Affairs and Planning Committee meeting \$1,000 per meeting	n/a	\$1,025	Special Meeting: \$1,268	\$1,370 + Facility Rental Where notice is published in a local newspaper: \$1,900 + Facility Rental	Where more than one public open house, and Community Affairs and Planning Committee meeting \$1,000 per meeting (for applicant initiated changes)
Advertising*	Where it is not possible for notice to be placed in the Ajax News-Advertiser's Community Page, the applicant shall pay the Town's advertising costs in respect of the matter.	n/a	n/a	\$1,600 where published in 2 public newspapers	n/a	Where it is not possible for notice to be placed in the Ajax News-Advertiser's Community Page, the applicant shall pay the Town's advertising costs in respect of the matter. (No change)
Street Addressing	\$375 plus \$50 per municipal address (\$1,500 maximum)	n/a	n/a	n/a	n/a	\$400 plus \$50 per municipal address (to a maximum of \$1500). (~3% increase)
Street Naming Request	\$150	n/a	Renaming: \$1,025.00 plus \$102.50 per address	n/a	Name Change: \$1050 plus \$50 per address.	\$150

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
Traffic Data	Collision Data - \$57.00 Turning Movement Count - \$52.50 Automated Traffic Recorder - \$51.00	n/a	n/a	n/a	n/a	Collision Data - \$60.00 Turning Movement Count - \$54.00 Automated Traffic Recorder - \$52.50 (~3% increase)
Municipal Council Support for Roof-top Solar Photovoltaic Projects	\$450	Solar (single Dwelling): \$150 Solar (all buildings): \$150 per 10 panels Wind Turbines: \$10.50 per \$1,000 construction value	n/a	\$329	microFIT: \$131 FIT (solar): \$420 FIT (other than solar): \$5,880	\$450 (No change)
Hourly Rates	\$100/hr	n/a	n/a	n/a	n/a	Planner - \$100/hr (No change)
OMB Appeal Fee	n/a Markham: \$219.50 Richmond Hill: \$306 Vaughan: \$720	n/a	n/a	n/a	Legal fees: 175/hr (to support an applicant where Council approved application)	Committee of Adjustment: \$200 All other appeals: \$300 (new)
Pre-consultation	n/a	n/a	\$307.50 (not applicable to Heritage or CIP properties)	n/a	n/a	\$200 (new) Note: Minor Industrial Site Plan Amendments or projects eligible for inclusion in Priority Path program,

Application	Ajax 2016	Pickering (April 1, 2016)	Whitby (September 1, 2014)	Oshawa (January 1, 2016)	Clarington (July 1, 2016)	Ajax 2017 (Recommended)
						Community Improvement Plan(s), and/or Heritage Properties shall be exempt from paying the requisite fee.

ATTACHMENT-2

Comparison of Fees for Engineering & Landscape Design Services

HST will be added to all fees marked with an asterisk (*) – For comparative purposes HST is excluded

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
<p>Engineering Review, Inspection and Administration of Subdivisions Agreements, Development Agreements, Lot Grading Agreements and Infill Lots</p>	<p>Where the value of work is less than \$500,000: 6.5%</p> <p>Where the value of work is \$500,000 to \$1 million: 5.25%</p> <p>Where the value of work is greater than \$1 million: 4.75%</p> <p>Where the value of work or securities are less than \$14,000. Minimum fee of \$900 per lot is required</p>	<p>Based on total cost of works</p> <p>Eng Review Fee – Detailed design Package 1.25% with min of \$5000</p> <p>Inspection Fee <\$250,000 = 8% with min of \$5000</p> <p>\$250,000 - \$500,000 = 6% 7.25%</p> <p>\$500,000 - \$1.5 million = 4.5% 5.75%</p> <p>\$1.5 million - \$5 million = 3.75% 5%</p> <p>>\$5 million = 3.5%</p> <p>Letter of Credit Draw Down Fee \$262.00</p>	<p>Review: 1.31% of the estimated cost. Minimum fee \$2,000.00</p> <p>Plus Inspection <\$200,000 = \$5253 or 5.46% of total estimated cost (whichever is greater)</p> <p>Total = 6.77%</p> <p>\$200,000.01 - \$500,000 = 4.84% of total estimated cost</p> <p>Total = 6.15%</p> <p>\$500,000.01 - \$1000,000 = 4.1% of total estimated cost</p> <p>Total = 5.4%</p> <p>\$1,000,000.01- \$200,000 = 3.46% of total estimated cost</p>	<p>Application or amendment to Subdivision Agreement = \$4244</p> <p>Engineering Fees \$159/lot with 1st Engineering Submission. Where no services are provided or servicing costs are less than \$45,000.00, minimum fee of \$2535 otherwise:</p> <p><\$500,000 = 3.6%</p> <p>\$500,000 - \$1 million = \$15,000 or 3% (whichever is greater)</p> <p>>\$1 million = \$25,000 or 2.7% (whichever is greater)</p> <p>Inspection Fees <\$500,000 = 3%</p> <p>\$500,000 - \$1 million = \$12,500 or 2.4%</p>	<p>Authorization Fee prior to commence 1.25% of Final Works Cost Estimate or \$2,000 (whichever greater)</p> <p>After Drawings have been submitted 3 times, and additional fee of \$1,000/ subsequent submission</p> <p>Up to \$500,000 = \$8000 or 3.5% of estimated cost (whichever greater)</p> <p>\$500,000 to \$1,000,000 = \$17,500 or 3% of estimated cost (whichever greater)</p> <p>\$1,000,000 to \$2,000,000 = \$30,000 or 2.5% of estimated cost (whichever greater)</p>	<p>Where the value of work is less than \$500,000: 6.75%</p> <p>Where the value of work is \$500,000 to \$1 million: 5.40%</p> <p>Where the value of work is greater than \$1 million: 4.9%</p> <p>Where the value of work or securities are less than \$14,000. Minimum fee of \$925 per lot is required</p> <p>(~3% increase)</p>

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
			<p>Total = 4.78% \$2000,000.01 - \$3,000,000 =3.04% of total estimated cost Total = 4.36%</p> <p>\$3,000,000.01 and over =2.74% of total estimated cost Total = 4.05%</p> <p>In-fill Lots fix fee of \$1000</p>	<p>(whichever is greater) >\$1 million = \$20,000 or 2.1% (whichever is greater) Application to draft plan approval or amendment to draft plan approval for subdivisions \$12,669 + \$0.33 per m² of land area</p>	<p>\$2,000,000 to \$3,000,000 = \$50,000 or 2.25% of estimated cost (whichever greater) \$3,000,000 or greater = \$67,500 or 2% of estimated cost (whichever greater)</p>	
Engineering Review of Land Division		<p>Based on Lots 2 proposed lots = \$250 3-4 proposed lots = \$500 5-8 proposed lots = \$1000 >8 proposed lots if not completed at a Draft Plan of Sub = \$2,500</p>				

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
		Clearance Conditions 2 proposed lots = \$500 3-4 proposed lots = \$1000 5-8 proposed lots = \$2,000 >8 proposed lots if not included as a Draft Plan of Sub \$5,000				
Review of Subdivision and Land Division Engineering Drawings (After 3 rd Submission)	Engineering costs are invoiced on an actual cost basis	33.3% of total Engineering Design Review Fee with a min of \$2,600 After 4 th submission 20% of total Engineering Design Review Fee with a min of \$2,600	33.3% of total Engineering Design Review Fee for a 4 th review After 4 th submission 20% of total Engineering Design Review Fee Above noted surcharges shall	Engineering costs are invoiced on an actual cost basis	\$530 Land Division Review Fee Section 53 Agreement \$460	Engineering costs are invoiced on an actual cost basis (No change)

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
		Re-circulation of drawings due to revisions by owner \$2600	be discounted by 50% should less than half of plans require revisions			
Landscape Architectural and Environmental Services Review and Inspection for Subdivision, Development and Site Plan Agreements	5.5% of the value of landscape work Where the value of work or securities are less than \$14,000. Minimum fee of \$750 per site.	Incorporated with subdivision fee	Incorporated with subdivision fee	Incorporated with subdivision fee Processing of Engineering Drawings for Site Plan Applications = \$3183 plus \$0.22/ sq metre of land area		5.65% of the value of landscape work Where the value of work or securities are less than \$16,500. Minimum fee of \$925 per lot is required (~3% increase)
Engineering Review and Inspection for Street Lights in Subdivisions	Actual costs	Actual costs	Actual costs	Actual costs	100% of the Municipality's costs of retaining a consultant	Actual costs
Pre-servicing Agreements	\$1,500 per application	No Fee	A new fee for "Underground Servicing Approval Only" equal to 15% of total Eng Des Rev Fee plus 15% of Eng Inspection Fee only of the Eng Design in advance of Full Eng Design Approval. Min	No Fee	No fee	\$1,550 per application (~3% increase)

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
			combined fee \$2500			
Benchmarks	\$750 per 200 lots, minimum \$750	No Fee	No Fee	No Fee	No Fee	\$750 per 200 lots, minimum \$750
Digital Drawing Management Fee	Where the value of works is less than \$100,000: \$300 Where the value of works is \$100,000 to \$500,000: \$500 Where the value of works is greater than \$500,000: \$1,000	No Fee	No Fee	\$250.00 per electronic copy	No Fee	Where the value of works is less than \$100,000: \$300 Where the value of works is \$100,000 to \$500,000: \$500 Where the value of works is greater than \$500,000: \$1,000 (No change)
Storm Water Maintenance	\$2,000 per hectare	\$2,000 per hectare Processing/ Review Fee for Non-Potable Site Conditions Standards \$250 +HST Cash in lieu of water quality treatment \$40,000/imp.ha	\$20,000 per pond for future maintenance thru subdivision agreement	No Fee	No Fee	\$2,000 per hectare (No change)

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
Design Criteria*	\$80 (book and cd) \$25 (cd only) All Design Criteria and Standard Drawing are available online for free	\$50.00	\$95.00/book	\$25.00 (cd only)	No fee	\$80 (book and cd) \$25 (cd only) All Design Criteria and Standard Drawing are available online for free
Benchmark Data	Benchmark Map and Data on Website	No fee	\$13/ new residential unit	No fee	No fee	Benchmark Map and Data on Website
Engineering Review, Inspection and Administration of Site Plan Agreements	Value of Work for Multi-Family Residential/ Commercial/ Industrial/ Institutional (excludes site servicing permit construction value) Where the value of work is less than \$500,000: 5.5% Where the value of work is \$500,000 to \$1 million: 5.0% Where the value of work is greater than \$1 million: 4.5% Where the value of work or securities are less than \$16,500. Minimum fee of \$900 per site.	Engineering Review Fee Detailed Design Package – Development site area <= 1000 m2, fix fee of \$1000 Development site area 1,001-3000 m2 fix fee of \$3000 Development site area >3001 m2 based on the sliding scale of Total cost of civil works below Inspection Fee based on total cost of works	Development Site Area <=1,000 m2, fix fee of \$1,000 Development Site Area 1,001 to 3,000 m2, fix fee of \$3,000 Development Site Area >3,001 m2, sliding scale based on construction value of civil works as per below: <\$200,000 = \$5,253 or 5.46% of total cost (whichever is greater)	No fee	No fee	Value of Work for Multi-Family Residential/ Commercial/ Industrial/ Institutional (excludes site servicing permit construction value) Where the value of work is less than \$500,000: 5.65% Where the value of work is \$500,000 to \$1 million: 5.15% Where the value of work is greater than \$1 million: 4.65% Where the value of work or securities are less than \$16,500.

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
		<p><\$250,000 = 8% with min of \$5000</p> <p>\$250,000 - \$500,000 = 6%</p> <p>\$500,000 - \$1.5million = 4.5%</p> <p>\$1.5 million - \$5 million = 3.75%</p> <p>>\$5 million = 3.5%</p> <p>Letter of Credit Draw Down Fee \$262.00</p>	<p>\$200,000.01 to \$500,000 = 4.84% of total estimated cost</p> <p>\$500,000.01 to \$1,000,000 = 4.1% of total estimated cost</p> <p>\$1,000,000.01 to \$2,000,000.00 = 3.46% of total estimated cost of service</p> <p>\$3,000,000.01 and over = 2.74% of total estimated cost</p> <p>Plus</p> <p>1.31% review, inspection</p> <p><\$200,000=4.2%</p>			<p>Minimum fee of \$925 per site.</p> <p>(~3% increase)</p>
Site Inspections for Site Plan Applications and Agreements for greater than 3 inspections	\$200 per inspection for 3 rd inspection or more	Surcharge for more than two inspections required due to unaddressed deficiencies \$820/ inspection		\$253 per inspection for 3 rd inspection or more	No fee	<p>\$200 per inspection for 3rd inspection or more</p> <p>(No change)</p>

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
		Surcharge for submission of Detailed Design after 3 rd submission = \$2,600				
Driveway Apron Widening	\$125 per application	No fee	New Culverts (460mm x 340mm) Length of 6.0m \$2430/l.s. Additional lengths at time of installation \$330/m Culverts having larger diameter Fee Pro-rated Temporary Culverts (460mm x 340mm) Length of 6.0m or less \$1210/l.s. Additional lengths at time of installation \$200/m Relocation of Existing Culverts – Actual Costs Administration Fee	No fee	\$75 inspection fee to be credited once application has been approved	\$125 per application (No change)

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
			\$95/ea			
Curb Cuts	\$175 for up to 4 metres plus \$40 for each additional metre	Min charge \$225.00 (5.3m or less) \$42.00/m (5.3m plus) Curb Infill: \$185.00/m	First 2.0m = \$85 Each add. M = \$27.75 Additional cub-cutting both sides \$85 Additional cost per order for rush order \$265 Admin Fee \$95 each	Min charge – 3.0m = \$217 Price per m (over 3m) = \$27 Min for 2 nd cut at same location up to 3m = \$85	\$30/m Minimum \$125	\$175 for up to 4 metres plus \$40 for each additional metre (No change)
Sedimentation and Erosion Control Permit Fee	\$500 plus \$100 per hectare. \$500 per renewal	\$1000.00 + \$1000.00/hectare to a max of \$5000.00 or \$1.00/m ³ , whichever is greater \$500.00 for one yr extension	Site area <1.0 ha \$540 Site area <1.0 ha \$815	a) Single lot with residential building (1 or 2 dwellings) \$190 initial application for permit. \$95 renewal. b) Single lot with res building (more than 2 dwellings) \$380 initial	No fee	\$525 plus \$100 per hectare. \$525 per renewal (~3% increase)

Service	Ajax 2016	Pickering 2016	Whitby 2016 (2.5% increase)	Oshawa 2016 (3% increase)	Clarington 2016	Ajax 2017 (Recommended) 3% increase
				permit. \$190 renewal c) Single vacant lot, zoned res \$380 initial permit. \$190 renewal. d) Any property with a zonong des other than res, but <0.25 hectares \$380 for initial permit. \$190 renewal. e) Any property which does not meet the criteria in items (a) – (d) above \$634 plus \$32/ hectare, for initial permit. \$317 for renewal.		
Hourly Rate	Engineer \$100 per hour Engineering Technician/Technologi st \$85 per hr Landscape Architect: \$100 per hour	Actual costs	Actual costs	Time and 1/2 of individual pay rate.	Actual costs	Engineer \$100 per hour Engineering Technician/Technologi st \$85 per hr Landscape Architect: \$100 per hour (No change)

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

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

PREPARED BY: Debbie Nickerson Donna Gibson
Manager, Administration Financial Analyst

SUBJECT: **2017 RECREATION & CULTURE FEES**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: Municipal Act, 2001
Community Action Plan - Provide effective and sustainable
levels of service

RECOMMENDATION:

That the recommended Recreation & Culture fees be approved, effective January 1, 2017, unless otherwise noted, and that the appropriate by-law be presented to Council.

BACKGROUND:

The *Municipal Act, 2001* requires that all fees and charges be set by by-law. The Town's "Annual Review of User Fees/Charges" Policy, approved in 2003, requires each department to review all user fees and charges on an annual basis. The table appended to this report summarizes the present fee structure for programs/services performed in Recreation & Culture, provides comparisons with fees for similar services in neighbouring municipalities, and recommends an appropriate fee schedule for implementation effective January 1, 2017, unless otherwise noted.

DISCUSSION:

Recreation & Culture continues to strive for fiscal accountability while ensuring the delivery of quality services to all residents. As our role within the community evolves and services expand to meet growth and need, it is important to ensure our fee schedule allows for the recovery of the costs associated with the delivery of services and the maintenance and repair of the facilities and equipment.

In most cases, user fees are calculated on a cost recovery basis and assist in the reduction of department operational costs. Recreation & Culture offers basic tax subsidized recreation opportunities at a nominal cost (public swimming/skating, youth basketball) or in some limited cases, at no cost (Playground program, Playday Mondays, Grade 5 Action Pass, Community Festivals and Events). These opportunities are deemed as essential services for any healthy community and should be maintained at low or no cost where possible.

While setting fees for 2017, staff considered increased operational costs as well as the impact of current economic conditions that have affected affordability for families in Ajax. In keeping with our Council approved Affordable Access to Recreation Policy, our department has provided 552 families with financial assistance. This policy will continue to be an important tool of engaging lower income families. Additional demand for and funding received from the Canadian Tire Jumpstart program is also demonstrating a need for financial assistance for Ajax families.

The fee schedule proposed for 2017 includes the following:

- increases to meeting rooms, community halls, ice, floor and gymnasiums
- increases to the Neighbourhood Programs and Active Living fees, such as group fitness classes, swimming lessons, day camps, as well as Fitness and Health Centre memberships
- continued discount of room rental fees as per the revised Impact Ajax Administrative support stream that will assist groups in capacity building and sustainability development throughout the different stages of their development

Any new fee has been developed using a market comparison analysis, a review of industry standards and is aligned with our existing fee structure. That said, every effort was made to maintain modest increases wherever feasible to do so.

ATT-1 identifies all services provided by Recreation & Culture including the existing 2016 rates and the recommended rates for 2017. This schedule of fees has been reviewed and endorsed by Management Committee.

FINANCIAL IMPLICATIONS:

As part of the annual service fee review, a comparative list of fees charged by other local municipalities has been included in this report as ATT-2. In determining our recommendations for the fee schedule, we not only consider this comparison but also consider the uniqueness of Ajax and the rationality of any increase.

While future volumes will fluctuate, the fee changes will result in an estimated \$ 137,400 in additional revenues that will assist to meet operational expenses.

The following chart is a summary of the proposed changes to our current fees and the budget impact in 2016.

AREA	EFFECTIVE DATE	2016 BUDGET	AVERAGE INCREASE	BUDGET IMPACT (based on a 12 month period)
Brochure Advertising - (no increase to inside cover pages)	Jan. 1, 2017	\$33,000	3%	\$700
Ice: Village Arena ACC - all pads	Spr/Sum: March 28, 2017 Regular Season: Sept. 2017	\$270,700 <u>\$1,435,000</u> \$1,705,700	3%	\$49,500
Floor: Village Arena ACC	Jan. 1, 2017	\$35,900	3%	\$1,100
Hall Rentals	Jan. 1, 2017	\$355,400	3%	\$10,000
Pool Rentals	Jan. 1, 2017	\$104,800	2%	\$2,800
Gymnasiums	Jan. 1, 2017	\$90,400	3%	\$2,700
Recreational Swim/Skate	Jan. 1, 2017	\$249,200	No Increase	\$0
Group Fitness Classes	Jan. 1, 2017	\$156,700	2%	\$3,400
Health & Fitness Centre Services & Membership Fees - (new family membership option)	Jan. 1, 2017	\$1,110,700	1%	\$25,600
Aquatics	Jan. 1, 2017	\$1,234,400	1%	\$10,100
General Programs & Summer Camps	Jan. 1, 2017	\$1,150,800	2.5%	\$31,500
Total Budget Impact				\$137,400

COMMUNICATION ISSUES:

Fee increases will be communicated through the Community Recreation & Parks Guide. A list of Recreation & Culture Fees and Charges will be made available for the general public to access at the customer service counters at the Ajax Community Centre, McLean Community Centre, the

Audley Recreation Centre, and will also be available on the Town's website. Recreation and Culture will also communicate this information directly with our community groups that utilize our programs and spaces, as well as our regular facility users advising them of the revised fee structure.

CONCLUSION:

Recreation & Culture continues to focus on efforts to maintain a wide range of high quality programs and services delivered in a manner which is affordable and fiscally responsible. This report and supporting documentation reflects the cost of providing these services.

ATTACHMENTS:

ATT-1
ATT-2

Tracey Vaughan-Barrett, Director, Recreation & Culture

Debbie Nickerson, Manager Administration,
Recreation & Culture

Donna Gibson, Financial Analyst, Finance

ATT - 1

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES		
ADMIN - BROCHURE ADVERTISING RATES		
HST will be added to all fees marked with an asterisk (*)		
PROGRAM (effective January 1, 2017)	2016 Rates	Proposed 2017 Rates
Commercial Rates: *		
Business card size	\$260.00	\$270.00
Quarter Page	\$390.00	\$400.00
Half Page	\$640.00	\$660.00
Full Page	\$1,030.00	\$1,060.00
Inside Covers - full page (front & back & centre; full color glossy)	\$1,910.00	\$1,910.00
Inside Glossy - half page front & back & center (full color)	\$940.00	\$940.00
Back Cover Glossy	\$1,950.00	\$1,950.00
Community Group Rates: *		
Directory Line	Free	Free
Business card size - Affiliate incorporated 2 years or less - one annually; maximum 2 ads	N/C	N/C
Affiliate incorporated 3 -5 years (applicable for Business card & Quarter page size ads only = one annually: maximum 3 ads)	50% reduction in Community Group Rates	50% reduction in Community Group Rates
Business card size	\$100.00	\$100.00
Quarter page	\$220.00	\$230.00
Half Page	\$440.00	\$450.00
Half page (full color glossy) - Inside front or back cover	\$490.00	\$490.00
Full page	\$760.00	\$780.00

ATT - 1					
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES					
FACILITIES					
HST will be added to all fees marked with an asterisk (*)					
			DURATION	2016 RATES	PROPOSED 2017 RATES
<i>(Effective January 1, 2017)</i>					
Recreational Skating					
Public Skating Single Admission - Youth		*	Per Visit	2.08	2.08
Public Skating Single Admission - Senior		*	Per Visit	2.08	2.08
Public Skating Single Admission - Adult		*	Per Visit	3.76	3.76
Public Skating Group Admission		*	Per Visit	10.71	10.71
10-Passes - Youth		*	Per Visit	17.08	17.08
10-Passes - Seniors		*	Per Visit	17.08	17.08
10-Passes - Adult		*	Per Visit	32.08	32.08
Shinny - Youth/Senior		*	Per Visit	3.27	3.27
Shinny - Adult		*	Per Visit	5.84	5.84
Ticket Ice - Figure Skating		*	Per Visit	9.71	9.71
Recreational Swimming					
Public Swimming - Youth		*	Per Visit	2.08	2.08
Public Swimming - Seniors		*	Per Visit	2.08	2.08
Public Swimming - Adult		*	Per Visit	3.76	3.76
Public Swimming - Group		*	Per Visit	10.71	10.71

ATT - 1					
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES					
FACILITIES					
HST will be added to all fees marked with an asterisk (*)					
			DURATION	2016 RATES	PROPOSED 2017 RATES
10-Passes - Youth		*	Per Visit	17.08	17.08
10-Passes - Seniors		*	Per Visit	17.08	17.08
10-Passes - Adult		*	Per Visit	32.08	32.08
Halloween & Holiday passes - Youth (book of 10) offered twice annually		*		10.00	10.00
Preschool - 3 years and under				FREE	FREE
Child Supervision					
On-site			Hour	3.71	3.82
Off-site			Hour	4.55	no longer offering
5-hour pass on-site			5 Hours	18.59	19.15
5-hour pass off-site			5 Hours	22.75	no longer offering
10-hour pass on-site			10 Hours	33.48	34.48
Arenas *					
Regular Season Fees - Sept. 11/17 - March 30/18.					
Prime-time Ice Minor Organizations	standard pad			167.00	172.00
	international pad			177.00	182.00
no surcharge fee					
Prime-time Ice - Adult, Commercial Tournaments	standard pad			216.00	222.00
	international pad			225.00	232.00
no surcharge fee					

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES				
FACILITIES				
HST will be added to all fees marked with an asterisk (*)				
		DURATION	2016 RATES	PROPOSED 2017 RATES
Non-Prime Ice - Adult, Commercial	standard pad		147.00	151.00
	international pad		147.00	151.00
Non-Prime Minor Organizations	standard pad		105.00	108.00
	international pad		114.00	117.00
Summer - March 27/17 - Sept. 10/17		no surcharge on summer season ice		
Prime-time Minor Organizations			187.00	193.00
Prime-time Ice			217.00	224.00
Non-prime Minor Organizations			107.00	110.00
Non-prime Ice			147.00	151.00
Professional Development Days school		Hour	64.00	66.00
Arena Floors - March 27/17 - Sept. 7/17				
Youth		Hour	75.00	77.00
Adult		Hour	82.00	84.00
Shows/Events - Commercial		12 Hours	1,308.00	1,347.00
Shows/Event - Community Groups		12 Hours	983.00	1,012.00
Set-up/Break-down		Hour	77.00	79.00
		Hour		
Permanent Rental Storage		Per Square Foot	3.63	3.68
Community Halls/Meeting Rooms *				
Note: Ajax is the only municipality to offer permit holders insurance				
		Hourly		

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES				
FACILITIES				
HST will be added to all fees marked with an asterisk (*)				
		DURATION	2016 RATES	PROPOSED 2017 RATES
HMS - Full Hall		4 Hours	380.00	391.00
	Daily			
			760.00	783.00
HMS - Half Hall		Hourly		
		4 Hours	250.00	257.00
	Daily			
			504.00	519.00
Commodores - Full Hall		4 Hours	165.00	170.00
	Daily			
			330.00	340.00
Captains Room - Full Hall		4 Hours	97.00	100.00
		Daily	193.00	199.00

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES				
FACILITIES				
HST will be added to all fees marked with an asterisk (*)				
		DURATION	2016 RATES	PROPOSED 2017 RATES
MCC - Community Hall - Full Hall		Hourly		
		4 Hours	250.00	257.00
		Daily	504.00	519.00
MCC - Community Hall - Half Hall		Hourly		
		4 Hours	136.00	140.00
		Daily	270.00	278.00
MCC - Community Room 3, ARC - Community Room		Hourly		
		4 Hours	136.00	140.00
		Daily	270.00	278.00
St. Andrew's		4 Hours	250.00	257.00
		Daily	504.00	519.00
Kinsmen Heritage Centre		4 Hours	270.00	278.00
		Daily	504.00	519.00
Site Supervisor		Hour	27.00	28.00
Set-up/Rehearsal Fee (booked a maximum of 14 days in advance of rental - 4 hrs on the previous day of the rental)			99.00	102.00
Meeting Rooms *				
Admiral's Room, Youth Rooms (ACC/MCC)		Hourly	37.00	38.00
		4 Hours	97.00	100.00
		Daily	193.00	199.00

ATT - 1

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES

FACILITIES

HST will be added to all fees marked with an asterisk (*)

		DURATION	2016 RATES	PROPOSED 2017 RATES
ACC - Meeting Rooms Mtg. Room 1, Duffins, Mgr's Mtg. Room, Carruther's Rm		Hour	26.00	27.00
		4 Hours	64.00	66.00
		Daily	127.00	131.00
MCC - Community Room 1, ARC Studio		4 Hours	97.00	100.00
		Daily	193.00	199.00
Carruther's Marsh Pavilion/ Greenwood Discovery Pavilion		4 Hours	136.00	140.00
		Daily	270.00	278.00
Rotary Park Pavilion		4 Hours	97.00	100.00
		Daily	193.00	199.00
Village CC - Hall 1 or 2		Hour	24.00	25.00
		4 Hours	97.00	100.00
		Daily	193.00	199.00
Village CC - Community Groups		4 Hours	40.00	41.00
Daytime Fees - Mon - Fri / 8am - 4pm (does not apply to for Profit Groups)				
Small meeting rooms - Duffins, Carruthers, Meeting Room 1		Hour	23.00	24.00
Medium - Large Rooms - Admirals, Captains, Commodores, HMS, Community Room 1, Community Room 3, MCC Community Hall, Rotary Park Pavilion, Carruther's Marsh Pavilion, Greenwood Pavilion		Hour	35.00	36.00
Birthday Parties & Facility Rental** (Comm. Room 1, Duffin's, Captain's, Carruther's)		4 Hours	72.00	74.00
Birthday Parties & Facility Rental** (Community Room 3)		4 Hours	96.00	99.00
** Applies to Pool , Ice, Floor or Gym Rentals				
Pool Rentals *				
Prime - Commercial	effective September 1, 2017	Hour	72.00	74.00
Prime - Non-Profit		Hour	60.00	62.00

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES				
FACILITIES				
HST will be added to all fees marked with an asterisk (*)				
		DURATION	2016 RATES	PROPOSED 2017 RATES
Non-Prime - Commercial	2017	Hour	61.00	63.00
Non-Prime - Non-Profit		Hour	51.00	53.00
Ajax CC and Outdoor Pool with 2 guards		Hour	110.00	110.00
McLean CC Pool, ARC Pool with 2 guards		Hour	134.00	134.00
Swim to Survive Instructor		Hour	18.60	19.30
Extra Instructor		Hour	24.00	24.50
Extra guards		Hour	20.00	20.50
Gymnasiums *				
McLean Gym, Lakeside CC, Westney Heights, ARC				
Full Gym - Youth		Hour	35.00	36.00
Half Gym - Youth		Hour	25.00	26.00
Full Gym - Adult		Hour	46.00	47.00
Half Gym - Adult		Hour	35.00	36.00
Community Rooms (Lakeside, Lincoln Alexander) With Gym Rental - 1 hr minimum		Hour	20.00	21.00
Room only - 2 hr minimum		Hour	30.00	31.00
St Francis Centre *				
Not-for-Profit/Community Group		4 hours M-Thr	156.00	160.00
		4 hours Fri -Sun	234.00	241.00
		8 hours M-Thr	312.00	321.00
		8 hours Fri-Sun	470.00	484.00
		Additional Hourly Fee M-Sun	52.00	54.00

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES				
FACILITIES				
HST will be added to all fees marked with an asterisk (*)				
		DURATION	2016 RATES	PROPOSED 2017 RATES
Regular Seasonal Fees for Not-for-Profit/Community Groups: Effective September 1, 2017- June 30, 2018 (minimum of one 4		4 hours M-Thr	62.00	65.00
Individual/Commercial		4 hours M-Thr	319.00	328.00
		4 hours Fri -Sun	474.00	488.00
		8 hours M-Thr	628.00	647.00
		8 hours Fri-Sun	937.00	965.00
		Additional Hourly Fee M-Sun	96.00	99.00
Sound & Light Tech		Hourly	25.00	25.00
Piano Rental (includes \$30 rental and \$140 tuning fee)			170.00	170.00
Impact Ajax Administrative Stream *				
Groups incorporated for 2 years or less				
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)			No Charge	No Charge
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)			No Charge	No Charge

ATT - 1					
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES					
FACILITIES					
HST will be added to all fees marked with an asterisk (*)					
			DURATION	2016 RATES	PROPOSED 2017 RATES
Meeting room for AGM (Max 1/yr)				No Charge	No Charge
Meeting room for Program Registrations (Max 3/yr)				No Charge	No Charge
Groups incorporated for 3 - 5 years					
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)				No Charge	No Charge
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)				60% reduction in regular room rental fees	60% reduction in regular room rental fees
Meeting room for AGM (Max 1/yr)				60% reduction in regular room rental fees	60% reduction in regular room rental fees
Meeting room for Program Registrations (Max 3/yr)				60% reduction in regular room rental fees	60% reduction in regular room rental fees
Groups incorporated for 5 years +					
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)				40% reduction in regular room rental fees	40% reduction in regular room rental fees
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)				40% reduction in regular room rental fees	40% reduction in regular room rental fees
Meeting room for AGM (Max 1/yr)				40% reduction in regular room rental fees	40% reduction in regular room rental fees
Meeting room for Program Registrations (Max 3/yr)				40% reduction in regular room rental fees	40% reduction in regular room rental fees

ATT - 1					
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES					
FACILITIES					
HST will be added to all fees marked with an asterisk (*)					
			DURATION	2016 RATES	PROPOSED 2017 RATES
Other Administrative Fees					
Program/Membership Transfer/cancellation/medical hold				10.00	10.00
Permit processing fee				25.00	25.00
Facility Transfer fee				10.00	10.00
Facility Cancellation Fee				40.00	40.00
NSF Fee				45.00	45.00

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
YOUTH AND FAMILY PROGRAMS *			
Family Program - additional participant		4.34	4.34
Family Program		8.08	8.08
Fitness KickBoxing for Kids (fee includes hand wraps)	45 mins.	7.27	7.27
Mother & Daughter Yoga		8.08	8.08
Racquets & Fitness Camp	15 hrs	25.00	25.00
Teen Fitness Camp	15 hrs	24.00	25.00
Teen Weight Training (TWT) Course	10 hrs	15.60	15.60
Teen Weight Training Manual & Test	1 day	26.00	26.00
ZUMBA for Teens/Special Needs	45 mins.	7.20	7.20
PARENT AND BABY PROGRAMS *			
Parent N' Babe Yoga		8.08	8.75
Parent N' Babe Fitness		8.08	8.08
Parent N' Babe AquaFit		8.08	8.08
StrollerFit		8.08	8.08
ADULT PROGRAMS *			
Cycle Fit Classes	45 mins.	7.50	7.75
Cardio Core	1 hr.	7.50	7.75
Group Personal Training (4-6 pple, 2x/wk x 12 wks)		10.50	10.85
Bootcamp	1 hr.	7.50	7.75
Older Adult Fitness	1 hr.	7.50	7.75
Older Adult Fitness - Just Starting Out	1 hr.	7.50	7.75
Older Adult Yoga	1.5 hrs.	12.00	13.00

ATT - 1

**RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES
PAYGO & MEMBERSHIPS**

HST will be added to all fees marked with an asterisk (*)

PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Stay Strong & Keep Fit	1 hr.	7.50	7.75
Pilates	1 hr.	8.75	9.00
Pilates Personal Training (semi-private - 2 pple)	1 hr.	87.00	no longer offering
Pilates Personal Training (semi-private - 2 pple) - 5 sessions	per session	78.00	no longer offering
Pilates Reformer Training	1 hr.	37.00	37.00
Pilates/Aquatic Personal Training - One-on-One	1 hr.	60.00	no longer offering
Pilates/Aquatic Personal Training - One-on-One 5 sessions	per session	54.00	no longer offering
Tai Chi	1.25 hrs.	8.50	8.75
TRX Combined	1 hr.	7.50	7.75
Yoga Core	1 hr.	8.75	9.00
Yoga	1.5 hrs.	13.00	13.00

ATT - 1				
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS				
HST will be added to all fees marked with an asterisk (*)				
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	
<i>Programs are generally 1 hour unless otherwise noted</i>				
SERVICES - POS *				
Fitness Appraisal	2 hrs	67.00	67.00	
Fitness Appraisal + PT session		86.00	86.00	
Fitness Appraisal + 2 PT sessions	2 sessions	118.00	118.00	
Non-member Fitness Appraisal	1 session	77.00	77.00	
Personal Training	1 session	47.00	47.00	
Personal Training	5 sessions	223.00	223.00	
Personal Training	10 sessions	437.00	437.00	
Squash Lesson	1 session	28.00	28.00	
Squash Lesson	5 sessions	130.00	130.00	
Personal Training	20 sessions	846.00	846.00	
Personal Training	30 sessions	1,240.00	1,240.00	
Personal Training Semi-private - 2 pple	1 session	74.20	74.20	
Personal Training Low Ratio - 3 pple	1 session	98.70	98.70	
Teen/Student Personal Training	1 session	37.00	37.00	
Teen/Student Personal Training	5 sessions	176.00	176.00	
Teen/Student Personal Training	10 sessions	344.10	344.10	
Teen/Student Personal Training Semi-private - 2 pple	1 session	59.20	59.20	
Teen/Student Personal Training Group - 3 pple	1 session	77.70	77.70	
Non-member Personal Training	1 session	65.00	65.00	
Pilates/Aquatic Personal Training	1 session	60.00	60.00	
Pilates/Aquatic Personal Training	5 sessions	285.00	285.00	
Pilates/Aquatic Personal Training Semi-private - 2 pple	1 session	96.00	96.00	
Pilates/Aquatic Personal Training Semi-private - 2 pple	5 sessions	432.00	432.00	
Fitness Centre Pay-go Pass - <i>is now universal for all services</i>	1 visit	10.00	10.20	
Fitness Centre Pay-go Pass (senior/student)	1 visit	5.00	5.10	
Pay-go TEN Pass Adult	10 visits	90.00	91.00	
Fitness Centre Pay-go TEN Pass (senior/student)	10 visits	45.00	45.50	
		10.00		
Group fitness pay-go				
Group fitness Pay-go (senior/student)		5.00		
Group fitness TEN Pay-go	10 visits	90.00	Replaced with Pay-go Card for all services	
Group fitness TEN Pay-go (senior/student)	10 visits	45.00		
Aqua Fit Pay-go pass		10.00		
Aqua Fit Pay-go pass (senior/student)		5.00		
Aqua Fit Pay-go TEN pass	10 visits	90.00		
Aqua Fit Pay-go TEN pass (senior/student)	10 visits	45.00		
Membership Admin Fee For Pre-authorized payment		15.00		15.00
Security Card - replacement		9.00		9.00

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
Memberships *			
Fitness Centre: Adult	Annual	429.00	433.30
NEW Additional Family Member same household (18 yrs.+ , non-student) - 10%	Annual	-	390.00
	6 month	247.00	249.50
	3 month	162.00	163.60
NEW Summer - sold July 2 to August 31	1 month	-	62.15
Fitness Centre: Senior/Student	Annual	215.00	217.15
	6 month	124.00	125.25
	3 month	81.00	81.80
Group Fitness: Adult	Annual	372.00	375.70
	6 month	215.00	217.15
	3 month	139.00	140.40
Group Fitness: Senior/Student	Annual	186.00	187.85
	6 month	107.00	108.10
	3 month	70.00	70.10
Squash: Adult	Annual	372.00	375.70
NEW Additional Family Member same household (18 yrs.+ , non-student) - 10%	Annual	-	338.15
	6 month	215.00	217.15
	3 month	139.00	140.40
Squash: Senior/Student	Annual	186.00	187.85
	6 month	107.00	108.10
	3 month	70.00	70.10

