



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, April 4, 2023 at 11:30 a.m., at the University of Waterloo – Stratford Campus, Room 1004.

Committee Members Present: Roger Koert – Chair Presiding, Councillor Bonnie Henderson, Andy Mark, Peter Zein, Jamie Pritchard, Geoff Krauter

Staff Present: Dan Sykes – Development Coordinator, Gabby Rodriguez – Accessibility, Diversity & Inclusion Coordinator, Casey Riehl – Recording Secretary

Also Present: Ken Wood

Regrets: Heather Contois, Diane Sims

1. Call to Order

Roger Koert – Chair presiding, called the AAC meeting to order at 11:34 a.m.

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Delegate: Mark Hackett, Community Facilities Manager – Accessible Parking Spots at Gallery Stratford

The Manager of Community Facilities reviewed the proposed location for two accessible parking spaces at the Gallery Stratford. Staff is proposing that both parking spots be located behind the Gallery, adjacent to the accessible entrance at the rear of the facility. Mr. Hackett confirmed that this entrance is always open during Gallery hours. This parking area is currently used for staff parking, which would be relocated. Patrons who park in the back lot can access the front entrance, which is also accessible, by exiting the laneway and taking the sidewalk around to the front. Mr. Hackett will confirm that there is a curb cut at the start of the sidewalk at the laneway.

Jamie Pritchard noted that the back parking lot is often closed during the summer for outdoor performances held at the back of the Gallery. The Manager advised he would

inquire with the Gallery regarding this concern. Roger Koert inquired if alternatively, two accessible parking spots could be added to the main parking lot (located beside the Gallery). Mr. Hackett stated that this could also be an option. Peter Zein stated that perhaps one could be located at the rear of the building and the other in the main lot at the side.

The Manager advised he would discuss the option of one parking spot being installed at the rear and one in the side lot with Gallery Stratford staff and report back to the AAC.

4. Adoption of the Previous Minutes – March 7, 2023

Motion by Andy Mark

Seconded by Jamie Pritchard

THAT the minutes from the Accessibility Advisory Committee meeting dated March 7, 2023, be adopted as printed. Carried

5. Infrastructure & Development Services Update – Dan Sykes

Dan Sykes, Development Coordinator, provided the following update:

2022 City Projects Carried Over

1. Huron Street Reconstruction – Huron Street Bridge to John Street
 - Phase 1 complete and traffic signal work ongoing;
 - John Street requires minor restoration in the spring.

2023 City Projects

1. Albert Street Reconstruction (Phase 1) – Waterloo Street to Front Street
 - Full road reconstruction, sanitary, storm and watermain replacement (total length = 520 m). Enbridge is currently doing their work ahead of the City's work. This project is estimated to be complete later this fall.
2. Ontario Street Watermain Replacement – Queen Street to Parkview Drive
3. Watermain replacement and road resurfacing (total length = 250 m). Portia Boulevard – Watermain Extension
 - Birnham Construction (contractor) to begin in the Spring;
 - There will be a directionally drilled watermain (total length = 60 m).
4. Erie Street Watermain Relining – Cambria Street to Monteith Avenue
 - This project is not proceeding in 2023 due to budget.
5. Waldies Lane Reconstruction – Wellington Street to Dead End
 - Full road reconstruction, sanitary, storm and watermain replacement (total length = 100 m). Currently in the design stage.

6. Annual Asphalt Resurfacing – various locations
 - Ontario Street – Waterloo Street to Parkview Drive (total length = 1,050 m).
 - This project is pending receipt of funding from the Ministry of Transportation Ontario.
7. Missing sidewalk sections to be completed in 2023:
 - Martin Street (East side) – Delamere Avenue to William Street;
 - John Street South (East side) – Centre Street to Cambria Street;
 - Cambria Street (South side) – John Street South to St. Vincent Street South;
 - Walnut Street (South side) – Railway Avenue to Dufferin Street.

The AAC's sidewalk and curb cut budget line requested for 2023 with the Engineering Division is \$50,000.00. Nicholson Concrete secured the contract for 2023 and will be completing the sidewalk and curb cut projects for the City.

The missing link of sidewalk at Lorne Avenue and Queensland Drive will be required to be expropriated if it is going to get connected. This stretch is on private property and the owner is not willing to permit a sidewalk to be installed.

The McCarthy Road bus stop (across from McCarthy Place) has been noted on the Transportation Master Plan as a preferred location. A study will need to be conducted by the consultant to review the curved lineage of the road and where the best location would be for the crossing and bus stop. The design and the project may be completed in 2023.

Staff is investigating a sidewalk extension on McCarthy Road from the west limits past the Rotary Complex which would extend to Greenwood Drive on the North side.

Staff is reviewing the Albert Street and Waterloo Street crossings to update the signals during the reconstruction project. They are also investigating other locations in the downtown core as the initial ones to complete. There is currently \$40,000.00 included in the 2023 budget for Engineering to update crossing signals to be AODA compliant.

