

Appendix A-Aurora Armoury

INTRODUCTION

This Request for Expression of Interest (REOI) is being issued by the Town of Aurora for the purpose of gathering responses from parties interested in leasing the Town's Aurora Armoury facility which could include execution of a subsequent lease agreement for the space provided.

Through this REOI effort, information is sought to determine tenant options, including but not limited to Respondents who can operate and manage this key asset in the Downtown area in support and to the benefit of the Town's residents and businesses.

The Town intends to review the information provided in response to this REOI and present viable options to Aurora Council for consideration. The determination of viable options will be determined at the discretion of Council in accordance with the Town's several plans and strategies including but not limited to the Town's Official Plan, Economic Development Action Plan, Aurora's Community Tourism Plan, and the Aurora Asset Management Plan.

The Town of Aurora is a welcoming, diverse and forward-looking municipality in the heart of York Region, bounded by the City of Richmond Hill, Town of Stouffville, Town of Newmarket and the Township of King. Aurora is a vibrant and prosperous community and one of Ontario's best-kept secrets. Home to over 65,000 people, its globally competitive economy includes more than 2,000 businesses and home to companies such as Desjardins Insurance, Magna International, Piramal Pharma, Kirchoff Automotive, Flow Water Inc., and Megalab Group Inc., representing the target sectors in manufacturing, food processing, automotive, insurance and the growing medtech industries.

Along with a growing business community, Aurora is quickly becoming a tourist destination for sport, culture and heritage assets. In this regard the Town seeks expressions of interest to lease and operate the **Aurora Armoury** in the heart of the downtown area.

For more information about the Town of Aurora, please visit www.aurora.ca.

BACKGROUND

Background on the Downtown Area

Downtown Aurora features all the traits that a resident or visitor could possibly love about a neighbourhood. There are quaint restaurants and cafes along Yonge and Wellington streets, boutique shops, spa services, and the Aurora Farmers' Market, all within walking distance. Additionally, Downtown Aurora features Machell's Alley, a unique open-air seating space, walking distance to The Aurora Armoury and Town Park - host of many festivals and entertainment. Completing Downtown Aurora's attractiveness is the exciting new Aurora Town Square - the catalyst for Downtown revitalization.

[Take a Tour – Downtown Story Map](#)

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Background on The Armoury

As part of Aurora's Downtown area, The Aurora Armoury is a key part of the Town's downtown revitalization, complementing Aurora's small-town charm with unique amenities. Rooted in Aurora's history and created with an inclusive and sustainable focus, The Armoury is a key asset in the community and is part of the new Community Tourism Plan, advancing the Town as a destination within the GTA.

The Aurora Armoury was designed by Walter Moberly in 1874 as a drill shed for the 12th Battalion of the Infantry of York Rangers and has played a significant role in both Canadian and Auroran history. The site is in Aurora Town Park within the Downtown core and has historically served as a gathering place and community hub for residents. At the time of its closure as a National Defense Facility in 2012, it was the longest-serving active armoury in Canada.

The Armoury has also traditionally been linked with events in the Town Park such as political rallies and speeches, festivals and sporting events and as such has been designated as a Federal heritage building. The Aurora Armoury was the backdrop for Edward Blake's the famous "Aurora Speech" on October 3, 1874, when speaking to a crowd of 2,000 in the Armoury, he outlined his nationalist 'Canada First' views and argued that Canadians should take more control over their political affairs from Britain and was a catalyst for a series of important Canadian political reform.

The Town invested in the revitalization of this historic asset, and worked with Niagara College to launch this amazing attraction. Today, the Aurora Armoury serves as a state-of-the-art event space with an extensive Chef's Kitchen ideal for training and Chef's table events, with the capacity to serve 200 guest events.

[Take a Tour – Aurora Armoury](#)

Facility & Equipment: Aurora Armoury

The available tenant space at the Aurora Armoury includes 9000sq.ft. of usable space including:

- **Commercial Kitchen** - custom, commercial kitchen and preparation space, complete with a training/chef's table and overhead audio/visual equipment, staff area and manager office area.
- **Mess Hall** - an open banquet/event space for up to 200 guests with buffet, bar and open space, including overhead audio/visual equipment, and large windows.
- **Suite 1874** – a separate meeting room space for 25 guests with overhead audio/visual equipment and counter area.
- **Patio** - fenced patio space overlooking Town Park accessed by unique roll up doors.

Other amenities include:

- Historically significant
- Fully accessible

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- Barrier-free washrooms
- Dedicated entry/reception area with overhead audio/visual equipment
- Bar area (ACGO License not included; responsibility of the tenant)

Respondents should also note that the Town will not offer tenant inducements of any kind. The Tenant shall be responsible for the utilities, ongoing cleaning and maintenance of all areas to which they have been granted access and shall be solely responsible for all costs associated with same. All cleaning services and consumable products and materials, such as washroom supplies, kitchen, waste related and all other goods and services required must be supplied by the Tenant at their sole expense. All removal of debris and waste including packaging will be the sole responsibility of the Tenant.

