



**Parks, Recreation
and Cultural Services
Advisory Committee
Meeting Agenda**

Thursday, June 21, 2018

7 p.m.

**Holland Room
Aurora Town Hall**

Public Release
June 14, 2018



**Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee
Meeting Agenda**

Date: Thursday, June 21, 2018

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

1. Approval of the Agenda

Recommended:

That the agenda as circulated by Legislative Services be approved.

2. Declarations of Pecuniary Interest and General Nature Thereof

3. Receipt of the Minutes

**Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
of April 19, 2018**

Recommended:

That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of April 19, 2018, be received for information.

**Parks, Recreation and Cultural Services Advisory Committee Special Meeting
Minutes of May 7, 2018**

Recommended:

That the Parks, Recreation and Cultural Services Advisory Committee Special Meeting minutes of May 7, 2018, be received for information.

4. Delegations

5. Matters for Consideration

1. PRCSAC18-001 – Subdivision Entry Signage at Batson Drive and Yonge Street

Recommended:

1. That Report No. PRCSAC18-001 be received; and
2. That the proposed concept design for the re-installation of a new entry feature for Valhalla Subdivision be approved; and
3. That staff be directed to include the project in the 2019 Capital Budget for deliberation.

2. Memorandum from Director, Community Services

Re: Stronach Aurora Recreation Complex – Gymnasium Feasibility

Recommended:

1. That the memorandum regarding the Stronach Aurora Recreation Complex – Gymnasium Feasibility be received; and
2. That the comments from the Parks, Recreation and Cultural Services Advisory Committee be received and referred to staff for consideration and action as appropriate.

6. Informational Items

3. Extract from Council Meeting of May 22, 2018

Re: Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes of April 19, 2018

Recommended:

1. That the Extract from Council Meeting of May 22, 2018, regarding the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of April 19, 2018, be received for information.

4. Extract from Council Meeting of May 22, 2018

Re: Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes of May 7, 2018

Recommended:

1. That the Extract from Council Meeting of May 22, 2018, regarding the Parks, Recreation and Cultural Services Advisory Committee Special Meeting minutes of May 7, 2018, be received for information.

7. New Business

8. Adjournment



**Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee
Meeting Minutes**

Date: Thursday, April 19, 2018
Time and Location: 7 p.m., Holland Room, Aurora Town Hall
Committee Members: Councillor Tom Mrakas (Chair), Councillor Michael Thompson (Vice Chair), Reg Chappell, Juergen Daurer, Richard Doust, Stephen Kimmerer, Eric McCartney, and Brian Trussler
Member(s) Absent: None
Other Attendees: Robin McDougall, Director, Community Services, Lisa Warth, Manager, Recreation, and Linda Bottos, Council/Committee Secretary

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

1. Approval of the Agenda

**Moved by Juergen Daurer
Seconded by Reg Chappell**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

3. Receipt of the Minutes

Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
Thursday, April 19, 2018

Page 2 of 3

**Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
of February 15, 2018**

**Moved by Reg Chappell
Seconded by Stephen Kimmerer**

That the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 15, 2018, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

**1. Memorandum from Director, Community Services
Re: Pricing Policy for Recreation Services**

Staff provided a brief overview of the memorandum and attachments, and distributed a revised table on Recreation Program cost recovery along with the current (2009) Pricing Policy for Recreation Services. The Committee and staff discussed various factors and methods for determining costs, cost recovery, pricing, allocation, and subsidy levels.

The Committee consented to vote on the third clause separately.

**Moved by Reg Chappell
Seconded by Juergen Daurer**

1. That the memorandum regarding Pricing Policy for Recreation Services be received; and
2. That the comments of the Committee be received and referred to staff for consideration and action as appropriate.

Carried

3. That the Parks, Recreation and Cultural Services Advisory Committee recommend to Council:

Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes
Thursday, April 19, 2018

Page 3 of 3

- (a) That a consultant be retained to complete a Pricing Policy.

