

Meeting Minutes

City of Guelph

Accessibility Advisory Committee (AAC)

Tuesday, June 21, 2016

City Hall, Meeting Room 112

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

Meeting Chair: Brad Howcroft

Vice-Chair: Julia Phillips

Minutes: Sam McFarlane

Attendance: Brad Howcroft, Julia Phillips, Brooke Sillaby, Malcolm McLeod, Julian Murphy, Cathy McCormack, Jason Dodge, Sarah Mathison, Marlene Pfaff, Tanya Davies, Ruth Russell

Regrets: Missy Tolton, Kate Ducak, Raminder Kanetkar, Mike Greer

AGENDA ITEMS

Welcome to all

3:00 to 3:05 Item 1 and 2

Item 1. Approval of the Agenda

- Approved by Julian, seconded by Malcolm
- All in favor, vote passed

Item 2. Approval of Minutes of April 19

- Approved by Marlene, seconded by Jason
- All in favor, vote passed

3:05 to 4:00 Item 3

Site Plan Sub-Committee Report

a. Report on Site Plan Reviews – **For Information** – Julia Phillips

- Site Plan Review Sub Committee meet Monday afternoons 1 to 3 and Tuesday evening 6 to 8, if anyone is interested in joining, please contact Leanne.
- The group is currently averaging about 9 site plans for review every two weeks.

- Accessibility staff presents AAC member's comments to developers during the Site Plan Application meeting that takes place every two weeks.
 - The site plan committee has met with Parks Planning staff to review and comment on the replacement play equipment at Riverside Park. All AAC members were invited to comment. Many AAC members sent comments in electronically. All AAC members' comments were forwarded to Parks Planning staff.
- b. Trail Rest Areas Consultation: Recommended Standard Update – **For Engagement** – Julia Phillips. Staff resources: Leanne Warren, Helen White and Janet Sperling
- Working with parks planning to develop a standardized approach to determining the location of trail rest areas. The discussion:
 - During the April AAC meeting it was reported that a standard had been decided upon however when staff and the AAC Site Plan group tried to apply that standard they found it to be too difficult and was too complex, for example slopes greater than 4% would span 20 meters then level out for 30 meters to only have another slope greater than 4% for another 18 meters, and so on. Slopes greater than 4% would have fewer rest areas in the original standard. In an effort to resolve the complexity of that standard, the group agreed that applying the most number of rest areas, so every 150 meters (+- 50 m), was the easiest and most beneficial to those with a disability using the trails. The distance of 150 meters between rest areas exceeds standards in neighboring communities.
 - Further, it has been identified that the group should have a rest area standard for trail entry points as many of the trail entrances have a slope at or steeper than 4%. For consideration, a bench at the top of the slope would be ideal for those accessing the trail however trail entry points rarely have an appropriate space to accommodate a rest area.
 - The group successfully applied the new standard to the following trail plans: -
 - a. May 16/17
 - i. Landsdown Drive Condominium Trail
 - ii. Kortright East Phase 4 Subdivision Trail
 - iii. 55 - 75 Cityview Drive Subdivision Trail
 - b. June 13/14 -
 - i. 132 Harts Lane Subdivision Trail
 - ii. Nima Trails Subdivision Trail
 - The committee identified the following elements that would make a trail accessible:

- Important to consider all factors of competing disabilities throughout the process, for example reaching outside of the AAC for advice including people who have low vision.
- No, or minimal drop between the trail and the grass.

Staff response:

Difficult to maintain level with the natural aspects of the trails and the grass-staff can work to achieve a flush edge: trail standards work to achieve this.

AAC Recommendation:

Staff aim for a maximum for 1 inch difference between trail and abutting surface.

- Ensure little or no debris throughout the trail.
- For consideration, have a trail that is built for people with a physical disability to use for post-habilitation. This trail should have handrails on both sides of the trail and very little slope.

Staff reported that the Trail Master Plan will be reviewed in the near future

c. Motion from Sub-Committee regarding rest areas on secondary off-road trails – **For Recommendation** – Julia Phillips

- Motion 1:
 - Part 1: In all situations: Rest areas shall be provided at a minimum of every 150m +/- 50m to accommodate challenging site conditions.

Further Considerations:

1. An additional trail rest area shall be provided when trail lengths between 150m and 300m have two or more sections of trail with slopes greater than 4% and the length of those sections add up to 100m or more. Trail rest areas associated with slopes greater than 4% shall be located at the top. In certain circumstances additional rest areas may be required by staff to accommodate challenging site conditions. For staff's discretion.

2. For trails with entrance(s) from adjacent roadways, consider providing a rest area for at least one trail entrance. Consider placing the rest area at the entrance that has the highest anticipated usage.

- Further:
 - To ensure that Parks Planning staff feels supported in applying the new standard, staff is encouraged to approach Leanne who will coordinate gaining advice from the AAC Site Plan Review subcommittee. If the site plan review subcommittee isn't feeling confident in the consultation they can offer they would then approach the AAC as a whole for consultation.