All other equipment, furnishings and inventory not specifically identified shall be the responsibility of the Tenant and will be fully described in the lease.

Furniture, Fixtures and Equipment (FF&E)

- Kitchen equipped.
- Built-in fixtures, shelving, storage, counters, etc.

Common Areas and Amenities

- No dedicated parking for guests – public parking available in the area
- Up to one parking space can be considered for management/Chef

Maintenance and Management

- **Base building, mechanical and electrical systems:** Responsibility of the Town
- **Interior Maintenance and repairs:** Responsibility of Tenant at Tenant's cost.
- **Building management** (e.g., cleaning, kitchen equipment service and repairs): Responsibility of Tenant at Tenant's cost.
- **Trash disposal and recycling:** Responsibility of Tenant to provide both garbage and recycling and organic removal from premises at Tenant's cost.
- **Exterior Maintenance:** Responsibility of Town (the facility is situated within Aurora Town Park with municipal parking). The Town is responsible for exterior maintenance of parking, grass, etc., and exterior building maintenance, excluding routine maintenance such as window cleaning, etc. at the Tenant's cost (through (TMI) Taxes, Maintenance, Insurance). The specifics to be negotiated and detailed in a lease with the selected Respondent.

GOALS & OBJECTIVES

The goal of this REOI is to gather information and establish relationships with organizations (herein referred to as "Respondent"(s)) who may be interested in leasing the space to generate an economically sustainable model for its operation, reduce any operating burden to the Town and the taxpayer, and contribute to the Town's tourism attractiveness. Additionally, this initiative aims to maximize community benefit by

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prioritizing activity in the Aurora Downtown area, fostering active, engaged and inclusive communities where possible.

The Armoury is a key feature of Town Park and the many community events that take place there. The Town would consider a partnership that includes public and private uses as well as support for events in Town Park.

The Respondents are asked to propose a comprehensive a business model for leasing The Armoury with an anticipated 3-year term, with options to extend. Respondents to ensure that clear benefits can be demonstrated to both the Town and the taxpaying community. See 'Requested Information' for details to include in a response.

The Town will consider responses (expressions of interest) based on the Respondent's experience, proposed services and safety measures. The Town may proceed to invite those who have submitted a response that meets the goals and needs of the project to a subsequent opportunity for contract award, based on the information provided in response to this REOI.

Should the Town receive only one response to this REOI, and/or identify that the market demonstrates a lack of available qualified Respondents, the Town may elect to engage alternative potential respondents directly for a subsequent opportunity.

SUPPORTING MATERIALS

The Town will use its best efforts to make available any relevant municipal reports, background information, data, drawings, plans, surveys, and any other materials relevant to the project through the various stages of negotiation, as required and available. A list of known background information can be viewed from the following sites:

[Aurora Armoury – Town of Aurora Website](#)
[Aurora Armoury – Description \(Architects\)](#)
[Aurora Armoury – Emerging Aurora \(video\)](#)
[Downtown Aurora – Town of Aurora Website](#)
[Downtown Aurora – Story Map](#)

REQUESTED INFORMATION

Respondents are asked to include, at least, the following information:

- Corporate Information
- Operational Approach
- Financial Information
- Community and Social Impact
- Regulatory Requirements
- Response Format and Submission

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Corporate Information

- Provide a description of the Respondent's company, including, but not limited to:
- A description of the Respondent's corporate and ownership structure, including any applicable supporting documentation such as articles of incorporation, not-for-profit registration numbers, or similar credentials. A brief corporate history including number of years in business and overview of experience in providing their services;
- A list of services the company provides, and equipment used; location of current offices (head office and/other locations);
- Description of the Respondent's core business response/model applicable to this tenant space.

Operational Approach

- Provide a high-level outline of how the Respondent intends to use the space and storage, including proposed activities/services, staffing, hours of operation, and any community engagement strategies and marketing/promotion of activities/services.
- The Respondent is solely responsible for the operation and management of the leased space.

Financial Information

Proposed Lease Terms: Outline any proposed market lease rates, payment structures, and any proposed expectations or partnerships from the Town.

Community and Social Impact

- Outline how the proposed use of the space aligns with the Town's goals for the community and any potential social or economic benefits.
- Provide details on any existing or potential partnerships with local community groups, businesses, or organizations.
- Please provide proof of corporation status, such as a for/not-for-profit registration number, articles of incorporation, or other relevant documentation to confirm business registration standing.

Regulatory Requirements

- Confirmation that the Respondent holds or is capable of obtaining the necessary

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permits, licenses or insurance required to operate the facility as proposed.

- Include preliminary drawings of what the Respondent intends to do with the space, understanding that the space is a registered historic site and has limitations on retrofits. In this regard, the optional site visit is highly recommended.