



The Corporation of the Municipality of Leamington

Meeting of Municipal Council

Agenda

Monday, January 18, 2016

Commencing at 6:00 PM

In Leamington Council Chambers

Special Closed Meeting of Council to be held at 5:30 PM in the Ante Room

(A) Call to Order:

(B) National Anthem:

(C) Disclosures of Pecuniary Interest:

(D) Adoption of Council Minutes:

1. Minutes of the Council Meeting held January 11, 2016
Pages 4 to 9
2. Special Closed Meeting Minutes held January 11, 2016
Pages 10 to 11

(E) Business Arising Out of the Minutes:

(F) Public Meetings/Court of Revision:

1. Public Meeting, Zoning By-law Amendment
 - ZBA 122, 262 Erie Street South, Canadian Tire

(G) Reports of Staff and Delegations:

1. Report ENG-01-16 dated December 8, 2015 regarding Removal of Parking Space on Fox Street
Pages 12 to 15

2. Report LLS-01-16 dated January 7, 2016 regarding Request for Transfer of Easement, HRK Realty Services Ltd., 197 Talbot Street East
Pages 16 to 18
3. Report LLS-39-15 dated December 9, 2015 regarding Agreement with the Province of Ontario under the Dedicated Gas Tax Funds for Public Transportation Program
Pages 19 to 20

(H) **Matters for Approval:**

1. Minutes of the Leamington Accessibility Advisory Meeting held December 9, 2015
Pages 21 to 23

(I) **Other Matters for Consideration:**

None

(J) **Report on Closed Session:**

Clerk to provide report on the closed session

(K) **Consideration of By-laws:**

By-law 4-16 being a By-law to appoint Chief Building Official, Building Inspectors and Municipal Law Enforcement Officers for the Municipality of Leamington

By-law 5-16 being a By-law to amend By-law No. 4284-95 being a By-law for the regulation of traffic and parking in certain areas of the Municipality of Leamington (Schedule C and D)

By-law 6-16 being a By-law to amend the Comprehensive Zoning By-law No. 890-09 for the Municipality of Leamington, which pertains to the subject lands ZBA #122, 262 Erie Street South

By-law 7-16 being a By-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held January 18, 2016

(L) **Notices of Motion:**

None

(M) **Open Session:**

(N) **Announcement of Upcoming Meetings/Events:**

Tuesday, January 19, 2016

- Committee of Adjustment, 5:00 PM, Council Chambers

Wednesday, January 20, 2016

- Union Water Joint Management Board, 9:00 AM, Kingsville Arena

Thursday, January 21, 2016, January 21, 2016

- Essex Region Conservation Authority Annual Meeting; 7:00 PM, County Council Chambers

Wednesday, January 27, 2016

- Leamington Police Services Board, 8:30 AM, West End Boardroom
- Kingsville Leamington Joint Animal Control; 10:00 AM, Ante Room
- Leamington Heritage Advisory Committee, 3:00 PM, Ante Room

Monday, February 1, 2016

- Council Meeting, 6:00 PM, Council Chambers

(O) **Statement of Members:** non-debatable

(P) **Adjournment:**

The Corporation of the Municipality of Leamington

Minutes of the Council Meeting

Held Monday, January 11, 2016 at 6:00 PM

In Leamington Council Chambers

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, Larry Verbeke,
Tim Wilkinson

Members Absent: Councillor John Jacobs

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Infrastructure Services Rob Sharon
Director of Community & Development Services Tracey Pillon-Abbs
Director of Finance & Business Services Ramona Nordemann
Manager of Environmental Services Shannon Belleau
Manager of Planning Services Danielle Truax
Economic Development Officer Jeanine Lassaline-Berglund
Council Services Assistant Mary Ann Manley

Disclosures of Pecuniary Interest:

None noted.

Adoption of Council Minutes:

No. C-05-16

Moved by: Councillor Verbeke
Seconded by: Councillor Hammond

That Minutes of the Council Meeting (including Court of Revision for Lundy Drain and Public Meeting for Zoning By-law Amendment ZBA 91 for Destiny Estates) held January 4, 2016 be adopted.

Carried

Business Arising Out of the Minutes:

None.

Public Meetings:

None.

