
Agenda
Leamington Accessibility Advisory Committee

March 29th, 2017 – 4:30 pm
Room 112 – 111 Erie St. North

- 1) Adoption of LAAC February 15th, 2017 Minutes
- 2) Business Arising Out of the Minutes
 - Shoppers Drug Mart barrier free parking/site plan
 - Dollar Tree Automatic Door Opener Update
 - Municipality Procedural By-Law: Committees
 - National Accessibility Week June 2017 – Guest speaker
- 3) New Business
 - a) Upcoming Events/Activities
 - Community Accessibility Forums 2017
 - Special Event Applications – review accessibility concerns
 - b) Accessibility Compliance Report
 - c) Site Plans for Review:
 - Cardinal Carter High School - 120 Ellison Avenue
 - Canadian Tire - Erie & Pulford Street
 - Elring Klinger – 1 Seneca Road
- 4) Announcement of Next Meeting
- 5) Adjournment

**The Corporation of the Municipality of Leamington
Leamington Accessibility Advisory Committee (LAAC) Minutes
February 15th, 2017**

MEMBERS PRESENT

Karen Jones, Chair
John Hammond
Paul Child

Donald Giesbrecht
Tom Schmidt

STAFF PRESENT

Bechara Daher, Manager of Building Services
Debra Bellamy, Building Services
Paul Barnable, Director, Community & Development Services

REGRETS

Robert Bahry

Call to Order

Karen Jones called the meeting to order at 3:09 pm.

1) Adoption of LAAC November 30, 2016 Minutes

Moved by: Donald Giesbrecht
Seconded by: Paul Child

That the minutes of the LAAC committee meeting held November 30th, 2016 be adopted.

Carried

2) Business Arising Out of the Minutes

a) Shoppers Drug Mart Barrier Free Parking

Donald advised that the 'old' barrier free spots are still not wide enough. Bechara will look into this and report back to the committee.

b) National Accessibility Week- Planning Accessible Events

The Planning Accessible Events document was distributed for committee members to review in preparation for planning an event for National Accessibility Week 2017. National Accessibility Week activities will be added to the agenda for the March meeting.

c) Entrance to MP's office

A ramp to the MP's office has been put in place however, the snow was not cleared from the ramp after the most recent snow storm. The owner of the property pays someone to clear this snow. This matter will be brought to the attention of the owner and Donald was advised that if he arrived at the location and the ramp to the MP's office was not cleared of snow, to go next door to the owner's office and advise him.

d) Public Accessible Washrooms Update

Bechara advised that he has asked the building inspector to stop by 45 Princess Street and if there are other barrier free washrooms in the building, to ask the owner to post a sign of the location. Donald suggested it was only a matter of changing the washroom cubicle door to swing out instead of inwards.

The Marina accessibility will be added to a future agenda as the Marina buildings are boarded up for the winter. Councilor Hammond will follow up to get the list of any accessible issues at the Marina property as it becomes available.

A committee is working on accessibility guidelines for events which includes accessible washrooms such as an accessible portable toilet. Paul will follow up with Gary Emery.

e) Library Accessible Parking Update

Bechara advised Public Works will draw the lines and install signage for the new barrier free parking spot in front of the library as soon as weather permits. The hatch marks will be on the right side as requested by the LAAC Committee.

f) LAAC Committee Budget

Bechara advised the LAAC Committee Budget as submitted has been approved. In order to access the funds in the Budget, Bechara advised that the Accessibility Coordinator will register and pay for committee members to attend approved events. Committee members can submit a travel expense form for travel to Committee meetings or approved events. Debra will distribute a travel expense form to all Committee members.

