



# Town of Newmarket

## Minutes

### Accessibility Advisory Committee

Date: Thursday, March 21, 2024  
Time: 10:30 AM  
Location: Streamed live from the Municipal Offices  
395 Mulock Drive  
Newmarket, ON L3Y 4X7

Members Present: Steve Foglia, Chair  
Jeffrey Fabian  
Huma Tahir  
Kelly Broome  
Kathleen Kedzierski  
Bev Moffatt  
Mitsy Jones-Bailey

Members Absent: Steve King

Staff Present: K. Saini, Deputy Town Clerk  
E. Thomas-Hopkins, Legislative Coordinator  
C. Walsh, Recreation Programmer - Inclusion & Support Services  
K. McKay, Senior Planner, Development  
S. MacDonald, Manager, Capital Projects

The meeting was called to order at 10:31 AM. Steve Foglia in the Chair.

#### 1. Notice

Steve Foglia advised that members of the public were encouraged to attend an Advisory Committee or Board Meeting in person at the Council Chambers at 395 Mulock Drive.

## **2. Additions & Corrections to the Agenda**

The Legislative Coordinator provided the following additions to the agenda:

Presentation material was added to the following items:

- Item 4.1 Site Plan Review; and,
- Item 6.1 North West Quadrant Project Update.

Moved by: Kathleen Kedzierski

Seconded by: Huma Tahir

1. That the additions to the agenda be approved.

**Carried**

## **3. Conflict of Interest Declarations**

None.

## **4. Presentations & Deputations**

### **4.1 Site Plan Review**

Kaitlin McKay, Senior Planner, Development provided a presentation to Committee Members regarding how to read and properly review site plans including the role of the Accessibility Advisory Committee in site plan reviews, types of development, development considerations, site plans, elevations, landscape drawings, and accessibility checklists. An example site plan was also presented and discussed with the Committee.

Committee Members queried staff regarding details of site plans and timelines for reviewing applications.

Moved by: Huma Tahir

Seconded by: Kelly Broome

1. That the presentation provided by Kaitlin McKay, Senior Planner, Development be received.

**Carried**

## **5. Approval of Minutes**

### **5.1 Accessibility Advisory Committee Meeting Minutes of January 18, 2024**

Moved by: Bev Moffatt

Seconded by: Kelly Broome

1. That the Accessibility Advisory Committee Meeting Minutes of January 18, 2024 be approved.

**Carried**

## **6. Items**

### **6.1 North West Quadrant Project Update**

Shane MacDonald, Manager, Capital Projects provided a presentation regarding an update to the North West Quadrant project including construction approaches, trail connections and user access, materials, similar projects, grading of areas, retaining walls, paved areas, slope of the trail, proposed rest areas and a case study from the Toronto Zoo.

Steve Foglia provided a verbal update on a visit in November 2023 to the Toronto Zoo with the capital projects team regarding materials used for the boardwalk and applying it to the North West Quadrant project.

Members queried staff regarding if the materials will be slippery when wet and if the trail will be maintained and kept cleared by staff in the winter.

Moved by: Jeffrey Fabian

Seconded by: Huma Tahir

1. That the verbal update provided by Shane MacDonald, Manager, Capital Projects regarding the Northwest Quadrant Project Update be received.

**Carried**

### **6.2 National AccessAbility Week**

Steve Foglia provided a verbal update regarding plans for York Region's National AccessAbility Week programming including the professional development forum.

The Recreation Programmer advised that planning is underway regarding Town programming for National AccessAbility Week.

### **6.3 Upcoming Main Street Visit**

Steve Foglia provided a verbal update regarding the Accessibility Advisory Committee meeting with MP Van Bynen and MPP Gallagher Murphy. Members of the Committee discussed meeting logistics, content for the meeting, accessible Main Streets, grants for accessibility upgrades, Canada's Enabling Accessibility Fund, education on Accessibility for Ontarians with Disabilities Act, examples from other municipalities, and sharing data and examples with MP Van Bynen and MPP Gallagher Murphy.

The Deputy Clerk provided an update regarding the draft itinerary for the meeting.

### **6.4 Accessibility for Ontarians with Disabilities Act Training**

Members worked to complete an online module regarding training on the legislation Accessibility for Ontarians with Disabilities Act (AODA). This training is free and is available to the public at <https://aoda.ca/free-online-training/>.

## **7. New Business**

### **7.1 Accessibility Committee Meeting Checklist**

Jeff Fabian suggested including a checklist in the meeting minutes with a follow up on recommendations from past meetings so the committee can track the progress of specific projects.

### **7.2 Emergency Procedures Education Session**

Steve Foglia provided a verbal update after meeting with staff regarding egress at Mulock Park and communicated that emergency evacuation procedures have not yet been set for the site and, once set, the committee will be briefed accordingly.

## **8. Adjournment**

Moved by: Jeffrey Fabian

Seconded by: Kelly Broome

1. That the meeting be adjourned at 11:51 AM.

**Carried**

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Steven Foglia, Chair

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Date