Reports of Staff and Delegations:

1. **Report PLA-62-15 dated November 30, 2015 regarding Zoning By-law Amendment ZBA #125, Pentecostal Assemblies of Canada Full Gospel Tabernacle (FGT), 285 Talbot Road East (ARN 640-00600)**

Manager of Planning Services Danielle Truax presented the report.

Wolfgang Weber, Building Committee Member noted the FGT Church was unaware of the change in zoning and that the Church has been operating for 20 years at this site. Mr. Weber requested that Council consider reimbursing the Church for the rezoning application fees, as the change in zoning from Agricultural/Institutional to Highway Commercial (C2) was done by the Municipality without the Church's knowledge.

Nathan Albrecht, Lead Pastor reviewed a PowerPoint presentation and a "walk through video" of the proposed additions to the FGT Church.

Board Members Daryl Driedger, Randy Thiessen and Rick Schell were also present.

In response to a question from Council, Ms. Truax replied the fees for the rezoning application were \$2,300.

Council directed Administration to prepare a report regarding the question of reimbursing the zoning application fees.

No. C-06-16

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That Zoning By-law Amendment Application ZBA 125 (Pentecostal Assemblies of Canada Full Gospel Tabernacle) to change the zone of 285 Talbot Road East from a Commercial Highway Holding (C2(h)) Zone to Institutional (I) Zone and remove the Holding (H) Symbol was reviewed and deemed to be complete pursuant to the requirements of the Planning Act;

And that Administration be directed to schedule the required Public Meeting for the purpose of receiving public comments;

And that if no concerns are raised at the Public Meeting the Clerk be directed to forward the amending By-law 2-16 to Council for its consideration (PLA-62-15).

Carried

2. Report ES-01-16 dated January 6, 2016 regarding N-Viro Systems Canada LP Contract

Manager of Environmental Services Shannon Belleau presented the report.

In response to a question from Council, Ms. Belleau listed other options such as incineration of sludge and hauling sludge however, she stated that it is Administration's opinion that N-Viro is the preferred option for processing biosolids at the Leamington Pollution Control Centre. Ms. Belleau said the service rate for the monthly charge will not change over the period of the agreement with N-Viro unless there is an increase in the amount of alkaline additive required.

In response to a question from Council, Ms. Belleau described the sludge process. She said odour is present when the doors of the sludge storage facility are opened and the sludge is removed.

In response to a question from Council, Ms. Belleau said the amount for the proposed biosolids processing agreement is included in the 2016 PCC operating budget.

No. C-07-16

Moved by: Councillor Dunn
Seconded by: Councillor Hammond

That the Mayor and Clerk be authorized to sign a Service & Supply Agreement for a ten year period with N-Viro Systems Canada LP, satisfactory in form to the Director of Legal and Legislative Services (ES-01-16).

Carried

3. Report PLA-55-15 dated September 21, 2015 regarding Leamington Uptown Commercial District, Community Improvement Plan 2014-2015 Update

Manager of Planning Services Danielle Truax provided a summary of the report and displayed an Action Plan Chart.

In response to a question from Council, Ms. Truax explained that even though the Municipal projects were listed as CIP, some of these projects are listed in the budget under the specific department's budgets such as the Uptown parking lot signs which would be listed under the engineering budget.

Council discussion occurred on the Community Improvement Plan program.

No. C-08-16

Moved by: Councillor Wilkinson
Seconded by: Councillor Verbeke

That the year to date update of the Leamington Uptown Commercial District Community Improvement Plan (CIP) for the duration of the program from 2014 to November, 2015 be received (PLA-55-15).

Carried

4. Report PLA-59-15 dated November 16, 2015 regarding Proposed Amendments to Uptown Commercial District, Community Improvement Plan

Manager of Planning Services Danielle Truax presented the report noting certain aspects of the CIP can be changed with the exception of the total costs and the boundary line.

In response to a question from Council, Ms. Truax stated the permission of the property owner is required prior to any work being undertaken, however, some changes are proposed to the CIP to increase the ability of a tenant to obtain grants the property they are renting.

In response to a question from Council, Mayor Paterson said the CIP program was presented to Council by the Uptown BIA as well the BIA area was used to define the boundary area.

Council expressed concern with the CIP revision requiring only one quote be submitted.

In response to a question from Council, Ms. Truax responded changes to the boundary require an official plan amendment; consultation with the Province and the County and a public meeting. Council discussed the CIP boundary.

