

## Agenda Access Orangeville Committee Meeting

July 3, 2025, 10:00 a.m.

Electronic and In-Person Participation - Access Orangeville

The Corporation of the Town of Orangeville

(Chair and Secretary at Town Hall - 87 Broadway)

Orangeville, Ontario

#### **NOTICE**

Members of the public wishing to Access Orangeville meetings will have the option to attend inperson, or by calling <u>+1 289-801-5774</u> and entering Conference ID: **288 649 259#**Please note that your full name and comments will be part of the public record and will be included in the minutes of the meeting. Prior to the meeting, written comments may be sent to the Committee Secretary by email at deputyclerk@orangeville.ca. Such written comments will become part of the public record.

#### **Accessibility Accommodations**

If you require access to information in an alternate format, please contact the Clerk's division by phone at 519-941-0440 x 2219 or via email at clerksdept@orangeville.ca.

**Pages** 

- 1. Call to Order
- 2. Disclosures of (Direct or Indirect) Pecuniary Interest
- 3. Land Acknowledgment

We would like to acknowledge the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. We also recognize that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

#### 4. Minutes of Previous Meeting

Recommendations:

That the minutes of the following meetings, be received for information:

- 4.1 June 12, 2025 Access Orangeville Meeting Minutes
- 4.2 June 12, 2025 Access Orangeville Closed Meeting Minutes
- 5. Presentations
  - 5.1 Accessibility Guideline Checklist Site Plan Approval B. Ward, Manager, Planning and A. Liang, Building and Planning Student

#### 5.2 Rotary Park Playground Plan - J. Elliott, President, Openspace Solutions

#### 6. Items for Discussion and Reports

None.

#### 7. Correspondence

None.

#### 8. Announcements

#### 9. Date of Next Meeting

The next meeting is scheduled for September 11, 2025 at 10 a.m.

#### 10. Adjournment

Recommendations:

That the meeting be adjourned.



#### **Minutes of Access Orangeville**

## June 12, 2025, 10:00 a.m. Electronic and In-Person Participation - Access Orangeville Tony Rose Memorial Sports Centre - Dufferin Room (Chair and Secretary In-Person) 6 Northmen Way, Orangeville, Ontario L9W 3B2

Members Present: Councillor Stevens, Chair

J. Jackson, Vice Chair

K. Van Ryn M. Hartley R. Ugolini

K. Murphy-Fritz

Members Absent: P. Charbonneau

S. Clarke

Staff Present: S. Doherty, Manager, Recreation and Events

J. Lavecchia-Smith, Deputy Clerk

K. Lemire, Manager, Economic Development and Culture

J. Snider, Fire Chief

#### 1. Call to Order

The meeting was called to order at 10:07 a.m.

#### 2. Disclosures of (Direct or Indirect) Pecuniary Interest

None.

#### 3. Land Acknowledgment

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also

recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

#### 4. Adoption of Minutes of Previous Meeting

2025-017

Moved By J. Jackson

That the minutes of the following meeting, be received for information:

#### 4.1 May 8, 2025 Access Orangeville Minutes

Carried

#### 5. Presentations

## 5.1 John Snider, Fire Chief, Community Services - Fire Safety and Accessibility

John Snider, Fire Chief, Community Safety provided an overview on Fire Safety and Accessibility. He outlined regulations in the Ontario Building Code and Ontario Fire Code that speak to building and fire safety. Chief Snider referenced existing challenges and barriers around fire safety, specifically with smoke detectors and fire blankets. He concluded the update noting that questions about fire safety can be directed to <a href="mailto:fireprevention@orangeville.ca">fireprevention@orangeville.ca</a>.

Member Hartley joined the meeting at 10:12 a.m.

Members of Committee asked questions and received responses from Chief Snider.

## 5.2 Kylie-Anne Grube, County of Dufferin - Community Resilience Hub Project Update

Kylie-Anne Grube, Climate Engagement Specialist, County of Dufferin, presented an update on the Community Resilience Hub project. She highlighted the community consultation including meetings with both Access Orangeville and Sustainable Orangeville. Kylie-Anne shared two design concepts and identified the proposed location for the hub. She identified accessibility features being considered for this project and indicated that an accessibility report is being drafted and will be presented to the Committee at a future meeting. She concluded the presentation sharing aspects of the project that are still being finalized and outlined next steps.

