



**Town of Aurora  
Parks and Recreation Advisory Committee  
Meeting Agenda**

**Date:** Thursday, January 15, 2026  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

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<b>1. Call to Order</b>	
<b>2. Land Acknowledgement</b>	
<b>3. Approval of the Agenda</b>	
<b>4. Declarations of Pecuniary Interest and General Nature Thereof</b>	
<b>5. Receipt of the Minutes</b>	
<b>5.1 Parks and Recreation Advisory Committee Meeting Minutes of November 20, 2025</b>	<b>1</b>
1. That the Parks and Recreation Advisory Committee meeting minutes of November 20, 2025, be received for information.	
<b>6. Delegations</b>	
<b>7. Matters for Consideration</b>	
<b>7.1 Memorandum from Manager, Parks and Fleet; Re: The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance</b>	<b>6</b>
1. That the memorandum regarding The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance be received; and	
2. That the Parks and Recreation Advisory Committee comments regarding The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance be received and referred to staff for consideration and further	

action as appropriate.

8. **Informational Items**
9. **New Business**
10. **Adjournment**



**Town of Aurora  
Parks and Recreation Advisory Committee  
Meeting Minutes**

**Date:** Thursday, November 20, 2025  
**Time:** 7 p.m.  
**Location:** Holland Room, Aurora Town Hall

**Committee Members:** Michael Thompson (Chair)  
Bo Brkic  
Lindsay Carvalho\*  
Michelle Dakin (Vice Chair)  
Jessie Fraser\*  
Steve Hall  
Charles Legge  
Sean Noble\*

**Members Absent:** Irene Clement  
Shannon Ippolito

**Other Attendees:** Michelle Johnson, Coordinator, Collections and Exhibitions  
Hailey Jones, Sport and Community Development Specialist\*  
Glen McArthur, Engineer, Municipal  
Matthew Volpintesta, Manager, Parks and Fleet Divisions\*  
Lisa Warth, Manager, Recreation  
Linda Bottos, Council/Committee Coordinator

\*Attended electronically

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**1. Call to Order**

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

**2. Land Acknowledgement**

The Committee acknowledged that the meeting took place on Anishinaabe lands, the traditional and treaty territory of the Chippewas of Georgina Island,

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recognizing the many other Nations whose presence here continues to this day, the special relationship the Chippewas have with the lands and waters of this territory, and that Aurora has shared responsibility for the stewardship of these lands and waters. It was noted that Aurora is part of the treaty lands of the Mississaugas and Chippewas, recognized through Treaty #13 and the Williams Treaties of 1923.

**3. Approval of the Agenda**

**Moved by** Michelle Dakin

**Seconded by** Steve Hall

That the agenda as circulated by Legislative Services be approved.

**Carried**

**4. 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*.

**5. Receipt of the Minutes**

**5.1 Parks and Recreation Advisory Committee Meeting Minutes of September 18, 2025**

**Moved by** Sean Noble

**Seconded by** Jessie Fraser

1. That the Parks and Recreation Advisory Committee meeting minutes of September 18, 2025, be received for information.

**Carried**

**6. Delegations**

None.

**7. Matters for Consideration**

**7.1 Memorandum from Collections and Exhibitions Coordinator; Re: Community Reflection Space Design Update**

Staff provided a brief overview of the memorandum and update regarding the selection of Town Hall as Aurora's new Community Reflection Space.

Adam Nordfors, Associate, Landscape Architecture, FOTENN, presented an overview of the design development approach and key elements of the thirty percent design proposal for the Community Reflection Space.

The Committee, staff, and consultant discussed various aspects of the space including concerns regarding how to maintain a clear distinction between a quiet reflection space and political activity; multi-purpose vehicle barriers; creation of a natural, secluded space that encourages peaceful interaction; and possible use of the space as a shortcut.

**Moved by** Steve Hall

**Seconded by** Charles Legge

1. That the memorandum regarding Community Reflection Space Design Update be received; and
2. That the Parks and Recreation Advisory Committee comments regarding Community Reflection Space Design Update be received and referred to staff for consideration and further action as appropriate.

**Carried**

## **7.2 Memorandum from Manager, Recreation; Re: Sport Plan Working Groups - Consultation**

Staff presented an update on the approach to implementing some of the strategies of the Sport Plan Update noting that diversity, equity, and inclusion (DEI) is now part of the overarching goal and flows through all four pillars of the Plan. Staff further provided an overview of the updated sport action plan including the launching of a Leadership Working Group, Governance Working Group, and Environmental Scan Working Group, with a focus on obtaining feedback on the environmental scan surveys toward a better understanding of who is being served in Aurora's sport landscape.

The Committee and staff discussed aspects of the environmental scan cohort 1 and cohort 2 survey questions including the risk of duplication of data collection and burden on LSOs (local sport organizations) and CSOs (community sport organizations); consistency of data collection over time; feedback to reduce cohort 1 questions; benefits of participation in survey;

communication languages; provision of opt-out mechanism for questions and identification of baseline questions for participation; and flexibility in the timing and collection periods to complete surveys.