In response to a question from Council, Ms. Truax said the revisions will apply to new applications as all the current applications have been approved.

Council discussed the possibility of a continuation and expansion of the CIP program.

Chief Administrative Officer Peter Neufeld advised Council that a report would be brought back prior to the end of the 5th year of the CIP with recommendations related to the renewal of the plan, fringe areas, establishment of any new CIP area and/or change of boundaries.

Council requested that Administration work with the Uptown BIA and “other departments” to promote the CIP program.

Ms. Truax noted Mr. Jim Dyck, President/Owner of JDC.ca Inc. had submitted correspondence to Council requesting inclusion of his property in the CIP area. Mr. Dyck was present in the audience and declined the opportunity to add any additional information.

No. C-09-16

Moved by: Councillor Dunn
Seconded by: Councillor Wilkinson

That the Community Improvement Plan (CIP) be revised as outlined in Planning Report PLA-59-15.

Carried

5. Report BLD-01-16 dated January 7, 2016 regarding Grant for Building Permit Fee, Leamington Medical Village Hospice Building, 197 to 203 Talbot Street West

Director of Community & Development Services Tracey Pillon-Abbs presented the report recommending the building permits fees be granted under the 2015 budget.

No. C-10-16

Moved by: Deputy Mayor MacDonald
Seconded by: Councillor Hammond

That Council authorize a grant in the amount of \$44,803 equal to the building permit fee paid for the construction of the Leamington Hospice building located at 197-203 Talbot Street West (Leamington Medical Village);

And that Council use the 2015 Council grant expense to track the request (Report BLD-01-16).

Carried

Matters for Approval:

None.

Other Matters for Consideration:

None.

Report on Closed Session:

Clerk Brenda Percy reported that a closed meeting was held at 5:45 PM prior to the regular Council meeting pursuant to Subsection 239 (2)(e) of the Municipal Act, 2001 to consider Confidential Report LLS-40-15 dated December 30, 2015 regarding Ontario Municipal Board (OMB) Case #PL150802, Binder versus Leamington (Municipality) Zoning By-law Amendment. Proper notice was given. A procedural motion was passed. The meeting adjourned at 5:55 PM.

Consideration of By-laws:

No. C-11-16

Moved by: Councillor Verbeke
Seconded by: Councillor Wilkinson

That the following by-law be read a first, second and third time and finally enacted:

By-law 3-16 being a by-law to confirm the proceedings of the Council of The Municipality of Leamington at its meeting held January 11, 2016

Carried

Notices of Motion:

None

Open Session of Council and Administration:

Director of Infrastructure Services Robert Sharon said funds have been included in the proposed 2016 budget to replace the Uptown parking signs.

Director of Finance and Business Services Ramona Nordemann informed Council that 2016 budget sessions have been scheduled to begin Wednesday, February 3, 2016 and if necessary will continue on Thursday, February 4th and Friday, February 5th. Ms. Nordemann stated a draft budget would be completed for Council sometime next week.

Statement of Members: non-debatable

None noted.

Adjournment:

No. C-12-16

Moved by: Deputy Mayor MacDonald

Seconded by: Councillor Hammond

That the meeting adjourn at 7:25 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
January 18, 2016, Resolution C-XXX-16,
Confirmation By-law XXX-16

The Corporation of the Municipality of Leamington

Special Closed Meeting Minutes

Monday, January 11, 2016 at 5:45 PM

Leamington Ante Room

Members Present: Mayor John Paterson
Deputy Mayor Hilda MacDonald
Councillors: Bill Dunn, John Hammond, Larry Verbeke,
Tim Wilkinson

Members Absent: Councillor John Jacobs

Staff Present: Chief Administrative Officer Peter Neufeld
Director of Legal and Legislative Services Ruth Orton
Clerk/Manager of Legislative Services Brenda Percy
Director of Community & Development Services Tracey Pillon-Abbs

Staff Absent: Director of Infrastructure Services Robert Sharon
Director of Finance and Business Services Ramona Nordemann

Disclosures of Pecuniary Interest:

None noted.