Carried

6. Informational Items

2. Extract from Council Meeting of March 27, 2018

**Re: Parks and Recreation and Cultural Services Advisory Committee
Meeting Minutes of February 15, 2018**

Moved by Richard Doust

Seconded by Juergen Daurer

1. That the Extract from Council Meeting of March 27, 2018, regarding the Parks, Recreation and Cultural Services Advisory Committee meeting minutes of February 15, 2018, be received for information.

Carried

7. New Business

The Chair inquired about the possibility of holding a special meeting of the Parks, Recreation and Cultural Services Advisory Committee to discuss the recent General Committee staff report regarding 100 Vandorf Sideroad – Hallmark Lands Community Park Design. It was agreed to hold a special meeting in May, and that staff would extend an invitation to representatives of the various local sports organizations.

8. Adjournment

Moved by Richard Doust

Seconded by Councillor Thompson

That the meeting be adjourned at 8:33 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



**Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee
Special Meeting Minutes**

Date: Monday, May 7, 2018

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

Committee Members: Councillor Tom Mrakas (Chair), Councillor Michael Thompson (Vice Chair), Mayor Geoffrey Dawe (ex-officio member), Reg Chappell, Juergen Daurer, Richard Doust, Stephen Kimmerer, and Brian Trussler

Member(s) Absent: Eric McCartney

Other Attendees: Robin McDougall, Director, Community Services, Allan Downey, Director, Operational Services, John Firman, Manager, Business Support, Michael de Rond, Town Clerk

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

The Committee waived the provisions of the Procedure By-law to allow comments from members of the public.

1. Approval of the Agenda

**Moved by Richard Doust
Seconded by Reg Chappell**

That the agenda as circulated by Legislative Services be approved.

Carried

2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes
Monday, May 7, 2018

Page 2 of 3

3. Receipt of the Minutes

None

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Director, Community Services

Re: 100 Vandorf Sideroad – Hallmark Lands Community Park Design

Staff provided the Committee a brief overview of the report and distributed statistics regarding the usage of baseball diamonds and rectangular fields (generally used for soccer). Members of the various local sports organizations addressed the Committee regarding the memo.

Moved by Juergen Daurer

Seconded by Reg Chappell

1. That the memorandum regarding 100 Vandorf Sideroad - Hallmark Lands Community Park Design be received; and
2. That the comments from the Parks, Recreation and Cultural Services Advisory Committee be received and referred to staff for consideration and action as appropriate; and
3. **That the Parks, Recreation and Cultural Services Advisory Committee support the staff recommendation for the construction of two (2) baseball diamonds on the Hallmark Lands; and**
4. **That staff continue to investigate repurposing facilities and fields where possible.**

Carried as amended

6. Informational Items

None

Parks, Recreation and Cultural Services Advisory Committee Special Meeting Minutes
Monday, May 7, 2018

Page 3 of 3

7. New Business

None

8. Adjournment

Moved by Stephen Kimmerer

Seconded by Richard Doust

That the meeting be adjourned at 8:16 p.m.

Carried

Committee recommendations are not binding on the Town unless adopted by Council.



Town of Aurora
Parks, Recreation and Cultural Services
Advisory Committee Report No. PRCSAC18-001

Subject: Subdivision Entry Signage at Batson Drive and Yonge Street

Prepared by: Sara Tienkamp, Manager of Parks & Fleet

Department: Operational Services

Date: June 21, 2018

Recommendations

- 1. That Report No. PRCSAC18-001 be received; and**
- 2. That the proposed concept design for the re-installation of a new entry feature for Valhalla Subdivision be approved; and**
- 3. That staff be directed to include the project in the 2019 Capital Budget for deliberation.**

Executive Summary

This report is to provide PRCSAC with information and recommendations associated with the re-installation of the Valhalla subdivision entry feature:

- Parks, Recreation and Cultural Services Advisory Committee (PRCSAC) requested information on re-installation of subdivision entry signage for Valhalla Subdivision
- Cost estimates for proposed entry signage feature is \$27,075
- Staff will prepare a project for deliberation in the 2019 Capital Budget for Council

Background

The subdivision located to the east of Yonge Street at Batson Drive was developed in many phases, starting in the early 1980's by Wimpy Homes and Lebovic Homes. The majority of the construction was completed by 1990, with a few infill developments occurring since.

