



Owen Sound

AGENDA
REGIONAL RECREATION CENTRE STEERING COMMITTEE
Monday, June 21, 2010
10:00 a.m. – 12:30 p.m. Basement Boardroom, City Hall

- 1 CALL TO ORDER**
- 2 ADDITIONAL ITEMS**
- 3 DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF**
- 4 CONFIRMATION OF MINUTES**
 - a) May 18, 2010
- 5 BUSINESS ARISING – Jim M**
 - a) Action Item Review (attached)
 - b) Update Traffic Impact Study (attached)
- 6 MANAGEMENT UPDATE – Jim H, Gayle**
 - a) Project Update
 - b) VE Process
 - c) Frequency of Steering Committee Meetings
- 7 ARCHITECT UPDATE – Phil/Duff**
 - a) Project Meeting/Milestone Calendar (attached)
- 8 CONSTRUCTION UPDATE – Joseph/Brad**
 - a) Tender Update
 - b) Site Update
- 9 FUNDRAISING COMMITTEE UPDATE - Michael**
- 10 RESOLUTION TO MOVE IN-CAMERA**
- 11 OTHER BUSINESS**
- 12 ADJOURNMENT**
- 13 NEXT COMMITTEE MEETING: July 19, 2010**



Owen Sound

MINUTES

REGIONAL RECREATION CENTRE STEERING COMMITTEE (RRCSC)

Tuesday, May 18, 2010

10:00 A.M. Basement Boardroom, City Hall

- MEMBERS PRESENT:** Councillor Jim McManaman, Chair
Councillor David Adair
Mayor Ruth Lovell Stanners
Councillor Tom Pink
Councillor Bill Twaddle (10:25 a.m.)
Brian Dean, Family Y Vice President, Board of Directors
Michael Warren, Family Y Board Appointee
Mayor Francis Richardson, Municipality of Meaford
Evelyn Dean, Family Y President, Board of Directors
- ABSENT/REGRETS:** Councillor Ryan Thompson, Township of Georgian Bluffs
- GUESTS:** Joseph Acquino, Project Coordinator
Duff Balmer, Project Architect
D'Arcy Arthurs, Principal Architect
Craig Ruppenthal, City Facilities Manager
Al Nightingale, Family Y Facilities Manager
Kim Williams, Family Y Centre Manager
- STAFF PRESENT:** Jim Harrold, City Manager
Gayle Graham, Family Y CEO
Brad McRoberts, Manager of Special Capital Projects
Sharon Edwards, EA - Recording Secretary

1. CALL TO ORDER – 10:10 A.M.

2. ADDITIONAL ITEMS

Report: Caissons Tender
Cost Cutting by Roughing in Segments of the Centre

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF FOR MATTERS LISTED ON THE AGENDA.

There were no disclosures of pecuniary interest.

4. CONFIRMATION OF MINUTES

- a) April 20, 2010
- b) May 4, 2010
- c) May 7, 2010
- d) May 10, 2010

Moved by Michael Warren

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"THAT the Regional Recreation Centre Steering Committee approve the minutes of the meetings held on April 20, May 4, 7,10, as amended"

Carried unanimously.

5. BUSINESS ARISING – Jim M

a) Action Item Review

b) Correspondence from Dr. Hazel Lynn, Grey Bruce Health Unit

Moved by David Adair

"THAT the Regional Recreation Centre Steering Committee receive the correspondence.

Carried unanimously.

6. MANAGEMENT UPDATE – Jim H, Gayle

a) Communication Strategies

Jim H. reviewed a communications plan with Committee that contained the following messages:

- Audiences
- Major Messages
- Next Steps
- Evaluation

Michael suggested to Committee that we have an interactive press conference with developed FAQ's. Committee was asked to send questions to Sharon for compilation by Friday, May 21, 2010.

Ruth requested that we have an oral update at every Council meeting.

Moved by David Adair

"THAT the Regional Recreation Centre Steering Committee receive the communication report as amended.