Moving into Closed Session:

No. S-01-16

Moved by: Councillor Wilkinson
Seconded by: Councillor Dunn

That Council move into closed session at 5:45 PM pursuant to Subsection 239 (2) (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board to consider Confidential Report LLS-40-15 dated December 30, 2015 regarding Ontario Municipal Board (OMB) Case #PL150802, Binder v. Leamington (Municipality) Zoning By-law Amendment

Carried

Matter for Consideration:

1. **Confidential Report LLS-40-15 dated December 30, 2015 regarding Ontario Municipal Board (OMB) Case #PL150802, Binder v. Leamington (Municipality) Zoning By-law Amendment**

No. S-02-16

Moved by: Councillor Wilkinson
Seconded by: Councillor Dunn

That Administration be directed to take the Suggested Action contained in Confidential Report LLS-40-15.

Carried

Moving into Public Session:

No. S-03-16

Moved by: Councillor Verbeke
Seconded by: Councillor Hammond

That Council move into public session at 5:55 PM.

Carried

Adjournment:

No. S-04-16

Moved by: Councillor Dunn
Seconded by: Deputy Mayor MacDonald

That the meeting adjourn at 5:55 PM.

Carried

John Paterson, Mayor

Brenda M. Percy, Clerk

Minutes approved at Council Meeting held
January 18, 2016, Resolution C-XXX-16,
Confirmation By-law XXX-16

Report

To: Mayor and Members of Council
From: John Pilmer, Engineering Technologist
Date: December 8, 2015
Re: Removal of Parking Space on Fox Street

Aim:

To recommend that Council amend the Town of Leamington Comprehensive Traffic By-Law (Bylaw 4284-95) to remove a parking space on the west side of Fox Street between Talbot Street West and Russell Street.

Background:

Staff has received a complaint about difficulty exiting the alley south of Talbot Street West onto Fox Street due to the proximity of the parking spaces on the west side of Fox Street, north of the alley, and motorists being unable to see southbound vehicles approaching on Fox Street.

The complainant requested that the first parking space north of the alley be removed to alleviate the situation.

Comments:

The current on-street parking spaces start 3.6m north of the alley. Removal of the first parking space north of the alley would result in a setback of 9.6m from the alley to the on street parking. This new setback distance would slightly exceed the default 9m no parking zone from an intersection per the "General Stopping and Parking Regulations" of the Leamington Comprehensive Traffic Bylaw (applies to low traffic volume intersections where there aren't any parking control signs posted).

The work involved in removing the parking space would be the relocation of the existing parking regulation signs and post, and grinding off of the southerly parking stall line.



Financial Impact:

The estimated cost to have Public Works relocate the existing parking regulations signs and grind off the southerly parking stall line would be \$250. This will be funded from the Urban Sign account 10-7-0620-8060-309010-160000.

Recommendation:

That the Clerk's Department be authorized to prepare the appropriate By-law for Council's consideration to modify the "Restricted Parking" Section (Schedule "C") of the Comprehensive Traffic By-law (4284-95) as follows;

DELETE

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 5</u>	<u>Column 6</u>
<u>Street</u>	<u>From</u>	<u>To</u>	<u>Side</u>	<u>Limit</u>	<u>Period</u>
Fox Street	52m North of Russell Street	29m South of Talbot West	West Side	2 Hour	Anytime

ADD

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 5</u>	<u>Column 6</u>
<u>Street</u>	<u>From</u>	<u>To</u>	<u>Side</u>	<u>Limit</u>	<u>Period</u>
Fox Street	58m North of Russell Street	29m South of Talbot West	West Side	2 Hour	Anytime

That the Clerk's Department be authorized to prepare the appropriate By-law for Council's consideration to modify the "No Parking" Section (Schedule "D") of the Comprehensive Traffic By-law (4284-95) as follows;

DELETE

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 5</u>
<u>Street</u>	<u>From</u>	<u>To</u>	<u>Side</u>	<u>Period</u>
Fox Street	24.4m South of Russell Street	52m North of Russell Street	West Side	2 Hour

ADD

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>	<u>Column 5</u>
<u>Street</u>	<u>From</u>	<u>To</u>	<u>Side</u>	<u>Period</u>
Fox Street	24.4m South of Russell Street	58m North of Russell Street	West Side	2 Hour

And that the cost of the project be charged to account 10-7-0620-8060-309010-160000 (ENG-01-16);


Respectfully submitted,

John Pilmer, A.Sc.T.
Engineering Technologist

Allan Botham, P. Eng.
Manager of Engineering Services

Robert Sharon, CMO
Director of Infrastructure Services

Peter Neufeld,
CAO



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Report

To: Mayor and Members of Council
From: Ruth Orton, Director of Legal and Legislative Services
Date: January 7, 2016
Re: Request for Transfer of Easement, HRK Realty Services Ltd.
197 Talbot Street East

Aim:

To report upon a request for a grant of easement from the owner of 197 Talbot Street East, HRK Realty Services Ltd.

