



**Accessibility  
Advisory Committee  
Meeting Agenda**

**Wednesday, September 4, 2019  
7 p.m.**

**Holland Room  
Aurora Town Hall**

Public Release  
August 28, 2019



**Town of Aurora  
Accessibility Advisory Committee  
Meeting Agenda**

**Date:** Wednesday, September 4, 2019

**Time and Location:** 7 p.m., Holland Room, Aurora Town Hall

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**1. Approval of the Agenda**

**Recommended:**

That the agenda as circulated by Legislative Services be approved.

**2. Declarations of Pecuniary Interest and General Nature Thereof**

**3. Receipt of the Minutes**

**Accessibility Advisory Committee Meeting Minutes of June 5, 2019**

**Recommended:**

That the Accessibility Advisory Committee meeting minutes of June 5, 2019, be received for information.

**4. Delegations**

## **5. Matters for Consideration**

### **1. Memorandum from Planner**

**Re: Application for Site Plan Amendment (Minor)  
Piramal Healthcare  
110 Industrial Parkway North  
Plan 246 Pt Lot 103 Plan 65R4062 Part 3 & 4  
File Number: SP-2019-05**

(Full-size drawings will be available at the meeting.)

#### **Recommended:**

1. That the memorandum regarding Application for Site Plan Amendment (Minor), Piramal Healthcare, 110 Industrial Parkway North, Plan 246 Pt Lot 103 Plan 65R4062 Part 3 & 4, File Number: SP-2019-05, be received; and
2. That the Accessibility Advisory Committee provide comment regarding the Site Plan Amendment.

### **2. Memorandum from Accessibility Advisor**

**Re: Ban of Single-Use Plastic Straws**

#### **Recommended:**

1. That the memorandum regarding Ban of Single-Use Plastic Straws be received; and
2. That the Accessibility Advisory Committee provide comments regarding the ban of single-use plastic straws.

### **3. Round Table Discussion**

**Re: Town of Aurora Accessibility Plan 2018 to 2024**

#### **Recommended:**

1. That the comments and suggestions regarding the Town of Aurora Accessibility Plan 2018 to 2024 be received and referred to staff for consideration and action as appropriate.

## **6. Informational Items**

### **4. Memorandum from Senior Policy Planner**

**Re: Library Square – Preferred Church Street Design Options**

**Recommended:**

1. That the memorandum regarding Library Square – Preferred Church Street Design Options be received for information.

### **5. Memorandum from Accessibility Advisor**

**Re: Accessibility Advisory Committee Input and Comments for Site Plan Applications**

**Recommended:**

1. That the memorandum regarding Accessibility Advisory Committee Input and Comments for Site Plan Applications be received for information.

### **6. Memorandum from Deputy Town Clerk**

**Re: Advisory Committee Chair Rotation**

**Recommended:**

1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.

## **7. Adjournment**



**Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes**

<b>Date:</b>	Wednesday, June 5, 2019
<b>Time and Location:</b>	7 p.m., Holland Room, Aurora Town Hall
<b>Committee Members:</b>	John Lenchak (Chair) (arrived 7:50 p.m.), Hailey Reiss (Vice Chair), Matthew Abas, Gordon Barnes, Max Le Moine and Jo-anne Spitzer
<b>Members Absent:</b>	Councillor Rachel Gilliland
<b>Other Attendees:</b>	Robin McDougall, Director of Community Services, Mat Zawada, Accessibility Advisor, and Nicole Trudeau, Committee Coordinator

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The Vice Chair called the meeting to order at 7 p.m.

**1. Approval of the Agenda**

**Moved by Matthew Abas  
Seconded by Max Le Moine**

That the agenda as circulated by Legislative Services be approved.

**Carried**

**2. Declarations of Pecuniary Interest and General Nature Thereof**

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*

**3. Receipt of the Minutes**

**Accessibility Advisory Committee Meeting Minutes of May 8, 2019**

Accessibility Advisory Committee Meeting Minutes  
Wednesday, June 5, 2019

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**Moved by Matthew Abas  
Seconded by Gordon Barnes**

That the Accessibility Advisory Committee meeting minutes of May 8, 2019, be received for information.

**Carried**

#### **4. Delegations**

None

#### **5. Matters for Consideration**

##### **1. Memorandum from Director of Community Services Re: Library Square Design**

Staff introduced the consultants, David Leinster of The Planning Partnership, and Thomas Nemeskeri of RAW Design Inc., who presented an overview of the latest interior and exterior features of the Library Square Design including the performance hall (features, sample uses and theatre configuration), accessible parking (off-street and on-street parking) and the current project schedule.

The Committee received the comments of the presentation for information.

The consultants, staff and the Committee discussed various amenities and features of the Library Square Design, including the theatre configuration of the performance hall (accessible, adaptable and companion seating), exterior and interior accessible pedestrian routes, and site finishings (plant material), along with the number and location of accessible parking spaces.

**Moved by Matthew Abas  
Seconded by Gordon Barnes**

1. That the memorandum regarding Library Square Design be received for information.

**Carried**

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Wednesday, June 5, 2019

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**2. Memorandum from Planner**

**Re: Site Plan Application, J.E. DEL Management Inc., 2 Scanlon Court,  
Aurora, ON L4G 4C3, Part of Lot 105, Reg. Plan 246, File Number:  
SP-2019-01**

Staff provided an overview of the Site Plan Application, and the Committee reviewed the site plan and discussed accessibility standards to be considered as part of the site plan application.

**Moved by Max Le Moine  
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Site Plan Application, J.E. DEL Management Inc., 2 Scanlon Court, Aurora, ON L4G 4C3, Part of Lot 105, Reg. Plan 246, File Number: SP-2019-01 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Site Plan Application be considered by staff:
  - (a) Request a power door operator at each entrance; and
  - (b) Request additional curb cuts along the exterior path of travel (walkway); and
  - (c) Request for the exterior path of travel (walkway) to connect to the future sidewalk, along Scanlon Court; and
  - (d) Request that parking be moved to be adjacent with the proposed building.

**Carried**

**3. Memorandum from Planner**

**Re: Application for Site Plan Amendment, St. Andrew's College  
15800 Yonge Street, Part of Lot 84, Concession 1 WYS, File Number:  
SP-2019-02**

Staff provided an overview of the Application for Site Plan Amendment, and the Committee reviewed the site plan and discussed accessibility standards to be considered as part of the application for site plan amendment.

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**Moved by Matthew Abas  
Seconded by Max Le Moine**

1. That the memorandum regarding Application for Site Plan Amendment, St. Andrew's College, 15800 Yonge Street, Part of Lot 84, Concession 1 WYS, File Number: SP-2019-02 be received; and
2. That the following Accessibility Advisory Committee comments regarding the Application for Site Plan Amendment be considered by staff:
  - (a) Request a power door operator at each entrance;
  - (b) Request a marked crosswalk between the parking lot and main entrance, with a curb cut; and
  - (c) Request to review and comment on the interior drawings for the theatre, at a future Accessibility Advisory Committee.

**Carried**

#### **4. Round Table Discussion**

##### **Re: Town of Aurora Accessibility Plan 2018 to 2024**

Staff provided an overview of the Town of Aurora Accessibility Plan 2018 to 2024, including the status of various project items in Appendix "B" – Recommended Accessibility Items 2018-2024.

The Committee agreed to develop a checklist to assess needs, identify barriers and issues of concern to ensure Town facilities are accessible and exceed the requirements under the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11, as amended, and the *Building Code Act, 1992*, S.O. 1992, c. 23, as amended.

The Committee discussed new project items to be added to Appendix "B" – Recommended Accessibility Items 2018-2024, including an induction loop in the Holland Room.



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**Moved by Matthew Abas  
Seconded by Gordon Barnes**

1. That the comments and suggestions regarding the Town of Aurora Accessibility Plan 2018 to 2024 be received and referred to staff for consideration and action as appropriate.

**Carried**

## **6. Informational Items**

### **5. Memorandum from Accessibility Advisor Re: Ontario BIA Association (OBIAA) Handbook**

Staff provided an overview of the handbook produced by the Ontario BIA Association called “The Business of Accessibility: How to Make Your Main Street Business Accessibility Smart”, and noted that the handbook offers no cost and low cost suggestions, gathered from those with first-hand experience, to inspire businesses to go beyond the minimum requirements of the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11, as amended.