3) New Business

a) Google Maps Update

Debra advised Google maps now has a feature to find wheelchair accessibility information under the Amenities section when looking up any establishment in Maps, and you can also add your own findings on the same screen. Alternatively, you can head into the 'Your contributions' section in the Maps' menu on Web and mobile to answer questions about places you've been.

b) Upcoming Events

Committee members were asked to share any information about upcoming events that may be of interest to others.

c) Update on snow removal - accessible parking spots

Public Works Manager instructed his employees to clear snow in and around barrier-free parking spots in all areas and to keep the curb line clear for accessibility to sidewalk. Any issues to let him know.

d) Accessible Cities Award

Debra shared information about the Rick Hansen Foundation Accessible Cities Award which recognizes community efforts to increase accessibility. Karen will review the documentation and report back to the committee.

e) Site Plans for Review:

- 40 Seacliff Drive East - Underground barrier free parking
Bechara reviewed a pending proposal to make changes to the underground parking at Seacliff Heights' condominium building which will include barrier free parking spots.

Committee members expressed concern that the clearance for vehicles may not be sufficient for a raised roof van. The question about OBC requirements was raised.



- 13 Russell Street - Barrier free access to building and parking
Bechara reviewed a proposal pending to renovate the building at 13 Russell Street. He is waiting for the renovation drawing. There is an existing wheelchair ramp to the back door which may need some changes including to the inside and outside of the door. The ramp is adjacent to a municipal parking lot where barrier free parking could be added close to the wheelchair ramp.

This is a designated heritage building and no modifications can be made to the front of the building.

A site visit may need to be scheduled once the renovation drawings are received.

- 291-295 Erie Street South - Proposed commercial building
The committee examined a preliminary proposal on this site. A final review will be circulated back to the committee once received.
- 201 Talbot Street East - Proposed commercial building
The committee examined a preliminary proposal on this site. A final review will be circulated back to the committee once received.
- 4-6 Gerrard Street Site Plan - Parking lot revision
Bechara reviewed the changes to the parking lot for the Gospel Hall site and the site plan has been finalized.

Other business:

- a) The automatic door opener on the Dollar Tree store is not working and a complaint was received. The store has been advised of the issue however the door opener has not as yet been fixed. The committee will draft a letter to the Head Office for the location and Karen will sign the letter on behalf of the committee.
- b) Bechara brought forward information about the Municipality Procedural By-Law with regard to committee minutes, agenda and the position of chair. When the Chair is absent for a meeting, an acting Chair will be selected from those present for that particular meeting. Quorum is a majority of members. This item will be added to the agenda for the March meeting for members' information.

4) Announcement of Next Meeting

The next meeting will be at the Leamington Municipal Building, 111 Erie Street North on Wednesday, March 29th, 2017 at 3:00 pm.

5) Adjournment

Moved by: Donald Giesbrecht
Seconded by: Paul Child

That the meeting adjourn at 4:05pm.

Carried

Karen Jones, Chair

Community Accessibility Forums 2017

Accessibility: Honouring the Past, Showcasing
the Present and Inspiring the Future



Who Should Attend

- **Ontarians interested in accessibility for people with disabilities**
- **Members of municipal Accessibility Advisory Committees and municipal staff who work with and support them**
- **Community organizations and businesses that provide services or support to people with disabilities**

How to Register

To register, please click on the date below; or visit www.eventbrite.ca and search for “Accessibility Forum” in the city of your choice.

April 19 – **London**

May 10 – **Sault Ste. Marie**

June 1 – **Toronto**

April 26 – **Windsor**

May 17 – **Ottawa**

June 7 – **Sudbury**

May 3 – **Stoney Creek**

May 23 – **Kitchener**

June 14 – **Thunder Bay**

If you need help to register, please contact the Accessibility Directorate of Ontario at accessibility@ontario.ca; phone 1-866-515-2025, TTY 1-800-268-7095.

Forums communautaires sur l'accessibilité 2017

Accessibilité : hommage au passé, mise en valeur du présent et inspiration pour les générations futures



Qui devrait y assister?

- Les Ontariennes et les Ontariens qui s'intéressent à l'accessibilité pour les personnes handicapées
- Les membres des comités consultatifs municipaux sur l'accessibilité et les employés municipaux qui travaillent avec ces comités
- Les organismes communautaires et les entreprises qui fournissent des services ou qui soutiennent les personnes handicapées

Comment s'inscrire

Pour vous inscrire, veuillez cliquer sur la date ci-dessous ou consulter le site www.eventbrite.ca et chercher le « Forum sur l'accessibilité » dans la ville de votre choix.

