



**Town of Aurora  
General Committee Report No. CMS19-019**

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**Subject:** Library Square Project – Next Steps  
**Prepared by:** Robin McDougall, Director of Community Services  
**Department:** Community Services  
**Date:** July 16, 2019

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## **Recommendation**

- 1. That Report No. CMS19-019 be received.**

## **Executive Summary**

The addition to Church Street School, the Outdoor Square and Parking Strategy were approved to proceed to detailed design which is due to wrap up this month. This report focusses on summarizing the work completed during the detailed design stage and outlining the next steps for the project.

- The Project Team has been undertaking coordination of design refinements for each area of the project
- Design Review Panel supports design of Library Square subject to minor site plan modifications
- Community engagement continues throughout the project schedule
- Manager of Library Square has been contracted to commence the implementation of the Business Plan
- Project Management contract has been awarded to Colliers Project Leaders who will lead the project through to completion and manage the temporary relocation of the Aurora Cultural Centre and Aurora Museum and Archives
- The next step in the project will include refining the building design in order to develop Construction Documentation
- The project schedule is on track with the construction scheduled to be complete Fall 2021

## **Background**

In March 2019, Council approved the schematic design for the Library Square project and authorized staff to proceed to the detailed design stage. In May 2019, Council

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approved the addition of the bridge, café and library entrance vestibule to be included in the scope of the Library Square project.

For clarity, the Detailed Design stage is sometimes referred to as 'design development' or 'defining design'. It is the process of taking on and developing the approved schematic design. By the end of the detailed design process, the design should be dimensionally correct and coordinated, describing all the main components of the building and how they fit together.

Additionally, Council directed staff to report back on the final cost estimate for the Library Corridor Extension. This detail will be outlined in a separate report on today's General Committee agenda (CMS19-020).

Based on the project schedule (Attachment 1), the project is on track and ready to advance to the next stage of Construction Documentation.

For clarity, the Construction Documentation phase takes the design as developed and finalized during the Design Development and documents it for construction. Details are further refined as construction issues are addressed. The main emphasis of this phase of work is to verify that all information is on the tender ready drawings and in the specifications so that the project can be bid for construction.

Subject to any other direction received from Council at this time, the project team will proceed to getting tender ready documents for Council's final pre-tender approval in the Fall 2019.

## **Analysis**

### **The Project Team has been undertaking coordination of design refinements for each area of the project**

Over the last few months, the project team has been refining the design based on a number of inputs including inputs from Council, Advisory Committees, staff, public, code consultants, technical specialists, and study results. The following is an overview of the areas that have been refined:

- Coordination of Electrical Requirements to serve Banquet and Conference events in the Performance Hall
- Refinement of the seating configuration in the Performance Hall to provide Adaptable and Accessible seating when necessary

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- Continued coordination of building program with building systems
- Development of the Bridge and Café designs, including coordination with the Code consultant to refine the proposed bridge design
- Development of the outdoor square design, including the refinement of the amphitheatre seating configuration, and the design of the water-wall feature
- Development of the Site Plan, including the overall Parking Strategy, Waste Management Strategy, and Tree Preservation Plan

**Design Review Panel supports design of Library Square subject to minor site plan modifications.**

The proposal for Library Square was presented at the Design Review Panel on June 26, 2019. Panel Members were appreciative of the complexity of this project, and provided feedback related to: the scale and massing of the addition in relation to the existing heritage building (Church Street School at 22 Church Street); building materiality; ground floor programming and its relationship to the exterior design of the building; and compatibility with the immediate and local context.

Panel members felt that the project would benefit from refinement to the public realm, particularly the landscape treatment on Victoria Street, which was seen as a highly visible 'front' of the site. The members strongly encouraged additional glazing at grade, a more pleasing east elevation, and relocating the service door/loading bay from Victoria Street to a less prominent elevation, or re-designing it so that the door blends in to the façade and has a similar style and scale as other entry doors.

In their final comments, the Panel members were supportive of the Library Square design. The consultant team will continue to consider the Design Review Panel's feedback as they finalize the Library Square landscape plans and elevation drawings.

**Community engagement continues throughout the project schedule**

Throughout the development of the project, there has been numerous community engagement initiatives that have taken place and will continue to take place as the project progresses through each stage. The following opportunities have taken place over the last few months, while others will continue through the next stage:

- Library Square Project Webpage – ongoing
- Public Information Session – Church Street Parking – May 23
- Advisory Committees – June 3 & 5

- Cultural Partners – Open House – June 24
- Design Review Panel – June 26
- Pop-up Information Booths at various Town events
  - Go Train Station
  - Street Sale
  - Canada Day
  - Farmers Market
  - Music in the Park
  - Movie in the Park
  - Ribfest
  - Multi-Cultural Festival

**Manager of Library Square has been contracted to commence the implementation of the Business Plan**

Through a recruitment process, the 3-year contract position has been filled with the individual commencing on Monday July 15, 2019. This role will be responsible for the implementation of the Business Plan which will include a review of the management model, operating budget, marketing plan, fundraising campaign and developing the seasonal programming in anticipation of the opening season in 2022. This role will also be responsible for overseeing the temporary relocation of the Aurora Museum & Archives and the Aurora Cultural Centre supporting both entities in their communication plan to achieve the greatest success during this temporary relocation. In cooperation with the consultant, this role will also be responsible for the implementation of the Cultural Master Plan.