A formal entrance into the subdivision was installed around mid-1980 at the corner of Batson Drive and Yonge Street. It consisted of entry walls constructed of pressure

treated wood timbers and landscaping on both sides of Batson Drive. The walls also included the name of Valhalla on them for which the subdivision was named.

Over the years, the wood walls deteriorated and, approximately 10 years ago, were removed by Parks staff as they were hazardous and unsightly. Additionally, some of the Austrian Pines that were a part of the landscaping died due to disease and were removed as well.

Analysis

Parks, Recreation and Cultural Services Advisory Committee requested information on re-installation of subdivision entry signage for Valhalla Subdivision

At the November 30, 2017 PRCSAC meeting, it was requested that staff investigate and report back regarding the re-installation of the subdivision entry feature signage for the Valhalla development.

Cost estimates for proposed entry signage feature is \$27,075

The following chart summarizes the estimated costs to facilitate the proposed entry feature design and construction:

Description	Total
Excavation, removal and disposal of existing materials	\$1,000
Grading, earthworks, fine grading	\$1,750
Stone entry walls south and north side	\$12,825
Stainless steel lettering	\$7,500
Landscape Planting (trees/shrubs)	\$4,000
TOTAL	\$27,075

Staff will prepare a project for deliberation in the 2019 Capital Budget for Council

In preparation for the 2019 Capital Budget deliberations staff will create a project for the proposed Valhalla entry feature with construction and installation of a new entry feature in 2019 at the corner of Batson Drive and Yonge Street.

June 21, 2018

Page 3 of 4

Report No. PRCSAC18-001

Advisory Committee Review

Not applicable.

Legal Considerations

As there is no provision in the Subdivision Agreement regarding maintenance of the entry feature, the Town, as the owner of the entry feature and the land that it sits on, is responsible for its maintenance.

Financial Implications

Following Council approval of the proposed entry feature improvement, staff will complete a more detailed design and final cost estimate for construction to be included in the 2019 Capital Budget with funding from the Landscape Fees Reserve account.

Communications Considerations

Communications to update Town's website with new information as necessary.

Link to Strategic Plan

The re-installation of the entry feature supports the Strategic Plan Goal of Supporting an Exceptional Quality of Life for All, by encouraging an active and healthy lifestyle.

Develop a long-term needs assessment for recreation programs, services and operations to match the evolving needs of the growing and changing population.

Alternative(s) to the Recommendation

1. The Committee could recommend that the staff not submit a 2019 Capital Budget request for the Valhalla entry feature improvements.

Conclusions

Staff recommend that the Committee approve the proposed Valhalla Entry Signage project for inclusion in the 2019 Capital Budget.

Attachments

Attachment #1 – Valhalla Entry Signage Proposal Photos

June 21, 2018

Page 4 of 4

Report No. PRCSAC18-001

Attachment #2 – Valhalla Entry Signage Concept Sketch

Previous Reports

None.

