



## **TOWN OF AURORA PARKS AND RECREATION ADVISORY COMMITTEE MEETING MINUTES**

**Date:** Thursday, April 16, 2015

**Time and Location:** 7 p.m., Holland Room, Aurora Town Hall

**Committee Members:** Councillor Michael Thompson (Chair), Councillor Tom Mrakas (Vice Chair), Juergen Daurer, Eric McCartney, Brian Trussler, and Stephen Kimmerer

**Member(s) Absent:** Richard Doust

**Other Attendees:** Al Downey, Director of Parks and Recreation Services, Jennifer Norton, Web Services and Special Events Coordinator, Stephen Huycke, Town Clerk, and Samantha Kong, Council/Committee Secretary

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The Chair called the meeting to order at 7:02 p.m.

### **1. DECLARATION OF PECUNIARY INTEREST**

Stephen Kimmerer, Sport Aurora Representative declared an interest in the Outstanding Achievement Award – Non-Profit, Bob Harman Memorial Award, and the Volunteer Service Awards – 5 year, and did not participate in the consideration of these awards. Brian Trussler declared an interest in Community Organization of the Year and did not participate in consideration of this item.

### **2. APPROVAL OF THE AGENDA**

**Moved by Councillor Mrakas  
Seconded by Eric McCartney**

THAT the agenda as circulated by Legal and Legislative Services be approved.

**CARRIED**

### **3. RECEIPT OF THE MINUTES**

None

#### 4. DELEGATIONS

- (a) **Stephen M. A. Huycke, Town Clerk**  
**Re: Advisory Committee Member Education and Training**

Mr. Huycke provided a PowerPoint presentation and handout entitled "Advisory Committee Orientation 2014-2018", dated April 2015, and highlighted the roles and responsibilities of advisory committees, committee members, and staff. He also reviewed the political decision-making process and relationships, including procedural matters within the framework of civic engagement between the public and Council. Members received a copy of the "Corporate Policies, Programs and Procedures Policy for Ad Hoc/Advisory Committees and Local Boards", dated December 16, 2014, the Town's Procedural By-law Number 5330-11, and the Terms of Reference for the Parks and Recreation Advisory Committee 2014-2018 term.

**Moved by Juergen Daurer**  
**Seconded by Brian Trussler**

THAT the delegation by Stephen Huycke be received for information.

**CARRIED**

- (b) **Al Downey, Director of Parks and Recreation Services**  
**Re: Parks and Recreation Advisory Committee Update**

Mr. Downey provided a brief overview of the current initiatives of Parks and Recreation Services and highlighted the relevant plans and studies including the Parks and Recreation Master Plan, Sports Plan, and Facility Utilization Study, with which the Committee may be interested in being involved. He further noted the goal to have these items completed by October 2015, and encouraged the Members to discuss any comments that they may receive from the public.

**Moved by Councillor Mrakas**  
**Seconded by Juergen Daurer**

THAT the delegation by Al Downey be received for information.

**CARRIED**

#### 5. MATTERS FOR CONSIDERATION

3. **Memorandum from Town Clerk**  
**Re: Appointment of a Parks and Recreation Advisory Committee Member to the Trails and Active Transportation Committee**

Staff advised that the membership of the Trails and Active Transportation Committee (TATC) includes one member of the Parks and Recreation Advisory Committee (PRAC). The Committee discussed the possibility of rotating the appointment to the TATC among the members of the PRAC. Staff indicated that Town policy would permit this. The Chair noted that the Vice Chair is a member of both committees and may provide updates to each committee. Committee members indicated that they were not able to commit to serving on the TATC at this time and agreed to consider the required appointment at the June meeting.

**Moved by Councillor Mrakas  
Seconded by Stephen Kimmerer**

THAT the memorandum regarding Appointment of a Parks and Recreation Advisory Committee Member to the Trails and Active Transportation Committee be received for information.

**CARRIED**

## **6. INFORMATIONAL ITEMS**

None

## **7. CLOSED SESSION**

**Moved by Councillor Mrakas  
Seconded by Stephen Kimmerer**

THAT the Parks and Recreation Advisory Committee resolve into a Closed Session meeting to consider:

1. Personal matters about an identifiable individual, including a Town or Local Board Employees; Re: 2015 Community Recognition & Citizen of the Year Awards Nominations

**CARRIED**

The Committee recessed into a Closed Session meeting at 8:15 p.m. following New Business and reconvened into open session at 8:45 p.m.

## **8. NEW BUSINESS**

The Committee inquired about designating a Member to attend the Aurora Family Leisure Complex (AFLC) Liaison Committee meetings for the purposes of reporting back to the Committee. The Chair stated that the AFLC Liaison Committee would be meeting frequently and that the meeting minutes may be placed on the Committee's agenda for information purposes.

The Committee inquired about an outstanding item on the pending list of the previous term regarding the AFLC membership data. Staff indicated that a pending list would be placed on the agenda for the next committee meeting.

The Committee requested that a report about the criteria and communication of the Community Recognition Awards be brought to the Committee for information.

**Moved by Eric McCartney**  
**Seconded by Juergen Daurer**

THAT a report about the criteria and communication of the Community Recognition Awards be brought to the Committee for information.

**CARRIED**

The Committee inquired about signage at parks and trails. Staff stated that Council has approved a trails study as well as a budget for signage for trails and parks.

The Committee inquired about receiving an update on the demographics detailed within the Parks and Recreation Master Plan. Staff stated that a request for proposal (RFP) is currently being prepared for the Parks and Recreation Master Plan study and that the consultant would provide information on demographics and impacts.

Staff inquired about the level of participation desired by the Committee. The Committee expressed interest in participating in the review of all plans and studies including the Parks and Recreation Master Plan, Sports Plan, and Facilities Utilization Study as well as receiving presentations regarding development charges and the facility development process for. Staff also noted that the Committee may discuss the pricing policy.

The Committee inquired about receiving a report regarding the number of residents and non-residents within all registered programs in the Town. Staff indicated that they are unable to provide such statistics for external sport organizations, but they are able to provide the statistics within all Town-registered programs.

## **9. ADJOURNMENT**

**Moved by Juergen Dauer**  
**Seconded by Stephen Kimmerer**

THAT the meeting be adjourned at 8:46 p.m.

**CARRIED**

COMMITTEE RECOMMENDATIONS ARE NOT BINDING ON THE TOWN UNLESS ADOPTED BY COUNCIL AT A LATER MEETING.