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
Combo.: Adult	Annual	495.00	495.00
NEW Additional Family Member same household (18 yrs.+, non-student) - 10%	Annual	-	445.50
	6 month	287.00	287.00
	3 month	186.00	186.00
Combo.: Senior/Student	Annual	247.00	247.00
	6 month	143.00	143.00
	3 month	93.00	93.00
Ultimate: Adult	Annual	571.00	571.00
	6 month	329.00	329.00
	3 month	214.00	214.00
Ultimate: Senior/Student	Annual	285.00	285.00
	6 month	165.00	165.00
	3 month	107.00	107.00
Swim/Skate: Adult	Annual	232.00	234.30
	6 month	135.00	136.35
	3 month	88.00	88.90
Swim/Skate: Senior/Student	Annual	116.00	117.15
	6 month	68.00	68.70
	3 month	43.00	43.45
Active Family Membership-Swim/Skate Membership up to 3 children with purchase of any adult, non-discount, annual Membership		99.00	100.00
Additional Child - to the Active Family Membership		35.00	35.00
CORPORATE/GROUP ANNUAL MEMBERSHIP (20% discount on minimum 10 employees) *			
Fitness Centre: Adult	Annual	343.00	343.00
Squash: Adult	Annual	298.00	298.00
Group Fitness: Adult	Annual	298.00	298.00
Combo: Adult	Annual	396.00	396.00
Ultimate: Adult	Annual	457.00	457.00
Swim: Adult	Annual	202.00	202.00

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Pre-School			
45 minute class		6.63	6.83
1 hour class		7.15	7.33
1.25 hour class		7.66	7.83
1.5 hour class		8.18	8.33
2 hour class		9.21	9.33
Kinderstart (2.25 hrs)		10.27	10.58
Holiday Workshops	Workshop	15.15	15.15
Summer Fun For Preschoolers	6 hrs	11.81	12.16
Friday Fun Club	2 hrs once per week	5.25	5.25
Ready Set School	2 hrs/2 days per week	9.56	9.85
Wee Wigglers (Formerly Roll Play Movement Adventure)	45 mins	8.16	8.16
Family Fun Time	2 hrs/child	6.47	6.79
Family Fun Time	1.5 hrs/child	6.07	6.37
Cooking Monsters	1.25 hrs	8.52	8.78
Children/Youth/Teens			
Youth Programs			
Skateboard	1hr	12.00	13.50
Hip Hop	1.25 hr	8.00	8.00
Leadership Camp March Break	5 days	19.65	20.25
Youth on the Move March Break	5 days	48.57	50.03
ARC Cooking Classes	1.5hr	20.00	20.00
Sign Language - (Youth & Adult)	1 hr	10.00	10.00
Drop in sports Card (10 pass) NEW	2 hr		18.90
Drop-in Sports - POS	2 hr	2.10	2.10

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
Programs are generally 1 hour unless otherwise noted		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Computer Programming (Kids Great Minds) - 1hr	1	136.00	149.00
Computer Programming (Kids Great Minds) - 1.5hr	1.5 hr	196.00	245.00
Children's Dance	1 hr	7.35	7.57
Preschool Dance - Wee Can Dance and Dancing Duos	45 minutes	6.86	7.07
Arts & Culture			
Youth Art Specialty 1 hr NEW*	1hr		5.50
Children/Youth Art Specialty 2 hr class	2 hr	8.50	no longer offering
Children/Youth Art Specialty 1.5hr class		8.00	no longer offering
Children Art Specialty 1 hr *NEW	1hr		5.33
Children/Youth Art 1.5 hr class	1.5 hr	7.25	7.40
Children's Mini/Youth Art 1 hr class	1 hr	6.75	6.89
Children Art Workshop	2 hr	30.00	30.00
Mad Science/Kinder Scientists	per class	17.50	17.50
Adventures @ Greenwood	1.5hr	8.50	8.67
Young Chefs	per class	20.00	20.00
Cooking Duos	1.5 hr	20.00	20.00
Ajax Improv Crew (Child & Youth)	1 hr	6.18	6.37
Theatre (GLEE: The Next Generation, Drama, etc)	2 hr	12.36	12.36
Guitar Lessons - (children & adults)	1 hr	8.84	9.11
Karate			
Karate Kidz	1 hr	5.15	5.36
Karate- Traditional (children)	1.5 hr	6.50	6.70
Karate- Traditional (youth & adult)	2 hr	8.32	8.57
Karate Black Belt	1 hr	6.06	6.24
Sports			
Sportball		17.25	17.60
Fencing - (children & adult)	1.25hr	12.90	13.50
Children/Youth Multi Sport Programs	1.25 hr	5.59	5.76
Basketball (1.5hr)	1.5 hr	5.72	5.90
Basketball (2hr)	2 hr	7.63	7.86
Parent and Child Sports	1 hr	5.93	6.11
Specialty Skill Based Sport (Indoor Tennis)	1 hr	9.09	9.27
Introductory Skill Based Sport (Cricket Kids, Soccer, Hockey) (1.25 hrs)	1.25 hr	5.80	6.09
CAN-BIKE Kids *NEW	1hr		7.00
Cricket Youth/Adult (1.5 hrs)	1.5 hr	6.49	6.62

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Friday Night Youth - Effective September 1, 2017			
Friday Night Fun Centres - POS	Once per week	3.25	3.25
Friday Night Youth Dances - POS	one day	7.74	7.74
General Interest			
First Aid Course - Standard First Aid CPR/C 16 hr	1hr	6.86	7.09
Principles of Healthy Child Development (High Five)	one day	72.00	74.00
Camps			
School Break Drop In Program	2 hr	3.25	3.25
March Break Camp (5 Day Camp)	1 day	34.00	35.02
March Break Camp - One Day Options	1 day	40.00	40.00
Winterrific Fun Days	1 day	43.45	43.45
Youth Camps			
Counsellor in Training: Level I & Level II: (incl High Five PHCD) - 2 or 3 week option	per day	26.00	27.04
Youth On The Move	per day	48.57	50.03
Youth Adventure Camp	per day	41.65	50.03
Youth Art Expression & Photography	per day	34.63	34.63
Youth Sport Experience	per day	33.88	35.02
Skateboarding Camp	per day	33.00	33.60
Day Trippers Camp	per day	49.04	50.51
Mad Science Camp	per day	49.00	50.40
Performing Arts Camp	per day	35.00	36.40
Paulynn Park Camp - Cardinals/ Hawks	per day	33.88	35.02
Playgrounds			
Lake to Land Exploration (Formerly Waterfront Adventure Camp)	per day	34.82	36.21
We Got Game Camp			
Dodgeball Camp - children	per day	33.88	35.02
Fencing Camp	per day	55.00	55.00
Sportball Camp	per day	36.50	26.90
Sports Centre (Formerly We Got Game Camp)	per day	33.88	35.02
Summer Blowout Camp	per day	33.88	35.02
Kindercamp	per day	17.49	18.01

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Kids Great Minds Camp	per day	58.00	61.00
Creative Kids (ARC Camp)	per day	35.90	36.98
Greenwood Camp - Robins	per day	38.35	39.50
Greenwood Camp - Eagles (overnight)	per day	49.01	49.01
Early Morning/ After Hours	per day	7.04	7.18
Busing	per day	4.59	4.73
Late pick up fee for Camps	15 minutes	20.00	20.00
Adult			
Dance			
Dance (Line Dance, Latin, Ballroom, Retro, Hip Hop)	1.5 hr	7.58	7.58
Specialized Dance (Dance Fusion, Bellydance, Bollywood)	1 hr	7.58	7.58
Arts & Culture			
Adult Art (Oil painting, watercolour painting, drawing)	2 hr	8.84	8.84
Cooking	2 hr	22.89	23.58
Cooking Workshops	2hr	30.00	30.00
Holiday Decore Workshops	2hr	20.00	22.00
Adult Acrylic	2 hr	10.20	10.20
Photography	1.5 hr	13.72	15.00
Sports			
Drop-in Sports (Adult) - POS	2 hr	3.32	3.32
Drop in Sport Card (10 pass)	2 hr		29.88
Drop-in Sports Seniors - POS	2hr	2.10	2.10
CAN Bike (NEW)	1 hr		7.00
Adult Sports - (Volleyball, Badminton)	2 hr	6.94	6.94
Aquatics			
Preschool /Swim 1 - 4/ Girls Only	30 mins	9.15	9.20
Swim 5 - 10	45 mins	10.28	10.35
Adult Swim Lessons /Teens/ Ladies Only.	60 min	10.28	10.28
Adult Private.	30 min	28.50	28.50
Swim Patrol	60 min	9.80	9.90
Bronze Star	60 min	10.00	9.90
Bronze Medallion Emergency First Aid & CPR B	2hours Exam fee of \$30 included	18.27	18.50
Bronze Cross	2 hours Exam fee of \$20 included	17.03	17.25

ATT - 1			
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING			
HST will be added to all fees marked with an asterisk (*)			
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>			
Part 1 Water Safety Instructor (WSI) (format varies greatly btwn municipalities)	2 hrs/ 10 classes	24.20	24.40
Part 2 Water Safety Instructor (WSI) (format varies greatly btwn municipalities)	3 hrs/10 classes	16.00	16.25
LSS Instructors & Emergency First Aid Instructor	2.5 hrs 10 classes	19.70	19.70
NLS (National Lifeguard Service Award). Removed CPR C	40 hours - over 10 classes Exam fee of \$50 included	29.50	29.60
*Standard First Aid and CPR C & NLS Prep Course		13.30	13.50
Red Cross Water Safety Instructor Course (WSI) + Lifesaving Instructor Course This is the old course, no one is offering it anymore.	10 classes	27.64	no longer offering
Private Lessons	30 min	28.50	28.50
Low Ratio Lessons (was Semi Private)	30 min	17.25	17.25
Special Needs	30 min	17.25	17.25

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**RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES
COMMUNITY & CULTURAL DEVELOPMENT - VENDOR FEES**

HST will be added to all fees marked with an asterisk (*)

PROGRAM (effective January 1, 2017)	2016 Rates	PROPOSED 2017 RATES
Vendor Fees *		
First Time Events and Events with an expected attendance of 2000 pple or less		
- single item food and beverage	75.00	75.00
- multi-item food and beverage	100.00	100.00
-Non-Food and beverage	100.00	100.00
- Handicraft Vendor	50.00	50.00
Established Events with an expected attendance of 2000 - 4000		
- single item food and beverage	100.00	100.00
- multi-item food and beverage	150.00	150.00
-Non-Food and beverage	200.00	200.00
- Handicraft Vendor	50.00	50.00
Established Events with an expected attendance of more than 4000		
- single item food and beverage	175.00	175.00
- multi-item food and beverage	275.00	275.00
-Non-Food and beverage	300.00	300.00
- Handicraft Vendor	50.00	50.00

Event industry standards recommend there should be one food and beverage vendor for every 1500 attendees and that vendors should be charged approximately \$40.00 per every 1000 attendees in general. Fees do not apply to not for profit organizations, community groups, including sport groups or service clubs UNLESS they are selling food or beverages.

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RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES									
ADMIN - BROCHURE ADVERTISING RATES									
For comparative purposes HST is excluded									
PROGRAM (effective January 1, 2017)	2016 Rates	PROPOSED 2017 Rates	PICKERING	** NEWMARKET	OSHAWA	CLARINGTON	NEWS ADVERTISER - AJAX	% INCREASE AJAX	Budget Impact (based on a 12 month period)
Commercial Rates:									
Business card size	\$260.00	\$270.00		ALL FULL COLOUR		B&W \$290 4 Colour \$360	\$317.00	4%	60.00
Quarter Page	\$390.00	\$400.00		\$350 Fall or Winter \$650 Spr/Sum	\$312.45	B&W \$500 4 Colour \$620	\$634.00	3%	60.00
Half Page	\$640.00	\$660.00	\$466.80	\$450 Fall or Winter \$850 Spr/Sum	\$597.71	B&W \$600 4 Colour \$750	\$1,270.00	3%	80.00
Full Page	\$1,030.00	\$1,060.00	\$691.13	\$550 Fall or Winter \$1,050 Spr/Sum	\$1,138.50	B&W \$915 4 Colour \$1,150		3%	180.00
Inside Covers - full page (front & back & centre; full color glossy)	\$1,910.00	\$1,910.00		\$900 Fall or Winter \$1,700 Spr/Sum	\$1,631.06	4 colour \$1,675		0%	0.00
Inside Glossy - half page front & back & center (full color)	\$940.00	\$940.00		\$500 Fall or Winter \$950 Spr/Sum				0%	0.00
Back Cover Glossy	\$1,950.00	\$1,950.00		\$1,150 Fall or Winter \$2,200 Spr/Sum	\$2,174.74	4 colour \$2,195		0%	0.00
Community Group Rates:									
Directory Line	Free								
Business card size - Affiliate incorporated 2 years or less - one annually; maximum 2 ads	N/C					\$36.23 with purchase of any of the above			
Affiliate incorporated 3 -5 years (applicable for Business card & Quarter page size ads only = one annually; maximum 3 ads)	50% reduction in Community Group Rates			Can offer 10-15% discount					
Business card size	\$100.00	\$100.00						0%	0.00

Quarter page	\$220.00	\$230.00			\$233.65	B&W \$375 4 Colour \$465		5%	0.00
Half Page	\$440.00	\$450.00			\$456.44	B&W \$450 4 Colour \$570		2%	150.00
Half page (full color glossy) - Inside front or back cover	\$490.00	\$490.00						0%	0.00
Full page	\$760.00	\$780.00			\$815.06			3%	160.00

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RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES																
FACILITIES																
For comparative purposes HST is excluded																
		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)		
<i>(Effective January 1, 2017)</i>																
Recreational Skating																
Public Skating Single Admission - Youth		Per Visit	2.08	2.08		7.64%	3.10	n/c		2.97		2.50	n/c	3.00	0%	Total swim/skate
Public Skating Single Admission - Senior		Per Visit	2.08	2.08		n/c	0.89	n/c		2.97	n/c	1.06	n/c	3.00	0%	
Public Skating Single Admission - Adult		Per Visit	3.76	3.76		5.53%	4.20	n/c		4.43		3.88	n/c	3.76	0%	
Public Skating Group Admission		Per Visit	10.71	10.71		49.94%	13.27	n/c		11.90		8.24	n/c	9.51	0%	
10-Passes - Youth		Per Visit	17.08	17.08					10.28%	23.81		22.63	n/c	27.00	0%	
10-Passes - Seniors		Per Visit	17.08	17.08		7.69%	24.78		10.28%	23.81	n/c	9.66	n/c	27.00	0%	
10-Passes - Adult		Per Visit	32.08	32.08		5.56%	33.63	n/c		35.40		34.79	n/c	33.84	0%	
Shinny - Youth/Senior		Per Visit	3.27	3.27				n/c		4.51		4.43	n/c	4.50	0%	
Shinny - Adult		Per Visit	5.84	5.84		n/c	4.43	n/c		6.46		5.68	n/c	6.20	0%	
Ticket Ice - Figure Skating		Per Visit	9.71	9.71				n/c		6.95		9.11	n/c	6.20	0%	
Recreational Swimming																
Public Swimming - Youth		Per Visit	2.08	2.08		n/c	2.43	n/c		2.97		2.50	n/c	3.00	0%	
Public Swimming - Seniors		Per Visit	2.08	2.08			2.43	n/c		2.97	n/c	1.06	n/c	3.00	0%	
Public Swimming - Adult		Per Visit	3.76	3.76		n/c	3.76	n/c		4.43		3.88	n/c	3.76	0%	
Public Swimming - Group		Per Visit	10.71	10.71		n/c	7.30	n/c		11.90		8.24	n/c	9.51	0%	
10-Passes - Youth		Per Visit	17.08	17.08		n/c	19.47			23.81		22.63	n/c	27.00	0%	
10-Passes - Seniors		Per Visit	17.08	17.08		n/c	19.47			23.81	n/c	9.66	n/c	27.00	0%	
10-Passes - Adult		Per Visit	32.08	32.08		n/c	31.86			35.40		34.79	n/c	33.84	0%	
Halloween & Holiday passes - Youth (book of 10) offered twice annually			10.00	10.00									n/c	10.15		
Preschool - 3 years and under			FREE	FREE										free		
Child Supervision																
On-site		Hour	3.71	3.82	Member/Non	n/c	3.50/5.00	Member/Non		4.49/5.51		2.55			3%	
Off-site		Hour	4.55	no longer offering												
5-hour pass on-site		5 Hours	18.59	19.15											3%	
5-hour pass off-site		5 Hours	22.75	no longer offering												
10-hour pass on-site		10 Hours	33.48	34.48	Member/Non	n/c	35.00/50.00	Member/Non		38.03/46.82					3%	
Arenas																
Regular Season Fees - Sept. 11/17 - March 30/18.																
Prime-time Ice Minor Organizations	standard pad		167.00	172.00		n/c	173.19	n/c		158.92		147.30	1.00%	166.57	3%	Total Ice
	international pad		177.00	182.00									Increase		3%	
	no surcharge fee				surcharge \$5		additional \$22.12 surcharge		surcharge \$25		no surcharge					
Prime-time Ice - Adult, Commercial Tournaments	standard pad		216.00	222.00	Adults & Res. Affiliate	5.26%	204.42	n/c		210.49	Adult	192.34	3.00%	205.85	3%	
	international pad		225.00	232.00	Com & Non Res	4.85%	225.66				Commercial	243.74	Increase		3%	
	no surcharge fee				surcharge \$5		additional \$22.12 surcharge		surcharge \$25		no surcharge					
	standard pad		147.00	151.00	Adults & Res. Affiliate	5.37%	150.44	n/c		111.61	Adult	145.38	3.00%	155.08	3%	
49,500																

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RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES

FACILITIES

For comparative purposes HST is excluded

		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING	WHITBY	OSHAWA	CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)
Non-Prime Ice - Adult, Commercial	international pad		147.00	151.00	Com & Non Res 5.17% 176.99			Increase	3%	
					surcharge \$5	additional \$22.12 surcharge				
Non-Prime Minor Organizations	standard pad		105.00	108.00	n/c 126.44	n/c 98.85	115.86	1.00%	112.45	3%
	international pad		114.00	117.00	surcharge \$5	additional \$22.12 surcharge	no surcharge	Increase		3%
Summer - March 27/17 - Sept. 10/17		no surcharge on summer season ice				\$13.27 surcharge Youth Rental				
Prime-time Minor Organizations			187.00	193.00		for Luther Vipond - Youth only	August 152.17	see above	166.57	3%
Prime-time Ice			217.00	224.00	No Summer ICE Rate		August 192.34	see above	205.85	3%
Non-prime Minor Organizations			107.00	110.00				1% incr	133.99	3%
Non-prime Ice			147.00	151.00				see above	155.08	3%
Professional Development Days school	Hour		64.00	66.00						3%
Arena Floors - March 27/17 - Sept. 7/17										
Youth	Hour		75.00	77.00	2.99% 78.83	Non Prime/Prime 2% Prime 43.85/71.99	Community 73.28	0.99%	69.89	3%
						\$7.96 surcharge	Commercial 80.98	incr		
Adult	Hour		82.00	84.00	2.91% 83.56	Non Prime/Prime 2% Prime 57.03/94.59	Community 80.98	1.5% incr	81.31	2%
						on Non Prime				
						\$7.96 surcharge	Commercial 101.06			
Shows/Events - Commercial	12 Hours		1,308.00	1,347.00	2.01% 1,785.58	2% 1,391.47	1,369.57	5.00%	1,278.71	3%
Shows/Event - Community Groups	12 Hours		983.00	1,012.00			1,095.67	2.50%	1,049.91	3%
Set-up/Break-down	Hour		77.00	79.00			Commercial 80.57	daily - 5% incr	421.52	3%
	Hour					Hourly 2% 110.71	Community 72.93			
Permanent Rental Storage	Per Squar Foot		3.63	3.68						
Community Halls/Meeting Rooms										
Note: Ajax is the only municipality to offer permit holders insurance					Mon - Sunday				add'l charge for kitchen rental	
HMS - Full Hall	Hourly				6 hrs resident n/c 665.00	hrly resident/non 146.18/170.90			151.44	
	4 Hours		380.00	391.00	6 hrs non n/c 810.00	Sun-Thr 5hrs 419.19/492.28			379.12	3%
	Daily				resident n/c 1,280.00	Fri&Sat Resident 973.98				
				760.00	783.00	non 1,655.00	Fri&Sat Non 1,149.02		Unlic Mon -Sun 671.71	
								Lic Mon - Sun 972.77	3%	
								No incr. Same rate all week		
HMS - Half Hall	Hourly				6 hrs resident n/c 360.00				75.72	
	4 Hours		250.00	257.00	6 hrs non n/c 465.00				212.23	3%
	Daily				resident n/c 690.00					
				504.00	519.00	non resident n/c 900.00			Unlic Mon -Sun 373.97	
								Lic Mon - Sun 541.01	3%	
Commodores - Full Hall	4 Hours		165.00	170.00		Sun-Thr 5hrs 439.61		14.26% Inc		3%
	Daily					Fri&Sat Resident 1,025.41	Unlicensed 517.45			
				330.00	340.00		Fri&Sat Non 1,205.99	29.42% Dec		
					hrly resident/non 153.70/179.50	Licensed 639.20			3%	
Captains Room - Full Hall	4 Hours		97.00	100.00		resident/non 54.81/56.97				3%
	Daily		193.00	199.00		resident/non 382.65/390.17				3%

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RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES														
FACILITIES														
For comparative purposes HST is excluded														
		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
MCC - Community Hall - Full Hall	Hourly				hrly resident/n/c	n/c	90 / 125			unic/lic	103.49/127.84			1,400
	4 Hours	250.00	257.00	resident	n/c	460.00							3%	
	Daily	504.00	519.00	non	n/c	565.00			Unlicensed	517.45				
MCC - Community Hall - Half Hall	Hourly				hrly resident/non	n/c	45 / 80							1,200
	4 Hours	136.00	140.00	resident	n/c	360.00							3%	
	Daily	270.00	278.00	non	n/c	545.00				was non profit			3%	
MCC - Community Room 3, ARC - Community Room	Hourly									NEW Hourly	24.00			300
	4 Hours	136.00	140.00							Commercial	85.20			
	Daily	270.00	278.00							Community	144.00			
St. Andrew's	4 Hours	250.00	257.00	hrly resident/non	n/c	80 / 115								Included in above
				resident	n/c	655.00								
	Daily	504.00	519.00	non	n/c	850.00							3%	
Kinsmen Heritage Centre	4 Hours	270.00	278.00										3%	Included in above
	Daily	504.00	519.00										3%	
Site Supervisor	Hour	27.00	28.00										4%	
Set-up/Rehearsal Fee (booked a maximum of 14 days in advance of rental - 4 hrs on the previous day of the rental)		99.00	102.00										3%	
Meeting Rooms														
Admiral's Room, Youth Rooms (ACC/MCC)	Hourly	37.00	38.00											600
	4 Hours	97.00	100.00										3%	
	Daily	193.00	199.00										3%	
ACC - Meeting Rooms Mtg. Room 1, Duffins, Mgr's Mtg. Room, Carruther's Rm	Hour	26.00	27.00	hrly resident/non	n/c	30 / 45	hrly resident/non	29.02/33.32	Hourly/Com	24.00/85.20		38.63	4%	500
	4 Hours	64.00	66.00	resident	n/c	165.00					10% surcharge	106.11	3%	
	Daily	127.00	131.00	non	n/c	210.00			NEW	144.00		183.38	3%	

ATT - 2																
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES																
FACILITIES																
For comparative purposes HST is excluded																
		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
MCC - Community Room 1, ARC - Studio		4 Hours	97.00	100.00											3%	
		Daily	193.00	199.00											3%	
Carruther's Marsh Pavilion/ Greenwood Discovery Pavilion		4 Hours	136.00	140.00											3%	1,200
		Daily	270.00	278.00											3%	
Rotary Park Pavilion		4 Hours	97.00	100.00											3%	500
		Daily	193.00	199.00											3%	
Village CC - Hall 1 or 2		Hour	24.00	25.00											4%	300
		4 Hours	97.00	100.00											3%	
		Daily	193.00	199.00											3%	
Village CC - Community Groups		4 Hours	40.00	41.00											3%	
Daytime Fees - Mon - Fri / 8am - 4pm (does not apply to for Profit Groups)																
Small meeting rooms - Duffins, Carruthers, Meeting Room 1		Hour	23.00	24.00											4%	
Medium - Large Rooms - Admirals, Captains, Commodores, HMS, Community Room 1, Community Room 3, MCC Community Hall, Rotary Park Pavilion, Carruther's Marsh Pavilion, Greenwood Pavilion		Hour	35.00	36.00											3%	impact included in meeting rooms total
Birthday Parties & Facility Rental** (Comm. Room 1, Duffin's, Captain's, Carruther's)		4 Hours	72.00	74.00											3%	
Birthday Parties & Facility Rental** (Community Room 3)		4 Hours	96.00	99.00											3%	
** Applies to Pool , Ice, Floor or Gym Rentals																
Pool Rentals																
Prime - Commercial	effective September 1, 2017	Hour	72.00	74.00		n/c	68.70/72.10				48.71	1.50 % Youth	61.48	3%	2,900	
Prime - Non-Profit		Hour	60.00	62.00		n/c	64.81							3%		
Non-Prime - Commercial		Hour	61.00	63.00										3%		
Non-Prime - Non-Profit		Hour	51.00	53.00										4%		
Ajax CC and Outdoor Pool with 2 guards		Hour	110.00	110.00	Rec Com 19	n/c	105.30	lrg/sm to30	138.66		79.14	1.50%	143.97	0%		
	Rec Com 50				n/c	127.05	lrg/sm to 125	162.30								
	Dunbarton 19				n/c	93.72	lrg/sm to 250	191.32								
	Dunbarton 50				n/c	111.00	Whitby Civic									

ATT - 2														
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES														
FACILITIES														
For comparative purposes HST is excluded														
		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period) 200
McLean CC Pool, ARC Pool with 2 guards		Hour	134.00	134.00									0%	
Swim to Survive Instructor		Hour	18.60	19.30										
Extra Instructor		Hour	24.00	24.50		5.01%	28.49					1.46%	21.97	2%
Extra guards		Hour	20.00	20.50		5.03%	24.22							3%
Gymnasiums														
McLean Gym, Lakeside CC, Westney Heights, ARC					Resident		45.00							
Full Gym - Youth		Hour	35.00	36.00	Non Resident		55.00				Newcastle 3% incr	34.94	3%	
Half Gym - Youth		Hour	25.00	26.00								23.50	4%	2,700
Full Gym - Adult		Hour	46.00	47.00				Resident/Non	59.86/70.42	min 2 hour	68.96	Newcastle 5% incr	49.81	2%
Half Gym - Adult		Hour	35.00	36.00				Resident/Non	34.53/40.63	min 2 hour	32.60		37.07	3%
Community Rooms (Lakeside, Lincoln Alexander) With Gym Rental - 1 hr minimum		Hour	20.00	21.00										5%
Room only - 2 hr minimum		Hour	30.00	31.00										3%
St Francis Centre														
Whitchurch - Stouffville														
Not-for-Profit/Community Group		4 hours M-Thr	156.00	160.00				Community room	hourly	35.00				3%
		4 hours Fri -Sun	234.00	241.00				Sun - Thurs 20% off all packages listed below						3%
		8 hours M-Thr	312.00	321.00				if 50% of ticket price going to the NON-profit						3%
		8 hours Fri-Sun	470.00	484.00										3%
		Additional Hourly Fee M-Sun	52.00	54.00										4%
		4 hours M-Thr	62.00	65.00				Price Increases range from 4.5% to 4.97%. Wedding packages up 19.8%						5%
Individual/Commercial		4 hours M-Thr	319.00	328.00				Party Package (Birthday, Showers etc)	6 hrs	550.00				3%
		4 hours Fri -Sun	474.00	488.00				Theatre Package (Lrg Productions, Fundraisers)	10 hrs	880.00				3%
		8 hours M-Thr	628.00	647.00				Seminar & Lecture Package	3hrs	495.00				3%
		8 hours Fri-Sun	937.00	965.00					8 hrs	825.00				3%
		Additional Hourly Fee M-Sun	96.00	99.00				Dance School	6 hrs	992.00				3%
								Weddings	4hr setup + 10hr rental		1,510.00			
Sound & Light Tech		Hourly	25.00	25.00				included in package pricing						0%
Piano Rental (includes \$30 rental and \$140 tuning fee)			170.00	170.00				6' Conservatory piano tuned						0%
Impact Ajax Administrative Stream														
Groups incorporated for 2 years or less														
<i>has community group rates for</i>														
<i>NO mention of affiliation or length of incorporation</i>														
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)			No Charge	No Charge	12/yr	n/c	133.00	all facilities				1 hr	28.33	
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)			No Charge	No Charge								4 hrs	75.72	
Meeting room for AGM (Max 1/yr)			No Charge	No Charge								8 hrs	132.38	
Meeting room for Program Registrations (Max 3/yr)			No Charge	No Charge										
Groups incorporated for 3 - 5 years														
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)			No Charge	No Charge										
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)			60% reduction in regular room rental fees	60% reduction in regular room rental fees										
Meeting room for AGM (Max 1/yr)			60% reduction in regular room rental fees	60% reduction in regular room rental fees										

ATT - 2																
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES																
FACILITIES																
For comparative purposes HST is excluded																
		DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
Meeting room for Program Registrations (Max 3/yr)			60% reduction in regular room rental fees	60% reduction in regular room rental fees												
Groups incorporated for 5 years +																
Meeting room for Executive meetings (max capacity 40 pple - Max 12 bookings/yr)			40% reduction in regular room rental fees	40% reduction in regular room rental fees												
Meeting room for Members meetings (max capacity 64 pple - Max 12 bookings/yr)			40% reduction in regular room rental fees	40% reduction in regular room rental fees												
Meeting room for AGM (Max 1/yr)			40% reduction in regular room rental fees	40% reduction in regular room rental fees												
Meeting room for Program Registrations (Max 3/yr)			40% reduction in regular room rental fees	40% reduction in regular room rental fees												
Other Administrative Fees																
Program/Membership Transfer/cancellation/medical hold			10.00	10.00	Program	n/c	9.43				9.73		10.00	0%		
					Membership		35.00									
Permit processing fee			25.00	25.00										0%		
Facility Transfer fee			10.00	10.00										0%		
Facility Cancellation Fee			40.00	40.00								10 % of Total rental cost min 15 business days. 1-5 days 50%		0%		
NSF Fee			45.00	45.00		8.20%	46.00				30.00		35.00	0%		

ATT - 2												
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS												
For comparative purposes HST is excluded												
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class									
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>							Community Connection runs some programs at Community Schools at lower rates			No increase		
YOUTH AND FAMILY PROGRAMS												
Family Program - additional participant		4.34	4.34	n/c	3.75				2 % increase			
Family Program		8.08	8.08	n/c	12.25						0%	0.00
Fitness KickBoxing for Kids (fee includes hand wraps)	45 mins.	7.27	7.27	teen n/c	8.50		5.50				0%	0.00
Mother & Daughter Yoga		8.08	8.08				4.57		12.46		0%	0.00
Racquets & Fitness Camp	15 hrs	25.00	25.00								0%	0.00
Teen Fitness Camp	15 hrs	24.00	25.00	30hrs	59.60						4%	50.00
Teen Weight Training (TWT) Course	10 hrs	15.60	15.60			12 wk working with weights program	10.27	Min purchase of 1 Month Level 2 Membership	then training is FREE	13.38	0%	0.00
Teen Weight Training Manual & Test	1 day	26.00	26.00									
ZUMBA for Teens/Special Needs	45 mins.	7.20	7.20	kids	6.25						0%	0.00
PARENT AND BABY PROGRAMS												
Parent N' Babe Yoga		8.08	8.75	n/c	8.74		7.43				8%	200.00
Parent N' Babe Fitness		8.08	8.08								0%	0.00
Parent N' Babe AquaFit		8.08	8.08								0%	0.00
StrollerFit		8.08	8.08	n/c	8.85			7.50		5.02	0%	0.00

ATT - 2												
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS												
For comparative purposes HST is excluded												
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class									
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>						Community Connexion runs some programs at Community Schools at lower rates				No increase		
ADULT PROGRAMS												
Cycle Fit Classes	45 mins.	7.50	7.75	50 mins n/c	8.74		7.43	45 mins	6.12	5.02	3%	400.00
Cardio Core	1 hr.	7.50	7.75	50 mins n/c	8.74		6.85				3%	100.00
Group Personal Training (4-6 pple, 2x/wk x 12 wks)		10.50	10.85				11.40				3%	0.00
Bootcamp	1 hr.	7.50	7.75	NEW	12.25		6.85			5.02	3%	0.00
Older Adult Fitness	1 hr.	7.50	7.75	13.33% incr	6.02				6.63	3.00	3%	200.00
Older Adult Fitness - Just Starting Out	1 hr.	7.50	7.75			Aerobics level 1	3.18				3%	0.00
Older Adult Yoga	1.5 hrs.	12.00	13.00	1 hr n/c	6.02						8%	1,100.00
Stay Strong & Keep Fit	1 hr.	7.50	7.75	13.33% incr	6.02	build your own bones	3.18		6.63		3%	200.00
Pilates	1 hr.	8.75	9.00	50 mins n/c	8.74		7.43		8.17	5.02	3%	400.00
Pilates Personal Training (semi-private - 2 pple)	1 hr.	87.00	no longer offering								0%	0.00
Pilates Personal Training (semi-private - 2 pple) - 5 sessions	per session	78.00	no longer offering	1 hr/ 5 sess	39.60						0%	

ATT - 2												
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS												
For comparative purposes HST is excluded												
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class									
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>							Community Connention runs some programs at Community Schools at lower rates			No increase		
Pilates Reformer Training	1 hr.	37.00	37.00	50 min/8 classess NEW	13.25						0%	0.00
Pilates/Aquatic Personal Training - One-on-One	1 hr.	60.00	no longer offering								0%	0.00
Pilates/Aquatic Personal Training One-on- One- 5 sessions	per session	54.00	no longer offering								0%	0.00
Tai Chi	1.25 hrs.	8.50	8.75	50 mins n/c	8.74			45 mins	6.92	5.02	3%	400.00
TRX Combined	1 hr.	7.50	7.75									0.00
Yoga Core	1 hr.	8.75	9.00			7.43		8.17			3%	0.00
Yoga	1.5 hrs.	13.00	13.00	50 mins n/c	8.74	7.43				5.02	0%	0.00
Squash Learn to Play	40 mins.	19.20	20.00								4%	100.00
Squash Learn to Play Senior	40 mins.	9.60	no longer offering									0.00
Triathlon Training	1 hr.	8.00	no longer offering			17.05						0.00
ZUMBA	1 hr.	8.50	8.75	50 min/8 classess	8.50	7.43		8.40		5.02	3%	200.00

ATT - 2

**RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES
PAYGO & MEMBERSHIPS**

For comparative purposes HST is excluded

PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING	WHITBY	OSHAWA	CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)
<i>Programs are generally 1 hour unless otherwise noted</i>									
SERVICES - POS						3.5 % Increase	No Increase		0
Fitness Appraisal	2 hrs	67.00	67.00				42.40	0%	
Fitness Appraisal + PT session		86.00	86.00				65.03	0%	
Fitness Appraisal + 2 PT sessions	2 sessions	118.00	118.00					0%	
Non-member Fitness Appraisal	1 session	77.00	77.00				50.72	0%	
Personal Training	1 session	47.00	47.00	n/c	60.00	56.18	45.90	42.40	0%
Personal Training	5 sessions	223.00	223.00	5 sess NEW	230.00	227.85	224.52	195.08	0%
Personal Training	10 sessions	437.00	437.00	10 sess NEW	445.00	416.16	399.14	349.85	0%
Squash Lesson	1 session	28.00	28.00	15 sess NEW	645.00				0%
Squash Lesson	5 sessions	130.00	130.00						0%
Personal Training	20 sessions	846.00	846.00	20 sess NEW	840.00				0%
Personal Training	30 sessions	1,240.00	1,240.00						0%
Personal Training Semi-private - 2 pple	1 session	74.20	74.20	4 sess n/c	161.50		89.81	63.98	0%
Personal Training Low Ratio - 3 pple	1 session	98.70	98.70	4 sess n/c	107.95				0%
Teen/Student Personal Training	1 session	37.00	37.00						0%
Teen/Student Personal Training	5 sessions	176.00	176.00						0%
Teen/Student Personal Training	10 sessions	344.10	344.10						0%
Teen/Student Personal Training Semi-private - 2 pple	1 session	59.20	59.20						0%
Teen/Student Personal Training Group - 3 pple	1 session	77.70	77.70						0%
Non-member Personal Training	1 session	65.00	65.00						0%
Pilates/Aquatic Personal Training	1 session	60.00	60.00						0%
Pilates/Aquatic Personal Training	5 sessions	285.00	285.00						0%
Pilates/Aquatic Personal Training Semi-private	1 session	96.00	96.00						0%
Pilates/Aquatic Personal Training Semi-private	5 sessions	432.00	432.00						0%
Fitness Centre Pay-go Pass - is now universal for all services	1 visit	10.00	10.20	n/c	11.68	12.99	6.57	9.29	2%
Fitness Centre Pay-go Pass (senior/student)	1 visit	5.00	5.10				senior n/c	3.85/4.41	4.64
Pay-go TEN Pass Adult	10 visits	90.00	91.00						1%
Fitness Centre Pay-go TEN Pass (senior/student)	10 visits	45.00	45.50					41.00	1%
Group fitness Pay-go		10.00	Replaced with Pay-go Card for all services	non-member	12.00	9.61	7.00	6.81	0%
				member	6.00				
Group fitness Pay-go (senior/student)		5.00						3.40	
Group fitness TEN Pay-go	10 visits	90.00						57.22	
Group fitness TEN Pay-go (senior/student)	10 visits	45.00						28.61	
Aqua Fit Pay-go pass		10.00		n/c	12.00		8.53	8.76	

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**RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES
PAYGO & MEMBERSHIPS**