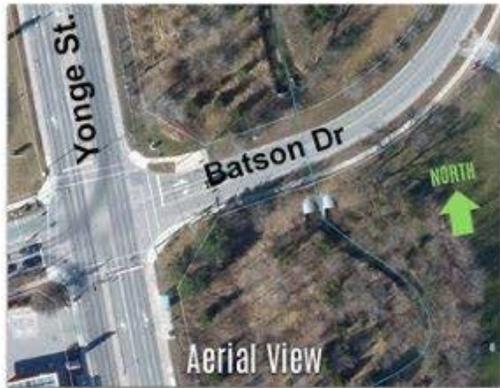
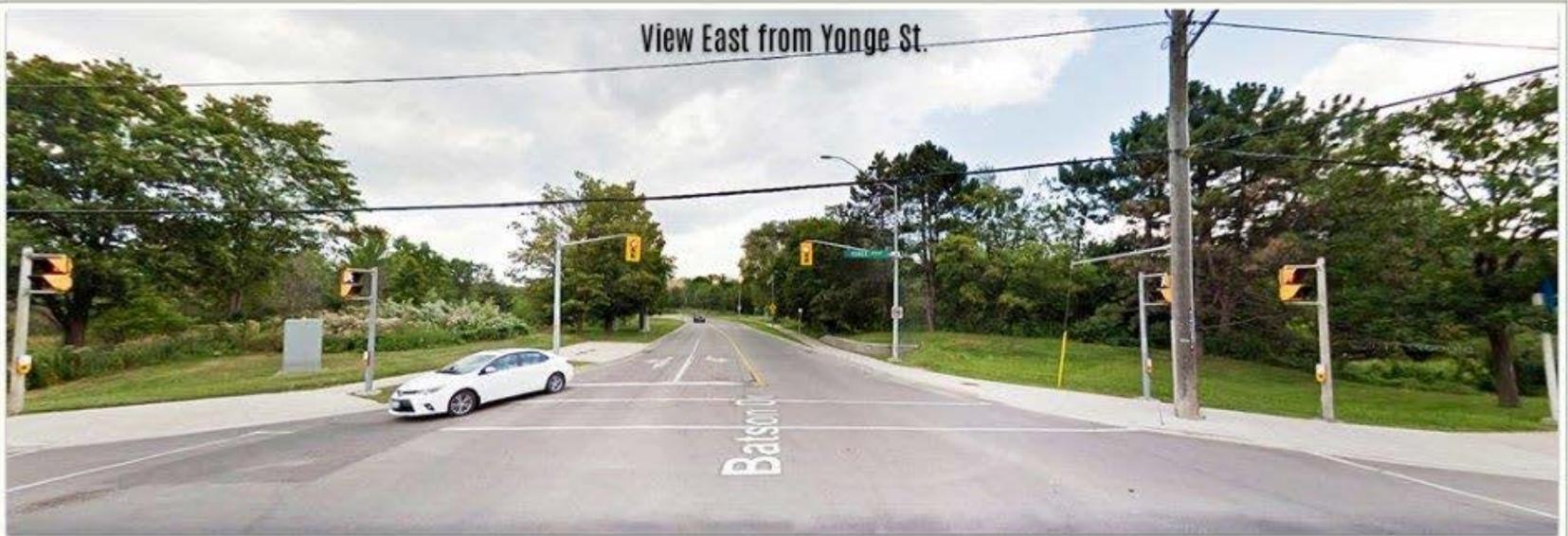
Pre-submission Review

