



**TOWN OF AURORA  
AURORA FAMILY LEISURE COMPLEX (AFLC)  
LIAISON COMMITTEE MEETING MINUTES**

**Date:** Thursday, May 7, 2015

**Time and Location:** 2 p.m., Program Room B, Aurora Family Leisure Complex

**Committee Members:** Councillor Sandra Humfryes (Chair) (arrived 2:04 p.m.), Councillor John Abel, Councillor Michael Thompson, Wendy Frappier (departed 3:05 p.m.), Frans LeRoi, Janet Matthews, Gene Scherrer, and Jo-anne Spitzer

**Member(s) Absent:** Deni Crescenzi and Juergen Daurer

**Other Attendees:** Neil Garbe, Chief Administrative Officer, Phillip Galin, Manager, Facilities, Property and Fleet Services, Chris Catania, Accessibility Advisor, and Linda Bottos, Council/Committee Secretary

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Councillor Thompson, in the absence of the Chair, called the meeting to order at 2:02 p.m.

Councillor Humfryes assumed the Chair at 2:08 p.m.

**1. OPENING REMARKS**

Mr. Garbe suggested that the Committee refer to the updated AFLC Outstanding Deficiency List, included in the meeting agenda as Item 3, to continue with the prioritization of issues. Copies of the blueprints, marked with the proposed changes, were distributed to the members. The Committee members were invited to each identify their top three priorities and to add any items that may have been missing from the List. Councillor Humfryes reiterated the intent of the List and purpose of the Committee in helping to interpret the issues and represent the AFLC users. She noted that staff have committed to expediting the Committee's top three priorities, including communication and progress updates of the priorities.

## 2. PREVIOUS MEETING MINUTES OF APRIL 24, 2015

The Aurora Family Leisure Complex Liaison Committee meeting minutes of April 24, 2015, were provided for information.

## 3. REVIEW OF UPDATED AFLC OUTSTANDING DEFICIENCY LIST

The Committee was provided with an updated AFLC Outstanding Deficiency List for review, which included additional columns for Estimated Cost, Recommendation, Target Completion, and Status.

## 4. DETERMINATION OF TOP PRIORITIES

The Committee identified the following top priorities (staff comments in brackets):

Top Priorities	Comments/Suggestions
Back door access, security	Estimated 50-60 users would need back door access; proposed double-layer fob system for parking and door access; option to install camera and buzzer at back door; front door not secure as not everyone checks in at front desk (primary driver is security and public safety; fob systems, etc. still provide opportunities for risk; additional accessible parking at front and side; if individuals need help, staff could accommodate)
Change room issues	Need more benches, etc. per Outstanding Deficiency List
Gym space allocation	Gym often empty; could be used for overflow; should be open/utilized when not being used by youth; Why can't kids show up and shoot hoops outside of scheduled program times? (staff will discuss with programmers; space is meant to generate revenue)
Program space allocation, including fitness studio	Need to look at how building is utilized in relation to programs; building should serve users; fitness studio and other spaces now too small; need to reconsider space allocation; re-evaluate use of space
Slippery floors	Floors should be resurfaced to provide a non-slip surface in wet areas (mats will not be returned as they are considered a health hazard)

Top Priorities	Comments/Suggestions
Storage for coats, boots, bags	Need more hooks, larger and more cubbies and lockers; SARC has good size (staff have ideas on how to reorganize the fitness studio for storage; need advice on sizes needed)
Ventilation, heating and cooling air management	Yoga class and other program areas too hot; consider options, e.g., large fans, ceiling fans, heat retractors; install large scale thermometers on walls and window area (each room has thermostat; will advise staff to monitor; new HVAC system will take time to balance and calibrate in each space through the seasons; blinds to be installed in gym today; portable air units should alleviate issues in mean time)
Water fountain	Need water available (water fountain bottle fill to be installed)
Water pressure	Water pressure too low; investigate alternate shower heads that would meet OBC standards (mandated to use low flow restrictors; unable to guarantee completion within 16 weeks)

## 5. REVIEW OF FEEDBACK PROCESS

The Committee was provided with a "Facility Service Request Workflow" chart for information.

## 6. NEXT MEETING

The Committee agreed to meet next during the week of May 25, 2015, (at a time later than 2 p.m.) in Program Room B of the Aurora Family Leisure Complex.

## 7. ADJOURNMENT

The meeting was adjourned at 3:30 p.m.

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