The Committee was encouraged to visit [www.obiaa.com/accessibility](http://www.obiaa.com/accessibility) to download an accessible version of the handbook.

**Moved by Jo-anne Spitzer  
Seconded by Max Le Moine**

1. That the memorandum regarding Ontario BIA Association (OBIAA) Handbook be received for information.

**Carried**

### **6. Memorandum from Accessibility Advisor Re: Accessible Documents Project**

Staff provided an overview of the Accessible Documents Project, including the current project schedule, – and noted that the internal project, when launched, will include accessible templates, guidelines and step-by-step instructions for Town staff to make information accessible.

Accessibility Advisory Committee Meeting Minutes  
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**Moved by Max Le Moine  
Seconded by Jo-anne Spitzer**

1. That the memorandum regarding Accessible Documents Project be received for information.

**Carried**

## **7. Adjournment**

**Moved by Jo-anne Spitzer  
Seconded by Max Le Moine**

That the meeting be adjourned at 8:35 p.m.

**Carried**



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Box 1000  
Aurora, ON L4G 6J1  
**Phone:** 905-727-3123 Ext. 4347  
**Email:** kbibby@aurora.ca  
**www.aurora.ca**

**Planning and Development Services**

## **INTERNAL MEMORANDUM**

**DATE:** August 13, 2019

**TO:** B. Butler, Planning and Development Services  
S. Sample, Zoning Review, Planning and Development Services  
A. Ierullo, Planning and Development Services  
G. Greidanus, Operational Services  
P. De Sario, Corporate Services  
J. McDonald, Central York Fire Services  
M. Zawada, Accessibility Advisory Committee

**CC:** Mayor and Members of Council  
D. Waters, Director of Planning and Development Services  
M. Bat, Engineering and Capital Delivery  
Council Secretariat, Corporate Services

**FROM:** Katherine Bibby, Planning and Development Services

**Re:** **Application for Site Plan Amendment (Minor)**  
**Piramal Healthcare**  
**110 Industrial Parkway North**  
**PLAN 246 PT LOT 103 PLAN 65R4062 PART 3 & 4**  
**File Number: SP-2019-05**

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A Site Plan Application has been submitted to the Planning and Development Services department for review. The Applicant is proposing to construct a building addition with a GFA of 956 m<sup>2</sup> and an expanded parking area (52 parking spaces) of 1,393 m<sup>2</sup>. Please find enclosed copies of the following materials submitted in conjunction with the subject Application:

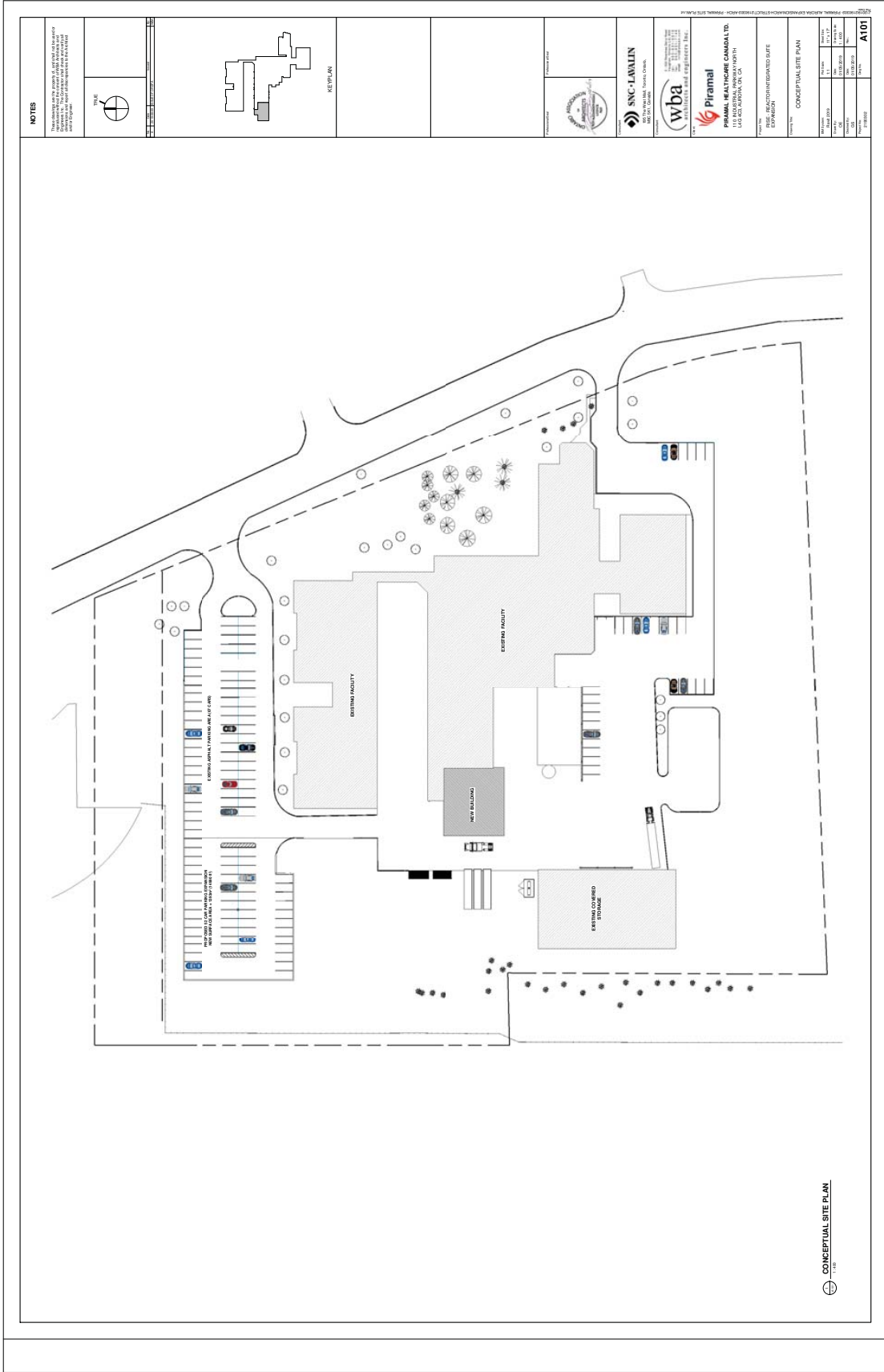
- Site Plan prepared by SNC Lavalin and wba architects and engineers dated May 2019;
- Survey prepared by E.R. Garden Limited April 2019;
- Elevations prepared by prepared by SNC Lavalin and wba architects and engineers dated May 2019;
- Landscape Plans prepared by landscape planning landscape architects, July 2019;
- Landscape Cost Estimate dated August 2019;
- Stormwater Management Plan prepared by SNC Lavalin, August 2019;
- Grading/Drainage Plan prepared by SNC Lavalin and wba architects and engineers dated August 2019;

- Letter re: Section 9 Approval Requirements (Environmental Compliance Approval requirements) prepared by Piramal, dated August 9, 2019;
- Outdoor Lighting Plan prepared by SNC Lavalin and wba architects and engineers dated July 2019;
- Section 59 Notice issued by York Region on August 9, 2019; and,
- Phase 1 ESA prepared by SARAFINCHIN Associates Limited, June 2013.

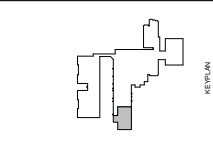
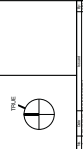
I would appreciate receiving your comments by **August 26, 2019**.

Should you have any questions regarding the above noted proposal, please feel free to contact me.

Attach.



**NOTES**  
 1. This drawing is for informational purposes only. It is not intended to be used for construction or other purposes without the written consent of the architect.  
 2. All dimensions are in feet and inches unless otherwise noted.  
 3. The architect shall be responsible for obtaining all necessary permits and approvals from the appropriate authorities.



