



Accessibility Advisory Committee (AAC)

MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, October 3, 2023, at 11:30 a.m., in the Mansbridge Room at the Stratford Rotary Complex.

Committee Members Present: Roger Koert – Chair Presiding, Peter Zein, Jamie Pritchard, Geoff Krauter, Diane Sims, Andy Mark, Heather Contois

Staff Present: Tatiana Dafoe – Clerk, Gabby Rodriguez – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Tim Wolfe – Director of Community Services, Casey Riehl – Recording Secretary

Also Present: Connor Luczka - Media

Regrets: Councillor Bonnie Henderson

1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:30 a.m.

Land Acknowledgment

Moment of Silent Reflection

2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

3. Adoption of the Previous Minutes – September 5, 2023

Motion by Diane Sims

Seconded by Andy Mark

THAT the minutes from the Accessibility Advisory Committee meeting dated September 5, 2023, be adopted as printed. Carried

4. Request for an Accessibility Assessment/Audit at Stratford Municipal Golf Course – Tim Wolfe, Director of Community Services

Tim Wolfe, Director of Community Services, shared with the AAC the request from the Stratford Municipal Golf Course Board of Directors to complete an accessibility assessment or audit at the Stratford Municipal Golf Course. There has not been one completed in the past and Board members would like to have an audit to plan and budget for future accessibility requirements. Roger Koert, Chair, reported that the AAC has done audits in the past at Stratford sports facilities and created a checklist for the assessments. Gabby Rodriguez, Accessibility, Diversity & Inclusion Coordinator will lead this assessment project with the help of Peter Zein, Andy Mark and Councillor Henderson. She will coordinate a meeting with members and staff to do a site visit. Mr. Koert will forward the checklist used in the past to the Accessibility, Diversity & Inclusion Coordinator for reference.

Geoff Krauter now present at the meeting at 11:37 a.m.

Tim Wolfe, Director of Community Services also provided the following updates:

- Accessible washrooms at National Stadium are included in the 2024 capital budget.
- Staff is investigating paving the driveway in front of the Lion's Pool and adding accessible parking spots.
- The Manager of Cemetery, Parks & Forestry is moving forward to obtain quotes to pave the path through the Arboretum Park which could possibly take place this fall.
- A porous pave path has been installed behind Gallery Stratford as part of a pilot project. Jamie Pritchard noted the path is great, however there are a few areas along it that are difficult to navigate. The Director advised he would have staff review and even it out.

Tim Wolfe, Director of Community Services, left the meeting at 11:41 a.m.

5. Infrastructure Services Update – Nathan Bottema, Project Engineer

Nathan Bottema, Project Engineer, provided the following update:

- Completing deficiencies on the Huron Street reconstruction next week with paving starting the following week. This project should be completed by the end of October.
- Albert Street reconstruction has been split into two phases as follows:

- Phase I will complete 75-80% of the reconstruction, including curbs, paving and sidewalks,
 - remaining reconstruction to be completed in Phase II in the spring of 2024.
- Crews have now paved John Street and line painting will be completed this week.
- Dunn's Bridge rehabilitation project is continuing. Lorne Avenue will now be closed until approximately the end of November to complete the project.
- Erie Street watermain re-lining construction has now been completed. Crews are backfilling the trenches and will begin restoring the asphalt surface in the next few weeks.
- Tenders are out for completion of a sidewalk link on McCarthy Road West, from Deacon Street towards the west to approximately Greenwood Drive.
- Tenders are out for completion of a sidewalk link on McCarthy Road East, from Mornington Street to the new condominium development on the north side.
- Tenders are out for completion of a sidewalk link on O'Loane Avenue, from Brown Street to Thomas Street. These three links may or may not be completed by the contractor in 2023, depending on the weather.
- The pedestrian crossover projects have been awarded to J.R. Contractors. The cement footings for the poles have been installed at the three (3) locations on Downie Street at Bruce Street, Romeo Street at McCarthy Road East and Lorne Avenue at St. Vincent Street South. The poles and line painting will be completed by mid-November.
- A crossing on McCarthy Road, near the retirement residence, is a priority area that has been identified for 2024.

The Project Engineer advised that in the park area across from the Bandshell on Lakeside Drive, staff are proposing a 1.8m X 30m landing/sidewalk, with the existing curb cut in the middle. They do not plan on installing additional curb cuts mid-block, as it gives a false sense of a safe crossing. The sidewalk would be installed along the road approximately 30 meters, which is the longest stretch without removing any trees. If the landing/sidewalk was any wider than 1.8 meters, it would need to go to the Parks Board for their approval. If the AAC would like to have a larger area of asphalt, staff would be required to design plans and have them approved. Staff are willing to pursue either option.

