



# *Making Way*

For Ontarians with Disabilities

## REGION OF PEEL

### ACCESSIBILITY ADVISORY COMMITTEE

#### AGENDA

AAC-3/2018

**DATE:** Thursday, June 21, 2018

**TIME:** 1:30 PM – 3:30 PM

**LOCATION:** Council Chamber, 5<sup>th</sup> Floor  
Regional Administrative Headquarters  
10 Peel Centre Drive, Suite A  
Brampton, Ontario

**MEMBERS:** C. Belleth; R. Chopra; F. Dale; M. Daniel; D. Farrace; A. Groves;  
N. Husain; R. Khedr; M. Mahoney; M. Palleschi; L. Soulliere

---

*Dely Farrace to preside.*

1. **CALL TO ORDER**
2. **DECLARATIONS OF CONFLICTS OF INTEREST**
3. **APPROVAL OF AGENDA**

For questions about this agenda, or to make arrangements for accessibility accommodations for persons attending, please contact: Veronica Montesdeoca, Accessibility Planning Specialist at (905) 791-7800, Ext. 4778 or by e-mail at [veronica.montesdeoca@peelregion.ca](mailto:veronica.montesdeoca@peelregion.ca)

Some meeting information may also be available in alternate formats, upon request. Please contact: Harjit Gill at (905) 791-7800, Ext. 4854 or by e-mail at [harjit.gill@peelregion.ca](mailto:harjit.gill@peelregion.ca)

**4. PREVIOUS MEETING MINUTES**

- 4.1. Minutes of the Region of Peel Accessibility Advisory Committee (AAC-2/2018) meeting held on April 19, 2018 (Receipt recommended)

**5. DELEGATIONS**

- 5.1. **Roksena Nivelova, Figure3; Bernard Sin, Rafael + Bigauskas Architects; Brock Stevenson, Daniels Homes; and Lorene Casiez, Human Space**, Regarding the Daniels Affordable Housing Project Accessibility Features (Related to 6.1)

**6. REPORTS**

- 6.1. Daniels Affordable Housing Project - 360 City Centre Drive, City of Mississauga, Ward 4 – Accessibility Features (Related to 5.1)
- 6.2. Design of Public Spaces Standard  
Presentation by Sandy Lovisotto, Program Manager, Roads – Design and Construction
- 6.3. Region of Peel Accessibility Advisory Committee Terms of Reference
- 6.4. Accessibility Planning Program Update - June 21, 2018 (For information)

**7. COMMUNICATIONS**

- 7.1. **Dely Farrace, Region of Peel Accessibility Advisory Committee Chair**, Email dated May 31, 2018, Sharing an Invitation from the TTC Advisory Committee on Accessible Transit to Participate in a Joint Meeting with Transit Accessibility Advisory Committees in the Greater Toronto Area (Receipt recommended)

**8. OTHER BUSINESS**

**9. NEXT MEETING**

Thursday, September 20, 2018  
1:30 - 3:30 p.m.  
Council Chamber, 5th floor  
Regional Administrative Headquarters  
10 Peel Centre Dr., Suite A  
Brampton, ON

**10. ADJOURNMENT**



# *Making Way*

For Ontarians with Disabilities

## REGION OF PEEL

### ACCESSIBILITY ADVISORY COMMITTEE

#### MINUTES

**AAC - 2/2018**

The Region of Peel Accessibility Advisory Committee met on April 19, 2018 at 1:30 p.m., in the Regional Council Chamber, 5th Floor, Regional Administrative Headquarters 10 Peel Centre Drive, Suite A, Brampton, Ontario.

**Members Present:** C. Belleth; R. Chopra; F. Dale; M. Daniel; D. Farrace; N. Husain; R. Khedr; M. Mahoney; M. Palleschi

**Members Absent:** A. Groves due to personal matters; L. Soulliere; T. Tamlin due to committee resignation

**Also Present:** L. Graham-Watson, Commissioner of Corporate Services; N. Polsinelli, Commissioner of Health Services; A. Macintyre, Acting Regional Clerk and Director of Clerk's; J. Jackson, Director of Culture and Inclusion; Dr. J. Hopkins, Medical Officer of Health; V. Montesdeoca, Accessibility Planning Specialist; K. Dubuque, Legislative Specialist; J. Jones, Committee Clerk; D. Obaseki, Legislative Assistant

*Chaired by Dely Farrace.*

#### **1. CALL TO ORDER**

Dely Farrace, Committee Chair of the Region of Peel Accessibility Advisory Committee (AAC) called the meeting to order at 1:34 p.m.

\*See text for arrivals

◆See text for departures

2. **DECLARATIONS OF CONFLICTS OF INTEREST - Nil**

3. **APPROVAL OF AGENDA**

Moved by R. Chopra;

RECOMMENDATION AAC-2-2018:

That the agenda for the April 19, 2018, Region of Peel Accessibility Advisory Committee meeting be approved.

4. **PREVIOUS MEETING MINUTES**

- 4.1. Minutes of the Region of Peel Accessibility Advisory Committee (AAC-1/2018) meeting held on February 15, 2018

Received

5. **DELEGATIONS - Nil**

6. **REPORTS**

6.1. **Workspace Design Standards**

Presentation by Jane Rowbotham, Manager, Workplace Planning & Asset Management and Heather Montgomery, Supervisor, Occupant Services

Received

Jane Rowbotham, Manager, Workplace Planning & Asset Management, provided an overview of the Region's updated workspace design standards, noting that the reasons for the refresh are the changing nature of work, availability of new technologies, evolving workstyle preferences and the need to accommodate growth in a cost effective manner. She provided examples of how the proposed workspace design standards will support accessibility within the organization for staff and residents.

Committee members requested that consideration be given to ensure that equipment purchased for kitchens and kitchenettes are accessible to people of differing disabilities and take into consideration height, vision, and mobility. For example, microwaves and kettles could have tactile and/or raised buttons and should be placed at varying levels for improved access.

In response to a question from Naz Husain with regard to future plans for the use of descriptive voice on information monitors, Jane Rowbotham noted that conversations related to digital signage are underway and staff will convey the committee's remarks.

AAC-2/2018  
Thursday, April 19, 2018

6.2. **Food Handler Certification Training – Addressing the Accessibility Needs of Clients**

Received

Moved by M. Palleschi;

RECOMMENDATION AAC-3-2018:

That staff report back to a future meeting of the Accessibility Advisory Committee with an update on the Food Handler Certification Training Program.

In response to a request from Raj Chopra that staff prepare a presentation on the Food Handler Certification Training Program (the “Program”) for a future meeting, Dr. Jessica Hopkins, Medical Officer of Health, stated that the Program is mandatory under the Ontario Public Health Standards and that the purpose is to train people who work in the food service industry on the safe handling of food to decrease the risk of having food borne illnesses in the community. The required training information is provided by the Province however, Regional staff have provided participant accommodations to ensure that the training program is accessible to everyone. Staff plan to further evaluate the participant accommodation needs and will report back to the committee with a more in depth presentation after a full evaluation has been completed.

6.3. **Annual Accessibility Status Report 2017**

Received

In response to a question from Raj Chopra with regard to the Region’s accessibility training, Veronica Montesdeoca, Accessibility Planning Specialist noted that accessibility training for staff and volunteers is a mandatory requirement under the *Accessibility for Ontarians with Disabilities Act* and includes both the Integrated Accessibility Standards Regulation and the Ontario Human Rights Code.

6.4. **Accessibility Planning Program Update - April 19, 2018**

Received

Veronica Montesdeoca, Accessibility Planning Specialist, provided an update on the review of the design of public spaces standard. She noted that meetings have been held with legal staff to obtain a better understanding of legislative requirements. Meetings have also been held with construction staff and an extensive checklist has been completed. She noted that the Site Plan and Construction Advisory Working Group will meet on April 25, 2018 to review select projects.

Veronica Montesdeoca stated that the Accessibility Advisory Committee Terms of Reference will be updated to address administrative revisions such as references to the recently revised Council Procedure By-law.

AAC-2/2018  
Thursday, April 19, 2018

In response to a question from Dely Farrace with regard to the Council Procedure By-law, Lorraine Graham-Watson, Commissioner Corporate Services, noted that the By-law covers all operations and proceedings of Council.

In response to a question from Naz Husain with regard to the ability to include electronic meeting attendance for members of the Accessibility Advisory Committee, Lorraine Graham-Watson noted that currently there is no provision in the Council Procedure By-law for electronic meeting participation. Technology upgrades may be required to allow electronic meetings however it may be a consideration for the future.

## 7. COMMUNICATIONS

- 7.1. **Accessibility Directorate of Ontario**, Email dated March 20, 2018, Regarding Employment Standards Review: Public Feedback Wanted

Received

- 7.2. **Coalition for Persons With Disabilities**, Flyer received April 4, 2018, Regarding Connections 2018 Resource Fair and Career Corner for Persons with Disabilities

Received

- 7.3. **Town of Caledon**, Flyer received April 10, 2018, Regarding Seniors Day

Received

In response to a question from Naz Husain with regard to the Region's participation at the Caledon Senior's Day event, Dr. Jessica Hopkins, Medical Officer of Health noted that Public Health was invited to provide the keynote speaker on the topic of healthy eating. She will request that the Food Handler Certification Program be highlighted in the address.

## 8. OTHER BUSINESS

- 8.1. **Tarryl Tamlin, Region of Peel Accessibility Advisory Committee Member**, Email dated March 7, 2018, Advising of His Resignation from the Region of Peel Accessibility Advisory Committee

Moved Rabia Khedr;

### RECOMMENDATION AAC-4-2018:

That the resignation of Tarryl Tamlin from the Region of Peel Accessibility Advisory Committee (AAC), be received.

Recruitment for the committee for the next Term of Council will begin in the fall of 2018.

**AAC-2/2018**  
**Thursday, April 19, 2018**

**9. NEXT MEETING**

The next meeting of the Region of Peel Accessibility Advisory Committee is scheduled for Thursday, June 21, 2018 at 1:30 p.m., Regional Administrative Headquarters, Council Chamber, 5th floor, 10 Peel Centre Drive, Suite A, Brampton, ON.

Please forward regrets to Harjit Gill, Committee Clerk, (905) 791-7800, extension 4854 or at [harjit.gill@peelregion.ca](mailto:harjit.gill@peelregion.ca).

**10. ADJOURNMENT**

The meeting adjourned at 2:20 p.m.

FOR OFFICE USE ONLY

MEETING DATE YYYY/MM/DD 2018/06/21	MEETING NAME AAC
---------------------------------------	---------------------

Attention: Regional Clerk  
Regional Municipality of Peel  
10 Peel Centre Drive, Suite A  
Brampton, ON L6T 4B9  
Phone: 905-791-7800 ext. 4582  
E-mail: [council@peelregion.ca](mailto:council@peelregion.ca)

DATE SUBMITTED YYYY/MM/DD  
2018/05/29

NAME OF INDIVIDUAL(S)  
**Roksena Nivolova, Bernard Sin, Brock Stevenson and Lorene Casiez**

POSITION(S)/TITLE(S)

NAME OF ORGANIZATION(S)  
**Figure3, Rafael + Bigauskas Architects, Daniels Homes and Human Space**

E-MAIL	TELEPHONE NUMBER	EXTENSION

REASON(S) FOR DELEGATION REQUEST (SUBJECT MATTER TO BE DISCUSSED)  
**Regarding Daniels Affordable Housing Project - 360 City Centre Drive, City of Mississauga, Ward 4 – Accessibility Features report.**

A formal presentation will accompany my delegation  Yes  No

Presentation format:  PowerPoint File (.ppt)  Adobe File or equivalent (.pdf)  
 Picture File (.jpg)  Video File (.avi,.mpg)  Other

Additional printed information/materials will be distributed with my delegation :  Yes  No  Attached

**Note:**  
Delegates are requested to provide an electronic copy of all background material / presentations to the Clerk's Division at **least seven (7) business days prior** to the meeting date so that it can be included with the agenda package. **In accordance with Procedure By-law 9-2018 delegates appearing before Regional Council or Committee are requested to limit their remarks to 5 minutes and 10 minutes respectively (approximately 5/10 slides).**

Delegates should make every effort to ensure their presentation material is prepared in an [accessible format](#).

Once the above information is received in the Clerk's Division, you will be contacted by Legislative Services staff to confirm your placement on the appropriate agenda. Thank you.

**Notice with Respect to the Collection of Personal Information**  
*(Municipal Freedom of Information and Protection of Privacy Act)*

Personal information contained on this form is authorized under Section 5.4 of the Region of Peel Procedure By-law 9-2018, for the purpose of contacting individuals and/or organizations requesting an opportunity to appear as a delegation before Regional Council or a Committee of Council. The Delegation Request Form will be published in its entirety with the public agenda. The Procedure By-law is a requirement of Section 238(2) of the *Municipal Act, 2001*, as amended. Please note that all meetings are open to the public except where permitted to be closed to the public under legislated authority. All Regional Council meetings are audio broadcast via the internet and will be posted and available for viewing subsequent to those meetings. Questions about collection may be directed to the Manager of Legislative Services, 10 Peel Centre Drive, Suite A, 5th floor, Brampton, ON L6T 4B9, (905) 791-7800 ext. 4462.

