

# MEETING MINUTES



MEETING      **City of Guelph Accessibility Advisory Committee – AAC**

DATE            Tuesday, February 17, 2009

LOCATION        West End Community Centre – Lion’s Lair  
TIME            3:00 – 5:00 p.m.

CHAIR:         Paul Reeve

PRESENT:      Paul Reeve, Jennifer Popkey Bergen, Janice Pearce-Faubert, Doug Grove, PAM  
Candlish, Julia Phillips, Tanya Davies, Cory Chisholm, Cathy McCormack, Mary  
Grad, Laurie Lanthier, Tom Goettler, Leanne Warren (City Liaison)

REGRETS:     Sharon Van Manen, Jane McNamee

---

**3:00 to 4:00 p.m. – Focus Group for Sidewalk Winter Maintenance Review:  
Welcome to guests Janine, facilitator for Sidewalk Winter Control Review, Beth Brombal,  
Sam Matina and Bob Thompson from the Operations Department.**

Janine Elias Joukema from the Summerset Group presented a power point presentation.

Below are highlights from the discussion with AAC members:

**Downtown Sidewalks:**

- 1cm still difficult for a person in a wheelchair to get around. Sidewalk plows are not wide enough as sidewalks become more and more narrow.
- It was asked for the coordination of ploughing of sidewalks and roads at the same time. Expected result from sidewalk plows: the pedestrian route to be clear of snow and/or windrow from street snow plows.
- A suggestion was made to communicate “hot spots” i.e. in downtown area, in front of doctor’s offices, etc. There are some high priority accessible areas that need some focus.
- Snow needs to be cleared in an area around the buttons that activates the pedestrian crossing signals. Inset activation buttons are harder to access.
- What qualifies for a high priority sidewalk? Priority is based on volume i.e. traffic counts.
- Clear the snow down to concrete in all areas.
- More care needed in clearing the snow at railroad tracks.
- Seniors reported that they have experienced many challenges due to snow and ice when use the sidewalks in the area around the Evergreen Senior Centre.
- When asked if there is a possibility of increasing the priority in a particular area Operation staff invited members and all who use the sidewalks in Guelph to call their office if experiences difficulty.

**Bus Stops:**

- Because of snow accumulating at bus stops it is difficult at times to get on a bus; therefore, some people have been riding the mobility bus.
- The snow is not being cleared inside the bus stop shelters.

**Ice:**

- Ice not cleared consistently along the sidewalks in the downtown core i.e. going from a clean patch to a patch that is not cleared. Operations staff invited those finding this difficulty to contact Operations when there is a concern.

**Communication:**

- It was suggested sending some form of communications out to let residents know that they can call the Operations Department know of concerns. Leanne will send the operations phone number to call if there is a concern.
- Operations asked for suggestions in terms how to improve communication around this topic?
  - Radio, sides of buses, broad communications, mail, recreation centres, Evergreen, posters at grocery stores.
  - Try to keep a positive spin on the communications, community ownership

Janine closed the session by informing everyone that a summary will be provided for everyone. There are a number of other stake holder groups that will be consulted as well. The outcomes of this study include a cost benefit analysis, a report to council, etc.

Also see Focus Group Report – AAC Final

**DISCUSSION ITEMS – 4:00 – 5:00 P.M. REGULAR AAC MEETING**

<b>ITEM # DESCRIPTION</b>	
<b>1</b>	<b>Welcome and Introductions.</b>
<b>2</b>	<p><b><u>Regular AAC Meeting Called to Order</u></b> <b>Approval of the Agenda: addition of Mobility having access for those who are blind.</b></p> <p style="text-align: right;"><b>Motion to approve agenda by Mary Grad</b> <b>2<sup>nd</sup> by: Julia Phillips</b> <b>Carried</b></p> <p><b>Approval of Minutes of December 16, 2008</b></p> <p style="text-align: right;"><b>Motion to approve minutes by Doug Grove.</b> <b>2<sup>nd</sup> by: Janice Pearce-Faubert</b> <b>Carried</b></p>
<b>3</b>	<p><b>Business Arising:</b></p> <p style="padding-left: 20px;"><b>1. Transportation:</b></p> <p style="padding-left: 40px;"><b>a. Traffic Calming:</b></p> <p style="padding-left: 60px;"><b>i. Roundabout – For discussion – Leanne Warren</b></p> <p>Leanne reported that she has had difficulty in selecting a date for this special meeting that suit enough AAC members to make up a quorum. AAC members suggested that a meeting be held on the 3<sup>rd</sup> Tuesday of March. This is the date that the Guelph Barrier Free Committees (GBFC) meet. The outgoing chair of the Barrier Free Committees who was in attendance advised that this is an issue that the members have in common as the Barrier Free Committees members have discussed the possibility of residents in the north end of the city having difficulty accessing businesses in the downtown core; it was suggested that the two committee meet with City staff at the same time. It was also suggested that an O&amp;M Instructor from CNIB be invited to attend. Timing: There is concern that connecting roads will be built prior to the AAC providing</p>

City staff with their concerns.

Leanne to arrange a meeting between the Traffic Planning Department, GBFC, CNIB O&M Instructor and the AAC in March.

Grand River AAC has been concerned with the installation of roundabouts in their community.

During the December AAC meeting the committee developed a series of questions to ask Traffic Planning. Leanne to pose these questions to this department.

**ii. Speed Humps – For Discussion – Cassino – Update – Leanne Warren:**

Cassino traffic calming measures are in the 2010 budget. It was confirmed that we are in their process for advising.

**b. Accessible Public Parallel Transportation Sub-Committee – Update – Leanne Warren:**

Committee has not met in awhile. Transit will be hiring a consulting firm. AAC will be part of the focus group.

**2. AODA Provincial Standards – For Discussion – Leanne Warren  
Customer Service Standards:**

Currently working with Kitchener-Waterloo, Cambridge, Guelph, Woolwich, etc., for the training component.

**Information and Communications Standard:**

Leanne submitted ACC comments along with City comments.

**Built Environment Standard:**

Draft 3 of standard – Leanne will forward copies of the draft for review. Please send comments back to Leanne by the date noted in her correspondence.

**3. Enforcing Accessible Parking on Private Property – For Discussion – Leanne Warren – Still in the works with Bylaw.**

**4. Hybrid Cars – Update – Doug Grove and Leanne Warren.**

Leanne will send out letter to the AAC for review and comments.

**5. Surface Treatment at Eramosa and Woolwich – Leanne Warren:**

Leanne provided a core sample for review. A California Department of Roads study shows that this product meets their acceptable standard limits for pedestrian slip. CNIB are still investigating the product locally. Committee members have volunteered to talk with people who have experienced this products and will report back to the committee as they hear of positive or negative comments. This product was not installed as an accessible feature.