Members of Committee asked questions and received responses from Ms. Grube.

#### 2025-018

Moved By Rick Stevens

That the Chair submit a letter of support on behalf of Access Orangeville to Dufferin County for the Community Resilience Hub.

Carried

Member Van Ryn and Member Ugolini voted in opposition.

## 5.3 Jonathan Marriott, Director, Partnerships, AccessNow - AccessNow App

Johnathan Mariott, Director, Partnerships, AccessNow provided a presentation on an accessibility app. The app is available on the App Store and Google Play and is free to download. He provided a high level overview of the features of the app. Mr. Mariott provided a demonstration as to how someone can review a location through the app.

Members of Committee asked questions and received responses from Mr. Marriott.

## 5.4 Jim Hiscock, Headwaters Acquired Brain Injury Group - Accessibility for People with Brain Injuries

Jim Hiscock, Headwaters Acquired Brain Injury Group provided an overview on accessibility for people with brain injuries. He shared various challenges and barriers relating to noise and parking for individuals who have disabilities. Wendy Cooke, former member of Access Orangeville joined Mr. Hiscock and shared that June is Brain Injury Awareness month.

Members of Committee asked questions and received responses from Mr. Hiscock and Ms. Cooke.

#### 6. Items for Discussion and Reports

#### 6.1 Accessible Picnic Tables

Member Hartley shared with the Committee locations in Orangeville that offer accessible seating in public spaces.

Member Van Ryn left the meeting at 11:48 a.m. and did not return.

#### 6.2 Stop Gap Project Update

S. Doherty, Manager, Recreation and Events provided an update on the Stop Gap project. She indicated that consultation has commenced with the Orangeville BIA, Branching Out Support Services and the Town's Economic Development and Culture division on how this project can be communicated to business owners.

K. Lemire, Manager, Economic Development and Culture discussed the promotional opportunities with businesses in Orangeville.

Members of Committee asked questions and received responses from Ms. Doherty.

#### 6.3 Sledge Program Update

S. Doherty, Manager, Recreation and Events provided an update on the sledge program and highlighted the promotional campaign and launch.

#### 7. Closed Meeting

#### 2025-019

**Moved By** M. Hartley

That a closed meeting of Committee be held pursuant to s.239(2) of the Municipal Act for the purposes of considering the following subject matter:

2025 Accessibility Champion Award

Personal matters about an identifiable individual, including municipal or local board employees.

Carried

#### 7.1 2025 Accessibility Champion Award

#### 8. Rise and Report

#### 2025-020

Moved By J. Jackson

That the 2025 Accessibility Champion Nominations discussed in closed session, be received:

That the award recipients selected by the Committee be submitted to Council for approval; and

That following the decision of Council, staff connect with the recipient(s) to inquire about how the recipient(s) choose to distribute the \$500.00 donations.

#### 9. Correspondence

None.

#### 10. Announcements

Member Hartley announced her opinion on safety concerns at Every Kids Park.

#### 10.1 Rotary Park Playground Survey

Chair Stevens advised that the Town is accepting feedback on the Rotary Park playground through a survey.

#### 11. Date of Next Meeting

2025-021

**Moved By** K. Murphy-Fritz

That a meeting be scheduled in August to discuss criteria for reviewing site plans.

Carried

#### 12. Adjournment

2025-022

**Moved By** K. Murphy-Fritz

That the meeting be adjourned at 12:48 p.m.

