

Meeting Minutes

City of Guelph

Accessibility Advisory Committee (AAC)

Tuesday, October 17, 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 and Introduction of Sarah Wren (new Accessibility Services Assistant)

Present: Brad Howcroft, Cathy McCormack, Sarah Mathison, Michael Greer, Malcom McLeod, Julian Murphy, Jason Dodge, Marlene Pfaff, Raminda Kanetkar

Regrets: Tanya Davies, Melissa Tolton, Brooke Sillaby, Joanne O'Halloran, Luc Engelen

Staff: Helen White (City of Guelph, Park Planner) Kate Whitfield (Alta Planning and Design, Consultant) Leanne Warren (Accessibility Services and AAC Liaison), Sarah Wren (Accessibility Services)

Item 1 and 2 and 3

Item 1. Approval of the Agenda. Motion to approve by Marlene, seconded: Malcom

Item 2. Declaration of Conflict of Interest - None heard

Item 3. Approval of Minutes of August 15, 2017. No changes.

Motion to approve by Cathy

Seconded: Sarah

Carried

Item 4

Guelph Trail Master Plan – **For Engagement** – Leanne Warren, Helen White (Parks Planning), Kate Whitfield (Consultant)

Kate and Helen provided an introduction of the Guelph Trail Master Plan (GTMP). Several meetings are being conducted over the coming months providing further detail. It is currently in Phase 2: data collection and best practice review. The final report (Phase 4) is due early 2019.

The GTMP project aims to:

1. Replace the existing GTMP with a new document that reflects best practices and meets updated rules and regulations
2. Update and correct existing city trail network data
3. Update the implementation strategy.

The City adopted the GTMP in 2005 to provide strategic guidance and guidelines for work related to City trails. There is a requirement that the plan be updated every 5 years – the first update in 2010 only updated the network map.

An online survey is being released on October 19, 2017 to invite feedback on uses of existing trails. Helen invited the AAC to provide any feedback in these early stages and for members to attend any of the public sessions.

AAC asked if consideration is being given to making the trails more seasonally available, especially in the winter, of particular importance is the TransCanada trail between John Galt and Riverside Park.

Kate identified that policies regarding types and level of snow clearing needed to be made. Helen noted that some trails are maintained in the winter but said the City would like to know if there are other needs for different trail clearing (including location, frequency, and so on). She invited feedback from the AAC.

AAC asked if there are ways to make recommendations in stages for approval of the master plan? Feedback should be well developed and not vague. Kate said master planning needs to be comprehensive with 'information packages' delivered. Recommendations won't be put forward unless the funding is approved for the maintenance.

AAC asked if there are plans to develop an interactive tool that shows trail mapping – in a downloadable format or a phone applications (app)? Helen said there is relatively little funding so far for this. They need further information to help users to negotiate the trail network. There are PDFs and a Graphic Information System but it doesn't include trails. She asked for recommendations.

AAC asked if this was in fact the 2015 update (given it should be updated every 5 years, since launching in 2005) Helen said yes it was.

AAC asked if the TransCanada trail goes by the same standards as Guelph? Kate said it is dictated by the local standards and so the GTMP plays a role in the design of these trails in Guelph.

It was highlighted that the need to accommodate hand cycles and asked for clarification on Book 18. Kate advised Book 18 is the Ontario Traffic Manual for cycling facilities issued by the Ministry of Transportation. It is a free guide, available online. Book 15 is for pedestrians. Signage is also mentioned in Book 18.

Helen said in Spring 2016 they came to the AAC Site Plan group asking for guidelines. If the committee has an interest in expanding tools of the GTMP – such as guidelines for rest areas on primary trails, tertiary trails? It would be helpful to be raised in the next month before the next phase commences.

AAC generally agrees on the standardization of all attributes. If any changes are made the AAC should be notified. AAC believes the formalization of guidelines should be incorporated into the master plan of trails. Helen will look into what is currently being built and report back.

AAC asked if there will be designation between walking and cyclists paths on primary trails? Kate advised the criterion for this is transit and of high use, otherwise she doesn't know if there will be.