For comparative purposes HST is excluded

PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
Aqua Fit Pay-go pass (senior/student)		5.00		n/c	6.00						4.40		
Aqua Fit Pay-go TEN pass	10 visits	90.00		n/c	120.00								
Aqua Fit Pay-go TEN pass (senior/student)	10 visits	45.00		n/c	60.00		44.84						
Membership Admin Fee For Pre-authorized payment		15.00	15.00									0%	0
Security Card - replacement		9.00	9.00		12.00			4.43			5.00	0%	0
Memberships													
				pre expansion rates				3.5 % Increase					
								No Increase					
Fitness Centre: Adult	Annual	429.00	433.30	n/c	510.00		563.90	level 2	331.40		367.71	1%	6,500
NEW Additional Family Member same household (18 yrs.+, non-student) - 10%	Annual	-	390.00	daytime	459.00	add'l family member	468.18					NEW	14,000
	6 month	247.00	249.50						198.38		238.94	1%	
	3 month	162.00	163.60				213.28		132.54		139.74	1%	
NEW Summer - sold July 2 to August 31	1 month	-	62.15									NEW	1,900
				Post Expansion									
Fitness Centre: Senior/Student	Annual	215.00	217.15	n/c	250.00	Senior	305.88	level 2 SR n/c	192.53		183.86	1%	
						Youth	306.92	Youth	220.93				
	6 month	124.00	125.25					level 2 SR n/c	115.51		119.49	1%	
								Youth	132.54				
	3 month	81.00	81.80					level 2 SR n/c	77.01		69.87	1%	
								Youth	88.38				
Group Fitness: Adult	Annual	372.00	375.70	PRE 4.80%	415.00						286.76	1%	1,500
				Baisc POST - 5.33%	395.00								
	6 month	215.00	217.15			Fitness Pass						1%	
	3 month	139.00	140.40				176.87				132.02	1%	
Group Fitness: Senior/Student	Annual	186.00	187.85	PRE - 4.8%	173.00						143.38	1%	
				Baisc POST - n/c	165.00								
	6 month	107.00	108.10									1%	
	3 month	70.00	70.10								66.00	0%	

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**RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES
PAYGO & MEMBERSHIPS**

For comparative purposes HST is excluded

PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
Squash: Adult	Annual	372.00	375.70	PRE - n/c	630.00			ADD ON	138.08		229.69	1%	300
NEW Additional Family Member same household (18 yrs.+, non-student) - 10%	Annual	-	338.15	daytime	537.00			to level					Included in total above
	6 month	215.00	217.15					1 or 2	69.04			1%	
	3 month	139.00	140.40						35.37		87.28	1%	
				Post Expansion									
Squash: Senior/Student	Annual	186.00	187.85	n/c	220.00						114.85	1%	
	6 month	107.00	108.10									1%	
	3 month	70.00	70.10								43.64	0%	
Combo.: Adult	Annual	495.00	495.00	PRE - n/c	635.00	fitness plus	158.14	ADD ON	35.37			0%	
NEW Additional Family Member same household (18 yrs.+, non-student) - 10%	Annual	-	445.50										
	6 month	287.00	287.00			add to annual membership = \$722.04		per session		allows 50% disc on classes		0%	Included in Fitness and Health Centre/Grp Fit
	3 month	186.00	186.00									0%	
Combo.: Senior/Student	Annual	247.00	247.00			fitness plus	158.14					0%	
	6 month	143.00	143.00			add to annual membership						0%	
	3 month	93.00	93.00									0%	
Ultimate: Adult	Annual	571.00	571.00	PRE - n/c	1,203.00						488.04	0%	Included in Fitness and Health Centre/Grp Fit/Squash
	6 month	329.00	329.00	daytime	1,029.00						317.02	0%	
	3 month	214.00	214.00								185.15	0%	
Ultimate: Senior/Student	Annual	285.00	285.00								244.01	0%	
	6 month	165.00	165.00								158.61	0%	
	3 month	107.00	107.00								92.73	0%	
Swim/Skate: Adult	Annual	232.00	234.30	n/c	175.22		216.64	Level 1	193.33	2%	172.19	1%	400
	6 month	135.00	136.35					also gym	115.98			1%	Included in total above
	3 month	88.00	88.90				95.20	youth room	77.32	2%	65.43	1%	
								senior rates n/c					
Swim/Skate: Senior/Student	Annual	116.00	117.15	n/c	116.81		135.03	Level 1	53.10/124.26	2%	86.09	1%	
	6 month	68.00	68.70					also gym	26.55/74.55			1%	
	3 month	43.00	43.45				68.97	youth room	21.23/49.71	2%	32.72	1%	

ATT - 2													
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES PAYGO & MEMBERSHIPS													
For comparative purposes HST is excluded													
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
Active Family Membership-Swim/Skate Membership up to 3 children with purchase of any adult, non-discount, annual Membership		99.00	100.00	Annual Family for pool only - n/c	297.63		374.97	Annual Level 1 also gym and youth room	279.46			1%	Included in Fitness and Health Centre/Grp Fit/Squash
Additional Child - to the Active Family Membership		35.00	35.00									0%	
CORPORATE/GROUP ANNUAL MEMBERSHIP (20% discount on minimum 10 employees)				pre-exp	post-exp	min 10 or more emp		10 or more empl 10% disc					0
Fitness Centre: Adult	Annual	343.00	343.00	383.00	340.00		527.34					0%	
Squash: Adult	Annual	298.00	298.00	384.00	430.00							0%	
Group Fitness: Adult	Annual	298.00	298.00									0%	
Combo: Adult	Annual	396.00	396.00	508.00	n/a							0%	
Ultimate: Adult	Annual	457.00	457.00		1,260.00							0%	
Swim: Adult	Annual	202.00	202.00									0%	

ATT - 2															
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING															
For comparative purposes HST is excluded															
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
<i>Programs are generally 1 hour unless otherwise noted</i>		Per Class	Per Class	Per Class			Per Class			Per Class		Per Class			
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>							Community Connection (CC) runs majority of programs								
Pre-School				Reflects % Increase			Reflects % Increase			2% Increase					
45 minute class		6.63	6.83		3.26%	7.92		2.0%	7.30		5.48	2% inc	6.51	3%	3,900
1 hour class		7.15	7.33		2.80%	9.17		2.0%	7.30		7.31			3%	
1.25 hour class		7.66	7.83		3.05%	11.25			12.78					2%	
1.5 hour class		8.18	8.33					2.0%	12.53			20 classes	12.78	2%	
2 hour class		9.21	9.33		2.76%	12.42								1%	
Kinderstart (2.25 hrs)		10.27	10.58		2.94%	14.58								3%	
Holiday Workshops	Workshop	15.15	15.15											0%	
Summer Fun For Preschoolers	6 hrs	11.81	12.16											3%	
Friday Fun Club	2 hrs once per week	5.25	5.25											0%	
Ready Set School	2 hrs/2 days/week	9.56	9.85					2.0%	13.47		14.62			3%	
Wee Wiggles (Formerly Roll Play Movement Adventure)	45 mins	8.16	8.16		3.26%	7.92	Angels 30 mins	n/c	8.00	n/c	8.00	1.50% inc	8.83	0%	
Family Fun Time	2 hrs/child	6.47	6.79	1hr	3.25%	10.58								5%	
Family Fun Time	1.5 hrs/child	6.07	6.37											5%	
Cooking Monsters	1.25 hrs	8.52	8.78						7.30					3%	
Children/Youth/Teens															
Youth Programs															
Skateboard	1hr	12.00	13.50									decr	3.86	13%	573
Hip Hop	1.25 hr	8.00	8.00											0%	
Leadership Camp March Break	5 days	19.65	20.25									2% Inc	43.25	3%	
Youth on the Move March Break	5 days	48.57	50.03											3%	
ARC Cooking Classes	1.5hr	20.00	20.00	Teens	n/c	10.13						decr	8.83	0%	
Sign Language - (Youth & Adult)	1 hr	10.00	10.00											0%	
Drop in sports Card (10 pass) NEW	2 hr		18.90												
Drop-in Sports - POS	2 hr	2.10	2.10							n/c	2.42		Free	0%	0
Computer Programming (Kids Great Minds) - 1hr	1	136.00	149.00											10%	

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING														
For comparative purposes HST is excluded														
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA	CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)	
<i>Programs are generally 1 hour unless otherwise noted</i>				Per Class			Per Class			Per Class	Per Class			
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>							Community Connection (CC) runs majority of programs							
Computer Programming (Kids Great Minds) - 1.5hr	1.5 hr	196.00	245.00						per class - 1.25hr Animation	147.00		25%	1,100	
Children's Dance	1 hr	7.35	7.57								6.67	3%	1,400	
Preschool Dance - Wee Can Dance and Dancing Duos	45 minutes	6.86	7.07	n/c	7.08			7.30	30 mins	4.20	6.39	3%		
Arts & Culture														
Youth Art Specialty 1 hr NEW*	1hr		5.50											
Children/Youth Art Specialty 2 hr class	2 hr	8.50	no longer offering						Art Explorations	14.80		0%	(3,100)	
Children/Youth Art Specialty 1.5hr class	1.5 hr	8.00	no longer offering	n/c								0%		
Children Art Speciality 1 hr *NEW	1hr		5.33											
Children/Youth Art 1.5 hr class	1.5 hr	7.25	7.40	Youth	n/c	6.90						2%		
Children's Mini/Youth Art 1 hr class	1 hr	6.75	6.89	1.25hrs	4.00%	7.80		7.30				2%		
Children Art Workshop	2 hr	30.00	30.00									0%		
Mad Science/Kinder Scientists	per class	17.50	17.50	n/c	17.75							0%		
Adventures @ Greenwood	1.5hr	8.50	8.67									2%		
Young Chefs	per class	20.00	20.00				1.5 hrs	n/c	8.00			0%		
Cooking Duos	1.5 hr	20.00	20.00									0%		
Ajax Improv Crew (Child & Youth)	1 hr	6.18	6.37									3%		
Theatre (GLEE: The Next Generation, Drama, etc)	2 hr	12.36	12.36				1 hrs		5.57	1.5 hrs	8.78	6.67	0%	
Guitar Lessons - (children & adults)	1 hr	8.84	9.11	Adult	2.74%	8.30	youth 15+	n/c	7.38				0%	
				Child	4.17%	9.38	child 7-15	n/c	6.14		9.77		6.67	3%
Karate														
Karate Kidz	1 hr	5.15	5.36								7.48		4%	
Karate- Traditional (children)	1.5 hr	6.50	6.70	2days @1 hr	14.8%	9.69							3%	
Karate- Traditional (youth & adult)	2 hr	8.32	8.57	Adult 2days @1.5 hr	69.1%	7.47					7.50		3%	
				Y 2days @1 hr	n/c	8.44	1 hr	n/c	6.00		7.50			

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING													
For comparative purposes HST is excluded													
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
		Per Class	Per Class	Per Class		Per Class		Per Class		Per Class			
<i>Programs are generally 1 hour unless otherwise noted</i>													
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>													
Karate Black Belt	1 hr	6.06	6.24									3%	
Sports													
Sportball		17.25	17.60		n/c	15.80		n/c	15.80	16.25	1.46% inc	16.99	2%
Fencing - (children & adult)	1.25hr	12.90	13.50										5%
Children/Youth Multi Sport Programs	1.25 hr	5.59	5.76				1 hr	2.1%	6.85				3%
Basketball (1.5hr)	1.5 hr	5.72	5.90						1 hr	5.89			3%
Basketball (2hr)	2 hr	7.63	7.86							2.0% Inc	3.86		3%
Parent and Child Sports	1 hr	5.93	6.11						Crafty Climber	12.46			3%
Specialty Skill Based Sport (Indoor Tennis)	1 hr	9.09	9.27	1.5 hr	1.6%	6.30				12.00			2%
Introductory Skill Based Sport (Cricket Kids, Soccer, Hockey) (1.25 hrs)	1.25 hr	5.80	6.09						1 hr	6.01			5%
CAN-BIKE Kids *NEW	1hr		7.00										
Cricket Youth/Adult (1.5 hrs)	1.5 hr	6.49	6.62										2%
Friday Night Youth - Effective September 1, 2017													
Friday Night Fun Centres - POS	Once per week	3.25	3.25		25%	5.00							0%
Friday Night Youth Dances - POS	one day	7.74	7.74		n/c	7.74		8.00		n/c	9.00		0%
General Interest													
First Aid Course - Standard First Aid CPR/C 16 hr	1hr	6.86	7.09		n/c	6.50		13.69		6.57	5.29% inc	6.32	3%
Principles of Healthy Child Development (High Five)	one day	72.00	74.00		n/c	67.00					1.50% inc	63.74	3%
Camps													
School Break Drop In Program	2 hr	3.25	3.25										0%
March Break Camp (5 Day Camp)	1 day	34.00	35.02		2.8%	36.60		34.60		32.93	2.00%	32.45	3%
March Break Camp - One Day Options	1 day	40.00	40.00							32.93	2.93%	34.73	0%
Winterrific Fun Days	1 day	43.45	43.45										0%
Youth Camps													
Counsellor in Training: Level I & Level II: (incl High Five PHCD) 2 or 3 week option	per day	26.00	27.04			29.80			7%	24.99	2% inc 5 days	44.10	#REF!
Youth On The Move	per day	48.57	50.03				1 week	2.0%	42.55				4%
								2.0%	51.79				3%

ATT - 2														
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING														
For comparative purposes HST is excluded														
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING		WHITBY		OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)	
		Per Class	Per Class	Per Class		Per Class		Per Class		Per Class				
<i>Programs are generally 1 hour unless otherwise noted</i>														
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>														
Youth Adventure Camp	per day	41.65	50.03									20%	1,400	
Youth Art Expression & Photography	per day	34.63	34.63									0%	0	
Youth Sport Experience	per day	33.88	35.02			2.0%	42.55					3%	200	
Skateboarding Camp	per day	33.00	33.60	n/c	34.00							2%	100	
Day Trippers Camp	per day	49.04	50.51			2.0%	51.79	6%	46.81	2% inc	44.10	3%	2,500	
								<i>Costs include materials</i>						
Mad Science Camp	per day	49.00	50.40	4.2%	51.40			9%	48.10			3%	800	
Preforming Arts Camp	per day	35.00	36.40	no longer offering					33.60	2% inc	34.17	4%	400	
Paulynn Park Camp - Cardinals/ Hawks	per day	33.88	35.02			run by CC	26.00		33.60			3%	2,300	
Playgrounds		No charge	No charge											
Lake to Land Exploration (Formerly Waterfront Adventure Camp)	per day	34.82	36.21		2.8%	36.60				2% inc	32.45	4%	2,600	
We Got Game Camp														
Dodgeball Camp - children	per day	33.88	35.02									3%	800	
Fencing Camp	per day	55.00	55.00									0%		
Sportball Camp	per day	36.50	26.90									-26%		
Sports Centre (Formerly We Got Game Camp)	per day	33.88	35.02		2.8%	36.60	2.0%	34.60	33.60	2% inc	32.45	3%		
Summer Blowout Camp	per day	33.88	35.02		2.8%	36.60						3%	500	
Kindercamp	per day	17.49	18.01	full day	2.8%	36.60	1.96%	18.36	6%	16.80	2% inc - Full Day	32.45	3%	600
Kids Great Minds Camp	per day	58.00	61.00	NEW		70.80			61.80			5%	1,800	
Creative Kids (ARC Camp)	per day	35.90	36.98		2.8%	36.60	run by CC	29.00	33.60	2% inc	34.17	3%	1,600	
Greenwood Camp - Robins	per day	38.35	39.50					34.60	28.00	2% inc	34.17	3%	400	
Greenwood Camp - Eagles (overnight)	per day	49.01	49.01									0%	0	
Early Morning/ After Hours	per day	7.04	7.18	before & after	2.9%	14.40	2.0%	6.90	4.50	n/c	8.00	2%	included in	

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING															
For comparative purposes HST is excluded															
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA		CLARINGTON		% INCREASE AJAX	Budget Impact (based on a 12 month period)
		Per Class	Per Class	Per Class			Per Class			Per Class		Per Class			
<i>Programs are generally 1 hour unless otherwise noted</i>															
<i>The per class rate will be applied to the number of classes determined by Recreation & Culture. The total fee will be rounded up or down to the nearest dollar.</i>															
Busing	per day	4.59	4.73										3%	totals above	
Late pick up fee for Camps	15 minutes	20.00	20.00			20.00							0%		
Adult															
Dance															
Dance (Line Dance, Latin, Ballroom, Retro, Hip Hop)	1.5 hr	7.58	7.58	2 hrs	n/c	9.46		10.80	1 hour	8.42	n/c	12.59	0%	0	
Specialized Dance (Dance Fusion, Bellydance, Bollywood)	1 hr	7.58	7.58			6.49				10.42			0%		
Arts & Culture															
Adult Art (Oil painting, watercolour painting, drawing)	2 hr	8.84	8.84		n/c	8.32	senior	2.0%	3.76				0%	900	
Cooking	2 hr	22.89	23.58			15.49							3%		
Cooking Workshops	2hr	30.00	30.00										0%		
Holiday Decore Workshops	2hr	20.00	22.00										11%		
Adult Acrylic	2 hr	10.20	10.20										0%		
Photography	1.5 hr	13.72	15.00		n/c	8.41							9%		
Sports															
Drop-in Sports (Adult) - POS	2 hr	3.32	3.32						3.84		3.88	5.09	0%	0	
Drop in Sport Card (10 pass)	2 hr		29.88												
Drop-in Sports Seniors - POS	2hr	2.10	2.10					1.00		1.06	2.55		0%		
CAN Bike (NEW)	1 hr		7.00												
Adult Sports - (Volleyball, Badminton)	2 hr	6.94	6.94	Badminton 1.5 hrs	22.2%	7.30	1.5 hrs Badminton		7.00	1.25 hrs 1.5%	8.19	n/c -1.5 hrs	5.51	0%	0
				Volleyball 1.5 hrs	33.8%	7.30	1 hr 30+ Basketball		5.14						
Aquatics															
Preschool /Swim 1 - 4/ Girls Only	30 mins	9.15	9.20		n/c	9.00	Pre-school / Swim 1-9	2.0%	9.31		8.88		8.74	0.5%	3,700
Swim 5 - 10	45 mins	10.28	10.35	Swim 6-10	n/c	10.00	Swim 10	2.0%	10.59		8.88		9.22	0.7%	1,300
Adult Swim Lessons /Teens/ Ladies Only.	60 min	10.28	10.28	Ad 55 min	3.95%	9.20	1 hr	2.0%	10.06		8.56	adult	9.19	0.0%	0
				Y 45 Min	n/c	10.00						teen	9.00		
				Ladies 30min	1.71%	7.80			10.06		9.68				

RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES NEIGHBOURHOOD PROGRAMS & ACTIVE LIVING															
For comparative purposes HST is excluded															
PROGRAM (effective January 1, 2017)	DURATION	2016 RATES	PROPOSED 2017 RATES	PICKERING			WHITBY			OSHAWA	CLARINGTON	% INCREASE AJAX	Budget Impact (based on a 12 month period)		
		Per Class	Per Class	Per Class			Per Class			Per Class	Per Class				
<i>Programs are generally 1 hour unless otherwise noted</i>							Community Connection (CC) runs majority of programs								
Adult Private.	30 min	28.50	28.50			28.00			n/a	27.60		0.0%	0		
Swim Patrol	60 min	9.80	9.90	Ten 1 hr	n/c	9.56	10 class	2.0%	10.03			1.0%	100		
Bronze Star	60 min	10.00	9.90	Ten 1.5 hr	n/c	11.10	10 class	2.0%	10.03	10 hrs. incl award fees	9.06	9.75	-1.0%	(100)	
Bronze Medallion Emergency First Aid & CPR B	2 hours Exam fee of \$30 included	18.27	18.50	10 wks	n/c	21.90	10 class	2.0%	18.62	20 hrs incl exam & manual excl EFA	17.03	22 hrs. incl exam	15.42	1.3%	300
Bronze Cross	2 hours Exam fee of \$20 included	17.03	17.25	10 wks	n/c	16.40	10 class	2.0%	17.62	30 hrs with SFA Incl award fees	24.38	22 hrs. incl manual	14.03	1.3%	300
Part 1 Water Safety Instructor (WSI) (format varies greatly btwn municipalities)	2 hrs/ 10 classes	24.20	24.40	8 hrs	new	24.89/hr								0.8%	200
Part 2 Water Safety Instructor (WSI) (format varies greatly btwn municipalities)	3 hrs/10 classes	16.00	16.25	2 hrs/10 classes	new	11.06									
LSS Instructors & Emergency First Aid Instructor	2.5 hrs 10 classes	19.70	19.70	2.4 hrs/ 10 classes	new	17.70			19.60	18.89		17.98		0.0%	0
NLS (National Lifeguard Service Award). Removed CPR C	40 hours - over 10 classes Exam fee of \$50 included	29.50	29.60	Fee/Day	n/c	27.00	10 class	2.0%	30.67	40 hrs. incl manual & award fees. Excl SFA	25.70	40 hrs. incl manual	26.61	0.3%	100
*Standard First Aid and CPR C & NLS Prep Course														1.5%	
Red Cross Water Safety Instructor Course (WSI) + Lifesaving Instructor Course This is the old course, no one is offering it anymore.	10 classes	27.64	not offering	not offering			10 class	2.0%	30.10	no Red X	9.30	No Red Cross only LSS	17.98		0
Private Lessons	30 min	28.50	28.50	30 mins	1.89%	27.00	child	1.97%	31.09		27.60		26.85	0.0%	0
Low Ratio Lessons (was Semi Private)	30 min	17.25	17.25	30 mins	n/c	16.00	10 class	2.59%	19.00		17.99		16.80	0.0%	0
Special Needs	30 min	17.25	17.25						n/a					0.0%	0

ATT - 2						
RECREATION & CULTURE - 2017 SCHEDULE OF USER FEES COMMUNITY & CULTURAL DEVELOPMENT - VENDOR FEES						
For comparative purposes HST is excluded						
PROGRAM (effective January 1, 2017)	2016 Rates	PROPOSED 2017 RATES	PICKERING	WHITBY	OSHAWA	BRAMPTON
Vendor Fees			Canda Day \$500	Exhibitor \$100	Canada Day only	Canada Day Only
					10x10 ft space \$107.12	Retail \$450/Booth
First Time Events and Events with an expected attendance of 2000 pple or less					10x20 ft space \$749.86	Non-Profit \$200/Booth
- single item food and beverage	75.00	75.00				
- multi-item food and beverage	100.00	100.00				
-Non-Food and beverage	100.00	100.00				
- Handicraft Vendor	50.00	50.00				
Established Events with an expected attendance of 2000 - 4000						
- single item food and beverage	100.00	100.00				
- multi-item food and beverage	150.00	150.00				
-Non-Food and beverage	200.00	200.00				
- Handicraft Vendor	50.00	50.00				
Established Events with an expected attendance of more than 4000					Small Event under 10,000 pple 10x10 foot space \$107.12	
- single item food and beverage	175.00	175.00				
- multi-item food and beverage	275.00	275.00				
-Non-Food and beverage	300.00	300.00				
- Handicraft Vendor	50.00	50.00				

Event industry standards recommend there should be one food and beverage vendor for every 1500 attendees and that vendors should be charged approximately \$40.00 per every 1000 attendees in general. Fees do not apply to not for profit organizations, community groups, including sport groups or service clubs UNLESS they are selling food or beverages.

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Alexander Harras, Manager Legislative Services/Deputy Clerk
Legislative and Information Services

PREPARED BY: Andrea St. Hill-Moore, Office Supervisor
Legislative and Information Services

SUBJECT: **2017 Corporate and Legislative and Information Services Fees**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: **Municipal Act, 2001, Section 390-400
Review of User Fees/Charge Policy**

RECOMMENDATION:

That the recommended Corporate and Legislative and Information Services fees be approved, effective January 1, 2017, and that the appropriate By-law be presented to Council.

BACKGROUND:

The Municipal Act, 2001 requires that all fees and charges be set by By-law. The Town's Annual Review of User Fees/Charge Policy requires each department to review all user fees and charges on an annual basis.

Schedule 'A' summarizes the present fee structure for specific corporate services that apply to all departments. Schedule 'B' outlines fees applied for specific services performed in the Legislative and Information Services department. These tables provide comparisons with fees for similar services in neighbouring municipalities, identify new fees (if applicable), and recommend an appropriate fee schedule for implementation effective January 1, 2017.

DISCUSSION:

Fees are generally determined by considering the amount of staff time and other costs involved in order to reflect the true value of services rendered locally. Staff has also examined the rationale for the fees applied for similar services in other municipalities. Based on this analysis, it is recommended that all existing Corporate and LIS fees remain unchanged for 2017.

FINANCIAL IMPLICATIONS:

The analysis and proposed fees reflect an expectation that most 2017 activity will be similar to 2016 volumes.

COMMUNICATION ISSUES:

Upon passing of the 2017 General Fees By-law; the fees will be posted on the Town website and individual departments may publish or display applicable fees in the appropriate manner.

CONCLUSION:

After completion of an annual review of current fees charged by the Legislative and Information Services Department, and in comparison with other neighbouring municipalities, it is recommended that the proposed 2017 fee schedules appended to this report be incorporated in to the General Fees By-Law and recommended for Council approval.

ATTACHMENTS:

Schedule A
Schedule B

A. St. Hill-Moore – Office Supervisor LIS

A. Harras – Manager Legislative Services/Deputy Clerk

SCHEDULE 'A'
CORPORATE FEES

	AJAX 2016	AJAX 2017 recommended	PICKERING 2016 (2017 fees not set)	WHITBY 2016 (2017 fees not set)	OSHAWA 2016 (2017 fees not set)	CLARINGTON 2016 (2017 fees not set)
Photocopy*	\$0.50/page	\$0.50/page	\$0.50/page	\$0.65/page	\$0.50/page if total over \$5.00	\$0.65/page (\$3. min)
Non-FOI Search	\$30.00/hour (one hour minimum)	\$30.00/hour (one hour minimum)	\$5.00 + fee for time (variable)	\$5.00 + fee for time (variable)	\$5.00 + fee for time (variable)	\$5.00 + fee for time (variable)
Non-Negotiable Cheque	\$45.00	\$45.00 (see >note=)	\$45.00	\$40.00	\$30.00	\$35.00

HST is added to all fees marked with an asterisk ()

Note:

The Town's fee for receipt and processing of Non-Negotiable Cheques is based on the following survey of similar fees currently charged by major chartered banks.

CIBC	\$45.00
TD Canada Trust	\$48.00
Scotia bank	\$48.00
Royal Bank	\$45.00

SCHEDULE 'B'
LEGISLATIVE AND INFORMATION SERVICES DEPARTMENT FEES

	AJAX 2016 (2016 revenue - estimated)	AJAX 2017 recommended (2017 revenue estimated)	PICKERING 2016 (2017 fees not set)	WHITBY 2016 (2017 fees not set)	OSHAWA 2016 (2017 fees not set)	CLARINGTON 2016 (2017 fees not set)
Burial Permit	\$25.00 (\$4000)	\$25.00 (\$4 300)	\$25.00	\$25.00	\$25.00	\$25.00
Marriage Licence (Town pays Prov \$48.00 for each licence used)	\$125.00 (\$53,500)	\$125.00 (\$50 000)	\$125.00	\$125.00	\$125.00	\$125.00
Commissioner of Oath	\$20.00 (\$10,300)	\$20.00 (\$12,000)	\$20.00 for up to 5 signatures \$5.00 for each signature after 5	Free for residents. \$25.00 for non- residents	\$25.00 for 3 documents (\$5.00 for any additional documents)	\$22.60
Appeal of Animal Services Committee Decision	\$500.00 (\$500.00)	\$500.00 (\$500)	N/A	N/A	N/A	N/A
Patio Licence, Municipal Property	\$500.00 (\$0)	\$500.00 (\$0)	N/A	N/A	N/A	N/A
Civil Marriage Ceremony (HST extra)	\$250.00 (\$15,000)	\$250.00 (\$18,000)	\$250.00	\$250.00 (total)	N/A	\$250.00 (total)
Application for Crossing of Parklands	\$50.00 (\$100.00)	\$50.00 (\$150.00)	N/A	N/A	N/A	N/A

*For comparative purposes, HST is excluded

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

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

SUBJECT: Capital Expenditure Control Policy Update

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: Capital Expenditure Control Policy No. 127
Purchasing By-Law

RECOMMENDATION:

That Council approve the updated Capital Expenditure Control Policy.

BACKGROUND:

The last update to the policy in June 2015 was extensive and included an increase in delegated decision making from the CAO to Department Heads, who are best equipped to make certain recommendations and/or decisions in conjunction with their staff while ensuring that Council remains the decision maker for staff recommendations that materially alter the scope of a project or to cancel a project in order to free up necessary budget funding

The current recommended updates to the policy are administrative in nature, mostly expanding on process for easier application.

DISCUSSION:

The recommended changes for each section are detailed below:

5. Administration

- Added new wording to formalize long standing practice of reporting back to General Government Committee where at least one contract on the project was originally awarded by GGC. The requirement to report is triggered by exceeded the contract award and/or the project spending limit by more than \$5,000.

6. Unbudgeted Projects (Excluding Emergencies)

- Added additional instruction on process, communication and approval
- Specified funding source of unbudgeted projects as Capital Contingency Reserve

7. Over Budget Prior to Award

- Added additional instruction on process, communication and approval

DISCUSSION (con't):

9. Within Approved Spending Limit – Total Expenditures Exceed Budget

- Specified the use of this section applies to purchases under \$5,000

10. Emergency Capital Expenditures over \$10,000

- Added additional detail on reporting and approvals
- Specified funding source as Capital Contingency Reserve

FINANCIAL IMPLICATIONS:

N/A

COMUNICATIONS:

The updated policy along with an overview of the changes, will be posted on the Document Management System.

CONCLUSION:

The recommended changes ensure a consistent approach on the approvals required in a variety of circumstances, maximizes the time of the CAO and Departments, while still ensuring full and transparent reporting to Council.

ATTACHMENTS:

ATT - 1: Capital Expenditure Control Policy No. 127

Sheila Strain, CPA, CGA
Director of Finance/Treasurer



SUBJECT: CAPITAL EXPENDITURE CONTROL

ISSUED: 04 / 06 / 26	REVISED: 16 / 10 / 11	REVISION NO.: 13	Page 1 of 7	POLICY: 127
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1. POLICY OBJECTIVE

1.1. The purpose of the Capital Expenditure Control Policy is to ensure that appropriate approvals are acquired and funding sources identified for:

- Capital expenditures exceeding the approved budget or approved spending limit, as awarded by Staff or Council
- Unbudgeted capital projects
- Emergency capital expenditures
- A material change in the scope of a capital project

1.2 This policy is subject to the guidelines outlined in the Town of Ajax Purchasing By-law, and the following corporate purchasing operating procedures:

- COR-WI-201 - Emergency Purchases
- COR-WI-202 – Purchase of Goods and Services
- COR-WI-203 – Single/Sole Purchase
- COR-WI-204 – Bid Document Administration
- COR-WI-205 – Request for Proposal (RFP) Administration
- Standardized Wording Template for Contract Awards & Follow-Up Reporting

2. SCOPE

2.1. The requirements of this policy apply to all capital project contract awards, including contract awards where the capital project is funded in full or in part by third parties.

3. RESPONSIBILITY

3.1. It is the responsibility of each Director to ensure that the financial status of capital projects is reviewed on an ongoing basis and to implement the requirements of this policy.

3.2. It is the responsibility of Council to award contracts for:

- All capital project contracts over \$250,000 (inclusive of taxes)
- Unbudgeted capital projects, with a total project cost over \$75,000
- Projects projected to be Over Budget in excess of \$75,000
- Projects where there has been a material change in scope or where another project has been cancelled in order to free up budget funding

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4. CONTINGENCY

- 4.1 Where due to the type of capital project there exists the potential for uncontrollable circumstances or events to occur, departments may recommend that a contingency amount be included in the project estimates to recognize the specific risks.
- 4.2 Contingency amounts shall be calculated as a percentage of the Contract Award, net of the HST rebate.
- 4.3 The contingency percentage ranges from 0% to a maximum of 10%.
- 4.4 In special or unusual circumstances, a contingency amount in excess of 10% may be recommended by the Director. The Staff Contract Award Report (SCAR) or General Government Committee (GGC) Report must include that the rationale or need for the higher percentage.
- 4.5 Use of contingency is subject to the following general rules:
 - a) Contingencies cannot be used to expand the scope of a project or to fund an item excluded at the time of the original contract award.
 - b) The contingency percentage shall not be lowered in order to keep a project within budget at the time the contract is awarded.
 - c) Contingency amounts must not be included in any bid document or awarded to a vendor.
 - d) Contingency amounts are not mandatory and their use is based on an evaluation of the risks associated with each capital project and contract.
 - e) Use of contingency must be tied to the specific risks of a project, not general reasons such as “potential unforeseen circumstances”, “quantities may vary”, etc.

5. ADMINISTRATION

- 5.1 To ensure the correct allocation of costs and budget management, all bid documents must be written in a format which corresponds to the individual projects listed in the capital budget.
- 5.2 Under no circumstances shall expenditures related to a capital project be charged to the operating budget.
- 5.3 Under budget balances from awarded capital projects and/or the operating budget, cannot be used to fund unbudgeted or over budget capital expenditures.
- 5.4 Under budget balances cannot be used to complete works outside the original project scope and/or contract award.

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5. ADMINISTRATION (con't)

5.5 Material Change in Scope

- Defined as a change that alters the outcome or end result of a project as originally approved by Council in the Capital Budget, or at the time of the original contract award
- Scope change must be reviewed and approved by CAO, Director of Finance/Treasurer and responsible Director, before a bid document or change order is issued
- GGC must award the contract or authorize the change order

5.6 Where General Government Committee has approved a contract award on a capital project, additional reporting to GGC will be required where the:

- Approved spending limit on the GGC award was exceeded by more than \$5,000
- Total project approved spending limit was exceeded by more than \$5,000

6. UNBUDGETED CAPITAL PROJECTS (see Section 10 for Emergency Capital Expenditures)

6.1 Total Estimated Project Cost \$10,000 to \$75,000 - Staff Award

- a) The project scope and estimated project costs must be reviewed and approved by the responsible Director before any action is taken
- b) With the support of the responsible Director, through email, the CAO and Director of Finance/Treasurer are provided all pertinent information (scope, need, estimated cost, etc.). The CAO or Director of Finance/Treasurer will respond with direction.
- c) The contract must be awarded by the CAO, Director of Finance/Treasurer and responsible Director through a SCAR. The SCAR should include details on the project, scope, need, etc. as there is no capital detail sheet to support it.

6.2 Total Estimated Project Cost over \$75,000 – Council and/or Staff Award

- a) The project scope and estimated project costs must be reviewed and approved by the responsible Director before any action is taken.
- b) Through email, the CAO and Director of Finance/Treasurer are provided all pertinent information (scope, need, estimated cost, etc.), who will provide direction.
- c) Once direction to proceed is given, a report on the total estimated project costs must be presented to General Government Committee prior to the bid documents being issued.

6. UNBUDGETED CAPITAL PROJECTS (con't)

6.2 Total Estimated Project Cost over \$75,000 – Council and/or Staff Award (con't)

d) Individual contracts within a single project must be awarded as follows:

Amount	Authority	Award Method
\$0 - \$75,000	CAO, Director of Finance / Treasurer, Responsible Director	SCAR
\$75,000 & over	General Government Committee	GGC Report

6.3 All unbudgeted projects awarded under this section will be reported to GGC through the Capital Account Closing Reports, as identified in the Financial Sustainability Plan Policy #120 and funded from the Capital Contingency Reserve.

7. OVER BUDGET - Prior to Award

7.1 A project is considered over budget if the Total Estimated Project Cost (see 7.2) exceeds the approved budget.

7.2 Total Estimated Project Cost is calculated as follows:

Current Contract Award (net of HST rebate)
 Plus: Contingency (per section 4)
 Previous Awards/Expenditures
 Future Awards/Expenditures (if any)

7.3 Departments must take the following steps to mitigate or eliminate the over budget amount:

- Scale back the scope of the project to come within budget, or
- Cancel another current or prior year capital project from the same funding source that has not yet been started, or
- Cancel the project, close the capital account and resubmit the project for the subsequent year's capital budget/long range capital forecast.

7.4 With the support of the responsible Director, through email, the CAO and Director of Finance/Treasurer are provided the over budget amount, reasons, etc. and if any mitigation (see 7.3) can be achieved or if not, why not. The CAO or Director of Finance/Treasurer will respond with direction.

7. OVER BUDGET - Prior to Award (con't)

7.5 Approvals

Over Budget Amount	Other Projects Affected **	Authority	Award Method
\$0 - \$75,000	No	CAO, Director of Finance / Treasurer & Director	SCAR
\$0 - \$75,000	Yes	GGC/Council	GGC Report
\$75,000 & Over	N/A	GGC/Council	GGC Report

** Means the current project has been materially reduced in scope and/or another capital project has been cancelled or materially reduced in scope to free up the required budget funding

7.5 All projects over budget up to \$75,000 will be reported to GGC through the Capital Account Closing Reports, as identified in the Financial Sustainability Plan Policy #120.

8. EXPENDITURES EXCEED APPROVED SPENDING LIMIT – Subsequent to Award

Notes:

- i. Applies to individual contract awards over \$5,000
- ii. Approved Individual Spending Limit is defined as:
Contract Award (net of HST rebate)
Plus: Contingency

8.1 Spending Limit Exceeded by Less than \$75,000 – Staff Approval/Reporting

a) The following approvals and reporting are required:

Amount	Authority	Internal Report
\$0 - \$5,000	Project Manager	No
\$5,000 - \$25,000	Director	Yes
\$25,000 - \$75,000	CAO	Yes

b) The original, signed report must be submitted to the Director of Finance/Treasurer.

d) All contract awards that exceed the approved spending limit up to \$75,000 will be reported to GGC through the Capital Account Closing Reports, as identified in the Financial Sustainability Plan Policy #120.

8. EXPENDITURES EXCEED APPROVED SPENDING LIMIT – Subsequent to Award (con’t)

8.2 Spending Limit Exceeded by Over \$75,000 – GGC Approval/Reporting

- a) Preliminary Information Report – where practical, the report should be completed and presented to GGC prior to incurring the over expenditure, or at the earliest opportunity subsequent to the over expenditure.
- b) Final Report – once the project is complete, a final detailed report must be presented to GGC.

9. WITHIN APPROVED SPENDING LIMIT – TOTAL EXPENDITURES EXCEED BUDGET

9.1 Over Budget Less Than \$75,000

- a) Assumes all expenditures have proper approval. Over budget is a result of purchases under \$5,000
- b) The following approvals and reporting are required:

Amount	Authority	Internal Report
\$0 - \$5,000	Project Manager	No
\$5,000 - \$25,000	Director	Yes
\$25,000 - \$75,000	CAO	Yes

- c) The original, signed report must be submitted to the Finance budget contact.
- d) The over budget amount will be reported to GGC through the Capital Account Closing Reports, as identified in the Financial Sustainability Plan Policy #120.

