



Accessibility Advisory Committee Minutes
Thursday, September 29, 2011
6:00 p.m.
Committee Room, Town Hall

Members Present:
Councillor Whitehead
Chair: M. Tymkow
E. Annis
R. Cowan
D. Scida
D. St. Clair

Members Absent:
Vice- Chair: D. Farrace (regrets)

Town Staff:
Accessibility Program Co-ordinator: L. Hall
Customer Service Supervisor/Deputy Clerk: D. Publow
Senior Project Manager: M. Seguin

1. **CALL TO ORDER**

The meeting was called to order at 6:07 p.m.

2. APPROVAL OF AGENDA

Moved by: R. Cowan

AAC-2011-023

That the Agenda for the September 29, 2011 Meeting be approved, with the addition of two urgent business matters regarding the 2012 Accessibility Advisory Committee Meeting Schedule and Roundabouts in Caledon.

Carried.

3. DISCLOSURE OF PECUNIARY INTEREST

None Stated.

4. RECEIPT OF MINUTES

Moved by: D. St. Clair

AAC-2011-024

That the minutes of the July 14, 2011 Accessibility Advisory Committee meeting be received.

Carried.

5. REGULAR BUSINESS

- A. Marc Seguin, Senior Project Manager re:
Johnston Sports Park (SPA 11-011).

M. Seguin provided an overview of the Johnston Sports Park Project. The Project is being developed in a set of phases. Phase one will include the development of 3 youth soccer fields with parking areas. Phase one is forecasted to be completed in 2012 - 2013. All other phases will be rolled out over a ten plus period. M. Seguin advised that future phases, specifically the facility design will be brought to the Committee for review and comment.

The Committee requested that staff, with the assistance of SPH Planning & Consulting, develop accessibility guidelines for all parks to ensure accessibility measures are incorporated. Such measures include accessible seating areas, hard surfaced pathways to parks and sport parks seating areas, playground equipment, etc.

Darlene Publow, Customer Service
Supervisor/Deputy Clerk re: Update on Taxi
Rates and Taxi Licence Form

- B. D. Publow provided the Committee with an update on different initiatives underway with regards to Taxi Rates and Taxi Licence Forms. D. Publow presented the current forms as well as recommended changes to the forms. The recommendations are an increase in font size to 18, as well as placing the forms on yellow paper to increase visibility.

The Committee supported the recommended changes and requested that a disclaimer be placed at the bottom of the form to indicate that alternative formats of the document are available upon request.

- C. Site Plan Review (second submission - SPA 11-037 – Sandhill Commercial – 6035 King Street (proposing to develop the property for the use of a convenience store and service kiosk, a drive-through restaurant, a retail store and a motor vehicle facility)).

The following comments were submitted to Eric Conley, Senior Planner:

- For Building C, please move the designated accessible parking spaces to the middle of the parking area.

- Please ensure design of designated accessible parking spaces are in full compliance with Traffic By-law 2011-020, including appropriate signage.
 - Please demonstrate where designated accessible parking signs will be placed.
 - Please confirm that all main entrance doors are fully accessible with automatic operators.
 - Please add an additional 8 metres to the distance between the edge of the pump station to the beginning of the parking area in front of Building A.
- D. Site Plan Review – SPA 11-80 – Terry Cutts – 17219 Highway 50 (proposing to convert the Church in Palgrave to a restaurant with an accessory dwelling unit).

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

- Please add at least one, preferably 2 Designated Accessible Parking Spaces.
- Please ensure all Designated Accessibility Parking Spaces are in full compliance with Traffic Bylaw 2011-020.

