

Meeting Minutes

City of Guelph

Accessibility Advisory Committee (AAC)

Tuesday, December 19, 2017

City Hall, Meeting Room 112

From 3:00 to 5:00 p.m.

Meeting Chair: Brad Howcroft

Vice-Chair: Julian Murphy

Agenda Items

Welcome to all

Present: Michael Greer, Jason Dodge, Raminder Kanetkar, Brooke Sillaby, Malcolm McLeod, Julian Murphy, Brad Howcroft, Sarah Mathison, Marlene Pfaff, Cathy McCormack

Regrets: Tanya Davies, Melissa Tolton

Resignations: Luc Engelen, Joanne O'Halloran

Staff: Leanne Warren (Accessibility Services and AAC Liaison), Sarah Wren (Accessibility Services), Jason Simmons (Guelph Transit)

Item 1 and 2 and 3

Item 1. Approval of the Agenda

Motion to approve by Cathy,

Seconded: Marlene

Carried

Item 2. Declaration of Conflict of Interest - None heard

Item 3. Approval of Minutes of October 17, 2017

Motion to approve by Mike;

Seconded by Julian

Carried

Item 4

Guelph Mobility Updates - **For Information** – Jason Simmons, Supervisor of Mobility and Community Bus

The first of 9 mobility buses have arrived on site, with all expected to be on the road by end of January 2018.

39 new accessible pads have been poured.

By March 2018, 52 new shelters will be installed around the city, with 2 types of platforms.

There have been changes to the Community bus since the last update in August.

Ridership has increased by almost 3000 in the first 3 months:

954 in September 2016, to 1948 in 2017;

953 in October 2016, to 1925 in 2017; and

1001 in November 2016, to 2059 in 2017.

Jason is pulling together a community engagement to share information with the public about the community bus route changes. As well he is looking into a public meeting at the YMCA to encourage new riders on the conventional bus system.

Specialized Supervisor transit vehicles will be in use with the capability of holding up to 2 mobility devices (in event of emergency, bus breaking down etc). AAC agreed that would be very helpful.

Leanne advised the AAC will be meeting with Conrad in February re: design of new bus shelters and bus pads.

AAC asked who they should contact if issues are raised. Jason advised he can be called directly or via switch. Details of the issue will be taken with follow-up as required by the right staff.

With regard to the Community Bus, the AAC asked if the ridership increase was people with disability or the general population. Jason said they don't have those stats but are working on a new fare box tender that will be able to track more details.

Item 5

Trail Master Plan – **For Engagement** – Leanne Warren

Leanne read through draft motions for the AAC to consider putting forward to the Parks Planning for the development of the Guelph Trail Master Plan (GTMP). This first stage is very high level, and is what the motions are geared at. When Phase 2 in the spring comes along we can fine tune. It is important the AAC move forward with a motion on this otherwise the AAC will appear as silent on the matter.

Motions:

1. Trail classifications to clearly set out standard trail attributes such as surface, width and amenities while considering the needs of people with a disability;
2. Tertiary trails are not considered to be accessible, therefore, this type of trail shall not be the main route of a trail intended to be part of a commuting trail system, nor the only connection between two accessible elements/features;

3. Surfaces for primary or secondary trails shall be wheelchair accessible by being firm, stable and slip resistant and not include inaccessible surfaces. The surface product shall be appropriate as recommended by the AAC and adhere to the Facility Accessibility Design Manual (FADM);
4. All trails that are considered accessible shall have a maintenance standard as per the Accessibility for Ontarians with Disabilities Act;
5. Consult the AAC in the development of design guidelines for trail rest areas, passing areas, viewing areas and any other pertinent trail feature;
6. Consult with the AAC in the development of a standard trail map that take into account the need for accessibility by complying with the City of Guelph Facility Accessibility Design Manual and consideration of advice provided by AAC members; and
7. Trail signage and other trail user information should be available online as an alternate format to signage for people with a disability that affect their ability to read the sign. Further, Visitor Information Centres to carry information in Braille, tactile maps, and large print.

Motion to approve by Julian

Seconded by Mike

Carried

Item 6

Signage for accessible lockers at recreation centers – **For Recommendation** – Leanne Warren

Leanne shared that a number of accessible lockers have been allocated at the City's West End Community Centre. Should identifying signage be displayed at the end of each bank of lockers or separately? Also which symbol should be used?

As the accessible lockers are larger (taller) than the regular lockers there is concern they may be misused. The lockers are designed to the FADM with a shelf at 54 inch reach and one coat hook lower down. The locker count exceeds the required number.

Jason suggested changing the locks so accessible keys could be available from the front counter but Leanne advised this could be viewed as a Human Rights issue.

Sarah doesn't see an issue with placing the sticker on each locker. Mike suggested painting them a different colour and using the forward motion symbol. Brooke agreed it

may deter misuse of accessible lockers if they are each clearly labeled. Julian said by labelling only the lockers on the end, the ones in between may not be viewed as accessible also.

Leanne said all lockers will have a number in Braille. Brooke asked for this to be installed at the Victoria Road Recreation Centre as it's the location she frequents.

Leanne shared concern some people may self-identify that they are not 'disabled enough' to use them, and for those with arthritis, low-vision and/or are ambulatory may not feel they qualify to use them.

Mike said the accessible symbol is used widely enough that it should be recognized as for people other than simply wheelchair users.

