



**ACCESSIBILITY ADVISORY COMMITTEE MINUTES**

For May 4, 2016 @ 5:00 PM  
At Town Hall Boardroom – 340 Herbert St

**Draft**

Item	Title/Description	Recommended Action / Attachment	Draft Motion
<b>MEMBERS PRESENT:</b>		<b>STAFF PRESENT:</b>	
1	Brian Brooks, Chair		Kelly Shipclark, Committee Secretary
2	Robert Pelda		Chris Wager, Director of Public Works
3	Michelle Woods		Brenda Guy, Community Development Manager
4	Cheryl Handa-Peter		
5	Ben Bright		
6	Marion Sprenger		
<b>REGRETS:</b>			
7	Denise Wood		
1	<b>CALL TO ORDER</b> – at 5:00 PM by Chair Brooks.		
2	<b>ADOPTION OF THE AGENDA</b>		
<p><b>MOTION NO: 2016-007 Moved By:</b> Marion Sprenger <b>Seconded By:</b> Michelle Woods</p> <p>Be it resolved that the Accessibility Advisory Committee hereby adopt the May 4, 2016 agenda as posted. <b>CARRIED</b></p>			
3	<b>HEALTH SAFETY &amp; WELLNESS</b>		
<p>It was advised that this is Mental Health Week. Ms. Sprenger advised that the City of Ottawa is opening a fully accessible recreation centre.</p>			
4	<b>DISCLOSURE OF PECUNIARY INTEREST &amp; THE GENERAL NATURE THEREOF - None</b>		
5	<b>PUBLIC QUESTION/COMMENT</b>		
<p>Members from the public ask questions regarding items on the agenda.</p>			
6	<b>DEPUTATIONS - None</b>		

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7	<b>REPORTS/NEW BUSINESS</b>		
<p><b><u>Set Monthly Meeting Times</u></b></p> <p>Ms. Woods requested regular meeting times each month. The committee discussed when the best time would be.</p>			
<p><b>MOTION NO: 2016-008 Moved By:</b> Michelle Woods <b>Seconded By:</b> Cheryl Handa-Peters</p> <p>Be it resolved that the Accessibility Advisory Committee meet monthly on the second Monday of each month at 5:00 PM at the ES Building effective June 2016.</p> <p style="text-align: right;"><b>CARRIED</b></p>			
<p><b><u>Community Garden</u></b></p> <p>Ms. Sprenger advised that wood chips around the gardens would not be an appropriate base to meet accessible and barrier free needs. It was suggested to use crushed compacted stone to ensure it was flat and stable. Cost would be a factor and Mr. Wagar will follow up with Mrs. Smith, Manager of Parks, Recreation and Marina to see if this would be in the budget for this year. Mr. Wagar advised that there might be stone left from some of the other projects in Town to supply the right amount for this project.</p> <p>It was stated that these are the project that need to be included in the Towns Compliance Reports and in the Multi-Year Accessibility Plan.</p>			
<p><b><u>Review Accessibility Parking Recommendations</u></b></p> <p>The committee deferred this to a meeting that Mr. Wagar could return. Mr. Wagar will move forward this year with the parking spots that don't need to be changed.</p>			
<p>Ben Bright left at 6:10 PM</p>			
<p>Chris Wager, Director of Public Works left the meeting at 6:15 PM.</p>			
<p><b><u>Review CaraCo Site Plans for Condo Development</u></b></p> <p>Ms. Guy, Manager of Community Development gave a brief update about the application that was received and the history of the project. The Committee reviewed the new plans for the CaraCo development.</p>			
<p>Brenda Guy, Manager of Community Development left at 6:45 PM</p>			

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	<p><b>MOTION NO: 2016-009 Moved By:</b> Cheryl Handa-Peters <b>Seconded By:</b> Michelle Woods</p> <p>Be it resolved that the Accessibility Advisory Committee hereby recommends to the Planning Advisory Committee/Committee of Adjustment and Council to consider the following regarding the CaraCo Development:</p> <ol style="list-style-type: none"> <li>1. The lighting level at the accessible barrier free indoor parking spaces be 200 lux by each barrier free location or 20 foot candles.</li> <li>2. Add 1 additional accessible parking space at grade level identified as #7 on drawing A100 including a full length flush curb on the west side of parking spot.</li> <li>3. That CaraCo incorporate a barrier free pathway both to and from entrances on the east and west building to the Municipal sidewalk on South Street.</li> <li>4. The riverfront public pathway be 3 meters wide and barrier free.</li> <li>5. The connection to the riverfront pathway be barrier free and accessible from South Street grade level to the riverfront pathway.</li> <li>6. Parking spot #1 at ground level be full length flush curb on the west side of the parking spot.</li> </ol>		<b>CARRIED</b>
	<p><b><u>Multi-Year Accessibility Plan</u></b></p> <p>Deferred this to the next meeting.</p>		
8	<b>CORRESPONDENCE</b>		
	<p><b><u>Trees and Trails Committee Request</u></b></p> <p>The committee discussed the request from the Trees and Trails Committee regarding an accessibility evaluation of the Lions Loop trail. It was stated that this evaluation was already complete.</p>		
	<p><b>MOTION NO: 2016-010 Moved By:</b> Marion Sprenger <b>Seconded By:</b> Michelle Woods</p> <p>Be it resolved that the Accessibility Advisory Committee hereby appoints Marion Sprenger, Michelle Woods and Ben Bright to work with the Trees and Trails Advisory Committee to perform an accessibility evaluation of the Gananoque Trail known as the “Lions Loop.”</p>		
9	<b>MINUTES OF COMMITTEE MEETINGS FOR MARCH 7, 2016</b>		
	<p><b>MOTION NO: 2016-011 Moved By:</b> Marion Sprenger <b>Seconded By:</b> Michelle Woods</p> <p>Be it resolved that the Accessibility Advisory Committee adopt the Committee Minutes for March 7, 2016 as posted.</p>		
	<p>Cheryl Handa-Peters left the meeting at 7:25PM</p>		

Item	Title/Description	Recommended Action / Attachment	Draft Motion
10	<b>MEMBERS OF THE PRESS QUESTIONS OR COMMENTS</b> – None Present		
11	<b>NEXT MEETING</b> – June 13, 2016 at 5:00 PM at the ES Building.		
12	<b>ADJOURNMENT</b>		
Committee adjourn at 7:30 PM			
Chair, Brian Brooks		Secretary, Kelly Shipclark	