# CCW Peel Affordable Housing Project

Region of Peel Accessibility Advisory Committee

21 June 2018

# Agenda

- Introductions
- Project Overview
- Standards and References
- Review of Design Strategies
- Questions



**5.1-4**

# **Standards & References**

# Standards & References



5.1-6

## Program Features

**ACCESSIBILITY  
DESIGNED** 

- Suite layouts
- Higher standard for accessibility
- Exceed minimum OBC requirements
- Strategic use of space for people using mobility devices
- Select features applied to the Region of Peel Tower

5.1-7

# **Region of Peel Building**

City Centre West Towers (CCW)

# The Site



5.1-9

## Site

- Below grade parking (P1-P3)
- Above grade parking (L1-4.5)
  
- Retail at grade
  
- Wesley Tower 43 Floors
- Region of Peel 19 Floors

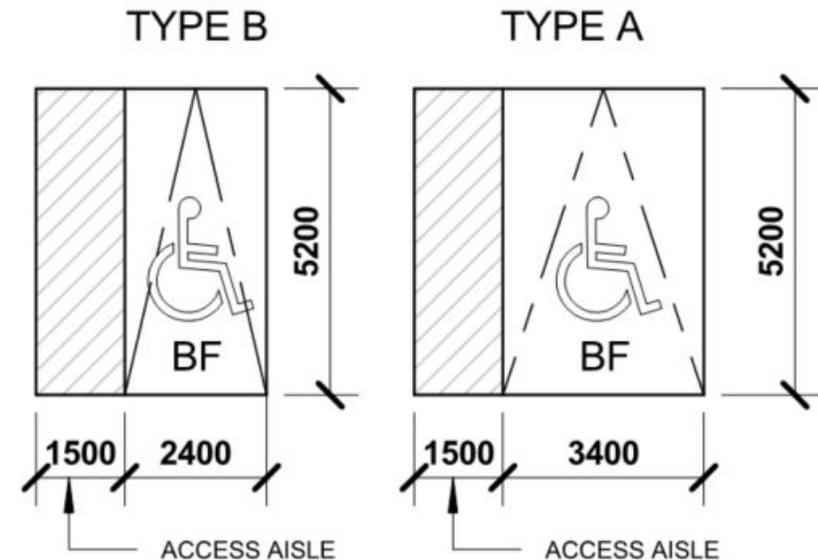


# Unit Breakdown Region of Peel Tower

Unit Type	Total of Each Unit Type	Amount Accessible Units Required (min 15% required by OBC)	Amount Accessible Units Provided
1 Bedroom	77	11	14 + 4 (ADP)
2 Bedroom	79	11	12
3 Bedroom	18	2	7
Total:	174	<b>24</b>	<b>37</b>

# Parking Location and Count Region of Peel Tower

Level	Total Amount	Amount of Accessible Parking Provided (Type A)	Amount of Accessible Parking Provided (Type B)
Ground Floor (Visitor)	37	1	2
2 <sup>nd</sup> Floor (Visitor)	65	1	3
3 <sup>rd</sup> Floor (Residential)	67	1	3
4 <sup>th</sup> Floor (Residential)	75	1	3
<b>Total</b>	<b>244</b>	<b>4</b>	<b>11</b>



5.1-12

# **Design Strategies**

Accessibility & Inclusion

## Site

- Passenger Loading Zone
- Curb Ramp
  - Tactile Attention Indicators
- Change in hard surface material at perimeter
- Use of landscaping to frame path of travel along sidewalks



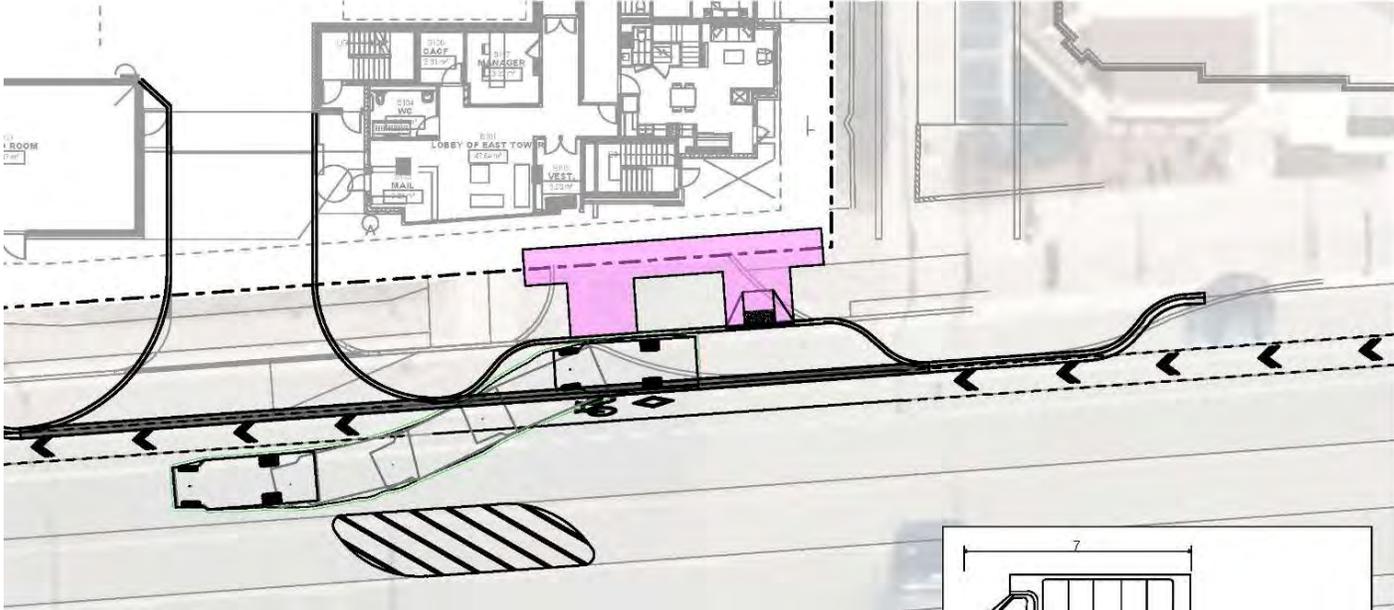
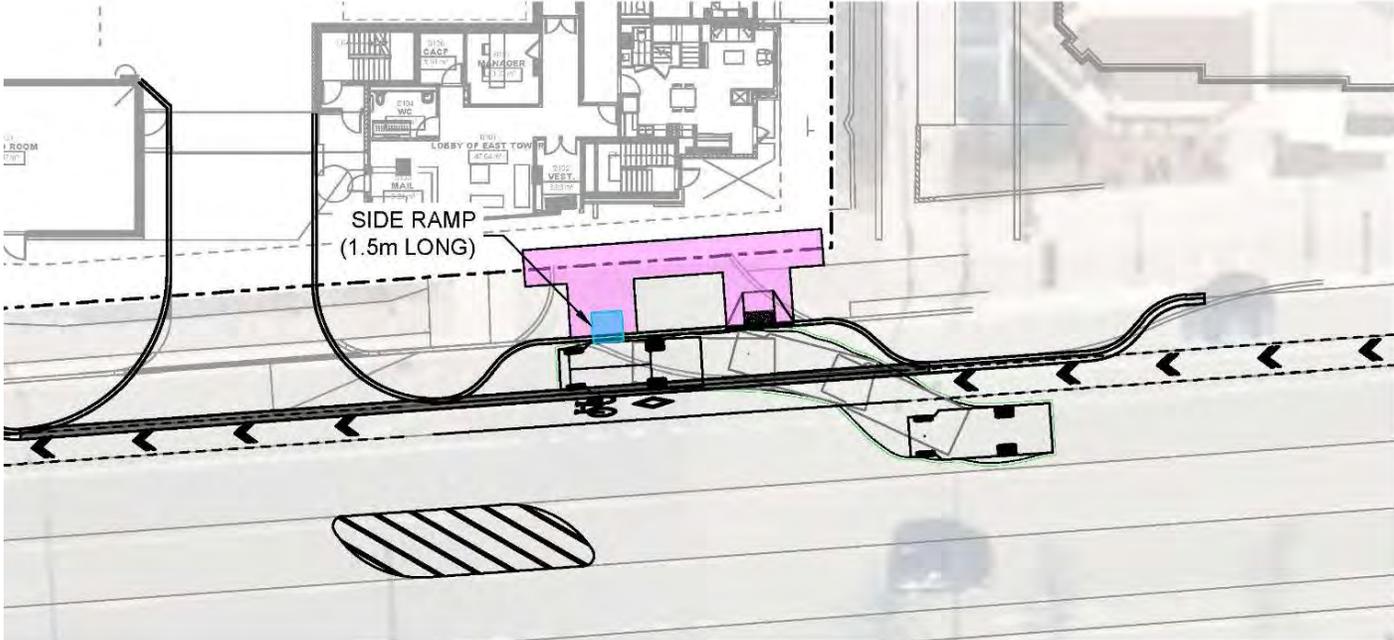
5.1-14

MISSISSAUGA TRANSHHELP VEHICLE

# Passenger Loading Zone

## Proposed Plans

### Mississauga Transhelp Vehicle



# Passenger Loading Zone

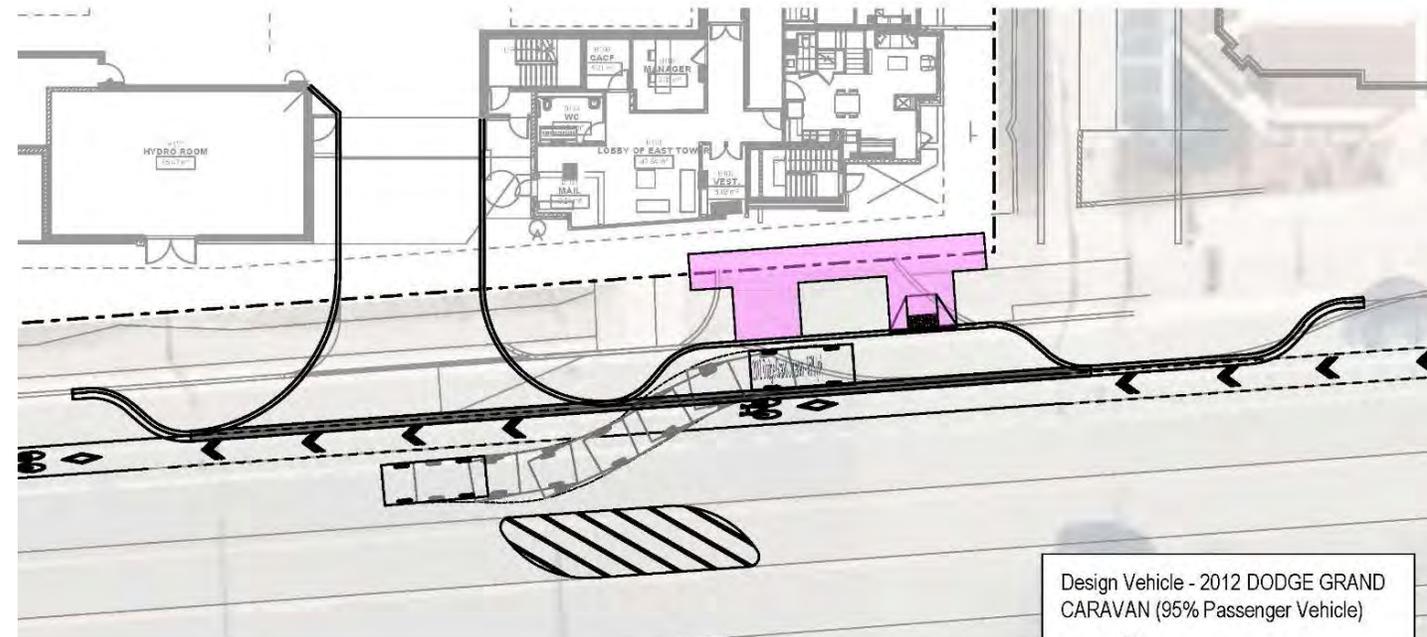
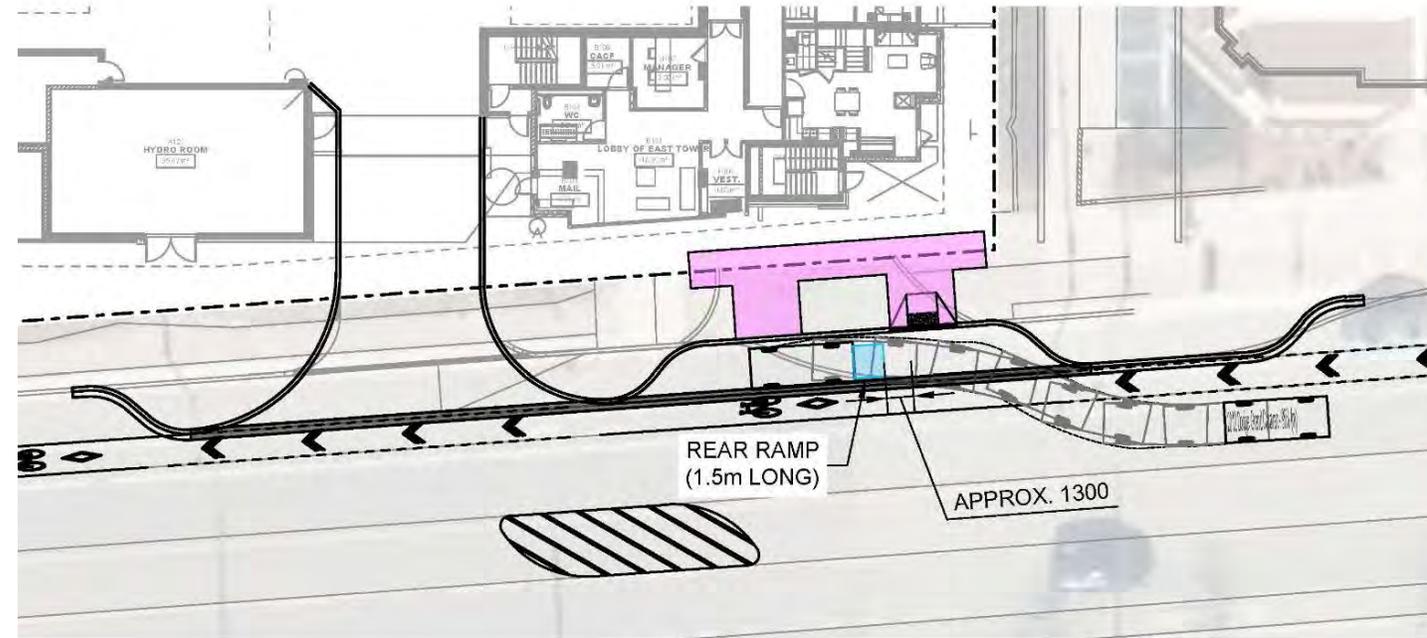
Proposed Plans

Accessible Taxis



5.1-15

MODIFIED DODGE CARAVAN (REAR RAMP)