10. EMERGENCY CAPITAL EXPENDITURES OVER \$10,000

10.1 Total Expenditures \$10,000 to \$75,000

- a) Reporting requirements are outlined in COR-WI-201 Section 5.5 Emergency Purchases.
- b) The completed SCAR should be approved and signed by the responsible Director, Director of Finance/Treasurer and CAO.
- c) The total expenditures will be reported to GGC through the Capital Account Closing Reports, as identified in the Financial Sustainability Plan Policy #120 and funded from the Capital Contingency Reserve.

**TOWN OF AJAX
REPORT**



REPORT TO: General Government Committee

SUBMITTED BY: Dave Meredith, Director
Operations and Environmental Service

PREPARED BY: Ray Ford, Manager Building Maintenance

SUBJECT: Contract Award- RFP - Janitorial Services

WARD(S): All

DATE OF MEETING: Monday October 11th, 2016

REFERENCE: RFP No. P16021 - Janitorial Services

Recommendation:

1. That Council award the contract for Janitorial Services, to Kleen Zone Building Services in the estimated amount of \$126,302.04 (inclusive of all taxes), for a period of one year.
2. That Council authorize Staff to renew the contract for an additional four, one year periods, pending an analysis and satisfactory performance review at the anniversary date of the contract, in the estimated amount of \$530,978.87 (inclusive of all taxes).

BACKGROUND:

The Town's existing contract with its janitorial service contractor at the Ajax Municipal Building and Ajax Operations Centre has come to an end. This has provided an opportunity for the Town to define service level expectations, while at the same time requiring a service that will promote green cleaning practices.

The Town issued a Request for Proposal (RFP) and invited proponents to come forward and offer a full janitorial service program that would include green cleaning practices. This approach allowed the Town of Ajax to select a company that best suits the needs of the Corporation.

The contract has the potential to extend for five (5) years, beginning November 1st, 2016.

DISCUSSION:

The service contract will require janitorial staff to perform services Monday to Friday, for 7.5 hours each evening at the Ajax Municipal Building (three cleaners) and the Ajax Operations Centre (two staff) between the hours of 5:00 pm and 6:00 am.

The contract also makes provisions for janitorial staff to be scheduled on weekends and statutory holidays, on an as-needed basis, between the hours of 6:00 am and 6:00 pm.

The contract details a wide range of required cleaning duties to be performed. Some of the key duties are as follows:

- Emptying, sorting and cleaning/washing waste bins;
- Wash and disinfect drinking fountains;
- Clean interior glass;
- Wash non-carpeted floors;
- Vacuum carpeted areas;
- Remove spills, stains, gum deposits and debris from floors
- Dust window sills, horizontal surfaces, door casings, lobby furniture etc;
- Vacuum slush mats, remove slush and water build-up in lobbies and entrances;
- Replenish soap, toilet paper, paper towels, deodorant blocks and sanitary napkins;
- Wash, clean and disinfect toilet partitions, doors and walls;
- Polish board room tables
- Full cleaning of all windows, inside and out (twice annually)
- Full cleaning of all carpets within the facility (four times annually)

Request for Proposals (RFP) documents were issued to 22 prospective Proponents with Proposals being received back from 15 of these, prior to the closing on August 30, 2016. Upon review of the 15 Proposals received, one of the submissions was found to be non-compliant and therefore cannot be considered in the award. Listed below is a summary of the Proposals considered:

NAME OF PROPONENT
Cheema Cleaning Services Ltd.
GreenCare Janitorial Systems Ltd.
Eldorado Cleaners
Kleen Zone Building Services
Arsenal Cleaning Services Ltd.
Toure Cleaning Services Ltd.
SQM Janitorial Services Inc.
Eglinton Avenue Maintenance
Commercial Cleaning Services
Corvin Building Maintenance Ltd.
ServiceMaster Clean
Glacier Maintenance
Golden Palm Maintenance Ltd.
McFarlane Illuminated Cleaners

The following is the Proposal Evaluation Criteria used for this RFP:

PROPOSAL EVALUATION CRITERIA FORM	
EVALUATION CRITERIA	AVAILABLE POINTS
<u>Qualifications & Experience</u> Demonstrated Experience of the Company [10 points] Demonstrated Experience of Key Personnel [10 points] Information Obtained through References [5 points]	25
<u>Submission/Quality of Proposal</u> Responsiveness/Completeness of Submission [10 points] Demonstrated Willingness to Comply with Terms of the RFP [10 points]	20
<u>Project Deliverables/Technical Response</u> Demonstrated Understanding of the Requirements [15 points] Quality/Completeness of Approach/Work Plan/Methodology [15 points] Green Cleaning Approach (5 points)	35
<u>Pricing</u> Cost effectiveness of the Proposal	20
TOTAL POINTS	100
Interview (if applicable)	50
Grand Total Points	150

An Evaluation Committee, made up of staff from Operations and Environmental Services as well as Town Hall, reviewed all of the Proposals received. Based on the evaluation criteria, specified in the RFP document, Kleen Zone Building Services was the highest scoring Proponent and met all of the needs of the Town.

FINANCIAL IMPLICATIONS:

Funds for Janitorial Services Contract are included in each departments operating budget.

COMMUNICATION ISSUES:

NA

CONCLUSION:

It is the recommendation of staff that Kleen Zone Building Services be awarded the contract for Janitorial Services, being the highest scoring Proponent.

Ray Ford, Manager Building Maintenance

Dave Meredith, Director Operations & Environmental Services

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Gary Muller, Acting Director of Planning & Development Services

PREPARED BY: Lisa Hausz, Manager of Economic Development & Tourism

SUBJECT: Economic Development & Tourism Strategy Implementation Update

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: Economic Development & Tourism Strategy (2010-2020)
Various GGC & Council Reports from 2009 - 2016

RECOMMENDATION:

That the October 11, 2016 report to General Government Committee entitled “Town of Ajax Economic Development & Tourism Strategy Implementation Update” be received for information.

BACKGROUND:

Through extensive collaboration and research, the Town of Ajax 10-year Economic Development & Tourism Strategy (the “Strategy”) was developed and subsequently approved by Council in June 2010. Since the launch of the Strategy, the focus on business retention and expansion has resulted in the addition of over 2915 new jobs to Ajax. Several accomplishments related to job creation are direct results of continuous improvement in processes that provide direct assistance to existing businesses.

Business expansion has been the key driver for employment growth from 2010 through 2016. The focus on retention and expansion are key objectives in building awareness of the opportunities for new business, increased communication of business success in all sectors within Ajax, and continued support for new and existing businesses.

Objective: The Strategy was developed to provide staff with direction to facilitate job growth. The objective of the Strategy was to enhance the conditions for job growth in key employment sectors by attracting and retaining businesses with supportive programs, strengthening relationships and promoting employment lands, while leveraging results to attract further investment.

The time horizon for the Strategy was ten years, with many of the initiatives implemented in the first five years. In 2016, Economic Development staff conducted a review of the Strategy with the purpose of developing new, innovative and strategic tactics, methods and activities that will continue to propel results through to the horizon of the Strategy in 2020.

DISCUSSION:

In April 2016 the Town initiated the peer review of the Strategy by soliciting feedback and input into recommendations and identify action plans that would further support the Strategy. The peer review was conducted by Allison Larsen of TadZo Consulting. Ms. Larsen was the primary consultant and site selector during the Town's Competitive Ready designation process.

There was a three step process to the review and recommendations:

1. Background research was conducted on past, present and in-progress studies, strategies and master plans, as well as any results. This included the Economic Development & Tourism strategy, the Town's Zoning By-Law review process, and the Transportation Master Plan update, etc.).
2. 'On the ground' feedback was gathered from Town of Ajax Council and staff that are directly and/or indirectly involved with Economic Development.
3. Apply background research, with input gathered, to develop recommendations for tactics or approaches to be considered in the second half of the Strategy's implementation.

Summary of Input

Input was provided by all members of Council and all Economic Development Staff. In addition, feedback was provided by staff from various departments, including Planning & Development, Finance, and Recreation & Culture. Below is a brief summary of the input, noting that with 3 years remaining in the Strategy, many of the specific suggestions may require further exploration and development as part of a future strategy.

The below represents feedback and input related to the work of economic development. The questions solicited thoughts on what the Economic Development staff could add or consider adding to the scope of work, what could be improved or enhanced, and thoughts on what could be considered beyond the scope for economic development within the next 3 years.

Council Priorities for Economic Development & Tourism

Council was asked for priority areas they viewed as the role for Economic Development. These priorities formed the basis for the recommended action items.

- Targeted investment
- Business retention and expansion
- Business and Entrepreneur support
- Tourism product development (vs visitor development)

What actions could be added or considered in the strategy implementation through 2020:

- More communication with Council (frequency and format to be determined)
- Evaluate BIAs (Downtown and Pickering Village)
- Artist/culture business incubator (space and support)
- Feasibility and support for tourism/entertainment venue(s) near Ajax Downs
- Improved Real Estate database (updated connection to external property listings)
- Annual discussion forum for businesses with Council/Town departments
- Business Advisory group/Economic Development Advisory group
- Labour force development, attracting and retaining workers

What could be improved or enhanced? Do Better/More:

- Collaboration with Recreation & Culture for charity/non-profit business support
- Marketing and promotion of success stories, achievements
- Targeted investment attraction; strategic, matching targets with Ajax
- Tourism product attraction/development (attractions, packages, assets, etc)
- Real Estate portfolio management and communication (internal)
- Update websites

What should be discontinued or improved? Stop Doing:

- Events that have crossover with Recreation & Culture (or review criteria for event targets- tourists and businesses vs resident-based events)

Recommendations from TadZo

Through the research, input from Council and staff, industry best practices, and consideration for the greatest impact on investment from 2017-2020, the following six general areas were identified. In addition, below outlines a high level *sample* of the suggested tactics or action items to support each area. The recommended tactics will require further development for definition, scope and resource requirements to inform annual budgets and work plans.

1. Business Retention & Expansion (BRE)

- a. Develop a regularly timed report(s) based on BRE activities that can be shared, as appropriate.
- b. Development and facilitation of an employer forum to encourage best practices and ensure ongoing confirmation of employer needs, specifically in attracting and retaining talent.
- c. Sponsor/Partner on development of Young Professionals Network (i.e., transfer/expansion of upNext program, support upNext growth)
- d. Future action item for consideration is to investigate the feasibility of formalizing an Ajax “Economic Gardening” program. The great majority of all new jobs in any local economy are produced by the small, local businesses in that community. Economic Gardening aligns economic development resources to help increase the competitive capabilities of local business owners. Economic Gardening connects entrepreneurs to resources, encouraging the development of essential infrastructure and providing entrepreneurs with needed information. Much of these activities are already managed through the Economic Development team, however enhancing and formalizing a program could be considered.

2. Business Attraction

- a. Update Key Target Sectors (narrow down sub/micro-sectors) to match growth trends. Current sectors are Manufacturing/Wholesale, Healthcare & Human/Social Services, Business & Professional Services and Tourism. The recommendation is to review/re-target these sectors for the most impact from 2017-2020. An example: Tourism, sub/micro-target = Accommodations/Hotel.
- b. Pro-active lead generation and prospecting (form to be determined). Continue to work with the Region and Province on lead generation, however, develop and launch a sub/micro-sector campaign specific to Ajax to measure interest.
- c. With Competitive Ready designation, Ajax is well-situated for timely responses to investment inquiries, Request for Information (RFI) and Request for Proposal (RFP). To remain effective, there is a need to continually update data.

- d. When investment inquiries request a detailed response, currently the Town uses an informal process to connect the various community stakeholders. A need for a more formal process was identified. A stakeholder team would be comprised of investment partners including: major employers, utilities, Board of Trade, and other partner organizations. The intent is to have a team ready to respond to investment inquiries on short notice.

3. Entrepreneurship

- a. Continue to foster networking and connection for entrepreneurs to the region's resources
- b. Investigate the feasibility for developing an Artisan Incubator
- c. Continue with Ajax Business Network and support local entrepreneur support groups

4. Competitive Assets

- a. Manage and continue to enhance/improve the *PriorityPath* product offerings. (An industry *Best Practice*). *PriorityPath*, *PriorityPath Prime*, *PriorityProperty*
- b. Increase and improve data: labour data, commuter data, wage data, etc.
- c. Develop ongoing process to maintain an inventory database of employment land parcels available for development.
- d. Provide support for specific areas (destination development sites) that will attract tourism (i.e. sites within a tourism node, Downtown, Uptown and Pickering Village)

5. Place-Making

- a. Monitoring and reporting on Community Improvement Plan projects and impacts (Pickering Village and Downtown)
- b. Undertake an Economic Impact review of the physical changes in the Downtown and investment activity that has spanned since the implementation of the Downtown.
- c. Future consideration is to review the potential for a revived Downtown BIA including scope, area, feasibility, and timing.

6. Marketing and Promotion

- a. Update website with new platform that is multi-device enabled as part of a town-wide website update process
- b. Continue to develop and promote a communication piece for metrics (Quarterly report; Annual report, other)
- c. Regular updates to Mayor and Council (suggest more than annual; some informal; actual format and frequency to be determined.)
- d. Increase appearances and enhance EcD 'speaker circuit' for community organizations

FINANCIAL IMPLICATIONS:

Many of the actions build on current activities and strategies of the Economic Development & Tourism staff. As the implementation of the strategy progresses, staff will bring forward funding recommendations through the Town's annual budgeting process.

COMMUNICATION ISSUES:

Staff intend to continue to annually present updates and specific recommendations of actions and deliverables for Council concurrence and direction. This will ensure that the actions are in line with the objectives and goals and that the deliverables are regularly communicated. Requested increased communication with Council will be developed and facilitated in consultation with Corporate Communications.

CONCLUSION:

In April 2016 the Town initiated the peer review of the Economic Development & Strategy by soliciting feedback and input. The purpose of the review was to evaluate the Strategy's implementation actions taken to date, and make recommendations for new, innovative actions to propel the Strategy to its completion in 2020.

The peer review was conducted by Allison Larsen of TadZo Consulting. TadZo. Input was provided by all members of Council and several staff. Many recommendations were suggested and highlighted in this report. As part of the ongoing implementation, some specific items may require further exploration and development for a future strategy.

It is recommended that Council receive the Economic Development & Tourism Strategy Implementation Update report for information.

Lisa Hausz, Manager of Economic Development & Tourism

Gary Muller, Acting Director, Planning and Development Services

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

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

PREPARED BY: Stephen Ruddy, P. Eng.
Stormwater Engineer

SUBJECT: **Stormwater Management Sustainability Strategy**

WARDS: all

DATE OF MEETING: October 11, 2016

REFERENCE: **GGC Report July 11, 2016; Stormwater Management Sustainability Strategy**
GGC Report July 11, 2016; Future Tax Increases
Town of Ajax Official Plan, Sec. 2.5.5.4;
Community Action Plan 2015 to 2018, Sec. 7.3
Proposed Growth Plan for the Greater Golden Horseshoe, 2016

RECOMMENDATIONS:

That Council provide direction with respect to the preferred implementation, collection and timing of a Stormwater Management Fee.

BACKGROUND:

On July 11, 2016 General Government Committee considered a report entitled *Stormwater Management Sustainability Strategy*. Committee members expressed concern with the equivalent tax increase of the proposed fee, the fairness of utilizing a flat rate for all residential properties, exclusion of non-residential properties, communicating the new fee to residents, negative impacts of climate change and flooding, and eligibility for credits to reduce fees. Committee members asked for more information regarding fairer methods of assigning costs for maintaining stormwater infrastructure, whether existing reserves could provide the necessary funding, and how non-residential properties can be included in the fee calculation. The report and recommendations were subsequently referred back to staff for further consideration.

DISCUSSION:

Sustainable stormwater management (SWM) remains an important factor in improving water quality throughout the Town. The Town is committed to improving the water quality of the nearshore of Lake Ontario and its creeks draining to the Lake. This commitment needs to be supported by a long-term program with a reliable funding source for SWM projects aimed at improving the treatment of stormwater runoff.

Annual Capital Requirements:

Capital requirements include pond rehabilitation (maintenance, cleanouts, repairs & retrofits), studies & monitoring projects. In any given year, the SWM facilities which are cleaned out will vary based on condition. In some years, several smaller facilities may be rehabilitated while in other years, fewer larger facilities may be rehabilitated.

There are large variations in costs to cleanout stormwater management facilities. The quality of the sediment and the volume that needs to be removed will greatly affect the price and often cannot be determined until topographical surveys and sample testing have been completed.

Costs for rehabilitation will also range depending upon the need for improvements such as outlet repairs, safety fence repairs, unclogging outlets, etc. The scheduling of rehabilitation is based on the current condition of each facility, found through inspections and assessments.

The 48 stormwater management ponds which are owned and operated by the Town have been categorized into small, medium, large and extra-large facilities. Based on a 10 year rehabilitation frequency, 3-4 pond rehabilitation projects would be required annually. The following table summarizes the estimated costs associated with the rehabilitation of each facility type:

Table 1 - Stormwater Rehabilitation

Facility size	No. of facilities	Estimated Average Cost to Rehabilitate*	Subtotal
Small	3	\$ 50,000.00	\$ 150,000.00
Medium	20	\$ 150,000.00	\$ 3,000,000.00
Large	13	\$ 400,000.00	\$ 5,200,000.00
extra large	12	+\$500,000.00	\$ 6,000,000.00
Total			\$ 14,350,000.00
Annual budget assuming 10-year rehabilitation frequency			\$ 1,435,000.00

* estimated costs include studies and monitoring

Annual funding would create a sustainable source to pay for all of the anticipated future pond rehabilitation projects, as well as funding assessment and monitoring projects related to stormwater management improvements.

Current Source of Stormwater Pond Rehabilitation Funding:

With the 2014 implementation of the Financial Sustainability Plan (FSP), new reserves were created with one of the intentions being that like projects would compete for funding from the same reserve. For example, the Building Maintenance Reserve is directed to the repair /maintenance /rehabilitation /renovation of existing buildings and related facilities.

The General Infrastructure Reserve was created for infrastructure not funded from the Building and Roads Maintenance Reserves. As such, stormwater pond rehabilitation competes with park retrofits, soccer and baseball field upgrades, asphalt trail reconstruction, parking lot resurfacing, retaining walls, bridges and culverts. As part of the 2014 FSP implementation, the stormwater maintenance fees balance of \$1,169,752.94 was included in the new General Infrastructure Reserve.

Stormwater capital projects also compete for funding from Federal Gas Tax against projects such as road resurfacing, bicycle lanes, LED Street Lighting, and energy efficient retrofits.

In the current capital budget/long range capital forecast, 5 pond rehabilitations and one condition assessment would be funded from General Infrastructure Reserve (\$750,000). Federal Gas Tax funding of \$1,050,000 would be directed toward 2 projects; Paradise Park Wetland Restoration and Stormwater Management Waterfront Improvements.

Stormwater Management Fee:

Following Council's direction in July and to ensure fairness and equity, the calculation of a stormwater fee would be applied to all properties, based on assessment value.

Using 2016 tax rates and an annual requirement of \$1,435,000 (from above), the tax rate increase would be 2.49%. Based on average 2016 assessment, the impact on the major property classes would be:

Table 2 - Average Annual Tax Increase - Reserve Allocation \$1,435,000

Property Class	2016 Average Assessment	Amount	Tax Rate Increase
Residential	\$ 364,600	\$ 33.54	2.49%
Commercial	\$ 1,404,041	\$ 187.26	2.49%
Shopping Centre	\$ 8,883,187	\$ 1,184.75	2.49%
Multi Residential	\$ 5,227,628	\$ 897.48	2.49%
Large Industrial	\$ 7,228,426	\$ 1,502.43	2.49%
Office Building	\$ 3,688,333	\$ 491.91	2.49%

The costs would be allocated based on an 84% share to residential properties and a 16% share to non-residential properties.

There are 2 options to implement the collection of the fee which applies to all properties:

- 1) Add a separate stormwater fee on each tax bill; or
- 2) Include the annual funding requirements in the tax base.

Future Funding Considerations:

Currently, the 6 discretionary capital reserves are funded by general levy allocations, Slots and Veridian revenue, with Slots providing the largest portion at almost \$7 million dollars. There is uncertainty on the continuity and amount of both the Slots and Veridian revenue.

- 1) To implement or change reserve funding, the decision on the continued operations of the Slots at Ajax Downs is needed. The decision, expected in 2017 will be the catalyst to update the Financial Sustainability Plan (FSP) and will include a detailed review of capital project funding, reserve allocations, target reserve balances, use of post growth reserve and spending caps.
- 2) Completion of the proposed Veridian merger may impact revenue flows to the Town which in turn may impact the funding of reserves.
- 3) There are plans to expand the Slots operation if the location remains in Ajax. If successful, completion of the expansion would likely be in the 4 to 5 year timeframe. Once a decision

is made, an update to the FSP would be undertaken. The additional projected revenue could, in part, be used to fund the Stormwater Maintenance Reserve.

The settlement of future Slots and Veridian revenues will directly determine the funding methodology for all capital discretionary reserves, including the Stormwater Maintenance Reserve.

Interim Funding Option:

To facilitate funding in the short term for stormwater capital projects, a new discretionary reserve, Stormwater Maintenance Reserve, can be created. This reserve will fund capital works specific to stormwater pond rehabilitation, condition assessments and Town-wide stormwater strategies. The reserve will not be subject to a spending cap at this time and is a temporary measure to provide short term funding for stormwater projects.

The initial funding of \$950,000 would be transferred from the General Infrastructure Reserve, representing the estimated stormwater fees unspent as of December 2016. This funding can be used for SWM projects until such time as the continuity of Slots and Veridian revenues is determined and the FSP is updated. All stormwater fees collected through development from January 1, 2017 onwards will be deposited to the Stormwater Maintenance Reserve.

FINANCIAL IMPLICATIONS:

If approved, the stormwater management fee will be reviewed and assessed within 5 years of implementation or with any update of the FSP. Included in the review will be consideration of a rebate program in which taxpayers can apply for reduced stormwater management fees.

Alternatively, the Interim Funding Option will provide increased funding for Stormwater projects, pending the future update of the Financial Sustainability Plan once the uncertainty around Slots and Veridian revenues have been resolved.

The completion of the Town's asset management plan, later this year, will further inform and identify capital spending for all types of infrastructure, which in turn will impact funding of our discretionary capital reserves.

COMMUNICATION ISSUES:

The Town has already been actively promoting improved water quality and stormwater management awareness through educational outreach events such as Water Week, the Shoreline Cleanup, Yellow Fish program, stormwater awareness brochures and stormwater outreach programs. This will continue into the future. A communication strategy will be developed with corporate communications to support implementation of the program.

CONCLUSION:

A sustained investment in the Town's stormwater management infrastructure will improve water quality. The Town of Ajax has a proven track record of working to improve water quality in the Town's creeks and near shore Lake Ontario.

SWM facilities have been installed as part of new development and will continue to be installed with future development and capital projects. Assumption of these assets results in the Town's

responsibility for operation, maintenance and rehabilitation. The Town needs to implement funding towards the operation, maintenance, design, monitoring, inspections of SWM facilities and future retrofits and infrastructure renewal costs.

Stephen Ruddy, P. Eng. – Stormwater Engineer – Engineering Services

Gary Muller, MCIP, RPP - Acting Director of Planning and 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 Commission for the Memorial to Women War Workers
of Defence Industries Limited**

WARD(S): All

DATE OF MEETING: October 11, 2016

REFERENCE: General Government Committee Report "Artist Selection for the
Memorial to Women War Workers of Defence Industries Limited" –
June 13, 2016

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

RECOMMENDATION:

- 1. That the report entitled Artist Commission for the Memorial to Women War Workers of Defence Industries Limited, dated October 11, 2016, be received for information; and,**
- 2. That Council commission Mr. Timothy Schmalz to design and create a significant, artistically designed memorial to the Women War Workers of Defence Industries Limited (D.I.L.), to include a sculpture, base, storyboard and sponsor recognition, in the amount of \$500,000 (inclusive of all fees and taxes).**

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, provides 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 will be installed at Pat Bayly Square upon the Square's completion. 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 recommended that an artist be commissioned to create the piece as opposed to developing an Open Call for Design Submissions.

On June 13, 2016, Council approved the Artist Selection Process for the memorial project. This included identifying a short list of artists, who have done prominent full body bronze work, and interviewing them, which would give them the opportunity to present their portfolio of work, discuss initial concepts for the memorial, as well as provide their thoughts on installation concepts and methods, critical paths, and 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, who 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.

DISCUSSION:

The Artist Interview Panel, made up of representatives from Recreation & Culture, Planning & Development, the Office of the CAO, and the Bomb Girls Legacy Campaign Committee, interviewed 4 short-listed artists. Representatives from Operations & Environmental Services were not able to attend the interviews due to prior commitments, however, the representative from Planning & Development serves on the project team for Pat Bayly Square and the representatives from Operations & Environmental Services were confident in the expertise around the table. The list of artists was to be 5, however, the day before the interviews, one artist declined the interview stating they would not be able to meet the Ministry of Heritage's deadlines due to prior commission commitments.

Based on the interview process, the Panel has chosen Mr. Schmalz as the artist to commission for this project. For over 20 years, Mr. Schmalz has been sculpting large scale monuments and public pieces in bronze, which have been installed worldwide. Some of these have included monuments to honour veterans (ATT-1) and firefighters (ATT-2), Christian Church commissions (ATT-3), and commissions to commemorate the contributions of Canadian celebrities (ATT-4). Mr. Schmalz's sculpture "Homeless Jesus" (ATT-5), originally installed at Regis College, University of Toronto, has since had additional casts created and installed throughout the U.S. as well as in the Vatican. Recently, Mr. Schmalz was commissioned to create a memorial for the Firefighters of Fort McMurray (ATT-6). Creating epic pieces that connect the viewers through design and detail, not only touching the viewer on an emotional level, but also allowing them to feel somewhat a part of the piece, is what Mr. Schmalz strives to achieve with his sculpture.

Initial concepts by Mr. Schmalz include depicting the D.I.L workers with a full range of emotions and states including camaraderie, exhaustion, determination and sadness, as well as the strong bond and connection between the work the women did here in Ajax, to that of what was happening overseas.

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 integral 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.

Robert Gruber
Manager, Community & Cultural Development

Tracey Vaughan-Barrett
Director, Recreation & Culture

ATT-1



ATT-2



ATT-3



ATT-4



ATT-5



ATT-6



TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Dave Meredith
Director of Operations and Environmental Services

SUBJECT: **2016 Waterfront Management and By-Law Enforcement Strategy – Year 1 Summary**

WARD(S): 3 & 4

DATE OF MEETING: October 11th, 2016

REFERENCE: April 11, 2016 GGC Report - Parks By-Law and Open Air Burning By-Law

April 11th, 2016 GGC Report - 2016 Waterfront Management and By-Law Enforcement Strategy

RECOMMENDATION:

- 1. That Council receive the report on the 2016 Waterfront Management and By-law Enforcement Strategy – Year 1 Summary for information.**

BACKGROUND:

The Town of Ajax has one of the largest stretches of uninterrupted, publicly owned waterfronts on the north shore of Lake Ontario. The tremendous environmental and recreational opportunities along the Ajax Waterfront, and the interconnected creek valleys, have been highly valued by Town Councils and local residents for decades.

Since Council's approval of the Waterfront Management Plan, a number of investments have been made by Ajax Council, to enhance the recreational opportunities along the Ajax waterfront.

With the development of the Duffin's Creek pedestrian bridge, allowing for the completion of the waterfront trail, a number of additional improvements have taken place in the vicinity of Rotary Park, including the construction of the Rotary pavilion, washrooms/concession, community space, accessible playground, splash pad, picnic areas, canoe/kayak launch area.

Along with these capital improvements, the Town has seen an increasing rise in the volume of residents, and non-residents, visiting the Ajax waterfront, along with an increase in the volume of special events hosted in the vicinity of Rotary Park (Town event, walk-a-thons, private permits).

With the increase in the number of visitors along the waterfront in recent years, a range of issues have evolved which require the attention of the Town. It is the Town's intent to allow visitors the opportunity to continue their enjoyment of the waterfront, while at the same time respecting the local residents within the surrounding neighbourhood, and recognizing the limitations that the existing infrastructure provides.

In April 2016, staff presented a report to Council, detailing a number of management strategies aimed at improving the experience of visitors to the Ajax waterfront, while at the same time, respecting the residential neighbourhood that exists immediately to the north.

On April 18th, 2016, Council passed the following resolution:

1. That Council endorse the 2016 Waterfront Management and By-law Enforcement Strategy.
2. That staff report back on an annual basis at the end of the year with statistics and successes of the strategy and any proposed changes to the strategy.

This report is intended to serve as the 1st annual report, summarizing the impacts of the 2016 waterfront strategies.

DISCUSSION:

Staff from various departments have had an opportunity to meet and discuss the 2016 implementation strategies, and identify the successes and improvements being considered for the 2017 season. These can be summarized as follows:

- Parks By-law
- On-Street Parking
- Management and Oversight at Rotary Park
- Special Event Coordination

Park By-law Amendments

In 2016, a number of amendments were made to the Town's Parks By-law. To summarize, the amendments included:

- Restricting the parking of vehicles in locations other than a designated parking spot;
- Restricting the use of the waterfront as a place to operate a private business without the Town's authorization;
- Eliminate the use of charcoal BBQ's, and authorize propane BBQ's only in conjunction with a Town permit;
- Eliminate the congregation of large groups making exclusive use of waterfront lands

To actively enforce the Parks By-law, as well as enforce on-street parking restrictions, two (2) part-time Municipal Law Enforcement Officers were hired, and dedicated their time on weekends to the waterfront.

The addition of these resources were instrumental in successfully enforcing the By-law provisions impacting users and residents along the waterfront. Initially, compliance issues were identified with respect to parking on parkland and the use of BBQ's. As the season advanced, however, a higher degree of compliance was observed.

Staff received many comments during the course of the 2016 season. Initially, staff educated the public on the changes being made, and the reason for the changes. During the summer months, the majority of feedback was complimentary, with residents recognizing and supporting the changes being made along the waterfront. Many residents thanked staff for being pro-active and enforcing the By-law provisions endorsed by Council.

For 2017, staff have identified the following improvements to build on the successes of 2016:

- The addition of "No BBQ" signs at select locations. It is intended that these signs would be temporary, and are being recommended to further educate the general public with respect to this provision;
- The addition of P-Gates at select locations to reduce the opportunities for vehicles to access the parks and trail system.
- Amend the Town's Dog and Cat By-law to restrict the use of extendable leashes along the Town's trail system.

Identification and Enforcement of On-Street Parking Restrictions

In May 2016, staff installed permanent "No Parking" signs on Parkes Drive, Barlett Drive, Varley Drive, Farrow Crescent, Fitzgerald Drive, Love Crescent, Simonds Drive, Milner Cres, Anstead Cres and Cadby Road. Signs were located on one side of each street, restricting on-street parking between May 15th and Sept 30th on Saturdays, Sundays, and Holidays, between the hours of 8am and 7pm.

The installation of these signs proved to be effective, with limited impacts observed in the surrounding neighbourhood, and few complaints being logged (10 in total). On-street parking tickets were issued as follows:

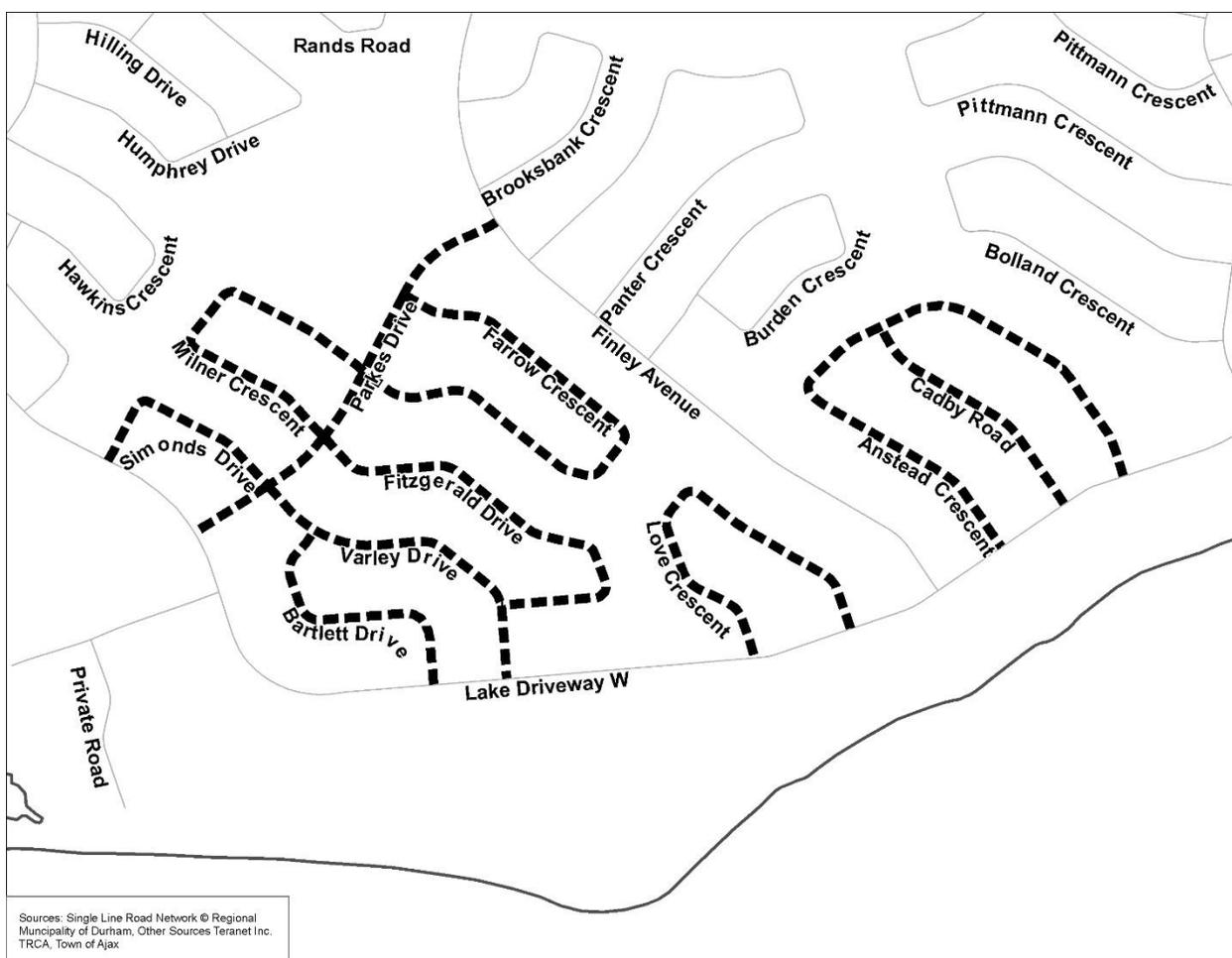
- Love Crescent – 9 tickets
- Lake Driveway – 146 tickets

With respect to parking at Rotary Park and along Lake Driveway, it was determined that parking at Rotary Park reached capacity every weekend during the summer months, with overflow parking taking place on Lake Driveway.

Staff have identified, that on a normal summer weekend, the south side of Lake Driveway can adequately handle the overflow parking for visitors along the waterfront.

For 2017, staff have identified the need for better, and more frequent, "No parking" signs on the north side of Lake Driveway

Longer term, staff have identified the potential for physical improvements to Lake Driveway between Westney Road and McClarnan, to improve and formalize key pedestrian crossing locations, on-street parking, bike lanes etc, while reducing traffic speeds and improving aesthetics.



Management and Oversight of Rotary Park

Rotary Park is the central hub of activity for waterfront activity during the spring and summer months. Activities around Rotary Park include:

- general usage of the splash pad, playground and waterfront trail;
- access to the canoe/kayak launch;
- privately permitted picnics;
- private functions permitted within the Rotary Pavilion; and
- permitted outdoor special events such as walk-a-thons.

In order to enhance the experience of the general public, staff implemented the following improvements in 2016:

- additional contracted security staff to help manage the parking lot at Rotary park
- new signage at permitted picnic locations
- introduce reserved parking and Parking Permit Window Hangers
- require permit holders to dispose of their own waste
- reserved parking for canoe/kayak users

Improvements to the permitted picnic shelters were received in a very positive manner. Specifically, the designated parking spaces and rear view window hangers.

Three areas identified for improvement in 2017, include the following:

- enhancing the reliability and performance of the Town's contracted security forces;
- compliance with permit holders taking their waste and disposing of it on their own. This proved to be a challenge, with the Town considering options to accommodate waste disposal for permit holders on site;
- completion and installation of permanent Trail Etiquette Signage.

With respect to future improvements at Rotary Park, staff maintain that there is currently no need to consider increasing the parking capacity at Rotary Park, and there is no demonstrated need to introduce Paid Parking. Staff will continue to monitor parking in the vicinity of Rotary Park and make future recommendations, as required.

An opportunity to further enhance the picnic areas, to be considered in the future, relates to constructing sun shade shelters on the pads that currently exist. This will be considered as a future capital project initiative through the Town's Long Range Capital Forecast

Outdoor Special Event Coordination

Staff used 2016 as an opportunity to assess the range of special events being permitted along the Ajax Waterfront, as well as other locations in Ajax. Specific to the waterfront, the majority of permit requests relate to Not For Profit Charity Walk-a-Thons, or cycling events.

For these events, staff have identified a number of improvements that will make it more affordable, while at the same time establishing a framework to enhance the service that is provided. The following is a summary of the recommended improvements:

- eliminating the \$200 special event fee for an event utilizing the waterfront trail (walk-a-thon, cycling event), with a maximum capacity of 300 people;
- Provide a 10' x 10" tent and one (1) 8' table for event registration purposes;
- Have these events hosted during the months of May, June, September and October (most are already scheduled during these months);
- Prevent back-to-back events on the same weekend (Saturday and Sunday);
- Permit holders will be responsible for any additional direct costs with respect to the request for portable washrooms, hand wash stations or additional picnic tables.
- Large picnic gatherings (as defined in the Parks By-law), or large walk-a-thons and cycling events exceeding 300 people, will require the \$200 special event fee.
- Staff are also recommending that the Portable Stage only be used for Town events. Staff are recommending that the rental fee for this equipment be removed from the Town's Fee By-law. The portable stage is frequently used by the Town for a variety of events and is no longer in the Town's best interest to be rented out (asset management, safety concerns, technical equipment requiring training etc).

In 2016, staff assembled an internal staff team to develop a comprehensive Outdoor Permits and Special Event Application. This application provides details to be considered when Town staff are meeting with an individual, organization or business when planning for an outdoor event in Ajax. This application provides requirements, timelines and fees to ensure clarity and consistency when planning future outdoor events.