It was stressed that the cross slope of the road at this intersection can make it difficult to cross the road for some. Leanne will talk to the Engineering Department about this.

**6. Snow Angel Program – Update – Leanne Warren:**

The program is now in full operation; please call the Guelph Volunteer Centre (519-821-0632 for information.

4	<p><b>New Business:</b></p> <p><b>1. Community Bus Program Update – Fred Gerrior Transit Services.</b>  The Community Bus, mobility van runs from 10am – 2pm Monday to Friday. Right now it is targeting key areas i.e. Wal-Mart, Seniors Centre, Bullfrog Mall, St. Georges square etc. The bus is open to everyone. It does not operate on the wave, instead of going to a bust stop.  Ridership data:  January – 78 people  This is considered to be a good number of people using the service this early in the program. Most people using this service are coming from 130 Grange, Bull Frog Mall, Seniors Centre, Wal-Mart. It was asked about incorporating Neeve Street. It is important to keep routes to a 30 minute timeframe.</p> <ul style="list-style-type: none"> <li>• Suggestions for Consideration for this Pilot Project: <ul style="list-style-type: none"> <li>○ That some signage would differentiate between the mobility bus and the community bus.</li> <li>○ Publicity: some information has been placed on the website and the Tribune etc.</li> <li>○ Explaining the process to the residents at Riverside Glen.</li> <li>○ A petition from the Dublin Court was presented to Fred, concerning being left out. It was clarified that it is all about limiting the time a person is riding on the bus. It was asked if there was a way of communicating this to Dublin court and stressing that this is a pilot project. Leanne will supply Fred with the contact information.</li> </ul> </li> </ul> <p><b>Mobility Access for Those Who are Blind:</b>  The AAC requested that the Mobility program be extended to include people who are blind and don't otherwise qualify for Mobility to be accepted onto the service for the winter months.  <b>Follow up:</b> Seasonal pass (winter passes) on Mobility are now available for those who are blind. Leanne to follow up with Transit on promoting this addition to the service.</p> <p><b>Cancellation of Rehab Program at WECC:</b> A swim program gear to people with a disability has been cancelled due to low attendance. Leanne will talk with staff to see what the next step could be to encourage programs such as this.</p>
5	<p><b>Identify and Assign future Agenda Items:</b></p> <p><b>1. 911 Service – Location of specialize equipment and extra assistance</b>  Deferred until next meeting</p> <p><b>2. Process for requesting a pedestrian crossing.</b>  Deferred until next meeting.</p>
6	<p><b>Next Meeting: April 21, 2009 at the West End Community Centre, Lion's Lair from 3 – 5 p.m.</b></p>

# MEETING MINUTES



MEETING      **City of Guelph Accessibility Advisory Committee – AAC**

DATE            Tuesday, April 21, 2009

LOCATION        City Hall – 1 Carden St. Committee Room C

TIME            3:00 – 5:20 p.m.

CHAIR:           Paul Reeve

PRESENT:       Laurie Lanthier, Sharon Van Manen, Paul Reeve, Julia Phillips, Cory Chisholm, Doug Grove, Cathy McCormick, Jane McNamee, Janice Pearce-Faubert, Mary Grad, Tanya Davies, PAM Candlish, Jennifer Popkey Bergen, Tom Goettler, Leanne Warren (City Liaison) Carin Headrick (GBFC), Jean McClelland (GBFC), Ruth Russell (GBFC), Murray McCrae (City of Guelph), Don Kudo (City of Guelph), Richard Henry (City of Guelph)

## DISCUSSION ITEMS – 4:00 – 5:00 P.M. REGULAR AAC MEETING

ITEM #	DESCRIPTION
1	<b>Welcome and Introductions.</b>
2	<p><b><u>Regular AAC Meeting Called to Order</u></b>  <b>Approval of the Agenda:</b></p> <p style="text-align: right;"><b>Motion to approve agenda by Janice Pearce-Faubert</b>  <b>2<sup>nd</sup> by: Mary Grad</b>  <b>Carried</b></p> <p><b>Approval of Minutes of February 17, 2009</b></p> <p style="text-align: right;"><b>Motion to approve minutes by Doug Grove.</b>  <b>2<sup>nd</sup> by: Mary Grad</b>  <b>Carried</b></p>
3	<p><b>Business Arising:</b></p> <p style="padding-left: 20px;"><b>1. Transportation:</b></p> <p style="padding-left: 40px;"><b>a. Traffic Calming:</b></p> <p style="padding-left: 60px;"><b>i. Roundabout – For discussion – Leanne Warren</b></p> <p><b>3:00 to 4:00 p.m. – AAC and Guelph Barrier Free Committees members met with</b></p>

**City Staff from Community Design and Development Services to discuss proposed roundabout at the 5 point section of Woolwich and Norfolk.**

The design phase for the construction leading up to the proposed roundabout is almost complete with the exception of the roundabout. Questions from Council regarding the round-about have resulted in more public consultation and public education. The drawing shown to the AAC members is a concept of what a roundabout could look like in this location; it is not a final design. City Staff want to be aware of all issues before going back to Council.

**Discussion, Questions and Concerns:**

- Committee members are concerned that those with a visual and/or hearing impairment will may find the pedestrian crossings difficult as traffic will be approaching differently than usual.
  - City staff mentioned that pedestrian cross walk will be similar to pedestrian crossing found in the city.
- How safe will pedestrians be as they cross?
  - City staff referred to other locations, mainly in Cambridge (Fisher-Hallman at Pinebush) and Waterloo where there are many roundabouts.
  - Committee members believe that the roundabouts in Cambridge and Waterloo are not located in an area where there is both high pedestrian and vehicle traffic.
  - One committee member's research has shown that an Australian engineer has commented that roundabouts are not ideal for high pedestrian areas.
  - See Action below.
- There is concern that the pedestrian crossing is not a straight line from one side of the road to the other; at the island, the pedestrian crossing is realigned. This will be difficult for someone who has low vision or is blind as straight lines and 45 degree angles are best.
- There is concern about navigate a curved sidewalk then finding the pedestrian crossing sidewalk. There may not be enough cues for people who are blind or have low vision.
- There was also concern for people who use wheelchairs being able to follow an extended curved line of the sidewalk.
- Further, the width of the sidewalk was also of concern as passing another wheelchair could be difficult with no driveways to pull into.
- Audible signals will be needed as someone who is blind or has low vision will not be able to see if an approaching vehicle is giving them the right of way and stopping. This population cannot make eye contact with drivers and are not able to safely cross as normal cues that they rely on are not present.
- A comment was made that when a car accelerates it can sometimes mask the sound of oncoming cars.
- A comment that designs are focused on vehicles rather than pedestrians
- There are concerns about audible pedestrian signals and where they should be installed as more than one signal sounding could mislead a pedestrian who is blind or has low vision.
- Staff confirmed that the last study of traffic in this area was in 2003 and that changes to the way that this intersection and neighbouring intersections had taken place.
  - Staff commented that based on future traffic volume the Norfolk intersection toward Woolwich failed the level of criteria and with the roundabout will work with the expected level of traffic.
  - To further support this direction staff mentioned that collisions that occur at a roundabout are much less serious than a regular intersection as roundabouts typically reduce vehicle speed and therefore benefit

pedestrians as well.