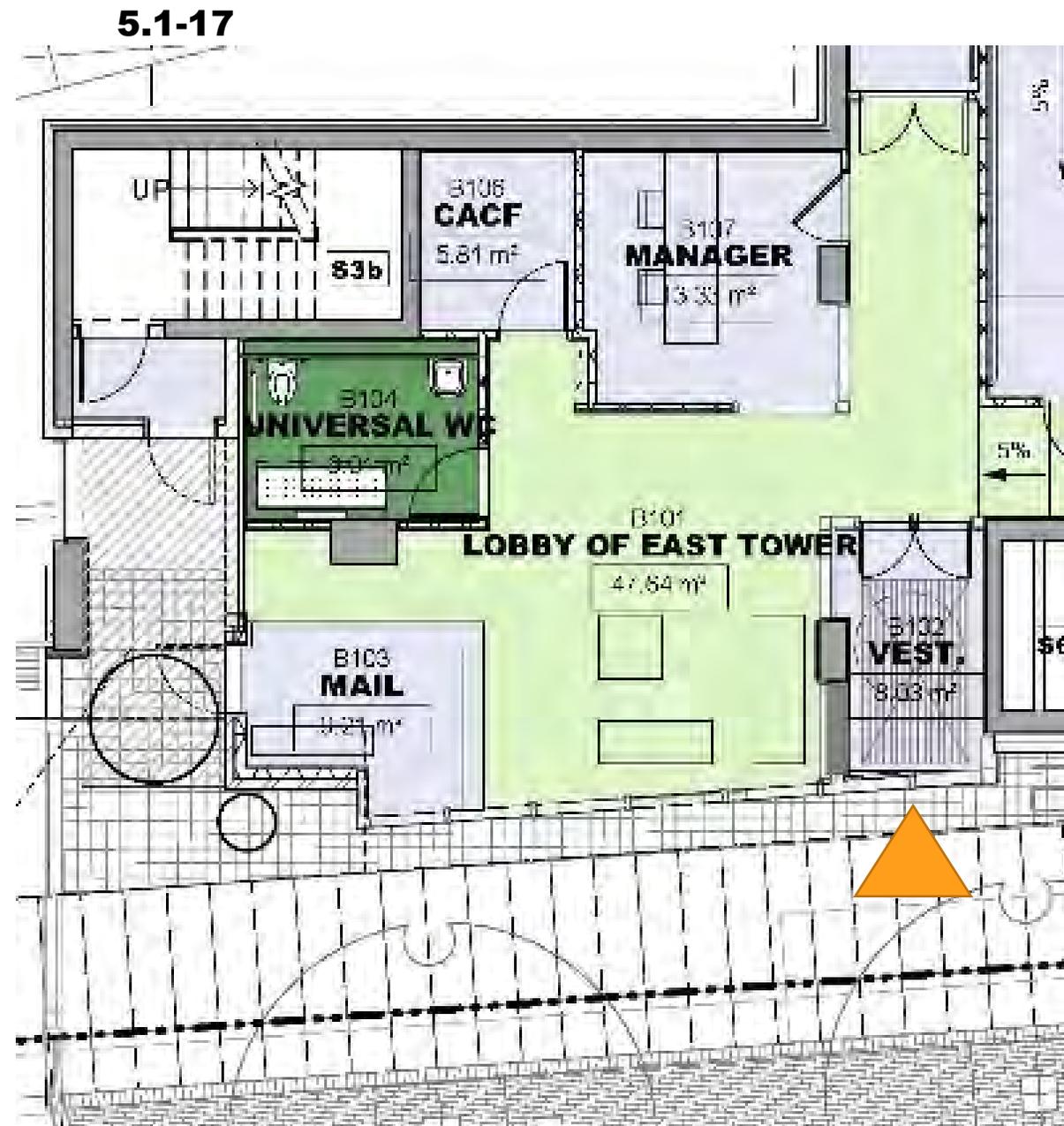
## Placemaking



- Sense of arrival to destination
- Signage package under development
  - Visible signage from the street
- Wayfinding continues into building

# Entrance and Vestibule

- Power operated doors
- Large vestibules
- Waiting & seating areas as built in furniture
- Management office
- Universal washroom



5.1-18

## Circulation Features

- Firm, level stable surfaces
- Multi use pathways
- 1100 mm to 1900 mm
- 1800 mm wide residential corridors
- Passing spaces every 30 metres where corridor is less than 1600



## Circulation Features



- 860 mm min clear width door openings
- Power door operator or space on latch side provided
- Useable and accessible hardware – lever style
- Handrails in corridors

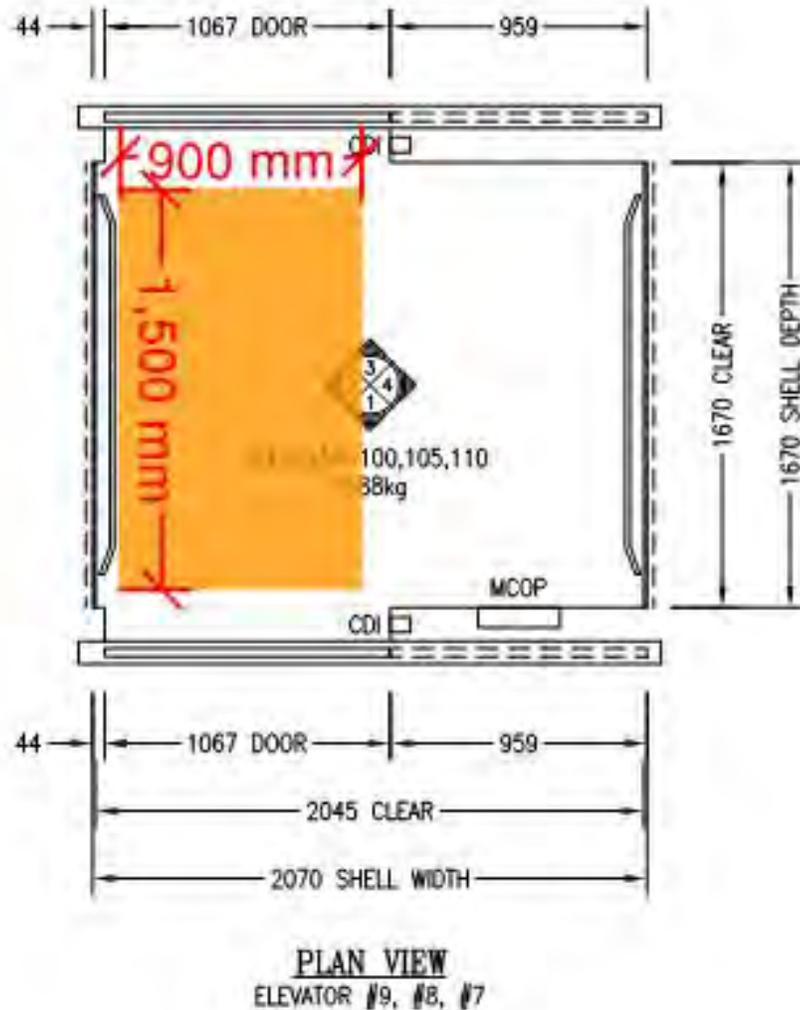
5.1-20

## Elevators

- Vertical barrier-free path of travel
- Contrast on flooring and ceiling to identify elevator entrance



# Elevators



- Exceeds minimum dimensions required by CSA B44
- 1670 mm wide x 2045 mm long
- 900 mm wide x 1500 mm long largest mobility device (scooter)

## Safety & Wayfinding



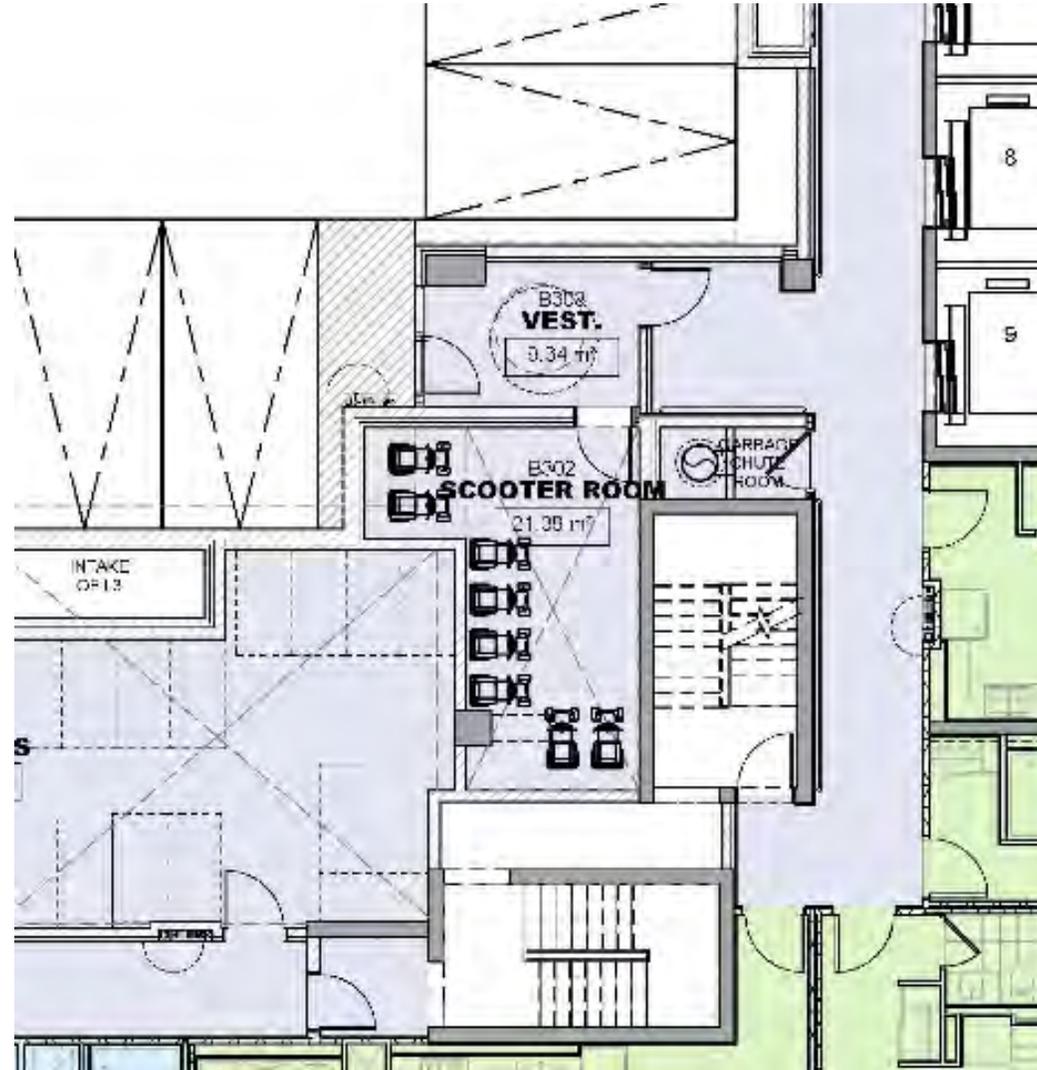
- Visual fire alarms
- Motion sensor lighting
- Tactile signage and pictograms
- Vision strips on glazing
- Ground floor and 5<sup>th</sup> floor amenity space distinct flooring from residential areas

**5.1-23**

# **Public Spaces & Service Areas**

# Peel Region Tower Floor 3

- Scooter Room
- Battery charging stations
- Handrails in corridor
- Motion sensor lighting in scooter, garbage and laundry room



# Accessibility Features in Amenity Spaces

- Low threshold, accessible entry point to amenity terrace
- Accessible food plots & planters
- Accessible sinks in the Kid Friendly Zone and Laundry room
- Accessible folding counter in laundry
- Universal washrooms on ground and amenity space
- Universal washroom provide space for future installation of adult change tables

# Public Spaces & Service Areas

## Floor 2

- Superintendents Office
- Workshop space

## Floor 3

- Scooter Room
- Battery charging stations
- Handrails in corridor
- Motion sensor lighting in scooter, garbage and laundry room

## Floor 5

- Rooftop Garden
- Fitness Centre
- Amenity Space
- Kid Friendly Zone
- Laundry
- Universal Washroom

**5.1-27**

**Suites**

# Review of OBC Requirements for Suites

15 % of suites are required to have access:

- Into the suite
- One bedroom
- To kitchen
- To living room
- One bathroom

Accessible bathroom:

- Access into bathroom
- 1500 mm turning circle
- Wall reinforcement for future installation of grab bar

5.1-29

## Accessible Units

- Wider doors throughout
- Power Door Operator entry into unit
- Door viewer mounted at an accessible height
- Bottom mount freezer



5.1-30

## Accessible Units – ADP

- Accessible showers
- Grab bars in showers
- Accessible sink
- Transfer spaces



# OBC Barrier-Free Units vs Select ADP Units

## OBC Units

- Wider doorways throughout
- Power door operator at entry
- Door viewer mounted at an accessible height
- Bottom mount freezer
- Accessible shower & grab bars
- 1500 mm turning circle in washroom

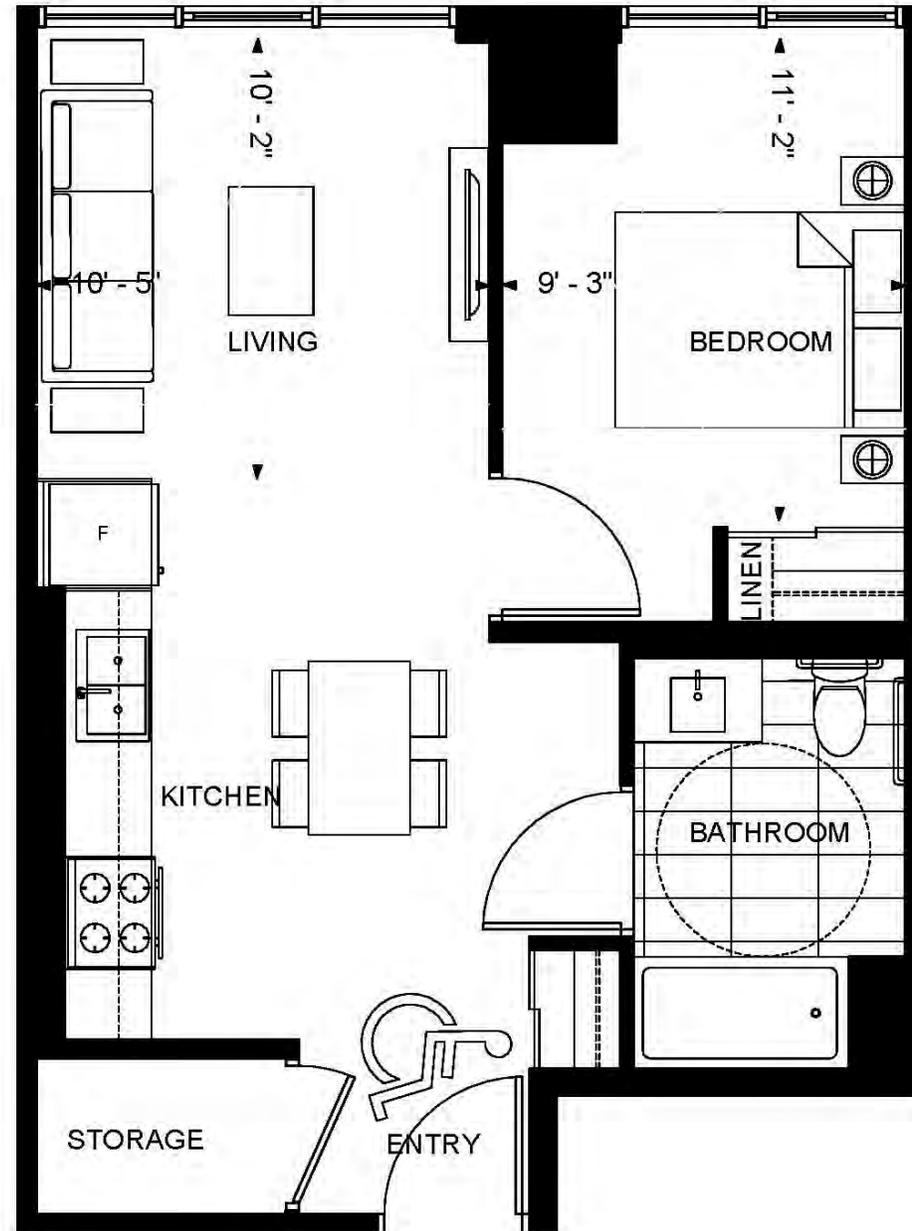
## Select ADP Units

- All OBC Unit requirements PLUS
- Larger transfer space to water closet and shower

