

Accessibility Advisory Committee Meeting Agenda

March 4, 2026

4:30 p.m.

Electronic Meeting

Accommodations: The City of Peterborough is committed to making meetings accessible for people of all abilities. Accessible formats and communication supports are available upon request. Contact the Clerk's Office at 705-742-7777 if you require assistance to access a meeting, the agenda or relevant documents.

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| 4. Disclosure of Pecuniary Interest | |
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| 6. Other Business | |
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| 8. Adjournment | |

Accessibility Advisory Committee Minutes

Electronic Meeting

February 4, 2026

Present Morgan Carl
 Sarah Hurley
 Phil Mechetuk
 Kinjal Shukla-Clement
 Patrick Steeves

Regrets Carolyn Buntin
 Patrick Fuellbeck
 Talia Nepotiuk
 Melissa Wilson

Staff Chris Cordy, Election Assistant
 Charles Hickey, Planner, Urban Design
 Vicki King, Election Supervisor
 Brian McCaw, Manager, Facilities Asset and Energy
 Carley Nhem, Program Manager, Accessibility Standards and Integration
 Kendra Sedgwick, Committee Support Specialist
 Ian Walker, Planner, Land Use

Call to Order

The meeting was called to order at 4:30 p.m.

Land Acknowledgement

Election of Officers

The Committee Support Specialist called for nominations for the Chair position.

Chair

Moved by Morgan Carl

That Phil Mechetuk be appointed as Chair of the Accessibility Advisory Committee for 2026.

Carried

Vice Chair

Phil Mechetuk assumed the Chair and called for nominations for the Vice Chair position.

Moved by Morgan Carl

That Sarah Hurley be appointed as Vice Chair of the Accessibility Advisory Committee for 2026.

Carried

Confirmation of Minutes

Moved by Sarah Hurley

That the minutes of the Accessibility Advisory Committee meeting of December 3, 2025 be approved.

Carried

Disclosure of Pecuniary Interest

Sarah Hurley declared an interest with Report AAC26-003 - Site Plan Review (specifically 1180 Armour Road), as her husband's employer worked on the design.

Election Planning 2026, Report AAC26-001

Moved by Sarah Hurley

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC26-001, dated February 4, 2026 of the Elections Supervisor as follows:

- a) That the presentation from the Elections Supervisor, be received for information; and**
- b) That the AAC provide feedback on the election planning process.**

Carried

Site Plan Reviews, Report AAC26-003

Due to her previously declared interest, Sarah Hurley did not discuss or vote on site plans for 1180 Armour Road.

Moved by Kinjal Shukla-Clement

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC26-003, dated February 04, 2026 of the Program Manager, Accessibility Standards and Integration as follows:

- a) That the AAC select the Site Plan Control (SPC) applications outlined in Appendix A that they wish to review.**
- b) That a presentation from the Planning, Development and Urban Design Division regarding SPC the AAC selects, be received for information.**

c) That the AAC provide feedback on the SPC applications selected.

Carried

Corporate Accessibility Policy Update, Report AAC26-002

Moved by Kinjal Shukla-Clement

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC26-002, dated February 04, 2026, of the Program Manager, Accessibility Standards and Integration as follows:

a) That the Corporate Accessibility Policy and staff briefing be received by the AAC for information; and

b) That the AAC provide feedback on the content of the Corporate Accessibility Policy update.

Carried

Other Business

An update report on Queen Alexander will be brought to the next AAC meeting.

Next Meeting - March 4, 2026

Adjournment

Moved by Sarah Hurley

That this meeting adjourn at 5:17 p.m.

Carried

Kendra Sedgwick
Committee Support Specialist

Phil Mechetuk
Chair



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Carley Nhem, Program Manager, Accessibility Standards and Integration

Meeting Date: March 4, 2026

Report: Access Fund Request, Report AAC26-006

Subject

A report to seek approval for an Access Fund Request for the City of Peterborough to purchase 6 new emergency evacuation chairs for all multi floor recreation facilities.

Recommendations

That the Accessibility Advisory Committee approve the recommendations outlined in Report ACC26-006, dated March 4, 2026, of the Program Manager Accessibility Standards and Integration as follows:

- a) That a presentation from the Service Area Manager, Recreation Facilities and Parks be received for information.
- b) That an Access Fund request for \$18,330 be approved for the purchase of 6 emergency evacuation chairs at all multi floor recreation facilities. Facilities include:
 - i. McDonnel Street Community Centre
 - ii. Miskin Law Community Centre
 - iii. Kinsmen Arena
 - iv. Healthy Planet Arena
 - v. Peterborough Memorial Centre

Executive Summary

- The AAC is asked to review and approve an Access Fund Request for the purchase of 6 new emergency evacuation chairs

Background

This project is intended to provide public access to emergency evacuation chairs in all Recreation facilities with multiple floors. Staff have been embarking on safety and emergency evacuation plans for the facilities. We realize there is a gap in our existing services, where individuals with limited mobility who utilize elevators would be unable to safely return to the main floor in the event of an emergency/power outage situation.

Upon the purchase and delivery of these chairs, staff will install in a prominent location to ensure access by the public as needed.

Strategic Plan

Strategic Pillar: Infrastructure

Strategic Priority: Invest in infrastructure to ensure that it meets the future needs of our growing City.

Engagement and Consultation

Request is being brought forth to the AAC.