FINANCIAL IMPLICATIONS:

The addition of two (2) part-time Municipal Law Enforcement Officers and additional security guards have been captured as part of the 2017 operating budget, as these resources were unbudgeted in 2016.

The recommendations in this report for additional signage and P-Gates are captured within the department's operating budget.

Future capital projects will be considered in conjunction with the Town's annual Capital and Long Range Capital Forecasting.

COMMUNICATION ISSUES:

Staff hosted a public open house in the spring of 2016, to detail many of the strategies to be implemented. Staff will continue to host waterfront meetings annually, detailing any new strategies and/or capital projects to be carried out in the given year.

Staff will continue to effectively develop approaches to communicate waterfront strategies and initiatives to residents as well as visitors to Ajax.

CONCLUSION:

Staff will continue to build on the successes of the 2016 season, and will implement a number of initiatives detailed within this report in 2017.

Dave Meredith
Director of Operations and Environmental Services



Outdoor Permits and Special Event Application

Prior to completion of this application, please complete the following checklist of requirements.

Type of Event

<input type="checkbox"/> Commercial Event	<input type="checkbox"/> Not for Profit Charity Event	<input type="checkbox"/> Private/Family Picnic	<input type="checkbox"/> IMPACT Ajax Event
Specific Types:			
<input type="checkbox"/> Picnic	<input type="checkbox"/> Bike Event	<input type="checkbox"/> Walk/Run	<input type="checkbox"/> Community Event
<input type="checkbox"/> Town of Ajax Internal Event			
<input type="checkbox"/> Other, please specify: _____			

Requirements Checklist

I understand that:

- Community Special Events must be hosted by a Non-Profit or Charitable Organization. Open to the public and free of admission.
- Commercial Special Events are events which charge admission and are for profit.
- Insurance is mandatory for all events.
- The event permit can only be used for the purpose which has been stated.
- No charcoal barbeques are permitted.
- Barbeques are permitted but must be identified in your application.
- There is a Zero Tolerance Alcohol Policy. Any unauthorized sale, service or consumption of alcohol will result in the immediate cancellation of my permit.
- If food is served or sold at your event, you will require approval from Durham Region Health Department.
- Clean up and disposal of garbage is the responsibility of the permit holder. Disposal will not be in Town garbage or recycling stations.
- Fires are prohibited.
- Payment for permit must be received in full, two weeks before the event start date (special events only). You may also be required to provide a deposit in advance of booking. Picnic bookings must be paid in full upon booking.
- Vehicles of any kind are not permitted on Town of Ajax parks or green space unless pre-event approval has been granted in writing.
- Table cloths are required for all picnic tables.
- For all IMPACT Ajax events, please consult Letter of Agreement for specific requirements.
- By signing below, I have reviewed, understand and agree to adhere to the above requirements.

**** Special Event** - means an event where greater than 30 people are expected to attend, and whereby a permit is required to be issued by the Town for the temporary use of any park for the purposes of conducting certain short term events including but not limited to art displays, musical events, fund-raising events, community events, religious gatherings, walkathons, marathon runs, 10k's, exhibitions or related activities.

Authorized Signature of Permit Holder

Date



Outdoor Permits and Special Event Application

A. Application Information

Who is submitting the application (check one):			
<input type="checkbox"/> Registered Non-Profit or Charity Organization			
<input type="checkbox"/> Individual, Organization, Business			
Organization Name (if applicable):			
*Non-Profit Registration/Charity Number (if applicable):			
Contact Information			
<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Miss	First Name	Last Name	
Organization Address			
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Contact Number	Mobile Number	Email Address	

*All Non-Profit or Charitable Organizations must provide their Articles of Incorporation/Letters Patent or Charitable Registration Number to demonstrate that they meet the eligibility and criteria to hold an event on Town of Ajax property, unless they are an IMPACT Ajax Recipient.

B. Event Information

Event Name:			
Will your event attract residents from outside Ajax		<input type="checkbox"/> Yes <input type="checkbox"/> No	Overall Expected Event Attendance:
Event Location:	Event Date	Start Time	End Time
Rotary Park - Lion's Point Picnic Shelter (30 people max.)			
Rotary Park – Oak, Maple and Pinery (30 people max.)			
Greenwood – With Picnic Shelter (100 people max.)			
Paulynn Park – With Picnic Shelter (30 people max.)			
Other (IMPACT Ajax Event)			
Special Event ** (see page 3)			
Does Permit Holder plan to bring a propane BBQ (max. 20lbs.) <input type="checkbox"/> Yes <input type="checkbox"/> No			
Note: Charcoal BBQ's are prohibited			

C. Event Details

Please provide an outline of all activities planned in the park for your event:
 (Please include proposed flyers or advertisements that may be in place for your event)

D. Goods, Foods, Waste Management

Please complete the following checklist:
Note: Does not apply to picnics

1.	Will tickets be sold or pre-sold for any portion of your event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.	Will goods or merchandise be sold? (Note: If Yes, a list of vendors will be required)	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	a) Will food and/or non-alcoholic beverages be available at your event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	b.) If Yes, will they be sold or served free of charge?	<input type="checkbox"/> Sold <input type="checkbox"/> Served
Note: If food will be served or sold at your event, you are required to review the Durham Region Health Guidelines for food service/sale or preparation.*Additionally: If food is served or sold – Any greywater/wastewater generated on site must be disposed of properly. Liquids are not permitted to be poured into or enter the storm sewer grates, outside or rainwater and snow melt.		
4.	a) Will alcoholic beverages be available at your event?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	b) If Yes, will they be sold or served? (A copy of the SOP will be required)	<input type="checkbox"/> Sold <input type="checkbox"/> Served
Note: If alcoholic beverages will be served or sold at your event you must contain this area using fencing barricades and or fully enclosed tent(s). See #2 General Requirements.		
5.	a) Will there be amusement rides and or inflatable structures?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Note: If yes, a list will be required. See #3 – General Requirements		
	b) If Yes; Will you be staking/pegging the amusements rides, inflatable structures?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6.	a) Do you have a plan for waste management?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Note: See #7 – General Requirements		

E. Installation of Structures

Do you plan to erect tent(s), stages(s) or any other structure(s) in the park?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes; Please specify how many structures you propose to erect and provide the dimension of each one. Note: See #5 – General Requirements	
Will the structure(s) be freestanding?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will the structures, sign, or other materials be staked or pegged to the ground?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Note: Structures staked into the ground will require locates to be performed to endure protection of the underground infrastructure. See #5 – General Requirements	



Outdoor Permits and Special Event Application

Insurance Requirements

Event organizers must provide a Certificate of Insurance **at least thirty (30) days prior to the event**. The Certificate must provide General Liability in a minimum amount of \$2,000,000, including the "Town of Ajax" as an Additional Insured and specifically include a Cross Liability endorsement and Completed Products and Operations coverage. Non-owned auto coverage is also required, where applicable. For special events involving the consumption of alcohol, or involving the display of fireworks, the Certificate of Insurance shall provide General liability in a minimum amount of \$5,000,000.

Events deemed to be high-risk by the Town of Ajax may require higher/additional insurance certificates.

All food providers and amusement ride providers are required to provide a Certificate of Insurance in order to obtain a license required to participate in the event. All documentation must be submitted **at least fourteen (14) days prior to the event**.

Special Event Indemnification Form

The applicant/organizer of the approved Special Event for which a permit has been applied for, in consideration of receiving such permit and/or for the use of property owned by the Town, agrees that the Corporation of the Town of Ajax (the 'Town'), its elected officials, officers, employees, servants or agents, shall not be held liable for any injury, loss, expenses or damages, however caused, which the Town may incur, directly or indirectly, resulting from or arising out of the granting of this permission for use of Town owned property or from the actual use of such property.

The applicant hereby indemnifies and holds harmless the Town, its elected officials, officers, employees, servants or agents (collectively the 'Indemnitees') from any and all actions or claims made against any of the Indemnitees, and against all loss, liability, judgments, costs or expenses, of any nature whatsoever, which any Indemnitee may sustain, incur or be put to resulting from or arising out of any act or omission on the part of the Applicant.

The applicant acknowledges that if they are not an incorporated entity the individuals organizing the event may be personally liable for any claims or losses. If appropriate, to reduce the risk of any personal liability, legal advice should be obtained to consider any such risks and, possibly, to take steps to reduce or avoid the risk of personal financial liability before signing this form or undertaking this special event.

This indemnity shall continue to be in full force and effect notwithstanding that the Special Event has been completed. If completing electronically, please print and sign.

Application Date: _____

Name of Applicant: _____

Signature of Applicant: _____



Outdoor Permits and Special Event Application

SUMMARY OF DOCUMENTS AND DEADLINES FOR SPECIAL EVENTS	NUMBER OF DAYS PRIOR TO EVENT	REQUIRED (YES/NO)
Special Events Application	60	
Special Event Organizer Safety Requirements Form (see Appendix 'A')	60	
Consultation with Durham Region Health Department (see Appendix 'B')	60	
Documentation confirming status of the organization	60	
Site Plan (tents/washrooms/stages/parking/structures/beer garden/amusement rides/fireworks location/fencing etc.)	60	
Locates for Utilities on Town Property (Provide proof)	60	
Traffic Control Plan (if applicable) See #15 in General Requirements)	60	
Waste Management Plan (See #7 in General Requirements)	60	
Casino/Gambling License (contact By Law Services)	45	
Organizer's Event Certificate of Insurance	30	
Building Permit Application (canopy/tent/stage/structure)	30	
Durham Region Health Department Special Event Food Providers Application	30	
Fireworks or Pyrotechnics Application Approval (contact By Law Services)	30	
Hot Air Balloons and Helicopters Insurance/Documentation (contact By Law Services)	14	
Application for Amusement Ride license (contact By Law Services)	14	
Electrical Safety Authority (ESA) Inspection for Temporary Power (see # 5.0 of Appendix A)	2	

Important Contact Information



Outdoor Permits and Special Event Application

Ajax Operations and Environmental Services

800 Salem Road N, Ajax L1T 0H4
Office hours: 7:30 a.m. - 4:00 p.m. (Monday-Friday)
905-683-2951
Emergency After Hours #: 905-683-3011

Ajax Recreation and Culture - Facility Booking Office

Ajax Community Centre
75 Centennial Road, Ajax L1S 4S4
Office hours: 8:30 a.m. - 4:30 p.m. (Monday-Friday)
905-619-2529 ext. 7200

Ajax By-Law Services

Ajax Town Hall
65 Harwood Avenue, South L1S 2H9
Office hours: 8:30 a.m. - 4:30 p.m. (Monday-Friday)
905-619-2529 ext.3370
By-Law Services

Ajax Building Services

Ajax Town Hall
65 Harwood Avenue, South L1S 2H9
Office hours: 8:30 a.m. - 4:30 p.m. (Monday-Friday)
905-619-2529 ext.3652

Ajax Fire and Emergency Services

900 Salem Road North, Ajax L1T 0H4
Office Hours:
(905) 686-4481

Durham Region Health Department

101 Consumers Drive, 2nd floor, Whitby, L1N 1C4
Food Safety Manager, Environmental Health
Tel: 905-723-3818
Fax: 905-666-1887

General Requirements and Information – Designated Picnic Areas



Outdoor Permits and Special Event Application

1. Locations

Permits for designated picnic areas are available at the following locations:

- Greenwood Conservation Area
- Paulynn Park
- Rotary Park

Each permitted location has a maximum occupancy ranging between 30 and 100 people (maximum capacity for each location identified on Application Form).

2. Requirements

- No charcoal Bar-B-Q's are permitted. One propane Bar-B-Q's will be permitted and must be located on their own stand (not on a picnic table).
- A permitted BBQ is only allowed to use propane to a maximum tank size of 9kg (20 lbs)
- The consumption, serving, or selling of alcoholic beverages is prohibited.
- Permit holders are required to clean-up and dispose of their own waste/garbage (not in Town garbage/recycling stations)
- Outdoor fires are prohibited.
- Permit holders are encouraged to use table cloths
- For individuals that have been issued a permit for one of the designated picnic areas along the waterfront, three (3) designated parking spaces have been identified. Permit holders will receive three (3) Parking Permit Rear View Window Hangers
- Permit holders will receive a copy of the Town's "Green Event" policy when they are issued their permit

3. Hours of Operations

- Permits at the above noted designated picnic areas are limited between the hours of 9:00 am and 6:00 pm.



Outdoor Permits and Special Event Application

General Requirements and Information – Special Events

1. Accessibility

Special Event organizers shall give consideration to the requirements of the Accessibility for Ontarians with Disabilities Act (2005) to provide a 'barrier free' environment for visitors to the event. This would include well placed and clearly signed accessible parking spaces, entertainment viewing areas and washrooms that are located on paved pathways for ease of access for those with disabilities. In addition, signage at events indicating these areas should be prominently displayed to help inform visitors in need of these services.

2. Alcoholic Beverages

Contact By-Law Services

3. Amusement Rides

The operation of a carnival/traveling commercial entertainment business with side shows and amusement rides to entertain the public will require a license as outlined in the Licensing By-law.

Amusement devices include merry-go-rounds, inflatable bounce devices, switchback railways, and other similar devices may require licenses issued by By-Law Services. Please contact By- Law Services

4. Damages

Town parks and facilities are to be protected from vandalism, crowd damage or excessive use during events.

The event organizer is responsible for any damages to Town facilities and/or property as well as costs related to staff time required for clean-up as a result of the special event. At the time of permit issuance, the Town retains the right to request a letter of credit ("security deposit") to ensure the Town's assets are protected from damage as a result of any event.

5. Digging/Staking or Fencing

On many Town properties there are buried underground utilities. Before installing fencing, tents, poles/pegs, or doing any digging on Town property, permission must be obtained, and utility locates must be arranged.

For events on municipal property the organizer must contact Ontario One Call at 1-800-400-2255.

6. Gambling/Raffles/Casinos

To sell raffle tickets or hold games of chance during a special event, a license is required from Legislative and Information Services.

Certain types of casinos/gambling (i.e. Monte Carlo events) require Provincial licenses. Applications for these licenses must be provided to the Alcohol and Gaming Commission **at least forty five (45) days prior to the event.**

7. Waste Management Plan



Outdoor Permits and Special Event Application

The event organizer will be responsible for all litter control which includes regular pick-up of waste containers to ensure a sanitary environment.

Upon completion of the event, the event organizer will return Town property to its original condition and be responsible for all litter and garbage collection and removal.

Organizers are responsible for ensuring the removal of dumpsters does not take place between the hours of 11:00 p.m. and 7:00 a.m.

A deposit will be required to ensure all waste is collected in a timely manner as per Parks By-Law

10. Hot Air Balloons/Helicopters

A Certificate of Insurance naming the "Corporation of the Town of Ajax" as additional insured and other required documentation and fees must be submitted **at least fourteen (14) days prior to the event**.

Organizers are responsible for ensuring all pilots are licensed and in compliance with Federal aviation standards. Please contact By-Law Services

11. Entertainment Standards

The event organizer must ensure that the entertainment associated with the event is open to the public and will be of a positive nature for the enjoyment of both adults and/or children. Rude or foul language, nudity or any form of profanity will not be tolerated.

12. Fireworks

The use of fireworks/pyrotechnics shall be in accordance with the Explosives Act and the Explosive regulations thereunder.

Ajax Fire and Emergency Services will determine the requirements for fire equipment and personnel on site, the cost of which will be the responsibility of the event organizer.

If a fireworks display is proposed, the event organizer must submit an Application for Displaying Fireworks Event Permit (see Appendix 'H') **at least thirty (30) days prior to the event**. The Fire Chief, or designate, must grant approval for fireworks permits and issue any required license.

13. Durham Region Police Services (DRPS)

DRPS reviews all applications and determines which police services the event requires and, if necessary, the amount of security services required for the event.

In the event that large crowds are anticipated or security is needed, DRPS will establish the requirements for the event. The event organizer will be required to cover the costs associated with security/pay duty officers, as it relates to managing crowd control and/or directing traffic.

14. Petting Zoo/Circus/Animal Exhibit

The use of Town parks and road allowances for a petting zoo or other animal exhibit must receive special approval in order to proceed. In addition, the Town's By-law Services Section will have details available about the types of animals which are prohibited in the Town of Ajax. A license is required to operate a petting zoo, circus or animal exhibit.

All birds/animals must be appropriately vaccinated.

15. Sanitary Facilities/Washrooms



Outdoor Permits and Special Event Application

Event organizers will be responsible for providing sufficient portable washrooms and hand wash stations if the location for the event does not have sufficient facilities to accommodate the anticipated crowds.

Washrooms and handwash stations must be provided in sufficient numbers for the number of people attending. Refer to the tables below. If alcohol is being served, use Table 2.

Table 1: Primarily Food Consumption

Maximum Number of Attendees at Any one Time	Minimum Number of Toilets	Minimum Number of Hand Basins
0 to 50	2	2
51 to 150	4	2

Table 2: Alcohol Consumption

Maximum Number of Attendees at Any One Time	Minimum Number of Toilets	Minimum Number of Hand Basins
0 to 100	4	2

Portable handwash stations shall be supplied with potable water, paper towels and liquid hand soap at all times and be located in a convenient location close to the washrooms.

Washrooms must be kept clean and sanitary at all times and be pumped out as often as necessary by a licensed sewage hauler. An emergency contact number for the hauler must be obtained to readily address emergency situations.

Every effort should be made to locate portable washrooms in an accessible area that does not adversely affect local residences or businesses.

Event organizers may request the Town of Ajax to make arrangements for the delivery of portable toilets and handwashing stations, based on the fees identified as part of the Outdoor Special Event Application.

14. Traffic Control Plan

If your event requires any type of Road Closure or Occupancy, an Online Event Application will be required. Please see <https://ajax.survey.esolutionsgroup.ca/TakeSurvey.aspx?SurveyID=86LL6m>

If a traffic control plan is required, the following is required to be identified:

- All streets and sidewalks (including cross streets) which will be closed or otherwise impacted;
- Location of traffic routing and control devices (barricades, cones, etc.)
- Active transportation options, bike corral location (shuttle service, public transit, cycling etc)
- On-site and off-site parking, detailing traffic flow

- Personnel and high visibility safety wear identified for managing traffic
- Directional arrows showing the detour route around the event
- Location of signs directing detoured traffic

15. Vehicles in Parks



Outdoor Permits and Special Event Application

The event organizer will ensure that vehicle access into parks is controlled and monitored throughout the event at the access points designated, allowing entry for emergency vehicles at all times during the event.

The site plan application must identify any vehicles, subject to Town approval, that are to be left in the park area during the event.

The event organizer agrees to prevent the operation of motorized vehicles in the parks 30 minutes prior to and 30 minutes following the events hours of operation to allow pedestrian traffic to clear safely.

Designated service vehicles for transporting supplies or removing garbage may be approved for use during event hours.

The cost to repair any damages created by vehicles in parks will be the responsibility of the event organizer. Repair costs will be assessed and communicated to the event organizer by the Town of Ajax as soon as possible after the event is completed.

Outdoor Permits and Special Event Application

SERVICE	FEE (All fees are + HST)
Paulynn Park	<p><u>Group Fees With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) 31-60 people = \$225.00 (with two picnic shelters) (30 people maximum per shelter and two shelters maximum per group)</p> <p>Groups exceeding 60 are re-directed to Greenwood Conservation Area</p>
Greenwood Conservation Area	<p><u>Group Rates With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) 31-99 people = \$225.00 (with one picnic shelter) 100-200 people = \$450.00 (with two picnic shelters)</p>
Waterfront	<p><u>Group Fees With Picnic Shelter</u> 0-30 people = \$125.00 (with one picnic shelter) (30 people maximum per shelter - only one shelter exists at Lions Point)</p> <p><u>Group Fees Without Picnic Shelter</u> 0-30 = \$60.00 (with 4 picnic tables)</p> <p>It is recommended that groups exceeding 30 people, be directed to Greenwood Conservation Area or may require a special event permit.</p>
Picnic Tables	\$100 per load (8 tables)
Tent/Canopy Rental	20 x 20 Canopy - \$100 10 x 10 Canopy - \$50
Portable washrooms and hand wash stations	Washroom - \$250.00 Hand wash - \$175.00
Special Event Permits	Groups 15-99 - \$100.00 Groups >99 - \$200.00 *Plus any other direct costs (ie. Portable toilets, hand washing stations, tents, security, mobile stage etc.)



Outdoor Permits and Special Event Application

APPENDIX 'A' – OUTDOOR SPECIAL EVENT APPLICATION SPECIAL EVENT SAFETY REQUIREMENTS FORM

The following conditions apply to vendors operating in the Town of Ajax. It is the organizer's responsibility to undertake all reasonable precautions to ensure that the fire safety of the function/event is maintained.

All vendors must provide the organizer with a signed copy of this form.

1.0 FIRE EXTINGUISHERS

All vendors must have a fire extinguisher that has been inspected by a qualified person within a 12 month period and has a tag securely attached.

- a) All vendors must have no less than a 2A10BC extinguisher
- b) All cooking vendors using grease or creating grease laden vapours must have not less than a Type K extinguisher

2.0 TENTS

All tents that are larger than 60 square metres (645 square feet) in aggregate area or within 3 metres (9 square feet) of a permanent structure must be fire retardant in accordance with NFPA 701 or CAN/ULC S-109 standards.

Building Permits Requirements

All tents or group of tents having an area of 60 square metres (645 square feet) or be within 3 metres (9 square feet) of a building must have a building permit prior to putting up the tent.

All tents or group of tents having an combined area of 225 square metres (2420 square feet), used for Assembly Occupancy, accommodating more than 30 persons consuming food or drink or containing bleachers, must be approved by a Professional Engineer.

Fire Safety Plan Requirements

Common tent uses that require Fire Safety Plans are:

- a) Assembly occupancy
 - if your tent/facility will be used for assembly purposes (beer garden, bingo, gaming setting, theatrical, etc.) or;
 - Restaurant setting – if more than 30 members of the public will be consuming food and drink in the tent

If you have any questions about whether or not your tent requires a Fire Safety Plan please contact Town of Ajax Fire and Emergency Services

Fire Watch Requirements for Vendors



Outdoor Permits and Special Event Application

If a tent requires a fire alarm system under the Building Code but does not have a fire alarm system a fire watch program shall be designed and implemented as approved by Ajax Fire and Emergency Services. Please contact Ajax Building Services to determine if your tent requires a fire alarm system.

Specific Requirements for Tents

- a) Cooking with fuel fired appliances (open fires), smoking, the use of candles or other open flames is strictly prohibited in any tents used by the public.
- b) An area at least three metres (nine feet) surrounding the tent must be kept clear of all materials or vegetation that will support and allow fire extension.

Other Provisions

- a) Open air burning is prohibited without approved burn permits. Ajax Fire & Emergency Services must be contacted to obtain a permit.
- b) Fireworks displays must be in compliance with the Fireworks By-law and federal legislation. Ajax By-Law Services must be contacted to obtain approval.

3.0 STAGES

Building Permit Requirements

Having consideration for the safety of the performers and the public, a building permit is required for any performance stage that:

- a) exceeds 10 square metres (108 square feet) in area, and
- b) exceeds 600 mm (23 $\frac{3}{8}$ inches) from walking surface of the stage to finished grade level adjacent to the stage

Design Requirements

All structural members and connections including formwork and falsework shall be designed to have sufficient structural capacity and structural integrity to safely and effectively resist all loads, effect of loads and influences that may reasonably be expected and shall satisfy the requirements of Ontario Building Code Part 4 – Structural Design. All performance stages shall be designed by a Professional Engineer.

4.0 TECHNICAL STANDARDS & SAFETY AUTHORITY REQUIREMENTS

Organizers must comply with the requirements of the TSSA for operation of amusement devices (i.e. amusement rides, water slides, go-karts and inflatable/bounce devices), appliances and fuel requirements. Refer to: www.tssa.ca for further information.

5.0 ELECTRICAL SAFETY AUTHORITY CODE REQUIREMENTS

Under the provisions of the Ontario Electrical Safety Code, any electrical equipment installed in Ontario, temporary or otherwise, must have an application for inspection. This includes all film, television, live



Outdoor Permits and Special Event Application

performance or event productions. Failure to comply could result in unsafe working sites, production downtime and/or fines.

An application for electrical inspection must be filed, **at least 48 hours prior to the production set up** with the ESA Customer Service Centre, Cambridge at 877-372-7233 / Fax 800-667-4278 / Email: esa.cambridge@electricalsafety.on.ca .

6.0 FOOD SAFETY/PUBLIC HEALTH REQUIREMENTS

Food providers must ensure that food and beverage items are offered in a manner that is in compliance with **Food Premises – R.R.O. 1990, REGULATION 562** and the **Health Protection and Promotion Act**.

All food providers must submit a **Durham Regional Health Department Special Event Food Provider’s Application** package to the health unit **at least thirty 30 days prior to the start date of the special event** which can be obtained from this link:

http://hnhu.org/wp-content/uploads/Special_Event_Food_Provider_Application.pdf.

The Durham Regional Health Department reserves the right to not approve late applications.

The organizer/applicant should be satisfied that all vendors have complied with the aforementioned safety requirements. Non-compliance may result in your license being revoked.

By signature, the vendor certifies that they understand and will comply with the above conditions. Non-compliance may result in your license being revoked.

Authorized Signature of Permit Holder

Date

Note: Please print and retain a copy of this application package for your records.

TOWN OF AJAX REPORT



REPORT TO: General Government Committee

SUBMITTED BY: Alexander Harras
Manager of Legislative Services / Deputy Clerk

SUBJECT: **Ward Boundary Review – Terms of Reference & Proposed Ward Boundary Models**

WARD(S): All

DATE OF MEETING: Tuesday, October 11, 2016

REFERENCE: GGC Report, June 13, 2016 – Ajax Council Composition and Ward Boundaries Review

RECOMMENDATION:

- 1. That the Terms of Reference for the Town of Ajax 2016 Ward Boundary Review included as ATT-1 to this report be endorsed; and**
- 2. That the proposed ward boundary models included as ATT-2 to this report be recommended for presentation at future public consultation sessions.**

BACKGROUND:

In February of 2016, Durham Regional Council received the final recommendations from the Regional Council Composition Review Committee (RCCRC), a special advisory committee of Regional Council established to study the matter of fair representation on Durham Regional Council. Based on disproportionate population growth that has occurred in Durham over the last two decades, the committee recommended that Durham Regional Council change its composition by adding one regional council seat for Ajax, one seat for Whitby, and removing two seats from Oshawa. Doing so would uphold the principle of representation-by-population, as the voting power of the five largest lower-tier municipalities on Durham Regional Council would be more proportionate to their share of Durham's population. Durham Regional Council adopted the recommendations of the RCCRC in March of 2016.

To facilitate this change, the Minister of Municipal Affairs and Housing enacted a regulation on August 15, 2016, allowing Durham Regional Council to approve a by-law to establish the new council composition, beginning as of the 2018 municipal elections. The by-law requires approval from a 'triple majority' in order to be in effect, including adoption of the authorizing by-law by Durham Regional Council and consent to the by-law by a majority of lower-tier Durham municipalities representing a majority of Durham electors. The authorizing by-law was adopted by Durham Regional Council at its meeting on September 14, 2016, and was consented to by Ajax Council at its meeting on September 19, 2016. To date, the municipalities of Ajax, Scugog, Uxbridge, Pickering, and Clarington have consented to the by-law. It is expected that the triple

majority will be officially confirmed by the Region of Durham following votes being held by all lower-tier municipal councils in Durham.

In order to accommodate an additional Regional Council seat for Ajax, the Town must review the composition of its Council. Staff brought forward a report to the June 13, 2016 meeting of the General Government Committee explaining the process and providing justification for maintaining the existing Council size of seven members. Committee subsequently endorsed a seven-member Council consisting of three local ward councillors, three regional councillors, and the mayor. A formal ward boundary review must now be completed in order to change the ward structure from four wards to three.

DISCUSSION:

Terms of Reference

Ward boundary reviews are guided by an established Terms of Reference which provide the mandate, guiding principles, responsibilities, and timeline to be followed when conducting the review. The draft Terms of Reference are included as ATT-1 to this report and are recommended for endorsement by committee in order to steer the process.

Guiding Principles

Ward boundary reviews seek to achieve ‘effective representation’ for all members of the community. ‘Effective representation’ is a concept articulated in the 1991 “Carter” decision of the Supreme Court of Canada, which states that relative voting power is a prime condition of effective representation, but other factors such as geography, history, community interests and minority representation may be taken into account to justify deviations from voter parity. While the Carter decision was written in the context of provincial electoral riding boundaries, the Ontario Municipal Board has relied on the concept of effective representation when considering appeals of municipal ward boundaries. Ward population variances of +/- 25% from the ideal ward size may be acceptable if such variances are necessary to achieve other relevant goals in ward boundary design. The +/- 25% threshold is established in federal law governing the drawing of federal riding boundaries – while there is no such legal stipulation for municipal ward boundaries in Ontario, the same logic has been applied by the OMB during appeal hearings.

Effective representation is therefore the critical guiding principle in the Town’s ward boundary review process. Other guiding principles include:

- Representation by Population
 - o The population between wards should demonstrate relative parity. A degree of variation is acceptable to account for other factors.
 - o The calculation will include the whole population, not just eligible electors.
- Accounting for current and *future* population trends;
 - o The review shall consider anticipated population growth to ensure effective representation for at least the 2018 and 2022 Municipal Elections
 - o Reliable and accurate data will be used to generate current and future population projections, including but not limited to census data, building permit records, approved development proposals, and external data sources.
 - o Reliance on speculative data will be minimal. Examples of speculative data include population projections found in regional and local Official Plans and unfinalized development proposals.

- Preservation of 'Communities of Interest'
 - o Includes geographic, social, historic, economic, and/or cultural interests found within a defined area
 - o Wherever possible, the boundaries shall not be drawn in such a way as to divide an identifiable community of interest

- Use of physical features as boundary lines, both natural and manmade
 - o Manmade boundaries include but are not limited to roads, highways, trails, rail lines, hydro corridors, and other forms of infrastructure
 - o Natural boundaries include but are not limited to creeks and rivers, shorelines, and other environmental features
 - o The preferred boundaries should follow straight lines, have few turns, and be easily identifiable.

The final ward structure must reasonably follow all of the guiding principles in order to achieve effective representation for residents.

Methodology

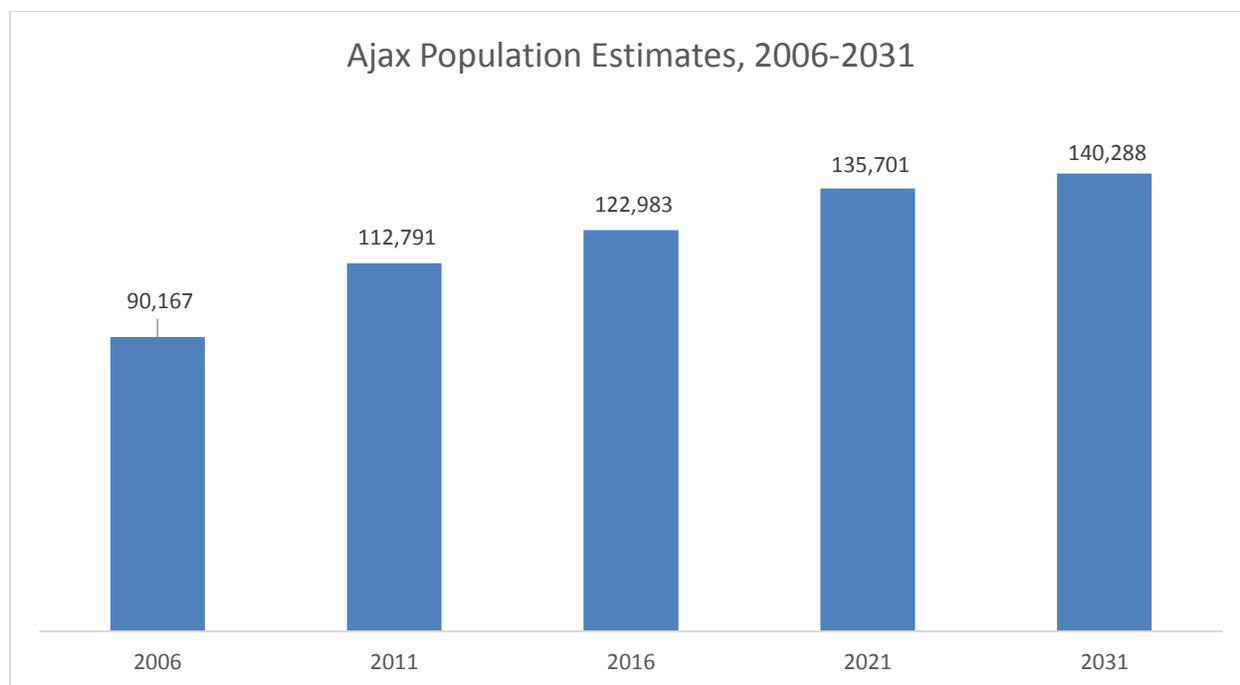
An explanation of the methodology used to develop the ward boundary models is provided below.

1. Population Estimates: 2016, 2021, and 2031

Ward boundary models were built starting from known population figures found in the 2011 national census. The 2011 population for Ajax based on census data is 109,600. After the census was completed, Statistics Canada determined a 'net undercount' value that estimates the number of people who were missed during the census. Accordingly, the net undercount adjusted 2011 population estimate for Ajax is 112,791.

Population estimates were derived for 2016, 2021, and 2031 by referencing information sources supplied by Planning and Development staff. Specifically, staff compiled lists of all new residential building permits approved for occupancy between 2011 and 2016, all proposed and approved developments to be completed between 2017 and 2021, and all developments anticipated to be completed between 2022 and 2031. As a matter of practice, the most reliable data (2016) has been considered the most important when developing ward boundary models, followed by 2021 and 2031 projections respectively. All new residential units identified for each time period were assigned a population value according to the Town's Official Plan estimate for that type of construction (low, medium and high densities).¹ Population estimates for each time period are illustrated in the graph below (2006 and 2011 historical data is provided for reference):

¹ *Town of Ajax Official Plan, Prologue: Future Growth, p. 2-3*



These figures were cross-referenced with the Town's Official Plan population estimate of 126,325 and the Region of Durham's estimate of 122,500 for 2016, which are generally consistent.² Official population data for the 2016 census will not be publicly available until February of 2017, and will be examined to ensure accuracy of the 2016 forecast when available. Looking further out, the Town's Official Plan estimates the population to grow to 137,670 by 2031, which is within an acceptable margin of error for the purposes of performing a ward boundary review.

2. Consideration of Communities of Interest

Following the completion of current and future population estimates, 'communities of interest' were identified within the Town. For the purpose of this exercise, communities of interest were broadly defined to include geographic areas of identified historic and/or cultural value, completed residential subdivisions and neighbourhoods, and non-residential functional areas (e.g. commercial or industrial zones).

Several communities of interest were identified, including Pickering Village, Downtown Ajax, Ajax Central Employment Area, Midtown and wartime homes, waterfront communities, Carruthers Creek Business Area, Audley North and South communities, and various residential neighbourhoods.

3. Identification of Natural and Manmade Features for use as Clear Boundaries

Wherever possible, natural and manmade features were used as boundary lines. Examples include all major north/south and east/west arterial road allowances (Taunton, Rossland, Kingston, Bayly, Salem, Harwood, Westney, Ravenscroft, and Church), transportation and utility corridors (Highway 401/GO rail line, CP rail line, and hydro corridor), and environmental features (waterfront, Duffins Creek, Miller's Creek, and Carruthers Creek).

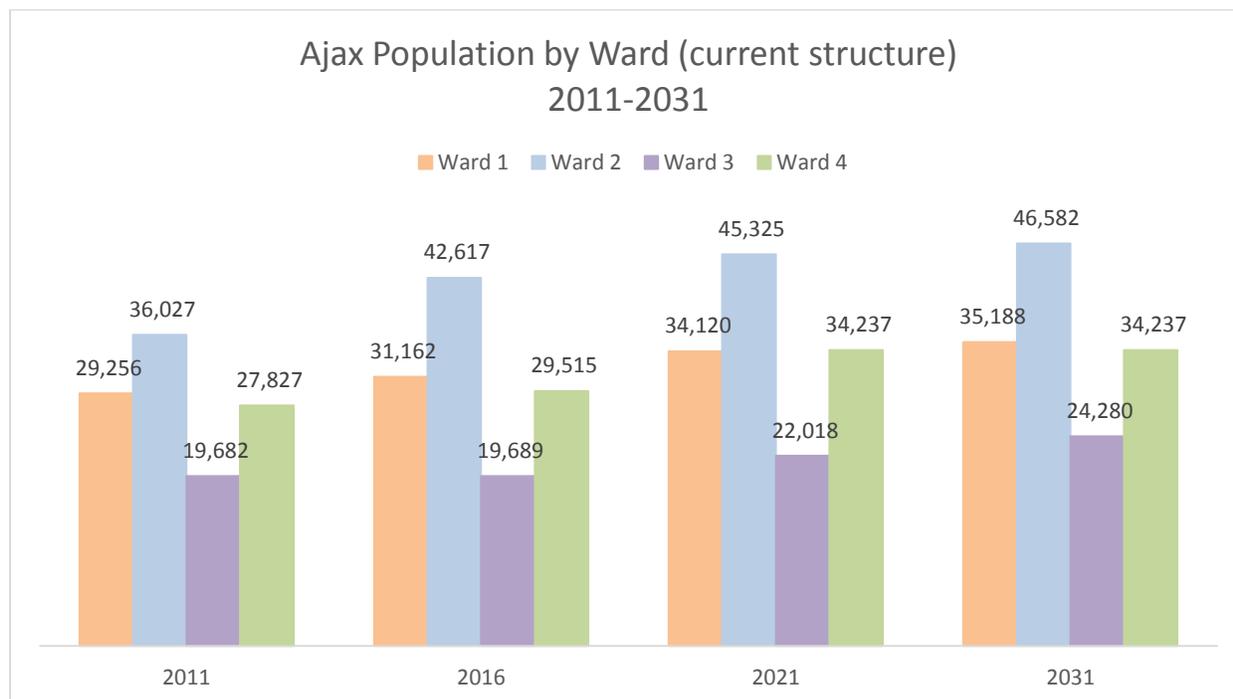
² Region of Durham Report #2015-P-55: Monitoring Growth Trends

4. Examination of Current Ward Structure

Before development of new ward boundary models began, the data and guiding principles were applied to the current ward structure to identify existing deficiencies. The table below highlights the distribution of population within the current four-ward ward structure:

Ward	2011		2016		2021		2031	
	Pop.	%	Pop.	%	Pop.	%	Pop.	%
1	29,256	26%	31,162	25%	34,120	25%	35,188	26%
2	36,027	32%	42,617	35%	45,325	33%	46,582	34%
3	19,682	17%	19,689	16%	22,018	16%	24,280	18%
4	27,827	25%	29,515	24%	34,237	25%	34,237	25%
TOTAL	112,791		122,983		135,701		140,288	
Dif. Largest to Smallest	16,345		22,928		23,307		22,302	

The imbalance between wards 2 and 3 is apparent once visualized:



Additionally, the current ward structure divides Pickering Village along Kingston Road, violating the principle of preserving communities of interest.