Carried

## **Accessibility Checklist**

Site Plan Approval



# EXTERIOR PATH OF TRAVEL

## 1.1 Clear Widths

#### Requirements

Minimum width for clear path	1,500 mm (1.5 m)
Minimum headroom clearance along path of travel	2,100 mm (2.1 m)
Minimum entrance clearance at entrances that lead to an exterior path of travel	850 mm
Maximum diameter of opening along exterior path of travel surface	20 mm

- Ensure ground surfaces are firm, stable, and slip resistant
- · Ensure a high tonal contrast with the adjacent ground surfaces
- Ensure the path of travel is clear from obstructions, protrusions, and overhead objects
- Where an exterior path has an opening in its surface:
  - · Ensure the openings do not allow passage of an object with a diameter greater than 20 mm, and
  - Ensure the openings are oriented perpendicular to the direction of travel
  - · Openings can include drainage sewers, utility covers, sewers, etc.
  - Avoid the need for an opening on an accessible path to best prevent tripping hazards

## 1.2 Slopes

#### Requirements

Maximum running slope	1:20 (5%)
<ul> <li>Cross Slope</li> <li>Maximum cross slope if surfaces are asphalt, concrete, or other hard surfaces</li> </ul>	1:20 (5%)
Maximum cross slope in all other cases	1:10 (10%)

#### **Additional Notes**

• Where a path is a sidewalk, the running slope can be greater than 1:20 (5%) but it cannot be steeper than the adjacent roadway

Figure 1: Running Slope

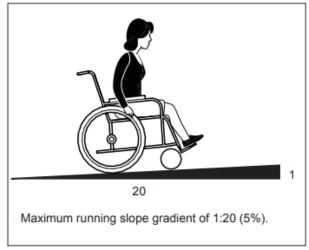
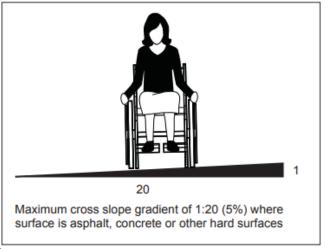


Figure 2: Cross Slope



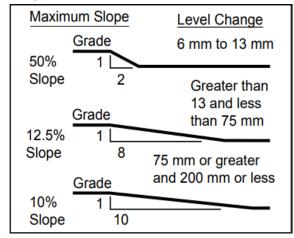
Norfolk County Accessibility Design Guidelines (2019) Page 11 of 42 Norfolk County Accessibility Design Guidelines (2019)

## 1.3 Elevation Changes

Requirements where there is a change in level along the exterior path of travel

Change in Elevation	Slope Requirement
1-5 mm	No bevel required
6-13 mm	1:2 bevel (50%)
14-74 mm	Maximum running slope of 1:8 (12.5%) or add a curb ramp
75-200 mm	Maximum running slope of 1:10 (10%) or add a curb ramp
> 200 mm	Must provide a ramp

Figure 3: Permitted Slope at Elevation Change



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## 1.4 Ramps

#### Requirements

Minimum width for clear ramp	1,500 mm (1.5 m)  *Regulation requires a minimum width of 900 mm (0.9 m) – suggestion to use 1,500 mm because it allows space for a companion or guide dog beside person with disability.
Minimum headroom clearance along ramp	2,100 mm (2.1 m)
Maximum length of ramp sections	9,000 mm (9 m)
<ul> <li>Slope</li> <li>Maximum running slope</li> <li>Maximum cross slope</li> <li>Landings</li> <li>Maximum intervals between landings</li> <li>Minimum size of landing at the top and bottom of the ramp, and when there is an abrupt change in direction</li> <li>Minimum size of landing for in-line landings</li> </ul>	1:15 (6.67%) 1:50 (2%) 9,000 mm (9 m) 1,670 mm x 1,670 mm 1,670 mm in length x the width of the ramp
<ul> <li>Handrails</li> <li>Handrail circular diameter</li> <li>Height of handrails, measured from the surface of the ramp</li> <li>Maximum distance between handrails</li> <li>Handrail extension at the top and bottom of the ramp</li> <li>Minimum clearance between the handrail and any wall which it is attached to</li> </ul>	30-40 mm 865-965 mm 1,650 mm 300 mm 50 mm