The AAC recommends displaying the forward motion symbol and "Accessible" in Braille, on every accessible locker.

Item 7

Delegating to the Site Plan Sub-Committee - **For Engagement** – Leanne Warren

1. Two new parks with play equipment – Crane Park and Cedarvale Park;

A link was distributed via email to the AAC and pamphlet was made available at the meeting for collection.

2. Recommend when signs are available on trails when built in stages; and
3. Accessible Parking On-street on Douglas Street and other on-street locations

Accessible parking was on Douglas but was not reinstated after work was redone.

4. All phases of the Guelph Trail Master Plan with reports back to the AAC at each of their meetings

Leanne clarified that when items are sent to AAC Site Plan, they will always report back to the AAC.

Motion:

All four of these items be available to the Site Plan committee who will frame the recommendation back to us. (Mike recommended adding:) To allow the Site Plan group to advise on time sensitive advice when urgent.

Motion to approve by Sarah

Seconded by Jason

Carried

Item 8

Annual Information Report and Presentation to Council – **For Discussion** – Leanne Warren, Mike Greer and Jason Dodge (Accessibility Affordable Housing)

Committee members are concerned about Accessible affordable housing. When planning new developments accessibility needs to be paramount.
The committee will discuss this topic further in the future.

Item 9

Site Plan Sub-committee Report – **For Information** – Brad Howcroft

Sub-committee members expressed frustration with the low number of accessible housing in the Site Plan submissions. Further to Item 8 in these minutes, this group feels that with minor changes that some individual houses and some townhouse style houses could be made accessible in all developments.
This concern will be discussed further at Site Plan meetings.

Item 10

Wilson Accessible Parking Space – **For Information** – Leanne Warren

After consulting with the AAC, staff felt that the accessible parking space on Wilson should remain on Wilson. At a previous meeting the AAC had recommended that the parking space be relocated to Carden Street as loading from the vehicle was considered by the committee to be safer than Wilson.
Staff felt that the parking should be spread out and were reluctant to relocate this accessible parking space

The AAC often see vehicles parked in the accessible parking loading zone.

Motion:

Formal request to Planning that in the downtown the accessible parking and access aisle are clearly defined at all times when the downtown is reconstructed, and on Carden now.

Motion approved by Mike
Seconded by Marlene

Carried

Item 11

Committee Business:

Nominations and Elections for Chair position for 2018 – **For Recommendation** – Leanne Warren

Nominations and Elections for Vice-Chair position – **For Recommendation** – Leanne Warren

Two nominations were received prior to the meeting - Jason and Julian.
Julian and Jason confirmed they both wish to run for Chair.
Brad highlighted that members can vote for themselves as per Robert's Rules.

Voting was conducted and ballots counted for the Chair position. Julian received 8 votes, Jason received 2.

Jason declined running for Vice-Chair.

Mike was nominated for Vice-Chair.

Brad asked if any other member wanted to run for Vice-Chair. No further nominations were received.

Brad declared Mike the Vice-Chair for the AAC. Further, declared this is a term for 2018 with another election in a year from now.

Brad extended holiday wishes from Julia (past Vice-Chair 2017) and thanked Luc and Tanya for their hard work.

Leanne shared farewell letter from Tanya.

Mike asked if those working on the new Forward Motion wheelchair accessible symbol could be invited to a future AAC meeting. Leanne will extend an invitation.

Item 12

Celebration of Committee Work this Year

Au revoir to Tanya, Joanne and Luc

Highlights from 2017 were read out by Leanne...

The year started off with Brooke and Brad testing Transit's trip planning app.

Site plan group ... your work and commitment to accessibility in Guelph is outstanding. Many of you find 2 hours of your time every two weeks; your work and advice has been very helpful for people with a disability.

Many staff members have engaged the AAC over this past year, from Chillico Park and Riverside Park play structure to learning about the voting clickers used by the Community Engagement team.

Brooke and Mike were able to share with us their work outside of this committee that is influencing accessibility across the country...Brooke with her work on the Canadian Standards Board and Mike with the Rick Hanson Institute.

Guelph Transit met with us and shared some behind the scenes information about growth in the Mobility system, changes to the Community Bus program. We also were able to share with Transit some concerns that we had with some elements of the service. We also had a delegation address the AAC regarding their concerns with the size of assistive devices used on the buses.

Online voting: The AAC and staff supported online voting for the 2018 municipal election however Council decided to not include this form of voting. AAC members Brad and Jason delegated to Council with a very powerful presentation. Council reacted positively to their presentation and understood but the majority felt that there were specific risks with the voter list that they just couldn't agree to.

Bylaw and traffic investigation attended the AAC in June to engage the AAC on the proposed Provincial Transportation Standard. Feedback from this meeting was sent to the Province.

And the final highlight, the AAC recommended to the City to go ahead and use the Forward Movement wheelchair accessible symbol. The first place that it will be used is at the Civic Museum in the spring.

We have such a wonderful committee. Your work is highly impactful for all people who live, work and play in the city of Guelph. Thank-you, you make my job so fulfilling! Let's celebrate...

Meeting adjourned 4:40pm.

Next Meeting:

February 20, 2018 from 3 – 5 p.m. City Hall 112

Topics:

- Accessibility for Ontarians with Disabilities Act report
- Site Plan Sub-Committee report
- Wilson Parkade and accessibility
- Bicycles on sidewalks