19 avril – **London**
10 mai – **Sault Ste. Marie**
1^{er} juin – **Toronto**

26 avril – **Windsor**
17 mai – **Ottawa**
7 juin – **Sudbury**

3 mai – **Stoney Creek**
23 mai – **Kitchener**
14 juin – **Thunder Bay**

Si vous avez besoin d'aide pour vous inscrire, veuillez communiquer avec la Direction générale de l'accessibilité pour l'Ontario en envoyant un courriel à l'adresse accessibility@ontario.ca; ou en appelant au numéro 1 866 515-2025, ou ATS : 1 800 268-7095.

Special Events Guide

Special Events Permit Application Guidelines

Created: February, 2017

A-to-Z Guidelines

Prior to completing and submitting a Special Event Application, event organizers are encouraged to review the A-to-Z Guidelines section to ensure their event complies with the Municipality of Leamington's event policies, procedures and regulations.

Accessibility

Leamington is committed to ensuring that all events that take place on municipal property are accessible to all residents and guests. The information that you provide on the Special Events Application form allows the Special Events Committee to develop an understanding of how the public can access your event, and ensure that the event is accessible and safe for attendees, volunteers and staff. By identifying whether or not your event is accessible, the Municipality can work with you to help address accessibility and safety concerns.

The Municipality asks that all event organizers wishing to hold their event on municipality property consider working to ensure that the event is accessible. This can include but is not limited to:

- Clearly marked, reserved accessible parking spaces that are within closest proximity to event location, entrance and exits;
- Providing an accessible ramp and entrance to the event;
- Providing accessible washrooms and toilets near accessible pathways/walkways for people with disabilities;
- Accessible, prominently displayed directional and information signage at events;
- Sufficient lighting provided at hallways, pathways and stairs for persons with low vision;
- Designated and accessible entertainment viewing areas;
- ASL interpreter (if providing speeches or information pertinent for all event participants);
- Accessible pay stations, ticket booths or parking-lot operator stations;
- Accessible stage and seating for people who use mobility devices;
- Accessible food services and eating areas;
- Mobility device charging stations for people with mobility devices.

A copy of Planning Accessible Events may be found at <https://accessontario.com/wp-content/uploads/2016/06/Planning-Accessible-Events-May-2016.pdf>

For more information about the Municipality's Multi-Year Accessibility Plan (2013-2017), please visit

<http://www.leamington.ca/en/municipalservices/resources/accessibilityplan2013-2017.pdf>.

Will you be ready to file your Accessibility Compliance Report by December 31?

Under the Accessibility for Ontarians with Disabilities Act (AODA), the Government of Ontario requires organizations to file their next Accessibility Compliance Report by December 31, 2017.

A new simplified form (without a login process) will replace the One-key reports submission process early this year. Until the launch of this new form, organizations can file their Accessible Compliance Report by submitting their report via email.

Your next big goal

Did you know that by January 1, 2021, public websites and web content (posted after January 1, 2012) must be accessible, meeting WCAG 2.0 Level AA standards, with the exception of live captions and pre-recorded audio descriptions.



Talvinder Chana from the Accessibility Directorate of Ontario reminds EDCO attendees of the upcoming AODA deadline.

Remember, web content includes any downloadable or hyperlinked documents on your website. Are your documents accessible?

We can help.









Thinking of the future

With a goal of becoming a province that is accessible for people with disabilities by 2025, the AODA continuously updates compliancy deadlines to keep you informed. Interested in planning for upcoming compliancy deadlines? Learn about accessibility requirements for:

- Public sector organizations
- Municipalities
- Educational institutions

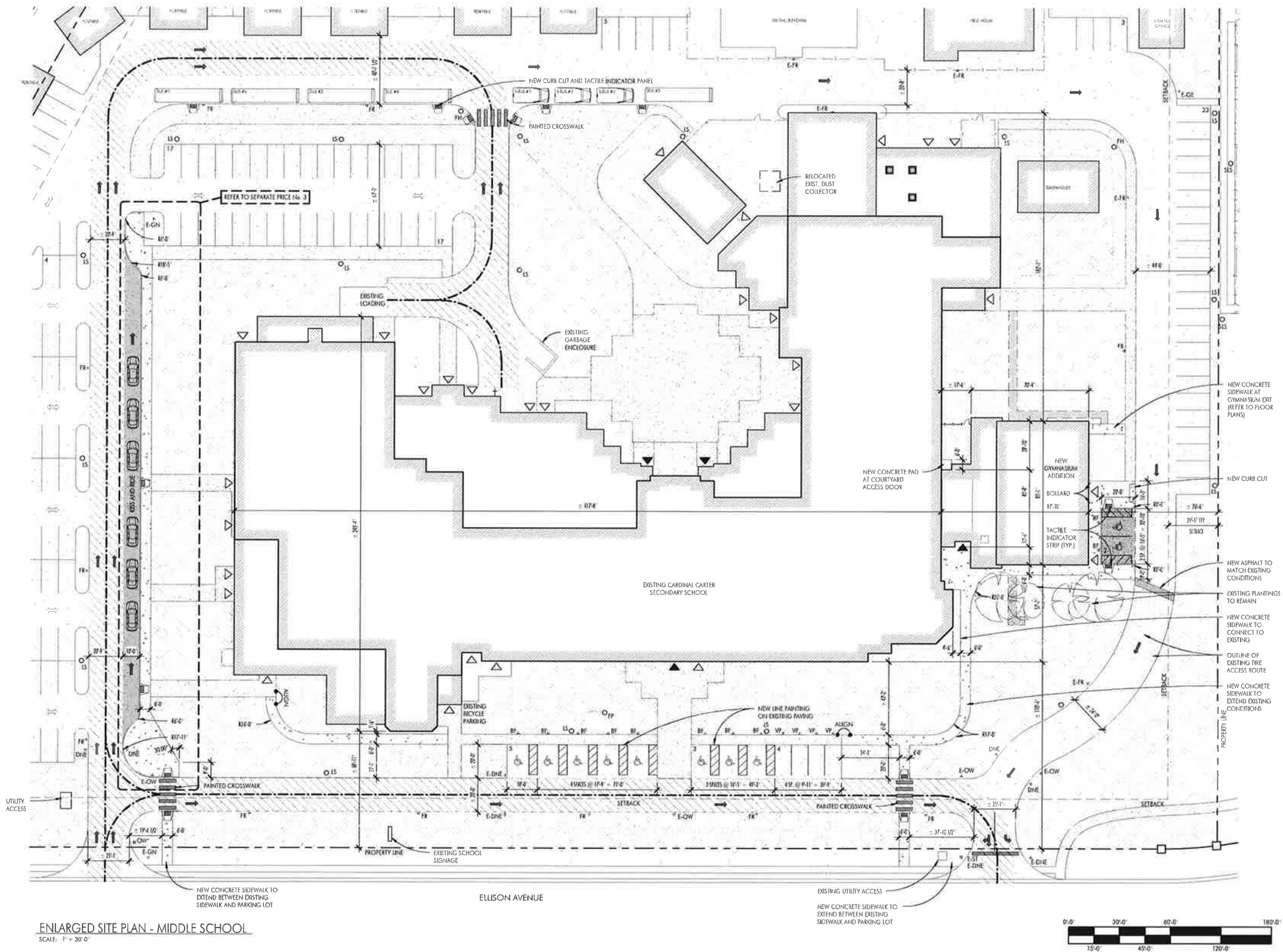
Learn more about AODA regulations for accessible websites.

1. THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO THE COMMENCEMENT OF ANY WORK. DETERMINE THE EXTENT OF DEMOLITION AND ALLOW FOR PERFORMING THE WORK IN A SAFE MANNER
2. ALL CURBS, CUTTERS, SIDEWALK & PAVEMENT WITHIN THE MUNICIPALITY OF LEAMINGTON CITY OF WAY MUST BE CONSTRUCTED AS PER MUNICIPALITY OF LEAMINGTON STANDARDS
3. ALL CONCRETE SIDEWALKS & CURBS WITHIN THE RIGHT OF WAY TO BE INSTALLED AND/OR REINFORCED MUST BE SAW CUT AT EXISTING JOINTS, DRILL & GROUT 1/4" ID x 30" DOWELS @ 24" O.C. INTO EXISTING CONCRETE PAVEMENT
4. DRILLED DOWELS SHALL BE EPOXY COATED DEFORMED BARS AS PER PASS 1442
5. WHEN REPLACING CURB & GUTTER, A 4" WIDE, 4" MIN THICK A.C. DEEP LIFT PATCH ADJACENT TO GUTTER OR MATCH EXISTING AC, WHICHEVER IS GREATER IS REQUIRED **"MULD PATCH WILL NOT BE ACCEPTED"**
6. ALL EXISTING TREES TO REMAIN SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITY. ALL DAMAGED TREES SHALL BE REPLACED AS NECESSARY PRIOR TO COMPLETION OF EXISTING TREES.
7. LOCATION OF RELOCATED EXISTING TREES SHALL BE APPROVED BY OWNER
8. EXACT LOCATION OF NEW FENCING ALONG ELLISON AVENUE TO BE DETERMINED ON SITE. NEW FENCING TO POSITIONED TO AVOID ALL EXISTING TREES AND SCHOOL SIGNAL
9. ALL NEW PAVING AND ASSOCIATED WORK TO BE COMPLETED DURING SUMMER SHUT DOWN (APPROXIMATELY THE END OF JUNE, 2017)
10. ALL EXISTING TREES TO REMAIN SHALL BE PROTECTED FROM THE DEMOLITION AND CONSTRUCTION PROCESS THROUGHOUT THE ENTIRETY OF THE CONTRACT.
11. EXISTING SECTION OF CONCRETE, WHERE A NEW CURB CUT HAS BEEN CREATED, IS TO BE REMOVED AND FOURED COMPLETE TO THE NEAREST CONTROL JOINTS.

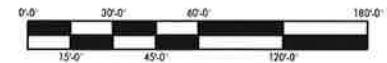
SIGNAGE LEGEND		
MARK	DESCRIPTION	INDEX CODE
 BF	BARRIER FREE PARKING SPACE	RB-93
 VP	VISITOR PARKING	P-32A
 RP	RESERVED PARKING	P-B7
 ST	STOP SIGN	RA-11
 DNE	DO NOT ENTER	RB-19 w/ RB-19T
 OW	ONE WAY	RB-21
 FR	FIRE ROUTE/NO STOPPING	FR-4
 GN	GENERAL SIGNAGE	CUSTOM

*E<MARK> INDICATES EXISTING SIGNAGE
 * INDICATES BACK TO BACK SIGNAGE, TWO (2) SIGNS ON ONE POST

A key plan of the site showing the building footprint, parking area, and surrounding context. The building footprint is indicated by a dashed line and is shaded with diagonal hatching. The parking area is shown as a series of rectangular spaces. The surrounding context includes a road and a building footprint to the north.



ENLARGED SITE PLAN - MIDDLE SCHOOL
SCALE: 1" = 30'-0"



This drawing, as an Instrument of service, is provided by and is the property of GCS Associates Inc.

The contractor must verify and accept responsibility for all dimensions and conditions on site and must notify GCS Associates Inc. of any variations from the specified information.

This drawing is NOT to be scaled.

This discipline is not responsible for the accuracy of survey, and the other disciplines information shown on this drawing. It is the appropriate consultant's drawings before proceeding with the work.

Contractors must conform to all applicable codes and requirements of authorities having jurisdiction.

The contractor working from drawings not specifically marked "For Contractors" must assume full responsibility and bear costs for any corrections or damages resulting from their work.