Background:

In 2002, the Municipality entered into a site plan agreement with Loblaw Properties Limited for the construction of the Real Canadian Superstore at 201 Talbot Street East. Included in the site plan agreement is a clause that the roadway shown in blue on aerial map shown on the next page be transferred to the Municipality. This transfer has taken place, however, the Municipality has not established the roadway as a highway as certain conditions within the site plan agreement have not yet been met. As part of its obligations under the site plan agreement, Loblaw Properties Limited continues to maintain the roadway and has indemnified the Municipality against any claims as a result of the same.

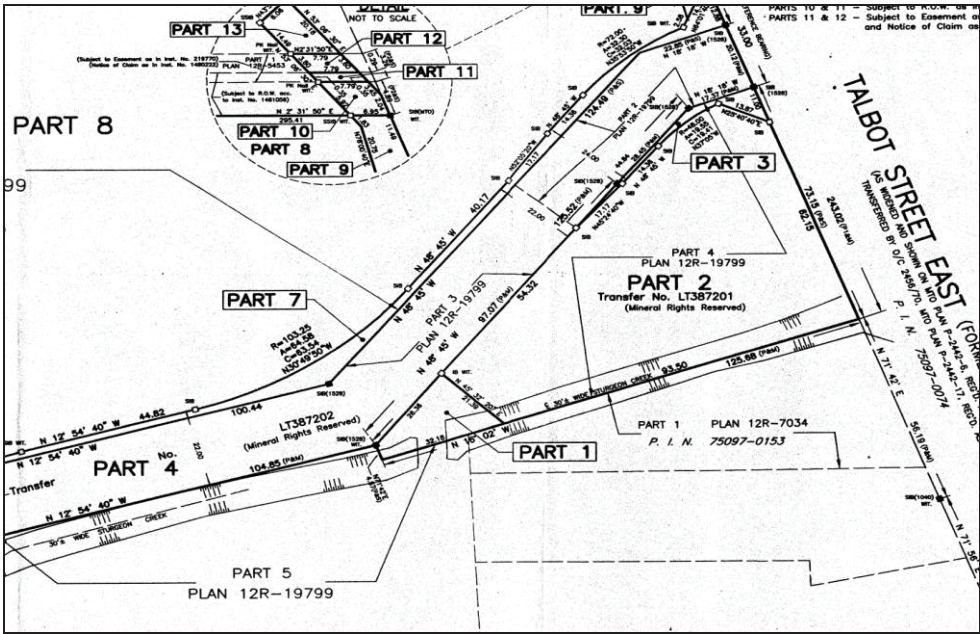
Comments:

HRK Realty Services Ltd. is the owner of 197 Talbot Street East, which is shown in red on the aerial map. The owner wishes to establish a legal access to the property by way of an easement. The location of the proposed easement is shown in green.



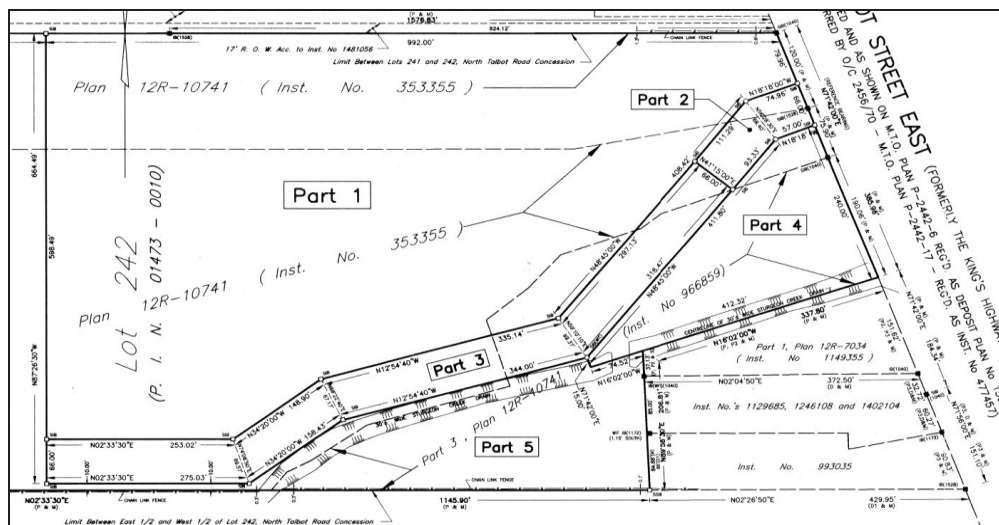
Aerial map showing subject property and proposed easement