- The committee had some suggestion with regard to this design which included:
  - Moving the sidewalk further from the roundabout as it is hoped that this would provide drivers time to refocus on watching for pedestrians once out of the roundabout.
  - Good winter maintenance would be needed to follow the curve of the sidewalk.
  - A flashing amber signal posted at eyelevel on the side so that drivers will know that there is a sidewalk ahead.
- Some committee members who have driven in a roundabout have found them to be very confusing.
- One committee member who is blind has received a recommendation from their CNIB O&M Instructor that an alternate route to the downtown be found (CNIB will assist)
- Because this is a main corridor from the north of the city it needs to be accessible to all.
- There is concern that bicycle traffic will also use the sidewalks, providing further obstacles for pedestrians who use a wheelchair, those with low vision or who are blind, etc.
  - City staff commented that those who ride their bicycles would be expected to dismount and walk their bicycle on the sidewalk
- City staff did say they will be consulting with the 2 businesses located at this section (Funeral Home and Hakim Optical).
- A committee member asked if it might be possible to incorporate a footbridge for bikes and pedestrians.
- A committee member commented that the roundabouts located in Britain/Europe are being pulled out and asked if City staff could look into the reasoning behind this.
- Another suggestion made by a committee member was to take this area down to three roads (eliminating access to Norwich St. and built an underground tunnel that will then become the main pedestrian corridor.
- One committee member's final comments were: I understand the decrease in car accidents/metal hitting metal however, this is not the same when talking about a pedestrians.

**Actions:**

1. City staff will check with the Region of Waterloo as to which one might be a 5 point round-about and will check provincial wide.
2. City staff to investigate the rate of accidents and deaths where roundabouts are used.
3. City staff and committee members to research if there are reasons for removing roundabouts in Britain/Europe.

The committee's thanked City staff for coming out to speak. City staff offered to come back at a future day once more information comes available. Jean McClelland thanked the AAC for having the meeting and for keeping GBFC informed.

**2. Leanne Warren took committee members on a Tour of the New City Hall.**

**3. AAC Meeting to Resume – AAC members only – Guelph Barrier Free members were welcomed to attend the remainder of the meeting as members of the audience. AAC meetings are public meetings.**

**4. Delegations: delegate unable to attend.**

## **5. Transportation:**

### **a. Change to the purchase procedure of strips of tickets on Mobility vans – For information. – Fred Gerrior (City – Transit) and Peggy Tollett (City - Finance)**

Last year during a risk audit Guelph Transit was identified as having risk elements with regards to cash carried on City vehicles outside of the fare box. Guelph Mobility drivers were carrying strips of Transit tickets for purchase by riders. In an effort to reduce risk to drivers and passengers Mobility vehicles will no longer accept cash for a strip of Transit tickets, effective June 1, 2009, however cheques will still be accepted. A memo has been drafted and will be released at the end of the week. Mobility riders will be able to mail in their payment for strips of Transit tickets, purchase their tickets at a vendor as those who use conventional transit do and/or visit Transit to purchase strips of Transit tickets. The Central Service Counter at the New City Hall also takes cash, cheque, credit card or debit card payments for Transit tickets.

A discussion was held regarding some concerns with this policy:

- Committee members were concerned as many Mobility riders purchase their tickets from the vehicle drivers. Many are not able to pay with a cheque.

### **b. Accessible Public Parallel Transportation Sub-Committee – For Information – Leanne Warren.**

It was asked if the sub-committee should reconvene as Fare Parity was not indicated on the spreadsheet. This would be a good time to pull the spread sheet together.

### **Motion to have the Accessible Transportation sub-committee reconvene to update the spreadsheet by Mary Grad.**

**2<sup>nd</sup> by: Janice Pearce-Faubert  
Carried**

Leanne will put this out to the entire committee in case anyone would like to be involved. Leanne will connect with Jean.

## **6. AODA Provincial Standards:**

### **a. Update on Status of Standards:**

Any last minute comments on the Employment Standards need to be submitted to Leanne. Leanne has heard from the Chair of Accessibility Director of Ontario and was told not to look for any standards to pass parliament before the fall.

Built Environment Standard: Draft came out for review. Leanne emailed the document a few weeks ago. Please provide comments.

### **b. Draft Standard for City – For Discussion – Leanne Warren.**

Waterloo Region, Cities of Waterloo and Kitchener, Cambridge, and Wellington County have all been meeting with Guelph to standardized policy and procedure for the AODA Customer Service Standard.

The use of service animals is defined in the Act however the policy set by the City should provide as much clarification for details as possible.



	<p>Many ideas about how to manage this clarity were discussed. Recommendations regarding the policy:</p> <ul style="list-style-type: none"> <li>• Point three and four of procedures and practises, is there any way of flipping the wording.</li> <li>• ASL Interpreter request (point D) – Could we also add “or recognized or qualified interpreter” Jennifer will send Leanne an email to clarify the recognizing bodies.</li> <li>• Page 2 #5 (practice and procedures) wording is a bit awkward.</li> <li>• Suggested to add an addendum stating that a person can have more than one disability as the draft currently states (A disability).</li> </ul> <p>If anyone has any further comments please let Leanne know.</p> <p><b>7. Enforcing Accessible Parking on Private Property – For Information – Leanne Warren:</b> No further information on this right now. Deferred until next meeting.</p> <p><b>8. Hybrid Cars – Update – Leanne Warren</b> The Committee asked that Leanne develop a sticker to be used in the City’s hybrid vehicle to remind the drivers that no everyone will notice the vehicle. Leanne to work with committee through email mail and telephone to determine the preferred message and layout.</p>
4	<p><b>New Business:</b></p> <p><b>1. Proposed Sub-Committee to Address Pedestrian Concerns – For Decision – PAM Candlish and Leanne Warren.</b> Some concerns have come up regarding pedestrian crossings; more specifically with crossing at Eramosa and Wyndham as it has a cross slope. This will be a matter of sitting down with engineering to discuss further. There are also some outstanding issues such as sidewalks at railway crossing, Waterloo crossing that have not happened etc. It was asked if a sub-committee should be developed to help create a spreadsheet of all areas of concern which can be present to City staff. PAM, Doug, Julia, Cathy, and Jennifer have volunteered to sit on this sub-committee. Leanne will communicate with GBFC to see if they also might be interested in sitting in on this committee.</p> <p><b>Motion to strike a sub-committee to address accessible pedestrian concerns by PAM Candlish.</b> <b>2<sup>nd</sup> by: Doug Grove</b> <b>Carried</b></p> <p><b>2. Recreation Concerns – For Decision – PAM Candlish and Sharon Van Manen</b> There have been some concerns with some recreation programs being discontinued in the Recreation Centres. <b>Motion to be developed to be developed by Tanya Davies and sent to the City Recreation department made by Janice Pearce-Faubert.</b> <b>2<sup>nd</sup> by: Sharon Van Manen.</b> <b>Carried</b></p>