**Project Management contract has been awarded to Colliers Project Leaders who will lead the project through to completion and manage the temporary relocation of the Aurora Cultural Centre (ACC) and Aurora Museum and Archives (AMA)**

Colliers Project Leaders are well known in the industry of Project Management with many successful projects completed including many municipal projects of similar size and scope. They will be responsible for the management and coordination of all aspects of the project from this stage through to occupancy. Some of these responsibilities include the oversight of the preparation of tender packages, contract administration, change order control, budget management, move management (temporary relocation of ACC and AMA), work schedules, payments, monthly project summary reports, etc.

**The next step in the project will include refining the building design in order to develop Construction Documentation**

The construction documentation stage will involve staff and the consultants continuing to work together to refine the building design over the next few months. Some of those areas will include:

- Refinement of the acoustic design of the Performance Hall
- Refinement of a Stormwater Management Strategy
- Refinement of the Bridge, Library Vestibule, and the Maintenance Pavilion
- Ongoing coordination with the Town's services, toward integration in the building, including Waste, Security and IT
- Selection of Furniture within the Square and within the buildings
- Continued Structural, Mechanical, Electrical and Building Envelope coordination, toward the Sustainable Design goals of the project
- Research into various patinated metal veil materials, including how they are to be lit, for review by Council
- Coordination of Lighting Design strategy throughout

**The project schedule is on track with the construction scheduled to be complete Fall 2021**

As outlined in the project schedule, the next stage of the project is Task 4 – Commence Construction Documentation (CD) along with a refinement of the project budget. Following the development of the construction documentation, the refined cost estimate will advance to a Class A estimate. As per Tasks 7 and 8, staff will return to Council with the Class A estimate along with a request to issue the construction tender in late Fall 2019. This will be an important step in the project.

With Council's approval in the Fall 2019 to proceed to issue the construction tender, the construction is scheduled to commence Spring 2020 with final completion in Fall 2021. This would result in fit-out and occupancy in Spring 2022.

**Advisory Committee Review**

Heritage Advisory Committee (HAC) - Staff and consultants attended the HAC on June 3, 2019 to share the latest designs and presented an update on the content regarding the coloured elevations, depicting a revised roof line for the Cultural Centre Addition, building material properties, and shadow studies. In addition, ERA provided

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commentary on the building massing and alterations to the School House interior to serve Code/Life-Safety requirements.

The committee members had a few additional questions and comments.

<b>Heritage Advisory Committee – June 3, 2019</b>	
<b>Comments from Committee members</b>	<b>Response from Consultants or Staff</b>
Concerns expressed and discussion of effective fire separation at key connection points between new building and heritage asset	As per the Building Code, the Fire Code measures will be accommodated through the use of a water curtain between the new building and heritage asset. ERA are in support of this methodology. OHT will be consulted on this type of mitigation to confirm their position.
Discussed future maintenance of new structure cladding “veil” and glass ceiling over atrium. Which direction will the grain of the veil be (different lighting opportunities)?	Roof top access is available to perform maintenance/cleaning of glass ceiling over atrium. Little to no maintenance would be required on the veil. Veil is intended to ‘age’ naturally over time. Consultants are still reviewing veil material and lighting opportunities.
Two points of view on impact on Heritage impact: scale, massing and material choice and reference to original building	ERA Architects (Heritage Consultant) stated their experience and support for the design of the project and that it is in line with heritage principles.
Discussed that contemporary style is acceptable however some questions about lack of other alternative designs presented at beginning of process	Staff explained that with the limitations on the footprint (must not be larger than the school house) along with the basic ‘black box’ shape for the large performance hall, there are very few things that can be done to the design. Council approved to proceed to the next stage of the project based on the schematic design.
Discussion that despite some refinements and acknowledgement of the committees previous concerns, the overall impact of the building’s design is unchanged	In relation to the heritage aspects, the architects made some refinements based on Council, HAC Committee, Heritage consultants and OHT inputs.
Discussion that HAC discussions should not detain process for getting building started	Committee passed a motion to receive the staff memo and consultant’s presentation requesting their input be shared with Council.

Additionally, the consultants shared the preservation measures that will be implemented to protect the heritage tree located at the front of the Church Street School entrance adjacent to Church Street.