Budget and Financial Implications

Total cost: \$18,330 (tax exempt, medical devise)

$\$83,514.24 - \$18,330 = \$65,184.24$ Remaining in Access Fund

Conclusion

The Service Area Manager, Recreation Facilities and Parks is requesting funds from the Access Fund for the purchase of 6 new emergency evacuation chairs to improve accessibility of the Cities recreation facilities in the event of emergency or power outage.

Attachments

Appendix A: Access Fund Form Request
Appendix B: Quotes for Purchase

Submitted by,

Carley Nhem, Program Manager Accessibility Standards and Integration

Contact Name:

Chelsey Gray

Service Area Manager, Recreation Facilities and Parks

Phone: 705-742-7777 Ext. 1834

Toll Free: 1-855-738-3755

Email: cgray@peterborough.ca

- **Reason for request**

This project is intended to provide public access to emergency evacuation chairs in all Recreation facilities with multiple floors. Staff have been embarking on safety and emergency evacuation plans for the facilities. We realize there is a gap in our existing services, where individuals with limited mobility who utilize elevators would be unable to safely return to the main floor in the event of an emergency/power outage situation.

Upon the purchase and delivery of these chairs, staff will install in a prominent location to ensure access by the public as needed.

I have obtained 3 quotes in accordance with the purchasing by-law, attached.

This quote is for 6 chairs. The Peterborough Memorial Centre has 2 chairs that were purchased previously and need to be installed. The remaining 5 chairs will be installed as follows:

- 1 chair for the 2nd floor of McDonnell St.
- 1 chair in the lobby on the 2nd floor of Miskin Law Community Centre
- 1 chair by the emergency stairs on the 2nd floor of Miskin Law Community Centre within the track area
- 1 chair at the top of the main set of stairs at Kinsmen arena
- 1 chair at the top of the main set of stairs at Healthy Planet arena
- 1 chair in addition to the 2 chairs for Peterborough Memorial Centre, this 3rd chair will be placed at the emergency exit stairs in the club lounge. The 2 existing chairs will be placed at the top of the main sets of stairs that enter the lobby

Thank you for your consideration of this project. If funds are not approved through AAC, this purchase will be held until budget can be obtained through 2027 or future budgetary cycles. We would appreciate recommendations by AAC or Carley on the exact location the chairs would be most beneficial upon approval of these funds.

- **Upload quotes for the renovation and/or product(s)**

1. [City of Peterborough - QEMS Quote.pdf \[526.3 KB\]](#)
2. [COP - Quote.pdf \[906.6 KB\]](#)
3. [City of Peterborough Evac Chair Quote \(SA001924-2\).pdf \[689.3 KB\]](#)

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CANADA



Customer Quotation





Chelsey Gray,
City of Peterborough

Peterborough, ON

cgray@peterborough.cs 705-742-0050

13 February 2026

Quotation for City of Peterborough Evac Chair Quote (SA001924-2)

Dear Chelsey,

Please find our quotation as discussed:

| Qty | Product | Details | Image | Unit Sale Price | Total |
|-----|--|--|---|-----------------|-------------|
| 6 | EVAC+CHAIR [®] 300H | The Original evacuation stair chair designed to allow a safe controlled descent of an individual from unlimited stories. Simple single person operation. 400 pound weight capacity. Safe, easy to open and super light weight at only 19 lbs. Emergency Evacuation Chair, Includes: Dual Position Seating, Vinyl Storage Cover, Mounting Wall Bracket, Photo-luminescent Indicator Sign, Full Color User Guide, Lifetime Warranty. |  | \$1,695.00 | \$10,170.00 |
| 1 | Shipping and Handling | Shipping and Handling | | \$695.00 | \$695.00 |
| 6 | Metal Storage Cabinet (Large) Self Assemble | A commercial storage cabinet. Has a wide manual door, with non-locking paddle handle, for easy access and quick removal. |  | \$995.00 | \$5,970.00 |
| 1 | Cabinet Shipping and Handling | Cabinet Shipping and Handling | | \$1,495.00 | \$1,495.00 |

Total: \$18,330.00 CAD

Yours Sincerely

Steve Agisnaga (steve@evac-chair.com)

PRICE GUARANTEE: WE WILL BEAT ANY PRICE ON ANY TRACKED EVACUATION CHAIRS IF YOU FIND A BETTER PRICE ON A LIKE FOR LIKE PRODUCT, PLEASE CONTACT US

NOTICE: When you purchase directly from EVAC+CHAIR[™], you have complete peace of mind knowing your device is supplied by the manufacturer, is guaranteed to be authentic and the highest possible quality standard. Offering a lifetime manufacturer's warranty EVAC+CHAIR[™] certified products are rigorously independently tested and assessed to ensure they exceed all fire & safety requirements and emergency response guidelines.

Prices valid for 45 calendar days, prices are subject to change without notice, terms and conditions apply.

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For further information please contact:

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Email: sales@evac-chair.com

Web: www.evac-chair.ca



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- 4 Reflective decals**
For easy location in situations of poor visibility
- 5 Quick release safety belts (Head, Chest, Thigh)**
For increased passenger safety
- 6 Heavy duty wheels**
Ideal for operation over uneven terrain
- 7 Lockable rear wheels**
Can be applied in situations where the chair needs to remain in a stationary position
- 8 Dual position seat**
Dual position seat allows the user to decide each time which seating position they desire



Flat seat

with zipped side panels and over thigh quick release passenger restraint



Hammock seat

simply release zipped side panels, fasten together on underside, retaining use of over-thigh quick release passenger restraint



Includes

- LIFETIME WARRANTY
- 3 Passenger Safety Belts (Head, Chest, Thigh)
- Photoluminescent Signage
- Wall Mounting Brackets
- Dust Cover
- User Guide
- Instructional DVD