Agenda Management Meeting review on May 17, 2018

Departmental Approval

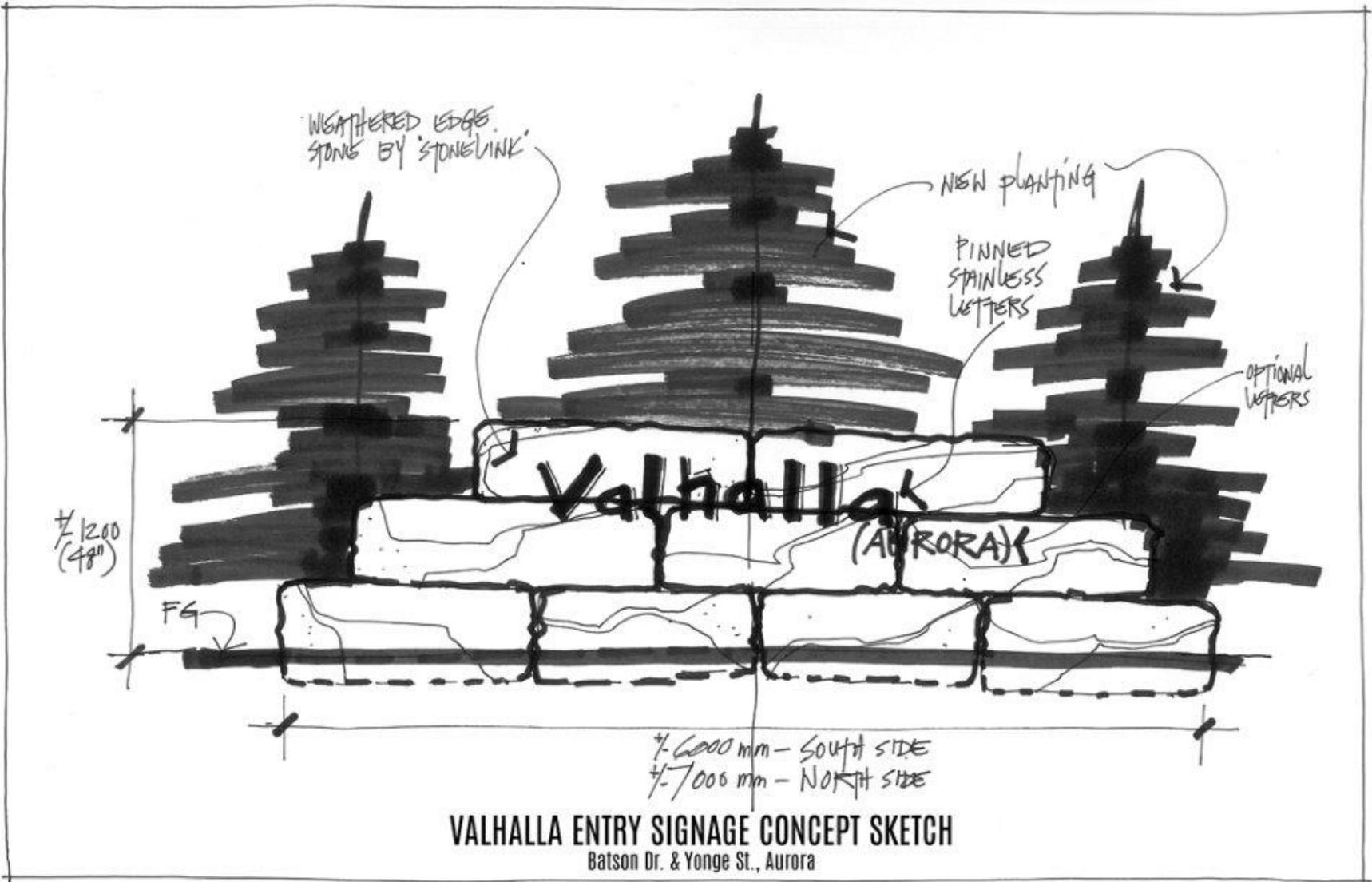


Allan D. Downey
Director of Operations
Operational Services



VALHALLA ENTRY SIGNAGE PROPOSAL
Batson Dr. & Yonge Street, Aurora







100 John West Way
Box 1000
Aurora, Ontario
L4G 6J1
Phone: 905-727-3123 ext. 4747
Email: rmcdougall@aurora.ca
www.aurora.ca

Town of Aurora
Community Services

Memorandum

Date: June 21, 2018
To: Parks, Recreation, and Cultural Services Advisory Committee
From: Robin McDougall, Director, Community Services
Re: **Stronach Aurora Recreation Complex – Gymnasium Feasibility**

Recommendation

- 1. That the memorandum regarding the Stronach Aurora Recreation Complex Gymnasium Feasibility be received; and**
- 2. That the comments from the Parks, Recreation, and Cultural Services Advisory Committee be received and referred to staff for consideration and action as appropriate.**

Background

During the Parks Recreation and Cultural Services Advisory Committee (PRCSAC) meeting on November 30, 2017, staff were directed to bring back a report to outline the feasibility of adding a gymnasium onto the Stronach Aurora Recreation Complex (SARC).

Site Plan

With the facility of 12+ years old, staff revisited the original site plan for the SARC, which included space for a future addition of a gymnasium. This proposed space is located on the south/west corner of the facility adjacent to the pool. The original design considered this future possibility and included large windows in the location where the gym entrance would be located off the hallway.

The space would permit approximately 6,000 ft², which would provide space for a single gymnasium.