**Moved by** Sean Noble

**Seconded by** Bo Brkic

1. That the memorandum regarding Sport Plan Working Groups - Consultation be received; and
2. That the Parks and Recreation Advisory Committee comments regarding Sport Plan Working Groups - Consultation be received and referred to staff for consideration and further action as appropriate.

**Carried**

## **8. Informational Items**

### **8.1 Memorandum from Manager of Parks and Fleet; Re: 2026 Budget: Park Projects**

Staff provided a brief overview of the memorandum including major projects for 2026 and continuing multi-year projects.

The Committee inquired about the Fleury Park renovations and staff provided a response.

**Moved by** Bo Brkic

**Seconded by** Steve Hall

1. That the memorandum regarding 2026 Budget: Park Projects be received for information.

**Carried**

## **9. New Business**

The Committee requested that staff provide an update at the next meeting regarding the status of work being done on an additional indoor (dome) field, and staff agreed to follow up.

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10. **Adjournment**

**Moved by** Michelle Dakin

**Seconded by** Charles Legge

That the meeting be adjourned at 8:19 p.m.

**Carried**



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Town of Aurora  
**Memorandum**  
Operational Services

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**Re:** The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance

**To:** Parks and Recreation Advisory Committee

**From:** Matthew Volpintesta, Manager of Parks and Fleet

**Date:** January 15, 2026

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## Recommendation

1. That the memorandum regarding The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance be received; and
2. That the Parks and Recreation Advisory Committee comments regarding The Protection and Commemoration of Aurora's Oldest Trees that Hold Natural and Cultural Significance be received and referred to staff for consideration and further action as appropriate.

## Background

The following motion was put forth and carried during the Committee of the Whole meeting on September 9, 2025:

Whereas Aurora is home to a handful of trees believed to be senescent or centenarian in nature, representing important natural, cultural and historical significance; and Whereas these trees serve as a living testament and hold future cultivar legacies to Aurora's ecological heritage and is valued by residents and visitors alike; and Whereas the preservation of significant natural features aligns with the Town's ongoing commitment to environmental stewardship, public education, and the protection of its natural assets.

Now Therefore Be It Hereby Resolved That staff be directed to identify these trees, assess the health, species, and estimated age of these trees in collaboration with certified arborists and local environmental groups; and



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Be It Further Resolved That staff report back with recommendations on measures to ensure the long-term protection and maintenance of these trees, including hazard risk assessments, long term health plans with yearly evaluations and other necessary practices to extend longevity; and

Be It Further Resolved That the report should also include commemorative recognition elements such as an interactive plaque at the site highlighting its ecological, cultural, and natural significance to the community; a neighbourhood ribbon cutting event to foster community pride; and collaborative tours or map-based integration with the arboretum; and

Be It Further Resolved That staff consult with the Town's Museum and Archives, Heritage and Environmental Advisory Committees, if applicable, for input on the design and wording of the commemorative plaque; and

Be It Further Resolved That staff develop an afterlife life plan should the tree perish such as architectural art; repurposing of wood; and cultivating seeds and cuttings to expand its genus strain; and

Be It Further Resolved That any costs associated with the plaque, assessment, and preservation measures be considered as part of the next applicable operating or capital budget or funded through available grants or sponsorship opportunities.

In response to the above referenced motion, Staff have conducted a best practice review and prepared a working draft of an End-of-Life Tree Management Guide attached as an appendix. Through this report, Staff provide detail of considerations made in working toward a go-forward approach for strategizing efforts to protect, celebrate and extend the life of Aurora's heritage trees.

The End-of-Life Tree Management guide provides a structured framework to manage heritage and mature trees approaching the end of their lifecycle. The draft guide was formulated through a review of tree policies from municipalities across Canada, including provincial and municipal legislation, best practices from urban forestry organizations and innovative programs such as TreeCycle Canada. Some examples on municipalities reviewed include Middlesex Centre (Ontario) Burnaby (British Columbia), LaSalle (Ontario), and Whitehorse (Yukon Territories), which embed end-of-life considerations within broader tree management policies.

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Furthermore, building on policies from Ontario's *Forestry Act*, *Ontario Heritage Act*, and *Municipal Act*, combined with best practices from urban forestry organizations such as Tree Canada, who developed an Urban Forestry Guide that emphasize lifecycle management, risk assessment and sustainable disposal, key components reveal themselves as core function of a successful management guide.

Several key components around assessment, preservation, and commemoration form a comprehensive End-of-Life guide.

The following details the key components proposed within the draft guide:

### **Assessment and Decision Framework, and Registry of Trees**

The first step is to establish criterion including what characterizes a tree as having cultural or natural heritage significance, being; age of tree, species, geographical location, or other historical occurrences. Once a criterion is set, the tree should be thoroughly documented, including photographs, measurement, and record of historical significance for archives.

As part of this assessment, risk assessment should confirm structural decline and assess health under existing tree inventory categorization. There is also a public engagement component, which would seek input, including notifying public community and stakeholders; consider commemorative options.