Benefits

- Designed in the US
- FDA Registered
- Provides a quick, easy and safe emergency evacuation
- Easy to use
- One person operation
- Lightweight
- No heavy lifting required
- Enables small attendants to easily move passengers three times their size
- Easy to open, ready to use in seconds
- Folds for compact storage
- Exceeds fire safety requirements and emergency response guidelines established to support the Americans with Disabilities Act
- Wall mountable



| Dimensions | Height | Width | Depth | Weight | Weight Capacity |
|------------|--------|-------|-------|--------|-----------------|
| Folded | 41" | 20" | 8" | 19lbs | 400lbs |

VIDEO LINK: evac-chair.ca/watch-video/

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Evacuation Laws

Section 125 of the Canada Labour Code, Part II

"... every employer shall, in respect of every work place controlled by the employer and, in respect of every work activity carried out by an employee in a work place that is not controlled by the employer, to the extent that the employer controls the activity... (i) comply with prescribed standards relating to fire safety and emergency measures; (ii) ensure, in the prescribed manner, that employees have safe entry to, exit from and occupancy of the work place."

In NFPA 101, 2015, section 7.2.12.2.3:

Safer alternative stair descent measures for transporting a person who normally requires a wheelchair, or otherwise cannot use stairs, include emergency stair travel devices designed, constructed, and operated in accordance with ANSI/RESNA ED-1, Emergency Stair Travel Devices Used by Individuals with Disabilities.

United States Access Board Required Compliance with the IBC

Evacuation plans and procedures should address the needs of all facility occupants, including those with disabilities. Mobility aids, such as emergency stair travel devices, also known as evacuation chairs, are available to transport people unable to use stairs. The Rehabilitation Engineering and Assistive Technology Society of North America (RESNA), www.resna.org, has developed consensus Standards for emergency stair travel devices through the American National Standards Institute (RESNA ED-1). It is important that evacuation chairs be located so that they do not obstruct required means of egress.

The Rehabilitation Act of 1973 Section 501:

Section 501 of the Rehabilitation Act prohibits discrimination on the basis of disability in Federal employment and applicants for employment. Federal agencies are required to make reasonable accommodations for qualified employees or applicants with disabilities.

Disability Discrimination & Reasonable Accommodation:

A reasonable accommodation is any change in the work environment to help a person with a disability apply for a job, perform the duties of a job, or enjoy the benefits and privileges of employment.

Americans with Disabilities Act of 1990:

The Act prohibits discrimination against people with disabilities in employment (Title II), in public accommodations.

PART 1630—REGULATIONS TO IMPLEMENT THE EQUAL EMPLOYMENT PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT

Section 1630.2(o) Reasonable Accommodation: One of these is the accommodation of making existing facilities used by employees readily accessible to, and usable by, individuals with disabilities

MARYLAND HOUSE BILL 1061:

Education - Emergency and Evacuation Plans - Individuals With Disabilities

Requiring the State Department of Education, in consultation with disability advocacy groups, to update specified guidelines to accommodate, safeguard, and evacuate students, staff, and visitors with disabilities on public school grounds; requiring each local school system, on or before July, 2018.

CALIFORNIA ASSEMBLY BILL 3098:

The newly passed Assembly Bill 3098 implements new emergency and disaster plan requirements for all Residential Care Facilities for the Elderly (RCFEs) in California. Each RCFE must have an evacuation chair at each stairwell by July 2019.

For further information please contact:

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P: 647 904 1037

E: info@ems-sol.com

Chelsey Gray
City of Peterborough
Peterborough, ON

Email: cgray@peterboroug.cs

Tel: 705 742 0050

13 February 2026

Pricing – City of Peterborough

| Qty | Unit | Code | Product | Details | Unit Price | Total |
|-----|-----------------|-------|---------------------|--|------------|-------------|
| 6 | Evac 300H | VM300 | Evacuation Chair | Evac+Chair 300H This lightweight emergency stair chair model weighs in at only 19lbs and safely transports patients who may not be able to go down the stairs on their own. Designed for single-person operation, the EVAC+CHAIR® 300H features a 400lb. weight capacity, a dual-position seat, and a blue powder coated textured finish with a contrasting fire retardant yellow hammock | \$1850.00 | \$11,100.00 |
| 6 | | VMSH | | Shipping & Handling | \$149.00 | \$894.00 |
| 6 | Evac Cabinet | VMESH | Cabinet | An aluminium self assembly storage cabinet. Has a wide manual door, with non-locking paddle handle, for easy access and quick removal of your evacuation chair. | \$1195.00 | \$7,170.00 |
| 6 | | VMESH | | Shipping & Handling (Cabinet) | \$300.00 | \$1,800.00 |

Total CAD \$:20,964

Yours Sincerely
Team Vanguard

Prices valid for 30 days, prices are subject to change without notice, terms and conditions apply.

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INFORMATION



As industry experts Vanguard Medical can help with advice on owning and using a defibrillator, in addition we also offer staff training courses.

QUALITY



Our products and services are guaranteed to be of the highest quality. Our products are rigorously tested to ensure all safety guidelines are met.

COMPLIANCE



As Class 1 Medical Devices all of our training and servicing is certificated and documentation of what you have taken with Vanguard Medical is provided.

RELIABILITY



We always aim to deliver our products and services on time and our service procedure ensures your product is always fully operational .

SATISFACTION



Feedback is always important to Vanguard Medical. In order for us to make a difference be honest and let us know how we can improve our services.