5. Formulation of Models

To develop ward models efficiently, the Town was divided into 39 geographic blocks, and each block was assigned current and future population estimates. A tool was created to tabulate the blocks into wards and visualize the boundaries. Given the limited number of wards, a population variance not exceeding +/-10% from the ideal ward size was deemed desirable, rather than the federal standard of up to +/- 25%.

Using the tool, several different ward boundary models were developed and are included in ATT-2 to this report. Each model was evaluated according to its adherence to the guiding principles.

These models vary in their adherence to the guiding principles; while not all models will ultimately be viable, they are demonstrative of the challenge of designing ward boundary models that meet all of the requirements for effective representation. If other preferable models emerge during public consultations, they will be evaluated as well before the final recommendation.

Peer Review

Staff will engage the assistance of a consultant to review the work performed to date and provide input regarding improvements to the proposed ward boundary models. Input from the consultant will be presented when staff return with a preferred model and recommendation following public consultation.

Public Consultation

Public consultation on the proposed models will begin in January of 2017 and will include open house opportunities throughout the municipality for residents to learn about the proposed ward boundary models, ask questions, and provide input. Staff will attend the Town's Diversity and Community Engagement advisory committee to collect feedback as well. Additionally, Legislative Services staff will work closely with Corporate Communications to provide effective communication about the proposed changes to the ward boundary structure. All reports and information generated through the process will be posted on the Town's website for public access.

Project Timeline

The full project timeline is provided in the Terms of Reference. The project is expected to be completed in approximately six months, with adoption by Council in April of 2017. A 45-day appeal period follows immediately upon passage of the enacting by-law. In the event of an appeal to the Ontario Municipal Board, staff and the external consultant will provide evidence on behalf of the Town. The by-law must be in effect by December 31, 2017, in order to be valid for the 2018 municipal elections. The new Council composition will be approved by way of a separate by-law passed at the same time as the new ward boundary structure. Unlike the ward boundary by-law, the Council composition by-law cannot be appealed.

FINANCIAL IMPLICATIONS:

Costs associated with the peer review and open house sessions will be accounted for through the Town's election reserve and are estimated to be in the range of \$5,000-\$10,000. By comparison, a typical ward boundary review conducted exclusively by external consultants would incur costs in the range of \$30,000-\$50,000, depending on the level of complexity and the potential for appeals. In the event of an appeal to the OMB, additional expenses may be incurred to allow the consultant to present an expert review of the Town's work as evidence before the board.

COMMUNICATION ISSUES:

All content will be made available on the Town's website before public consultations begin. Public consultation will take the form of open houses held at each of the Town's community centres. A final public meeting will be held in April of 2017 to receive comments before approval of the new ward boundary model. It is vital that residents are included in the review process and that their feedback is incorporated into the final proposal, as community engagement is considered by the OMB when hearing an appeal of a proposed ward boundary structure.

CONCLUSION:

The ward boundary and council composition review process is a necessary component to finalizing the addition of a regional council seat for the Town of Ajax. Staff within Legislative Services, Planning and Development Services, and Information Technology have worked collaboratively to collect information and develop an accurate forecast of the Town's current and future growth. Using this information, best practices, and existing case law, the groundwork has been established to develop clear alternatives for the Town's new ward boundaries.

ATTACHMENTS:

ATT-1: Ajax 2016 Ward Boundary Review Terms of Reference

ATT-2: Proposed Ward Boundary Models

ATT-3: Current Ward Boundary Model

Alexander Harras – Manager of Legislative Services / Deputy Clerk



Town of Ajax
2016/2017 Ward Boundary Review
Terms of Reference

Background

Ajax Council is currently comprised of seven members, being four local councillors representing the four wards within the Town, two regional councillors representing two wards each and sitting on Durham Regional Council, and the Mayor.

In May of 2015, the Region of Durham launched the Regional Council Composition Review Committee (RCCRC), which examined the composition of Durham Regional Council to determine how best to achieve fair representation on Regional Council for all lower-tier municipalities within Durham. In February of 2016, the RCCRC recommended that the composition of Regional Council be changed to include one additional member each for Ajax and Whitby, and to remove two members from Oshawa. Regional Council approved the recommendations and made a formal request of the Minister of Municipal Affairs for a regulation to permit the Region of Durham to adopt a new Regional Council composition for the 2018 municipal elections. The necessary regulation was published on August 15, 2016, following which Durham Regional Council adopted the necessary by-law enacting the new composition at its meeting on September 14, 2016. Finally, a majority of lower-tier municipalities in Durham Region representing a majority of the electors in the Region must endorse Region's the by-law. This process is referred to as the 'triple majority.' It is expected that the triple majority will be achieved by the end of 2016.

Upon final approval of the new Regional Council composition, Ajax Council will be required to change its own composition to accommodate the new regional council seat. The Ward Boundary Review being undertaken (and for which these terms of reference apply) is in response to these changes to the composition of Regional Council.

Objective

The objective of the Ward Boundary Review is to establish ward boundaries that provide for an effective system of fair representation on Ajax Council for all residents of Ajax, commencing with the 2018 Municipal Elections.

Guiding Principles

Subject to the overriding principle of “effective representation” as established by the Supreme Court of Canada in the Reference Re Provincial Electoral Boundaries (Sask.) [1991] S.C.J. No. 46 (the “Carter decision”), the Ward Boundary Review shall have regard for the following principles:

1. Representation by Population

Subject to the overriding principle of effective representation, it is desirable that voters should be equally represented and wards should have reasonably equal populations. Accordingly:

- A degree of population variation is acceptable in recognition of varied geography, population densities and characteristics, and established communities of interest; and
- Representation by population will be calculated using the total population within each ward, rather than by the number of eligible electors, recognizing that non-voters are also participants within the community.

2. Protection of Communities of Interest and Neighbourhoods

It is desirable to avoid fragmenting existing communities of interest and neighbourhoods. Accordingly:

- Communities of interest shall be deemed to include geographic, social, historic, economic, and/or cultural interests; and
- Where possible, existing and future communities of interest should not be divided between multiple wards.

3. Current and Future Population Trends

Varying rates of population growth are present throughout the Town. Accordingly:

- The review shall consider anticipated population trends to ensure the ward structure provides effective representation for at least the 2018 and 2022 Municipal Elections;
- Where possible, reliable and accurate data will be used to generate current and future population projections, including but not limited to census data, approved building permits, and approved development proposals; and
- Reliance on speculative population projections will be minimized to the greatest extent possible. Examples include speculative population projections found in regional and local Official Plans and secondary plans and unfinalized development proposals.

4. Physical Features as Natural Boundaries

The Town of Ajax has a number of natural and manmade features that serve as effective boundaries within the community. The review shall consider the following criteria when establishing potential boundaries for proposed wards:

- Where possible, natural and artificial features should be used to define ward boundaries, including but not limited to arterial roads, highways, creeks, railway lines, and hydro corridors; and

- Where possible, the preferred boundaries should follow straight lines, have few turns, and be easily identifiable.

The Terms of Reference recognize that the principles identified above may occasionally conflict with one another. Accordingly, it is expected that the overriding principle of effective representation will be used to arbitrate conflicts between principles.

Scope of the Review

In addition to the guiding principles outlined above, the review shall:

- Build upon the knowledge accumulated from other municipal ward boundary reviews and the outcome of any relevant Ontario Municipal Board hearings, Supreme Court of Canada decisions and other case law;
- Include community engagement and consultation to seek input on existing communities of interest, physical features which may serve as ward boundaries, and other general issues to consider when establishing ward boundaries within Ajax, and to seek feedback from the public on the proposed ward boundaries prior to consideration by Council when such proposals are complete; and
- Develop a ward structure that shall accommodate growth and population changes for effective representation in both the 2018 and 2022 municipal elections.

Process

Project Lead

The Town Clerk shall be responsible for all aspects of the project, including research, formulation of options, public consultation and the preparation of reports and recommendations. In particular, the Town Clerk shall:

- Involve necessary Town staff and technical resources to research and prepare public consultation information, reports to Council and the completion of any other project matters in a timely and efficient manner;
- Formulate and test alternative ward boundary configurations;
- Lead the public consultation process, including receiving and reviewing comments and submissions from all interested individuals and organizations;
- Ensure that all notices, consultation opportunities, displays and presentations, reports and by-laws are communicated effectively to Council and the general public;
- Recommend a preferred alternative that will satisfy, as much as possible, the Guiding Principles outlined in this Terms of Reference;
- Serve as a witness at the Ontario Municipal Board, if required; and
- Engage and oversee the assistance of a consultant.

Involvement of Other Town Staff

- Information Technology staff will provide assistance with mapping;
- Planning and Development staff will assist with population forecasts; and
- Communications staff will assist with preparation of communication materials, publication of information, and other general communication needs.

Consultant Role

- Review and comment on the research, public display and presentation materials and information, reports and recommendations prepared by the Town Clerk throughout the project; and
- Serve as a witness at the Ontario Municipal Board, if required.

Council Role

- To approve the Terms of Reference in order to define the scope of the review, confirm guiding principles and approve a process for completing the review in an open and timely manner; and
- To consider and approve a by-law that will create new ward boundaries for the Town.

Workplan and Timetable

October 2016

- Report to Council re Terms of Reference and guiding principles
- Review background, best practices, and available resources
- Present preliminary information on population forecasts, communities of interest, and natural boundary features
- Complete preliminary ward boundary options with assessments of conformity to guiding principles

November/December 2016

- Engage consultant to review and provide input on proposed alternative models
- Complete backgrounder document for public review
- Develop public consultation materials and advertise upcoming consultation opportunities

January-February 2017

- Public consultation process, including print and online communications, opportunities to submit written comments, and open houses at all three Town community centres to collect input

March 2017

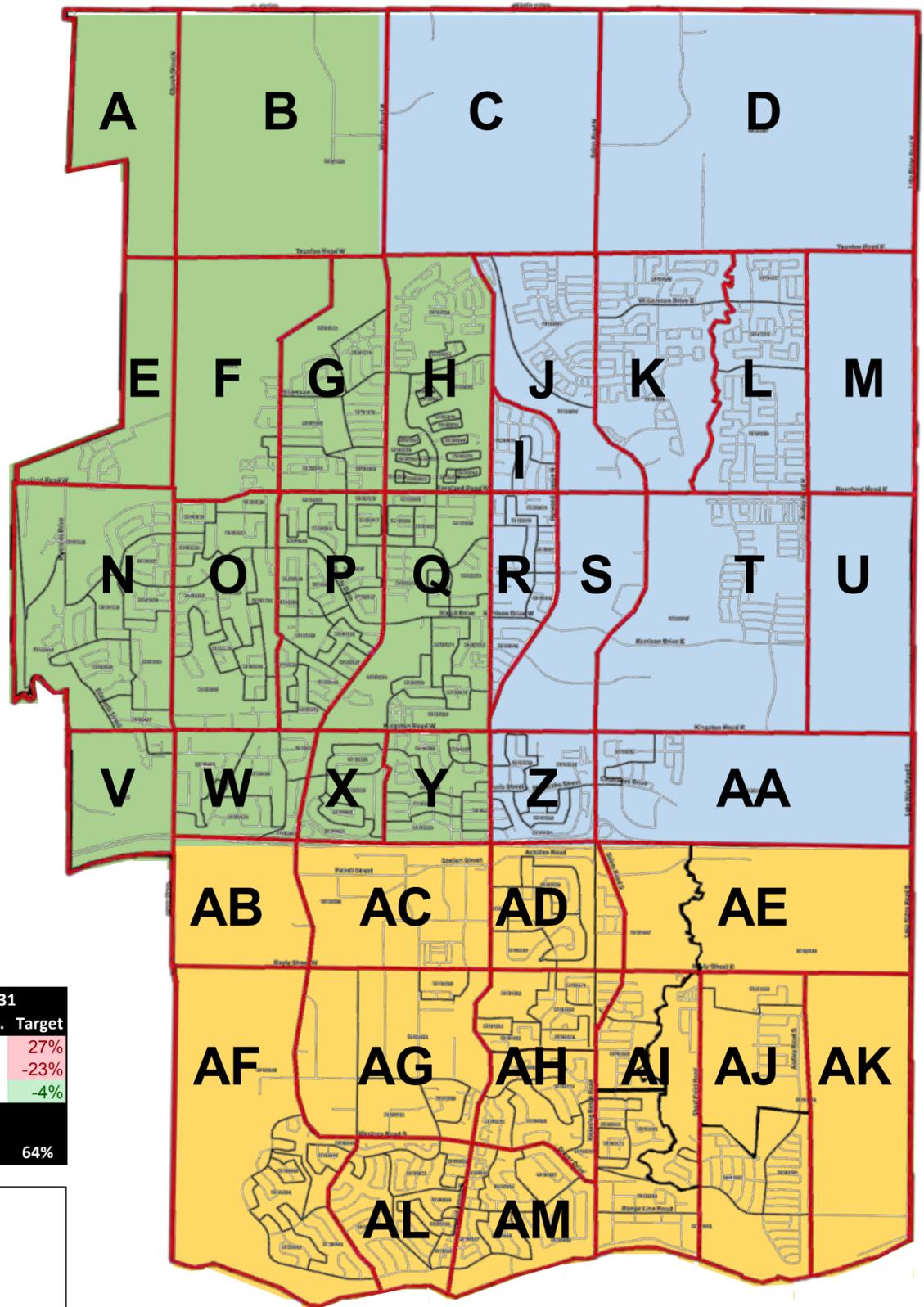
- Interim Report to Council with summary of feedback from public consultations and peer review
- Recommendation for final ward boundary model to return to final public meeting

April 2017

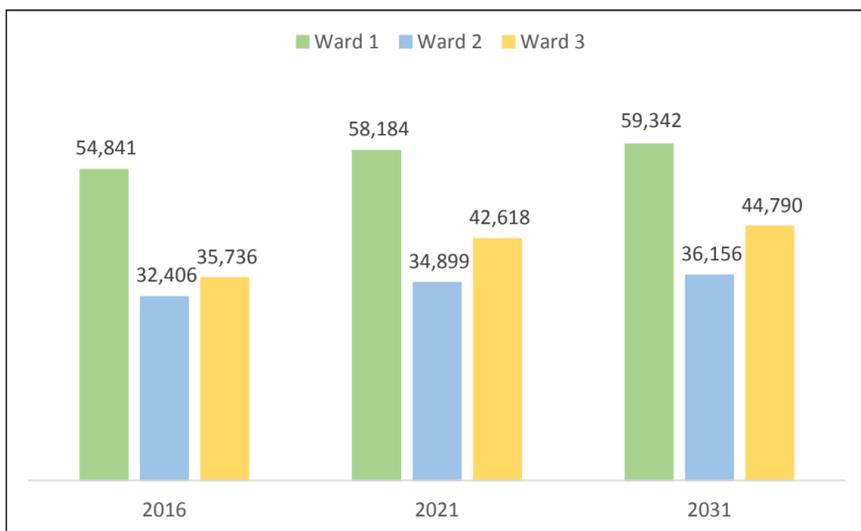
- Final Report with recommendation(s) presented at a public meeting for Council approval decision and adoption of by-law
- Within 15 days following adoption of the authorizing By-law, notice will be given to the public specifying timelines and process for appeal
- Last date for appeal is 45 days following passage of by-law

OPTION #1

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	1	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,140	54,841	34%	58,184	29%	59,342	27%
2	2,526	32,406	-21%	34,899	-23%	36,156	-23%
3	2,104	35,736	-13%	42,618	-6%	44,790	-4%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		22,435	69%	23,285	67%	23,186	64%

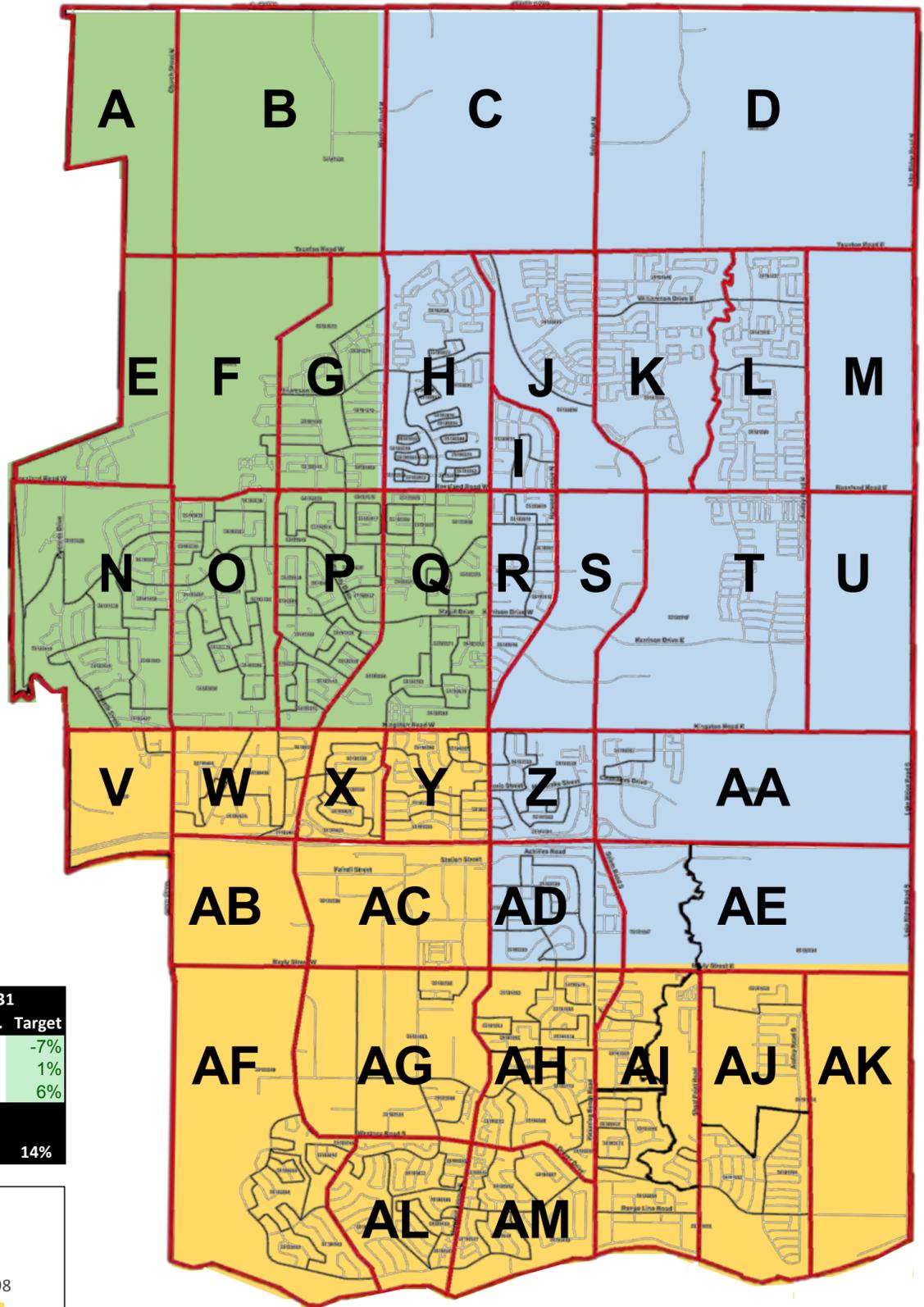


Principle	Rating
2016 Population	✘
2021 Population	✘
2031 Population	✘
Communities of Interest	▬
Clear Boundaries	+

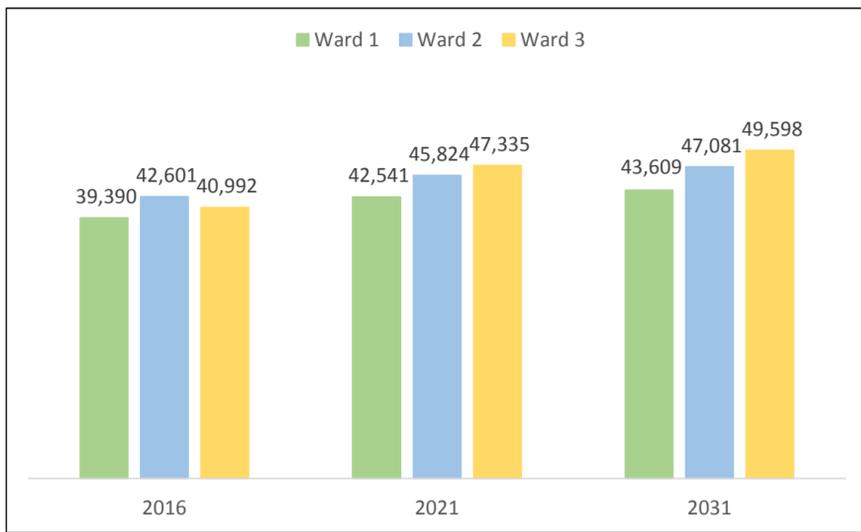


OPTION #2

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	1	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	3	92	615	615	706
W	3	97	2,222	2,222	2,222
X	3	58	2,516	2,516	2,516
Y	3	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	2	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,651	39,390	-4%	42,541	-6%	43,609	-7%
2	3,039	42,601	4%	45,824	1%	47,081	1%
3	2,080	40,992	0%	47,335	5%	49,598	6%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		3,210	8%	4,794	11%	5,989	14%

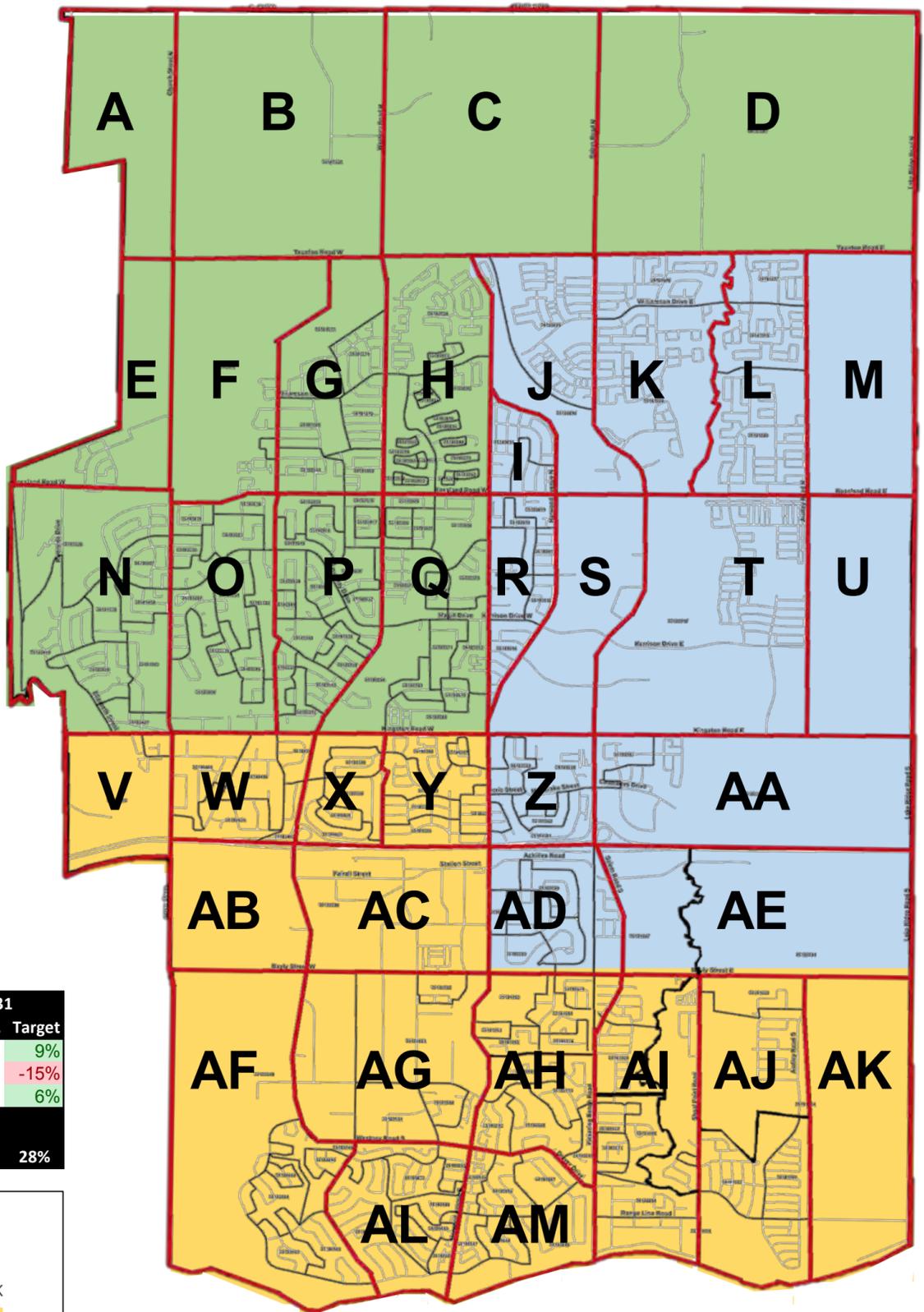


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	+
Communities of Interest	✗
Clear Boundaries	▬

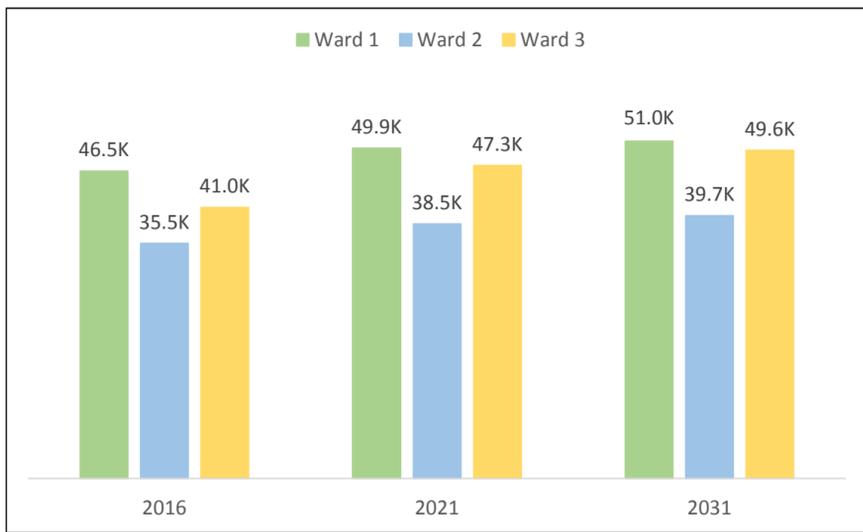


OPTION #3

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	1	352	108	108	108
D	1	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	1	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	3	92	615	615	706
W	3	97	2,222	2,222	2,222
X	3	58	2,516	2,516	2,516
Y	3	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	2	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,677	46,453	13%	49,900	10%	50,991	9%
2	2,013	35,538	-13%	38,465	-15%	39,699	-15%
3	2,080	40,992	0%	47,335	5%	49,598	6%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		10,916	31%	11,436	30%	11,291	28%



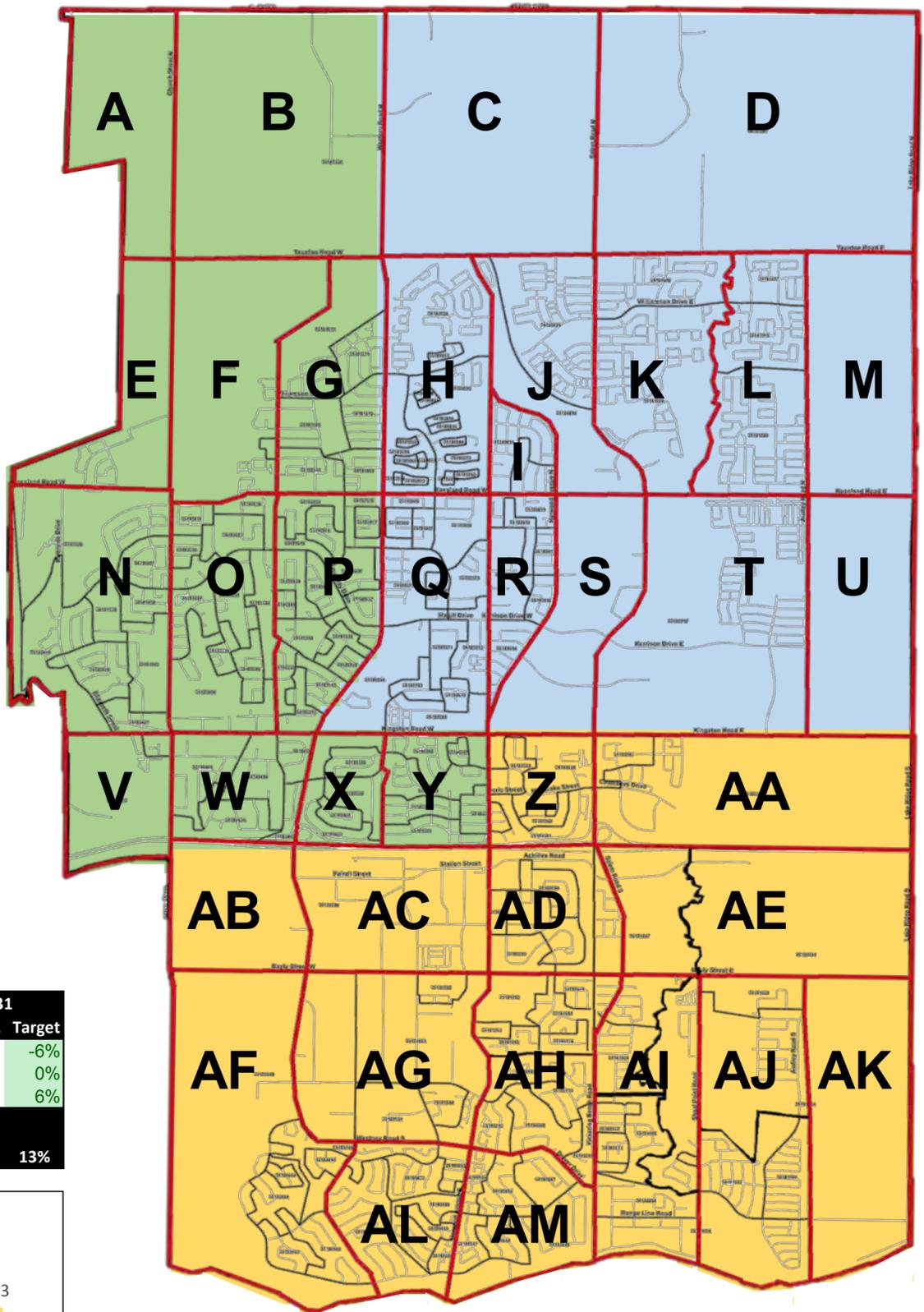
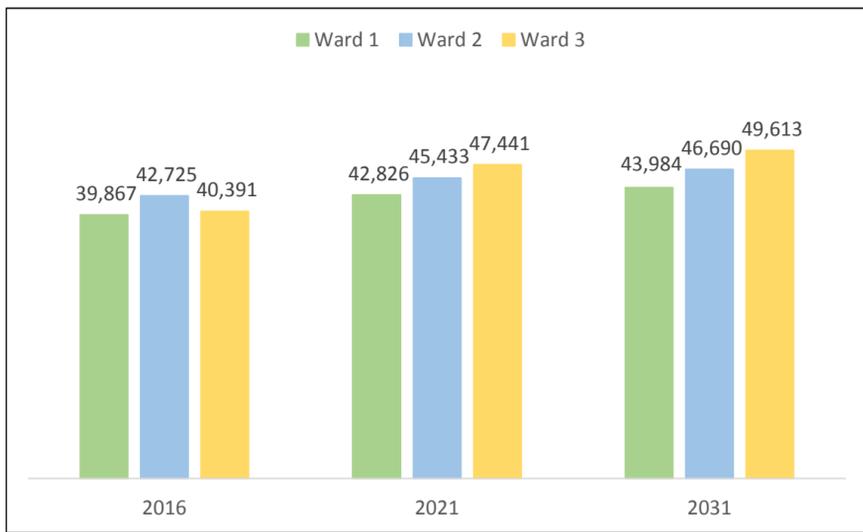
Principle	Rating
2016 Population	✗
2021 Population	✗
2031 Population	✗
Communities of Interest	✗
Clear Boundaries	+



OPTION #4

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	3	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288

Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,788	39,867	-3%	42,826	-5%	43,984	-6%
2	2,561	42,725	4%	45,433	0%	46,690	0%
3	2,421	40,391	-1%	47,441	5%	49,613	6%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		2,857	7%	4,616	11%	5,630	13%

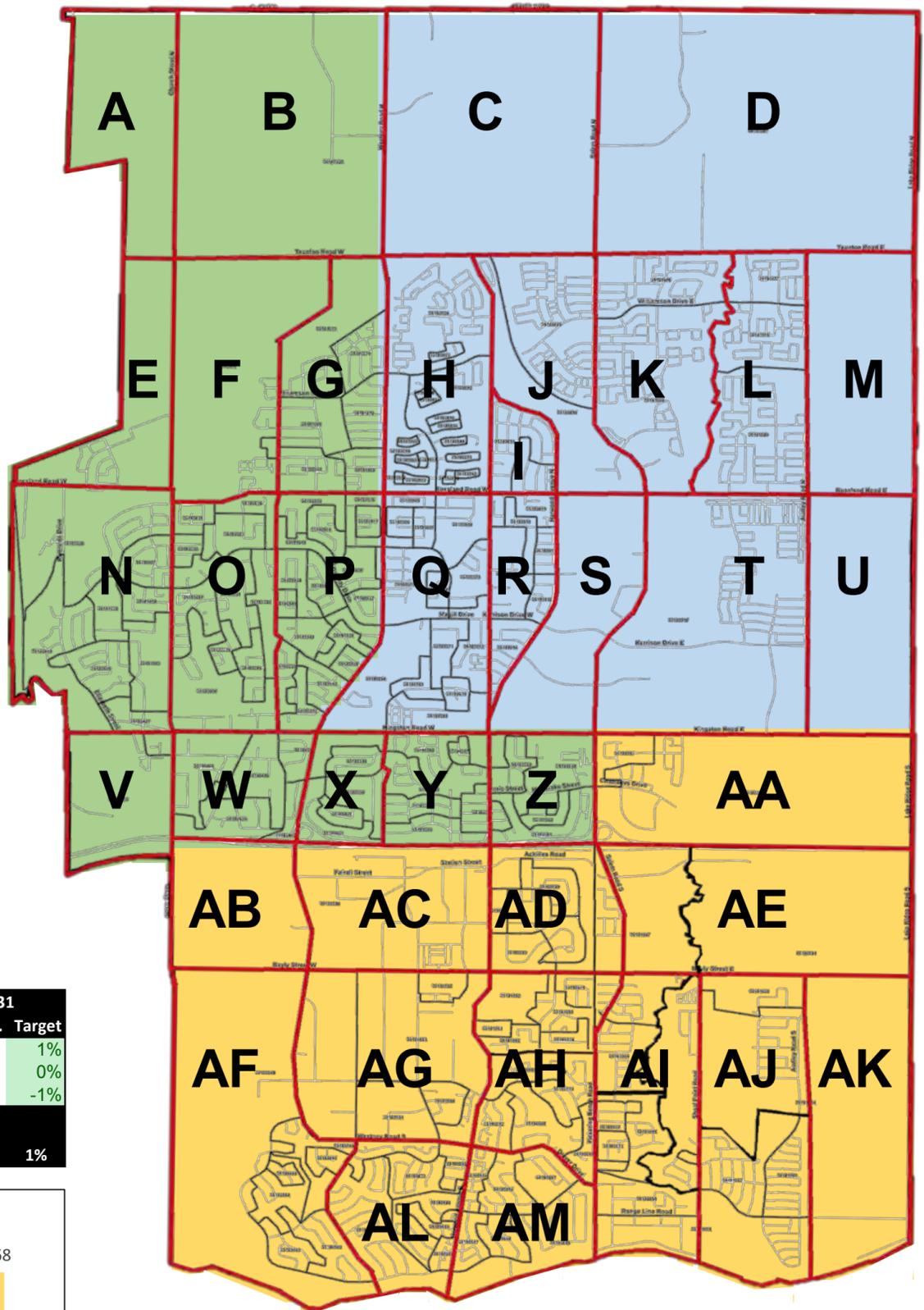


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	-
Communities of Interest	+
Clear Boundaries	+

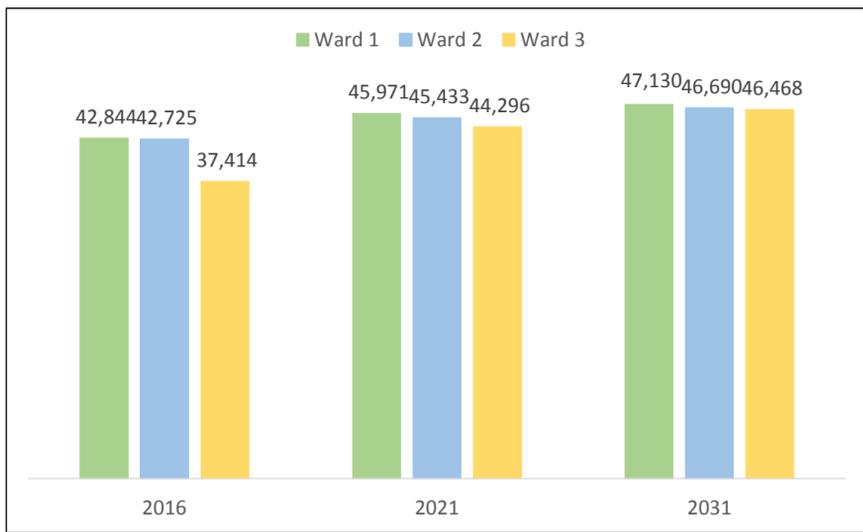


OPTION #5

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	1	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,866	42,844	5%	45,971	2%	47,130	1%
2	2,561	42,725	4%	45,433	0%	46,690	0%
3	2,343	37,414	-9%	44,296	-2%	46,468	-1%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		5,431	15%	1,676	4%	662	1%

