

July 30, 2018  
Project 2251

### Topham Park – Record of Invited Stakeholder Meeting

**Date:** July 18, 2018  
**Time:** 6:30-8:15am  
**Location:** Topham Park Clubhouse, 181 Westview Blvd  
**Project:** Topham Park Improvements

**Attendees:** City Staff  
Janet Davis, Ward 31 Councillor  
Victoria Occhipinti, Constituency Assistant to Councillor Davis  
Nancy Chater, City of Toronto  
Todd Davidson, City of Toronto  
Jackie Aherne, City of Toronto  
Micah Serrano, City of Toronto

Consultants  
Cherie Ng – Cherie Ng Architect Inc.  
Kate Collins – Cherie Ng Architect Inc.  
Howard Nauboris – Cosburn Nauboris Ltd.  
Millie Brandon – Cosburn Nauboris Ltd.

Community Representatives  
Rebecca Cowling, Topham Park Community Association  
Dave Scheffel, Topham Park Minor Softball League (Equipment Manager)  
Bolton Kirkof, Topham Park Minor Softball League (President)  
Cathy Smith, Topham Park Minor Softball League (Snack Bar Convenor)  
Thanas Kirkoff, Topham Park Minor Softball League (Vice President)

#### **Below is a summary of the items discussed:**

1. Councillor Davis provided a brief introduction of the project and described the scope of work to be included in the project to the invited stakeholders. Project is to include:
  - The preparation of a masterplan/schematic design with costing for integrated clubhouse, wading pool, and playground improvements
  - Sports field improvements will not be included
    - i. Councillor suggested a separate meeting between softball league and park supervisor to discuss sports fields concerns and suggestions
2. City Project Manager provided an overview of the projected timeline for the design and implementation of park improvements:
  - November 2018 – Completion of this project: masterplan and schematic designs with costing
  - Separate Project – to follow in 2019 pending budget approval – Detailed Design and Construction Documents for Tender
  - 2020 – Construction (construction phasing TBD from this study)
3. City's current project budget (including consulting fees) are as follows:
  - \$450,000 – Clubhouse State of Good Repair and Accessibility Upgrades
  - \$150,000 – Playground Improvements
  - \$350,000 – Wading Pool Improvements
  - Additional \$300,000 – Section 37 Funding for "Facility Improvements"
    - i. Section 37 funding can be used towards wading pool or building improvements

4. Cosburn Nauboris gave a brief overview of the playground's existing condition and preliminary findings:
  - Funding designated for playground improvements are typically allocated every 25 years; the replacement of existing play equipment is strongly recommended
  - The existing playground footprint is limited and can be maximized by eliminating some of the other playground features (i.e. planters)
  - Fencing around the playground will be proposed, layout of existing fence may need to be adjusted to accommodate the new playground footprint
5. Cosburn Nauboris gave a brief overview of the wading pool/splash pad's existing condition and preliminary findings:
  - The park currently has a wading pool with splash pad features that share the same basin
  - It was noted that the current city standard is to separate the two types of amenities due to operations concerns and the need to maintain chemical balance in wading pool
  - The current wading pool/splash pad footprint is not large enough to contain a separate wading pool and splash pad
    - i. Due to close proximity to the clubhouse and ball diamond, room for expansion is limited
    - ii. Using the current footprint, the water feature in the master plan will either be a splash pad or wading pool depending on the community's preference
6. Cherie Ng Architects gave a brief overview of the clubhouse's existing condition and preliminary findings:
  - The consultant has reviewed the State of Good Repair Audit (prepared in Nov 2017) and will prioritize repair based on the findings of the report, site conditions and budgets
  - The condition of the architectural, mechanical and electrical systems in the building were reviewed prior to the meeting
  - Based on the SGR Audit and site investigations, State of Good Repair will include:
    - i. Architectural
      - Roof and upper window replacement
      - Wider doors with automatic operators to improve accessibility
      - Washroom and building Accessibility Upgrades:
        - Renovation and/or reconfiguration of the existing washrooms
        - a new universal washroom
    - ii. Mechanical
      - Furnace, exhaust fan and hot water heater replacement
      - Plumbing fixture repairs
    - iii. Electrical
      - Exit signs, battery packs, incandescent lighting fixture and receptacle replacement
  - It was noted that installing large windows at a lower elevation to increase visibility to the outside would be desired if the budget for building improvements permits
7. The community representatives were asked to describe their current and anticipated future uses of the clubhouse, wading pool, and playground. The following is a summary of the key items discussed.