THE FOREFRONT OF MEDICAL TRANSPORTATION



PHONE: 647 818 4390 EMAIL: INFO@QUANTUM-EMS.COM

QUOTATION

Chelsey Gray
City of Peterborough
Peterborough, ON

cgray@peterboroug.cs

705 742 0050

13 February 2026

Quotation for City of Peterborough – Ref:AWQEMS-13226

| Qty | Code | Details | Image | Unit Price | Total |
|-----|---------|---|---|------------|-------------|
| 6 | EC-300H | <ul style="list-style-type: none"> - 400 pound weight capacity. Safe, easy - Light weight at only 19 lbs. - Dual Position Seating - Vinyl Storage Cover - Mounting Wall Bracket, - Photo-luminescent Indicator Sign - Lifetime Warranty. |  | \$1895.00 | \$11,370.00 |
| 6 | S/H1 | <ul style="list-style-type: none"> - Shipping & Handling | | \$150.00 | \$900.00 |
| 6 | MSCSA-1 | <ul style="list-style-type: none"> - Self-Assemble Aluminium Cabinet |  | \$1145.00 | \$6,870.00 |
| 6 | CSH-1 | <ul style="list-style-type: none"> - Cabinet Shipping & Handling | | \$295.00 | \$1,770.00 |

Total (\$CAD) \$20,910.00

RETURNED INVENTORY POLICY: Goods may be returned * within 30 days of invoice date if they do not meet your requirements. Customer is responsible for cost of freight to return goods to Quantum EMS LLC. A restocking fee of 20% will apply. Customer will also be charged for cost of any required repairs and replacement of any missing items. Customer must receive a returned goods authorization number from Quantum EMS LLC before goods will be accepted. Customer must retain all original packaging.



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Carley Nhem, Program Manager, Accessibility Standards and Integration

Meeting Date: March 4, 2026

Report: Access Fund Request for Training, Report AAC26-004

Subject

A report to seek approval for an Access Fund Request for the City of Peterborough to engage with the Abilities Centre in Whitby to provide a Disability Inclusion Workshop to City staff during AccessAbility Week May 31st – June 6th.

Recommendations

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC26-004, dated March 4, 2026 of the Program Manager, Accessibility Standards and Integration as follows:

- a) That a presentation from the Program Manager, Accessibility Standards and Integration, about the Access Fund Requests, be received for information;
- b) That an Access Fund Request in the amount of \$1,356.00 be approved for the Abilities Centre to provide a workshop that will provide understanding of key models of disability; differentiate between essential concepts such as inclusion, diversity, accessibility, and universal design; evaluate the strengths and limitations of transactional versus transformational change in advancing accessibility; and recognize the distinction between person-first and identity-first language, along with the important role language plays in promoting respectful and meaningful disability inclusion.

Executive Summary

- The AAC is asked to review and approve an Access Fund Requests for a Disability Inclusion Workshop in the amount of \$1,356.00

Description of Request

To support a city-wide offering during AccessAbility Week, we are seeking funding to host the Disability Inclusion Workshop delivered by the Access Centre in Whitby, a state-of-the-art facility providing innovative programs and accessible spaces for people with disabilities. This engaging and educational workshop will raise awareness and strengthen participation in the City's accessibility initiatives by equipping participants with the knowledge and practical tools to foster inclusion. By the end of the session, participants will understand key models of disability; confidently differentiate between essential concepts such as inclusion, diversity, accessibility, and universal design; evaluate the strengths and limitations of transactional versus transformational change in advancing accessibility; and recognize the distinction between person-first and identity-first language, along with the important role language plays in promoting respectful and meaningful disability inclusion.

Amount of Funds Requested

Disability Inclusion Workshop cost: \$1,200.00

+HST: \$156.00

Total: \$1,356.00

Expected Date of Project Completion

The tentatively scheduled date is June 2, 2026.

Strategic Plan

Strategic Pillar: Community & Well-being

Strategic Initiative: Foster community resiliency, neighbourhood identity, civic pride, sense of belonging, and intercultural harmony. Enhance and protect the health, safety, and wellbeing of all in our City. Provide robust, affordable, and accessible sport, recreation, wellness, the arts, and social programs for people of all ages and abilities.

Engagement and Consultation

The AODA section 29.(4) requires the AAC to advise Council about the requirements and implementation of accessibility standards.

Budget and Financial Implications

The Access Fund request is for \$1,356.00. The current Access Fund balance available is \$83,514.24. Approval of the Access Fund request would result in a projected Access Fund balance of \$82,158.24.

Attachments

Appendix A: Information sheet on the Disability Inclusion Workshop
Email of proposed costs

Submitted by,

Carley Nhem
Program Manager, Accessibility Standards and Integration

Contact Name:

Carley Nhem
Program Manager, Accessibility Standards and Integration
Phone: 705-742-7777 Ext. 1630
Toll Free: 1-855-738-3755
Email: cnhem@peterborough.ca



Disability Inclusion Workshop

The Disability Inclusion Workshop offers a reflective space for participants to explore personal and unconscious biases around disability and inclusion. It introduces key concepts, models of disability, and best practices to reduce stigma and promote meaningful participation of people with disabilities in programs and services. Through interactive dialogue and real-life examples, attendees will gain practical strategies to support inclusion in both personal and professional settings. Topics include inclusive language, bias, accessibility, and models of disability.