The Development Coordinator updated the Committee that the recent quotes received for the railing and the concrete work for the Veteran's Drive project has come in at approximately \$18,000.00. Which is nearly double the original quote. Staff will proceed with the project, however, are seeking approval from the AAC if they would like to spend this higher amount out of the Engineering accessibility budget. Members noted this improvement is necessary, as the new accessible washrooms are not located down at the boathouse. Staff will assess the curb cut and the sidewalk adjacent from the entrance to Memorial Garden to insure it is in good condition. Roger Koert inquired if the Development Coordinator could investigate possibly matching the new railing to the other ones located in the area.

Motion by Andy Mark
Seconded by Peter Zein

THAT the Accessibility Advisory Committee spends up to a maximum of \$18,000.00 for sidewalk and curb cut repairs, railing installation and any other necessary repairs required for the sidewalk repairs on Veteran's Drive along Memorial Garden. Carried

The Development Coordinator advised he would contact the Manager of Parks, Forestry & Cemetery regarding updated quotes to improve the pathway on the east side (along the building) leading into Memorial Gardens.

Ken Wood addressed the Committee regarding the necessity for repairs along Britannia Street where driveways meet the road. The angles are very steep, which requires you to go onto private property or onto the roadway. It is difficult for electric wheelchairs and scooters to navigate the area safely. The Development Coordinator stated that it is difficult to keep the sides even when the elevations of the road are different from side to side. New subdivisions do not face this issue, but existing streets are constantly faced with grading and elevation issues. As infrastructure is upgraded, the elevation of streets and sidewalks are addressed. Geoff Krauter inquired if the City has investigated grants for these types of issues. The Development Coordinator stated that staff is constantly reviewing all grant options for projects.

6. Site Plan Review Sub-Committee Feedback Reports – Dan Sykes

The Development Coordinator advised he would seek clarification on the site plan review process and who should be included in the reviews, including the Accessibility, Diversity & Inclusion Coordinator.

Dan Sykes, Development Coordinator, left the meeting at 12:30 p.m.

7. Transit

None noted.

8. Parking

None noted.

9. Report from Council on Accessibility Issues – Councillor Henderson

None noted.

10. Business Arising from Previous Minutes

10.1 Launch of FADM – Tatiana Dafoe, Clerk

Roger Koert reported that the Clerk has not received any feedback from AAC members regarding next steps for promoting the FADM. Mr. Koert suggested creating a summary of promotional material that can be shared with local

developers and presented to SABA. Peter Zein inquired if someone could be hired to review the FADM and convert it to an accessible format so that it can be posted on the website. The Accessibility, Diversity & Inclusion Coordinator advised she is working towards making the website accessible. Making the current FADM document accessible will be a costly undertaking. She has suggested that working with the Corporate Communications Lead to promote the manual and offer workshops. She will inquire with associates to see if there is anyone who can provide advice on any options to make the manual accessible to post on the website. Councillor Henderson suggested adding making the FADM accessible to the 2024 budget. Information on the FADM is posted on the City's website, specifically that copies can be obtained by e-mail or hard copies distributed to anyone who requests one.

Geoff Krauter, Peter Zein, and Councillor Henderson volunteered to work with the Accessibility, Diversity & Inclusion Coordinator to create a document to highlight sections in the FADM, such as entranceways, bathrooms. Mr. Zein would also like to highlight new housing developments.

10.2 Accessible Housing/Tax Deferral Program

As stated in the memo that was attached to the agenda, the Accessible Housing Tax Deferral program is not being developed separately from the Community Improvement Plan (CIP) project. Once implemented, a CIP allows municipalities to provide tax assistance, grants or loans to assist in implementing the policy initiatives.

10.3 Update on Annual Accessibility Award Presentation – Roger Koert

Roger Koert reported that he and Diane Sims presented Rob Russell with the annual accessibility award for MacLeod's Scottish Shop. The following day, they visited the shop for a press opportunity.

10.4 AAC Presentation to Council (May 23, 2023) – Roger Koert, Peter Zein, Geoff Krauter, Andy Mark, Diane Sims

Roger Koert reported that Gabby Rodriguez, Accessibility, Diversity & Inclusion Coordinator, has put together a draft PowerPoint presentation and requested feedback from the volunteers working on the project. Mr. Koert suggested meeting after the May AAC meeting to review the details of the presentation prior to the May 23, 2023 Council meeting.

10.5 National AccessAbility Week (May 28 – June 3, 2023) – Roger Koert

Roger Koert reported that they have 18 businesses that they have begun building ramps for.

11. New Business

11.1 Accessibility of Stratford's Outdoor Facilities – SERC/National Stadium

Councillor Bonnie Henderson reported that improvements to National Stadium are in the 2023 budget and they will be addressing accessibility issues. The AAC will have the opportunity to review the site plans once they are available.

Roger Koert suggested that the old stone dust track at SERC could be updated. As every student who attends secondary school in Stratford uses this track, it is time to update and provide an accessible track area for everyone. Students with disabilities who want to participate in track and field do not have a facility to prosper in the sport. The SERC area is a partnership between the two school boards and the City of Stratford, with the City owning the track area.

Councillor Henderson will send the previous reports completed for the sports facilities to AAC members.

12. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, May 2, 2023 at 11:30 a.m. at the Stratford Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford.

13. Adjournment

Motion by Andy Mark

Seconded by Peter Zein

**THAT the April 4, 2023 Accessibility Advisory Committee meeting adjourn.
Carried**

Start Time: 11:34 A.M.

End Time: 1:06 P.M.