A condition of the proposed easement is that HRK Realty Services Ltd. convey Part 3 of Plan 12R-20222, as shown on the map below, to the Municipality for road widening purposes.



Plan 12R-20222

Therefore, the easement will be required over Part 3 of 12R-20222 and Part 2 and part of Part 3 of Plan 12R-19799 ending at the westerly limit of 197 Talbot Street East. The easement agreement will include a clause that at the time the Municipality establishes the highway, the easement will no longer be valid as it will not be necessary. As indicated previously, the Municipality will not be maintaining the roadway until that time.



Plan 12R-19799

Financial Impact:

As it has always been contemplated that the roadway be established as a highway, Administration is not recommending that the Municipality seek compensation for this transfer of easement. HRK Realty Services Ltd. will be responsible for all registration costs related to the easement and the transfer for road widening purposes.

Recommendation:

That Council authorize a transfer of easement over Part 3 of 12R-20222 and Part 2 and part of Part 3 of Plan 12R-19799 ending at the westerly limit of 197 Talbot Street East to HRK Realty Service Ltd. to allow for access to 197 Talbot Street East, on the condition that HRK Realty Services Ltd. first transfer Part 3 of Plan 12R-20222 to the Municipality of Leamington for road widening purposes;

And further, that the Mayor and Clerk be authorized to execute all necessary documents for the transfer of easement and transfer, all as described in Report LLS-01-16.

Respectfully submitted,

Ruth Orton
Director of Legal and Legislative Services
/jb

Peter Neufeld,
CAO

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Report

To: Mayor and Members of Council
From: Ruth Orton, Director of Legal and Legislative Services
Date: December 9, 2015
Re: Agreement with the Province of Ontario under the Dedicated Gas Tax Funds for Public Transportation Program

Aim:

To report upon the Letter of Agreement between the Province of Ontario (Province) and the Municipality of Leamington for the funding provided by the Province to the municipality under the "Dedicated Gas Tax Funds for Public Transportation Program".

Background:

Funding in the amount up to \$189,340 for 2015/16 (\$195,115 for 2014/15) has been approved through the Province of Ontario, under the "Dedicated Gas Tax Funds for a Public Transportation Program". This funding is to be used to increase public transportation ridership and to support renewal and expansion of public transportation systems. The Ministry of Transportation provides two cents per litre (\$0.02/litre) of provincial gas tax as transit funding, which is allocated based on 70% transit ridership (conventional and specialized) and 30% municipal population.

Council has acknowledged the 'Gas Tax Funding' allocation methodology includes statistics from both Leamington's conventional Municipal transit system and the specialized transit system delivered by the South Essex Community Council, which is funded by the Municipality of Leamington and the Town of Kingsville.

Council has confirmed its commitment to utilizing "Dedicated Gas Tax Funds" for the benefit of both the conventional transit system and the Erie Shore Community Transit service, which includes service to the Town of Kingsville.

The Province requires that every year the Municipality of Leamington execute the Letter of Agreement for the Dedicated Gas Tax Funds for Public Transportation Program which sets out the terms and conditions for the use of the dedicated gas tax funds by municipalities for public transportation. The Province requires a by-law and signed agreement from the Municipality prior to sending the funds for the 2015-2016 year, being April 1, 2015 to March 31, 2016.

Financial Impact:

Up to \$189,340 in Ontario Dedicated Gas Tax funding will be available to support conventional transit in Leamington and specialized transit in Leamington and Kingsville. These funds are dedicated and are set aside in a reserve fund (40-3-0240-0334-000240), along with any related interest earned on the fund, and are used for approved/eligible transit related costs allowed under the funding agreement.