#### Playground

- The current play equipment is geared to young children
- Introducing more challenging, senior items (i.e. rope structures) should be explored
- It was suggested that the new playground should be a junior playground only due to the close proximity of the Selwyn Elementary School playground nearby that can service older user groups

- i. After discussing the benefits and disadvantages proposing a junior-only playground, it was concluded that the preference is to maintain a mixed junior-senior playground to allow for parents to supervise children in both age groups
- The Community Association Representative expressed interest in rubber to be used as playground safety surfacing
  - i. The councillor noted the preference, but noted that engineered wood fiber is the standard for other parks in the community
- The Community Association Representative suggested the removal of the existing sand table due to its lack of use
  - i. The consultant noted that the removal of this sand table would allow for more flexibility for the layout of junior and senior play structures
  - ii. A newer model of accessible sand play would be explored
- The Community Association Representative noted that the playground is currently used by home daycares in the area
  - i. Shade is a very valuable feature of the park and existing trees should be preserved  
The introduction of a flat area for laying out baby blankets on a lawn should be explored
  - iii. Existing fence and gates surrounding the playground are very important for the security and safety of playground users
- ii.
  - A member of the Softball League suggested switching the location of the splash pad and playground to allow for a larger playground footprint
    - i. It was agreed that the consultants would explore this option to see if there would be a benefit to relocating the amenities
    - ii. It was noted that the safety of playground users may be a concern when senior softball games are active, but it was also noted that the clear sightline from the playground to the ball diamond may be beneficial for parents with children using both facilities at the same time

#### Splash Pad

- It was noted by the Community Association Representative that a splash pad would be preferred due to longer opening hours daily and seasonally, and more interactive water play features
- The short wading pool season is undesirable and the closure of the wading pool earlier in the summer was frustrating for the community
- Councillor Davis noted that the preference for a wading pool or splash pad will be further explored in a future public consultation meeting where a larger user group will be present

#### Clubhouse

##### 1) Baseball League and Snack Bar

- The snack bar operates Monday to Friday (5:30am to 9:30pm) and Saturday (8am-5pm) throughout the baseball season (end of April – June) and during post-season tournaments (approximately 3 times a year)
- The snack bar convener noted that there are electrical and plumbing issues in the clubhouse kitchen that should be reviewed
- The snack bar convener also noted that a separate sink should be proposed in the clubhouse
  - i. The snack bar sink is used to clean art supplies during day camps and used for handling food when the snack bar is in operation; the contamination of food is a concern
- It was noted that the current amount of storage space for the snack bar is insufficient; items are often stored in the common space outside of the kitchen during the baseball season