2	SITE PLAN CONTROL (REVISED)	2017 03 09	M
1	SITE PLAN CONTROL	2017 01 27	M
No.	Issued for:	Date:	By

 **Glos Associates Inc.**
AFFILIATE • INVESTMENT CONSULTANT
3535 North Service Road East
Windsor, Ontario N8W 5R7
Telephone: (519) 966-6750
Fax: (519) 966-6753
www.glosassociates.com

North:	
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Consultant:

Project Name: **CARDINAL CARTER MIDDLE SCHOOL
RENOVATIONS AND ADDITION**
120 ELLISON AVE. LEAMINGTON, ONTARIO

Client: **WINDSOR-ESSEX CATHOLIC
DISTRICT SCHOOL BOARD**

Sheet Title:

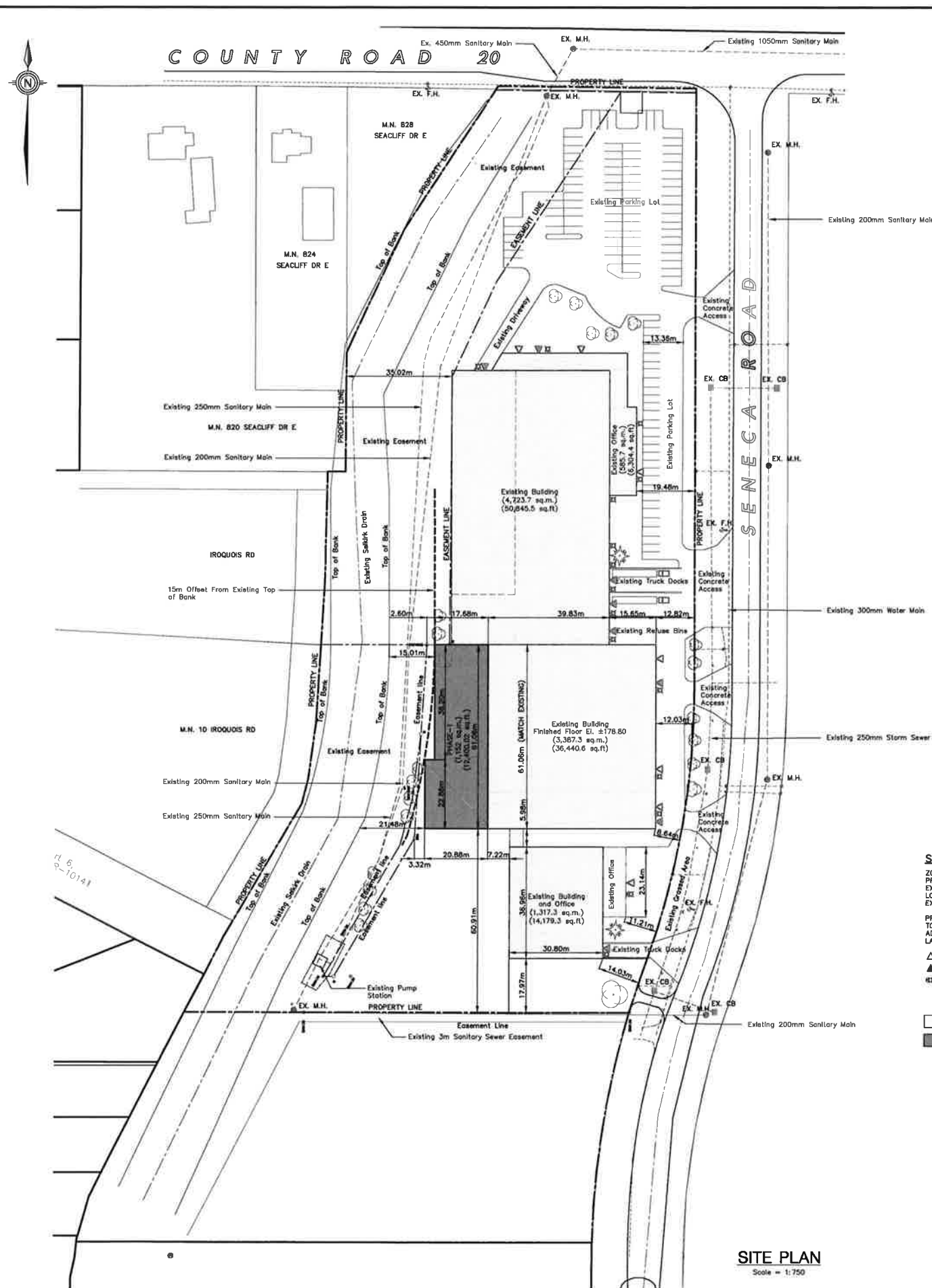
**ENLARGED SITE PLAN
(MIDDLE SCHOOL)**

Design By: RG	
Drawn By: KR	
Checked By: RG	
Project No:	Sheet No:

16029.03	SPC-3
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KEY PLAN
Scale = NTS



SITE STATISTICS	
ZONING	M2-Industrial
PROPERTY	3.585 ha
EXISTING BUILDINGS	1,003 sq.m.
LOT COVERAGE %	28.0 %
EXISTING PARKING SPACES	110
PROPOSED BUILDING	0.115 ha
TOTAL LOT COVERAGE %	31.1 %
ADDITIONAL PARKING	0
LANDSCAPED OPEN SPACE	54.4 %
△ MANDOR	△ EXISTING
▲ OVERHEAD DOOR	▲ EXISTING
⬢ WALL PACK LIGHT	⬢ EXISTING

EXISTING BUILDING
PROPOSED BUILDING

SITE PLAN
Scale = 1:750

- NOTES:
- THE ACCURACY OF THE UTILITIES SHOWN ON THESE DRAWINGS ARE NOT GUARANTEED BY THE OWNER OR N. J. PERALTA ENGINEERING LTD. OTHER UTILITIES MAY BE PRESENT ON THE UTILITIES SHOWN MAY DIFFER IN SIZE OR LOCATION.