In 2016, about \$50,000 in Ontario Dedicated Gas Tax funding has been earmarked toward capital items such as bus shelters, benches and improving accessibility at bus stops.

A further allocation of approximately \$140,000 is anticipated to support 'above baseline' expenditures for transit operations, including a proposed Friday to Sunday and holiday route along Erie Street through the summer in addition to the current route. Following the planned 2016 allocations, the Ontario Dedicated Gas Tax Reserve Fund is expected to contain in excess of \$690,000.

Recommendation:

That the Municipality of Leamington accepts the designation of host municipality by collecting the Dedicated Gas Tax Funds for Public Transportation Program on behalf of the Municipality of Leamington and the Town of Kingsville;

And that the Mayor and Treasurer for the Municipality of Leamington be authorized to execute the Letter of Agreement between Her Majesty the Queen in right of the Province of Ontario, represented by the Minister of Transportation for the Province of Ontario under the Dedicated Gas Tax Funds for Public Transportation Program and be bound to the terms of the said agreement. (Report LLS-39-15)

Respectfully submitted,

Peter Neufeld,
CAO

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Ruth Orton
Director of Legal and Legislative Services

/jb

The Corporation of the Municipality of Leamington
Meeting of Leamington Accessibility Advisory Committee (LAAC)

Minutes

December 9, 2015

Commencing at 3:00 PM

In Room 112

Members Present

Donald Giesbrecht
John Hammond
Karen Lewis
Paul Child
Robert Bahry

Members Absent

Staff Present

Bechara Daher, Manager of Building Services
Judy Vanroie, Building Services Assistant

1) Call to Order

The Chair called the meeting to order at 3:06 pm

2) Adoption of LAAC November 4, 2015 Minutes

Moved by: Robert Bahry
Seconded by: Donald Giesbrecht

That the minutes of the LAAC committee meeting held November 4, 2015 be adopted.

Carried

3) Business Arising Out of the Minutes

- 1) Follow up on cost / quotes for railings on the stairs in certain sections of the arena

John Hammond received a quote of \$700 per section (installed) using steel painted blue to match the present décor. Amanda called a meeting with Bechara and the Fire Chief to review the proposal. It was her opinion that the handrails already provided exceed the requirement for accessible seating. The Fire Chief did not support installing railings because it would reduce the

aisle width and create potential safety concerns. They suggested that signage be installed to increase awareness about the available seating.

The committee agreed to tour the Complex facility again at their next meeting to review alternate ways to make the stairs safe and accessible for everyone.

2) David C. Onley Award application

Karen was online to start the application process but it was too short a time frame to put forward a strong proposal. It was suggested to pursue it again for 2016.

3) Feedback on October 20 Accessibility Workshop

Bechara suggested inviting some of the agency representatives at the workshop to brainstorm with the committee on addressing awareness with businesses. Robert offered to speak with Mary Brennan in this regard for a future meeting.

4) New Business

Site Plans for Review

4) Office Building for 197 Talbot St East

Bechara advised they had made changes to the building and parking lot. Committee to review and forward any comments to Bechara.

5) Shoppers Drug Mart Addition - Erie St South

Bechara advised that the barrier free spaces have been moved as per the committee's request.

6) Leamington Christian Centre - 98 Elliott St

The proposal is for a parking lot extension. Committee to review and forward comments to Bechara.

7) AODA Policy Changes

The announcement is for information pertaining to accessibility changes. It is an opportunity to voice your opinions individually by email by December 31.

8) Certified for Access

For information purposes.

9) Snow Removal

Item deferred until next agenda.

10) Post Office Barrier Free Entrance

The committee has worked with the Post Office for a number of years now to try to correct the matter. The issue has been that the door opens the wrong way so a person in a wheelchair has to pass the door and turn around in order to gain entrance. Donald informed the committee that the matter has been corrected.

11) Sun Parlor Players Theatre - Erie St South

Bechara advised that the sprinklers and HVAC have been installed. The theatre group will be approaching the town to provide a hard surface accessible entrance to the building.

5) Announcement of Next Meeting

Next meeting to be held Wednesday January 13, 2016 at 1:30 pm
Complex Boardroom

6) Adjournment

Moved by: Robert Bahry
Seconded by: Donald Giesbrecht

That the meeting adjourn at 4:10 pm

Signature on File

KAREN LEWIS, Chair

/jv

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