	<p>It was suggested having feedback mechanism on the programs suggesting why or why not to continue with a program. It was asked if Doctors are familiar with the Access Point website to find out what programs are available. Jennifer will forward the link to Leanne. Leanne to start discussion with City staff.</p> <p><b>3. Other:</b>  The Ministry is putting together a forum for AAC's which will be held on May 29<sup>th</sup> in London from 10am to 3pm. Members need to sign up before May 20<sup>th</sup>. Paul, Mary, Laurie, Tanya, Tom, Jen, Doug and Cathy will attend. If anyone else is interested please let Leanne know. Those interested please see the registration form and let Leanne know if you have any special consideration that should be filled out on the form.</p>
<p><b>5</b></p>	<p><b>Identify and Assign future Agenda Items:</b></p> <p><b>1. 911 Service – Location of specialize equipment and extra assistance</b>  Deferred until next meeting</p>
<p><b>6</b></p>	<p><b>Next Meeting: June 16, 2009 City Hall Caucus Room from 3 – 5 p.m.</b></p>

# MEETING MINUTES



MEETING **City of Guelph Accessibility Advisory Committee – AAC**

**DATE** Tuesday, June 16, 2009.

**LOCATION** City Hall – 1 Carden St. Caucus Room

**TIME** 3:00 – 5:00 p.m.

**CHAIR:** Paul Reeve

**PRESENT:** Sharon Van Manen, Paul Reeve, Julia Phillips, Doug Grove, Cathy McCormack, Jane McNamee, Janice Pearce-Faubert, Tanya Davies, PAM Candlish, Jennifer Popkey Bergen, Tom Goettler, Leanne Warren (City Liaison)

**REGRETS:** Mary Grad, Laurie Lanthier, Murray McCrae

ITEM #	DESCRIPTION
1	<p><b>Welcome and Introductions.</b></p>
2	<p><b>Approval of the Agenda:</b></p> <p style="text-align: right;"><b>Motion to approve agenda by Jane McNamee</b>  <b>2<sup>nd</sup> by: Jennifer Popkey-Bergen</b>  <b>Carried</b></p> <p><b>Approval of Minutes of April 21, 2009:</b>  <b>Clarification on accident rates should have been included in the minutes. Committee is asking City Staff to provide statistics regarding all categories of accidents at the 5 point intersection. If possible statistics from 2003 report and since 2003. The committee is particularly interested in vehicle-pedestrian, as well as bicycle-vehicle accidents.</b></p> <p><b>Leanne will follow up with Engineering.</b></p> <p><b>Under #2 – delete “to be determined” as it is entered twice</b></p> <p style="text-align: right;"><b>Motion to approve minutes by Jane McNamee.</b>  <b>2<sup>nd</sup> by: Janice Pearce-Faubert</b>  <b>Carried</b></p>
3	<p><b>Business Arising:</b></p> <p>1. Transportation:  <b>a. Change to downtown accessible parking – Leanne Warren</b></p>

Proposal has been developed that would increase access to accessible parking in the downtown.

**b. Change to purchase procedure of strips of ticket on Mobility vans – Follow up – Leanne Warren:**

During the last meeting the committee reviewed a letter from Transit to Mobility riders outlining a change to purchasing tickets. Cheques will continue to be accepted on the mobility van. Individuals wanting to purchase tickets with cash will need to purchase them from a Transit Ticket Vender. This change is to decrease risk to drivers and passengers. Since June 1<sup>st</sup> some concerns have been expressed. Will have a sub-committee look into this further. Transit has asked the AAC Members to let Leanne know if there are locations that Transit should approach to be vendors of Transit tickets such as the Evergreen Seniors Center.

**c. Roundabout – follow up – Leanne Warren**

Leanne has not heard anything as of yet re: public meetings, or any feedback. City Staff and Committee Members were to research reasons around the removal of round about's in Europe. Leanne will check with Murray as to whether or not he has any background information on this. It's though CNIB may also have some information.

**2. Recreation – Motion to City - Leanne Warren**

Leanne handed out a copy of wording that Tanya came up with after the last meeting around this topic. When it was sent out to the committee different feedback had come back and therefore the committee was not able to reach a consensus over email.

**Recommendation:**

**The AAC recommendation: That the City of Guelph offer quality recreational and activity programming inclusive of persons with disabilities and, once offered, the City identify means to encourage and support maximal involvement in these programs. In addition, the City, on an ongoing basis, assess the needs and interests of persons with disabilities, evaluate the quality of programs offered and eliminate barriers to participation. The AAC is available to assist in this process.**

**Motion to approve the recommendation by Sharon Van Manen.**

**2<sup>nd</sup> by: Janice Pearce-Faubert**

**Carried**

It was suggested to have one committee member go with Leanne to present recommendation for recreation programming

**3. AODA Provincial Standards – For Discussion – Leanne Warren**

It was reported that we wouldn't hear of any new standards until the fall. Information and Communication Standard may come out this month and Built Environment should come out in July.

**4. Enforcing Accessible Parking on Private Property – For Discussion – Leanne Warren**

Businesses can now register their accessible parking to be enforced by bylaw parking at no charge. Businesses are now working with the Planning Dept. to