Carried unanimously.

b) Class B Costing

- i. Cash Flow Projections
- ii. Funding Source Update
- iii. Sunshade Recommendation
- iv. Tunnel Recommendation
- v. Echo chill Recommendation
- vi. VE 2 (Deferred Items) Recommendation
- vii. VE 3 Items Recommendation

The items listed above will be reviewed further by the Joint Management Team and recommendations will be brought forward to Committee.

7. ARCHITECT UPDATE – Phil/Duff

a) VE 3 List with Total of all Cost Savings

Michael suggested that another column be added to the VE 3 report which lists the actual cost of the elements.

Gayle noted the incorrect allocation on the VE 3 chart of *upgrade of YMCA elevator*

capacity. She stated that it should be listed as rejected not accepted, as discussed at the meeting of May 10, 2010.

Evelyn suggested that a copy of a full project budget be brought forward to the Joint Management Team so they can see the total impact of the project when making decisions and recommendations to Committee.

Jim H. stated that Council was presented with a project budget on May 10, 2010, and option 1 was reviewed and approved.

D'Arcy noted that the VE has a relatively small affect on the construction cost.

VE 3 will be reviewed by the Joint Management Team and recommendations will be brought forward to Committee. Jim H. stated that the mandate of the Joint Management Team is time, cost and function.

b) Project Meeting/Milestone Calendar

The micro-planning meeting for Interiors has been confirmed for June 8, 2010 at 10:00 a.m.

Future Steering Committee meetings will be held on July 19 and August 30 at 10:00 a.m. in the Basement Boardroom.

c) Micro-Planning Meeting #7 – LEEDS

The Architect team will provide a 2-3 page communication information summary package for Committee members and Fundraising Committee members to use when relaying LEED information.

Moved by Brian Dean

"THAT the Regional Recreation Centre Steering Committee receive the Micro-Planning #7 Leed report as presented.

Carried unanimously.

8. CONSTRUCTION UPDATE – Joseph/Brad

a) Tender Update

Moved by Michael Warren

"THAT in consideration of a report dated May 18, 2010, from the Manager of Special Capital Projects, the Regional Recreation Centre Steering Committee recommends that Council approve the award of Trade Package 42460 – Driller Caisson Foundations to HC Matcon Inc. for the amount of \$681,947.70 + GST/HST; and

Further that the Regional Recreation Centre Steering Committee recommends that Council issue a Purchase Order of \$681,947.70 + GST/HST to Aquicon Construction Ltd. for Tender Package 4 – 42460 Driller Caisson Foundations.

Carried unanimously.

b) Site Update

Brad reported that Aquicon's Site Supervisor is on site to commence site layout

work. Perimeter security fencing will be installed on Wednesday / Thursday and site equipment (i.e. trailer) will be mobilized on site on Thursday.

Mayor Lovell Stanners left the meeting at 11:30 a.m.

9. FUNDRAISING COMMITTEE UPDATE - Michael

10. MOTION TO MOVE IN-CAMERA

Moved by Tom Pink

"THAT the Regional Recreation Centre Steering Committee move In Camera to deal with the security of property of the City or a local board, and to deal with a litigation or potential litigation including matters before administrative tribunals, affecting the municipality or a local board."

Carried unanimously.

11. OTHER BUSINESS

Roughing in Segments

Michael spoke to Committee about the concept of cost cutting by roughing in segments of the project. He suggested that Committee give direction to the Joint Management Committee to not include delaying or roughing in segments of the building as a means of reducing costs.

Jim H. stated that Committee should not compromise the programming functionality that we currently have in place.

Committee agreed that they will not explore the option of cost cutting by roughing in segments of the project as deleting functionality is not an option.

12. ADJOURNMENT

The Committee adjourned at 12:20 p.m. Next Steering Committee meeting is, June 21, 2010.