It was noted from an AAC member at a previous meeting that trails that are 3 meters wide can be difficult for some service dogs as they typically use the hard and soft surface as a guideline and with a wider trail this cue is further away.

It was noted that signage wasn't mentioned in the presentation and asked whether ACC can advise on the scope of sign elements.

Helen advised the next formal round of the draft master plan document includes section on signage. Guelph has a 'suite of signs' guidelines including trailheads, way finding, regulatory/ rules etc. The design of the signs was informed by AVA (?) requirements. All this is up for consultation and discussion.

It was asked if the AAC should delegated consultation to the Site Plan group or maintain at the AAC level. AAC felt that if it's delegated it will be dealt with in a timelier manner than just every 2 months.

It was raised that specific questions should be discussed at the AAC Site Plan meeting. The AAC was in favour of this.

Item 5

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

Jason was not available

AAC feel that Transit representation is really important to committee. Especially right now there are a lot of changes to 2 forms of transit.

Item 6

Committee Business:

Planning for Nominations and Election at December meeting– **For Discussion** – Brad Howcroft

6.1 Brad announced that members can send Leanne nominations for the Chair and Vice-Chair positions. Nominations should be received by Leanne by 5 December 2017. Brad recommended the AAC vote for Chair first.

Leanne sent out a list of when members are to reapply and when their 8 years are up. If there are any discrepancies let her know.

6.2 The AAC meeting scheduled for 16 October 2018 – Meeting rooms 112, A,B and C are all booked. Options are to cancel the October meeting, reschedule or find another venue.

It was agreed preference was to look at booking the same date for a different venue. Marlene suggested Evergreen. Leanne will see if it can be booked.

Item 7

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

Mike and Leanne to create preamble and motion.

Mike asked if Thea Kirdy would like to come present to the AAC. Leanne will look into this. Leanne shared that “Affordable” is defined as middle income.

The Guelph Accessibility Advisory Committee commended the work of staff and Council for their work on the Affordable Housing Strategy. The AAC ask that Council consider expanding this strategy to include incentives for development to include accessible housing that at least incorporates the principles that CMHC include in one of their accessible housing guidelines.

Further discussion at the December meeting

Item 8

Site Plan Sub-committee Report – **For Information** – Brad Howcroft
Very little new to report; the sub-committee members continue to review several submissions each month.

Item 9

Speedvale Pedestrian Underpass – **For Discussion** – Leanne Warren

Item 10

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

Leanne shared plans to move the accessible parking space which is poorly placed to the second parking space on Carden Street. This may help to address concerns with the expected increase in traffic on Wilson.

Recommended by Marlene.

Seconded by Cathy.

Carried

Item 11

Compliance Report to Province and Multiyear Accessibility Plan – **For Information** – Leanne Warren

The multiyear accessibility plan has been pushed off until early in the New Year. More details will be provided at the February AAC meeting.

Item 12

Bicycles on sidewalks – **For Discussion** – Leanne Warren and All

There are concerns from those who have a disability and want to ride their bikes on street as they feel that they are not safe while travelling on the street. There are those with a disability who feel that they are at risk when bikes travel on the sidewalks. The Ontario Human Rights Commission has a document that speaks to competing disability requests.

Jason said he doesn't know how much can be accomplished by discussing as it's a Provincial law.

Brad had a casual conversation with a Police officer and was advised most children or adults with a disability can use the sidewalk without penalty as long as they are taking others safety into account.

Bikes are defined under the Highway Traffic act.

Julian believes the use of sidewalks is covered by the by-law.

Mike suggested police officers have awareness (sensitivity training) how to treat those with disabilities who use the sidewalk for access.

Leanne will find out number of incidences on complaints and look into inviting an officer to speak.

Next Meeting:

December 19 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
- Recognition of AAC work this year

Future meeting topics:

- Leanne will ask the City if they will ever sanction another app or website.

Other:

- The AAC suggest the Barrier Free Committees discuss at their meeting where the City's interest is in promoting apps on accessible parking in city.