**LEGEND**

**SNC-LAVALIN**  
 1000 Avenue des Canadiens  
 Montreal, QC H3T 1C6  
 Canada

**wiba**  
 WILSON BROS. INC.  
 1000 Avenue des Canadiens  
 Montreal, QC H3T 1C6  
 Canada

**Piramal**  
**PIRAMAL HEALTHCARE CANADA LTD.**  
 1111 INDUSTRIAL AVENUE NORTH  
 MISSISSAUGA, ON L4X 1L1

Project Name: CONCEPTUAL SITE PLAN  
 Project No.:  
 Date: 09/04/19  
 Scale: 1/8" = 1'-0"  
 Drawing No.: A101



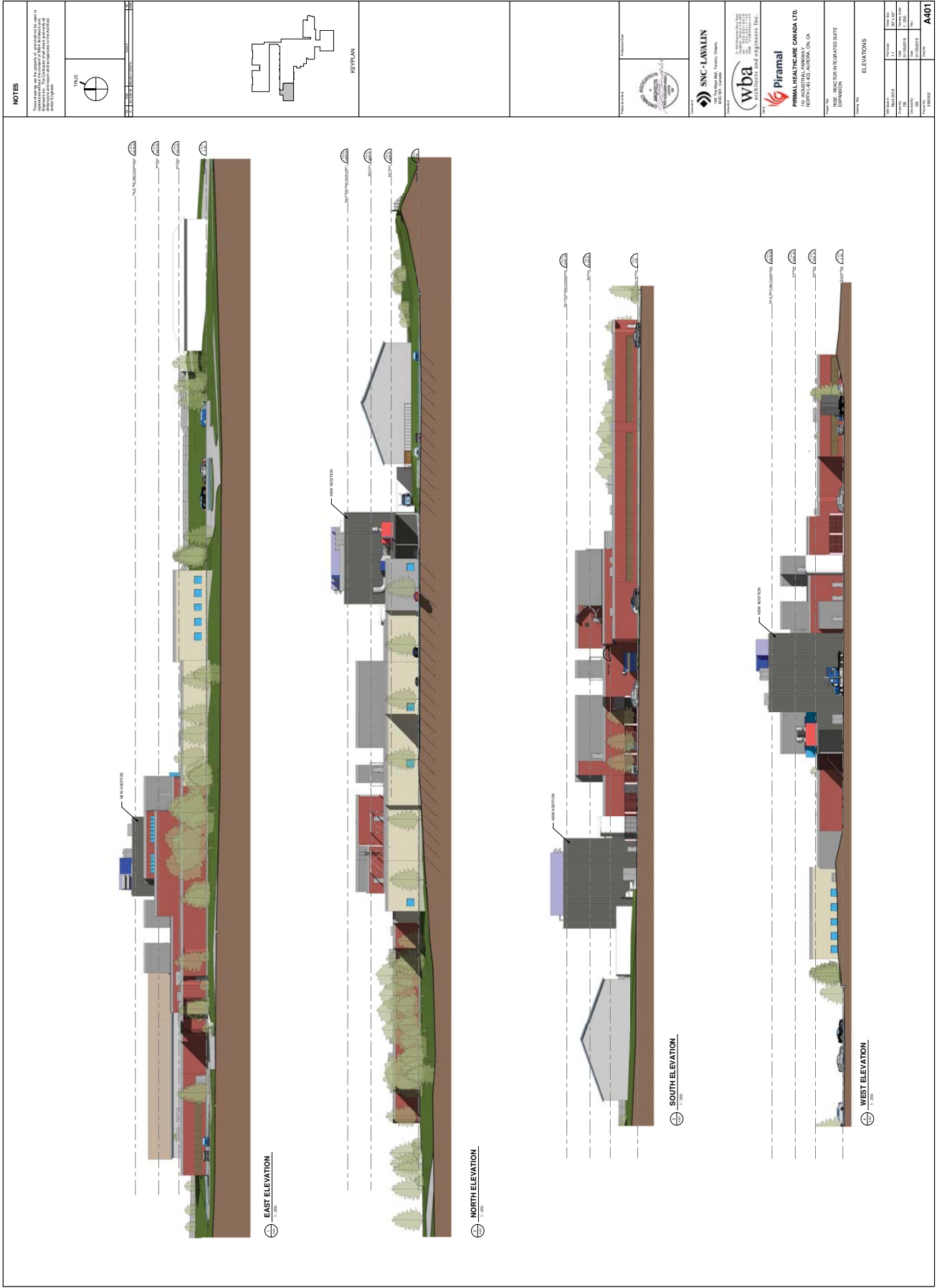
ITEM	DESCRIPTION	DATE	STATUS
1	PROJECT INFORMATION (PROJECT TITLE, ADDRESS, CLIENT, etc.)		
2	GENERAL NOTES		
3	EXISTING CONDITIONS		
4	PROPOSED CONDITIONS		
5	UTILITIES		
6	LANDSCAPE		
7	CONSTRUCTION		
8	ASPHALT		
9	CONCRETE		
10	PAVING		
11	ROOFING		
12	MECHANICAL		
13	ELECTRICAL		
14	PLUMBING		
15	HEATING		
16	Cooling		
17	Structural		
18	Foundation		
19	Other		

SITE STATISTICS	
Zone	Commercial
Area	10,000 sq. ft.
Volume	10,000 cu. ft.
Height	100 ft.
Setback	10 ft.
Other	...

**LEGAL DESCRIPTION**

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ITEM	DESCRIPTION	DATE	STATUS
1	PROJECT INFORMATION (PROJECT TITLE, ADDRESS, CLIENT, etc.)		
2	GENERAL NOTES		
3	EXISTING CONDITIONS		
4	PROPOSED CONDITIONS		
5	UTILITIES		
6	LANDSCAPE		
7	CONSTRUCTION		
8	ASPHALT		
9	CONCRETE		
10	PAVING		
11	ROOFING		
12	MECHANICAL		
13	ELECTRICAL		
14	PLUMBING		
15	HEATING		
16	Cooling		
17	Structural		
18	Foundation		
19	Other		



ELEVATIONS	
East Elevation	11/2018
North Elevation	11/2018
South Elevation	11/2018
West Elevation	11/2018

<p>NOTES</p> <p>DATE: 11/2018</p> <p>KEY PLAN</p>	<p>SNC-LAVALLIN</p> <p>wba</p> <p>Piramal</p> <p>PRIMAL HEALTHCARE CANADA LTD. NORTH OF 50 AVE. NW, CALGARY, AB, CANADA</p>
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**Town of Aurora  
Corporate Services**

## **Memorandum**

**Date:** September 4, 2019  
**To:** Accessibility Advisory Committee  
**From:** Mat Zawada, Accessibility Advisor  
**Re:** **Ban of Single-Use Plastic Straws**

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### **Recommendation**

- 1. That the memorandum regarding Ban of Single-Use Plastic Straws be received; and**
- 2. That the Accessibility Advisory Committee provide comments regarding the ban of single-use plastic straws.**

### **Background**

As directed by Council at its meeting on September 18, 2018, this memorandum provides information on the proposed banning of plastic straws in Aurora.

Recent news revived public concerns around how plastic waste can harm fish and wildlife through entanglement, direct consumption, or entering the food web when it decomposes and breaks down into micro-plastics. Much of that plastic waste is from single-use plastics: take-out containers, shopping bags, cutlery, stir sticks and straws. In addition, China, Canada's largest buyer of recycled material, recently imposed strict criteria on acceptable material, leaving cities scrambling to find new markets.

Both the provincial and federal governments have made strong commitments to banning single-use plastics within the waste stream. Commitments include the banning of single-use plastics as early as 2021 under the *Canadian Environmental Protection Act* with the Federal Government, and by 2025 under Bill 82, Single-Use Plastics Ban Act, 2019, which recently passed first reading at the Ontario Legislature.



Ban of Single-Use Plastic Straws  
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Accessibility is concerning for public officials, as there are technical barriers for replacing plastic straws with current market alternatives. People with a range of disabilities (e.g. cerebral palsy, muscular dystrophy and multiple sclerosis, among others) depend on plastic straws to access water and other beverages. The compostable options do not maintain their integrity, especially with hot drinks. The reusable metal or glass options are not malleable or soft enough for some with certain disabilities and hazardous if bitten unintentionally. For many, plastic straws are a way to drink independently. Banning plastic straws will disadvantage people with disabilities.