By the end of this workshop, participants will be able to:

- identify key models of disability
- identify and distinguish between key terms and practices related to inclusion, diversity, accessibility and universal design
- assess the strengths and weaknesses of transactional change and transformational change as it relates to inclusion and accessibility
- distinguish between person first language and identity first language and the role language plays in disability inclusion

Let's Build a Barrier-Free Future Together

Follow us
@AbilitiesCentre



Contact: edu@abilitiescentre.org
1 Jim Flaherty Street Whitby, Ontario
abilitiescentre.org



Hi Carley,

The price will be \$1200 plus HST. 😊

Have a wonderful weekend. 😊

Marta Swirydowicz (She, Her, Hers) [\(hear my name\)](#)
Senior Coordinator- Training and Education

You Belong
Abilities Centre
On the homeland of the Mississaugas of Scugog Island First Nation



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Sean Nailer, Parks and Recreation Project Manager

Meeting Date: March 4, 2026

Report: Riverview Park and Zoo Accessible Playground Presentation,
Report AAC26-005

Subject

A presentation from the Parks and Recreation Project Manager to provide an update on the Riverview Park and Zoo Accessible Playground project.

Recommendation

That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC26-005, dated March 4, 2026, of the Parks and Recreation Project Manager as follows:

That the presentation to provide an update on the Accessible Playground project be received for information.

Executive Summary

- The City of Peterborough is planning accessibility upgrades at Riverview Park and Zoo.
- The purpose of the presentation is to give the AAC an opportunity to provide input on the proposed site layout and design

Background

The main purpose of the City's 2024 to 2028 Accessibility Plan is to remove and prevent barriers for people with disabilities. The City's plan includes a long-term vision, short term road map and ongoing compliance work to help make Peterborough more accessible and inclusive. The City's commitment is to demonstrate leadership for accessibility in the community and our goal is to meet the diverse needs of everyone.

Riverview Park and Zoo, in partnership with The Rotary Club of Peterborough, is committed to raising \$1.5 million to upgrade the existing Accessible Playground at the Riverview Park and Zoo. The accessible upgrades will be a multi-year project and focus on improving pathways and uneven terrain to access the existing playground. The upgrades include new shaded seating areas, tree planting, an accessible ramp with railings and walkways throughout the playground areas.

The Accessibility Plan priorities identified for short-term are intended to address a general lack of accessible walkway networks in parks with an action plan to incorporate accessible walkways and/or multi-use paths into new parks and park rejuvenation projects, including connecting walkways to the municipal sidewalk network and all site amenities (i.e., accessible benches, tables, shade features). The plan also identifies a lack of accessible site features and play equipment in many parks, with an action plan to implement the park development standards of the 2019 Municipal Parks and Open Space Study and Urban Design Guidelines into newly developed parks and park rejuvenation projects, where possible, including accessible site furnishings, such as seating with arm rests and back rests and walkway connections to waste/recycle bins.

Strategic Plan

Strategic Pillar: Community & Well-being

Strategic Priority: "Encourage our neighbourhoods to be safe, diverse, accessible, and affordable across all ages, incomes, and abilities."

AAC recommendations focus on how to make parks more accessible for people with disabilities.

Engagement and Consultation

Community consultation will provide feedback through a drop in session and also an online survey.

Members of the Accessibility Advisory Committee are being asked to provide feedback on the proposed design for Riverview Park and Zoo Accessible Playground and advise how to incorporate accessibility into the project.

Budget and Financial Implications

There are no budgetary or financial implications associated with this recommendation.

Conclusion

That the presentation to the Accessibility Advisory Committee on the Accessible Playground be received for information.

Attachments

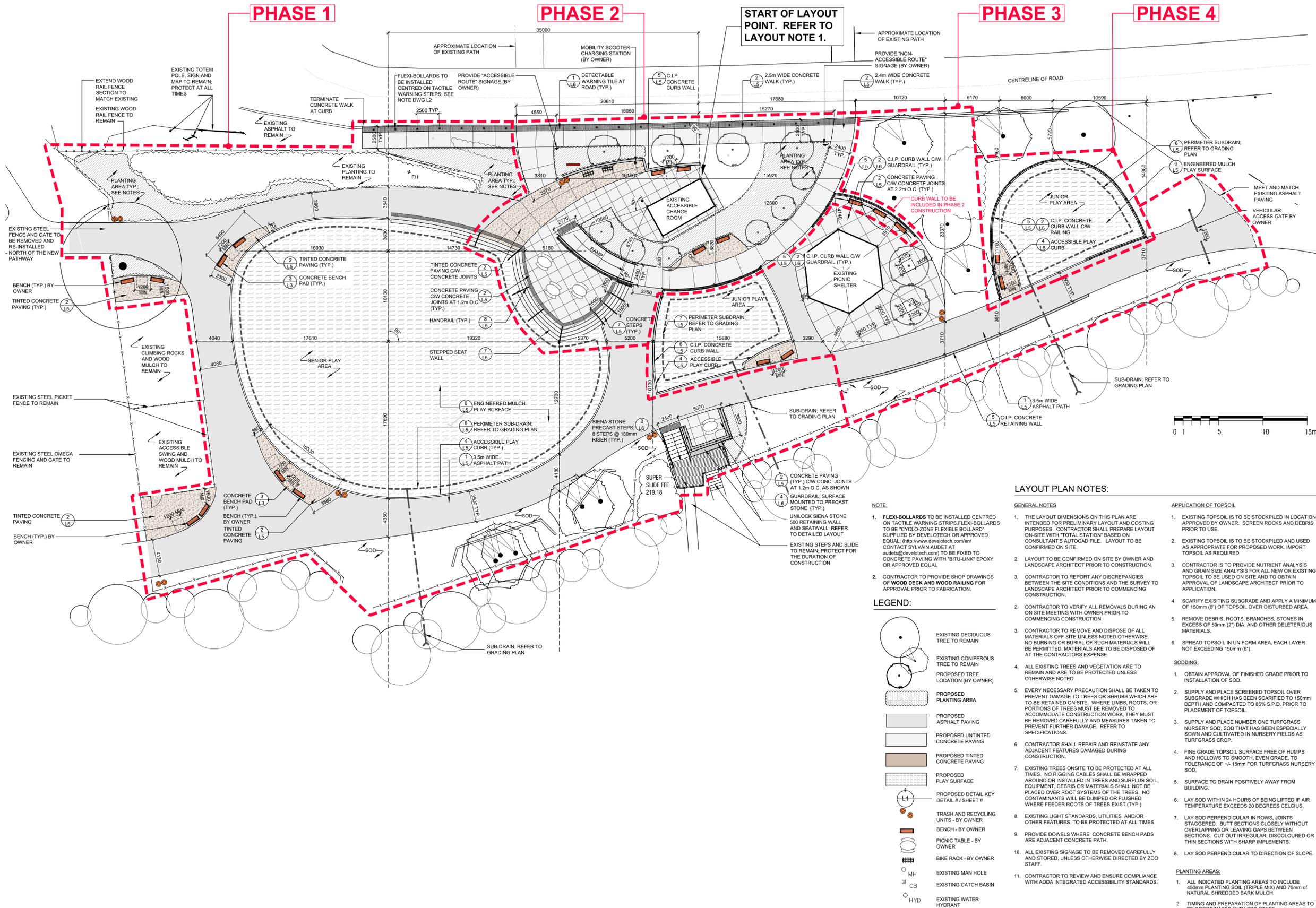
Appendix A: Riverview Park and Zoo Site Plan