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**Action Items
June 21, 2010, RRC Steering Committee Meeting**

Date of Action	ACTION ITEM	RESPONSIBLE	COMPLETED?
March 23, 2010	Committee photo shot at Victoria Park once pad is established.	Brad	
May 18, 2010	Forward 2-3 page LEED communication sheet to Sharon for circulation to Committee	Architect Team	



DATE: 18 JUNE 2010
TO: REGIONAL RECREATION CENTRE STEERING COMMITTEE
FROM: Brad McRoberts, P. Eng. **DIV:** Special Capital Projects **DEPT:** City Manager
SUBJECT: UPDATE TRAFFIC IMPACT STUDY FOR THE OWEN SOUND REGIONAL RECREATION CENTRE

BACKGROUND: The City of Owen Sound retained HDR/iTRANS Consulting, the consultant preparing the Transportation Master Plan for the City, to provide assessment, analysis and recommendations regarding the transportation and traffic impacts related to the Regional Recreation Centre (RRC) to be located at Victoria Park.

At the February 1, 2010, Regional Recreation Centre Steering Committee (RRCSC) meeting, a report was presented regarding the findings and recommendations of this study. The study was also presented to the Operations Advisory Committee (OAC) and concerns were raised regarding the proposed signalized intersection at 7th Avenue East and 10th Street East. Based upon those concerns HDR/iTRANS prepared a memorandum outlining the advantages and disadvantages of signalized intersections at either 7th Avenue East or 8th Avenue East. The memorandum entitled "Regional Recreation Centre - Comparison of Traffic Signals at 7th Avenue East and 8th Avenue East on 10th Street East" and dated April 12, 2010, is attached for reference.

COMMENTS: The memorandum outlines the advantages and disadvantages of signalized intersections at 7th Avenue East and 8th Avenue East on 10th Street East. HDR/iTRANS concludes that a signalized intersection is best suited to 7th Avenue East for the following reasons:

- Intersection Spacing: Intersection at 7th Avenue allows adequate spacing for signal progression with 9th Avenue while intersection at 8th Avenue will not;
- Grade of 10th Street East: Grade in the immediate area of the intersection at 7th Avenue is within Transportation Association of Canada (TAC) standards while intersection at 8th Avenue is not due to easterly incline towards 9th Avenue intersection;
- Vehicle Queues: Queues at 7th Avenue will not impact intersection at 9th Avenue while queues at 8th Avenue will; Forecast eastbound queues for 7th Avenue for 2026 will extend beyond 6th Avenue only 5% of the time during peak hour;
- Collision Potential: Grade is relatively flat at the 7th Avenue intersection however the grades east of the 8th Avenue intersection will exceed typical grade standards;

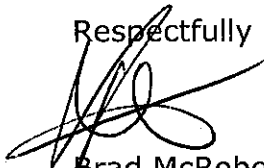
- Access to Residential Properties: Intersection at 7th Avenue will have no impact to access to 10th Street for residential properties on 10th Street East; while a signalized 8th Avenue intersection will since 8th Avenue is offset at 10th Street East;
- Pedestrian/Cycling: Intersection at 7th Avenue will encourage pedestrian and cyclist compliance with signalized crossing while 8th Avenue is further removed from main entrance and will discourage compliance with signalized crossing;
- Property Impacts: Intersection at 7th Avenue will not have an impact to properties on 10th Street East while intersection at 8th Avenue will;
- Sight Lines: Sight line issue at 7th Avenue exists, but can be mitigated by introduction of flashing "Signal Ahead" sign and signal coordination with 4th Avenue East; no sight line issues at 8th Avenue intersection; and
- Transit: Owen Sound Transit has indicated their preference for intersection at 7th Avenue. Furthermore, the Site plan for the RRC has been designed to facilitate transit access to the south side of the RRC at a 7th Avenue intersection.

RECOMMENDATION:

THAT the Regional Recreation Centre Steering Committee receives the foregoing June 21, 2010, report from the Manager of Special Capital Projects regarding the update on the Traffic Impact Study for the Owen Sound Regional Recreation Centre and further,

THAT Regional Recreation Centre Steering Committee recommends City Council and the Operations Advisory Committee consider the recommended location of the signalized intersection at 7th Avenue East.