Motion made by Marlene, Seconded by Julian, all in favor, vote passed.

- Motion 2: When staff has reviewed 10 Trail plan submissions or 1 year has passed, whichever comes first, staff are to present how the standard has worked to the full AAC.

Motion made by Marlene, seconded by Ruth, all in favor, vote passed.

4:00 to 4:10 Item 4

Guelph Mobility: Changes to AAC Contact Person - **For Information** – Robin Gerus

- New supervisor of mobility services
- 35 years working for the TTC-history in transit
- Worked with the emergency control center
- Pan-am games mobility vehicles for the event
- Taken mobility with customers
- Moving forward with trapeze system

4:10 to 4:20 Item 5

Update of Travel Training Pilot Program – **For Discussion** – Sam McFarlane

- Difficult recruiting volunteers during the summer months and seeking some input from the committee regarding potential volunteers. Members recommended:
- High school students for volunteer opportunities
- SAS university students
- Peer helper program
- BASC faculty listserv
- SVC at Raithby house
- Seniors looking to have some teaching opportunities
- Malcolm to contact for specific students
- Poster on the conventional bus for volunteer opportunities

4:20 to 4:30 Item 6

Report on Meeting with the Mayor – **For Discussion** – Brad Howcroft and Julia Phillips

- We took the topics suggested by the AAC and came up with an agenda.
- Brad, Julia and Leanne attended the meeting with the Mayor and talked about the following topics:
 - Bike lanes are also great paths for people with a disability as asphalt is easier to drive on for many people. The Mayor was pleased that the bike lanes serve a multiple purpose.
 - Positive accessibility related changes to the sites of new commercial, industrial, etc. buildings in Guelph partly due to the AAC Site Plan Review sub-committee's ability to comment on accessible features that are needed. This group of committee members review and comment on approximately seven site plans every two weeks.
 - The AAC have been consulting with Parks Planning staff regarding rest areas on City trails and on park play structures

Committee mentioned their concerns:

- The committee are in favour of the affordable housing movement however accessible affordable housing should also be considered part of the City's project. The Mayor said that our timing on this is perfect and that he will look into it.
- Roundabouts are a concern for people with a disability as a person who is blind or has low vision cannot or struggle to look for a gap in traffic and in most cases cannot confidently make eye contact with the driver before crossing the road. People who have a guide dog struggle as these dogs are trained to cross the road from one sidewalk to the other without stopping. Many roundabouts have a pedestrian refuge island before crossing a second leg of the road. Service dogs can't tell the difference between a regular street crossing and the odd layout of a roundabout. The Mayor understood once we explained what the concerns are.

The committee asked if the Mayor had any suggestions for them in their work.

- The Mayor responded that becoming more visible by presenting to council more often would be a good approach. He suggested that the committee continue with providing an annual report but also consider making a presentation to Council in the spring when budgets are being talked about.

It was a very helpful meeting for the committee. The AAC members thanked the Mayor for meeting with them and graciously hearing their concerns and sharing his thoughts about accessibility with them.

4:30 to 4:40 Item 7

Accessibility for Ontarians with Disabilities Act (AODA) Update – **For Information** – Leanne Warren

- Revised Customer Service Standard comes in to effect July 1, 2016.
- Customer Service Standards are now part of the Integrated Accessibility Standard Regulations (IASR) rather than a standalone regulation. Therefore there are now three AODA related Provincial regulations: Ontarians with Disabilities Act (ODA), AODA Accessibility for Ontarians with Disabilities Act (AODA) and within that act is the Integrated Accessibility Standard Regulation (IASR).
- It is expected that the ODA will be repealed in the coming months. This legislation permits the AAC to review and comment on site plans. Leanne has spoken to the Province about the importance of the ability to review site plans and requested that the AODA include this capacity.
- Very few changes were made within Customer Service Standard. Changes are unlikely to impact AAC work.

4:40 to 4:50 Item 8

Review of Accessibility and Encroachments (Downtown Sidewalks) – **For Discussion** – Leanne Warren, Michael Greer, Sarah Matheson and Julian Murphy

- Concern about remaining sidewalk when patio goes in
- By-law is now enforcing encroachment
- If anyone finds any issues-report to by law
- Signs are a separate bylaw-a frame signs and will continue to be worked on

4:50 to 5:00 Item 9

AAC Agenda Items Brainstorm List – **For Discussion** – Leanne Warren

- Annual Council presentation to be included in August meeting
- February meeting to set out topics for April Council presentation
- Consult with Guelph Barrier Free Committee regarding partnership to celebrate Access Awareness Week at the end of May 2017

August Agenda Items:

- Site Plan Sub-Committee Report
- Garbage bins encroaching on accessible route
- Ice removal

Meeting adjourned

Next Meeting:

August 16, 2016 from 3 – 5 p.m. City Hall 112