### **Tree Protection or Preservation Strategies**

Dependent on risk assessment, this can involve species and lineage preservation strategies (seed bank, nursery reproduction). Further, additional strategies include heavy pruning focusing on structural integrity, vertical mulching and deep root fertilization and watering regime.

### **Disposal and Repurposing**

Recycling and re-use are excellent options should failure/removal occur. This includes urban lumber programs, and partnerships with local sawmills or artisans to turn logs into park furniture, tables, public art installations.

A cited example is TreeCycle Canada who partner with municipalities to urban wood (biomass energy) into clean energy or wood products.

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### **Commemorative Practices**

Commemorative practices may involve a myriad of options which include memorial plaques in situ and heritage displays, archival and repurposed wood through options detailed above such as public art.

### **Replacement and Ecological Continuity**

Plant native or climate-resilient species near the original site or genetic duplicates through preservation methods detailed above such as nursery reproduction. This is also a potential consideration as a commemorative practice. It is also recommended to exceed tree replacement policies and Bylaw (example; multiple young trees for one large heritage tree).

### **Policy and Program integration**

This focuses on including end-of-life options in Tree Protection By-Laws and Urban Forestry Master Plans. Further, there are options to integrate practices into other programs and municipal strategic goals, such as canopy cover targets.

### **Communication and Education**

Communication and Education play a pivotal role in the process from the outset through the course of the management guide. At the outset, engagement and education help formulate a list and criterion for designation as having significant. Through the management plan for a particular tree, engagement and communication allow for promotion of the tree, in celebrating any commemorative practice or enlightening public on the process to protect or repurpose a tree.

### **Funding**

Funding is a key component to this work and a consideration when applying this guide to Town trees. Considerations around archiving, and tree protection/preservation are likely the most significant when accounting for budget needs, as would repurposing. Communication and education also may impact a need for funding, should materials be produced. There is a possibility of revenue generation which may contribute to funding the end-of-life program, through sale of repurposed materials.

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### Next Steps

Staff will consolidate feedback from the presentation of this report and the draft End-of-Life Tree Management Guide to the Town's advisory committees, including the Environmental Advisory Committee (EAC), Parks and Recreation Advisory Committee (PRAC) and Heritage Advisory Committee (HAC) early in 2026. Once received, staff will report to Council with a go forward approach and complete management guide, including assessment and listing criteria, and funding strategy to begin this process.

It should be noted, once a final guide is presented, staff will incorporate any endorsed practices or procedures into the Town's associated Tree Bylaws which are planned to be updated in 2027, such as the Tree Protection Bylaw.

Attached for comment is an initial draft of the End-of-Life Tree Management Guide for any initial comment or consideration.

### Attachments

1. Draft v.1 End-of-Life Tree Management Guide for any initial comment or consideration

**Town of Aurora End-of-Life Tree Management Guide – DRAFT v1****1. a) Registry of Heritage Trees**

- **List:** Establish criterion and list of municipal owned heritage tree registry in Aurora
- **Documentation:** Photograph, measure, and record historical significance for archives.

**b) Assessment and Decision Framework**

- **Risk Assessment:** Confirm structural decline, assess health under existing tree inventory categorization.
- **Public Engagement:** Notify community and stakeholders; consider commemorative options.

**2. Tree protection or preservation strategies (dependant on Risk Assessment)**

- **Species and lineage preservation strategies (seed bank, nursery reproduction)**
- **Heavy pruning focusing on structural integrity**
- **Vertical mulching/deep root fertilizing**
- **Watering regime**

**3. Disposal and Repurposing Options****Recycling and Reuse**

- **Urban Lumber Programs:** Partner with local sawmills or artisans to turn logs into:
  - Benches, picnic tables, or park furniture.
  - Sculptures or art installations for public spaces.

Example: TreeCycle Canada: Converts urban wood into clean energy or wood products.

- **Community Projects:** Donate wood to schools or makerspaces for educational use

**Biomass and Energy:**

- Chipping for mulch or compost.
- Biomass energy generation through municipal or private facilities.

**4. Commemorative Practices**

- **Plaques and Memorials:**
  - Install plaques at the original site or on replacement trees.
  - Include QR codes linking to digital archives or tree history.
- **Heritage Displays:**
  - Use sections of trunk for interpretive signage in parks or museums.
- **Public Art:**
  - Commission local artists to create sculptures from salvaged wood.

**5. Replacement and Ecological Continuity**

- Plant native or climate-resilient species near the original site.
- Follow or exceed tree replacement policies and Bylaw (e.g., multiple young trees for one large heritage tree).

**6. Policy and Program Integration**

- Integrate End-of-Life Management guide into associated Town programs and policies/

**7. Communication and Education**

- Host farewell ceremonies or community planting events.
- Share stories via municipal websites and social media to highlight sustainability and heritage value

**8. Funding Models**

- **Revenue:** potential with sale of commemorative items, or possible sale of nursery pots of direct lineage