 - ALL ELEVATIONS SHOWN IN METRES.
 - EXISTING SITE ELEVATIONS.
 - APPROXIMATE PROPOSED TOP ELEVATION.
 - APPROXIMATE PROPOSED SITE GRADE.
 - APPROXIMATE PROPOSED TRAIL GRADE.
 - PLACE TOPSOIL ON ALL SLOPES AND DISTURBED AREAS AND SEED TO GRASS.
 - EROSION PROTECTION TO COMPRISE OF 300mm THICK GUARDED LAMINATE TOP RAIL ON NON-WOVEN FILTER CLOTH MINIMUM 2.0m WIDE.
 - OWNER/CONTRACTOR IS RESPONSIBLE TO PROVIDE ADEQUATE EROSION CONTROL MEASURES DURING CONSTRUCTION. FOR DETAILS SEE OPS 877.

BENCHMARK:
LEAMINGTON DEEP SOUTH MARK IN MANHOLE AT TOWN OF LEAMINGTON POLLUTION CONTROL CENTRE ALONG SENeca CONCESSION ROAD NO. 20 (SEACLIFF DRIVE EAST) 1.0 KM EAST OF JUNCTION WITH HIGHWAY NO. 14, 20.0m NORTH OF CENTRE LINE OF ROAD, 30.0m EAST OF CENTRE LINE OF DRIVEWAY, 2.0m EAST OF EAST END OF LARGE CONCRETE SIGN FOR CENTER.

ELEV. 177.249m

TOWN & E.R.C.A. APPROVAL	W.L.	DATE
OWNER REVIEW	W.L.	22 JULY 18
OWNER REVIEW	W.L.	21 JUNE 18
ISSUED FOR:	BY	DATE

REVISIONS

N. J. Peralta Engineering Ltd.
Consulting Engineers

Kingsville Ontario

ENGINEERING STAMPS:

ELRING KLINGER SEALING SYSTEMS
1 SENECA ROAD

MUNICIPALITY OF LEAMINGTON, ONTARIO

PHASE-1 SITE PLAN

DESIGNED BY:	DATE:
H.C.M.	13 FEB. 2017
DRAWN BY:	SCALE:
W.Z.	AS SHOWN
SHEET No.:	OF:
1	1
PROJECT No.:	E18-027