	<p>ensure that parking lots for new buildings meet the City’s Facility Accessibility Design Manual.</p> <p>It was asked if this is bring brought up because of issues on private property, should this not be something the Barrier Free Committee would handle? AAC has more ability to speak to council on these matters. The City would have the responsibility of informing property owners of any changes to by-laws.</p> <p>It was asked if it is possible to find out from the City how many people do get fined for parking in an accessible spot. Leanne will look into this.</p> <p><b>Motion:</b>  <b>The City enforce all accessible parking spaces, including all existing spots within the City Limits</b></p> <p style="text-align: right;"><b>by Jane McNamee:</b>  <b>2<sup>nd</sup> by: Doug Grove</b>  <b>Carried</b></p> <p>Bylaw enforcement will have to determine the following:  Seek Council approval  How to notify owners  Who will pay for signage, etc.</p> <p><b>5. Hybrid Cars – Update – Leanne Warren</b>  “Caution” stickers have been sent to Fleet Services to place in the City’s hybrid car. The intent of the sticker reminds the driver to be cautious of pedestrians when the vehicle is running in electric mode as the car make very little noise.</p> <p><b>6. Information and Communication Conference – University of Guelph – Tom Goettler and Leanne Warren</b>  Tom and Leanne attended the Conference and felt it was put together well. Leanne attended sessions pertaining to everything from software to hardware. Information about plain language and all aspects of communication were also discussed  Leanne handed out the main part of the discussion.</p>
4	<p><b>New Business:</b></p> <p><b>1. Funding for curb ramps and other projects – from previous minutes – Leanne Warren</b>  In the past committee had gone to council to ask for \$200,000.00 for accessibility projects such installing more than the regularly budgeted number of curb ramps. Committee members talked about the tight finances due to the economy and decided to change their approach to identifying curb and Access Pedestrian Signals that need to be installed.</p> <p>The Committee decided to strike a sub-committee to focus on pedestrian concerns that have come up. PAM, Julia, Sharon and Jennifer offered to sit in on a pedestrian sub-committee. The sub-committee are to develop a spreadsheet with the concerns. At that time Leanne will arrange for appropriate staff to meet with the sub-committee. Please provide any information on this topic to Leanne.</p>

	<p><b>2. Committee Development – Paul Reeve, Jennifer Popkey Bergen</b>  12 hours a year have been committed to this committee; it was asked how we can best utilize this time. We are a group of concerned citizens who have been brought together by the City to advise. How can we ensure we are working together so we can make the most of the 12 hours.</p> <p>A discussion was held around unified ideas about what our goals ours, what we do, what is important to us, and what we want to get out of this. Once this has been established, present this to City Department, Council etc. to emphasize that the committee plan to take a positive group.</p> <p>It is important that when the committee meets with the City or other groups that we come across as positive and not confrontational. We need to ensure that we are getting our point out in a gentle, kind and encourage manner.</p> <p>As individuals we offer skills, training, and life stories. We need to be mindful of this when thinking about what brought us together. How do we get all things into the collective while keeping focused? Our focus is on improving Guelph.</p> <p>In a meeting with Paul and Leanne the Mayor challenged the committee to look back at today from the year 2057 and describe the changes that have taken place. The committee want to be visionaries, experts with a common purpose. We need to keep asking ourselves what did we do this year that was so radical that it makes 2057 so different</p> <p>One thing that worked out well with Transit was having a sub-committee take some responsibilities and not putting it all on the committee. It allowed for the opportunity for information sharing by having staff come out to talk to the sub-committee. The other benefit with this is that committee members get a better understanding on how the system works. However, it is always important to keep our goal in mind and not allowed to be railroaded. We can all work collaboratively keeping a greater vision in mind. We also need to be mindful not to lose our individuality.</p> <p>Further development will take place during subsequent meetings.</p>
5	<p><b>Identify and Assign Future Agenda Items:</b></p> <ol style="list-style-type: none"> <li>1. 911 Service – Location of specialized equipment and extra assistance</li> <li>2. Review of orientation manual.</li> </ol>
6	<p><b>Next Meeting</b> August 18, 2009 from 3 – 5 p.m.</p>

# MEETING MINUTES



MEETING      **City of Guelph Accessibility Advisory Committee – AAC**

DATE            Tuesday, August 18, 2009

LOCATION        City Hall – 1 Carden St. Committee Room C

TIME            3:00 – 5:20 p.m.

CHAIR:           Paul Reeve

PRESENT:       Laurie Lanthier, Cory Chisholm, Doug Grove, Cathy McCormack, Jane McNamee, ,  
Janice Pearce-Faubert, Jean McClelland, Mary Grad, Jennifer Popkey Bergen, Tom  
Goettler; Leanne Warren (City Liaison), Murray McCrae

TEM #	DESCRIPTION
1	<b>Welcome</b>
2	<p><b>Approval of the Agenda:</b></p> <p style="text-align: right;"><b>Motion to approve agenda by Jennifer Popkey, 2<sup>nd</sup> by: Doug Grove Carried</b></p> <p><b>Approval of Minutes of June 16, 2009</b></p> <p style="text-align: right;"><b>Motion to approve minutes by Jennifer Popkey. 2<sup>nd</sup> by: Tom Goettler Carried</b></p>
3	<p><b>Business Arising:</b></p> <p><b>1. Staff Report - Deferred</b></p> <p><b>2. Sub-Committee Reports:</b></p> <p style="padding-left: 20px;"><b>a. Pedestrian Committee:</b> Committee has met; still need to approve the minutes. Committee will be meeting again in early September. A set of draft minutes are included in with today's package. Leanne will be including this information into spreadsheet.</p> <p>Mary Grad (committee spokesperson) gave a brief overview from the meeting. Committee is focusing on pedestrian issues around accessibility. A spreadsheet has been developed listing barriers. Some recommendations</p>

were made for the future. Discussed what the committee would like to accomplish. Two motions were made at the meeting and once the minutes have been approved will bring forward the motions. Committee wants to increase the number of APS systems at crossings.

Leanne asked if the AAC could discuss this item further due to budget processing. The sub-committee is looking to the AAC to endorse and ask Council for 26 more systems.

**Motion to have AAC ask for 26 more intersections installed with APS systems at existing signalized crossing in 2010 by Doug Grove**  
**2<sup>nd</sup> by: Laurie Lanthier**  
**Carried**

Committee could suggest specific spots to put in systems. CNIB has a list started.

Paul asked Leanne to provide the committee for a dollar amount in budget for reference. Leanne will follow up with this.

**b. Transportation Committee – Mobility**

Most discussions were around the review. More to follow. Committee will be meeting again in September.

It was asked if there any feedback had been received due to the current interruptions. Leanne has received 1 call. She is now providing updates to CNIB in an effort to inform the O&M Instructor who can inform her clients. It was asked if interruptions were to occur in the future if other agencies could be notified.

There was concern raised over the lack of availability to contact a live person at Transit during weekend hours to receive information. This is something that could be brought forward to the Review Committee.

**3. Transportation:**

**a. Roundabout – follow up/update – Rick Henry**

There will be 1 or 2 more opportunities for public input. A recommendation will go to council in early 2010. Norfolk Street to Paisley will be completed as part of the infrastructure funding. It is important to show how pedestrians and bikes will be accommodated before recommending a roundabout. Rick would like to speak with CNIB to get their input. Leanne will supply Rick with a contact.

Collision summary which was provided in today's package shows that there is not a large number of accidents in this area. Therefore, this is not a huge concern as this is not a high collision intersection. There is concern that since Norfolk is a bus route, how would buses manage with the roundabout.