The best alternative to plastic straws are silicone options, having many of the same advantages. Though similar, it is not practical for businesses to provide silicone straws as one-time use items. Nor is it fair to ask people who need these straws to bear the cost and trouble of buying and maintaining them. Administering a reuse system of silicone straws at facilities and restaurants is also impractical to implement.

Staff recommend that an “offer first” policy for plastic straws at Town facilities be implemented in the short term, as it will reduce waste while being AODA compliant.

The plastic waste market is changing quickly due to provincial and federal initiatives, and implications from those legislative changes will have a greater impact on plastic use in the Aurora community than any local ban.

## **Attachments**

None



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[www.aurora.ca](http://www.aurora.ca)

**Planning and Development Services**

## **INTERNAL MEMORANDUM**

**DATE:** September 4, 2019

**TO:** Mat Zawada, Accessibility Advisor

**CC:** R. McDougall, Director of Community Services  
A. Ierullo, Manager of Policy Planning and Economic Development  
Manager of Development Planning  
D. Waters, Director of Planning and Development Services

**FROM:** Andria Sallesse, Senior Policy Planner, Planning and Development Services

**RE:** **Library Square – Preferred Church Street Design Options**

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On July 23, 2019, Council approved staff's recommendation for a preferred Design Option for the segment of Church Street between Yonge Street and Victoria Street, as part of the redevelopment of the Library Square site.

Three design options were reviewed by the transportation consultant hired by the Town (BA Group). The consultant recommended finding a balance between good design, costs, and accommodating additional parking demand. Based on these factors, and input from the local community, Town staff recommended Design Option 2B.

Design Option 2B removes the boulevard treatment and street trees on the north side of Church Street (west side) in front of the Library, and replaces it with lay-by parking. The boulevard treatment, including the existing street trees that form part of the cultural heritage landscape in front of 22 Church Street, would continue to be maintained.

On-street parking would be provided on the south-west side of Church Street mirroring the lay-by stalls on the north side of the street. This option also limits on-street parking on the south side of Church Street in front of the existing residences. In total, Option 2B could see a total of 3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall, for a total of 21 stalls.

Library Square – Preferred Church Street Design Options  
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The benefits of Option 2B is that the design maintains many of the existing street trees on Church Street, protects for the heritage landscape in front of the Cultural Centre, adds accessible parking, and provides the street width necessary to accommodate two-way traffic. The parking configuration proposed in Option 2B could also provide additional traffic calming on Church Street.

If there are any questions or clarification required, please contact Andria Sallesse, ext. 4342.

Attachment 1 – General Committee Report No. PDS19-063 – Library Square – Church Street Parking – Design Options Recommendation Report (dated July 16, 2019)



**Town of Aurora  
General Committee Report**

Attachment 1  
No. PDS19-063

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**Subject: Library Square – Church Street Parking - Design Options  
Recommendation Report**

**Prepared by: Andria Sallesse, Senior Policy Planner**

**Department: Planning and Development Services**

**Date: July 16, 2019**

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## **Recommendation**

- 1. That Report No. PDS19-063 be received;**
- 2. That Council direct staff to proceed with Design Option 2B for the Church Street right -of-way; and,**
- 3. That Town Staff continue to liaise with York Region Transit and the consultants to ensure there are no conflicts with the existing bus route.**

## **Executive Summary**

The purpose of this report is to provide Council with a summary of public feedback received at the Church Street Public Open House on May 23<sup>rd</sup>, 2019. The report also seeks Council direction on the preferred design option for the Church Street right-of-way. The report can be summarized as follows:

- Four parking options were presented for feedback from the public;
- Public feedback on the Parking Design Options was mixed; and,
- Option 2B was selected as the preferred design option for Church Street.

## **Background**

Since 2000, Council has directed Staff to undertake various studies to address the parking supply in the downtown. A summary of those initiatives are summarized in Report No. PDS19-018.

At a Special Meeting of Council on March 21<sup>st</sup>, 2019, Council approved the following recommendation directing staff to consult with the public relating to additional on-site parking on Church Street:

1. That Council approve \$145,740.00 to the Library Square budget to be funded as per Funding Strategy Report FS19-012 for additional on-site parking on Church Street subject to further public consultation, conditional on the approval of the addition to the Church Street School.

Staff have prepared the following report to summarize feedback from the public open house and additional correspondence, and to provide a recommendation on the preferred option.

## **Analysis**

### **Four parking options were presented for public feedback**

Further to Council direction on March 21<sup>st</sup>, 2019 (Report No. PDS19-018), the Town of Aurora and the consultants hosted a Public Open House on Thursday May 23<sup>rd</sup>, 2019 at the Aurora Public Library. The purpose of the Public Open House was to introduce potential options to modify the Church Street right-of-way as part of the Library Square redevelopment and seek public feedback. Approximately 15 residents attended the public open house to provide feedback.

Four parking options were presented to the public, three of which were modifications of the option presented to Council on March 27, 2019 (Staff Report No. PDS19-018) (Table 1).

The first option was a 'Do Nothing' option (see Attachment 1) that maintains existing on-street parking permissions on the north side of Church Street, retains existing street trees and sidewalk in the boulevard. With the redevelopment of the Library Square site and removal of the existing driveways, this Option could provide 3 to 4 additional on-street parking on the north side of Church Street. In total, this Option could see a total of 16 on-street parking stalls (13 of which are existing).

Option 1 (see Attachment 2) proposes a slight modification to the "Do Nothing" option by adding a paved area in the boulevard to accommodate three new on-street accessible spaces and one on-street loading space. In total, Option 1 could see a total of 12 on-street parking stalls, 3 accessible stalls, and 1 loading stall for a total of 16 (13 of which are existing).

Option 2A (see Attachment 3) removes the existing boulevard treatment and street trees on the north side of Church Street and replaces it with lay-by parking. The soft

landscape area (sod and heritage trees) is maintained within the tree protection zone. On-street parking would be introduced on the south side of Church Street. In total, Option 2A could see a total of 9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall for a total of 24 stalls.

To address potential issues related to the removal of many of the existing street trees on Church Street, and introducing additional on-street parking on the south side of the street, Option 2B proposes a hybrid of Options 1 and 2A (Attachment 4). Option 2B removes the boulevard treatment and street trees on the north side of Church Street (west side) in front of the Library, and replaces it with lay-by parking. The boulevard treatment including the existing street trees in front of 22 Church Street and the plaza would continue to be maintained.

On-street parking would be provided on the south-west side of Church Street mirroring the lay-by stalls on the north side of the street. This option also limits on-street parking on the south side of Church Street in front of the existing residences. In total, Option 2B could see a total of 3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall, for a total of 21 stalls.

### **Public feedback on the Parking Design Options was mixed**

Feedback received on the parking options from participants at the Public Open House was mixed (see Attachment 1). Generally, however, participants were supportive of a design option that balanced good streetscape design, preserving existing trees, promoting walkability, and providing additional parking on Church Street and the balance of the site.

Planning staff also spoke with two residents and one business owner on Church Street. While some residents on the south side of Church Street preferred the design options that did not include on-street parking in front of their properties, one of the business owners indicated that they were in favour of providing additional on-street parking for their patrons.

### **Option 2B was selected as the preferred design option for Church Street**

The Options were also reviewed by the Transportation consultant hired by the Town (BA Group). The consultant's recommendation is that it is important to find a balance between good design, costs, and accommodating additional parking demand. Based on these factors, public input and the consultant's recommendations, Town Staff

recommend Option 2B. Option 2B provides a total of 21 parking stalls, including 8 additional parking spaces, maintains many of the existing street trees on Church Street, protects for the heritage landscape in front of the Cultural Centre, and provides the street width necessary to accommodate two-way traffic. The Transportation consultant and the Town's Transportation Analyst advise that alternating parking could provide additional traffic calming on Church Street.

The consultant also recommends further consultation with York Region Transit on the design of Option 2B and the proposed perpendicular parking configuration on Victoria Street. The consultant advises that the perpendicular parking configuration on Victoria Street could impact existing transit routes with vehicles reversing into a live traffic lane. Finally, with respect to the design of the parking lot on the north-east side of the site, the consultant recommends, where possible, to reduce hardscaping and create additional space for trees and landscaping.

### **Advisory Committee Review**

The proposed approach to accessible parking was presented to the Accessibility Advisory Committee as part of the Library Square review. The current design includes additional accessible parking as requested by both the Committee and Council.

