

MEETING MINUTES



MEETING **CITY OF GUELPH
ACCESSIBILITY ADVISORY COMMITTEE (AAC)**

DATE TUESDAY, JUNE 17, 2014

LOCATION CITY HALL, ROOM B

TIME 3:00 TO 5:00 P.M.

PRESENT Jennifer Popkey Bergen, Brad Howcroft, Cathy McCormack, Doug Grove, Janice Pearce Faubert, Julia Phillips, Laurie Lanthier, Paul Reeve, Sian Matwey, Brooke Sillaby, Mary Grad, Missy Tolton, Leanne Warren

Regrets Tanya Davis, Jane McNamee

CHAIR JENNIFER POPKEY BERGEN

1	Welcome to all and new member Brooke Sillaby
2	Approval of the Agenda – Motion to approve by Janice; second by Cathy Approval of Minutes of April 15, 2014 – Motion to approve by Doug; second by Janice
3	<p>1. AAC Membership 2015 – Identification of Gaps in Knowledge Base and Recruitment Plan – For Recommendation – AAC Members Note: Three members will be leaving the committee at the end of this term as they have completed ten years of service.</p> <ul style="list-style-type: none"> • 3 members leaving in 2014: Doug, Paul and Jane • Members who leave the committee must wait for 1 year before reapplying • Since it is an election year, counsel won't sit to select members until the new year, so those who are leaving the committee are invited to stay until a new member is selected which is expected to be in the new year. • 4 positions (Tom resigned in the spring) need to be filled in the new year, so gaps in knowledge should be identified. • AAC list of preferred knowledge in new member: 1. Mental Health, 2. Use of a wheelchair due to spinal cord injury (for

example quadriplegia, 3. Vision, 4. Hearing, 5. Learning Disabilities.

- It was also suggested:
 - To encourage younger adults to apply
 - Include a note about the AAC helping the City implement the Multi-year Plan. As a result knowledge of the following is preferred: accessibility of documents (for example use of Jaws), design of public spaces, accessible employment, accessible information and communication as well as accessible customer service
- Non-AAC members are able consult by contacting Leanne to get on the agenda or when invited by the committee however council appoint the members.
- Current members are encouraged to recruit potential new members. The application can be found online or through Leanne.
 - Members are encouraged to ask those who are thinking about applying to attend a meeting so they can observe as we have an audience area for them to sit in.

2. St Georges Square and the Downtown Streetscape, Built Form Manual– For Discussion – David de Groot

David reported that:

- That he City is looking for formal comments from committees before June 26th.
- Speed will be reduced to 30 km/h to insure the safety of pedestrians

David agreed that:

- Facility Accessibility Design Manual (FADM) should be mentioned in the general or in specific sections as it is now
 - AAC recommend that the FADM be part of the list of documents to be consulted in the detailed design as the FADM is a Council approved document that is expected to be used in all City building.
- The project will include brushed concrete, brick and grass when asked if there will be a variety of surfaces to act as cues for those travelling using a long cane. More detail can be provided to staff in the detailed design stage.
- Lighting standards are in place in the manual and that we will have a lighting plan made for the square when asked about lighting for people with low vision navigating the downtown after sundown

Outstanding Comments for follow up:

- Are all of the pedestrian crossing shown required? At Wyndham St. there is a pedestrian crossing without an APS. Is the marked crossing without an APS needed? David is unsure, he will have to check
- Request of changes/corrections have been acknowledged however the Committee are hoping to see them on the drawing such as:
 - The incorrect labelling of APS locations
 - Show accessible parking
 - Show the three APS locations
 - Show accessible drop off area
 - Show bus stop at mall entrance
- Request to ensure that AAC and support agency, such as CNIB, are consulted in the detailed design for several reasons, but to ensure that cues are available for service animals.
- David stated that a switchback ramp at or under 5% grade appears to be possible. David said that within the next week there will be a drawing of this ramp that he can provide to Leanne complete with slopes within the ramp shown (including noting where the level rest areas will be).
- Concerns about the design of the center of the square will have to wait until staff have further investigated what could go there.

3. St Georges Square and the Downtown Streetscape, Built Form Manual – For Recommendation – AAC Members
Note: June 28 Deadline for Submissions

The committee will continue to populate a list of concerns and recommendation to be submitted to David by June 26th. The committee will watch for the draft demonstrating how a 1:20 (5% ramp) can connect the municipal sidewalk and the mall entrance doors.

4. Downtown Patios – For Discussion – Brad Howcroft

- Agreement for downtown patios are not being enforced and there are several narrow walkways on the municipal sidewalk.
- GIS staff were not able to provide a map of the downtown showing the measurements from the building face to the road and street furniture in between. The staff plan was to

show a map to those applying for encroachments to demonstrate the boundaries of the accessible route so that they could plan the location of their patio or product display space.

- The AAC want the City to know that this is a growing concern
- Motion by Paul: To reinstate the downtown patio guidelines proposed by Leanne; seconded by Doug
- Leanne to follow up with staff and report back in August.

5. Municipal Election Accessibility Plan – For Discussion – AAC Members

- With the Provincial Election fresh in everyone’s minds, the AAC ask that municipal staff consider the following:
- Be organized and staff well trained
- For those who have move recently, have clear information on how to identify where an accessible polling stations is.
- Promote the accessibility related resources that are going to be available through City website and other modes.

6. AAC Committee Report and Educational Opportunity for New Council – For Discussion – Leanne Warren

- AAC now has the ability to put together a 10-15 minute educational report to give to counsel
- In terms of formatting the information, it can be done in person, through a video, or a combination of both
- Drawbacks of doing it in person – some counsel members may not be in attendance and will miss it. Drawbacks of using a video – may have less emotional impact, no chance to ask questions
- Using both a video and in person presentation avoids these issues
- Target for this project is in the new year

7. Guelph Barrier Free Access Recognition Awards, June 23rd – For Information – Leanne Warren

- Leanne reminded AAC members about the awards as a matter of information.

8. Other