## 1.4 Ramps

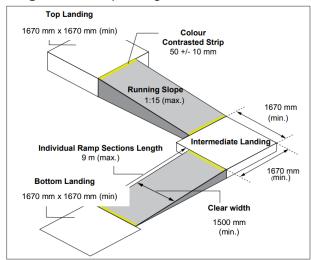
#### Requirements

<ul> <li>Guards</li> <li>Minimum guard height, measured vertically from the ramp section to the top of the guard</li> </ul>	1,070 mm
<ul> <li>Edge Protection</li> <li>Minimum curb height on any side of the ramp when no solid enclosure or guard is provided</li> </ul>	50 mm

#### **Additional Notes**

- Ensure ground surfaces are firm, stable, and slip resistant
- Ensure a high tonal contrast with the adjacent ground surfaces
- · Ensure lands are provided:
  - · At the top and bottom of the ramp
  - Where there is an abrupt change in direction of the ramp
  - At horizontal intervals not greater than nine (9) metres apart
- Where an exterior path has openings in its surface:
  - Ensure the openings do not allow passage of an object with a diameter greater than 20 mm, and
  - The openings are oriented perpendicular to the direction of travel
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Figure 4: Ramp Design Features



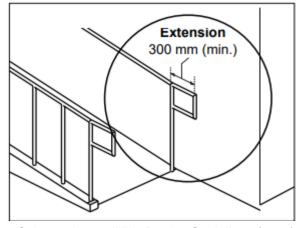
Oshawa Accessibility Design Guidelines (2022)

## 1.4 Ramps

#### **Additional Notes**

- Handrails must be provided continuously on both sides of the ramp
  - Where ramps are over 2,200 mm in width, one or more immediate handrails must be installed so there is no more than 1,650 mm between handrails
- Ensure handrails extend horizontally by at least 300 mm beyond the ramp at the top and bottom of the ramp, and end in a manner that will not obstruct the path of travel
- Guards must be provided on both sides of the ramp, unless there is a wall present
- Guards are to be designed so there is no member, attachment, or opening between 140-900 mm above the ramp surface to prevent climbing

Figure 5: Handrail Extension to Guard or Rail



Oshawa Accessibility Design Guidelines (2022)

#### **Best Practice**

A ramp surface of 1,500 mm (1.5 m) is preferred for use by people with low vision or vision loss, in order to allow space for a companion or guide dog.

## 1.5 Stairs

#### Requirements

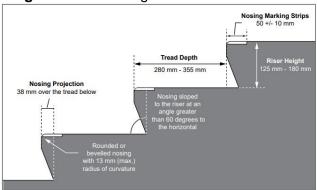
Riser height (rise between successive treads)	125-180 mm
Tread depth (run between successive steps)	280-355 mm
Maximum nosing projection on a tread, with no abrupt undersides	38 mm
Minimum size of tactile walking surface indicators	Must extend the full tread width and have a minimum depth of 610 mm
<ul> <li>Handrails</li> <li>Handrail circular diameter</li> <li>Height of handrails, measured from the surface of the stairs</li> <li>Maximum distance between handrails</li> <li>Handrail extension at the top and bottom of the stairs</li> <li>Minimum clearance between the handrail and any wall which it is attached to</li> </ul>	30-40 mm 865-965 mm 1,650 mm 300 mm 50 mm
<ul> <li>Guards</li> <li>Minimum guard height, measured vertically from the ramp section to the top of the guard</li> <li>Minimum guard height around landings where the difference in elevation between ground level and the top of the stairs is greater than 600 mm</li> </ul>	920 mm 1,070 mm

### 1.5 Stairs

#### **Additional Notes**

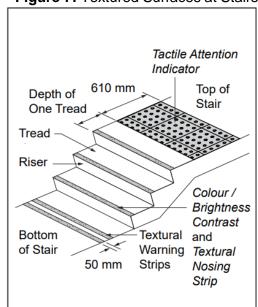
- Ensure ground surfaces are firm, stable, and slip resistant
- Ensure a high tonal contrast markings that extend the full tread width of the leading edge of each step
- Ensure uniform riser and tread depth throughout any stair system
- Stairs must have closed risers
- Tactile walking surface indicators must be provided at the top of all flights of stairs starting one (1) tread depth back from the leading edge
- Handrails must be provided continuously on both sides of the stairs
  - Where stairs are over 2,200 mm in width, one or more immediate handrails must be installed so there is no more than 1,650 mm between handrails
- Ensure handrails extend horizontally by at least 300 mm beyond the stairs at the top and bottom, and end in a manner that will not obstruct the path of travel
- Guards must be provided on both sides of the ramp, unless there is a wall present