### **Legal Considerations**

The Town's Zoning By-law exempts the Town from complying with the parking requirements of the By-law since the site is not adjacent to a residential zone.

### **Financial Implications**

On March 21, 2019, as per the Library Square – Funding Strategy Report FS19-012 Council approved an increase of \$145,740.00 to the Library Square budget for additional on-site parking on Church Street subject to further public consultation and conditional upon the approval of the addition to the Church Street School. The addition to the Church Street School was approved on March 21<sup>st</sup> and the required public Open House in this regard was held on May 23<sup>rd</sup>, 2019.

Based partially upon the feedback received from the Public Open House, working with its consultant, the Town has generated four options to address additional on-site parking on Church Street. Table 1 below provides a summary of these noted options,

including the relative cost of each option. The Town’s consultant notes that, as a result of the cost of replacing a section of the sidewalk along the accessible parking spaces on Church Street, and the need for a continuous curb cut, design Option 2A being the original option approved by Council on March 21<sup>st</sup> would require an additional \$15,010 from the initial amount budgeted. The cost of the preferred, Option 2B, is approximately \$93,500, resulting in a savings of approximately \$52,240, which can be redirected to other parking needs. The additional cost relating to the design of Option 2B would be funded from these noted savings.

**Table 1: Church Street Parking Options**

Option Name	Proposed Parking	Total Parking	Estimated Cost		
			Total Investment	Approved Budget	Estimated Savings / Short-fall
Do Nothing	No change.	<b>13</b> existing on-street parking stalls	\$145,740	\$145,740	\$0
Option 1	12 on-street parking stalls, 3 accessible stalls, and 1 loading stall	<b>16</b> (3 new, 13 existing)	\$145,740	\$145,740	\$0
Option 2A	9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall	<b>Up to 24</b> (14 new, 13 existing)	Approximately \$160,750	\$145,740	(\$15,000)
Option 2B*	3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall	<b>Up to 21</b> (8 new, 13 existing)	Approximately \$93,500	\$145,740	\$52,240

\*Recommended Option

**Communications Considerations**

Notice was provided to residents and business owners within 120 metres of the subject area. Staff also hand delivered notices to all property owners on Church Street who are directly affected by the proposed design options.



Approximately 15 members of the public attended the Public Open House, many who reside or own businesses in the area. Attendees provided feedback by speaking directly with staff, by writing their comments on sticky notes, or on a comment card.

Copies of the notice and a reduced copy of the display panels from the May 23<sup>rd</sup> Public Open House were delivered by hand to the property owners and residents on the south side of Church Street.

Feedback from the Public Open House was summarized and, on June 11<sup>th</sup>, 2019, a draft of the summary document was emailed to attendees to allow participants an opportunity to review the document and provide additional comments. Comments from the Public Open House, including any additional comments received by email, are listed in Attachment 1.

### **Link to Strategic Plan**

The development of Library Square supports the following Strategic Plan goals and key objectives by supporting an exceptional quality of life for all in its accomplishment in satisfying requirements in the following key objectives within these goal statements: investing in sustainable infrastructure, celebrating and promoting our culture, encouraging an active and healthy lifestyle; and strengthening the fabric of our community.

Enabling a diverse, creative and resilient economy in its accomplishment in satisfying requirements in promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business.

### **Alternative to the Recommendation**

None

### **Conclusions**

On the basis of the consultant and Town Staff's recommendations to find a balance between good design, costs, and accommodating additional parking demand, and input from the public, Option 2B is recommended as the preferred parking Option. The implementation of this option will cost approximately \$93,000. The cost of the design Option 2B would be funded from the Church Street budget for Library Square.

July 16, 2019

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Report No. PDS19-063

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The consultant further recommends consulting with York Region Transit on Option 2B, as well as the proposed perpendicular parking on Victoria Street. Finally, with respect to the design of the parking lot on the north-east side of the site, the consultant recommends, where possible in the site design, to reduce hardscaping and create additional space for trees and landscaping.

## **Attachments**

Figure 1: Existing Context and 'Do Nothing' Option  
Figure 2: Option 1  
Figure 3: Option 2A  
Figure 4: Option 2B  
Attachment 1: Public Feedback Summary

## **Previous Reports**

Special Meeting of Council Report No. PDS19-018, dated March 21, 2019.

## **Pre-submission Review**

Agenda Management Team Meeting review on June 28, 2019.

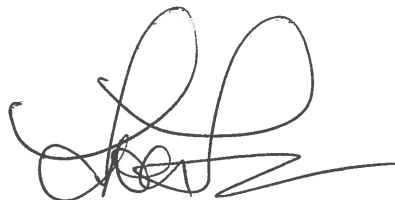
## **Departmental Approval**



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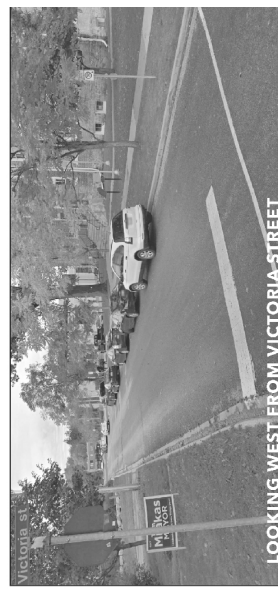
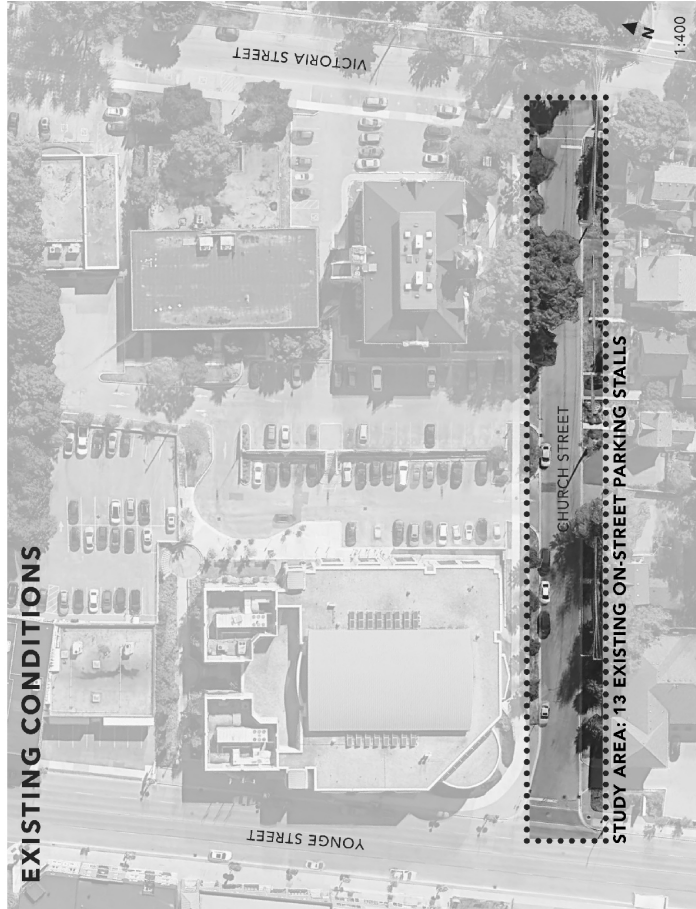
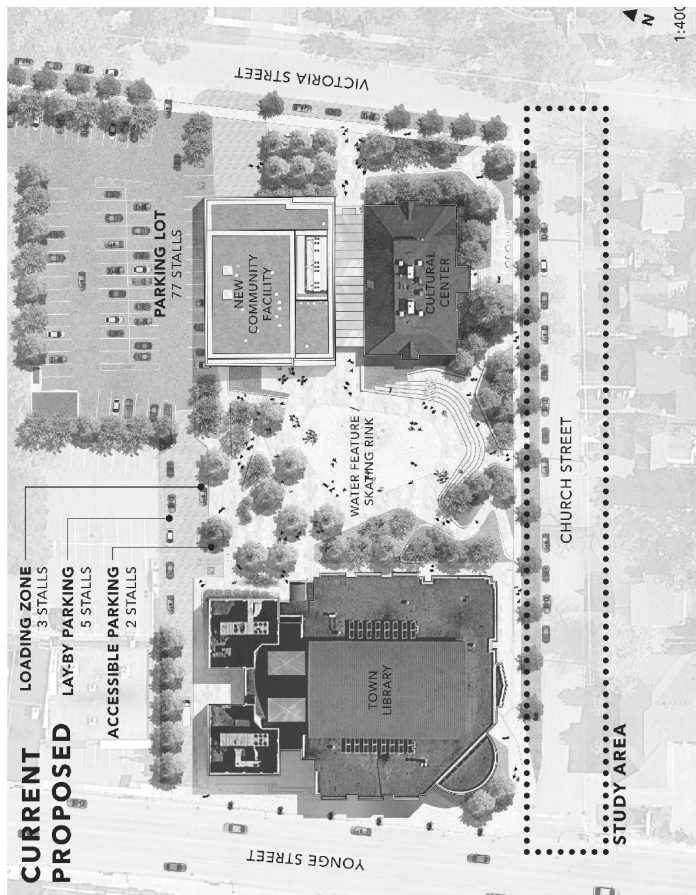
**David Waters, MCIP, RPP  
Director  
Planning and Development Services**