5.1-32

# 1 Bedroom

Suite Area: 564.35 sq. ft.  
14 Units



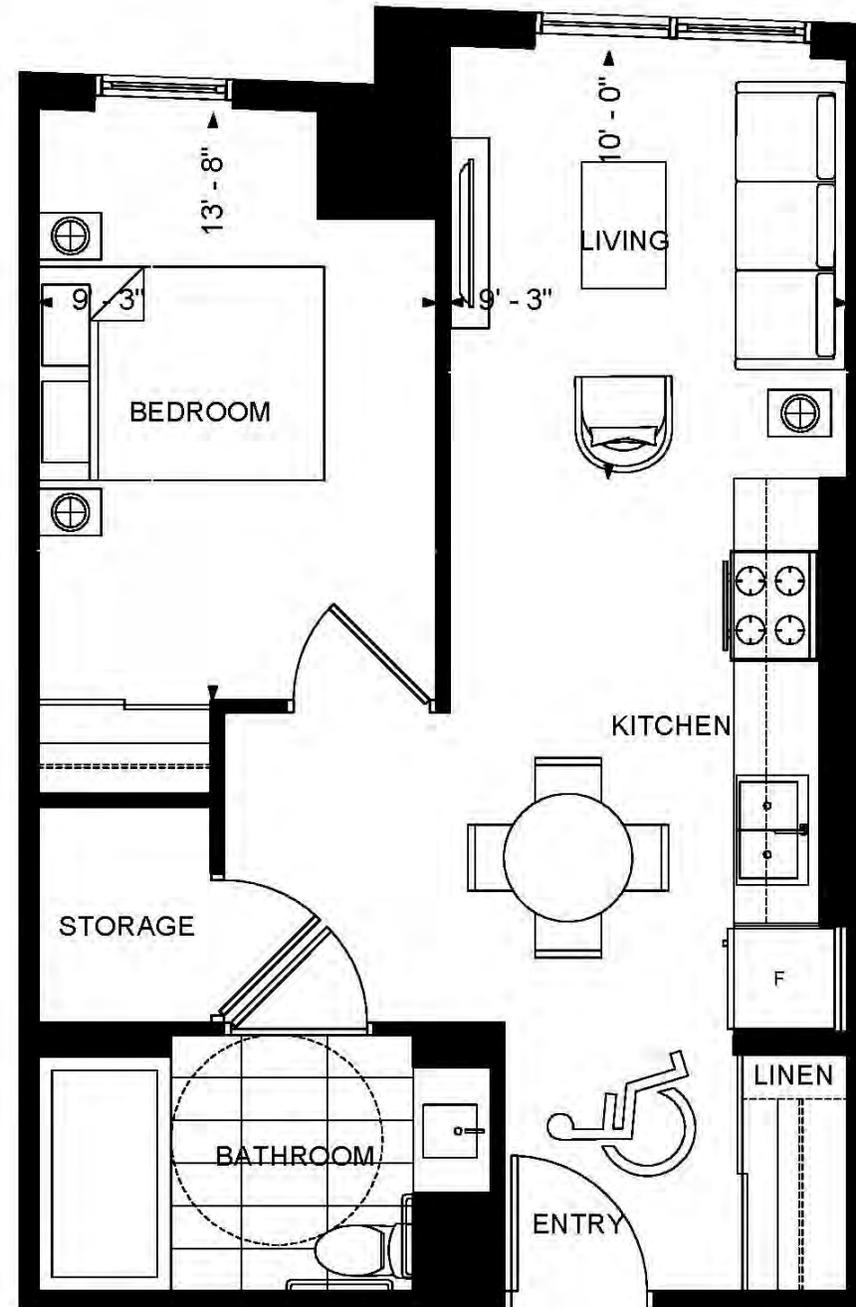
5.1-33

# 1 Bedroom – ADP

Suite Area: 586.31sq. ft.

2 units

Floor 3 & 4

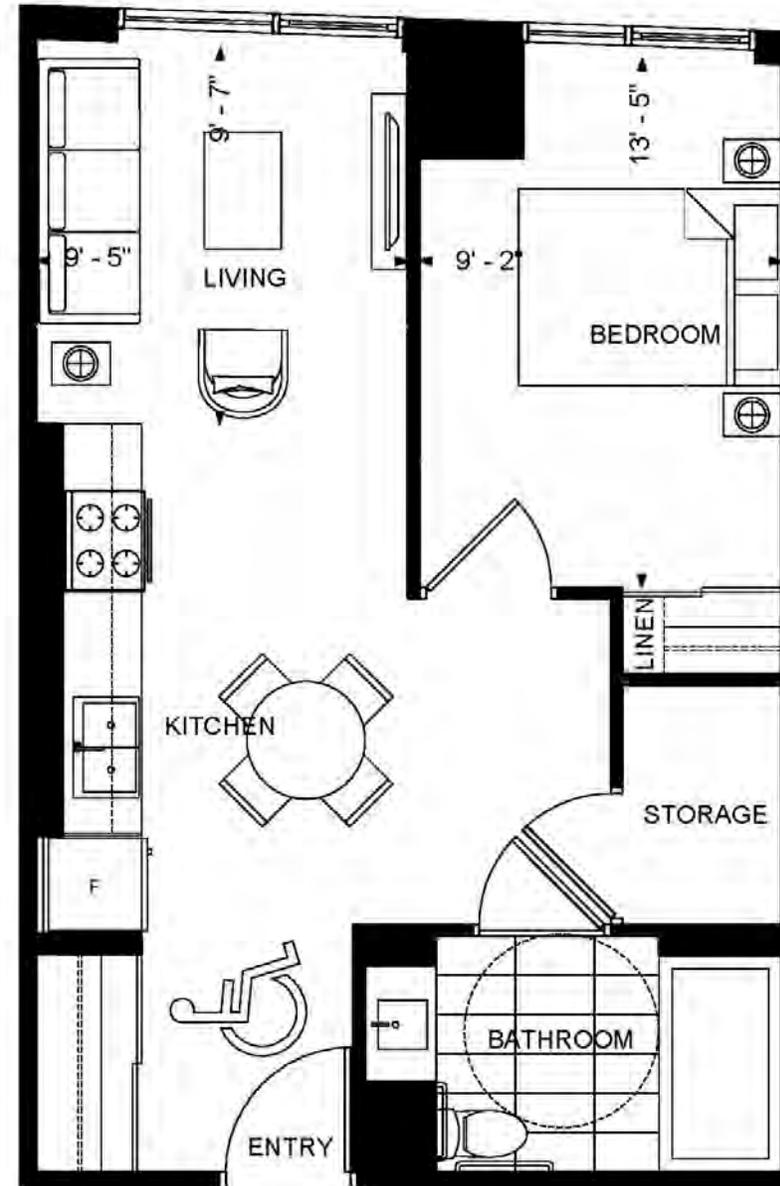


# 1 Bedroom – ADP

Suite Area: 586.31sq. ft.

2 units

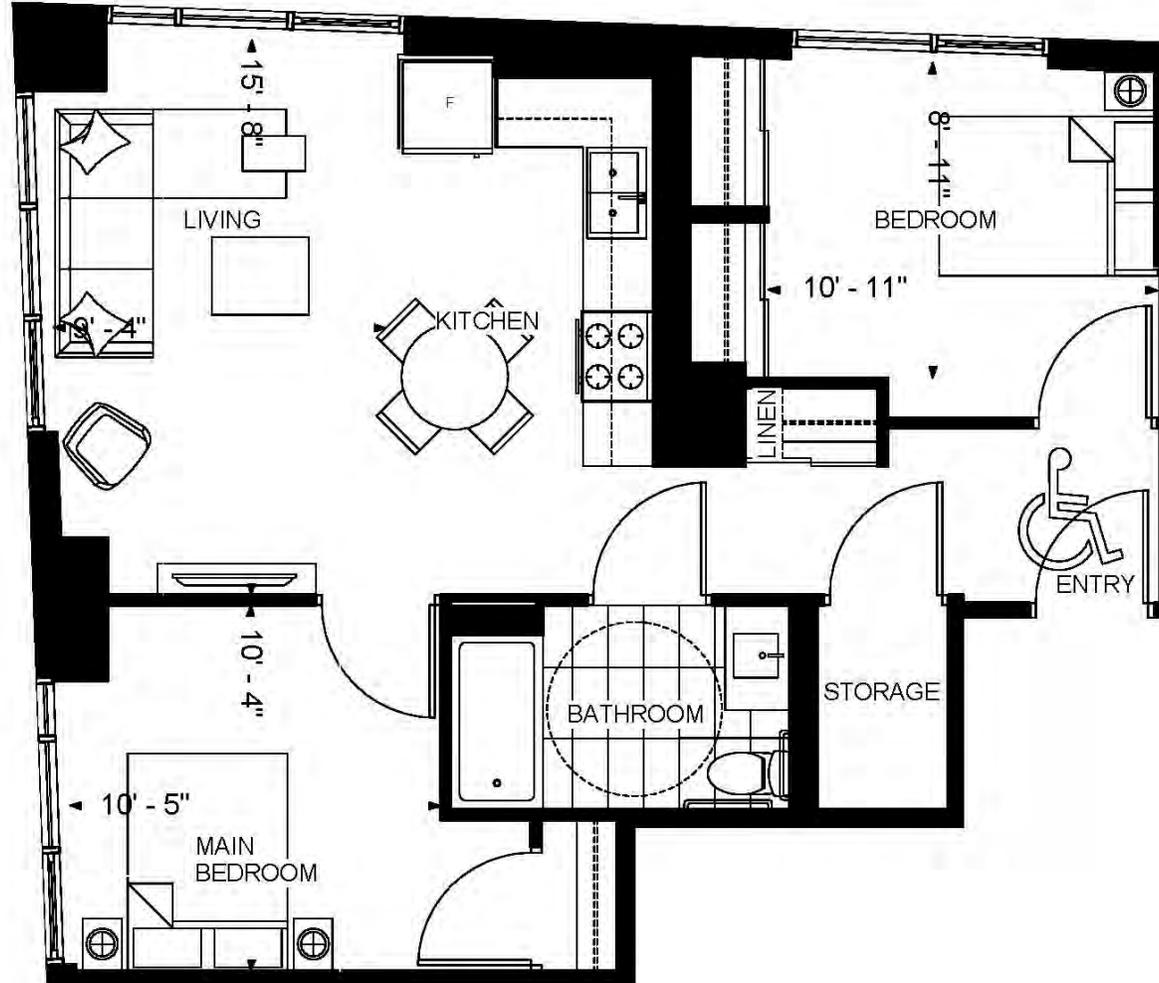
Floors 3 & 4



# 2 Bedroom

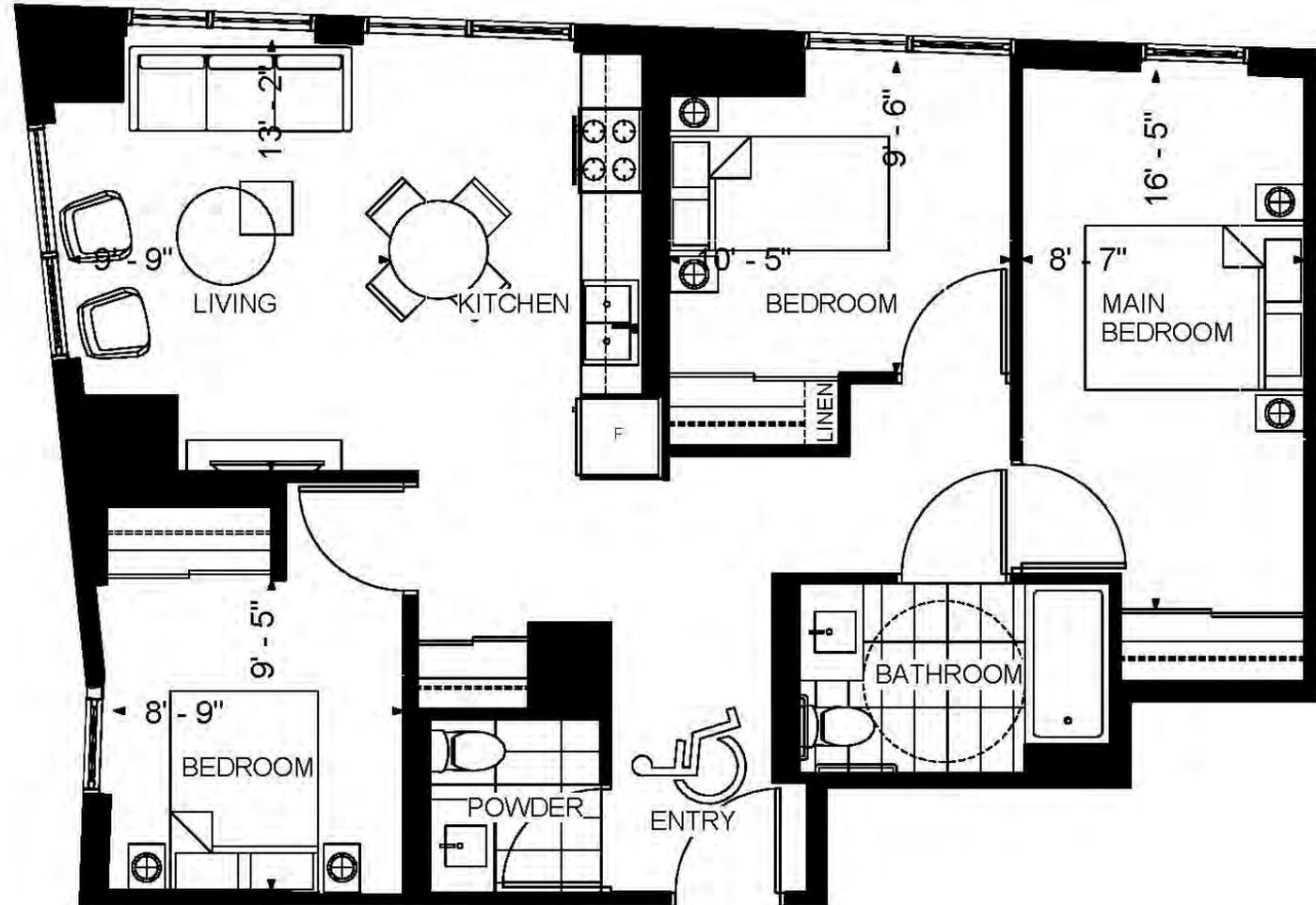
Suite Area: 777.05 sq. ft.  
12 Units

Floors 8, 9-14, 15-19



# 3 Bedroom

Suite Area: 963.37 sq. ft.  
7 Units  
Floors 8, 9-14



# Questions or Comments?



**Thank You**



---

DATE: May 8, 2018

REPORT TITLE: **DANIELS AFFORDABLE HOUSING PROJECT - 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4 – ACCESSIBILITY FEATURES**

FROM: Mary Killeavy, Acting Commissioner of Corporate Services  
Janice Sheehy, Commissioner of Human Services

---

## **RECOMMENDATION**

**That the site plan for the Daniels Affordable Housing Project located at 360 City Centre Drive, Mississauga, Ward 4, as presented to the Region of Peel Accessibility Advisory Committee, be supported;**

**And further, that notification of the Accessibility Advisory Committee's support for the subject site plan be provided to the City of Mississauga Planning and Development Department.**

## **REPORT HIGHLIGHTS**

- The project consists of two towers; the Wesley tower which is a 43 storey privately owned condominium development and the Region of Peel tower which is a 19 storey purpose built affordable housing rental building.
- The Region of Peel tower will consist of 174 units with a mix of one, two and three bedroom units with a total of 37 accessible units.
- The accessibility features of the building and site will meet or exceed applicable accessibility legislation and municipal requirements.