It was asked if a lot of the original problems that occurred at this intersection have been resolved with the installation of a different type of traffic lights. Rick feels that they have. Rick stressed that the roundabout is definitely not a "done deal".



It was asked if there were stats on the number of roundabouts in residential areas. Rick said that this is currently being studied. There is a committee set up that looks at all issues North American wide.

The Public Information Forums will offer another opportunity to provide input. Rick will let Leanne know the date. Any further questions please go through Leanne and she will get in touch with Rick. Rick is available to come to other meetings to give updates if requested.

**b. Update to downtown accessible parking – Promotion – Leanne Warren**

Any changes to the parking would be promoted in the newspapers as usual. Concern was raised from some committee members that any changes should not provide an opportunity for individuals to taking advantage.

**4. Recreation – Motion to City – Update – Leanne Warren**

AAC had made a motion to the City. Paul and Sharon have offered to meet with Community Services to discuss.

**5. AODA Provincial Standards and ODA Plan:**

**a. Accessible Built Environment – For Recommendation – Leanne Warren.**

Leanne had sent out the Standard to everyone and has received some feedback. It was asked if the committee would like to make an overall statement from this table. This recommendation can be included in the Council Report and then will go to the Ministry.

**Motion to have the following statement represent the AAC's recommendation: "The City of Guelph presently adheres to and benefits greatly from an accessibility standard that exceeds the provinces proposed Accessible Built Environment Standard. These standards have fostered increased accessibility opportunities for Guelph Citizens. Through experience, education and learning the City and local partners have developed the City 's Accessibility Standard and would strongly recommend the province adopt these standards for greater and future accessibility for all Ontarians" by Janice Pearce-Faubert**

**2<sup>nd</sup> by: Cathy McCormack  
Carried**

**b. Accessible Information and Communication Standard**

Posed to the Minister and has gone forward. Leanne will send a link to this proposed standard to everyone.

**c. City Accessible Customer Service Policy and Procedures – Leanne Warren.**

This will be going forward to Council in September or October and staff training in October or November. Leanne is asking that committee members let her know by the end of the week if anything needs to be changed or addressed.

Re: Notice of Disruption – Leanne to investigate with CNIB is the sign should provide a Braille message. As well to look into other alternate formats.

**d. ODA Plan 2009.**

The ODA is winding down and will be repealed when the AODA standards are in place. With this in mind the committee members agreed that their focus should be the AODA standards and moving forward with this work. With this in mind the Committee recommend that the 2009 ODA Plan be an update the items in the past plan and could include information about the Mobility spreadsheet, part of the Transit Review.

**6. Annual Review of AAC Member's Handbook – Leanne Warren**

Will defer until October has clerks is currently finalizing a Code of Conduct which could be included in the book.

**7. Committee Development – Jennifer Popkey Bergen**

Jennifer highlighted a few items that were discussed from last meeting. Items are encapsulated in minutes. Committee meets for 12 hours a year, we are effective in these hours. Our focus is on improving Guelph and trying to do it in a positive and non-confrontational way.

How can we as a committee challenge ourselves to keep our goals in mind? Jennifer handed out Organizational Chart for the City of Guelph. Looking at this chart, you will notice that accessibility touches on every department. This chart helps to show how we have such a huge impact to the city. We need to keep this in mind to show that we are doing more than just a few hours of work.

Re: handout on "Your Role: Advocate or Advisor" We do matter and we do have impact. 5 points:

- 1. Practicality:**
- 2. Feasibility**
- 3. Engagement and Participation**
- 4. Impact**
5. Support for Accessibility Standards

Jennifer discussed how we can take the points listed in each of the 5 areas and create a "Mind Map". When doing a mind map, we would use pictures instead of words

Practicality: Good bad and what and why – happy face, check marks, stars for ranking.

Feasibility: How do we get there and how far is it? – picture of a road, question mark, speedometer, circle with cross through it, red light or green light, picture of a group of people.

Engagement and participation: do we have support? Support from AAC, Community support, communication. Pictures to use – Picture of a group of people.

Impact – this helps us prioritize, barriers, actions, number of people affected, cause and affect. Pictures to use – picture of a butterfly wings, hammer and nail, canary and the mime.

Support for Accessibility Standards: Who is on board? Pictures to use – picture of a boat.

Going through this process helps the committee to own this.

---

	The best way to illustrate this process is to get this on paper with priorities in the middle and all the pictures listed around as a reminder of where we are going.
4	<b>New Business:</b> 1. <b>Committee Development - Paul Reeve – deferred.</b>
5	<b>Identify and Assign future Agenda Items:</b> 1. <b>911 Service – Location of specialize equipment and extra assistance</b>
6	<b>Next Meeting: October 20, 2009 from 3 – 5 p.m. City Hall.</b>

# MEETING MINUTES



MEETING      **City of Guelph Accessibility Advisory Committee – AAC**

DATE            Tuesday, October 20 2009

LOCATION        City Hall – 1 Carden St. Caucus Room

TIME            3:00 – 5:00 p.m.

CHAIR:           Paul Reeve

PRESENT:       Paul Reeve, Mary Grad, Doug Grove, Jennifer Popkey-Bergen, Laurie Lanthier, Alex Ariss, Jane McNamee, Cory Chisholm, Cathy McCormack, Tanya Davies, Sharon VanManen, Julie Phillips, Leanne Warren, Murray McCrae

TEM #	DESCRIPTION
1	Welcome
2	<p><b>Approval of the Agenda:</b></p> <p style="padding-left: 40px;">Motion to approve agenda by Mary Grad 2<sup>nd</sup> by Jane McNamee Carried</p> <p><b>Approval of Minutes of August 18, 2009</b></p> <p style="padding-left: 40px;">Motion to approve minutes by Doug Grove 2<sup>nd</sup> by Jane McNamee Carried</p>
3	<p><b>Business Arising:</b></p> <p>1. <b>Roundabout – Updates – Leanne Warren</b> Meeting with the consultant will take place on November 12<sup>th</sup> from 3 – 4pm. Anyone interested in attending, please let Leanne know.</p> <p>Leanne has invited BFAC to come to this meeting as well. One member from the BFAC has found some research from Michigan regarding roundabouts and people who are blind using them. There are concerns with the safety of pedestrians who are blind.</p> <p>Some more help is required to find actual papers on this research. Leanne is able to provide the author’s name and title of the papers and funds are available to help pay for printing of the information. Mary, Julia, Tanya and Paul all have offered to help with the research. Tanya has a contact through the University to help with this</p>

process. Leanne will send the entire list to Tanya for her to have a look through first. There is a human rights case in Michigan regarding a round about, the State does not have to provide accessible crossing, and this is being appealed.

Julia mentioned that she came across a roundabout while travelling this past summer and its set up seems to work. It was located in a downtown area. The roundabout had stop lights that one could activate and they were also audible. She does have pictures which she will send to Leanne.