Stronach Aurora Recreation Complex – Gymnasium Feasibility
June 21, 2018

Page 2 of 3

Change Rooms

The main hallway would continue to serve as the pool entrance but would now become the gymnasium entrance as well. With the space available, staff recommend sharing the existing change rooms with the gymnasium patrons. When evaluating the type of gymnasium use, staff consider the use of the change rooms by gymnasium patrons to be very low. As offered in other municipalities and at the Aurora Family Leisure Complex (AFLC), staff would recommend lockers be added to the hallway where gymnasium users could secure their belongings.

Programs

Staff anticipate that an additional gymnasium would be well utilized. Potential uses for the space would be as follows:

- Gross motor preschool programs
- Summer camps
- Group fitness classes
- Walking club
- Sports leagues such as volleyball, badminton or basketball
- Day time drop-ins for adults such as basketball, badminton or pickleball
- Lessons for all ages such as indoor golf, archery etc.
- Community rental of the gymnasium for private classes, dryland sports, conditioning for athletes, etc.

The gymnasium at the AFLC is well utilized, particularly during prime time (early morning, late afternoon/evenings and weekends). Additionally, registered programs currently taking place in school gymnasiums at a rental cost to the Town, could be relocated and programming could be expanded to a new gymnasium at the SARC.

Construction Cost

In consultation with the Director of Operations, staff anticipate the construction cost to be approximately \$300/ft² or \$2,160,000 (including design fees and contingency). This is a high-level estimate and does not account for any additional HVAC or electrical upgrades that may be necessary, nor does it include the costs of relocating the hydro and gas lines as these costs are unknown at this time.

Stronach Aurora Recreation Complex – Gymnasium Feasibility
June 21, 2018

Page 3 of 3

At the time of the original construction, the facility was built with the HVAC and electrical necessary for an addition however this was approximately 12 years ago. Therefore, prior to proceeding, further evaluation is needed to confirm if the existing HVAC and electrical still meet the needs of an addition. If they do, then no additional costs will be incurred but if not, the cost of upgrading the systems would need to be accounted for.

It is also important to note that hydro and gas lines would need to be relocated. As shown in the image attached, the hydro and gas lines are located along the outer wall where the gymnasium is proposed to be constructed. A consultant would need to be retained to confirm anticipated cost for relocation.

