



Accessibility Advisory Committee Report  
Monday, May 6, 2019  
6:15 p.m.  
Committee Room, Town Hall

Members

Councillor C. Early  
L. Champion (Chair)  
J. Groe (Vice Chair) (joined at 7:02 p.m.)  
G. Kennedy (joined at 6:21 p.m.)  
J. Payne  
D. St. Clair

Town Staff

Legislative Specialist: C. Curtis  
Council Committee Coordinator: J. Lavecchia

**CALL TO ORDER**

L. Champion called the meeting to order at 6:15 p.m.

**DECLARATION OF PECUNIARY INTEREST** – none.

**RECEIPT OF MINUTES**

Moved by: J. Payne – Seconded by: G. Kennedy

The minutes of the March 4, 2019 and the April 15, 2019 Accessibility Advisory Committee meeting be received.

Carried.

**REGULAR BUSINESS**

1. Site Plan Reviews

- a. Site Plan Review re: SPA 16-0060 – 12911 Coleraine Drive  
(Proposing to build an addition on the property).

The Committee reviewed the site plan and confirmed there are no further recommendations at this time.

- b. Site Plan Review re: SPA 19-0013 – 100 Pillsworth Road  
(Proposing to build an addition to the building currently under construction).

The Committee reviewed the site plan and confirmed there are no further recommendations at this time.

- c. Site Plan Review re: SPA 19-0019 – 12424 Dixie Road  
(Proposing to amend the current buildings on site).

The Committee reviewed the site plan and confirmed there are no further recommendations at this time.

- d. Site Plan Review re: SPA 19-20 – 50 Sloan Drive  
(Proposing to add a temporary gravel parking lot and temporary trailer office).

The Committee reviewed the site plan and confirmed the following recommendations:

- 1) Once parking has been confirmed, Site Plan shall indicate that Accessible parking space(s) for the site comply with By-law 2015-058. – Schedule “K”. The proposed accessible parking space(s) surface shall be firm, stable and slip resistant in composition.
2. Accessibility Week – May 27, 2019 to June 2, 2019

C. Curtis, Legislative Specialist provided an overview of National Accessibility Week. National Accessibility Week is scheduled to run from May 27, 2019 to June 2, 2019. Mr. Curtis provided some discussion regarding the next steps for the Business Award and provided the Committee with information relating to Universal Design Options. He opened the floor to the Committee to volunteer during National Accessibility Week.

### **CORRESPONDENCE**

1. Memorandum from Chad Curtis, Legislative Specialist regarding Universal Signage.

C. Curtis, Legislative Specialist provided the Committee with the definition of universal signage.

Members of the Committee provided comments, asked questions and received a response from Staff.

Moved by: J. Groe – Seconded by: J. Payne

That the topic of Universal Signage be referred back to Staff for further clarification and to report back to the Committee at a future meeting.

Carried.

### **ADJOURNMENT**

On a motion by G. Kennedy the meeting adjourned at 7:48 p.m.