AAC members advised they would like to move forward with one of the options, as waiting for the proposed closing of Veteran's Drive from Waterloo Street to Cobourg outlined in the Transportation Master Plan, may still be a few years out. The project Engineer noted that if Veteran's Drive becomes an active transportation corridor, curb cuts at various park access points will not be an issue. Roger Koert, Chair, stated that unfortunately access vs. experience plays a large role in how people can enjoy the park and events. Mr. Bottema advised he would submit the layout with the additional curb cuts onto Veteran's Drive for staff approval. He will create two design plans; one with a 1.8m sidewalk with the existing curb cut in the middle, the second one with the same concept, but a wider asphalt multi-use path and curb cuts at the extents of the path. The Chair noted that if the additional curb cuts are approved, they could possibly be done using this year's budget and the path could be completed in 2024. The AAC has used approximately \$25,000.00 of their \$50,000.00 curb cut/sidewalk improvement budget with Engineering for 2023.

A request was made for a map detailing missing sidewalk links to be circulated to members of the AAC for review. Peter Zein advised he previously submitted a review to Engineering and the Parks Division regarding sidewalks. The Project Engineer advised he would look back on the report/review.

Diane Sims inquired if staff had any feedback regarding permanent ramps at downtown businesses. Nathan Bottema, Project Engineer, reported that the Chief Building Official outlined four steps that would likely be involved if permanent ramps were to be considered:

1. A building permit would be required from the owner/applicant and include architectural drawings.
2. The building permit application would require a site plan, noting compliance with the Zoning By-law.
3. They would be subject to encroachment agreements.
4. Heritage permits would be required if construction is within the Heritage Conservation District.

Diane Sims also inquired if there is a plan to install a sidewalk along the south side of Lorne Avenue heading to the Army & Navy. The Project Engineer reported that the area has been flagged as a missing link and identified for a future multi-use trail. Roger Koert suggested adding the area to the missing sidewalk map when members review it.

6. Update from Site Plan Review Sub-Committee - Nathan Bottema, Project Engineer

No new updates.

7. Report from Accessibility, Diversity & Inclusion Coordinator – Gabby Rodriguez

Gabby Rodriguez, Accessibility, Diversity and Inclusion Coordinator reported that Peter Zein helped review the initial slides that Ms. Rodriguez prepared for the FADM presentation. They will be meeting again to finalize the presentation and will share it with the AAC once complete. She has contacted the Perth-Huron Builders Association to schedule a time for the presentation and is awaiting a response. Once plans are finalized, she will inform the AAC on the date and time. Ms. Rodriguez would like to aim for a soft launch this year with the Perth-Huron Builders Association and hold a larger event during the 2024 Accessibility Week.

8. Business Arising from Previous Minutes

8.1 Annual Accessibility Award – Heather Contois

Heather Contois reported that the media release will be updated and submitted to the Clerk for review and to coordinate publishing with the Corporate Communications Specialist. Roger Koert stated that anyone can submit a nomination form and forms are available online or at the Clerk's Office. The AAC can review the nominations and do site visits in late November. Roger Koert suggested coordinating with the mobility bus again this year for the site visits and opening it up to any AAC members who can make it. The AAC will request to present the award at the December 11, 2023 Council meeting.

8.2 Stratford Community Grant Program – Roger Koert

Roger Koert reported that upon further review, the Stratford Community Grant Program may not be the right fit for a program to assist businesses in making their buildings accessible. Perhaps in the future there would be an opportunity for the AAC to develop an incentive program for private businesses.

8.3 Update on 2023 Playground Equipment Installation – Tatiana Dafoe, Clerk

Tatiana Dafoe, Clerk, reported that the playground equipment tender was awarded to Henderson Inc., and they will begin installing the structures in October.

8.4 Update on Accessible Parking at Gallery Stratford – Tatiana Dafoe, Clerk

Four new accessible parking spots have now been installed at Gallery Stratford. Two at the rear of the building, which is where an accessible entrance is located and two are in the main parking lot adjacent to the building.

9. New Business

9.1 Stratford Lakeside Active Adults Association – Open House

Peter Zein reported that the AAC participated in the recent SLAAA open house. He suggested that the AAC consider purchasing some promotional material to use at events and trade shows. Roger Koert suggested that as part of the AAC's 2024 budget, the AAC could use some funds to develop items such as postcards that outline information about the AAC. There are some funds remaining in this year's budget. Jamie Pritchard will research some possible options and report back to the Committee.

10. Date of Next Meeting:

The next meeting of the AAC will be held on Tuesday, November 7, 2023, at 11:30 a.m. in the Mansbridge Room, Stratford Rotary Complex, 353 McCarthy Road, Stratford.

11. Adjournment

Motion by Andy Mark

Seconded by Diane Sims

THAT the October 3, 2023, Accessibility Advisory Committee meeting adjourn. Carried

Start Time: 11:30 A.M.

End Time: 12:40 P.M.