Figure 6: Stair Design Features



Markham Accessibility Design Guidelines (2022)

Figure 7: Textured Surfaces at Stairs



## 1.6 Curb Ramps

Curb Ramps = A ramp that is cut through a curb or that is built up to a curb

#### Requirements

Minimum clear width for curb ramps, exclusive of any flared sides	1,500 mm (1.5 m)  *Regulation requires a minimum width of 1,200 mm  – suggestion to use 1,500 mm because it allows space for a companion or guide dog beside person with disability
<ul> <li>Maximum running slope where the elevation is:</li> <li>Less than 75 mm</li> <li>Between 75-200 mm</li> </ul>	1:8 (12.5%) 1:10 (10%)
Maximum cross slope	1:50 (2%)
Maximum slope if flared sides are provided	1:10 (10%)
<ul> <li>Tactile Walking Surface Indicators</li> <li>Set back from the curb edge</li> <li>Minimum size of tactile walking surface indicators</li> </ul>	150-200 mm Extend the full width of the curb ramp and have a minimum depth of 610 mm

#### **Best Practice**

Ensure the curb ramp and tactile surface walking indicators align with the direction of travel to help users orient themselves. The tactile indicators provide directional guidance for people with low vision and vision loss.

## 1.6 Curb Ramps

#### **Additional Notes**

- Must align with the direction of travel to help users orient themselves
- Tactile walking surface indicators must be installed when curb ramps are at pedestrian crossings with:
  - Raised tactile profiles
  - · High tonal contrast with the adjacent surface
  - · Located at the bottom of the curb ramp

**Running Slope** 1:8 (12.5%) max, where elevation is less than 75 1:10 (10%) max, where Landing elevation is between 75 1500 min and 200 Running & Cross Slopes 1:50 (2%) max Width Exterior Flared Sides Width 1500 min Path of Travel Set back from 610 min Slope of Flared Sides Safe Pedestrian 1:15 - 1:10 Crossing aligned with (6.67 - 10%)**Direction of Travel Tactile Walking** Surface Indicator (TWSI) High Colour / Tonal Contrast

Figure 8: Example of Curb Ramp Design

Norfolk County Accessibility Design Guidelines (2019)

## 1.7 Depressed Curbs

Depressed Curbs = A seamless gradual slope at transitions between sidewalks, roadways, and highways, and is usually found at intersections

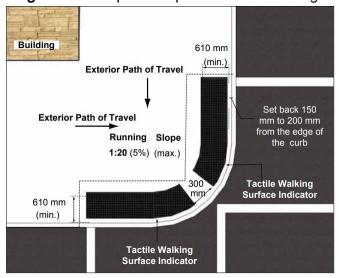
#### Requirements

Maximum running slope	1:20 (5%)
<ul><li>Tactile Walking Surface Indicators</li><li>Set back from the curb edge</li><li>Minimum depth of tactile walking surface indicators</li></ul>	150-200 mm 610 mm

- Must align with the direction of travel to help users orient themselves
- Tactile walking surface indicators must be installed when curb ramps are at pedestrian crossings with:
  - · Raised tactile profiles
  - · High tonal contrast with the adjacent surface
  - Located at the bottom portion of the depressed curb that is flush with the roadway

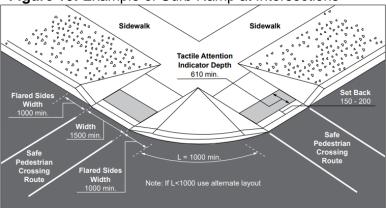
## 1.7 Depressed Curbs

Figure 9: Example of Depressed Corner Design



Oshawa Accessibility Design Guidelines (2022)

Figure 10: Example of Curb Ramp at Intersections



Markham Accessibility Design Guidelines (2022)

#### **Best Practice**

It can be difficult for people with visual disabilities to orient themselves relative to the crosswalk at large corners of intersections designed with depressed curb ramps.