## **DISCUSSION**

### **1. Background**

The project consists of two towers being developed by the Daniels Corporation. The Wesley tower which is a 43 storey, privately owned condominium development and the Region of Peel tower which is a 19 storey purpose built affordable housing rental building. The site is located in Mississauga's downtown core at the corner of Confederation Parkway and City Centre Drive.

## 6.1-2

### DANIELS AFFORDABLE HOUSING PROJECT - 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4 – ACCESSIBILITY FEATURES

The following regulations were referenced for best practice during various points of the design process including:

- Section 3.8 of the Ontario Building Code 2012 (OBC);
- The *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), Ontario Regulation 191/11 Integrated Accessibility Standards, Part IV.1 Design of Public Spaces Standards (DOPS);
- Mississauga's Accessible Parking By-law 2015; and
- Mississauga's 2015 Facility Accessibility Design Standards

## 2. Accessibility Features

The following are highlights of the accessible features by area:

### a) Site

- A Passenger Loading Zone provides a safe space away from vehicular traffic so that a person can be safely picked up and dropped off. Persons using a mobility device can safely access a vehicular ramp from the sidewalk or the sidewalk from the vehicular ramp.
- The curb ramp provided allows for ease of transition from a vehicle onto the sidewalk. It provides a designated, safe and easy access point for persons using a mobility device and persons with mobility impairments or injuries to access the curb when dropped off at the Passenger Loading Zone.
- The use of landscaping to frame path of travel along sidewalks provides a greater separation between the vehicular and pedestrian route and acts as a barrier for persons with low or no vision from accidentally stepping onto the vehicular route.

### b) Parking

- Mississauga's Parking By-law requires two Type A parking spaces and three Type B parking spaces in visitor/public parking only. The Region of Peel tower has provided two Type A spaces and five Type B spaces for Visitor parking distributed evenly between the Ground and Second floor. (Figure 2 - Amount of Accessible Parking Spaces Provided)
- Additionally, two Type A spaces and six Type B spaces are provided for Residential use exceeding Mississauga's Accessible Parking By-law and the AODA to meet a higher standard of accessibility and provide greater options to the residents.

### 6.1-3

## DANIELS AFFORDABLE HOUSING PROJECT - 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4 – ACCESSIBILITY FEATURES

Level	Total Amount	Amount of Accessible Parking Provided (Type A)	Amount of Accessible Parking Provided (Type B)
Ground Floor (Visitor)	37	1	2
2 <sup>nd</sup> Floor (Visitor)	65	1	3
3 <sup>rd</sup> Floor (Residential)	67	1	3
4 <sup>th</sup> Floor (Residential)	75	1	3
<b>Total</b>	<b>244</b>	<b>4</b>	<b>11</b>

Figure 2 - Amount of Accessible Parking Spaces Provided

#### c) Common Areas

- The entrance to the tower is designed to provide ease of access into the building. The doors are power operated and a large vestibule is provided for users in mobility devices to safely turn.
- Waiting and seating areas are built into the furniture so that residents and visitors can safely and comfortably wait inside the building.
- Circulation features are consistent throughout the tower, providing a firm, level and stable surface so that people using mobility devices do not suffer from vibrations caused by joints or gaps on the surface.
- Pathways vary between 1100 mm to 1900 mm allowing easy and natural circulation that can be beneficial for everyone from persons using mobility devices, people with a bike or service animal to even a family simply walking together.
- Door hardware is functional and operable by people with limited motor function but also easily operable for someone with their hands full.
- Handrails are provided in corridors to assist persons with low mobility, the elderly and also provide safety in case of a fall.
- There are three elevators provided, all exceeding the minimum cab size requirements and allowing up to two persons using mobility devices to use the elevator simultaneously. Colour contrast is provided on the flooring and ceiling surrounding the elevator to assist persons with vision disabilities.
- Visual fire alarms are provided throughout occupied floor areas to provide an additional sensory indicator in case of an emergency.
- Tactile signage and pictograms are installed to help identify key areas such as the universal washrooms, managers' office, and amenity spaces through the use of braille.
- Vision strips are provided on glazing to ensure that glazed panels of glass are not completely transparent.

## 6.1-4

### DANIELS AFFORDABLE HOUSING PROJECT - 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4 – ACCESSIBILITY FEATURES

- Universal washrooms are large single occupancy non-gendered washrooms. The washrooms are spacious and are equipped with accessibility features such as grab bars, accessible lavatory, and an adult sized change table or space for one. Sufficient space is provided for persons using a large mobility device to make a 360-degree turn.
- A scooter room is provided so residents that use scooters can safely store their scooter. The scooter room comes equipped with motion sensor lighting and battery charging stations.
- There is barrier-free access provided to the rooftop garden and careful consideration has been taken to maintain wide paths and open space around the rooftop so persons using a mobility device can comfortably turn around or change direction.
- The kitchenette in the amenity space has an accessible sink with the required knee clearance for persons using a mobility device. The laundry room is also equipped with an accessible sink and an accessible folding counter

#### d) Units

- The 19 storey tower consists of 174 units with a mix of one, two and three-bedroom units. A minimum of 24 accessible units were required by the OBC. This project has provided for a total of 37 accessible units (Figure 1 - Unit Breakdown)

<b>Unit Type</b>	<b>Total of Each Unit Type</b>	<b>Number of Accessible Units Required (min. 15% by OBC)</b>	<b>Number of Accessible Units Provided</b>
1 Bedroom	77	11	14+4 (ADP)
2 Bedroom	79	11	12
3 Bedroom	18	2	7
<b>Total</b>	<b>174</b>	<b>24</b>	<b>37</b>

Figure 1 - Unit Breakdown

- All accessible units come with wide doors throughout, a power door operator on the entry door, door viewer mounted at an accessible height, an accessible refrigerator/bottom freezer and showers that are equipped with grab bars.

**6.1-5**

**DANIELS AFFORDABLE HOUSING PROJECT - 360 CITY CENTRE DRIVE, CITY OF MISSISSAUGA, WARD 4 – ACCESSIBILITY FEATURES**

**CONCLUSION**

The Daniels Affordable Housing Project as reflected in the attached presentation meets or exceeds all applicable legislative and municipal accessibility requirements. As such, the project is well equipped to accommodate tenants and visitors with accessibility requirements.



Mary Killeavy, Acting Commissioner of Corporate Services



Janice Sheehy, Commissioner of Human Services

**Approved for Submission:**



---

D. Szwarc, Chief Administrative Officer

*For further information regarding this report, please contact Mark Schiller, Director, Real Property Asset Management, at extension 7558 or via email at [mark.schiller@peelregion.ca](mailto:mark.schiller@peelregion.ca).*

*Authored By: Mark Centrone, Advisor, Construction Project Management*

---

DATE: June 8, 2018

REPORT TITLE: **DESIGN OF PUBLIC SPACES STANDARD**

FROM: Janette Smith, Commissioner of Public Works

---

## **RECOMMENDATION**

**That the Design of Public Spaces Compliance Checklist, be endorsed;**

**And further, that the Regional roads projects outlined in the report of the Commissioner of Public Works, titled “Design of Public Spaces Standard” presented at the June 21, 2018 Accessibility Advisory Committee (AAC) meeting, that were newly constructed or redeveloped in 2016 to the present, be supported;**

**And further, that staff be directed to use the Design of Public Spaces Compliance Checklist during the design of projects to ensure compliance with the legislated requirements of the Design of Public Spaces Standard and report to the AAC on the use and application.**

## **REPORT HIGHLIGHTS**

- The Design of Public Spaces Standard, (the ‘Design Standard’) under the Integrated Accessibility Standards Regulation (IASR), came into effect on January 1, 2016 for all Ontario municipalities. The Design Standard includes technical requirements for various accessibility features.
- At the November 30, 2017 Accessibility Advisory Committee (AAC) meeting, the Committee recommended that a Site Plan and Construction Working Group (the ‘Working Group’) be established to review site plans and appropriate construction projects.
- A Design Compliance Checklist was developed and endorsed by the Working Group on April 25, 2018 and used to review projects that were newly constructed or redeveloped in 2016 to the present. A list of the projects is contained within this report.
- Moving forward, to ensure compliance with the Design Standard, staff would use this checklist during the design of applicable Regional improvement projects.
- Regional improvement projects that are in compliance with the checklist will move forward to construction. A list of such projects will be reported to the AAC for information.
- Staff will continue to consult with the AAC on projects that fall outside the realm of the Checklist as well as on projects that require AAC consultation as per the requirements under the IASR.

**DESIGN OF PUBLIC SPACES STANDARD****DISCUSSION****1. Background**

As of January 1, 2016, several new requirements have taken effect under the Integrated Accessibility Standards Regulation (IASR) of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). Requirements in the Design of Public Spaces Standard (the 'Design Standard') under the IASR sets out a comprehensive framework for municipalities in Ontario and outlines technical requirements for specific accessibility features in the design of public spaces. As it relates to Regional improvement projects, the features which fall under the Region of Peel's responsibility are as follows:

- Exterior Paths of Travel (e.g. outdoor sidewalks and multi-use paths),
  - Ramps,
  - Stairs,
  - Curb Ramps,
  - Depressed Curbs,
  - Accessible Pedestrian Control Signals, and,
  - Rest Areas
- Accessible Parking – On-Street Parking Spaces

Other requirements under the Design of Public Spaces Standard such as recreational trails, public use eating areas and outdoor play spaces, would generally fall under the jurisdiction of the local municipalities.

To ensure compliance with the Design Standards, staff developed a thorough Compliance Checklist, attached as Appendix I, for use during the design of Regional improvements projects that will be newly constructed or redeveloped. On April 25, 2018, staff presented the Checklist and undertook a detailed consultation with the Site Plan and Construction Working Group of the Accessibility Advisory Committee. The working group endorsed the use of the Checklist and agreed that:

- 1) Road improvement projects where construction commenced after January 1, 2016 including those proposed to commence in 2018, be checked for compliance using the Checklist and that these be reported to the AAC.
- 2) All future improvement projects use the Checklist to ensure compliance with the Design Standards and that these projects be reported to the AAC for information.
- 3) Staff will continue to consult with the AAC on improvement projects which deviate from the Checklist, are non-standard or unique in nature, and those that have a requirement for AAC consultation under the Design Standards, such as rest areas and on-street parking spaces.

### 6.2-3

#### DESIGN OF PUBLIC SPACES STANDARD

A technical review using the Design of Public Spaces Compliance Checklist has been undertaken for the following projects in which construction commenced after January 1, 2016 to the present:

Project, Limits and Description		Compliance
<b>Construction occurred after January 1, 2016</b>		
1.	Dixie Road Widening from Steeles Avenue to Clark Boulevard	✓
2.	King Street Reconstruction from Humber Station Road to Humber Lee Road	✓
3.	Queen Street West Widening from east of Mississauga Road to west of Chinguacousy Road	✓
4.	Mayfield Road Widening from Bramalea Road to Airport Road	✓
5.	Mississauga Road Widening from William Parkway to Bovaird Drive	✓
6.	Queen Street from Elizabeth Street to Hickman Street	✓
7.	Winston Churchill Boulevard Reconstruction and Widening, in the Town of Norval	✓
8.	The Gore Road Widening from north of Castlemore Road to Squire Ellis Boulevard	✓
9.	The Gore Road Widening from Highway 50 to Queen Street	✓
10.	Mississauga Road Intersection Improvements at Canon Entrance/Olivia Marie Road, Wardsville Drive/Howard Stewart Road and Financial Drive	✓
11.	Highway 50 Improvements, in the Town of Palgrave	✓
<b>Construction Commencing in 2018</b>		
1.	Airport Road Urbanization from Countryside Drive to Mayfield Road	✓
2.	Mayfield Road/Kennedy Road Intersection Improvements	✓
3.	Queen Street Improvements and Bridge/Culvert Replacements, in the Town of Alton (Phase 1)*	✓
4.	Erin Mills Parkway Improvements from Dundas Street to Highway 403, including Structure Rehabilitations	✓

**\*This project was presented to the AAC on February 15, 2018.**

## DESIGN OF PUBLIC SPACES STANDARD

### 2. Proposed Direction

Staff is requesting that the AAC support the Design of Public Spaces Compliance Checklist and that it be used on all future improvement projects that include the applicable accessibility features to ensure compliance with the IASR legislation. It is further requested that projects that are in compliance with the Checklist, move forward to construction and that they be presented to the AAC through a report for information.

As a point to note, the Design of Public Spaces does not provide specific criteria for the design and placement of rest areas along exterior paths of travel. Instead, it requires that municipalities consult with the public and persons with disabilities, including their accessibility advisory committee, on not only where rest areas are to be provided, but also how the rest areas will be designed. Staff will develop a "Standard for Rest Areas" in consultation with the AAC and report back to a future AAC meeting in 2019.

The Region will continue to consult with the AAC regarding On-Street Accessible Parking Spaces, as per the requirements outlined in the Design of Public Spaces Standard and local municipal By-Laws.

### CONCLUSION

In consultation with the AAC Site Plan and Construction Working Group, a Design of Public Spaces Compliance Checklist was developed and used to review improvement projects that commenced construction after January 1, 2016 to the present to ensure compliance with the Integrated Accessibility Standards Regulation (IASR) legislation.

Given the number of projects being proposed and to improve efficiency, staff is recommending that the Checklist be used for future projects to ensure continued compliance with IASR and that these projects be presented in a report to the AAC for their information. Notwithstanding the use of the Checklist, staff will continue to consult with the AAC on rest areas along exterior paths of travel and accessible on-street parking. Staff will also continue to consult with the AAC on projects that are outside the scope of the Checklist.