Submitted by,

Sean Nailer
Parks and Recreation Project Manager

Contact Name:

Sean Nailer
Parks and Recreation Project Manager
Phone: 705-742-7777 Ext. 1829
Toll Free: 1-855-738-3755
Email: snailer@peterborough.ca



START OF LAYOUT POINT. REFER TO LAYOUT NOTE 1.

LAYOUT PLAN NOTES:

- GENERAL NOTES**
- THE LAYOUT DIMENSIONS ON THIS PLAN ARE INTENDED FOR PRELIMINARY LAYOUT AND COSTING PURPOSES. CONTRACTOR SHALL PREPARE LAYOUT ON-SITE WITH "TOTAL STATION" BASED ON CONSULTANT'S AUTOCAD FILE. LAYOUT TO BE CONFIRMED ON SITE.
 - LAYOUT TO BE CONFIRMED ON SITE BY OWNER AND LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
 - CONTRACTOR TO VERIFY ALL REMOVALS DURING AN ON-SITE MEETING WITH OWNER PRIOR TO COMMENCING CONSTRUCTION.
 - CONTRACTOR TO REMOVE AND DISPOSE OF ALL MATERIALS OFF-SITE UNLESS NOTED OTHERWISE. NO BURNING OR BURIAL OF SUCH MATERIALS WILL BE PERMITTED. MATERIALS ARE TO BE DISPOSED OF AT THE CONTRACTOR'S EXPENSE.
 - ALL EXISTING TREES AND VEGETATION ARE TO REMAIN AND ARE TO BE PROTECTED UNLESS OTHERWISE NOTED.
 - EVERY NECESSARY PRECAUTION SHALL BE TAKEN TO PREVENT DAMAGE TO TREES OR SHRUBS WHICH ARE TO BE RETAINED ON-SITE. WHERE LIMBS, ROOTS, OR PORTIONS OF TREES MUST BE REMOVED TO ACCOMMODATE CONSTRUCTION WORK, THEY MUST BE REMOVED CAREFULLY AND MEASURES TAKEN TO PREVENT FURTHER DAMAGE. REFER TO SPECIFICATIONS.
 - CONTRACTOR SHALL REPAIR AND REINSTATE ANY ADJACENT FEATURES DAMAGED DURING CONSTRUCTION.
 - EXISTING TREES ON-SITE TO BE PROTECTED AT ALL TIMES. NO RIGGING CABLES SHALL BE WRAPPED AROUND OR INSTALLED IN TREES AND SURPLUS SOIL EQUIPMENT, DEBRIS OR MATERIALS SHALL NOT BE PLACED OVER ROOT SYSTEMS OF THE TREES. NO CONTAMINANTS WILL BE DUMPED OR FLUSHED WHERE FEEDER ROOTS OF TREES EXIST (TYP.).
 - EXISTING LIGHT STANDARDS, UTILITIES AND/OR OTHER FEATURES TO BE PROTECTED AT ALL TIMES.
 - PROVIDE DOWELS WHERE CONCRETE BENCH PADS ARE ADJACENT CONCRETE PATH.
 - ALL EXISTING SIGNAGE TO BE REMOVED CAREFULLY AND STORED, UNLESS OTHERWISE DIRECTED BY ZOO STAFF.
 - CONTRACTOR TO REVIEW AND ENSURE COMPLIANCE WITH AODA INTEGRATED ACCESSIBILITY STANDARDS.