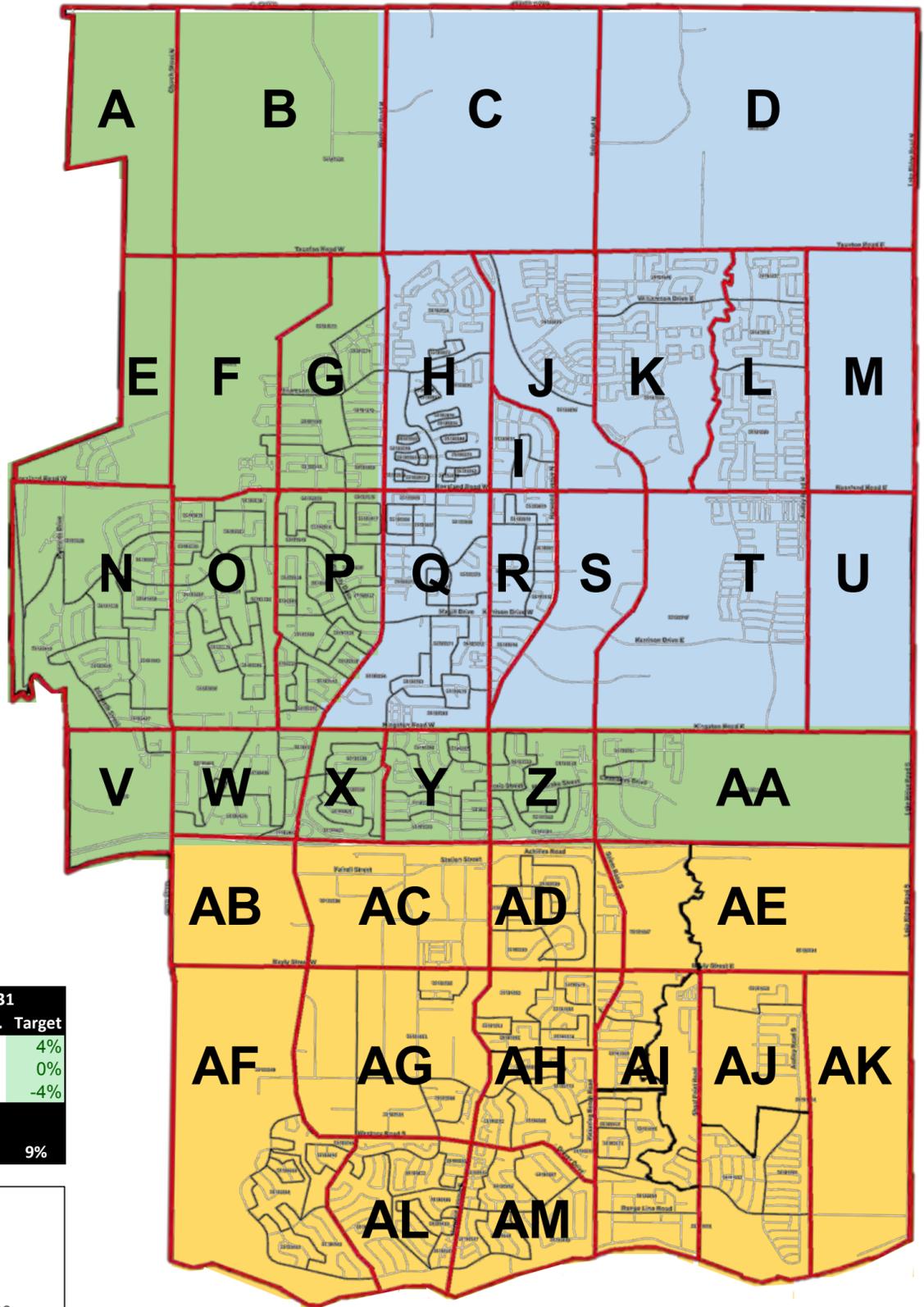


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	+
Communities of Interest	+
Clear Boundaries	▬

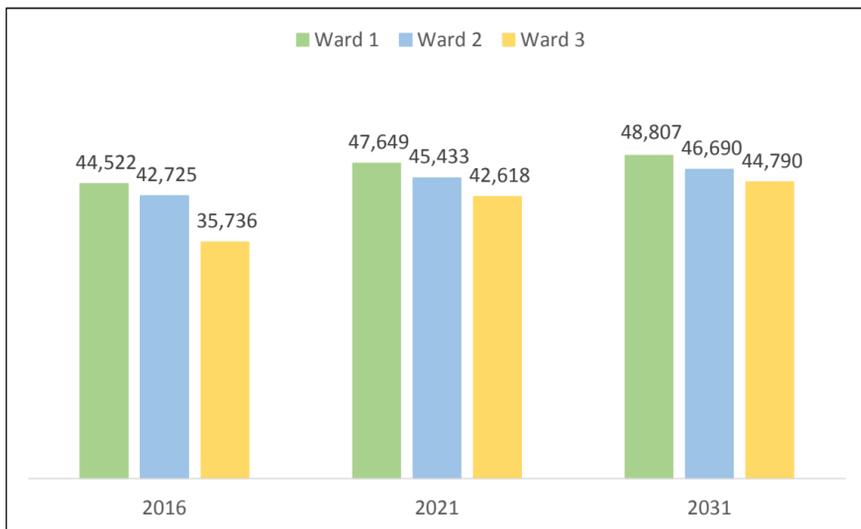


OPTION #6

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	1	78	2,977	3,146	3,146
AA	1	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,105	44,522	9%	47,649	5%	48,807	4%
2	2,561	42,725	4%	45,433	0%	46,690	0%
3	2,104	35,736	-13%	42,618	-6%	44,790	-4%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		8,786	25%	5,031	12%	4,017	9%

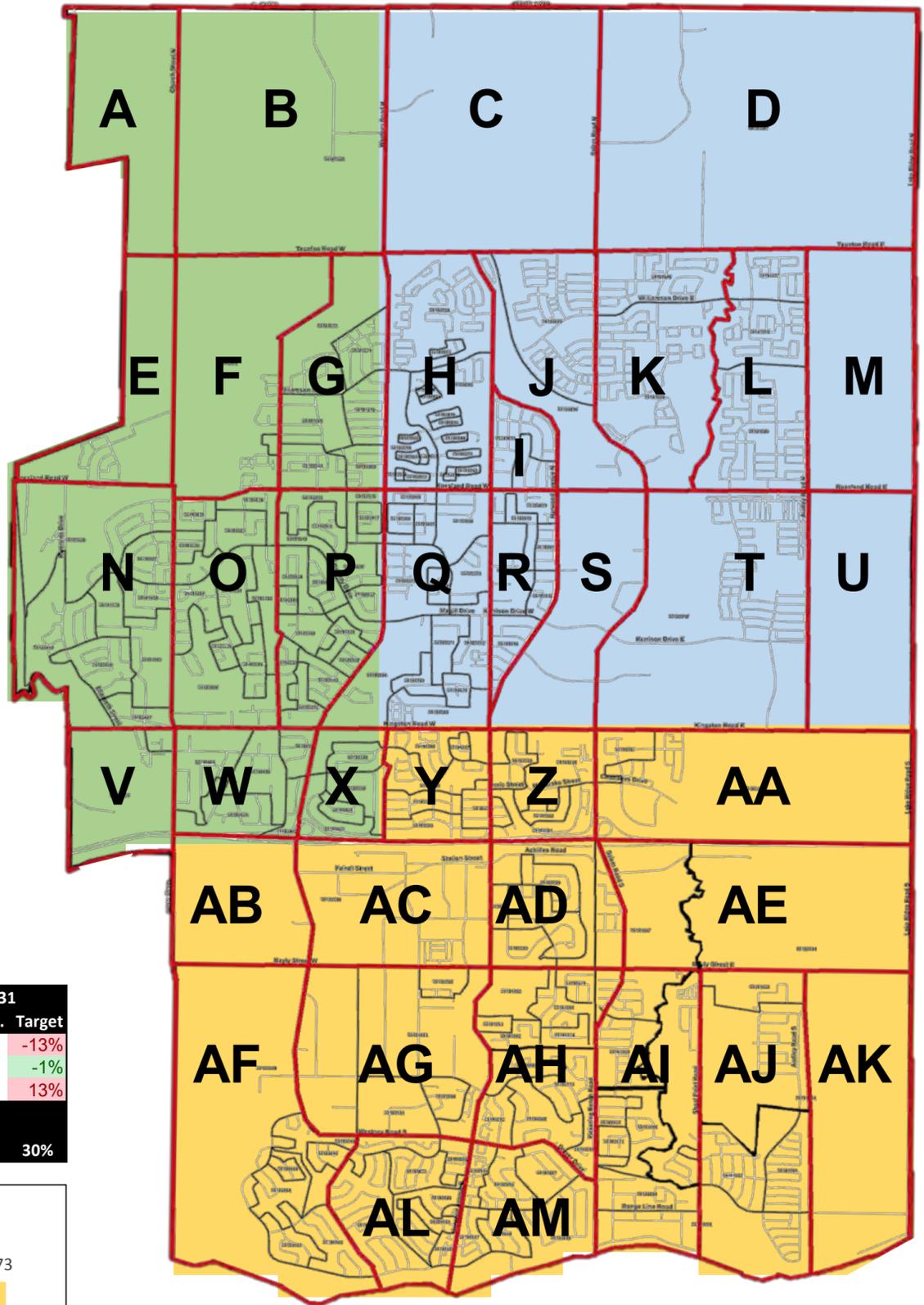


Principle	Rating
2016 Population	■
2021 Population	+
2031 Population	+
Communities of Interest	+
Clear Boundaries	■

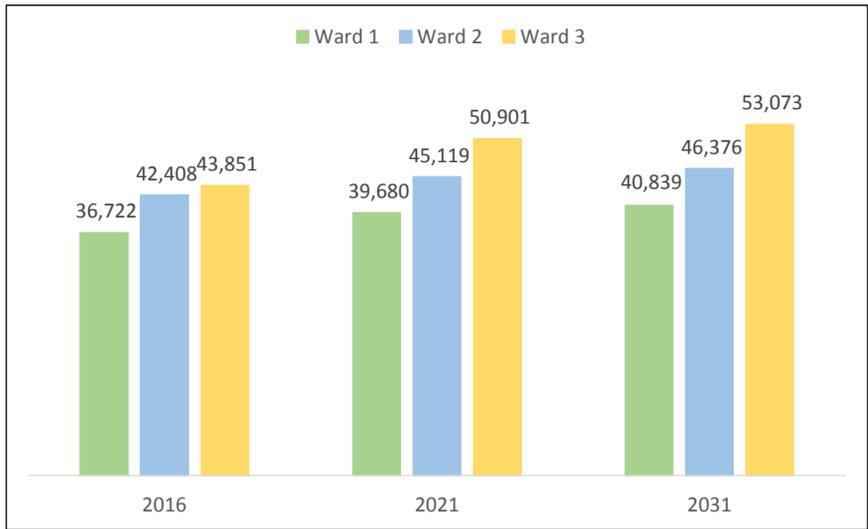


OPTION #7

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	167	8,925	8,925	8,925
Q	2	168	8,020	8,214	8,214
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	3	79	3,460	3,460	3,460
Z	3	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,981	135,701	140,287



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,729	36,722	-10%	39,680	-12%	40,839	-13%
2	2,540	42,408	3%	45,119	0%	46,376	-1%
3	2,500	43,851	7%	50,901	13%	53,073	13%
TOTAL	6,770	122,981		135,701		140,287	
POP. TARGET		40,994		45,234		46,762	
DIFF. LRG TO SML		7,129	19%	11,221	28%	12,235	30%

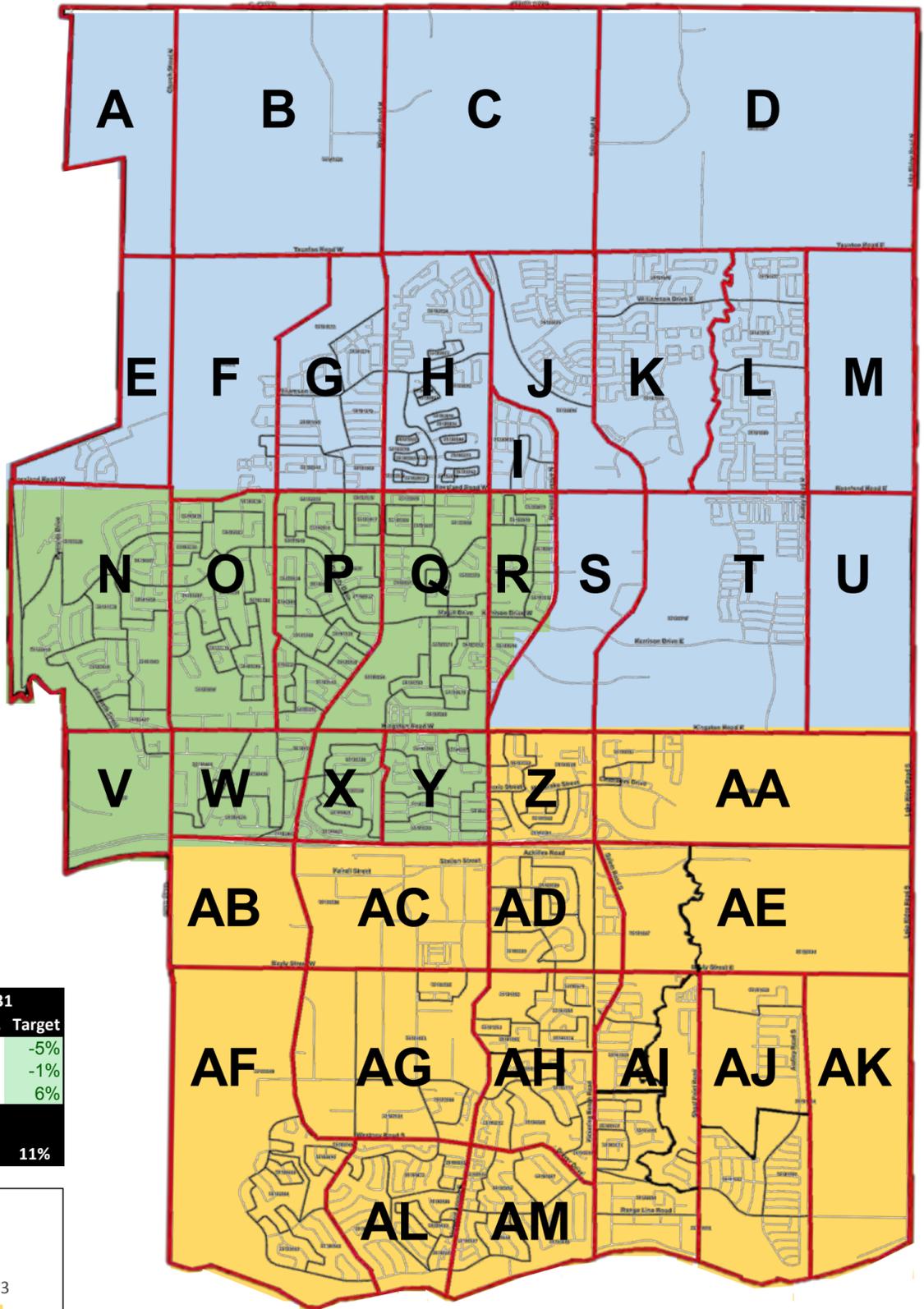


Principle	Rating
2016 Population	☐
2021 Population	✗
2031 Population	✗
Communities of Interest	+
Clear Boundaries	☐

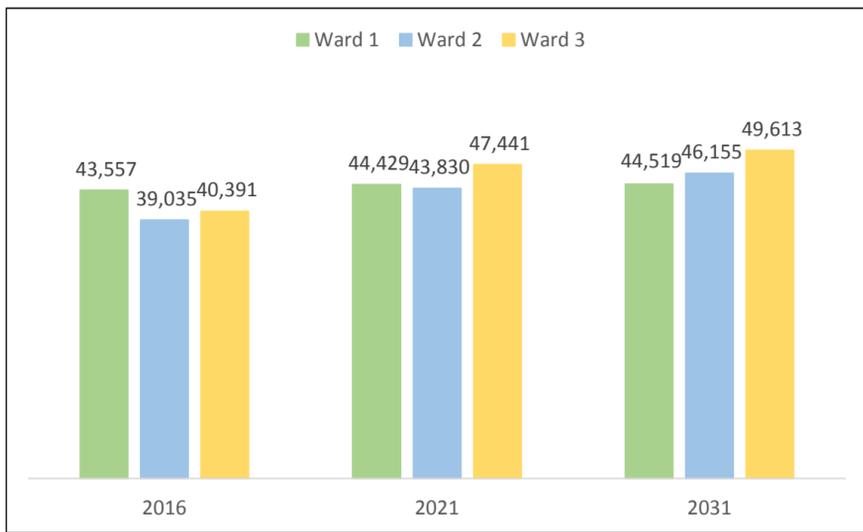


OPTION #8

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	2	140	61	61	61
B	2	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	2	106	942	1,722	1,722
F	2	190	1,395	2,880	3,948
G	2	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	1	189	8,337	8,529	8,529
R	1	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	3	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,125	43,557	6%	44,429	-2%	44,519	-5%
2	3,224	39,035	-5%	43,830	-3%	46,155	-1%
3	2,421	40,391	-1%	47,441	5%	49,613	6%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		4,522	12%	3,611	8%	5,094	11%

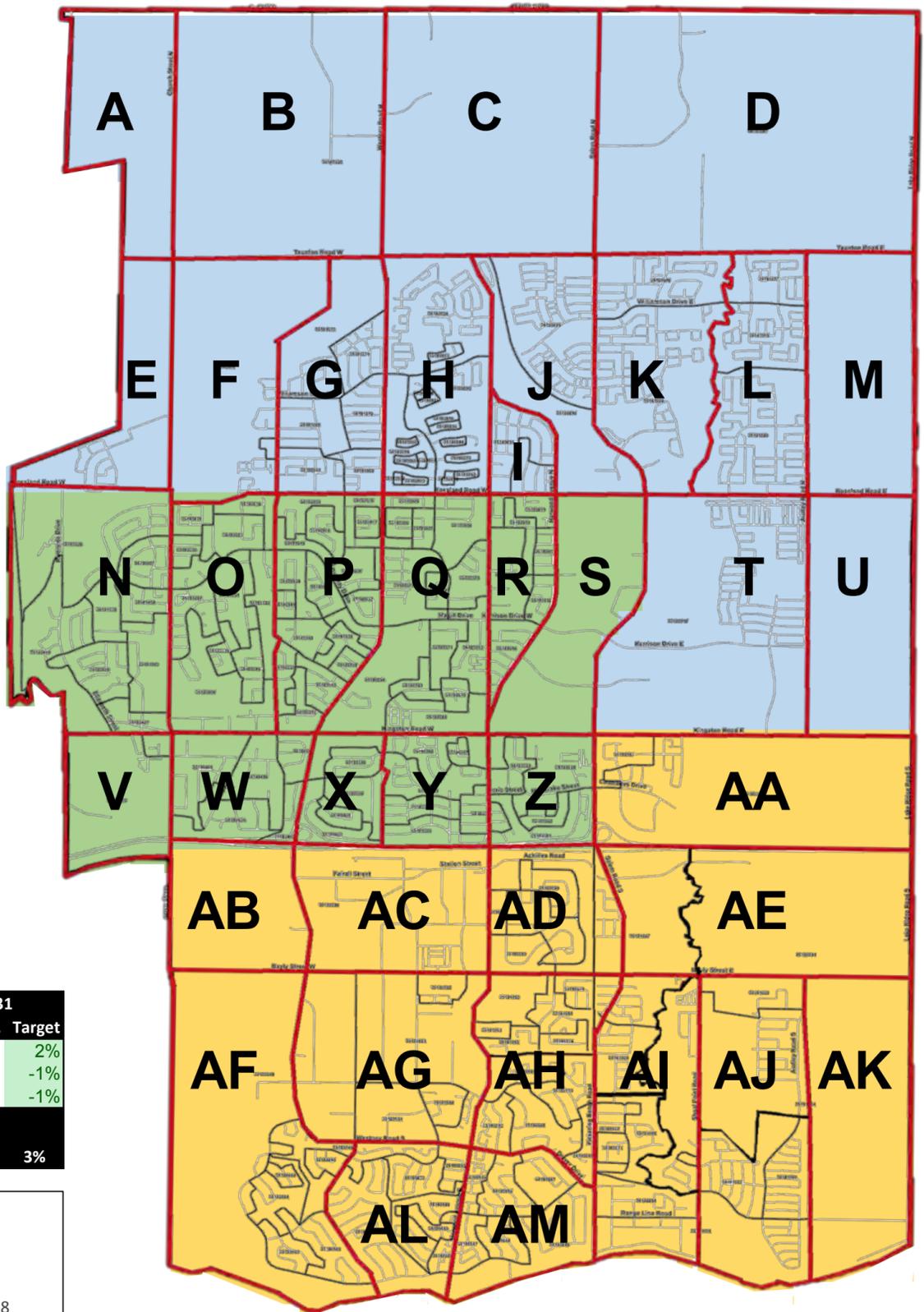


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	+
Communities of Interest	▬
Clear Boundaries	+

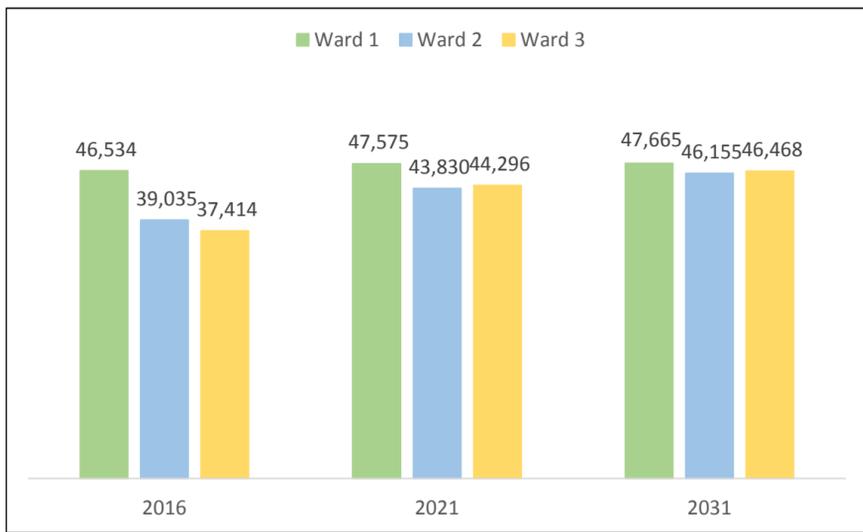


OPTION #9

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	2	140	61	61	61
B	2	342	108	108	108
C	2	352	108	108	108
D	2	511	318	422	444
E	2	106	942	1,722	1,722
F	2	190	1,395	2,880	3,948
G	2	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	2	176	5,695	6,007	6,007
L	2	149	6,602	6,761	7,995
M	2	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	1	189	8,337	8,529	8,529
R	1	70	3,894	4,320	4,320
S	1	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	1	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	1,342	46,534	14%	47,575	5%	47,665	2%
2	3,085	39,035	-5%	43,830	-3%	46,155	-1%
3	2,343	37,414	-9%	44,296	-2%	46,468	-1%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		9,120	24%	3,744	9%	1,510	3%

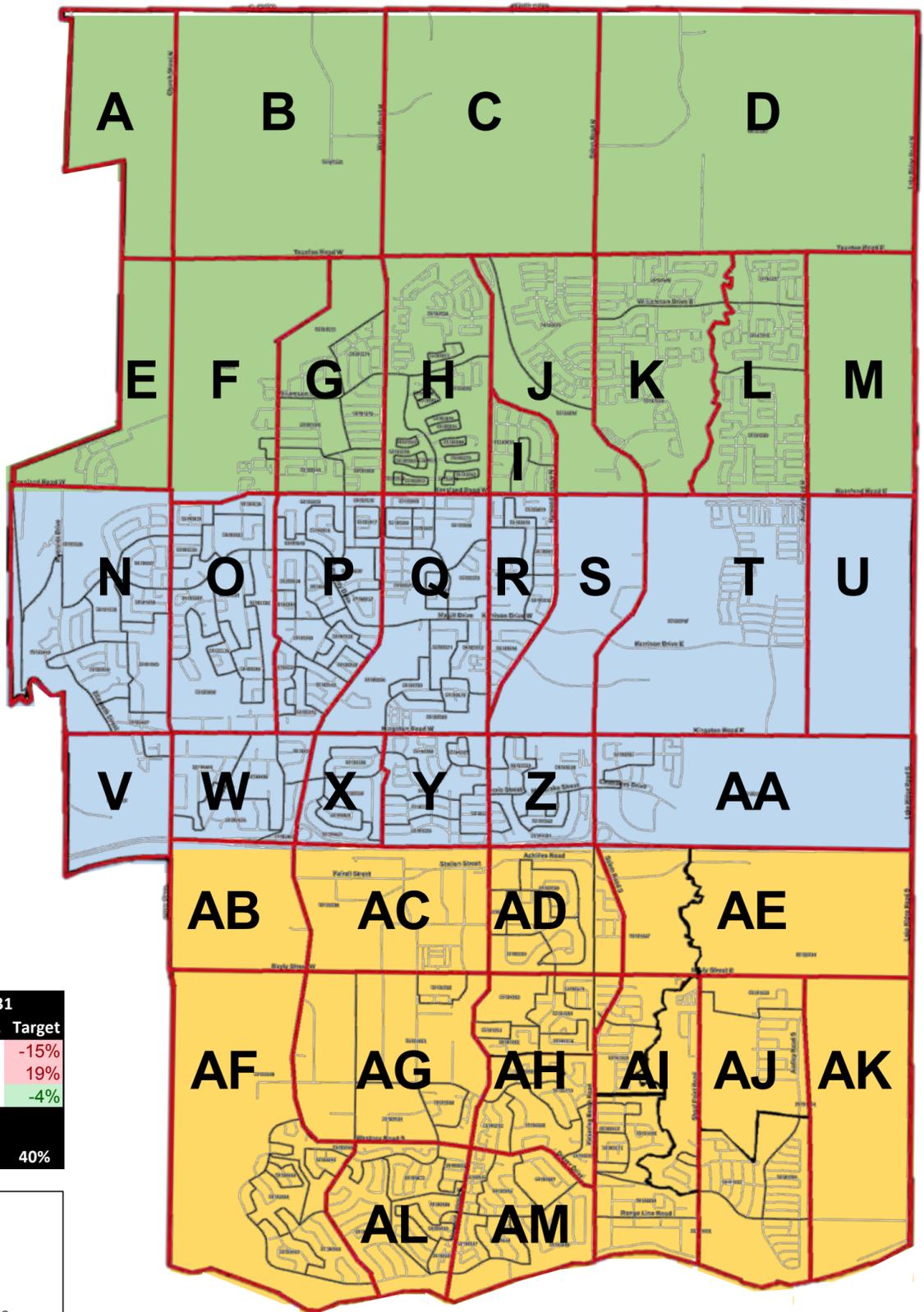


Principle	Rating
2016 Population	⚠️
2021 Population	+
2031 Population	+
Communities of Interest	⚠️
Clear Boundaries	+

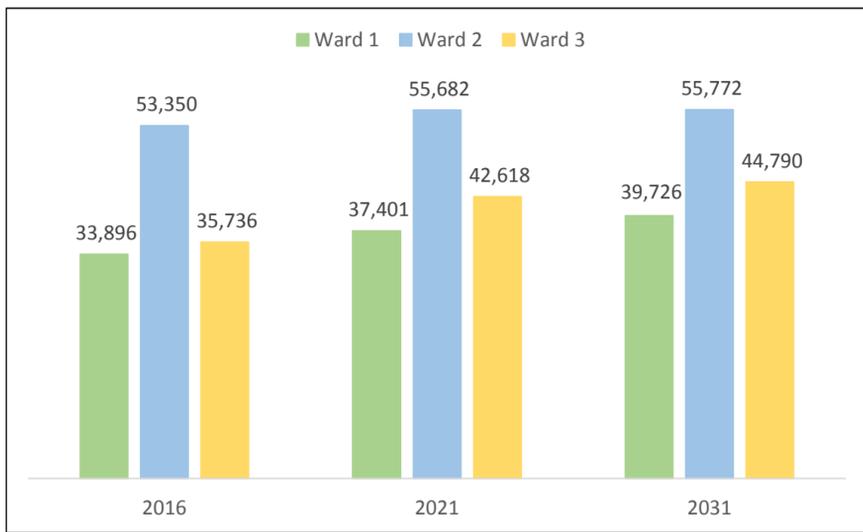


OPTION #10

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	1	352	108	108	108
D	1	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	1	37	2,134	2,134	2,134
J	1	146	3,836	3,868	3,868
K	1	176	5,695	6,007	6,007
L	1	149	6,602	6,761	7,995
M	1	172	26	26	26
N	2	231	6,916	7,085	7,085
O	2	162	6,987	7,071	7,071
P	2	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	2	92	615	615	706
W	2	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,627	33,896	-17%	37,401	-17%	39,726	-15%
2	2,039	53,350	30%	55,682	23%	55,772	19%
3	2,104	35,736	-13%	42,618	-6%	44,790	-4%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		19,454	57%	18,281	49%	16,046	40%



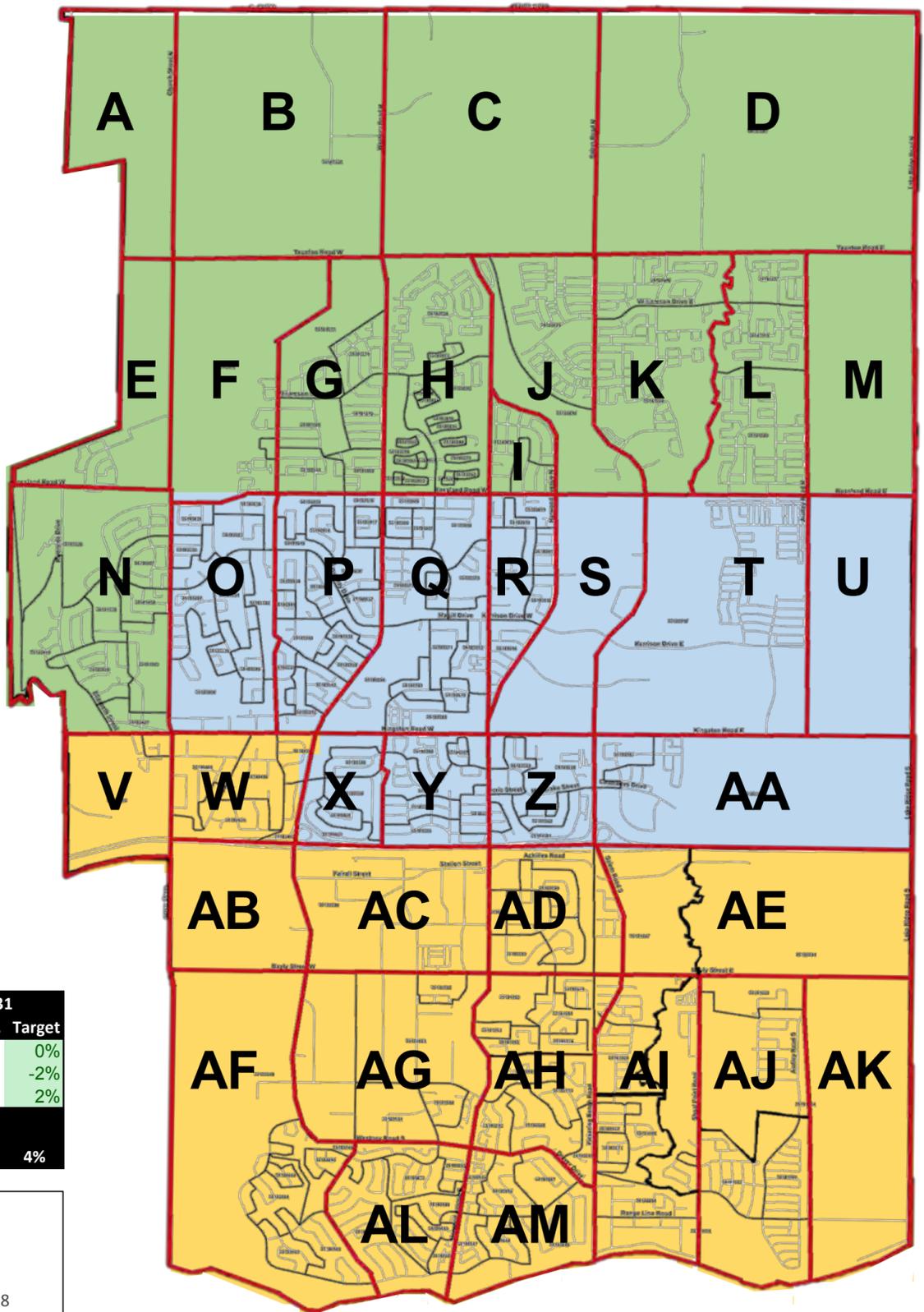
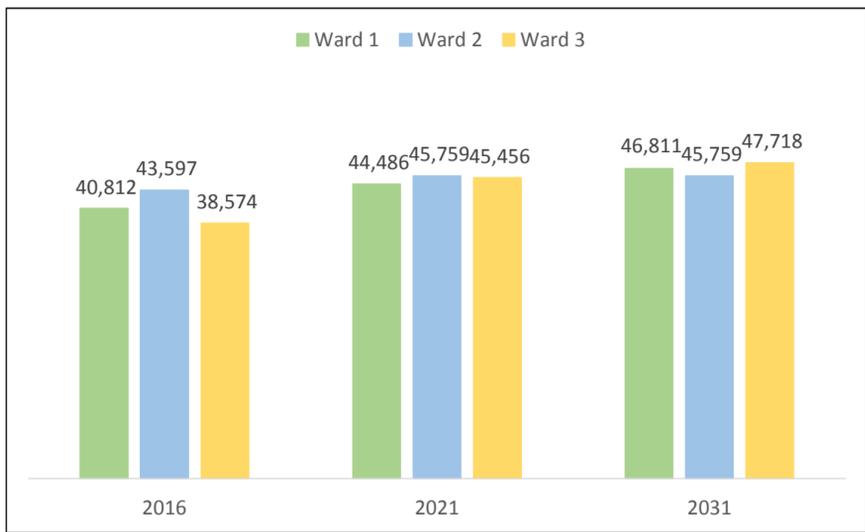
Principle	Rating
2016 Population	✘
2021 Population	✘
2031 Population	✘
Communities of Interest	▬
Clear Boundaries	+



OPTION #11

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	1	352	108	108	108
D	1	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	1	37	2,134	2,134	2,134
J	1	146	3,836	3,868	3,868
K	1	176	5,695	6,007	6,007
L	1	149	6,602	6,761	7,995
M	1	172	26	26	26
N	1	231	6,916	7,085	7,085
O	2	162	6,987	7,071	7,071
P	2	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	2	292	5,105	6,395	6,395
U	2	167	34	34	34
V	3	92	615	615	706
W	3	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288

Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,857	40,812	0%	44,486	-2%	46,811	0%
2	1,620	43,597	6%	45,759	1%	45,759	-2%
3	2,292	38,574	-6%	45,456	0%	47,718	2%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		5,024	13%	1,273	3%	1,959	4%

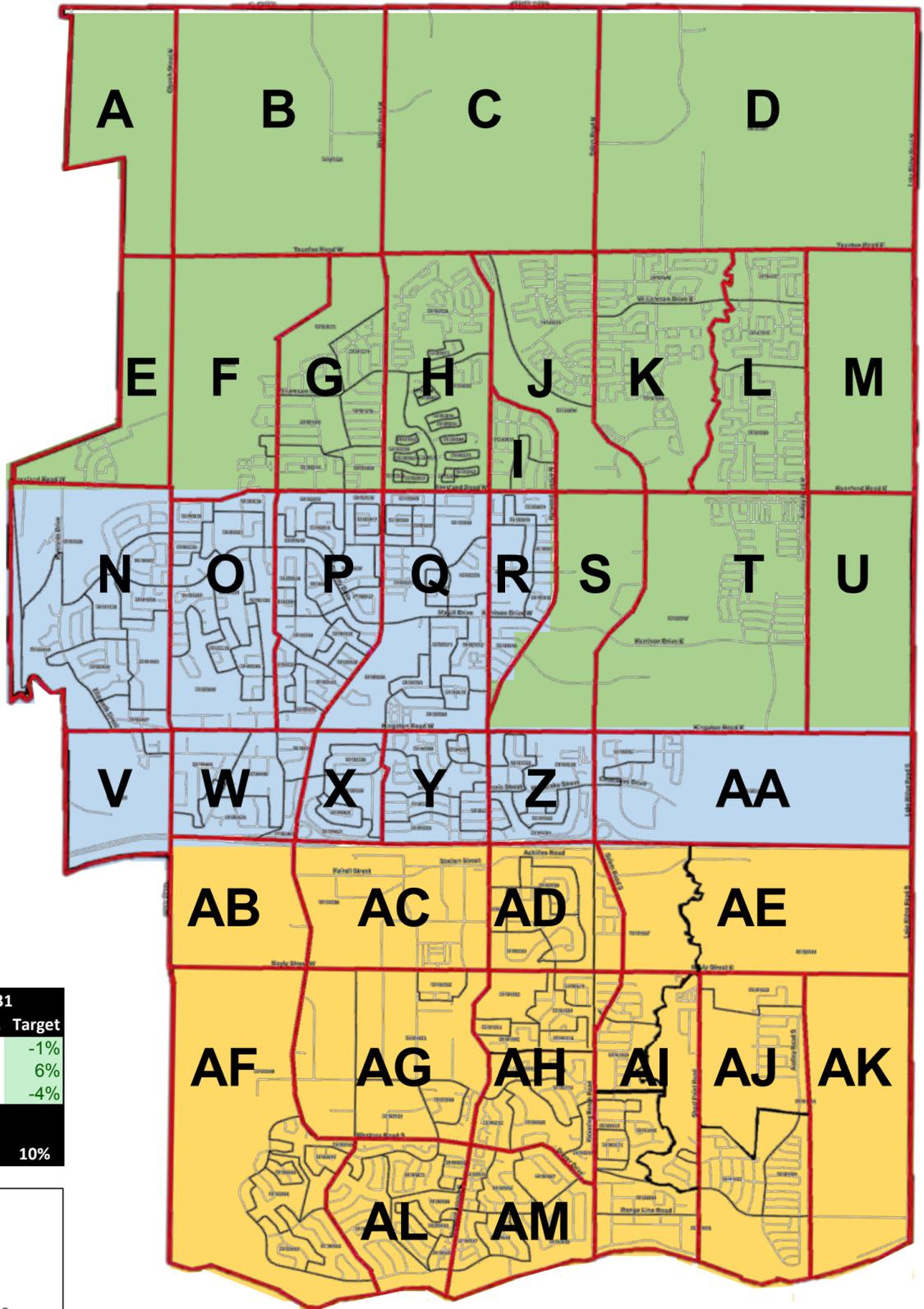


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	+
Communities of Interest	×
Clear Boundaries	×

