



**MINUTES OF THE  
ACCESSIBILITY ADVISORY COMMITTEE**

Minutes of the Accessibility Advisory Committee meeting held on Wednesday November 26, 2025, Via Zoom

Members Present: Councillor M. Albano, Chair, L. McKenzie, J. Pearce, W. Farrow-Reed, R. Kellas

Regrets: Councillor D. Keene, C. Power, S. Calvert

Staff Present: M. Taylor, Senior Landscape Architect, E. Beresford, Facility Supervisor, M. Roj, Transit Coordinator, R. Brown, Deputy Clerk - Administration

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**1. CALL TO ORDER**

Councillor M. Albano, Chair called the meeting to order at 6:33 pm.

**2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**

There were no disclosures of pecuniary or conflict of interest.

**3. MINUTES FROM THE PREVIOUS MEETING**

**3.a Minutes of the Halton Hills Accessibility Committee Meeting held on May 28, 2025.**

Recommendation No. HHAAC-2025-0001

THAT The Minutes of the Halton Hills Accessibility Advisor Committee Meeting held on May 28, 2025, be received.

**CARRIED**

#### 4. SCHEDULED ITEMS FOR DISCUSSION

##### 4.a Voice Print

J. Hurst explained to the committee that Voiceprint is produced on behalf of the Accessibility Committee and presented each week on Cogeco's local community station, YourTV. The premise is to provide weekly news stories to those within the Halton Hills Community who are visually impaired. It is the presentation of the weekly news and events from within and around the Halton Hills community, gleaned from the on-line news pages of the Independent/Free Press, Halton Hills Today and, more recently, The Acton Monthly. Each week a script is produced by identifying news stories on-line, printing them, and then reading the script every Friday morning for half an hour on Your TV.

Voiceprint started back in late 2010, when then committee chair Councillor Moya Johnson met with Cogeco representatives to discuss the possibility of them airing a program providing news for the visually impaired. Given their mandate and efforts to provide local programming content, Cogeco agreed and voiceprint came to be. The first broadcast took place on February 3<sup>rd</sup>, 2011. Early on Cliff Lowe came on board as the main reader with Jon Hurst. In recent years Bryan Lewis and Jon Hurst have been providing the reading.

Voiceprint is presented on YourTV on Friday at 4:30 pm, Saturday at 3 pm and 4 pm and Monday at 4:30 pm.

J. Hurst asked if the Committee would like for J. Hurst and B. Lewis to continue with Voiceprint on behalf of the Committee. J. Hurst also asked if anyone on the committee is interested in helping in some way or reading, to let him know.

##### Recommendation No. HHAAC-2025-0002

THAT the Halton Hills Accessibility Advisory Committee endorse Jon Hurst and Bryan Lewis continuing to provide Voiceprint services on YourTV on behalf of the Halton Hills Accessibility Advisory Committee.

**CARRIED**

#### **4.b 2025 Project Summary - Concession & Welcome Desk Replacements - Enabling Accessibility Funding**

R. Brown provided an overview of the memo from S. Howard, Director of Recreation Services, highlighting the completed Acton Arena & Mold Masters Sportsplex Accessible Concession Counter Replacement & Hillsvievw Georgetown Seniors Centre Accessible Welcome Desk Replacement. The Halton Hills Accessibility Committee approved use of the Municipal Accessibility Plan Capital Project Account to help fund these projects however staff were successful in in acquiring a grant from the Enabling Accessibility Fund provided by Employment and Social Development Canada and the grant money coupled with planned Town capital budget funds covered the cost of the projects.

#### **4.c Funding Request - Cultural Centre Doors**

E. Beresford provided an overview of the project. Requesting funds for the installation of five (5) automatic door operators, washroom access control kits, and related hardware at the Cultural Centre. The main objective of this project is to improve access to washroom spaces for community members who struggle with mobility and/or visual impairment. This may include, but is not limited to, members of the community with disabilities and the elderly. By providing universal access to a washroom space, which is a basic need, this project will enhance the quality of life for individuals who may otherwise not be able to access these spaces independently.

An accessible push button is required to automate the three gender neutral washroom doors in the library, along with staff washrooms located in the library admin area and staff room. These buttons need to be located near the door handle and be within reach of those with varying abilities who need access. The existing doors do not have automation so participants with limited mobility or who have mobility devices must request assistance to move through this space.