Respectfully Submitted by:



Brad McRoberts, P. Eng.
Manager of Special Capital Projects



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**ENGINEERING
 SERVICES**

APR 14 2010

File: 2.9

Project # 5454

FILE: SS0173

REFER TO: OAC

Memorandum

To: Sean Potter, City of Owen Sound
 Jim Coburn, City of Owen Sound
 Chris Webb, City of Owen Sound

Cc: Stewart Elkins, HDR | iTRANS

From: Ray Bacquie, HDR | iTRANS

Date: April 12, 2010

Re: **Regional Recreation Centre – Comparison of Traffic
 Signals at 7th Avenue East and 8th Avenue East on 10th
 Street East**

HDR Corporation (HDR | iTRANS) was requested by the City of Owen Sound's Operations Committee to document the advantages and disadvantages of providing a traffic signal at the intersection of 7th Avenue East at 10th Street East. The installation of the signal, in addition to left turn lanes at this intersection were recommended as part of the findings from the Regional Recreation Centre Traffic Impact Study submitted to the City in November, 2009.

Background

The Recreation Centre proposal included the provision of a driveway onto 10th Street East opposite 7th Avenue East which would form the 4th leg of the intersection. A site driveway has been recommended opposite 7th Avenue East in order to provide additional site access to 10th Street East. However, the vertical alignment of 10th Street East west of 6th Street East is relatively steep (10% grade) which reduces sight distances and makes ascending the hill difficult for heavy trucks at slow speeds or during a stop condition.

Further to signalization, exclusive eastbound and westbound left-turn lanes are recommended on 10th Street East (at 7th Avenue East / site driveway) in order to improve intersection operations and minimize the risk of eastbound rear-end collisions on 10th Street East at the back of queue. Provision of exclusive left-turn lanes at 7th Avenue East will mitigate the limited visibility experienced by eastbound motorists traveling along 10th Street East as they approach the proposed signal at the site driveway. Left turn lanes should be provided for "opening day" of the Recreation Centre.

The timing of the installation of the traffic signal at 10th Street East and 7th Avenue East is also recommended for "opening day". Having said this, technically the signals are not warranted

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until beyond 2011. The recommendation was put forth to ensure that the driveway could adequately service site traffic and provide for safe gaps in which turning manoeuvres can occur, and also provide for safer pedestrian crossings. Discussions with Staff at Owen Sound Transit indicate that there is potential to service the Regional Recreation Centre via on-site transit facilities. However, Transit will only commit to providing facilities on-site if the site driveway at 7th Avenue East is signalized due to the concern that an unsignalized site driveway (which is the situation should 8th Avenue East (north leg) be signalized) will result in delay to transit vehicles trying to exit the site. This requirement of Owen Sound Transit also lends support for the traffic signals at the 10th Street East and 7th Avenue East intersection.

Traffic Signals at 7th Avenue East versus 8th Avenue East

There have been some comments put forth by members of the public and the Operations Committee regarding the proposed traffic signals at 10th Street East and 7th Avenue East having negative impacts to the motoring public, specifically, the possibility of heavy trucks not being able to ascend the hill while travelling eastbound, especially during inclement weather. It has been suggested that the signalization of the 10th Street East and 8th Avenue East (north leg) intersection would be a better location to serve the Regional Recreation Centre. The following table provides a comparison of the two alternatives using a number of evaluation criteria:

	7 th Avenue East	8 th Avenue East (north leg)
Intersection Spacing	The typical minimum spacing for signalized intersections is 200 metres according to the Transportation Association of Canada (TAC). 7 th Avenue East is approximately 375m from 9 th Avenue when measured from centreline to centreline. This spacing allows for signal progression with 9 th Avenue which will help alleviate eastbound queues on 10 th Street East.	The distance between 8 th Avenue East and 9 th Avenue East is approximately 225m from centreline to centreline, and the functional distance (from stop bar to stop bar) between the intersections is approximately 205 metres. These distances barely exceed the minimum spacing of 200 metres between signalized intersections. This spacing will not allow for signal progression with 9 th Avenue, and vehicle queues may impact the operation of the intersection and midblock link (see Vehicle Queues).
Grade of 10th Street East	In the immediate area of the intersection and within approximately 120 metres of each approach the grade of 10 th Street East is approximately 1.8%. Along the approach legs to the intersection where vehicles are expected to stop it is desirable to keep grades between 0.5% and 3% according to TAC.	On the east approach leg of this intersection the grade of 10 th Street East is 6%. According to TAC the maximum grade for the installation of signals is 4%.
Vehicle Queues	Eastbound queue from 9 th Avenue will not impact intersection. Possible eastbound queue (2026) to extend 60 metres or less back from signal 95% of the time. May	The eastbound 10 th Street queue will not extend beyond 6 th Avenue East. The functional distance between 8 th Avenue East and 9 th Avenue East is approximately

	extend to 6 th Avenue 5% of the time during the peak hour only. Coordination of the 4 th Avenue East and 7 th Avenue East traffic signals will mitigate the queues by limiting the number of arriving eastbound vehicles during stop condition on 10 th Street East.	205 metres. The vehicle queues that will form between these two intersections under 2026 conditions exceed the functional distance and will overlap during the PM peak hour resulting in a lower level of service for motorists which may lead to higher levels of congestion at the intersections or an increased propensity for rear-end collisions.
Collision Potential	4 leg intersections have a higher number of conflict points. Grade of 10 th Street East from west of 8 th Avenue through the 7 th Avenue intersection to 15 metres west of 6 th Avenue East is approximately 1.6%. The grade becomes approximately 10% further to the west. The grade is relatively flat through the functional area of the intersection.	Fewer conflict points with 3 leg intersection. Grade of 10 th Street west of 8 th Avenue East (north leg) is approximately 1.6% and through to east of 8 th Avenue East (south leg) the grade is 6% within the functional area of the intersection. Signals are not typically installed with approach grades of 5 to 6%.
Access to Residential Properties	No impacts to residential properties by signal installation.	Access to properties opposite 8 th Avenue East will be blocked a greater amount of time due to their location within the functional area of the signal.
Pedestrian / Cycling	Provides a direct link between 7 th Avenue East and the main entrance of the Regional Recreation Centre. This will encourage compliance with the pedestrian crossing times provided by the traffic signal. Signal provides for safer gaps for cyclists to enter the site and access the bike racks that are located at the main entrance of the site.	The location of the north leg of 8 th Avenue East is further removed from the main entrance and is offset from the south leg of 8 th Avenue East which will discourage some pedestrians from making use of the signal when crossing 10 th Street East.
Property Impacts	No property impacts or acquisition	No property acquisition. May need to modify/consolidate the driveways and landscaping of the homes directly opposite the signal.
Sight Lines	Sight lines are limit to eastbound motorists during stop condition at the signal when eastbound queue begins to develop. This can be mitigated by providing an auxiliary signal head, and also introducing a "Signal Ahead" warning sign with flashing amber light affixed to the sign, and a tab stating "Vehicles Stopped at Top of Hill" . In addition, signal coordination will be in place to promote platooning of vehicles between 4 th Avenue East and 7 th Avenue East.	No sight line issues at this location
Transit	Owen Sound Transit prefers a signalized intersection for access to RRC. This driveway location provides direct access to 10 th Street East with no additional turning	A transit bus would have make a northbound left into the site from 8 th Avenue and then would have to turn around on-site before making an eastbound

	movements required for ingress and egress from the site.	left from the site back onto 8 th Avenue to proceed north. In summary - Transit needs to make an additional left turn to serve the site. This in addition to the time to turnaround on site will impact service levels.
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Based on the above table, HDR | iTRANS recommend that a traffic signal should be installed at 10th Street East and 7th Avenue East to support the Regional Recreation Centre. Alternatively, the City could install temporary signals and left turn lanes at 10th Street East and 7th Avenue and monitor conditions at the temporary signal including the length of eastbound vehicle queues, and the number of pedestrian calls, or the City may choose to only install left turn lanes at this intersection and undertake a follow-up study subsequent to the "opening day" of the Recreation Centre to reassess traffic operations at the site. The latter alternative is not supportive of pedestrian or transit needs.