Accessibility Advisory Committee - Staff and consultants attended the AAC on June 5, 2019 to share the latest designs and presented updated content regarding parking space design, seating design for the Performance Hall, stair design, and overall landscape design considerations within the Square.

<b>Accessibility Advisory Committee – June 5, 2019</b>	
<b>Comments from Committee members</b>	<b>Response from Consultants or Staff</b>
Question regarding the stage – was it raised?	Consultants confirmed the floor for the Performance Hall is flat and fully accessible.
Questions regarding the retractable seating – is there room for a walker? What if there are a higher demand for the accessible seating, what can be done?	Consultants confirmed patron’s walker could be used and then stored to the side. Also, the current provision of accessible and adaptable seating exceeds code requirements, however, if there is a special occasion where there is a higher demand for accessible seating, the retractable seating could be extended one less row providing additional space at floor level for more accessible seating.
AAC asked for some clarification about having companion seating as well as leg/wheelchair clearance in rows directly behind the first row	Consultants confirmed the design includes companion seating adjacent to the accessible or adaptable seats and confirmed there is clearance behind the first row.
Is there provisions for individuals with hearing restrictions?	Yes, an induction loop – hearing aid system is included in the design.
Consideration for the developer to use tree species that drop minimum foliage next to off-street parking lot to decrease slip hazard when the leaves begin to fall	Consultants will take this into consideration during the development of the final landscape design.

The Town's Accessibility Advisor also noted that there are new Design of Public Spaces (Built Environment) Standards enacted from the Province of Ontario, under the Accessibility for Ontarians with Disabilities Act and revisions to the Ontario Building

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Code to help standardize and encourage barrier free access. These new design standards will apply to the Library Square project.

## **Legal Considerations**

Not applicable

## **Financial Implications**

An update on the expenditures to date, as well as the most current recommended funding strategy for the complete Library Square project is outlined in report number FS19-025 which is included in the this evening's General Committee agenda.

Further refinements to the total cost estimate may come as this project progresses through its construction documentation. This will also include refinement of its contingency allowance as it becomes a Class A estimate.

## **Communications Considerations**

This report will be posted to the website to keep residents informed of plans and any future direction from Council will be shared via Council Highlights, Town website and social media. Additional consideration may be provided for public meetings and open houses.

## **Link to Strategic Plan**

The development of Library Square supports the following Strategic Plan goals and key objectives:

***Supporting an exceptional quality of life for all*** in its accomplishment in satisfying requirements in the following key objectives within these goal statements:

- **Invest in sustainable infrastructure**
- **Celebrating and promoting our culture**
- **Encourage an active and healthy lifestyle**
- **Strengthening the fabric of our community**

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

1. Council may provide further direction.

## **Conclusions**

As the project team worked diligently through the detailed design stage of the Library Square project, the project is on track and ready to advance to the next stage of Construction Documentation. The current project schedule remains on track to be complete Fall 2021 with fit-out and occupancy Spring of 2022.

Subject to any other direction received from Council at this time, the project team will proceed to getting tender ready documents for Council's final pre-tender approval in the Fall 2019.

## **Attachments**

Attachment 1 – Library Square – Project Schedule

## **Previous Reports**

PBS17-066 – Award of Contract for Library Square Site Plan, September 5, 2017;  
PBS17-096 – Preferred Design for Library Square, December 5, 2017;  
PBS17-100 – Preferred Design for Library Square – Additional Information December 12, 2017;  
PDS18-014 – Updated Design for Library Square, January 30, 2018;  
PDS18-076 – Library Square – June 19, 2018;  
CMS19-005 – Library Square – Project Update – February 12, 2019  
FS19-017 – Incremental Operating Requirement Funding Strategy – March 18, 2019  
PDS19-020 – Library Square – Planning Policy – Conformity Report – March 21, 2019  
FS19-012 – Library Square – Financial Strategy – March 21, 2019  
PDS19-018 – Library Square – Parking Strategy – March 21, 2019  
CMS19-007 – Library Square – Addition to Church Street School – March 21, 2019  
CMS19-008 – Library Square – Outdoor Square – March 21, 2019  
CMS19-009 – Library Square – Proposed Operating Plan – March 21, 2019  
CMS19-015 – Library Square – Linkage and Café Options – May 21, 2019  
FS19-024 – Library Square – Total Budget Funding Sources – May 28, 2019

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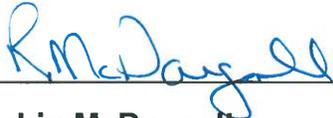
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**Pre-submission Review**

Reviewed by AMT and CAO July 8, 2019

**Departmental Approval**



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**Robin McDougall  
Director  
Community Services**

**Approved for Agenda**



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**Doug Nadorozny  
Chief Administrative Officer**