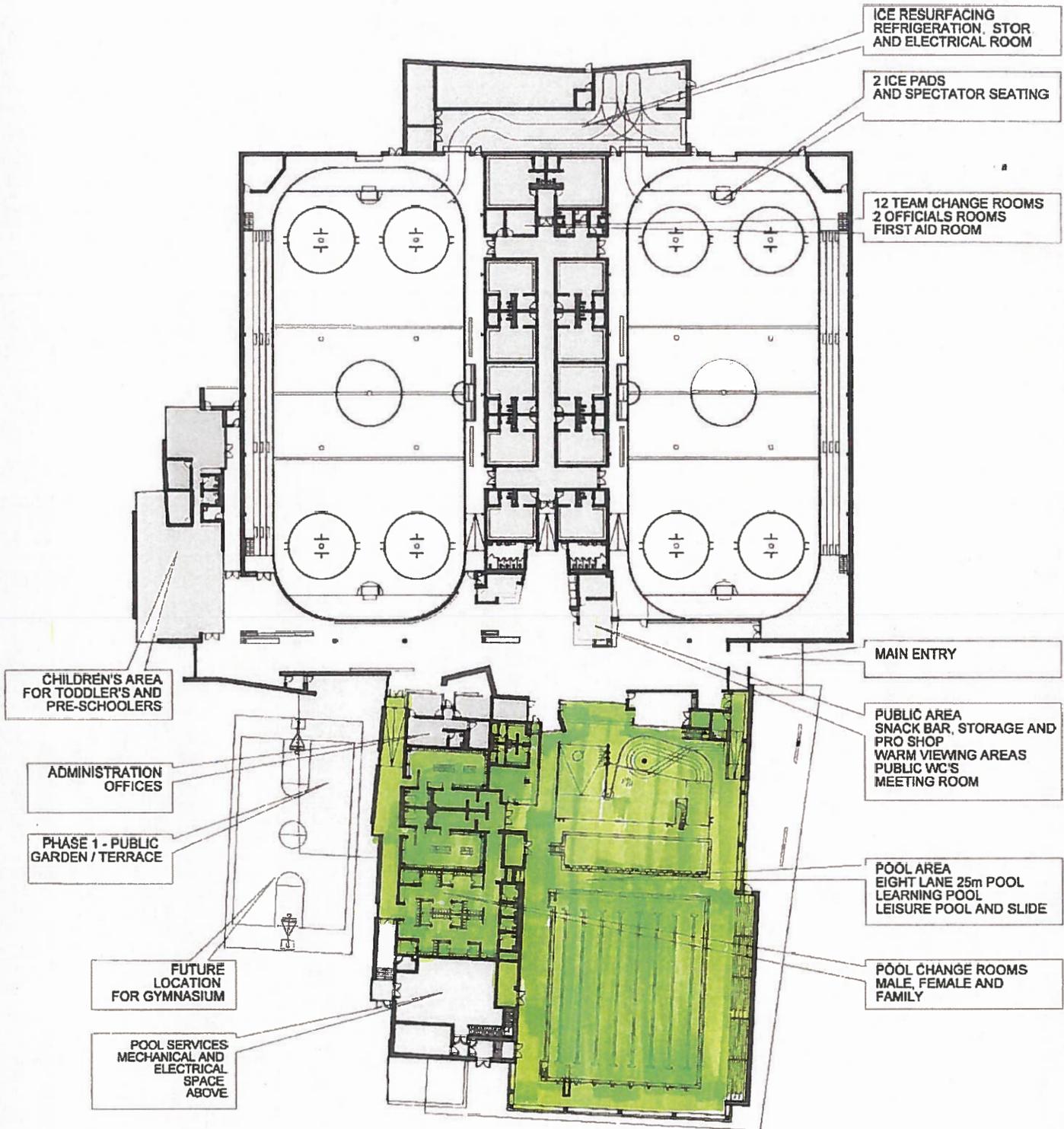
Conclusion

Based on staff analysis, it is feasible to build an addition of a gymnasium onto the existing SARC facility. From a program perspective, staff are confident the addition of a gymnasium would be very well received and utilized by the community. From a cost perspective, it is anticipated that the construction would be in the range of \$2.2 to \$2.7 million.