- Please clearly indicate how persons using a mobility device, such as a wheelchair are able to access the facility - plan only shows 6 steps.
 - Once Designated Accessible Parking Spaces are outlined, comments can be provided on whether or not additional curb ramps will be recommended.
 - Please outline where snow storage and delivery will take place, if applicable.
 - Please ensure the main entrance is barrier free with automatic doors.
 - Please ensure there won't be any barriers or obstacles placed at all entrances.
 - Please outline where light fixtures or standards will be place.
 - Please ensure 2 designated accessible parking spaces are in the main parking lot and not situated at any off-site parking area.
 - Please outline on the site plan what accessibility features will be present for individuals to access the deck area and patio area from both the exterior and interior.
- E. Site Plan Review – SPA 11-88 – Benson Steel – 72 Commercial Road (proposing to expand the existing plant with a larger shop facility and to relocate the administration area to a new office space).

The following comments were submitted to Ruth Conard, Community Development Planner:

- Please ensure all designated accessible parking spaces are in full compliance with Traffic Bylaw 2011-020 - total number of designated accessible parking spaces is 6.
 - We recommend placing 4 designated accessible parking spaces in the main entrance parking area and 2 spaces in the Proposed Plant Addition parking area.
 - Please outline where snow storage or delivery areas will be placed.
 - Please clarify what the barrier free entrance will consist of.
 - Please outline access means for individuals to get to the second level of the building.
- F. Site Plan Review – SPA 11-90 – Premier Tech Home & Garden – 33 Perdue Court (construct and office building which will also contain open storage of horticultural materials including lawn and garden fertilizers, growing media, mulch, grass seed, indoor and outdoor pest control and ice melters).

The following comments were submitted to Ruth Conard, Community Development Planner:

- Please ensure the Designated Accessible Parking Space is in full compliance with Traffic Bylaw 2011-020.
- Please confirm whether or not the main entrance into the facility is barrier free (either automatic or with power door operators).
- Please ensure the main entrance is also free of any obstacles such as garbage receptacles and planters.
- Please ensure main entrance area is well lit - Committee was unable to identify lighting features on the site plan.

G. Site Plan Approval Process

Moved by: E. Annis

AAC-2011-025

That Council recommend Staff to develop a policy within the Site Plan Approval process that makes it mandatory for all facilities, specifically commercial developments to include accessible washroom facilities.

Carried.

H. Discussion re: Joint Meeting with the Region of Peel's Accessibility Advisory Committee on October 27, 2011.

The Committee discussed the coordination of the joint meeting. Each member was asked to speak about one of the following issues:

- Transit Needs – CCS / TransHelp / Taxi Cabs (E. Annis & D. Scida)
- Rural Living - Emergency Services (response times), Winter Weather Conditions, Windrows. Street Lighting and Mailboxes (Dale St. Clair)
- Parks & Recreation (R. Cowan & D. Farrace)
- Subsidized funding for children with disabilities (D. Farrace)
- Roundabouts (M. Tymkow)

The meeting will begin at 6:00 p.m. and will begin with introductions, dinner, followed by presentations made by the Town's AAC members and dessert to close the meeting.

I. 2012 Accessibility Advisory Committee Meeting
Schedule

Moved by: M. Tymkow

AAC-2011-026

That the Committee approve the 2012 Meeting
Schedule for the upcoming term.

Carried.

J. Roundabouts

Moved by: M. Tymkow

AAC-2011-027

That the Town of Caledon and the Region of Peel
include the Accessibility Advisory Committee in
the development stage and process of all future
roundabouts in the Town of Caledon, specifically
the two planned roundabouts in Bolton.

Carried.

6. **CORRESPONDENCE/INFORMATION**

1. Orangeville Banner re: Study highlights rural
transportation gap
2. The Caledon Enterprise re: Pick a Legal Spot
3. The Caledon Enterprise re: Smarten Up

4. The Caledon Enterprise re: Caledon is becoming more user friendly

7. ADJOURNMENT

The meeting adjourned at 9:15 p.m.

8. NEXT SCHEDULED MEETING

The next meeting will be held on October 27, 2011, at 6:00 p.m. in the Committee Room, Town Hall.