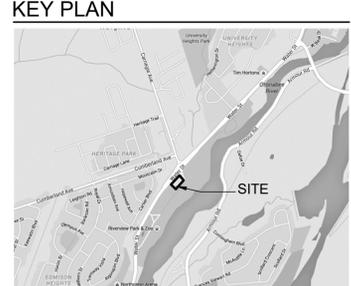
- APPLICATION OF TOPSOIL**
- EXISTING TOPSOIL IS TO BE STOCKPILED IN LOCATION APPROVED BY OWNER. SCREEN ROCKS AND DEBRIS PRIOR TO USE.
 - EXISTING TOPSOIL IS TO BE STOCKPILED AND USED AS APPROPRIATE FOR PROPOSED WORK. IMPORT TOPSOIL AS REQUIRED.
 - CONTRACTOR IS TO PROVIDE NUTRIENT ANALYSIS AND GRAIN SIZE ANALYSIS FOR ALL NEW OR EXISTING TOPSOIL TO BE USED ON SITE AND TO OBTAIN APPROVAL OF LANDSCAPE ARCHITECT PRIOR TO APPLICATION.
 - SCARIFY EXISTING SUBGRADE AND APPLY A MINIMUM OF 150mm (6") OF TOPSOIL OVER DISTURBED AREA.
 - REMOVE DEBRIS, ROOTS, BRANCHES, STONES IN EXCESS OF 50mm (2") DIA. AND OTHER DELETERIOUS MATERIALS.
 - SPREAD TOPSOIL IN UNIFORM AREA. EACH LAYER NOT EXCEEDING 150mm (6").
- SODDING:**
- OBTAIN APPROVAL OF FINISHED GRADE PRIOR TO INSTALLATION OF SOD.
 - SUPPLY AND PLACE SCREENED TOPSOIL OVER SUBGRADE WHICH HAS BEEN SCARIFIED TO 150mm DEPTH AND COMPACTED TO 85% S.P.D. PRIOR TO PLACEMENT OF TOPSOIL.
 - SUPPLY AND PLACE NUMBER ONE TURFGRASS NURSERY SOD, SOD THAT HAS BEEN ESPECIALLY SOFTENED AND CULTIVATED IN NURSERY FIELDS AS TURFGRASS CROP.
 - FINE GRADE TOPSOIL SURFACE FREE OF HUMPS AND HOLLOWES TO SMOOTH, EVEN GRADE, TO TOLERANCE OF +/- 15mm FOR TURFGRASS NURSERY SOD.
 - SURFACE TO DRAIN POSITIVELY AWAY FROM BUILDING.
 - LAY SOD WITHIN 24 HOURS OF BEING LIFTED IF AIR TEMPERATURE EXCEEDS 20 DEGREES CELSIUS.
 - LAY SOD PERPENDICULAR IN ROWS, JOINTS STAGGERED. BUTT SECTIONS CLOSELY WITHOUT OVERLAPPING OR LEAVING GAPS BETWEEN SECTIONS. CUT OUT IRREGULAR, DISCOLOURED OR THIN SECTIONS WITH SHARP IMPLEMENTS.
 - LAY SOD PERPENDICULAR TO DIRECTION OF SLOPE.
- PLANTING AREAS:**
- ALL INDICATED PLANTING AREAS TO INCLUDE 450mm PLANTING SOIL (TRIPLE MIX) AND 75mm OF NATURAL SHREDDED BARK MULCH.
 - TIMING AND PREPARATION OF PLANTING AREAS TO BE COORDINATED WITH ZOO STAFF.

- NOTE:**
- FLEXI-BOLLARDS** TO BE INSTALLED CENTRED ON TACTILE WARNING STRIPS. FLEXI-BOLLARDS TO BE "CYCLO-ZONE FLEXIBLE BOLLARD" SUPPLIED BY DEVLOTECH OR APPROVED EQUAL. (<http://www.devlootech.com/en/>) CONTACT SYLVAIN AUDET AT audets@devlootech.com TO BE FIXED TO CONCRETE PAVING WITH "BITU-LINK" EPOXY OR APPROVED EQUAL.
 - CONTRACTOR TO PROVIDE SHOP DRAWINGS OF WOOD BEAM AND WOOD RAILING FOR APPROVAL PRIOR TO FABRICATION.

- LEGEND:**
- EXISTING DECIDUOUS TREE TO REMAIN
 - EXISTING CONIFEROUS TREE TO REMAIN
 - PROPOSED TREE LOCATION (BY OWNER)
 - PROPOSED PLANTING AREA
 - PROPOSED ASPHALT PAVING
 - PROPOSED UNTINTED CONCRETE PAVING
 - PROPOSED TINTED CONCRETE PAVING
 - PROPOSED PLAY SURFACE
 - PROPOSED DETAIL KEY DETAIL # / SHEET #
 - TRASH AND RECYCLING UNITS - BY OWNER
 - BENCH - BY OWNER
 - PICNIC TABLE - BY OWNER
 - BIKE RACK - BY OWNER
 - EXISTING MAN HOLE
 - EXISTING CATCH BASIN
 - EXISTING WATER HYDRANT

Note:
This drawing is the property of the Landscape Architect and may not be reproduced or used without the expressed consent of the Landscape Architect. The Contractor is responsible for checking and verifying all levels and dimensions and shall report all discrepancies to the Landscape Architect and obtain clarification prior to commencing work.