## **Approved for Agenda**



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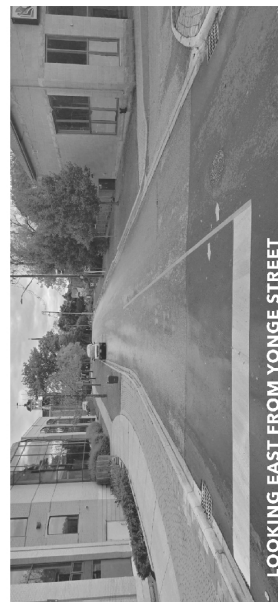
**FOR Doug Nadorozny  
Chief Administrative Officer**



LOOKING WEST FROM VICTORIA STREET



EXISTING DRIVEWAYS



LOOKING EAST FROM YONGE STREET

**“DO NOTHING” OPTION**

FIGURE 1



- 16 STALLS TOTAL:**
- 12 ON-STREET STALLS
  - 3 ACCESSIBLE STALLS
  - 1 LOADING STALL

MAINTAIN EXISTING STREET TREES AND SIDEWALK

ADDITION OF PAVED AREA IN BOULEVARD TO ACCOMMODATE ON-STREET ACCESSIBLE AND LOADING PARKING



**OPTION 1**

**FIGURE 2**

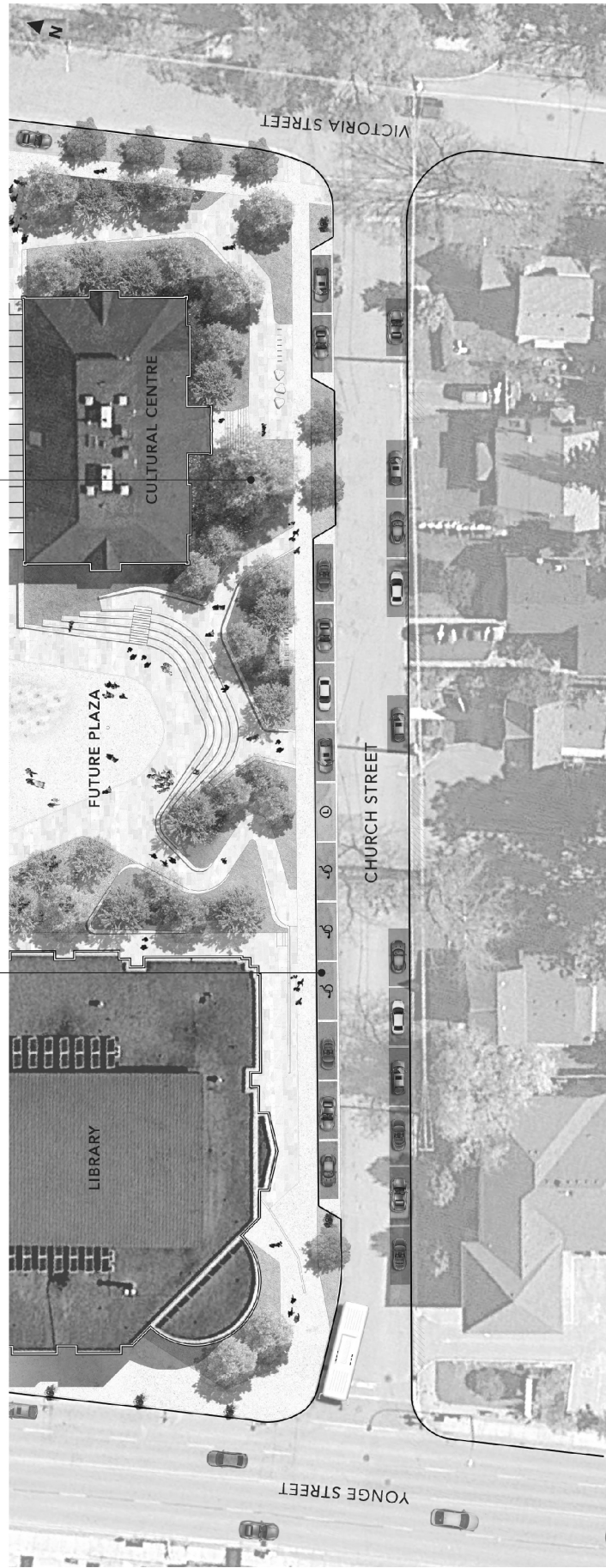


**24 STALLS TOTAL:**

- 9 LAY-BY STALLS
- 11 ON-STREET STALLS
- 3 ACCESSIBLE STALLS
- 1 LOADING STALL

REMOVE BOULEVARD TREATMENT AND STREET TREES AND REPLACE WITH PARKING LAY-BYS

SOFTSCAPE WITHIN THE HERITAGE TREE PROTECTION ZONE IS MAINTAINED



1:200

**OPTION 2A**

**FIGURE 3**



**21 STALLS TOTAL:**

- 3 LAY-BY STALLS
- 14 ON-STREET STALLS
- 3 ACCESSIBLE STALLS
- 1 LOADING STALL



**OPTION 2B**

**FIGURE 4**

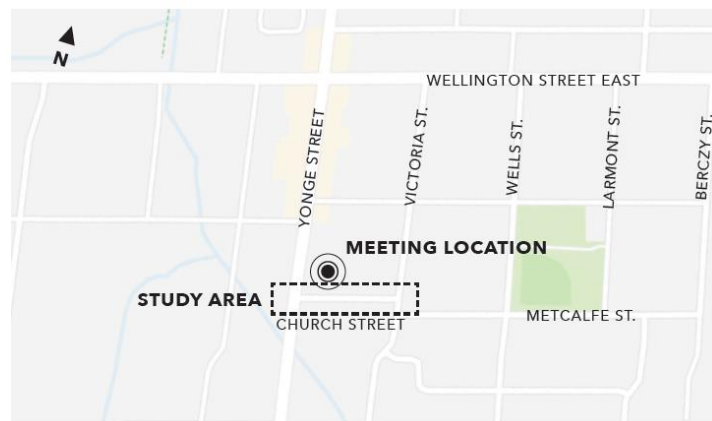


**Church Street Parking (Library Square)**

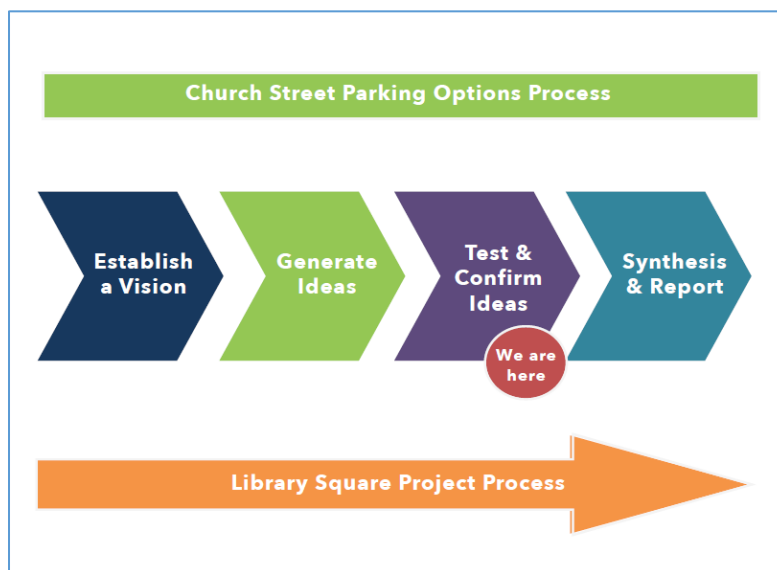
**Public Open House Summary**

Event Overview

The Town of Aurora and the consultants hired on behalf of the Town (The Planning Partnership and BA Group) hosted a Public Open House on Thursday May 23<sup>rd</sup>, 2019 at the Aurora Public Library (15145 Yonge St, Magna Room). The purpose of the Public Open House was to provide information about the review process, introduce potential options to modify the Church Street right-of-way as part of the Library Square redevelopment, and seek feedback from the public.