- Alternative storage options for baseball league equipment was discussed to maximize the amount of space available for recreation programming within the clubhouse
  - i. The Softball League had no objections to storage outside of the clubhouse as long as the equipment is stored in a secure and waterproof space
  - ii. There were discussions regarding the sensitivity of the baseball equipment to heat and moisture, however, no conclusions were made on the specifics requirements of the exterior storage space
  - iii. The Softball League stated that they would confirm the specific storage requirements for their baseball equipment with respect to climate controlled space
- 2) Recreation Programming
  - The clubhouse is currently used Mondays to Fridays for day camps in July and August
    - i. It was noted that the day camp does not qualify as a “child care facility” and child care requirements (i.e. minimum 10% windows) does not apply to the clubhouse building
    - ii. City recreation staff noted that more secure storage for table, chairs, and day camp supplies is desirable
    - iii. City recreation staff noted that a designated office for storage/office administration is not necessary
    - iv. City staff noted that the space could be permitted to other user groups in the baseball off-season if all city supplies can stored securely
  - Community Association Representative suggested the implementation of a licensed full time child care due to shortage of child care options in the neighbourhood
    - i. Councillor noted that the clubhouse is not suitable for a daycare facility due to space restrictions; implementing a child care program accommodating less than 65 children is not feasible
  - Community Association Representatives noted that the current tennis storage space is underused.
  - Topham Baseball Association Representatives noted interest in implementing youth programs and expanding the space (possibility of adding a second storey, moving the mechanical room from the center of the building to a more convenient location for maximizing programming space, moving the snack bar to the back of the building by the tennis courts, installing radiant in-floor heating to eliminate ductwork)
  - Councillor and architectural consultant noted that expanding the building or major renovations will not be in the budget
    - i. City project manager noted that external funding (donations) are encouraged and can be facilitated through the city’s Partnership program, however this process would likely affect schedule of the capital improvements
    - ii. Councillor noted that a new community center is planned for the ward and will be located elsewhere in the neighbourhood
      - The new community center will have facilities for youth programming
  - City Recreation Staff noted that the following would be ideal for expanding the various possibilities for community programming within the building
    - i. Storage cupboards
    - ii. Sink (other than the one current in the snack bar)
    - iii. Lockable storage for computer
    - iv. A location for the storage of tables and chairs.
    - v. Kitchen facility for community kitchen or cooking program (could be shared with the snack bar)
    - vi. Maximize programmable space in the rooms

#### Exterior Amenity Spaces

- It was noted that the clubhouse and adjacent outdoor area is used for community barbecues every Saturday during the baseball season (May-June) with the exception of days where tournaments are taking place

- i. Hundreds attend the community barbecue and the event is the main source of revenue for the Softball League
    - ii. It was noted that double doors opening to the splash pad are the primary access for barbecue supplies and pedestrian circulation
    - iii. The barbecues are located under the building overhang and the smoke entering the building is undesirable
      - Consultant to explore an alternate, covered barbecue location close to the clubhouse
    - iv. The existing planters facing the double doors are used for seating, alternative seating options will need to be provided if the planters are removed
    - v. It was noted that the existing flagstone paving in the gather space is not accessible and undesirable, consultant to propose an alternative in park masterplan
  - A natural ice rink is set up by community volunteers (the “Zamboni Group”) every winter
    - i. The boards for the ice rink are currently stored at one of the volunteer’s home
    - ii. An exterior storage solution within the park should be included in the park masterplan
    - iii. It was noted that water supply for setting up the rink is a challenge
8. Construction Timing
- Residents expressed concerns in the disturbance of Softball League and community activities during construction
  - Councillor and city project manager noted that construction will be scheduled to minimize disturbance to the community
9. A post-meeting discussion took place outside of the club-house. The main topic of discussion was the relocation of the main entry (existing wood arbor) to the re-aligned Tiago Ave and Westview Blvd intersection
- Landscape architectural consultant noted that the relocation of the entry feature would free up space that could be used for expanding the playground or the gathering area
  - Although the new location of the primary entry would be central, Councillor and Community Association Representative noted that locating the main entrance next to the playground could be a safety concern
  - The Councillor did not think park guests should travel through the playground
10. Next Steps
- Consultants to prepare preliminary concepts for review and discussion at the next meeting
  - Next meeting tentatively scheduled for early September

Please report any errors or omissions to the author immediately.

Minutes prepared by:  
Millie Brandon, Cosburn Nauboris Ltd.  
mbrandon@cosburnnauboris.ca

Enclosed: Meeting agenda prepared by Councillor Davis’s Office

Distribution:  
Attendees  
Peter Didiano, PFR Capital Projects  
Dave Nosella, PFR Capital Projects