Janette Smith, Commissioner of Public Works

### Approved for Submission:




---

D. Szwarc, Chief Administrative Officer

### APPENDICES

Appendix I – Design for Public Spaces Compliance Checklist

*For further information regarding this report, please contact Sandy Lovisotto, Program Manager, Roads - Design and Construction, extension 7918, email: [sandy.lovisotto@peelregion.ca](mailto:sandy.lovisotto@peelregion.ca).*

*Authored By: Sandy Lovisotto*

## Design of Public Spaces Compliance Checklist

Project: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 Year of Design: \_\_\_\_\_  
 Year of Construction: \_\_\_\_\_

Accessibility Features	Requirements	Clarification	Compliance (Y/N or N/A)	Comments
<b>Exterior Paths of Travel (Sidewalks, Multit-Use Pathways)</b>				
Clear Width	min. 1.5m	(can be reduced to 1.2m to serve as a turning space where the path connects with a curb ramp)		
Head Room Clearance	min. 2.1m	(a rail or other barrier with a leading edge that is cane detectable must be provided around the object that is obstructing the head room clearance)		
Surface	Firm, stable and slip-resistant			
Surface Openings	Opening no more than 20mm	(Elongated openings oriented perpendicular to direction of travel)		
Running slope	1:20 max	(if sidewalk, can be greater, but not steeper than slope of adjacent roadway)		
Cross slope	1:20 max (asphalt, concrete)	(1:10 for all other materials)		
Elevation change: between 6mm and 13mm	1:2 bevel max			
greater than 13mm, less than 75mm	1:8 max running slope or curb ramp that meets requirements of section 80.26			
greater than 75mm up to 200mm	1:10 max running slope or curb ramp that meets requirements of section 80.26	(or curb ramp that meets requirements of section 80.26)		
greater than 200mm	ramp that meets requirements of section 80.24			
Entrance to Path - clear opening	850mm min	(whether it includes a gate, bollard or other design)		
<b>Exterior Paths of Travel, Depressed Curbs</b>				
The depressed curb	maximum running slope of 1:20	“depressed curb” means a seamless gradual slope at transitions between sidewalks and walkways and highways, and is usually found at intersections.		
	must be aligned with the direction of travel.			
Tactile walking surface	if depressed curb is provided at a pedestrian crossing, it must have tactile walking surface indicators that:			
	i. have raised tactile profiles			
	ii. have high tonal contrast with the adjacent surface			
	iii. are located at the bottom portion of the depressed curb that is flush with the roadway			
	iv. are set back between 150 mm and 200 mm from the curb edge			
	v. are a minimum of 610 mm in depth, O. Reg. 413/12, s. 6.			
<b>Exterior Paths of Travel, Curb Ramps</b>				
Curb ramp	the curb ramp must align with the direction of travel and meet the following requirements:	“curb ramp” means a ramp that is cut through a curb or that is built up to a curb.		
The running slope of the curb ramp	minimum clear width of 1,200 mm, exclusive of any flared sides			
	i. be a maximum of 1:8, where elevation is less than 75 mm			
	ii. be a maximum of 1:10, where elevation is between 75 mm and 200 mm			
Cross slope of the curb ramp	1:50 max			
Slope on the flared side of the curb ramp	1:10 max			
Tactile walking surface	i. have raised tactile profiles			
	ii. have a high tonal contrast with the adjacent surface			
	iii. are located at the bottom of the curb ramp			
	iv. are set back between 150 mm and 200 mm from the curb edge			
	v. extend the full width of the curb ramp			
	vi. are a minimum of 610 mm in depth, O. Reg. 413/12, s. 6.			

## Design of Public Spaces Compliance Checklist

Project: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 Year of Design: \_\_\_\_\_  
 Year of Construction: \_\_\_\_\_

Accessibility Features	Requirements	Clarification	Compliance (Y/N or N/A)	Comments
<b>Exterior Paths of Travel, Accessible Pedestrian Control Signals</b>				
Accessible pedestrian control signals	1. They must have a locator tone that is distinct from a walk indicator tone	"traffic control signal system" has the same meaning as in Part X of the <i>Highway Traffic Act</i> . O. Reg. 165/16, s. 15 (5).		
	2. They must be installed within 1,500 mm of the edge of the curb			
	3. They must be mounted at a maximum of 1,100 mm above ground level			
	4. They must have tactile arrows that align with the direction of crossing			
	5. They must include both manual and automatic activation features			
	6. They must include both audible and vibro-tactile walk indicators, O. Reg. 413/12, s. 6; O. Reg. 165/16, s. 15 (2)			
Two accessible pedestrian control signal assemblies are installed on the same corner	they must be a minimum of 3,000 mm apart, O. Reg. 413/12, s. 6; O. Reg. 165/16, s. 15 (3)			
	if the above requirement cannot be met, two accessible pedestrian control signal assemblies can be installed on a single post, and when this occurs, a verbal announcement must clearly state which crossing (road) is active, O. Reg. 413/12, s. 6; O. Reg. 165/16, s. 15 (4)			
<b>Exterior Paths of Travel, Ramps</b>				
Clear width	900mm min			
Surface	Firm, stable and slip-resistant			
Running slope	1:15 max			
Landings	At top and bottom of ramp Abrupt change in direction Horizontal intervals not greater than 9 m apart			
Landing Size	1.67m x 1.67m (top and bottom of ramp for in-line ramp) 1.67m in length and same width of ramp for in-line ramp			
Surface Openings	Opening no more than 20mm	(Elongated openings oriented perpendicular to direction of travel)		
Handrails	Both sides Continuously graspable along entire length Circular cross-section: Outside diameter 30mm min. and 40mm max Non-circular shape: perimeter 100mm min. and 155mm max. (57mm max. cross-sectional dimension) 865mm high min and 965mm high max			
	Terminate to not obstruct travel or create hazard			
	Extend horizontally beyond top and bottom of ramp 300mm min			
	Clearance 50mm min. to any wall to which it is attached			
	Handrails and supports to withstand (loading in any direction) concentrated load of 0.9kN min. and uniform load of 0.7kN/metre			
	Edge Protection: curb 50mm min high on any side of ramp where no solid enclosure or guard is provided OR railings or other barriers that extend to within 50mm of the ramp surface			
Ramp more than 2.2m in width (additional requirement)	1 or more intermediate handrails continuous between landings to be provided and located so that there is 1.65m max. between handrails			
Wall or guard to be provided on both sides and if Guard:	1.07mm min. height Prevent climbing: no member, attachment or opening between 140mm and 900mm height			

## Design of Public Spaces Compliance Checklist

Project: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 Year of Design: \_\_\_\_\_  
 Year of Construction: \_\_\_\_\_

Accessibility Features	Requirements	Clarification	Compliance (Y/N or N/A)	Comments
<b>Exterior Paths of Travel, Stairs</b>				
Tread Surface	Slip Resistant			
Riser/Runs	Uniform in any one flight			
Rise - Successive Treads	125mm min, 180mm max			
Run - Successive Treads	280mm min, 355mm max			
Risers	Must be closed			
Nosing projection	no more than 38 mm, with no abrupt undersides			
Stairs	must have high tonal contrast markings that extend the full tread width of the leading edge of each step			
	must be equipped with tactile walking surface indicators that are built in or applied to the walking surface, and the tactile walking surface indicators must:			
	i. have raised tactile profiles			
	ii. have a high tonal contrast with the adjacent surface			
	iii. be located at the top of all flights of stairs			
	iv. extend the full tread width to a minimum depth of 610 mm commencing one tread depth from the edge of the stair			
Handrails	on both sides of stairs			
Guard	not less than 920 mm, measured vertically to the top of the guard from a line drawn through the outside edges of the stair nosings and 1,070 mm around the landings and is required on each side of a stairway where the difference in elevation between ground level and the top of the stair is more than 600 mm but, where there is a wall, a guard is not required on that side			
	Where stairs are more than 2,200 mm in width:			
	i. one or more intermediate handrails that are continuous between landings must be provided and located so there is no more than 1,650 mm between handrails			
	ii. the handrails must satisfy the requirements set out in paragraph 7 of subsection 80.24 (1). O. Reg. 413/12, s. 6.			
<b>Exterior Paths of Travel, Rest Areas</b>				
Constructing new or redeveloping existing exterior paths of travel	obligated organizations, other than small organizations, shall consult on the design and placement of rest areas along the exterior path of travel and shall do so in the following manner:			
	1. The Government of Ontario, the Legislative Assembly, designated public sector organizations and large organizations must consult with the public and persons with disabilities			
	2. Municipalities must also consult with their municipal accessibility advisory committees, where one has been established in accordance with subsection 29 (1) or (2) of the Act. O. Reg. 413/12, s. 6.			
Exceptions, limitations	Where an exception is permitted to a requirement for an exterior path of travel, the exception applies solely			
	(a) to the particular requirement for which the exception is allowed and not to any other requirement that applies to the exterior path			
	(b) to the portion of the exterior path for which it is claimed and not to the exterior path in its entirety. O. Reg. 413/12, s. 6.			

### Design of Public Spaces Compliance Checklist

Project: \_\_\_\_\_  
 Description: \_\_\_\_\_  
 Year of Design: \_\_\_\_\_  
 Year of Construction: \_\_\_\_\_

Accessibility Features	Requirements	Clarification	Compliance (Y/N or N/A)	Comments
Exceptions, general	Exceptions to the requirements that apply to exterior paths of travel are permitted where obligated organizations, can demonstrate one or more of the following:			
	1. The requirements, or some of them, would likely affect the cultural heritage value or interest of a property identified			
	2. The requirements, or some of them, would affect the preservation of places set apart as National Historic Sites of Canada			
	3. The requirements, or some of them, would affect the national historic interest or significance of historic places marked or commemorated under the <i>Historic Sites and Monuments Act</i> (Canada)			
	4. The requirements, or some of them, might damage, directly or indirectly, the cultural heritage or natural heritage on a property included in the United Nations Educational, Scientific and Cultural Organisation's World Heritage List of sites			
	5. There is a significant risk that the requirements, or some of them, would adversely affect water, fish, wildlife, plants, invertebrates, species at risk, ecological integrity or natural heritage values, whether the adverse effects are direct or indirect			
	6. It is not practicable to comply with the requirements, or some of them, because existing physical or site constraints prohibit modification or addition of elements, spaces or features			
<b>On-street Parking Spaces</b>				
	consult on the need, location and design of accessible on-street parking spaces and shall do so in the following manner:			
	1. consult with the public and persons with disabilities			
	2. Municipalities must also consult with their municipal accessibility advisory committees			

# DESIGN OF PUBLIC SPACES STANDARD

## Design Compliance Checklist

Sandy Lovisotto,  
Program Manager- Roads Design and Construction  
Region of Peel

# Design of Public Spaces Standard

- Came into effect January 1, 2016 under the Integrated Accessibility Standards Regulations
- Outlines technical requirements for specific accessibility feature in design of Public Spaces
- Relates to Regional Improvement Projects - responsibilities include:
  - Exterior Paths of Travel (e.g. outdoor sidewalks and multi-use paths),
    - Ramps,
    - Stairs,
    - Curb Ramps,
    - Depressed Curbs,
    - Accessible Pedestrian Control Signals, and,
    - Rest Areas
  - Accessible Parking – On-Street Parking Spaces



**How can we ensure compliance with the Design Standard?.....**

# Design Compliance Checklist

Staff developed Design of Public Spaces Compliance Checklist to ensure:

- Improvement projects are compliant with the Design Standards
- Meeting the compliance of the Design Standard is more efficient

**The Checklist was reviewed and endorsed by the AAC Site Plan & Construction Advisory Working Group (April 28, 2018)**



This Checklist:

- Was used to complete a review of projects newly constructed or redeveloped (2016-Present)
- Will be used to ensure future Regional improvement projects are in compliance

# Moving Forward

- AAC to support the Checklist reviewed and endorsed by the AAC Advisory Working Group.
- AAC to support the Projects contained in the Report.
- Use the checklist during the design phase for new projects to ensure compliance with Legislation.
- Consult on the Standard for Rest Areas.





## **Design of Public Spaces Standard Design Compliance Checklist**

Contact info: Sandy Lovisotto

Title: Program Manager- Roads Design and Construction

Region of Peel

Phone: 905-791-7800 Ext. 7918

Email: [Sandy.lovisotto@peelregion.ca](mailto:Sandy.lovisotto@peelregion.ca)

---

DATE: June 8, 2018

REPORT TITLE: **REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

FROM: Mary Killeavy, Acting Commissioner of Corporate Services

---

## **RECOMMENDATION**

**That the proposed amendments to the Terms of Reference for the Region of Peel Accessibility Advisory Committee, attached as Appendix I to the report of the Commissioner of Corporate Services, titled “Region of Peel Accessibility Advisory Committee Terms of Reference”, be approved.**

### **REPORT HIGHLIGHTS**

- The *Ontarians with Disabilities Act, 2001* and the *Accessibility for Ontarians with Disabilities Act, 2005* requires that the Region of Peel maintain an Accessibility Advisory Committee.
- The Terms of Reference were last amended in April 2013.
- Recent amendments to the Region of Peel Procedure By-law require updating the current Terms of Reference.
- The changes are required to clarify the composition, role, responsibilities and mandate of the Region of Peel Accessibility Advisory Committee (AAC).

## **DISCUSSION**

### **1. Background**

The Region of Peel first established an AAC in June 2003 in accordance with the requirements of the *Ontarians with Disabilities Act, 2001* (ODA) and the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), that state all municipalities with a population not less than 10,000 shall establish an accessibility advisory committee.

The terms of reference for the AAC were last amended in April 2013 at the request of the AAC members. On February 8, 2018 the Region of Peel Procedure By-law was amended and these amendments have implications on the current AAC Terms of Reference. Staff reviewed the current terms of reference and identified a need to clarify the composition, role, responsibilities and mandate of the AAC.

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

**2. Findings**

Upon review, staff recommend amendments to the following sections of the terms of reference.

**a) Mandate**

The mandate was amended to better clarify the role and responsibilities of AAC members as outlined in the ODA and AODA; and to include the contribution of AAC members in the planning and execution of Regional community events and trade fairs to promote accessibility.

**b) Membership**

The membership composition was amended to align with recent changes to the Region of Peel Procedure By-law that indicates the Regional Chair, as ex-officio, shall not be counted in determining the size of committees. The committee size as a result shall now be comprised of a minimum of ten members to a maximum of fourteen.

In addition, the mandatory requirement of the AAC membership to include two members that represent an organization that acts on behalf of persons with disabilities that reside in the Region of Peel has been amended to provide that the requirement be optional. This change is being recommended in order to minimize challenges with the recruitment process and will allow for more flexibility in the composition of the committee.