The Public Open House included display boards containing information on the Parking Options, which were prepared by the consultant team and Town of Aurora staff. In addition to the consultant team, staff from Planning, Corporate Communications, and Transportation Services were present at the community meeting to answer questions from the public.



Approximately 15 members of the public attended the Public Open House, many who reside or own businesses in the area. Attendees provided feedback by speaking directly with staff, by writing their comments on sticky notes (see photos below) or on a comment card.

**Parking Options**

Four parking options were presented to the public. The first option was a ‘Do Nothing’ option (see Figure 1). This Option maintains existing on-street parking permissions on the north side of Church Street, retains existing street trees in the boulevard and the position of the existing sidewalk. With the redevelopment of the Library Square site, this Option could provide 3 to 4 additional on-street parking on the north side of Church Street. In total, this Option could see a total of 16 on-street parking stalls (13 of which are existing).



**Figure 1: “Do Nothing Option”**

Option 1 (Figure 2) proposes a slight modification to the “Do Nothing” option by adding a paved area in the boulevard to accommodate three on-street accessible spaces and one on-street loading space. In total, Option 1 could see a total of 12 on-street parking stalls, 3 accessible stalls, and 1 loading stall for a total of 16 (13 of which are existing).





Figure 2: Option 1

Public Feedback:

- This option is preferable as it maintains the existing street trees;
- Consider a secondary entrance to the south-east corner of the library for easier access from Church Street;
- Widen the intersection at Yonge Street and Church Street to accommodate bus turning movements;
- Focus on changing behaviours and get people walking rather than adding more parking spaces for cars;
- Consider converting on-street parking on Yonge Street to a 15-minute drop off to take advantage of the accessibility ramp connecting to the west entrance of the Library; and
- Make sure there are enough drop-off spots per building (Library, Cultural Centre, and the new Community Facility).

Option 2A (Figure 3) removes the boulevard treatment and street trees on the north side of Church Street and replaces them with parking lay-bys. A softscape area is provided within the heritage tree protection zone. On-street parking is provided on the south side of Church Street. In total, Option 2A could see a total of 9 lay-by parking stalls, 11 on-street stalls, 3 accessible stalls, and 1 loading stall for a total of 24 stalls.

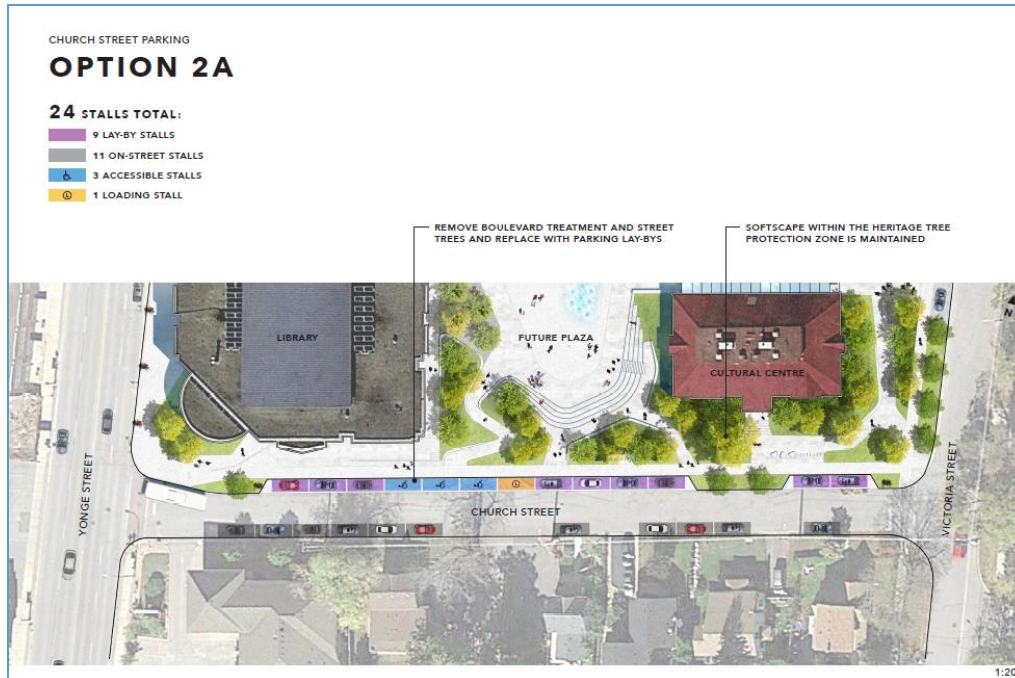


Figure 3: Option 2A

Public Feedback:

Option 2A

- Like pathways through the site that connect to places and streets;
- Consider moving the existing bus stop at Church Street and Yonge Street to a safer location;
- Limit street parking on Yonge Street;
- Consider changing Church Street to one-way movement;
- Take away the left turn movements from Church Street onto Yonge Street to promote safer vehicular and pedestrian movement at this intersection;
- Consider ‘bump-outs’ along the layby to provide space for street tree plantings;
- Provide 2 loading and drop-off/pick-up spaces;
- This option changes the character of houses on the south side of Church Street. Clarify if the houses are offices or homes. The use makes a difference in terms of the level of impact;
- There are not enough parking spots or enough room for emergency services;
- There is currently a lot of through traffic on Church Street;
- Parking on the south side of Church Street will increase pedestrian movement in a south-north and north-south direction across the street. Make sure there are plenty of safe pedestrian crossing;
- Do a survey to see where cars in the library parking lot are currently coming from and consider parking study on a Sunday to monitor church activity in the parking lots and on on-street parking;

- Try Option 2A without parking on the south side of Church Street. Could monitor and implement on-street parking later, if additional parking is required;
- Option 2A looks good. If issue with south side go to option 2B;
- Make the landscaping and building a learning experience for kids; and
- Undertake an analysis of turning movements and traffic flows from existing and new uses.

Option 2B (Figure 4) removes the boulevard treatment and street trees on the north side of Church Street, west side, in front of the Library and replaces them with parking lay-bys. The boulevard treatment, including street trees, in front of the cultural centre and the plaza will be maintained. On-street parking is provided on the south side of Church Street in front of the businesses only (west side of Church Street), mirroring the lay-by stalls on the north side of the street. This option also limits on-street parking on the south side of Church Street in front of the residences. In total, Option 2B could see a total of 3 lay-by parking stalls, 14 on-street stalls, 3 accessible stalls, and 1 loading stall, for a total of 21 stalls.



**Figure 4: Option 2B**

Public Feedback:

- Option 2B is a good compromise that saves trees.
- Option 2A is preferable over option 2B. If you change the design of the road and boulevard, do it all, not just half the plan (in 2A);
- Consider a parking study on Sundays to monitor Church activity and parking needs;
- Consider the possibility of allowing food trucks and vending machines in or near the square;

- Put a bin/book drop off spot on Yonge St. near the Library Square entrance;
- Consider speed bumps as a traffic calming measure on Church Street;
- This option is preferable because it introduces traffic calming with parking on both sides of the street;
- Consider changing the bus route on Church Street with this option;
- Church Street has significant landscaping on Victoria Street. Mirror this landscape treatment on the west side of Victoria Street;
- By not providing parking, it is an incentive for people to walk to the site;
- Consider a dedicated pedestrian crossing at Church Street and Yonge Street Parking
- More cars parked on Church Street is not acceptable.