This situation is not unprecedented. The existing traffic signal at the intersection of 6th Street East and 7th Avenue East (south leg) is located a similar distance from the top of the hill for eastbound traffic. 6th Street is also a truck route. This location is not directly comparable since there is not nearly the same volume of through traffic and the vehicles queues would not likely be the same.

Proposed Lane Configurations at 10th Street East and 9th Avenue East

HDR Corporation also reviewed the functional design drawing of 10th Street East (received on March 16, 2010) from 6th Avenue East to 9th Avenue East. Based on traffic forecasts and intersection analyses in support of the Owen Sound Transportation Master Plan, HDR | iTRANS have the following comments:

Based on HDR | iTRANS projected 2026 traffic volumes, Synchro analysis identify the desired lane configurations at the intersection of 10th Street East and 9th Avenue East as:

- Eastbound - Dual exclusive left turn lanes with a minimum storage length of 78m, one through lane, and one shared through-right turn lane. If dual left turn lanes cannot be accommodated, then one exclusive left turn lane with minimum storage length of 163m would be required. We would not recommend having the proposed shared through/left turn as shown on the latest design. A separate phase would be required to operate this configuration which would negatively impact the level of service at the intersection;
- Westbound - an exclusive left turn lane, one through lane, and one shared through-right turn lane (the same as illustrated in the functional design drawing);
- Northbound - an exclusive left turn lane, one through lane, and one shared through-right turn lane (the same as illustrated in the functional design drawing); and
- Southbound - an exclusive left turn lane, two through lanes, and one right turn lane.

Please feel free to contact me at 519-651-8188 Ext. 5955 or by e-mail at stewart.elkins@hdrinc.com for further information.

Yours truly,

HDR Corporation

Ray Bacquie, P.Eng., AVS
Vice President

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Date	Remarks	Priority	Item
April 12 2010	<i>revised date from March 30</i>	***	SPA application
April 19 2010		**	M&E review with Owner - AM - Project Microplanning Meeting
April 19 2010		**	AV IT Security Microplanning - PM- Project Meeting
April 20, 2010		**	Completion of Class B costing
April 20, 2010	<i>revised to April 27th</i>	**	Steering Committee Project Meeting - Agenda TBD
April 20, 2010		**	Design Meeting - Microplanning - Interiors
April 27 2010	<i>revised date</i>	***	Steering Committee - Project Cost Review
May 7, 2010		***	VE 1 & 2 Review
May 10, 2010		***	VE 1 & 2 Review
May 17 2010		**	Caisson Tender Close
May 18 /2010		**	Steering Committee Project Meeting - Agenda - Cost update
May 19th	<i>revised date</i>	***	T 3 Site Services Tender (submission to Aquicon done)
May 25, 2010		**	Site Services Permit Application
May 25, 2010		**	Foundation Permit Application
May 26 2010	<i>revised date</i>	***	T 5A Elevator Tender (to Aquicon May 21st)
May 28 2010	<i>revised date</i>	***	T 5 Concrete Structure and Pool Tanks (to Aquicon May 21st)
June 7 2010		***	Full Building Permit Application
June 8 2010	<i>revised date</i>	*	Project Meeting - Presentation of Interior Finishes and Materials
June 16 2010		***	T 6 Structural Steel , Metal Deck (submission to Aquicon June 9th)
June 21 /2010		**	Steering Committee Project Meeting - Agenda TBD
June 23 2010		***	T 7 M&E and Fire Safety Systems Tender (submission to Aquicon June 16)
July 16 2010		***	T 8 Exterior Shell & Interior Partition Tender (submission to Aquicon July 9 2010)
July 19 2010		**	Steering Committee Project Meeting - Agenda TBD
August 23 2010		***	T 9 Finishes, AV/IT Security, Equipment & Landscaping Tender (submission to Aquicon August 16 2010)
August 30 2010		**	Steering Committee Project Meeting - Agenda TBD