



Town of Aurora
Accessibility Advisory Committee
Meeting Minutes

Date:	Wednesday, November 13, 2019
Time and Location:	7 p.m., Holland Room, Aurora Town Hall
Committee Members:	John Lenchak (Chair), Hailey Reiss (Vice Chair), Matthew Abas, Max Le Moine, Jo-anne Spitzer, Councillor Rachel Gilliland
Members Absent:	None
Other Attendees:	Mat Zawada, Accessibility Advisor, Linda Bottos, Council/Committee Coordinator

The Chair called the meeting to order at 7:01 p.m.

1. Approval of the Agenda

Moved by Jo-anne Spitzer
Seconded by Matthew Abas

That the agenda as circulated by Legislative Services, with the following additional item, be approved:

- Item 7 – Election of Chair and Vice Chair for Year 2020 of the Accessibility Advisory Committee (2018-2022 Term)

Carried

2. 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.*

3. Receipt of the Minutes

Accessibility Advisory Committee Meeting Minutes of October 2, 2019

Moved by Hailey Reiss
Seconded by Matthew Abas

That the Accessibility Advisory Committee meeting minutes of October 2, 2019, be received for information.

Carried

4. Delegations

None

5. Matters for Consideration

1. Memorandum from Planner

Re: Site Plan Application, Regional Municipality of York, 242 St. John's Sideroad East, Aurora, Con 1 Pt Lot 86 RS65R2500 Part of Part 1 EXP 288904 Part 1, File Number: SP-2019-06

Staff provided an overview of the application noting that there would be no public access to the building. The Committee reviewed the site plan and discussed the accessibility standards to be considered as part of the application.

Moved by Max Le Moine
Seconded by Matthew Abas

1. That the memorandum regarding Site Plan Application, Regional Municipality of York, 242 St. John's Sideroad East, Aurora, Con 1 Pt Lot 86 RS65R2500 Part of Part 1 EXP 288904 Part 1, File Number: SP-2019-06 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application be considered by staff:
 - (a) Request for automatic door openers at the main entrance of the building; and

- (b) Request for tactile walking surface indicators at the top of the interior staircase of the building.

Carried

2. Memorandum from Planner

Re: Site Plan Application (1st Submission), New Industrial Building w/Office Space, 320 Industrial Parkway South, Lot 25, Plan M-2012, File Number: SP-2019-07

Staff gave an overview of the application noting that interior drawings were not yet available. The Committee reviewed the site plan and discussed the accessibility standards to be considered as part of the application.

**Moved by Councillor Gilliland
Seconded by Max Le Moine**

1. That the memorandum regarding Site Plan Application (1st Submission), New Industrial Building w/Office Space, 320 Industrial Parkway South, Lot 25, Plan M-2012, File Number: SP-2019-07 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application (1st Submission) be considered by staff:
 - (a) Request for an extra curb depression at the walkway on the east elevation of the proposed building; and
 - (b) Request for an outdoor rest area with adaptable seating at the main entrance of the proposed building; and
 - (c) Request for automatic door openers at all public access entry points of the proposed building.

Carried

3. Memorandum from Senior Planner

Re: Site Plan Amendment Application (1st Submission), 16015 Bayview Avenue, Part 1, Plan 65R-32530, File Number: SP-2019-08

Staff provided an overview of the application, and the Committee reviewed the site plan amendment and discussed the accessibility standards to be considered as part of the application.

Moved by Hailey Reiss

Seconded by Rachel Weiss

1. That the memorandum regarding Site Plan Amendment Application (1st Submission), 16015 Bayview Avenue, Part 1, Plan 65R-32530, File Number: SP-2019-08, be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Amendment Application (1st Submission) be considered by staff:
 - (a) Request for the addition of a corresponding curb depression associated with the access aisle on the east elevation of Building B; and
 - (b) Request to consider extending the exterior accessible path of travel at the south end of Building B, if the grading would allow, westward to the sidewalk on Bayview Avenue.

Carried

4. Memorandum from Accessibility Advisor

Re: Accessibility Review Checklist – Site Plan

Staff gave a summary of the memorandum and provided a draft AAC Site Plan Review checklist for review. The Committee and staff discussed various aspects to be considered and added to the checklist including universal washrooms, design requirements of accessibility signage, recommended surface materials for exterior paths of travel, sensory room criteria, and snow clearing. The Committee suggested making the checklist available as a resource for local businesses. Staff agreed to follow up regarding the design of accessibility signage and possible by-law provisions regarding snow clearing and placement.

Moved by Max Le Moine

Seconded by Matthew Abas

1. That the memorandum regarding Accessibility Review Checklist – Site Plan be received; and
2. That the Accessibility Advisory Committee comments and suggestions regarding the Accessibility Review Checklist – Site Plan be received and referred to staff for consideration and action as appropriate.

Carried

5. Memorandum from Accessibility Advisor

Re: Special Events Sensory Room/Space

Staff gave an overview of the memorandum noting that Aurora is the first municipality to offer a sensory room/space at special events. The Committee and staff discussed various potential contacts and community organizations that may wish to be involved and/or provide assistance regarding the provision of a sensory room. The Committee made further suggestions regarding options and resources for equipment and activities to be included, and inquired about the possibility of seeking donations for a sensory room.

Moved by Hailey Reiss

Seconded by Matthew Abas

1. That the memorandum regarding Special Events Sensory Room/Space be received; and
2. That the Accessibility Advisory Committee comments and suggestions regarding the Special Events Sensory Room/Space be received and referred to staff for consideration and action as appropriate.

Carried

6. Round Table Discussion

Re: Town of Aurora Accessibility Plan 2018 to 2024

The Committee requested an update and staff provided a brief overview of items recently completed and those items in progress. The Committee inquired about whether crosswalks may be included in the Accessibility Plan as a

recommended accessibility item, and specifically referred to the need for a crosswalk on Earl Stewart Drive at the sharp curve located between McMaster Avenue and Pedersen Drive.

Moved by Jo-anne Spitzer

Seconded by Matthew Abas

1. That the comments and suggestions regarding the Town of Aurora Accessibility Plan 2018 to 2024 be received and referred to staff for consideration and action as appropriate.

Carried

7. Election of Chair and Vice Chair for Year 2020 of the Accessibility Advisory Committee (2018-2022 Term)

Moved by Jo-anne Spitzer

Seconded by Matthew Abas

That John Lenchak be re-elected as Chair for Year 2020 of the Accessibility Advisory Committee (2018-2022 Term).

Carried

Moved by John Lenchak

Seconded by Matthew Abas

That Hailey Reiss be re-elected as Vice Chair for Year 2020 of the Accessibility Advisory Committee (2018-2022 Term).

Carried

6. Informational Items

None

7. Adjournment

Moved by Hailey Reiss

Seconded by Jo-anne Spitzer

That the meeting be adjourned at 8:18 p.m.

Carried