Further research and presentation for December 14, 2009: Committee members want to stress that a roundabout may not be safe for pedestrians with a disability. It would seem that the biggest concern with this roundabout is the location as it is a very high pedestrian area and is between those who live in the North and Northwest sides of the City and downtown.

Research to continue and development of CDES presentation to be prepared for December 14, 2009.

**2. Recreation – Motion to City – Update – Leanne Warren, Paul Reeve and Sharon VanManen**

The committee made a motion to community service regarding recreation opportunities offers by the City. Paul, Sharon and Leanne met with the Manager of Culture and Recreation and Leanne has also met with the Inclusion Coordinator. There will be a meeting with the facility managers in the next few weeks to discuss next steps. Leanne will participate in this meeting.

**3. AODA Provincial Standards and ODA Plan:**

**a. Accessible Information and Communication Standard – Update – Leanne Warren:**

Employment, Information and Communication Standards are expected to come forward at the end of January or beginning of February. The Transportation Standard should follow. Leanne expects that the Accessible Built Environment Standard won't be out for some time. The Information and Communications link has been taken off of the website. Leanne does have a hard copy of it for anyone who would like one. The City will provide feedback on the Built Environment Standard Initial Proposed Standard. **Comments from AAC members are welcome.**

**b. City Accessible Customer Service Policy and Procedures – Leanne Warren**

The City Policy will be public before the end of the year. Training has started. AAC members must also receive the training. Please watch your email for more information.

**c. ODA Plan – Update – Leanne Warren**

ODA Plan and Customer Service Policy are expected to go to Council on November 23<sup>rd</sup>. The BFAC will also be having their Access Awards ceremony on this night. Leanne will send out a formal invitation for the awards to committee members.

**4. Annual Review of AAC Member's Handbook – Leanne Warren**

	<p>Leanne is asking everyone to go through the handbook and provide any feedback by the December meeting. The committee will discuss the handbook at the December meeting.</p> <p>Clerks have stated that the Vice-Chair position is not mandatory but the committee can have this position. The committee decided to continue to have this position.</p> <p><b>5. Committee Development – Paul Reeve</b> Paul presented “The Drama Triangle” handout and discussion followed.</p> <p><b>6. Sub-Committee Reports:</b></p> <p><b>a) Pedestrian Committee – Leanne Warren</b> Pedestrian Committee will meet in January and report at the February AAC meeting. CNIB may be invited to attend this meeting to advise the sub-committee members.</p> <p><b>b) Transportation Committee – Mobility – Leanne Warren</b> The consultants are interested in meeting with AAC members. Leanne is asking to add an extra hour to the November meeting. The spreadsheet of concerns is complete; Leanne will re-send it to committee members. The November meeting will now go from 3:00pm to 5:30pm. It was asked if the committee could come up with a list of questions to make better use of our time during the meeting. Please email list of questions to Leanne.</p>
4	<p><b>New Business:</b></p> <p><b>1. Charles Beer Review of ODA and AODA –</b> <b>a) report from meeting in London on October 20, 2009 – Mary Grad, Doug Grove, Leanne Warren</b></p> <p>The London Review meeting was not heavily attended. There were only 2 speakers. Members of the audience provided information about their AAC’s. Mary and Leanne provided information around the challenges that we experience within our committee, i.e. Pedestrian crossings, roundabout etc. Other AAC committee members spoke and it was noticed that all committees seem to share the same struggles.</p> <p>Under the ODA the committees main responsibilities is to exist and advice the City, review site plans and to advise on the ODA plan. Some questions that were asked from the review are: do we want all these responsibilities to continue into the AODA? Are there some things we feel could change? It is felt that some aspects of the ODA should be part of the AODA.</p> <p>Recommendation – As the meeting was coming to an end it was decided that Leanne will send out recommendation in draft form and to allow for comment on in the next week.</p> <p><b>2) Parking – For Recommendation – Leanne Warren</b> Leanne is working to have more accessible parking added to the West Parkade during all hours and the East Parkade after business hours when the parking is open to the public.</p>

	<p>Parking has asked if the AAC would consider that some of the West Parkade parking to only be accessible during office hours. The Committee were not in favour of this proposal and set the following motion.</p> <p style="text-align: center;"><b>Motion by Mary Grad: THAT the AAC continue to support the parking requirements in the Facility Accessibility Design Manual (a.k.a. FADM) passed by Council in 2005. 2<sup>nd</sup> by Jane McNamee</b></p> <p><b>2. 911 Service – Location of specialized equipment and extra assistance</b> Staff recommended that specialized equipment needed for emergencies where someone needs to be evacuated will need to be the responsibility of the apartment building as there is no space on a fire truck. During a public meeting with Guelph Independent Living staff recommended that the apartment building owner purchase evacuation chair. 911 services are answered at police station and there is a TTY at the station. Will take this off the agenda.</p>
5	<p><b>Identify and Assign future Agenda Items:</b></p> <p>1.</p>
6	<p><b>Next Meeting:</b>  <b>Special Meeting – Topic: Roundabout – November 12, 2009 from 3 – 4pm City Hall</b>   <b>December 15, 2009 from 3 – 5pm. City Hall</b></p>

# MEETING MINUTES



MEETING      **City of Guelph Accessibility Advisory Committee – AAC**

DATE            Tuesday, December 15, 2009

LOCATION        City Hall – 1 Carden St. Caucus Room

TIME            3:00 – 5:00 p.m.

CHAIR:           Paul Reeve

PRESENT:       Janice Pearce-Faubert, Leanne Warren, Doug Grove, Cathy McCormack, Alex Ariss, Jennifer Popkey Bergen, Jane McNamee, Julia Phillips, Murray McCrae, Tanya Davies

REGRETS:       Sharon Van Manen, Mary Grad, Laurie Lanthier, Cory Chisholm

TEM #	DESCRIPTION
1	<b>Welcome</b>
2	<p><b>Approval of the Agenda: addition of “Residential snow removal” and “Parking at Norfolk Medical Centre – needing direction”. Correction on “Date of next meeting” should read “February 16<sup>th</sup>” not December 15<sup>th</sup>.</b></p> <p><b>Motion to approve agenda with additions and corrections by Doug Grove 2<sup>nd</sup> by Jane McNamee Carried</b></p> <p><b>Approval of Minutes of October 20, 2009: Janice noted that she did send her regrets for the last meeting; however, this was not noted in the minutes. Spelling correction needs to be noted for the spelling of Julia’s name as it was spelled as “Julie”. It was asked what the date of December 22<sup>nd</sup> was in reference to. This was intended to be an FYI, all information and documents will be available on December 22<sup>nd</sup>, watch your email.</b></p> <p><b>Motion to approve minutes with the additions and corrections by Jane McNamee 2<sup>nd</sup> by Jennifer Popkey – Bergen Carried</b></p>
3	<p><b>Business Arising:</b></p> <p><b>1. Roundabout – Updates – Paul Reeve and Leanne Warren</b></p> <p>a) <b>Follow up/update – All – November 12, 2009 meeting.</b>  During the November 12<sup>th</sup> meeting there was little time for question;</p>



recommendation for next time: ensure that the consultant allows time for questions. The members felt that it is important to be firm on having an agenda.