**c) Frequency of Meetings**

The frequency of meetings was amended to appropriately align with the Region of Peel Procedure By-law. AAC meetings shall be established by Regional Council on an annual basis and changes to the schedule may be made by the Regional Clerk by the addition or cancellation of meetings in accordance with the Region of Peel Procedure By-law.

**d) Quorum**

This section was amended to address the issue of quorum at regular meetings. The committee shall only be required to have five members present, of which one must be a political member, to establish quorum. The requirement that a majority of the five members must have a disability has been removed to eliminate the need to confirm member disability at each meeting and allowing for all committee members to be equally capable of representing the committee as a whole.

**e) Mid-Term Recruitment of Non-Elected Members Procedure**

The mid-term recruitment of non-elected members procedure was amended to align the composition and procedures of the AAC Interview Panel with the Region of Peel department and reporting structure. Recommendations regarding the suitability of prospective candidates will be forwarded to Regional Council for approval.

**6.3-3**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

**f) Membership Responsibility Agreement**

The membership responsibility agreement was amended to clarify the requirements of AAC members with respect to representation of the AAC before any organization or professional association. The agreement now clearly outlines the process that must be adhered to in order to obtain any such approval to act as a representative of the AAC.

The following chart provides a summary of the proposed amendments

**SUMMARY TABLE  
PROPOSED CHANGES TO THE AAC TERMS OF REFERENCE**

TERMS OF REFERENCE SECTION	CURRENT TERMS OF REFERENCE Item(s) Identified for Review	PROPOSED TERMS OF REFERENCE Amended and Added Item(s)
Mandate	<i>Not included in current terms of reference</i>	<ul style="list-style-type: none"> <li>▪ To review in a timely manner all site plans and drawings as set out in the Integrated Accessibility Standards Regulations (IASR) of the AODA as pertaining to the Design of Public Spaces Standards: exterior paths of travel, rest areas, and on-street parking spaces.</li> </ul>
	<i>Not included in current terms of reference</i>	<ul style="list-style-type: none"> <li>▪ To assist with planning and participate in community events and trade fairs to promote accessibility.</li> </ul>
Reporting Function	<ul style="list-style-type: none"> <li>▪ The Region of Peel Accessibility Advisory Committee shall report to Regional Council through the Management section of General Committee.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The AAC shall report to Regional Council through the minutes to a Regional Council Agenda.</li> </ul>
Membership	<ul style="list-style-type: none"> <li>▪ The Region of Peel Accessibility Advisory Committee shall be comprised of eleven to fifteen members in total including the Regional</li> </ul>	<ul style="list-style-type: none"> <li>▪ The AAC shall be comprised of a minimum of ten to a maximum of fourteen members in total. A majority of the members shall be persons with</li> </ul>

**6.3-4**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

	<p>Chair (ex-officio*). The majority of the members must have a disability. To ensure that the AAC is able to carry out its duties each of the three area municipalities in Peel Region (Brampton, Caledon and Mississauga) shall have representation: one from among the elected membership and one from among the non-elected membership.</p>	<p>disabilities. To ensure that the AAC is able to carry out its duties each of the three local municipalities in the Region of Peel (Brampton, Caledon and Mississauga) shall have representation: one from among the elected membership and one from among the non-elected membership.</p>
<p>Elected Members</p>	<ul style="list-style-type: none"> <li>▪ (* Ex-officio Committee Member -Region of Peel Procedural By-law 100-2012, as amended, section II 1(b) The Regional Chair shall be an ex- officio member of all committees, shall be counted in determining the size of the committees and quorum, and shall be entitled to all the rights of membership in the committees, including moving recommendations and voting).</li> </ul>	<ul style="list-style-type: none"> <li>▪ *Ex-officio Member – Region of Peel Procedure By-law 9-2018, section 2.1.2 The Regional Chair shall be an ex-officio member of all committees but shall not be counted in determining the size of the committees and shall have the full voting privileges and counted for quorum.</li> </ul>
<p>Non-Elected Members</p>	<ul style="list-style-type: none"> <li>▪ There shall be at least two members who represent a group or organization that acts on behalf of persons with disabilities residing in the Peel Region.</li> </ul>	<ul style="list-style-type: none"> <li>▪ There may be up to two members who represent a group or organization that acts on behalf of persons with disabilities residing in the Region of Peel and shall be counted as a member of the Municipality in which the organization serves its clients.</li> </ul>

**6.3-5**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

<p>Frequency of Meetings</p>	<ul style="list-style-type: none"> <li>▪ Meetings of the Region of Peel Accessibility Advisory Committee (AAC) will be held at the call of the Committee Chair or in accordance with a schedule to be determined by the Committee in consultation with the Regional Clerk.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Meetings of the AAC will be held in accordance with the Region of Peel Procedure By-law 9-2018, section 4.2.</li> </ul>
<p>Quorum</p>	<ul style="list-style-type: none"> <li>▪ Quorum for the Region of Peel AAC shall be set at five members of whom a majority shall be persons with disabilities. Of the five members required for quorum, 1 shall be a member of Council.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Quorum for the AAC shall be set at five members. Of the five members required for quorum, one shall be a member of Council.</li> </ul>

<p>MID-TERM RECRUITMENT OF NON-ELECTED MEMBERS PROCEDURE SECTION</p>	<p>CURRENT ITEM</p>	<p>PROPOSED ITEM</p>
<p>3</p>	<ul style="list-style-type: none"> <li>▪ The Regional Clerk or the Accessibility Planning Specialist (AP Specialist) will review resumes from prospective candidates to determine if the prospective candidate meets the minimum requirements as set out above. If the minimum requirements are met, the Regional Clerk can request that an interview be set up with the AAC interview panel.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The Regional Clerk, the Director of Culture and Inclusion and the Accessibility Planning Specialist will review resumes from prospective candidates to determine if the prospective candidate meets the minimum eligibility requirements as set out above. If the minimum eligibility requirements are met, the Regional Clerk can request that an interview be set up with the AAC Interview Panel.</li> </ul>

**6.3-6**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

4	<ul style="list-style-type: none"> <li>▪ The AAC interview panel shall be comprised of the Commissioner of Corporate Services, the Regional Clerk, and the AAC Chair if designated by the Commissioner of Corporate Services or the Regional Clerk, the AP specialist and a Manager in Legislative Services or Regulatory Compliance.</li> </ul>	<ul style="list-style-type: none"> <li>▪ The AAC Interview Panel shall be comprised of the Regional Clerk, the Director of Culture and Inclusion, the Accessibility Planning Specialist and the Committee Chair, or their designees.</li> </ul>
5	<ul style="list-style-type: none"> <li>▪ After the interview is complete the interview panel shall make a recommendation regarding the suitability of the candidate and if suitable shall put forward a motion to the AAC committee members for approval of the new member.</li> </ul>	<ul style="list-style-type: none"> <li>▪ After the interview is complete the Interview Panel shall make a recommendation regarding the suitability of the prospective candidate to Regional Council for approval.</li> </ul>
6	<ul style="list-style-type: none"> <li>▪ If the AAC committee approves the selection of the prospective candidate, the selection will be forwarded to Regional Council for approval through the minutes of the AAC.</li> </ul>	<p><i>Section Removed</i></p>

**6.3-7**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

AAC MEMBERSHIP RESPONSIBILITY AGREEMENT SECTION	CURRENT ITEM	PROPOSED ITEM
5	<ul style="list-style-type: none"> <li>▪ A member who is asked to speak publicly to an organization or professional association as a representative of Region of Peel AAC must notify the Region. AAC members who are speaking at a conference or a meeting who are not representing the Region must not appear to represent the opinion or policy of the Region and may not present any confidential information gained as a result of the membership on the AAC.</li> </ul>	<ul style="list-style-type: none"> <li>▪ An AAC member shall not speak as a representative of the AAC before any organization or professional association unless expressly authorized to do so. Requests to speak on behalf of the committee must be forwarded to the Director of Culture and Inclusion; and the AAC Chair or Vice-Chair if the request to speak is from the AAC Chair. Committee members speaking at conferences or meetings who are not representing the Region of Peel must not appear to represent the opinion or policy of the Region of Peel and may not present any confidential information gained as a result of their membership on the AAC.</li> </ul>

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

**CONCLUSION**

The review of the Region of Peel Accessibility Advisory Committee Terms of Reference has been conducted in response to changes to the Region of Peel Procedure By-law. The amendments to the proposed terms will provide better clarity to the composition, role, responsibilities, and mandate of the Region of Peel Accessibility Advisory Committee and ensure that the committee is able to continue to function efficiently.



Mary Killeavy, Acting Commissioner of Corporate Services

**Approved for Submission:**



---

D. Szwarc, Chief Administrative Officer

**APPENDICES**

Appendix I – AAC Terms of Reference

*For further information on this report, please contact Kathryn Lockyer, Director of Clerk's and Regional Clerk at extension 4325 or via email at [kathryn.lockyer@peelregion.ca](mailto:kathryn.lockyer@peelregion.ca).*

*Authored By: Harjit Gill, Legislative Technical Coordinator, Office of the Regional Clerk*

## TERMS OF REFERENCE FOR THE REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE

### 1. Committee Name

The committee shall be known as the Region of Peel Accessibility Advisory Committee (AAC).

### 2. Mandate

The Region of Peel Accessibility Advisory Committee shall act in an advisory capacity to Region of Peel Council as outlined in the Region of Peel Procedure By-law 9-2018, section 9.2.2.

The mandate of the AAC is as follows:

- To advise Regional Council on ways to improve opportunities and remove barriers for persons with disabilities through the identification and removal of barriers with respect to programs and services delivered by the Region of Peel.
- To advise Regional Council on the requirements and implementation of the Accessibility Standards under the *Accessibility for Ontarians with Disabilities Act* (AODA) and the preparation of accessibility reports.
- To advise Regional Council each year on the preparation, implementation and effectiveness of the Region of Peel Multi-Year Accessibility Plan.
- To review in a timely manner site plans and drawings described in section 41 of the *Planning Act*.
- To review in a timely manner all site plans and drawings as set out in the Integrated Accessibility Standards Regulations (IASR) of the AODA as pertaining to the Design of Public Spaces Standards: exterior paths of travel, rest areas, and on-street parking spaces.
- To assist with planning and participate in community events and trade fairs to promote accessibility; and
- To perform all other functions specified in the *Ontarians with Disabilities Act* (ODA), AODA and subsequent regulations.

### 3. Definitions

“Barrier” as defined by the *Accessibility for Ontarians with Disabilities Act*, section 2 means:

anything that prevents a person with a disability from fully participating in all aspects of society because of his or her disability, including a physical barrier, an

**APPENDIX I**  
**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

architectural barrier, an information and communication barrier, an attitudinal barrier, a technological barrier, a policy or practice.

“Disability” as defined in the Ontario Human Rights Code means:

- (a) any degree of physical disability, infirmity, malformation or disfigurement that is caused by bodily injury, birth defect, or illness and, without limiting the generality of the foregoing, includes diabetes mellitus, epilepsy, a brain injury, any degree of paralysis, amputation, lack of physical co-ordination, blindness, or visual impediment, deafness or hearing impediment, muteness or speech impediment, or physical reliance on a guide dog or other animal or on a wheelchair or other remedial appliance or device;
- (b) a condition of mental impairment or a developmental disability;
- (c) a learning disability, or a dysfunction in one or more of the processes involved in understanding or using symbols or spoken language;
- (d) a mental disorder; or
- (e) an injury or disability for which benefits were claimed or received under the insurance plan established under the *Workplace Safety and Insurance Act, 1997*.

**4. Reporting Function**

The AAC shall report to Regional Council through the minutes to a Regional Council Agenda.

**5. Membership**

The AAC shall be comprised of a minimum of ten to a maximum of fourteen members in total. A majority of the members shall be persons with disabilities. To ensure that the AAC is able to carry out its duties each of the three local municipalities in the Region of Peel (Brampton, Caledon and Mississauga) shall have representation: one from among the elected membership and one from among the non-elected membership.

**i) Elected Members**

A minimum of three Regional Councillors, one being from each local municipality (Brampton, Caledon and Mississauga) and the Regional Chair (ex-officio\*) shall comprise the elected representation on the AAC. Vacant positions from among the elected member component of the Committee shall be filled by seeking interest from among members of Regional Council, and approved by Council resolution.

If the Regional Chair is a member of the committee he/she shall be counted in determining the size of the committee.

APPENDIX I

REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

**ii) Non-Elected Members**

There shall be a minimum of seven non-elected members of the AAC appointed by Regional Council and who fulfill the eligibility requirements as set out in section 14, Eligibility Requirements.

Each local municipality (Brampton, Caledon and Mississauga) shall have, at a minimum, one non-elected member.

There may be up to two members who represent a group or organization that acts on behalf of persons with disabilities residing in the Region of Peel and shall be counted as a member of the Municipality in which the organization serves its clients.

Any recruitment that occurs for non-elected member positions during the mid-term of Council shall adhere to the *Mid-Term Recruitment of Non-Elected Members Procedure*, included as Schedule A.

**6. Term of Appointment**

The term of appointment for Committee members, both elected and non-elected members, shall coincide with the term of Regional Council.

The term of appointment for Committee members, both elected and non-elected members, is limited to two consecutive terms not to exceed eight years. Following a break in service of at least one term, or at the will of Council a member may be reappointed, but may not serve more than two terms or eight years upon reappointment.

Members will continue to serve on the Committee past the expiration of their term until they are reappointed or replaced.

**7. Committee Chair and Vice-Chair**

The AAC shall elect a Chair and Vice-Chair from among its membership at the first meeting subsequent to Council and Committee appointments for a new term of Council and at the first meeting subsequent to mid-term Council and Committee appointments (thus being generally a two-year term).

**8. Membership Responsibilities**

Members are expected to be familiar with the ODA, the AODA, and subsequent regulations as well as the Terms of Reference for the Committee. Members will be expected to contribute their expertise actively during meetings of the AAC.

Members are required to declare any situation that creates a conflict of interest between the member's personal or family financial interests and the interests of the Region of Peel in relation to any proposal for reducing barriers that may be under consideration and refrain from participating in the discussion and decision making in respect of that matter. A financial interest in common with all persons who have similar disabilities, without more, is not a conflict of interest.

**APPENDIX I**

**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**

Each member of the AAC is an independent member of the Committee and does not represent the concerns of only one disability, geographic area or group. Members of the AAC will work together for the purpose of developing a common approach that is reasonable and practical.

The AAC may form specific ad hoc working groups as may be practical to address specific accessibility action items. A Chair shall be selected from amongst the membership for any ad hoc working group and the Chair of the ad hoc working group shall be a voting member of the AAC.

Members will participate in training as deemed required by the Regional Clerk.

Members will be subject to the requirements of the *Membership Responsibility Agreement*, included as Schedule B.

**9. Frequency of Meetings**

Meetings of the AAC will be held in accordance with the Region of Peel Procedure By-law 9-2018, section 4.2.