Work includes integration of door operators with washroom kits and electric strikes for secure and accessible entry at the Cultural Centre and Library. The cost of the project is \$85,000; staff have applied for the Enhancing Access to Spaces for Everyone (EASE) Grant that could cover up to \$65,000 of the anticipated construction costs if awarded to the Town.

The request is for full funding of \$85,000 to ensure that the project can proceed however if the Town is awarded the EASE Grant, then only the unfunded portion of the project will be paid for from the Municipal Accessibility Plan Capital Project Account.

Recommendation No. HHAAC-2025-0003

THAT the Halton Hills Accessibility Advisory Committee supports and approves the use of the Municipal Accessibility Plan Capital Project Account to an upset limit of \$85,000 for installation five (5) automatic door operators, washroom access control kits, and related hardware at the Cultural Centre.

**CARRIED**

**4.d 2025 AODA Traffic Projects Year End Update**

M. Roj provided an overview of the 2025 AODA Traffic Projects. He noted that with the completion of this year's projects the Town has fulfilled the mandate as set out in the 2005 AODA Standards. The Town will continue to maintain and upgrade pedestrian signals as well as tactile plates and sidewalk platforms.

**4.e Accessible Outdoors Halton Hills**

M. Taylor provided an overview of the Town's Parks, Trails, Playgrounds and maintenance program. M. Taylor advised that park design needs to be accessible and inclusive including parking lots and paths and there is always public consultation. User feedback is appreciated when constructive and provides suggestions for improvement.

M. Taylor acknowledged that while the Town always aims for access and inclusion in playground design even with meeting required standards playgrounds cannot always be fully accessible. To assist with accessibility the Town adds ramps into play areas and transfer stations on structures. The Town follows CAN/CSA Z614 – Annex H. The Town uses engineered wood fiber for safety surfacing at most parks but as it is not perfect for wheelchairs the Town does have select parks with the preferred rubberized fiber.

Town Trails are designed to be as barrier free as possible with no steps and minimized slopes. The Town is not able from a design standpoint to adjust some of the slopes leading into trails and adding steps will not improve accessibility, but the Town is always looking for solutions or improvements. The Town publishes information about trail slopes, difficulty, widths, surfaces etc. to assist users. M. Taylor will even provide trail recommendations to the public depending on their accessibility needs. Boardwalks have a curb edge and railings at certain heights.

The Town ensures that all maintenance prioritizes safety and will repair, replace and upgrade as needed to ensure public safety.

M. Taylor expressed his appreciation for the Accessible Outdoors Report prepared by S. Calvert. He noted that some of the items noted in the report are addressed as budget requests in the 2026 Budget. M. Taylor will contact S. Calvert to discuss the report and continue monitoring the other suggestions for future budget requests or regular maintenance.

**4.f Tolton Park Project Update**

M. Taylor provided the committee with an overview of the Tolton Park project; the park is located in Limehouse. There has been a strong push from the community for the park to be a natural park. The preferred concept is a natural park with limestone screening pathways and a geotech style grid. The project is currently out for public consultation.

M. Taylor thanked C. Power and Councillor D. Keene for their input on the Tolton Park project and noted that he has already responded to them directly to their comments and noted that their comments have been added to the public consultation. Committee members are welcome to provide their comments through the Let's Talk platform on the Town's website.

**4.g Site Plan Review Volunteer(s)**

J. Pearce and Rob Kellas have volunteered to review Site Plans on behalf of the Accessibility Advisory Committee.

Recommendation No. HHAAC-2025-0004

THAT the Halton Hills Accessibility Advisory Committee endorse Jeff Pearce and Rob Kellas as Site Plan Reviewers on behalf of the Halton Hills Accessibility Advisory Committee.

**CARRIED**

**4.h 2026 Halton Hills Accessibility Advisory Committee Meeting Dates**

Wednesday, February 25, 2026

Wednesday, April 22, 2026

Wednesday, June 24, 2026

Wednesday, September 23, 2026

**5. ITEMS TO BE SCHEDULED FOR NEXT MEETING**

**6. ADJOURNMENT**

The meeting adjourned at 7:44 p.m.