**Presentation to Standing Committee – Paul Reeve:**

Paul presented a Power Point Presentation to the Standing Committee yesterday. There are a number of rumours today saying that the roundabout won't be installed however committee members feel that they need to be cautious as the proposal is still scheduled to go before Council next Monday night.

BFAC plan to be a delegation to Council at the meeting next Monday and would like the AAC to advise if the GBFC should still make their presentation. The AAC members felt that it would be worthwhile and advise the GBFC Chair as such. The AAC's motion regarding the roundabout is as follows:

**Motion that the intersection of Norfolk, Norwich and Woolwich not be reconstructed as a roundabout by Janice.**

**2<sup>nd</sup> by Julia**

**Carried**

**2. AODA Provincial Standards and ODA Plan:**

**a) City Accessible Customer Service Training – Leanne Warren**

Training is on-going. Leanne has received communication books for people with aphasia; these books will be a resource as she trains staff. Jennifer can provide some information for Leanne's training regarding communicating with people who are Deaf.

**b) ODA Plan – Update – Leanne Warren**

Plan will be sent out in the next couple of weeks. Committee members provided input during the summer and fall.

**3. Annual Review of AAC Member's Handbook – Leanne Warren**

At the last meeting it was asked that members have a look at the handbook and provide feedback. A Co-op Student will be starting to work with Leanne in January and can help with incorporating any changes that need to happen in the book. Leanne will have it ready to be sent out by the end of January.

**4. Sub-Committee Reports:**

**a) Pedestrian Committee, Committee Member List – Leanne Warren – Meeting date for January.**

Sub-committee will be meeting in January. Leanne will send out an email to see who is interested in joining. Leanne will also send out a meeting notice including Terms for the meeting to everyone.

**b) Transit Review – Homework Assignment Check In – Leanne Warren**

Several public meetings have taken place. A committee has been developed that is mainly made up of citizens. Leanne is sitting on this committee and will provide information back to us and will include the BFAC in an effort to get as much feedback as possible to the consultants doing the review. First assignments from the consultant to the citizen committee is to provide feedback on their experience when they ride the conventional or Mobility vans and to look up information on the internet as if they are finding their route i.e. are you able to access it, does it make sense, etc.? They will

also be doing reviews of bus stops. Please provide your comments for the homework before January 8<sup>th</sup> so Leanne can submit the information to the consultant.

**5. Committee Development – Leanne Warren – Making Accessibility Happen Booklet from the Ministry.**

Please remember to bring these books with you to every meeting.

The committee reviewed the responsibilities of the AAC members. Members confirmed that they still would like staff to use the Facility Accessibility Design Manual as a guide for Site Plan Review and for City Facilities.

Committee members were asked to review Chapter 2 of the Ministry book, page 16, entitled: What does an AAC do? Discussion took place as members were concerned that they had limited time to meet as the main committee for 12 hours a year and want to make the best use of their time as a committee (the committee members are also part of sub-committees).

**Motion: New AODA Standards (including Built Environment) are in development and are being introduced as they become finalized. The AAC Committee recommends that Planners and Planning Bylaw Officers who are involved with site plan reviews and plans of subdivisions be trained and comply with the FADM standards. This will enhance compliance with emerging legislation and engender a best practice approach.**

**by Jennifer Popkey Bergen.**

**2nd by Jane McNamee**

April AAC Meeting agenda items:

- Discuss #5 from page 16: Budgeting for accessibility. Are City processes meeting the community needs?
- Discuss #6 from page 16: Are voting locations for November accessible. How can the AAC help?
- Leanne to request staff who oversee zoning bylaw and official plans attend the meeting and give the AAC members an overview of the processes and scope.

**6. Charles Beer Review of ODA and AODA – Does Committee Input.**

With regard to:

1. The standard development committee, the City of Guelph AAC does not have any feedback.

2. The role/function of the Municipal AACs:

The City of Guelph AAC recommends that the AACs:

- Assist with monitoring the progress of all public spaces in their respective communities.
- The directorate should assist AACs to strengthen their structures to ensure a strong voice. Part of this process could include a regular evaluation of the effectiveness of the AAC Committees and how quality of work can be improved.

	<p>3. The functions of the Accessibility Directorate of Ontario, including Public education. The City of Guelph AAC recommends that the directorate provide more public education materials in a timely manner and promote the standard more aggressively. Of course the biggest issue with the Accessible Customer Service Standard was the lack of usable resources and templates. Staff time and AAC time was taken up inventing the wheel in our community and we know that this was the case in other municipalities. Clear expectations and resources should be a component of all AODA Standards and it should be the responsibility of the Directorate. We are also concerned about businesses in our area as it seems that few know about AODA. We recommended that an aggressive campaign to education this group be the responsibility of the Directorate as well.</p> <p>4. Recommendations for a repeal strategy for the Ontarians' with Disabilities Act. 2001. The City of Guelph AAC recommends that the ODA not be repealed until all currently identified AODA standards have been released and AAC are given the opportunity to identify gaps in these standards. There is a concern that once a plan is not required that there may be gaps such as safe pedestrian routes in roundabouts.</p>
4	<p><b>New Business:</b> <b>Residential Snow Removal:</b> There is concern over the new City Hall Budget and the possibility of snow removal being taken out of the budget. This creates a lot of concern as sidewalks may become impassable. The AAC support sidewalk snow clearing on residential sidewalks to stay in the 2010 budget. All Councillors did receive Jennifer's letter. The City Website has information about the snow angel program which is geared to those who cannot remove the windrow at the end of their driveway (there is also a financial need component as part of the criteria of those eligible).</p> <p><b>Parking at Norfolk Medical Centre:</b> Before reconstruction had occurred, there was a build up of asphalt on the curb which made it easier for transfer from car to wheelchair. Several people also believe that there was a ramp in this location prior to the construction. Leanne has asked the Engineering Project Manager to put in at least one curb ramp at this on-street parking as soon as possible.</p> <p style="text-align: center;"><b>Motion that AAC continues to support the FADM and therefore it is recommended that the parking in front of the Norfolk Medical Centre follow the manual was made by Cathy McCormack. 2<sup>nd</sup> by Jane McNamee Carried</b></p>
5	<p><b>Next Meeting:</b> <b>February 16, 2010 from 3 – 5pm. City Hall</b></p>