**10. Quorum**

Quorum for the AAC shall be set at five members. Of the five members required for quorum, one shall be a member of Council.

**11. Procedure**

The Chair, or in the absence of the Chair, the Vice-Chair, or in the absence of both a member appointed by those in attendance at the meeting as Acting Chair, shall preside at all meetings of the AAC. The meetings shall be conducted in accordance with the rules of procedure applicable to committees of Regional Council, including the power to waive the rules of procedure so that meetings may be conducted informally as necessary, provided that all decisions shall be approved by the indication of a majority of those members in attendance at the meeting.

The basis of the Committee rules shall be the Region of Peel Procedure By-law 9-2018.

**12. Staff Resources**

The Regional Clerk will provide administrative support to the Committee. This will include preparing the minutes, agendas, meeting preparations and other duties as provided in the Region of Peel Procedure By-law 9-2018. The Regional Accessibility Planning Specialist will provide advisory support to the Committee.

**13. Remuneration and Expenses**

Members of the AAC will serve without remuneration. Non-elected members of the AAC shall be eligible for reimbursement of expenses incurred which are deemed necessary for full participation in the Committee (such as, sign language interpretation services, braille translation services, transportation, and support care services).

## APPENDIX I

## REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

**14. Eligibility Requirements**

Persons eligible for appointment to the non-elected membership of the AAC shall be those who are:

- A qualified elector of the Region of Peel pursuant to the *Municipal Elections Act, 1996*; and/or
- A person who is a qualified elector in Ontario, that represents a group or organization that acts on behalf of persons with disabilities that reside in the Region of Peel;
- Not an elected official of Regional Council or of the Council of a municipality in the Region of Peel; and
- Not an employee of the Region of Peel or of a municipality in the Region of Peel

Preference will be given to individual applicants who have specific skills, knowledge or experience which may be an asset to the AAC.

EFFECTIVE DATE	
LAST REVIEW DATE	March, 2018
LAST UPDATE	April, 2013

## APPENDIX I

## REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE

## SCHEDULE A

**Regional of Peel Accessibility Advisory Committee**  
**Mid-Term Recruitment of Non-Elected Members Procedure**

A new non-elected member of the Region of Peel Accessibility Advisory Committee (AAC) may be appointed at any time within the term of Regional Council as outlined in the following procedure.

1. The prospective candidate must express their interest in participating in the AAC. They can do so by submitting a resume and/or cover letter to the Regional Clerk.

The prospective member must meet the following minimum eligibility requirements as outlined in the Terms of Reference.

The prospective candidate MUST be:

- i. A qualified elector in the Region of Peel pursuant to the *Municipal Elections Act, 1996* OR
- ii. A qualified elector in Ontario that represents a group or organization that acts on behalf of persons with disabilities that reside in the Region of Peel.

The prospective candidate CANNOT be:

- i. An elected official of Regional Council or of the Council of a municipality in the Region of Peel.
  - ii. An employee of the Region of Peel or of a municipality in the Region of Peel.
2. The prospective candidate must be familiar with the *Ontarians with Disabilities Act (ODA)*, the *Accessibility for Ontarians with Disabilities Act (AODA)* and subsequent regulations.
  3. The Regional Clerk, the Director of Culture and Inclusion and the Accessibility Planning Specialist will review resumes from prospective candidates to determine if the prospective candidate meets the minimum eligibility requirements as set out above. If the minimum eligibility requirements are met, the Regional Clerk can request that an interview be set up with the AAC Interview Panel.
  4. The AAC Interview Panel shall be comprised of the Regional Clerk, the Director of Culture and Inclusion, the Accessibility Planning Specialist and the Committee Chair, or their designees.
  5. After the interview is complete the Interview Panel shall make a recommendation regarding the suitability of the prospective candidate to Regional Council for approval.
  6. The term of membership for new members appointed through this process will coincide with the term of Regional Council in which the appointment occurs.

EFFECTIVE DATE	
LAST REVIEW DATE	March, 2018
LAST UPDATE	April, 2013

**APPENDIX I**  
**REGION OF PEEL ACCESSIBILITY ADVISORY COMMITTEE TERMS OF REFERENCE**  
SCHEDULE B

**Region of Peel Accessibility Advisory Committee**  
**Membership Responsibility Agreement**

The Region of Peel Accessibility Advisory Committee (AAC) assists Council in removing barriers for persons with disabilities to access Regional programs, services, and facilities.

Individual members are subject to the following responsibilities in carrying out their duties as a member of the AAC. Failure to fulfill these responsibilities may result in the removal of the member from the AAC.

- 1) A member shall make every effort to attend AAC meetings and the meetings of the ad hoc working group to which they are appointed.
- 2) A member shall promptly notify the Regional Clerk or their designee if they are not able to attend a regular scheduled meeting.
- 3) A member shall make every effort to actively participate in all AAC meetings and in the ad hoc working group to which they are appointed.
- 4) A member is responsible for complying with the AAC Terms of Reference and the Region of Peel Procedure By-law 9-2018.
- 5) An AAC member shall not speak as a representative of the AAC before any organization or professional association unless expressly authorized to do so. Requests to speak on behalf of the committee must be forwarded to the Director of Culture and Inclusion; and the AAC Chair or Vice-Chair if the request to speak is from the AAC Chair. Committee members speaking at conferences or meetings who are not representing the Region of Peel must not appear to represent the opinion or policy of the Region of Peel and may not present any confidential information gained as a result of their membership on the AAC.
- 6) Members approached by the media shall refer all inquiries to the Region of Peel's Marketing and Communications division.
- 7) Members should recognize that information discussed at AAC meetings is made available to the public.
- 8) AAC members shall not use confidential information shared with the AAC about Regional initiatives or use Regional material for business uses without written consent from the Region of Peel.

\_\_\_\_\_  
Name of AAC Member

\_\_\_\_\_  
Member Signature

\_\_\_\_\_  
Date

**For Information**

---

DATE: June 8, 2018

REPORT TITLE: **ACCESSIBILITY PLANNING PROGRAM UPDATE - JUNE 21, 2018**

FROM: Mary Killeavy, Acting Commissioner of Corporate Services

---

## OBJECTIVE

To provide an update of the activities undertaken by the Region of Peel Accessibility Planning Program (AP) and the Accessibility Advisory Committee (AAC) since the April 19, 2018 AAC meeting.

### REPORT HIGHLIGHTS

- The Accessibility Advisory Committee and Accessibility Planning Program were involved in various activities during this period, which are categorized as follows:
  - Consultation and Compliance Support provided to Regional Programs;
  - Participation in Community Events.

## DISCUSSION

### 1. Background

The main objective of the Region of Peel's Accessibility Planning Program (AP) is to ensure that Regional programs, services and facilities continue to be inclusive and accessible for persons with disabilities. In order to accomplish this objective, the Accessibility Planning Program works collaboratively with all Regional departments and the Region of Peel Accessibility Advisory Committee (AAC).

### 2. Activity List

#### a) Consultation and Compliance Support

##### i) **Annual Accessibility Status Report for 2017**

- Regional Council approved the Annual Accessibility Status Report for 2017 at its May 10, 2018 meeting.
- As required under the *Accessibility for Ontarians with Disabilities Act, 2005*, the report is made available to the public and can be found on the Region of Peel website.

##### ii) **Design of Public Spaces Standard**

- A meeting was held on April 25, 2018 with members of the Site Plan and Construction Advisory Working Group and staff from Roads, Design and

## 6.4-2

### ACCESSIBILITY PLANNING PROGRAM UPDATE - JUNE 21, 2018

Construction to review the requirements under the Design of Public Spaces Standard and proposed approach.

- A report and presentation on the Design of Public Spaces Standards appears on the June 21, 2018 AAC agenda.

#### iii) Revisions to AAC Terms of Reference

- Accessibility Planning staff met with staff from Legislative Services to review the AAC's Terms of Reference.
- Recent amendments to the Region of Peel Procedure By-law require updating the current Terms of Reference.
- A full report with details of the changes appears on the June 21, 2018 AAC agenda.

#### iv) Recruitment for the Region of Peel AAC 2018 – 2022 Term

- The Region of Peel will be recruiting new volunteer members for its AAC for the 2018-2022 term of Council.
- Recruitment will take place in the fall of 2018.
- Flyers are being distributed at community fairs to generate interest and inform the public of this upcoming opportunity. (See Appendix I for flyer)
- Various outlets will be used to call for interest, including the Region of Peel website and community agencies.
- Applicants will be required to submit a resume along with a letter of interest.
- Members of the AAC are welcome to re-apply.
- More details will be provided in late summer.

#### b) Participation in Community Events

##### i) The Coalition for Persons with Disabilities Connections 2018 Resource Fair

- The Accessibility Planning Program participated in Connections 2018 Resource Fair on Wednesday, May 2, 2018 at the Mississauga Living Arts Centre.
- New this year was the introduction of a career corner which showcased resources and supports to help job seekers with a disability.
- This was a great opportunity to network and share information, including the circulation of a flyer for the upcoming recruitment of volunteer members to the Region's AAC.
- Thank you to the AAC members who assisted with the Region's Accessibility Planning table at the fair.

##### ii) Creative Expressions at Peel Art Gallery, Museum, and Archives (PAMA)

- AAC members were invited to attend PAMA's opening reception of the exhibition "Creative Expressions" on Sunday, May 27 from 2:00 – 4:00 p.m.
- The exhibition features artwork created by participants of the Creative Expressions Program, a program designed for children and adults with developmental and physical challenges.
- The exhibition will run from May 12 to July 15, 2018.

**ACCESSIBILITY PLANNING PROGRAM UPDATE - JUNE 21, 2018**

**iii) Councillor Pat Saito's Annual Seniors' Fair**

- Councillor Saito's Annual Seniors' Fair was held on Friday, June 1, 2018 at the Meadowvale Community Centre in Mississauga from 10:00 am to 12:00 pm.
- The Accessibility Planning Program together with TransHelp participated in this annual fair.

**iv) National Access Awareness Week**

- This year the week was commemorated from May 28 to June 3, 2018.
- In lieu of an event, the Region continued its efforts to educate and create awareness regarding accessibility at the Region of Peel by sharing stories on the external and internal websites.
- The Region highlighted some of its accessibility successes, including the approval of our new Multi-Year Accessibility Plan.
- This week was also used as an opportunity to educate the public on the important role AAC's play in promoting accessibility in the Peel community.
- A video was used to highlight accessibility and the vision of Community for Life and what this means to some of the AAC members.
- A special thank you to those members that volunteered to participate in the video.

**CONCLUSION**

This report summarizes the activities and consultations that the Region of Peel Accessibility Planning Program (AP) has been involved in, together with participation of members of the Accessibility Advisory Committee (AAC) since April 19, 2018. The AAC and AP program continue to engage in activities that support the Region of Peel's primary accessibility objective of ensuring Regional programs, services and facilities are inclusive and accessible for all persons with disabilities and respond to our evolving community needs.



Mary Killeavy, Acting Commissioner of Corporate Services

**Approved for Submission:**



---

D. Swarc, Chief Administrative Officer

**APPENDICES**

Appendix I – AAC Recruitment Community Flyer

*For further information regarding this report, please contact Juliet Jackson, Director, Culture & Inclusion, Ext. 6741, [juliet.jackson@peelregion.ca](mailto:juliet.jackson@peelregion.ca)*

*Authored By: Veronica Montesdeoca, Accessibility Planning Specialist*

# Calling ALL CHAMPIONS

## Volunteer on the Region's Accessibility Advisory Committee

This Fall, the Region of Peel will be recruiting new volunteer members for its Accessibility Advisory Committee (AAC). Members advocate for accessibility and identify opportunities to grow Peel into an inclusive community for all residents, throughout the various stages of their lives.

As a member of the AAC, you will:

- Assist in carrying out the Region's mandate for building a **Community for Life**
- Inform Council on ways to improve opportunities and remove barriers for persons with disabilities with respect to Regional programs and services
- Plan, promote and participate in local trade fairs and community events
- Ensure requirements under the **Accessibility for Ontarians with Disabilities Act** are met
- Meet great people and impact our community



For more information visit  
[peelregion.ca/accessibility](http://peelregion.ca/accessibility)  
or contact Veronica Montesdeoca at  
[veronica.montesdeoca@peelregion.ca](mailto:veronica.montesdeoca@peelregion.ca)

**RECEIVED**

May 31, 2018

REGION OF PEEL

OFFICE OF THE REGIONAL CLERK

**From:** Dely Farrace [REDACTED]  
**Sent:** May 31, 2018 12:27 PM  
**To:** Montesdeoca, Veronica  
**Subject:** Fwd: Request: GTA Transit Accessibility Advocacy Joint Meeting

Hi Veronica,

Below is the invitation on accessibility in transportation extended to Peel Region's AAC, TAC and other Regional AAC's. We should present this invitation to our AAC members. Please include other relevant staff/committees and please copy me.

Thanks so much!

Dely

**Date:** May 30, 2018 at 10:22:21 AM EDT  
**To:** [REDACTED]  
**Subject:** Request: GTA Transit Accessibility Advocacy Joint Meeting

Hello,

I am contacting you on behalf of the Advisory Committee on Accessible Transit for the Toronto Transit Commission, as its Chair for 2018.

In an effort to learn from similar advocacy groups, we would like to propose a joint meeting with transit accessibility advisory committees in the Greater Toronto Area. The meeting's purpose would be to share, discuss, and exchange ideas on accessible transit so that we can better achieve our shared goals of accessibility and inclusion. Potential topics could include cross-boundary travel, both conventional and door-to-door services, vehicle design, fares/IDs/support person cards, and more.

But before we can begin planning and logistics for the meeting, we need to first confirm if your committee is interested in participating. Each committee (including ACAT) will be asked to send 2 to 3 representatives in order to keep things manageable. Once we confirm which committees are interested, we will contact you again about finding a suitable date and location, and other logistics for the meeting.

Therefore, we kindly ask that you pass this invitation to your members to ascertain their interest and let us know if your committee would like to be included at your earliest convenience.

Also, if you have any questions please do not hesitate to reach out.

Best Regards,

Raymond Dell'Aera  
Chair  
TTC Advisory Committee on Accessible Transit

REFERRAL TO \_\_\_\_\_  
RECOMMENDED \_\_\_\_\_  
DIRECTION REQUIRED \_\_\_\_\_  
RECEIPT RECOMMENDED  \_\_\_\_\_

**ADDITIONAL MATERIALS  
DISTRIBUTED AT MEETING**

**8.1-1**

**From:** Linda Soulliere [REDACTED]  
**Sent:** June 18, 2018 1:46 PM  
**To:** Gill, Harjit  
**Subject:** Re: AAC - June 21, 2018

Hi Harjit

I am unable to attend as I am in the process of moving. I will no longer be living in peel and so regretfully must resign from the committee.. it has been a wonderful experience.

Kind regards

Linda