Attachments

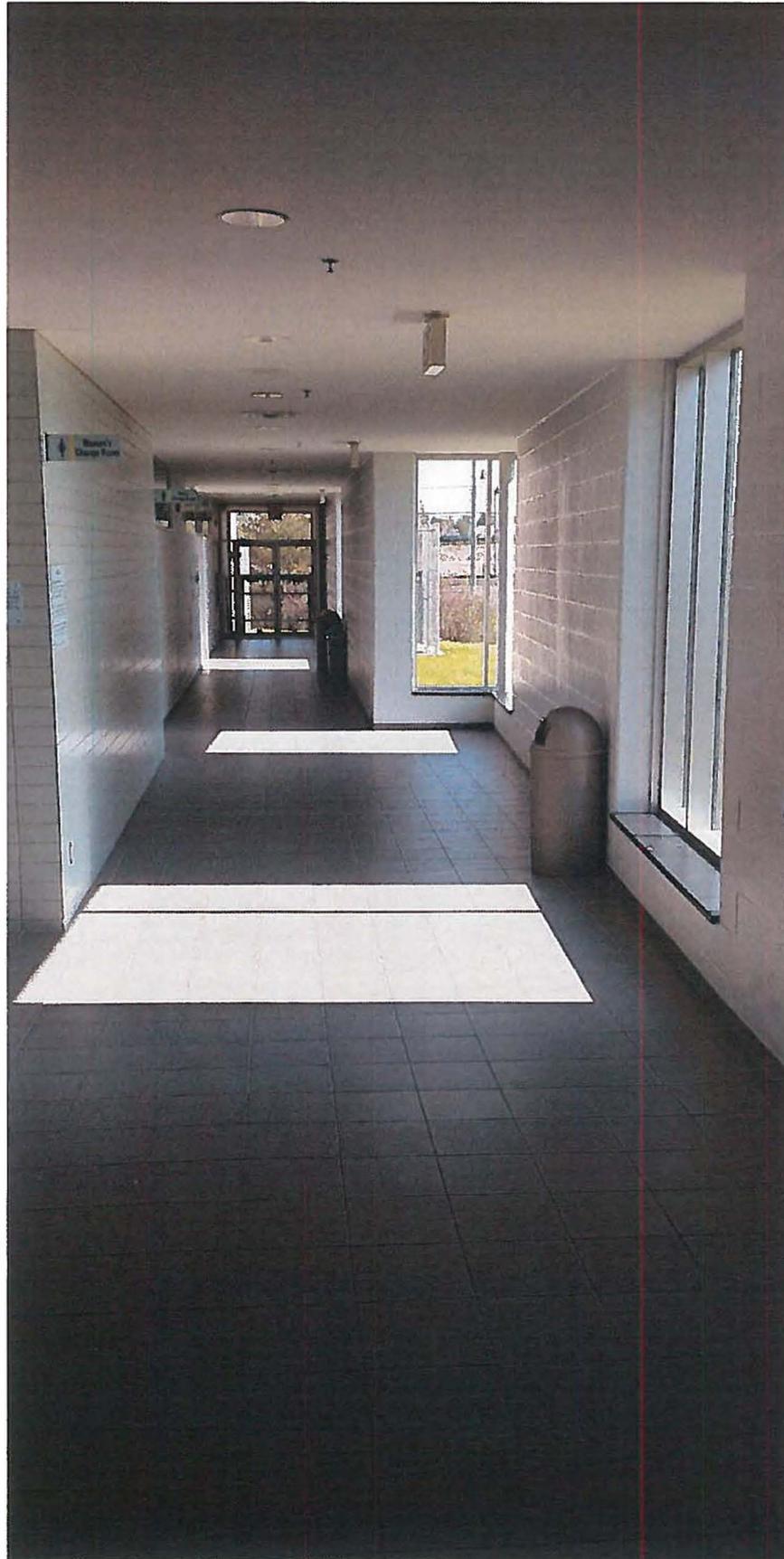
Attachment #1 - Images of SARC site plan and proposed site for gymnasium addition

Attachment #1



AURORA RECREATION COMPLEX
Ground Floor Plan
May 2004

NORR Limited Architects and Engineers MacLennan Jaunkalns Miller Architects







**Extract from
Council Meeting of
Tuesday, May 22, 2018**

6. Standing Committee Reports

**Moved by Councillor Thompson
Seconded by Councillor Humfries**

1. That the General Committee meeting report of May 15, 2018, be received and the following recommendations carried by the Committee approved, with the exception of sub-items R1, R2, and R7, which were discussed and voted on separately as recorded below:

(A2) Parks, Recreation and Cultural Services Advisory Committee Meeting Minutes of April 19, 2018

1. That the Parks, Recreation and Cultural Services Advisory Committee Meeting minutes of April 19, 2018, be received; and
2. That the Parks, Recreation and Cultural Services Advisory Committee recommend to Council:

- 1. Memorandum from Director Community Services
Re: Pricing Policy for Recreation Services**

- (a) That a consultant be retained to complete a Pricing Policy.

Carried



**Extract from
Council Meeting of
Tuesday, May 22, 2018**

6. Standing Committee Reports

**Moved by Councillor Thompson
Seconded by Councillor Humfries**

1. That the General Committee meeting report of May 15, 2018, be received and the following recommendations carried by the Committee approved, with the exception of sub-items R1, R2, and R7, which were discussed and voted on separately as recorded below:

**(A3) Parks, Recreation and Cultural Services Advisory Committee Special Meeting
Minutes of May 7, 2018**

1. That the Parks, Recreation and Cultural Services Advisory Committee Special Meeting minutes of May 7, 2018, be received for information.

Carried