



Accessibility Advisory Committee Minutes
Thursday June 17, 2010
6:00 p.m.
Committee Room, Town Hall

Members Present:

Chair: M. Tymkow
Councillor R. Whitehead
R. Cowan

Members Absent:

M. Ramlall (regrets)

Town Staff

Accessibility Program Co-ordinator: L. Ricciuti

1. **CALL TO ORDER**

The meeting was called to order at 6:15 p.m.

2. **APPROVAL OF AGENDA**

Moved by: R. Cowan

AAC-2010-016

That the Agenda for the June 17, 2010 Meeting be approved, with the addition of an urgent business matter regarding membership.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

None Stated

4. RECEIPT OF MINUTES

Moved by: R. Whitehead

AAC-2010-017

That the minutes of the May 13, 2010 Accessibility Advisory Committee meeting be received.

Carried.

5. REGULAR BUSINESS

A. Report RPS-2010-016 re: Caledon Central Pool Accessibility Project

This item has been rescheduled for the July 15, 2010 Meeting.

B. Site Plan Review Checklist

Moved by: M. Tymkow

AAC-2010-018

That the Committee recommend Council direct the Planning & Development Department to include in their Site Plan submission process, an Accessibility Site Plan, that outlines accessibility initiatives. The Committee feels this will allow for

easy, timely and effective review.

Carried.

C. Site Plan Review SPA 09-71

The following comments were submitted to Stephanie McVittie, Intermediate Development Planner:

F.F.E = 238.85

- Light Stands have not been identified on the site plan and the Committee would like to see where those are being placed.
- Are all Main Entrance Ways free of any garbage receptacles, planters and any other items that may cause a barrier?
- Are all Main Entrance Doors automatic and/or sliding?
- Please refer to the recommended Accessible Parking Regulations for parking spot dimensions (enclosed).
- Please place a curb cut at the top of the access aisles for easy access up onto the walkway.
- Please place a curb cut at the opposite end for easy access up onto the walkway preferable in between the 2 parking spaces (where 11 is circled).
- Please also place a curb cut on the north

side of the building where is indicates
“concrete walkway”.

- Please remove the curb cut at the corner as it is situated in a dangerous location.

F.F.E. = 238.55 & F.F.E. = 238.80

- Light Stands have not been identified on the site plan and the Committee would like to see where those are being placed.
- Please move the designated accessible parking spots to the centre of the parking area.
- Please place at least 3 curb cuts along the concrete walkway – 1 at each end and 1 in the middle.
- Please refer to the recommended Accessible Parking Regulations for parking spot dimensions (enclosed).
- Please remove the curb cut at the corner as it is situated in a dangerous location.

D. Site Plan Review SPA 09-94

The following comments were submitted to
Stephanie McVittie, Intermediate Development
Planner:

Two Storey Elementary School

- Light Stands have not been identified on the site plan and the Committee would like to see where those are being placed.
- Are all Main Entrance Ways free of any garbage receptacles, planters and any other items that may cause a barrier?
- Are all Main Entrance Doors automatic and/or sliding?
- A sign needs to be placed in front of the Designated Accessible Parking spot that is located in front of the main entrance.
- Please refer to the recommended Accessible Parking Regulations (enclosed).

Mayfield Secondary School Building

- NW Parking area - Please add a curb cut directly in front of the 4 accessible parking spots that lead up to the sidewalk area.
- NE Parking area – Please add curb cuts at the top of each access aisle leading up to the sidewalk area.
- NE Parking area – Please shift all designated parking spots as the last designated spot should not be beside a curb or close to the sodded area.
- A sign needs to be placed in front of each Designated Accessible Parking spot.

- Please refer to the recommended Accessible Parking Regulations (enclosed).
- Lights Stands have not been identified in the NE Parking area.

Please also clarify where the snow storage and loading/delivery locations are and if an elevator will be placed in the interior of the building.

E. Site Plan Review SPA 10-34

The following comments were submitted to Brian Lauder, Community Development Planner:

- Light Stands have not been identified on the site plan and the Committee would like to see where those are being placed.
- Are all Main Entrance Ways free of any garbage receptacles, planters and any other items that may cause a barrier?
- Are all Main Entrance Doors automatic and/or sliding?
- Please consider moving the Designated Accessible Parking Spot to the centre of the parking area.

F. Town Hall – Customer Service Renovation Update

Verbal update was provided indicating that the following accessibility initiatives were completed in the renovation:

- Washroom in the Council area was made accessible.
- A lowered counter has been added to the Café Service Counter.
- Waste Bins are easily identified and situated at an easy point of access.
- Coffee Dispensers and fixings are organized and easy to access.
- Customer Service counter contains a lowered counter.

G. Accessible Election Policies, Practices and Procedures

Committee discussed the draft and would like to the following added to the Procedures under 'Support Persons':

It is the responsibility of all Election Officials to make as many accommodations as needed to ensure an elector with a disability is able to cast a vote with comfort and ease.

H. Conflict with Committee Meeting Dates & Times

Moved by: R. Cowan

AAC-2010-019

Due to a conflict, by a committee member, with the current meeting dates and times the Committee would like Council to direct the Administration Department to proceed with the Recruitment and Appointment process to allow for additional membership due to serious quorum concerns.

Carried.

6. ADJOURNMENT

The meeting adjourned at 8:44 p.m.

7. NEXT SCHEDULED MEETING

The next meeting will be held on July 15, 2010, at 6:00 p.m. in the Committee Room, Town Hall.