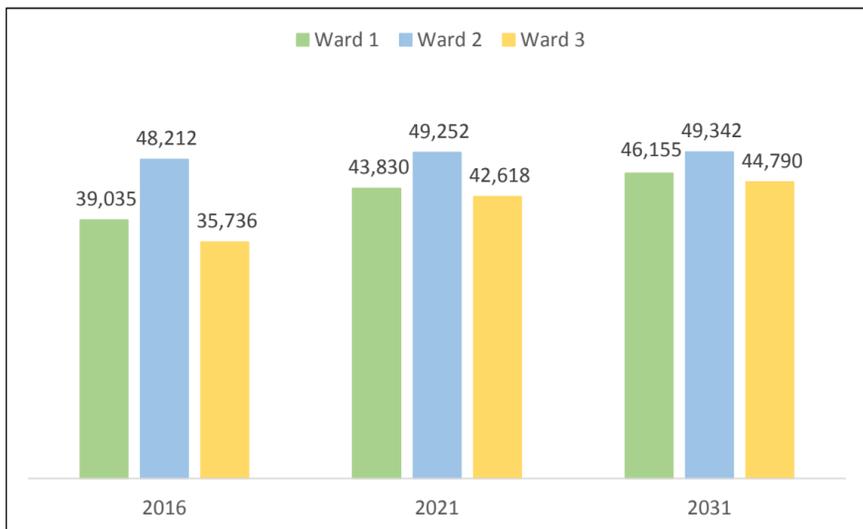


OPTION #12

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	1	352	108	108	108
D	1	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	1	37	2,134	2,134	2,134
J	1	146	3,836	3,868	3,868
K	1	176	5,695	6,007	6,007
L	1	149	6,602	6,761	7,995
M	1	172	26	26	26
N	2	231	6,916	7,085	7,085
O	2	162	6,987	7,071	7,071
P	2	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	1	138	-	-	-
T	1	292	5,105	6,395	6,395
U	1	167	34	34	34
V	2	92	615	615	706
W	2	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	2	239	1,678	1,678	1,678
AB	3	110	-	-	-
AC	3	155	1,098	2,130	2,130
AD	3	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	3	312	3,930	4,173	4,173
AG	3	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	3	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	3,224	39,035	-5%	43,830	-3%	46,155	-1%
2	1,442	48,212	18%	49,252	9%	49,342	6%
3	2,104	35,736	-13%	42,618	-6%	44,790	-4%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		12,475 35%		6,634 16%		4,552 10%	

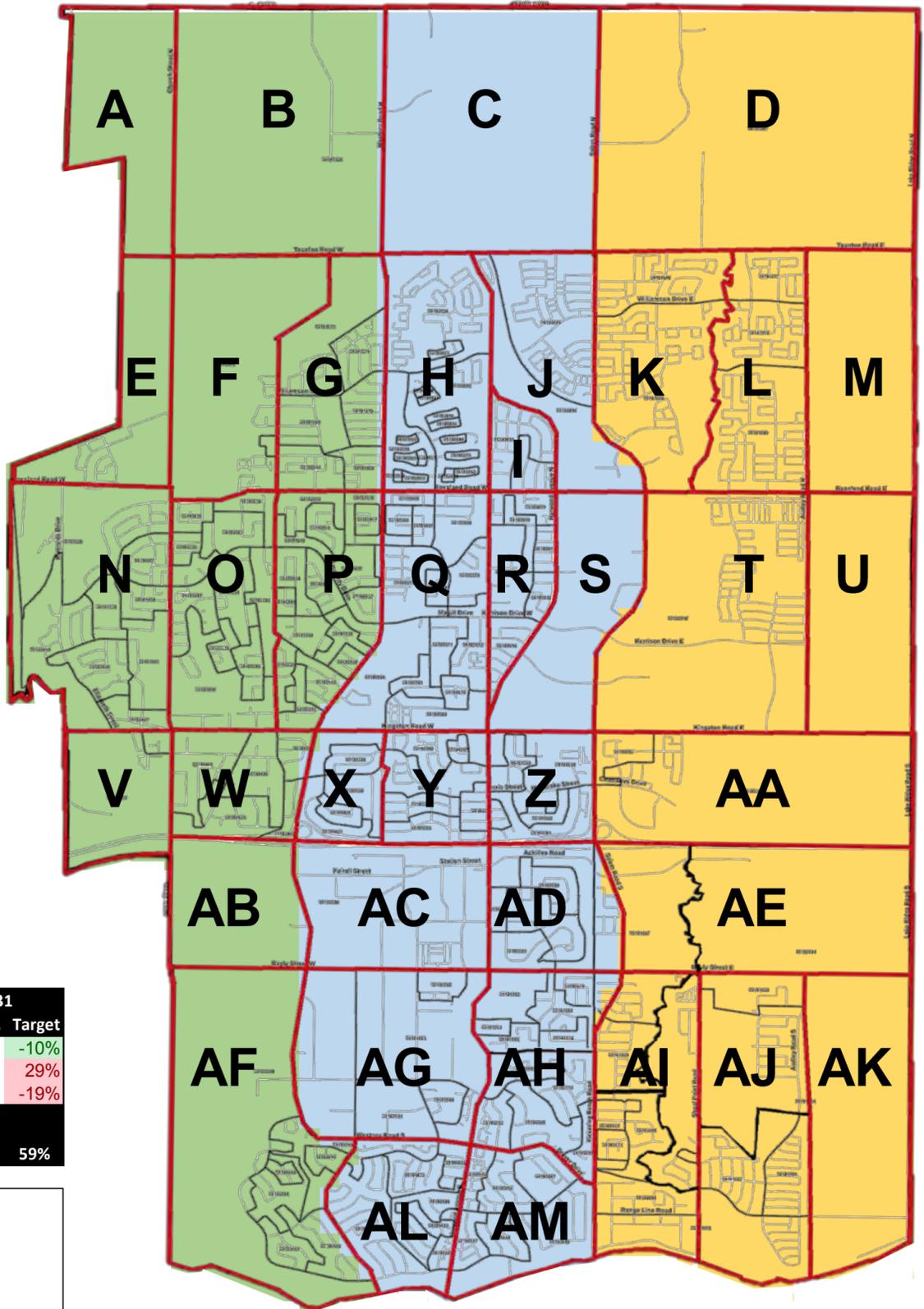


Principle	Rating
2016 Population	✘
2021 Population	▬
2031 Population	+
Communities of Interest	▬
Clear Boundaries	✘

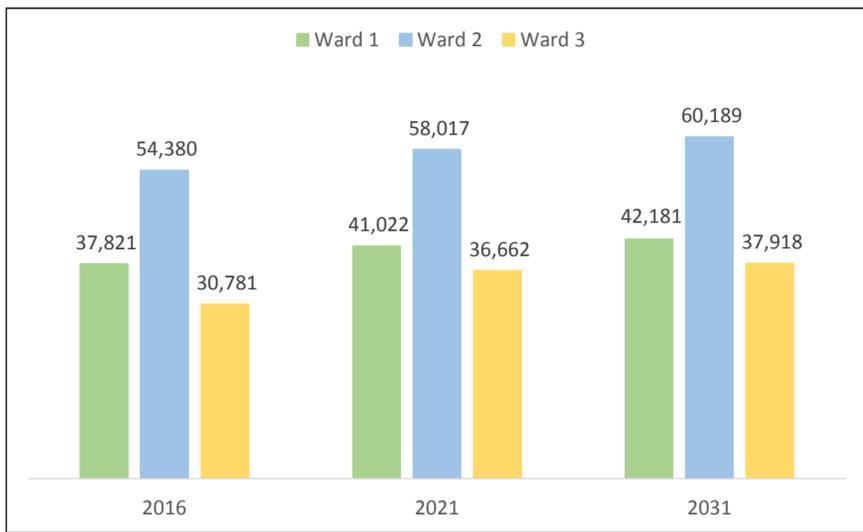


OPTION#13

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	3	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	3	176	5,695	6,007	6,007
L	3	149	6,602	6,761	7,995
M	3	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	3	292	5,105	6,395	6,395
U	3	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	1	110	-	-	-
AC	2	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	1	312	3,930	4,173	4,173
AG	2	187	1,420	2,437	4,609
AH	2	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	2	129	4,427	4,465	4,465
AM	2	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,074	37,821	-8%	41,022	-9%	42,181	-10%
2	2,142	54,380	33%	58,017	28%	60,189	29%
3	2,554	30,781	-25%	36,662	-19%	37,918	-19%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		23,599	77%	21,355	58%	22,270	59%

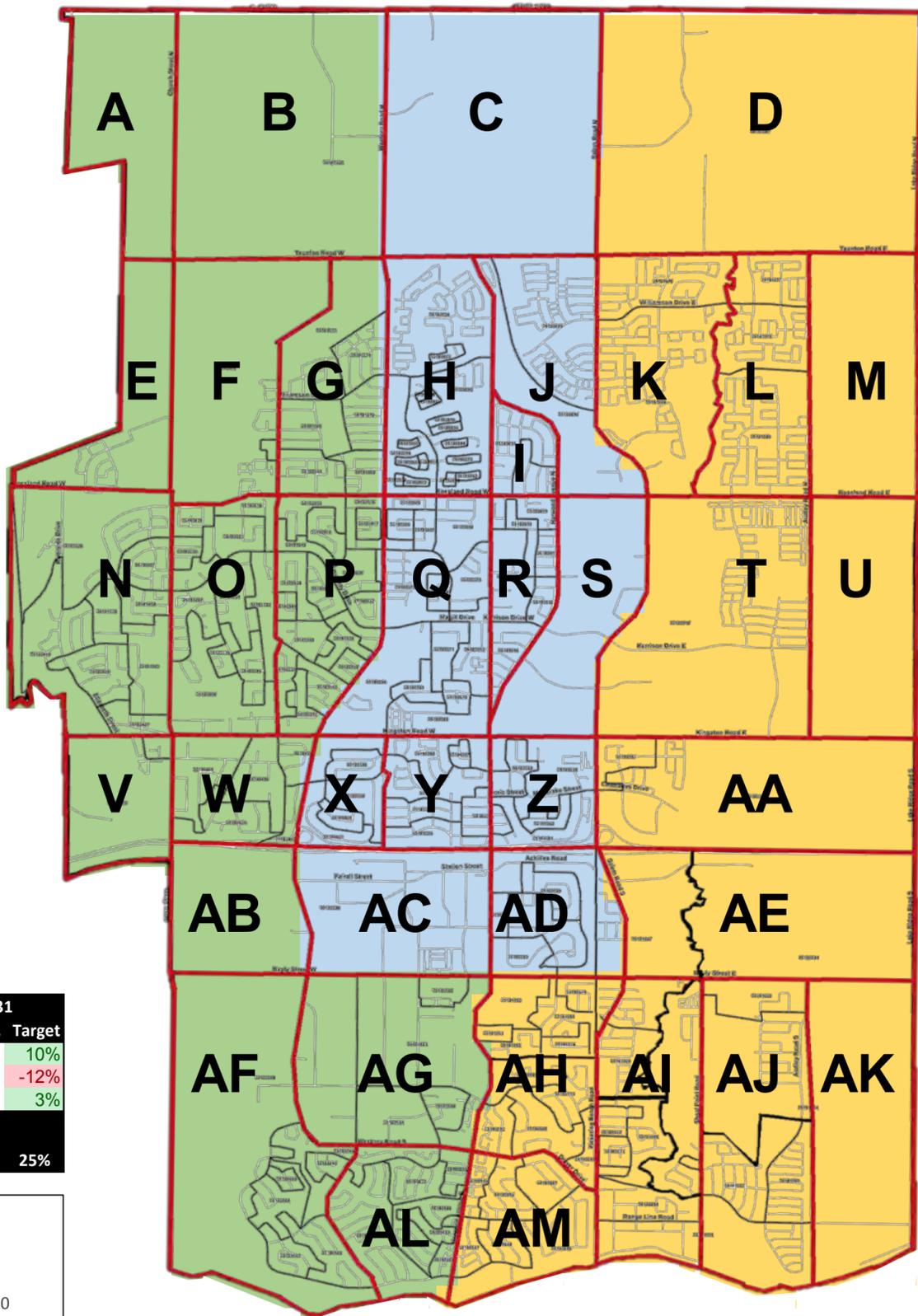


Principle	Rating
2016 Population	✘
2021 Population	✘
2031 Population	✘
Communities of Interest	✘
Clear Boundaries	▬

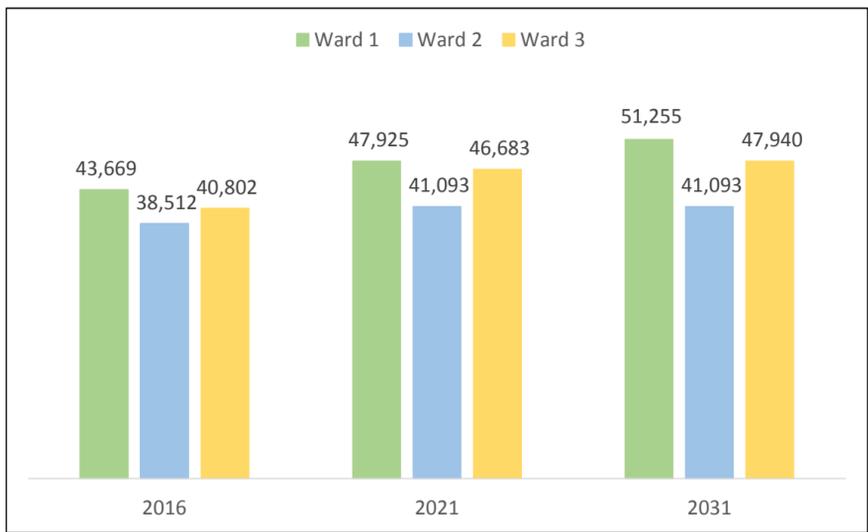


OPTION #14

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	2	352	108	108	108
D	3	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	3	176	5,695	6,007	6,007
L	3	149	6,602	6,761	7,995
M	3	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	3	292	5,105	6,395	6,395
U	3	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	1	110	-	-	-
AC	2	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	1	312	3,930	4,173	4,173
AG	1	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	1	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,390	43,669	7%	47,925	6%	51,255	10%
2	1,573	38,512	-6%	41,093	-9%	41,093	-12%
3	2,808	40,802	0%	46,683	3%	47,940	3%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		5,157	13%	6,832	17%	10,162	25%



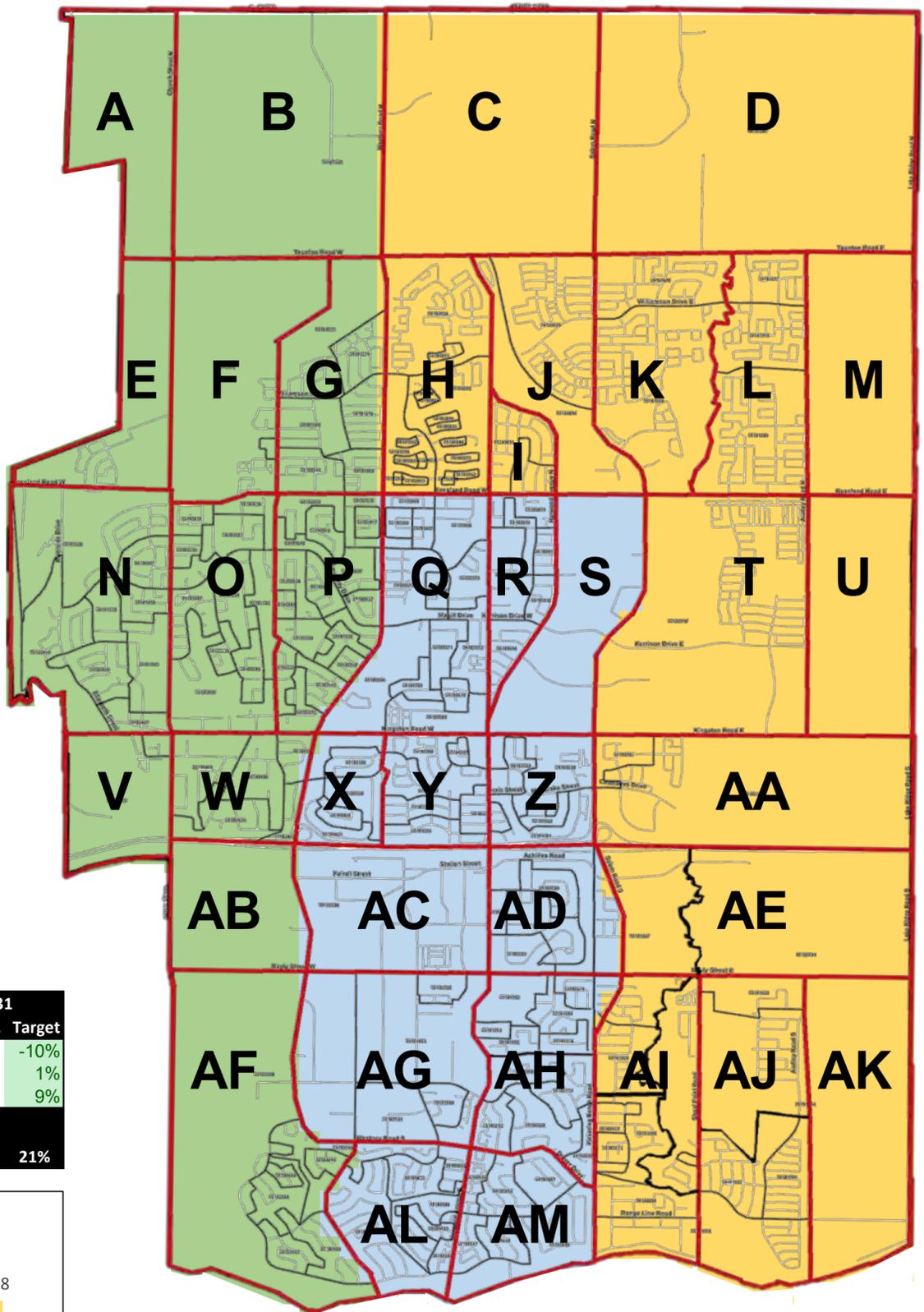
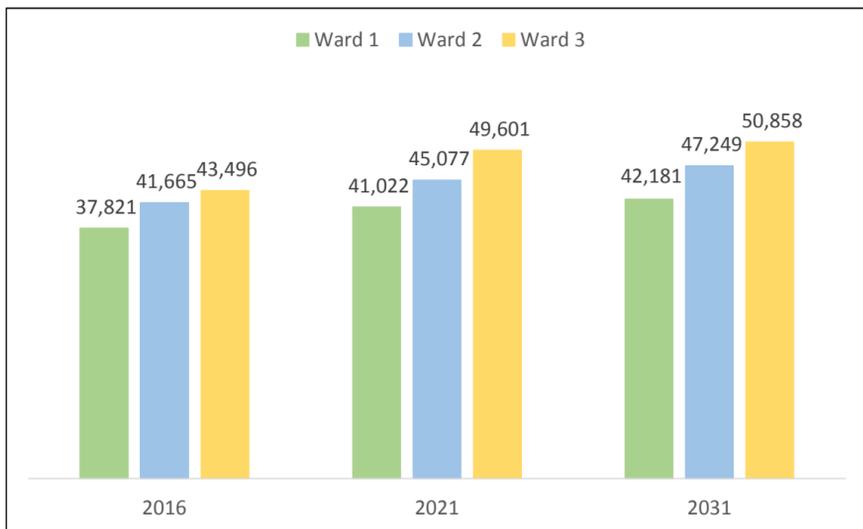
Principle	Rating
2016 Population	+
2021 Population	-
2031 Population	×
Communities of Interest	×
Clear Boundaries	-



OPTION #15

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	3	352	108	108	108
D	3	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	3	163	6,637	6,829	6,829
I	3	37	2,134	2,134	2,134
J	3	146	3,836	3,868	3,868
K	3	176	5,695	6,007	6,007
L	3	149	6,602	6,761	7,995
M	3	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	1	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	3	292	5,105	6,395	6,395
U	3	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	1	110	-	-	-
AC	2	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	1	312	3,930	4,173	4,173
AG	2	187	1,420	2,437	4,609
AH	2	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	2	129	4,427	4,465	4,465
AM	2	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288

Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,074	37,821	-8%	41,022	-9%	42,181	-10%
2	1,445	41,665	2%	45,077	0%	47,249	1%
3	3,252	43,496	6%	49,601	10%	50,858	9%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		5,675	15%	8,579	21%	8,678	21%

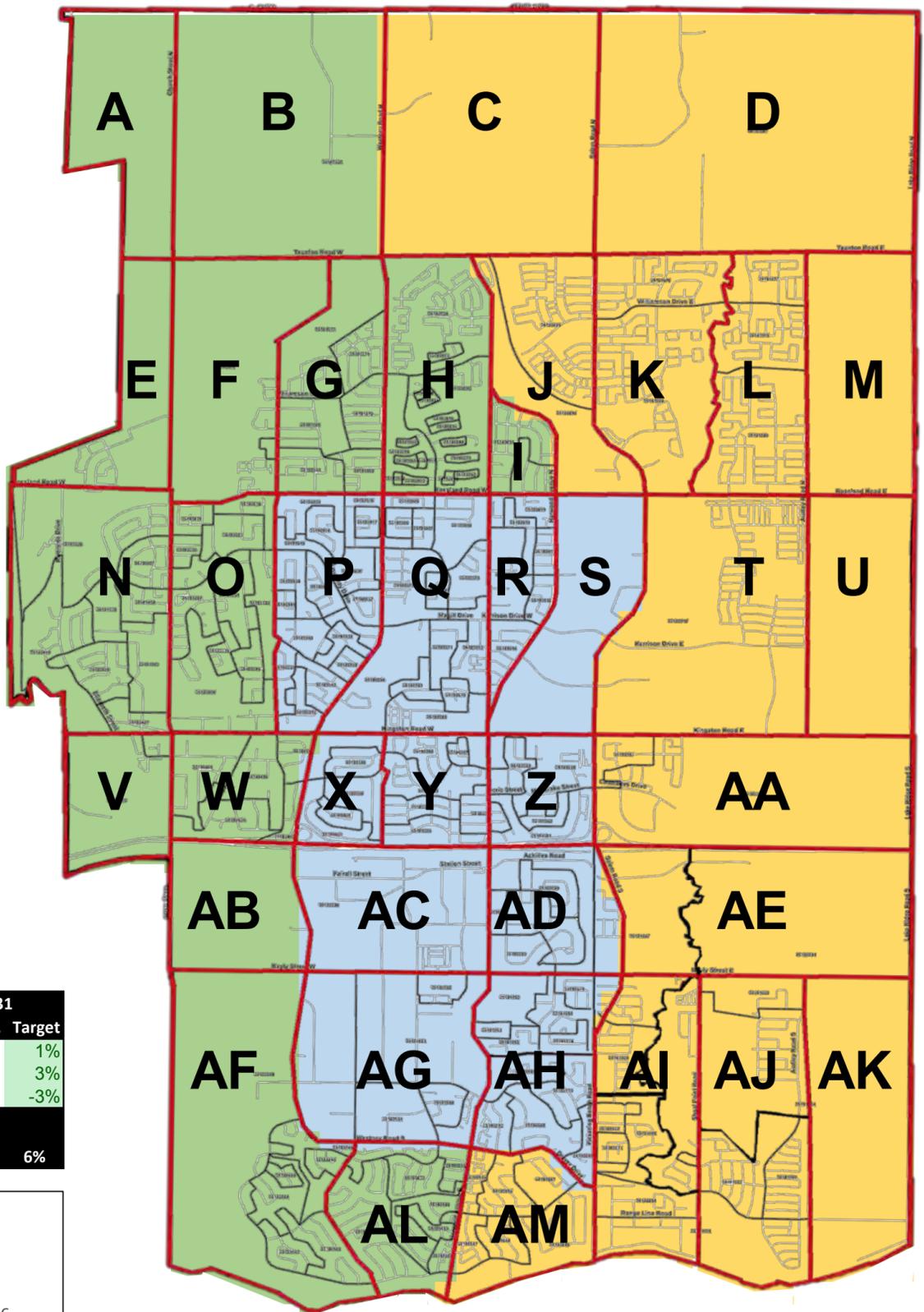


Principle	Rating
2016 Population	+
2021 Population	-
2031 Population	-
Communities of Interest	x
Clear Boundaries	-

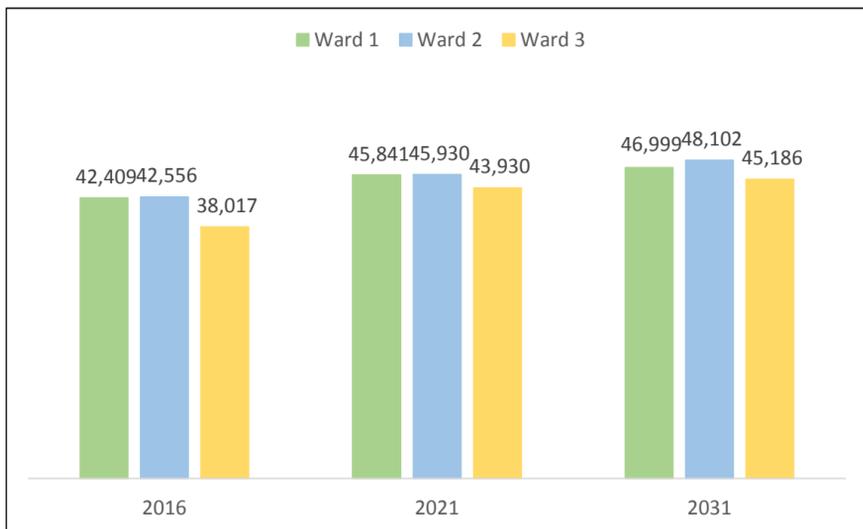


OPTION #16

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	3	352	108	108	108
D	3	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	1	144	6,035	6,475	6,475
H	1	163	6,637	6,829	6,829
I	1	37	2,134	2,134	2,134
J	3	146	3,836	3,868	3,868
K	3	176	5,695	6,007	6,007
L	3	149	6,602	6,761	7,995
M	3	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	2	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	3	292	5,105	6,395	6,395
U	3	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	2	58	2,516	2,516	2,516
Y	2	79	3,460	3,460	3,460
Z	2	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	1	110	-	-	-
AC	2	155	1,098	2,130	2,130
AD	2	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	1	312	3,930	4,173	4,173
AG	2	187	1,420	2,437	4,609
AH	2	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	1	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288



Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,256	42,409	3%	45,841	1%	46,999	1%
2	1,355	42,556	4%	45,930	2%	48,102	3%
3	3,159	38,017	-7%	43,930	-3%	45,186	-3%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		4,539	12%	2,001	5%	2,916	6%

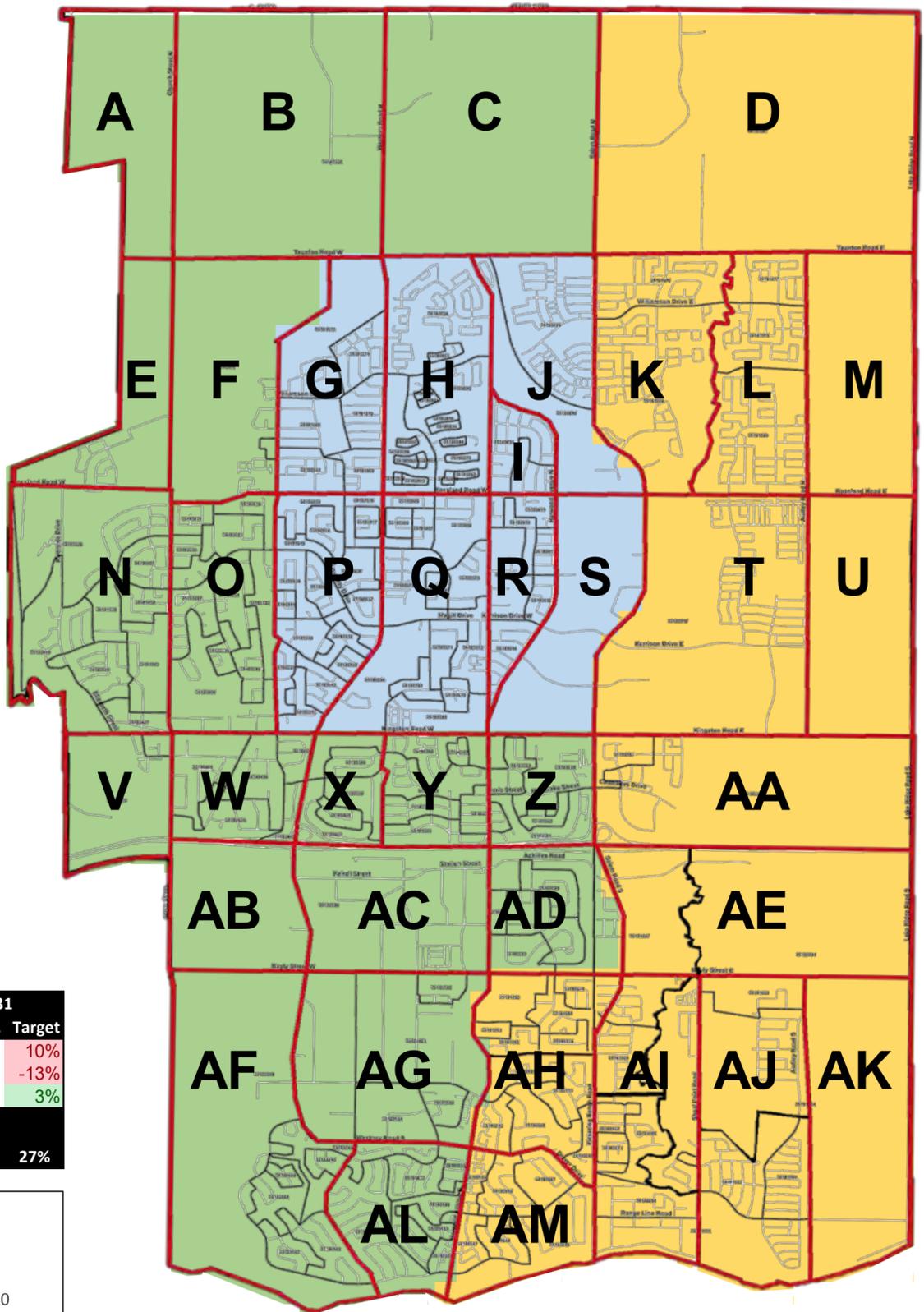


Principle	Rating
2016 Population	+
2021 Population	+
2031 Population	+
Communities of Interest	✗
Clear Boundaries	▬

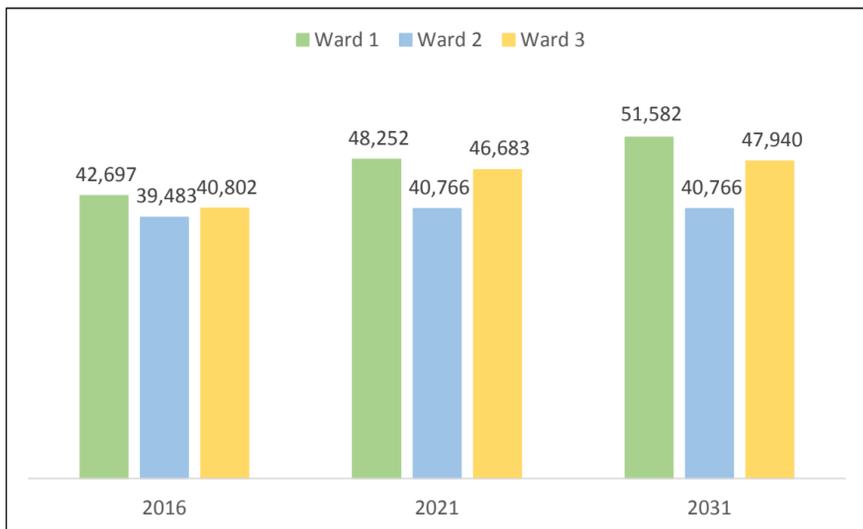


OPTION #17

Block	WARD	Area (ha)	2016 Pop	2021 Pop	2031 Pop
A	1	140	61	61	61
B	1	342	108	108	108
C	1	352	108	108	108
D	3	511	318	422	444
E	1	106	942	1,722	1,722
F	1	190	1,395	2,880	3,948
G	2	144	6,035	6,475	6,475
H	2	163	6,637	6,829	6,829
I	2	37	2,134	2,134	2,134
J	2	146	3,836	3,868	3,868
K	3	176	5,695	6,007	6,007
L	3	149	6,602	6,761	7,995
M	3	172	26	26	26
N	1	231	6,916	7,085	7,085
O	1	162	6,987	7,071	7,071
P	2	147	8,610	8,610	8,610
Q	2	189	8,337	8,529	8,529
R	2	70	3,894	4,320	4,320
S	2	138	-	-	-
T	3	292	5,105	6,395	6,395
U	3	167	34	34	34
V	1	92	615	615	706
W	1	97	2,222	2,222	2,222
X	1	58	2,516	2,516	2,516
Y	1	79	3,460	3,460	3,460
Z	1	78	2,977	3,146	3,146
AA	3	239	1,678	1,678	1,678
AB	1	110	-	-	-
AC	1	155	1,098	2,130	2,130
AD	1	107	3,515	4,053	4,053
AE	3	243	43	43	43
AF	1	312	3,930	4,173	4,173
AG	1	187	1,420	2,437	4,609
AH	3	146	6,729	6,729	6,729
AI	3	193	6,360	6,364	6,364
AJ	3	209	4,855	8,866	8,866
AK	3	205	66	66	66
AL	1	129	4,427	4,465	4,465
AM	3	108	3,292	3,292	3,292
TOTAL		6,770	122,983	135,701	140,288

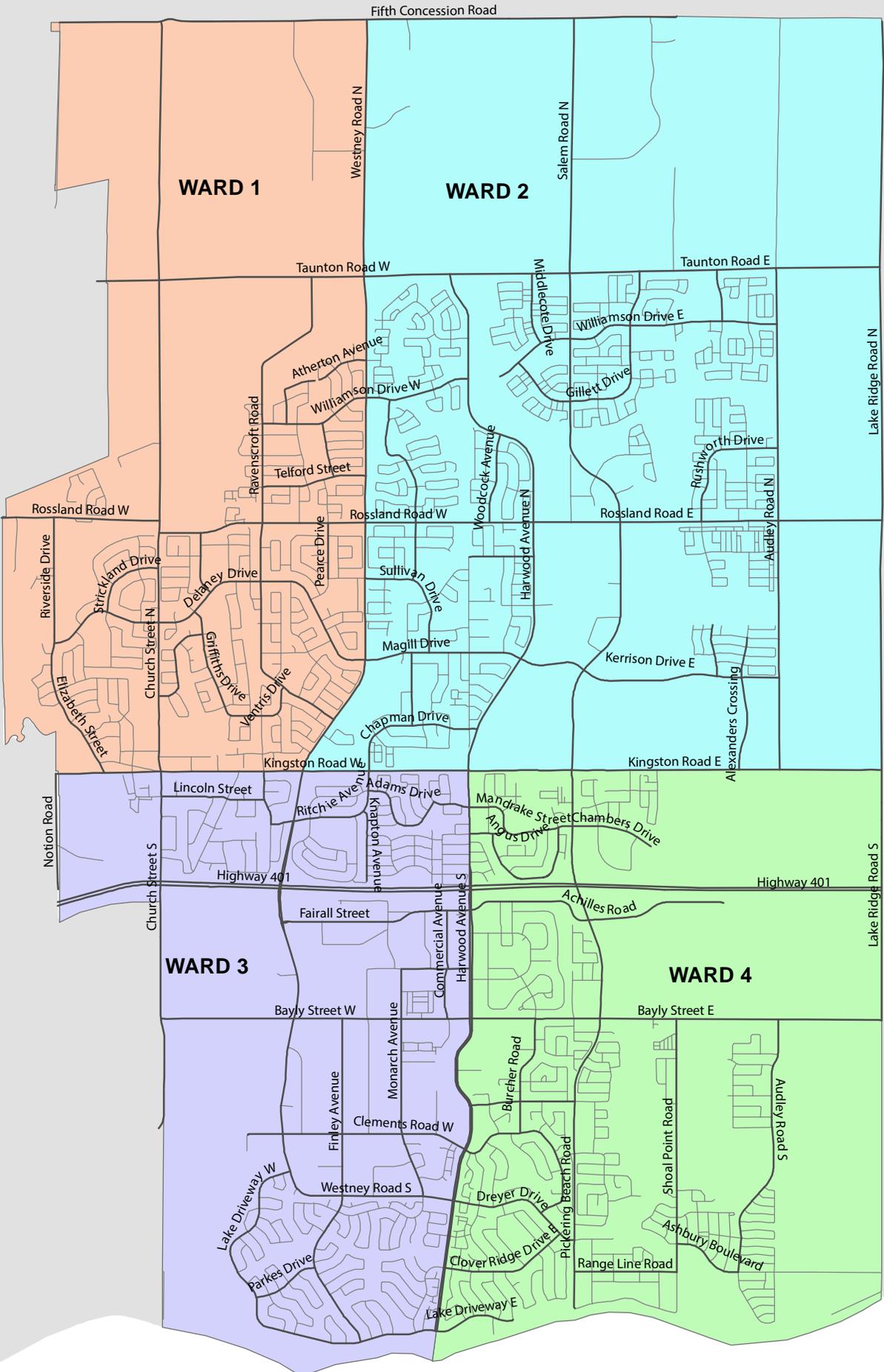


Ward	Area (ha)	2016		2021		2031	
		Pop.	Target	Pop.	Target	Pop.	Target
1	2,928	42,697	4%	48,252	7%	51,582	10%
2	1,035	39,483	-4%	40,766	-10%	40,766	-13%
3	2,808	40,802	0%	46,683	3%	47,940	3%
TOTAL	6,770	122,983		135,701		140,288	
POP. TARGET		40,994		45,234		46,763	
DIFF. LRG TO SML		3,214	8%	7,487	18%	10,817	27%



Principle	Rating
2016 Population	+
2021 Population	-
2031 Population	×
Communities of Interest	×
Clear Boundaries	+





Town of Ajax Wards 2014



Single Line Road Network © Regional Municipality of Durham. Other Sources: Town of Ajax, 2014.