- Contractor shall verify all dimensions and site conditions before proceeding with the work, and report any discrepancies to the Landscape Architect before proceeding. No allowance shall be made on behalf of the Contractor for failure to do so.
- Contractor shall be responsible for verifying and staking out the location of all existing utilities and services. Contractor shall give utilities advance notice prior to digging.
- Landscape Architect is not responsible for accuracy of survey or engineering drawings. Refer to appropriate drawings before proceeding with the work.
- Contractor shall establish all property boundaries and corner stakes, and shall be responsible for all costs of re-establishing them should they be disturbed.
- Contractor shall notify Landscape Architect minimum 48 hours prior to commencement of work to coordinate inspection schedules.
- Contractor to confirm physical layout of all landscape and plantings with Landscape Architect before proceeding.
- Construction must conform to all applicable Codes and Regulations of all authorities having jurisdiction.
- Refueling, lubrication and/or maintenance of construction vehicles is not permitted on site unless approved by the Owner in writing.
- Contractor shall be responsible for any damage to existing streets, sidewalks, structures, and mature trees to remain during construction of this project and shall repair such damage and clean up construction debris to the satisfaction of the Owner and the Municipality at no additional cost.
- The Contractor, upon acceptance of the contract, assumes complete responsibility and liability for the job site during the course of construction, and will ensure public safety and cleanliness of municipal roads near the site.
- All drawings, specifications and related documents are the copyright of the Landscape Architect and must be returned upon request. Reproduction of drawings, specifications and related documents in whole or in part is forbidden without the Landscape Architect's permission. Drawings are not to be scaled.



| No. | Issued / Revision | Date |
|-----|-------------------|---------------|
| 3. | FINAL REVIEW | JULY 12, 2018 |
| 2. | 90% REVIEW | MAR. 9, 2018 |
| 1. | 60% REVIEW | DEC. 08, 2017 |

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RIVERVIEW PARK AND ZOO PLAYGROUND ACCESSIBILITY IMPROVEMENTS

PETERBOROUGH, ONTARIO

Sheet Title
LAYOUT PLAN

Scale: 1:200

Date: JUNE 2017

Drawn By: TMM

Checked: BDB

B&A Project No.: 17-21

Drawing No.: **L2**



City of
Peterborough

To: Members of the Accessibility Advisory Committee

From: Carley Nhem, Program Manager, Accessibility Standards and Integration

Meeting Date: March 4, 2026

Report: Site Plan Reviews, Report AAC26-007

Subject

A report to review the recent list of Site Plan Control applications (SPC) submitted under the Planning Act, to allow the Accessibility Advisory Committee (AAC) to select applications they wish to review, and to seek feedback from the AAC on applications selected.

Recommendations

That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC26-007, dated March 04, 2026, of the Program Manager, Accessibility Standards and Integration as follows:

- a) That the AAC select the Site Plan Control (SPC) applications outlined in Appendix A that they wish to review.
- b) That a presentation from the Planning, Development and Urban Design Division regarding SPC the AAC selects, be received for information.
- c) That the AAC provide feedback on the SPC applications selected.

Executive Summary

- The AAC participates in a planning approval process for land development.

- The AAC selects which applications they wish to review and provides recommendations on how to make developments more accessible.

Background

The AAC participates in a planning approval process for land development subject to the City's Site Plan Control By-law (By-law 11-081, as amended) pursuant to Section 41 of the Planning Act.

Prior to an AAC meeting, the committee is briefed on Site Plan Control (SPC) applications through a standard SPC Notice, in addition the SPC applications are outlined as Appendix A. The AAC is given the opportunity to provide comment at the next scheduled AAC meeting. Per AODA section 29.(6), the AAC has the option to select only the applications they wish to review. The AAC may choose to decline reviews that are not of interest to the committee.

The purpose of the AAC's review of SPC applications is to provide recommendations on how to make developments more accessible, with a strong focus on site walkway networks, accessible parking spaces, building entrances and access to exterior amenity areas. Recommendations are shared with City staff and circulated to development applicants as part of a standard agency commenting process.

As per the Planning Act, accessibility for persons with disabilities is a matter of provincial interest and people involved in planning decisions shall have regard for accessibility when carrying out their responsibilities under the Act. Section 41 of the Planning Act allows a municipality to require the owner of the land to provide facilities designed to have regard for accessibility to the satisfaction of the municipality, as a condition of the approval of plans and drawings for Site Plan Control applications. The following matters are not subject to site plan control:

- interior design;
- exterior design, except to the extent that it is a matter relating to exterior access to a building that will contain affordable housing units or to any part of such a building;
- the layout of interior areas, excluding interior walkways, stairs, elevators and escalators;
- the manner of construction and standards for construction; and
- the appearance of elements, facilities and works on the land or any adjoining highway under a municipality's jurisdiction, except to the extent that the appearance impacts matters of health, safety and accessibility.

Strategic Plan

Strategic Pillar: Community & Well-being

Strategic Initiative: “Encourage our neighbourhoods to be safe, diverse, accessible, and affordable across all ages, incomes, and abilities.”

AAC recommendations focus on how to make developments more accessible for people with disabilities.

Budget and Financial Implications

There are no budgetary or financial implications associated with the recommendation.

Attachments

Appendix A: List of Site Plan Control Applications

Submitted by,

Carley Nhem
Program Manager, Accessibility Standards and Integration

Contact Name:

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Program Manager, Accessibility Standards and Integration
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Appendix A: List of Site Plan Control Applications

1. File No: SPC 1054

Application Type: Site Plan

Address: 90 Hunter Street E

Description: The development proposes a 17-storey, mixed-use building on the subject property, which is the current location of the Mark Street United Church. The new building would be located to the west of the original church structure, in the area of the existing multi-purpose room. The original church building will remain. The development proposes four levels of structured parking (including one partially below grade), approximately 204 square metres of commercial space along the Hunter Street East frontage, and 205 residential dwelling units. A total of 160 motor vehicle parking spaces and 200 bicycle parking spaces are proposed to support the development.