

MEETING MINUTES



MEETING **City of Guelph Accessibility Advisory Committee**

DATE Tuesday, February 21st, 2011

LOCATION City Hall, Meeting Room B

TIME 3:00 – 5:00 p.m.

CHAIR: Jennifer Popkey Bergen

PRESENT: Paul Reeve, Doug Grove, Janice Pearce Faubert, Cathy McCormack, Brad Howcroft, Carin Headrick, Laurie Lanthier, Mary Grad, Julia Phillips, Cory Chisholm, Leanne Warren (Liaison), Chelsea Crocker (Minutes), Lynne Briggs (Manager-Partnerships and Inclusion)

REGRETS: Tanya Davies, Tom Goettler (On Leave), Jane McNamee

ITEM #	DESCRIPTION
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1	Welcome
2	<p>Approval of the Agenda Motion: Cathy ,2nd: Julia</p> <p style="padding-left: 40px;">All in favour, Carried</p> <p>Approval of Minutes of December 20th, 2011 Motion: Carin,2nd:Paul</p> <p style="padding-left: 40px;">All in favour, Carried</p>
3	<p>Business Arising:</p> <ol style="list-style-type: none"> 1. Vice-Chair Position Confirmed– For Information - Leanne Warren <ol style="list-style-type: none"> a. Brad was re-appointed to the AAC. At the December AAC meeting the committee voted that Brad would fill the Vice-Chair position if he were to be re-appointed to the committee. Brad is now the AAC’s Vice-Chair. 2. Review of City’s Facility Accessible Design Manual (FADM) – For Discussion – Leanne Warren <ol style="list-style-type: none"> a. Review FADM Exemption Process Plan for situations that are

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technically infeasible. The process includes:

- Consultants providing project documents as well as a completed checklist to City project managers and the accessibility coordinator
- A process to work through designs that may not meet the FADM and a subsequent process that may include document a specific exemption(s). The end of this process includes an ad hoc committee made up of one or two AAC members, as well as the project manager, consultant, related project staff and the accessibility coordinator
- A recommendation from the committee to the service area manager/director that funds the project
- The AAC deciding who the representatives will be; potentially pull resources from outside the committee to assist

b. The Committee recommended that the title of the process, "Exemption process" be reconsidered

c. In future, Leanne to provide the AAC with a list of upcoming development projects once budgeting has been finalized

d. Staff Requested Additions to the manual: Fire Stations and EMS facilities

3. Accessible Integrated Standard – What is next for 2012 – For Information – Leanne Warren

a. City of Guelph website has all emergency and public safety information in accessible text format

b. Employee Workplace emergency information policy was developed along with an intake style of form. A notice was sent out to all employees with their paycheques in December.

4. Affordable Bus Pass Pilot Program – Update – Lynne Briggs

a. The application form for the affordable bus passes has been developed and an AAC member who supports people who may use the service and an AAC member who may use the service have provided comment

b. The pilot starts in July; applications available in February and promoted to those who currently access the subsidized bus pass program.

c. April to communicate to others who may want to apply

5. Report to Community and Social Services Committee – For Discussion – All

a. See 5.1 below for a draft of the proposed schedule for 2012.

- February and April meetings reported in May

- June meeting and plans to the end of year report presented in September

- Future could be report Aug to Dec in Feb; Feb to June in Sept

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	<p>6. Accessible Pedestrian Signals</p> <ul style="list-style-type: none">a. Leanne is considering to install 2 APS': Wyndham at the mid-block crossing by the River Run Centre and at the intersection of Stevenson & Speedvale
4	<p>New Business:</p> <p>7. Waste Collection and Accessibility – For Information – Leanne Warren</p> <ul style="list-style-type: none">a. larger plastic bins to hold clear, green, and blue bagsb. Concerns:<ul style="list-style-type: none">i. Still concerned about sanitary products being picking up every other week and health concerns related to storing these products for two weeks and are wondering what options are available;ii. Bins being more difficult and heavy to manoeuvre;iii. Bins hindering/blocking sidewalk space for pedestrians before and after pick up;iv. How do you apply for assistance with this;<ul style="list-style-type: none">a. to what degree is assistance provided;b. is seasonal assistance available;c. getting the news out to persons who qualify;d. appeal process;v. What is the process if you have an arrangement for assistance with your waste pick up but your waste is not picked up because you have been missed? <p>8. Committee Schedule for 2012 – For Information – Leanne Warren</p> <ul style="list-style-type: none">a. No concerns <p>9. Items from this meeting for CSS Report – For Discussion - All</p> <ul style="list-style-type: none">a. Waste collectionb. Exemption process for FADMc. Affordable bus passd. APS
5	<p>Identify and Assign Future Agenda Items:</p> <ul style="list-style-type: none">1. AODA Plan – For Discussion2. Vulnerable Persons Registry – Update3. Letter regarding bus stop on Elmira Rd serving Flaherty Dr. The AAC decided to focus on the City's:

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	<ul style="list-style-type: none">i. Communication of the public consultation process,ii. Process for responding to concerns like this; andiii. Process to accommodate an individuals in this type of situation Leanne to coordinate this information for a future AAC meeting.
6	Meeting Adjourned
	Next Meeting: April 17th, 2012 from 3 – 5 p.m., City Hall