Consider providing a full height curb around the corner radius with appropriate transitions from the separate depressed curbs or curb ramps at each crosswalk.

## 1.8 Rest Areas

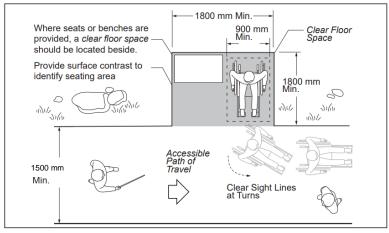
Rest areas may include benches and seating provided throughout exterior environments for people who may have difficulty with standing or walking for extended periods.

#### Requirements

Dedicated and clear space for resting  Minimum total size  Minimum clear ground space adjacent to seating	1,800 x 1,800 mm (1.8 x 1.8 m) 900 x 1,500 mm (9 x 1.5 m)
Minimum overhead clearance if rest area includes a shelter for weather protection	3,000 mm (3 m)

- Ensure the space is a dedicated rest area with a minimum of one (1) bench with clear ground space adjacent to the bench
- Ensure ground surfaces are firm, stable, and slip resistant
- Ensure clear sight lines of the path of travel
- Consider providing contrast through ground finishes, texture, and/or colour tone to distinguish between the rest area and the path of travel

Figure 11: Rest Areas



City of Toronto Accessibility Design Guidelines (2021)

# ACCESSIBLE PARKING

## 2.1 Types of Accessible Parking Spaces

There are two (2) types of accessible parking spaces that are required where parking is provided:

- Type A spaces are wider parking spaces which accommodate larger vehicles such as vans that are equipped with transfer ramps
- Type B spaces are standard parking spaces which accommodate users with limited mobility and cannot travel lengthy distances, or use other mobility aids such as canes, crutches, or walkers

#### Requirements

Type A Parking Spaces  Minimum width  Minimum length  Additional signage required	3,500 mm (3.5 m) 5,500 mm (5.5 m) "Van Accessible"
Type B Parking Spaces  Minimum width  Minimum length	2,700 mm (2.7 m) 5,500 mm (5.5 m)
Maximum distance to main entrance(s)	30,000 mm (30 m)

- Ensure accessible parking spaces are located within 30 metres within the main entrance(s) of the building
- · Ensure ground surfaces are firm, stable, and slip resistant
- Where an exterior path has openings in its surface:
  - Ensure the openings do not allow passage of an object with a diameter greater than 20 mm, and
  - The openings are oriented perpendicular to the direction of travel Page 24 of 42

### 2.2 Access Aisles

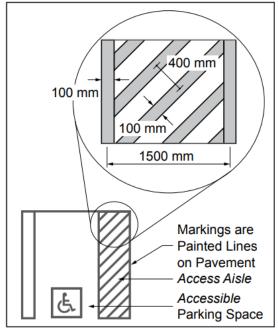
Access Aisles = The space between parking spaces that allows persons with disabilities to get in and out of their vehicles

#### Requirements

Minimum size of access aisles	Width of 1,500 mm (1.5 m) and extends the full
	length of the parking space

- Must be provided for all parking spaces for persons with disabilities in off-street parking facilities
- May be shared by two (2) adjacent accessible parking spaces
- Must be marked with high tonal contrast diagonal lines where the surface is asphalt, concrete, or other hard surfaces to discourage parking in them

Figure 12: Access Aisle Detail



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## 2.3 Minimum Number and Type of Accessible Parking Spaces

Total Parking Spaces	Minimum Number of Accessible Parking Spaces Required
2-12	1 Type A space
13-100	4% of the total number of spaces
101-200	1 parking space + an additional 3% of the total required parking spaces
201-1,000	2 parking spaces + an additional 2% of the total required parking spaces
1,000 +	11 parking spaces + 1% of the total required parking spaces

#### **Additional Notes**

- The calculated number of accessible parking spaces must be rounded up to the nearest whole number with the following ratio:
  - Even number of spaces required: equal number of Type A and Type B spaces
  - Odd number of spaces required: the additional parking space remaining may be Type B

#### **Best Practice**

The appropriate number of accessible parking spaces may also be calculated based on the anticipated demand. A facility expecting a higher proportion of people with disabilities (ex. Healthcare, Long Term Care, and/or Senior's facilities) may require more accessible parking spaces.