#### General Feedback from the Public on the Parking Options

- Street parking on Church Street creates sightline issues at the corner going around the church;
- For aging people it will be difficult because they have to walk a far distance to the entrance of the library;
- Parking on Church Street will make it more dangerous to get out of cars, especially if someone has children;
- With the new plan, many people that only want to return books will have to park farther, whereas now they only park in front of the door and immediately come back;
- Consider traffic calming on the laneway using different paving materials or a gate;
- Library needs a loading space near the north entrance;
- Concern not enough parking in any option to service combined draw of Library, Cultural Centre and events at Library Square;
- Concerns about the total number of parking spaces in the parking lot.
- There is the potential for more public parking in the lot south of the creek, where there is currently a sales office;
- Make sure the laneway is 1-way movement only;
- Consider controlling turning movements and traffic on Church St during peak hours;
- Closest wheelchair parking spots should be under cover;
- Introduce traffic calming on Victoria Street;
- Make Victoria Street one way with angled parking;
- Keep trees; do not take out existing landscaping;
- Place Library book return drop-off close to the driveway (laneway, north side);
- Permeable pavers should be used for the parking lot to address runoff and stormwater flows;

While the intent of the Church Street Public Open House was to solicit feedback from the public on the design options for this street, members of the public also provided more general comments on the Library Square Plan and surrounding context. These comments are listed below:

- Consider shifting some indoor programming from the Library into the Square;
- Make it an inclusive space for people of all ages and abilities;
- When buses travel on Church Street there is currently not enough space for cars going in opposite direction;
- Change bus route because Church Street is not narrow enough;
- Project would help revitalize Yonge Street and bring new development to the area;
- The plaza should be enclosed for year round activities;
- The plaza will become a skateboard park; consider a skateboard park in Town Park;
- Consider parking limits (1 hour)
- As population increases, more people come to the neighborhood and will increase traffic congestion;
- The corner of Church Street and Victoria street is congested, there are accidents at this intersection;
- Extend bridge structure to provide “carport” style cover (snow and wheelchairs don’t mix);
- Create a walking path from Berczy Street to Library Square to connect to the Metrolinx parking lot;
- This project would help retailing to Yonge Street and bring development to the area;
- Accessibility pathways seem to be limited and there may be issues arising at the "new" North Laneway to Yonge Street;
- Infrastructure to deter cars, like traffic buffers, to create single accessibility purpose lanes to the front doors of the library and from Victoria Street. The same can be applied to the corner of Church Street and Yonge Street, and for bicycle paths to the library;
- Reduce the number parking areas to reduce emissions, pollution and noise to the public;
- Put pedestrian weather protection on the front doors of the Library and/or Cultural Centre. Pedestrian weather protection is especially helpful for seniors, those who have accessibility needs and those who need assistance, reduce costs run for snow and ice clearing and provide protection from the sun & rain;
- A green friendly area should not be all concrete;
- We always want to encourage walking and cycling; and
- Reducing traffic congestions and pedestrian is a major concern. Drop-off access points are critical based on people’s routes and behaviours. The goal of the area is to make it Town friendly and to complement Town Park in this urban area.

Questions and Answers

- Are there bicycle racks in front of the library?
  - *Bicycle racks are currently located at the parking lot entrance off of Church Street. Bicycle racks will continue to be provided for the Library and as part of the comprehensive re-design of the site.*
  
- Where are emergency routes in the three parking scenarios?
  - *The fire access route for the existing building at 22 Church Street and the proposed addition will be from Church Street, with access to the fire hydrant at this location. The Fire Truck Access to the site is from the surrounding streets.*
  
- With the amphitheatre right at Church Street, will there be sufficient room for a snowplow to operate on the right-of-way and will it be wide enough to accommodate a wide front end plough? The road seems to be less 9m wide.
  - *The amphitheatre does not encroach into the Church Street right-of-way. Any modifications to the design of the Church Street right-of-way would need to meet the minimum standard in the Town's Design Criteria Manual, where the pavement width for residential streets is between 8.0 to 8.5 metres. The pavement widths outlined in The Town's Design Manual are designed to accommodate snow plow operations.*



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**Email:** mzawada@aurora.ca  
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**Town of Aurora  
Corporate Services**

## **Memorandum**

**Date:** September 4, 2019  
**To:** Accessibility Advisory Committee  
**From:** Mat Zawada, Accessibility Advisor  
**Re:** Accessibility Advisory Committee Input and Comments for Site Plan Applications

---

### **Recommendation**

- 1. That the memorandum regarding Accessibility Advisory Committee Input and Comments for Site Plan Applications be received for information.**

### **Background**

The Accessibility Advisor has made comments on behalf of the Accessibility Advisory Committee (AAC). Comments were provided for the following site plan applications from June 6 to September 3, 2019:

- File: ZBA-2019-01, L&B Aurora Inc., N/E Quadrant of Wellington Street East and John West Way (Submission #1)
- File: SP-2018-10, York Regional Police Association, 63 Eric T Smith Way (Submission #2 – has not been reviewed by AAC)
- File: SP-2019-02, Application for Site Plan Amendment, St. Andrew's College, 15800 Yonge Street (Submission #2 – has not been reviewed by AAC)
- File: SP-2019-03, Application for Minor Site Plan, Geotech Ltd, 270 Industrial Parkway South (Submission #1)
- File: SP-2019-04, Application for Site Plan Amendment, Smart Centres – Whitwell Developments Ltd., 157 Commerce Drive (Submission #1)

Accessibility Advisory Committee Input and Comments for Site Plan Applications  
September 4, 2019

Page 2 of 2

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The site plans above have been reviewed and commented on by the Accessibility Advisor, Corporate Services. If the Accessibility Advisory Committee would like to see any of the site plans noted above for further comment and review, they will be brought to the following meeting on October 2, 2019.

### **Attachments**

None





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**Town of Aurora  
Corporate Services**

## **Memorandum**

**Date:** September 4, 2019  
**To:** Accessibility Advisory Committee  
**From:** Samantha Yew, Deputy Town Clerk  
**Re:** **Advisory Committee Chair Rotation**

---

### **Recommendation**

- 1. That the memorandum regarding Advisory Committee Chair Rotation be received for information.**

### **Background**

At the Council meeting of July 23, 2019, Council passed a motion to amend the Town's Policy for Ad Hoc/Advisory Committees and Local Boards ("Policy"). Changes to the Policy include:

- The position of Chair and Vice Chair be held for a one-year term, with elections being held at the beginning of every calendar year;
- Citizen members may not act as a Chair or Vice Chair for more than two years in a single term; and
- Should no citizen member put their name forward for the role of Chair, Councillors are able to serve as Chair without any term restrictions.

As the new provisions of the Policy are now in effect, the next Chair and Vice Chair will be elected at the first Committee meeting of 2020.

### **Attachments**

Attachment 1 – Extract from July 23, 2019 Council meeting, Motion (a) Councillor Thompson Re: Advisory Committee Chair Rotation

**Attachment 1**



**Extract from  
Council Meeting of  
Tuesday, July 23, 2019**

**8. Motions**

**(a) Councillor Thompson**

**Re: Advisory Committee Chair Rotation**

**Moved by Councillor Thompson**

**Seconded by Councillor Humfryes**

Whereas the Town's Procedure By-Law and Policy for Ad/Hoc Advisory Committees and Local Boards govern all meetings; and

Whereas in the interest of good governance there is value in rotating the Committee Chair; and

Whereas the rotation of roles and responsibilities can develop/enhance a committee member's skillset, create additional engagement, and help build a stronger 'team' environment; and

Whereas some committees/boards, such as Aurora Public Library Board, Joint Council Committee, and Finance Advisory Committee, already rotate the Chair;

1. Now Therefore Be It Hereby Resolved That the Town's Policy for Ad Hoc/Advisory Committees and Local Boards be amended so that the position of Chair and Vice Chair of each Advisory Committee be for a one-year term; and
2. Be It Further Resolved That at the start of each calendar year elections be held for the Chair and Vice Chair positions, and that no citizen member may act as Chair or Vice Chair for more than two years in a single term of Council; and
3. Be It Further Resolved That members of Council may serve as Chair should no citizen member put their name forward, and that members of Council not be subject to any term restrictions.

**Carried**