## 2.4 Signage

#### Requirements

Accessible Parking Signs  Minimum size  Mounted height	450 mm in height x 300 mm in width 1,500-2,500 mm mounted at the centre of the parking space
Pavement Markings • Minimum size	1,525 x 1,525 mm

#### **Additional Notes**

- Accessible parking signs must include:
  - · Black letter "P" and border
  - 2 cm red reflective circular border
  - 1.5 cm red reflective interdictory stroke
  - · White reflective background
  - · White reflective symbol and border
  - · Blue reflective background and outline
  - Black legend

Black Letter 'P' and Border
20 mm Red Reflective Circular
Background
15 mm Red Reflective Stroke
White Reflective Background
White Reflective Symbol and
Border
Blue Reflective Background

and Border

Black Legend

Figure 13: Accessible Parking Sign

BY PERMIT

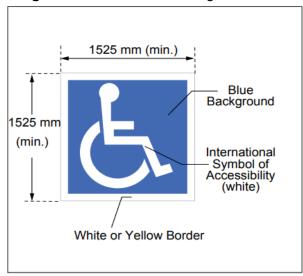
City of Mississauga Accessible Parking By-law #10-2016

## 2.4 Signage

#### **Additional Notes**

- · Pavement markings must:
  - · Have the international symbol of access
  - · Provide a white border with a blue background
  - Be located near the entrance of the parking space or centered for parallel parking spaces
  - Be slip resistant and clearly visible through the use of high tonal contrast compared to the surface of the parking space

Figure 14: Pavement Marking



Oshawa Accessibility Design Guidelines (2022)

Mounting Height
1500 - 2000 mm
Centre

Type A Spaces

Type B Spaces

Markham Accessibility Design Guidelines (2022)

## 2.5 On-street Parallel Parking

#### Requirements

Minimum width	2,700 mm (2.7 m)
Minimum length	6,700 mm (6.7 m)
Minimum distance for each side that is beside a wall or obstruction	300 mm
Maximum running and cross slope	1:50 (2%)

- · Ensure ground surfaces are firm, stable, and slip resistant
- Ensure spaces are clearly indicated by high contrast and white colour line markings
- Ensure vertical signage is located at the front of the space, on the sidewalk and the pavement signage is at the centre of the space

## 2.5 On-street Parallel Parking

#### **Additional Notes**

- Provide access aisle at the rear of the space or recessed into the adjacent boulevard that:
  - · Extends the full width or length of the space
  - Is 2,000 mm wide (preferred) or 1,500 mm (minimum), where feasible
  - · Clearly indicated by high contrast and white colour diagonal pavement markings
- Ensure access aisle at the rear or side of space leads directly to accessible curb ramp and path of travel

Figure 16: On-street Parking with Rear Access Aisle

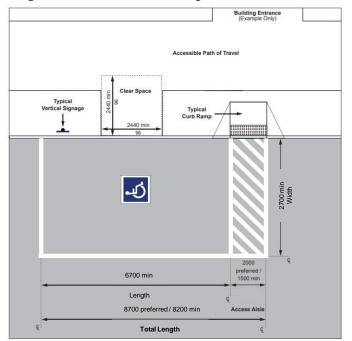
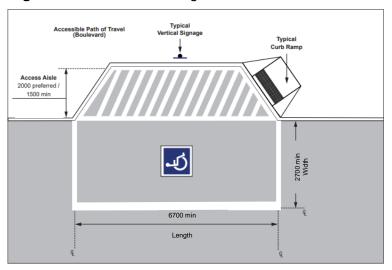


Figure 17: On-street Parking with Recessed Access Aisle



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