



## **Accessibility Advisory Committee (AAC)**

### **MINUTES**

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, October 1, 2024, at 11:30 a.m., Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

**Committee Members Present:** Roger Koert – Chair Presiding, Diane Sims, Jamie Pritchard, Andy Mark, Geoff Krauter, Kathleen Barry

**Staff Present:** Oonagh Vaucrosson – Accessibility, Diversity & Inclusion Coordinator, Nathan Bottema – Project Engineer, Vicky Trotter – Council Committee Coordinator, Casey Riehl – Recording Secretary

**Regrets:** Joan Jones, Councillor Bonnie Henderson

#### **1. Call to Order**

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

Reading of the Land Acknowledgement and a Moment of Silent Reflection.

Reading of the Respectful Workplace Policy.

#### **2. Declaration of Pecuniary Interest and the General Nature Thereof**

None declared.

#### **3. Welcome New Members**

Roger Koert welcomed new member Kathleen Barry and members and staff introduced themselves.

#### **4. Adoption of the Previous Minutes**

**Motion by** Andy Mark

**Seconded by** Jamie Pritchard

**THAT the minutes from the Accessibility Advisory Committee meeting dated September 3, 2024 be adopted as printed. Carried**

#### **5. Infrastructure Services Update**

Nathan Bottema, Project Engineer provided the following update:

- Two new pedestrian crossovers are being installed, one at Waterloo Street and William Street and the other at McCarthy Road and Greenwood. Both were identified in the Transportation Master Plan as being priority project. The contractors should begin work on them in the next few weeks and be completed by the end of the year;
- Curb drops for the accessible parking spots on St. Andrew Street are on the list for the contractor to complete. Mr. Bottema will contact Perth County to confirm that they were looking for these spots to be permanently changed or if they were wanting them during construction. Roger Koert noted that having the accessible spots installed there is beneficial to have opposite the library and other venues close by;
- Intersection curb drops that the City identified as needing repair, have temporarily been repaired with asphalt until they can be properly fixed. At the last AAC meeting members passed a motion requesting the remainder of their 2024 accessibility budget with Engineering go towards repairing some of these locations. Mr. Bottema has reviewed locations and is finalizing a list to add to the concrete subcontractors list and hopes they may be able to complete them before the weather turns;
- Mr. Bottema spoke to the Director of Infrastructure Services regarding the platform installation and curb cuts in the park area across from the bandshell. The Director is proposing an alternative option, if the preferred option to install a platform is not accepted. The alternative option would include a sidewalk with smaller platforms off to the side. Vicky Trotter will move forward with the management report once she receives this plan in writing from the Director of Infrastructure Services;

Diane Sims now present at the meeting at 11:44 a.m.

Oonagh Vaucrosson inquired about the status of the pathways at the Packham sports fields and the proposed idea of trying stone dust over the crushed asphalt. Mr.

Bottema explained that they have assessed the path to see if the asphalt could be compacted, however it has deteriorated over time to loose gravel and cannot be compacted enough to put stone dust over it. They could try a small section to see if it works, however he is not optimistic that it will cover adequately.

Roger Koert also noted that in the parking lot, where the accessible paved parking spaces are, the lot has been redesigned and you now drive over the paved spots to additional gravel parking. Perhaps when the site plan is completed, this area should also be looked at. There is also an approximate 100 ft. section of the pathway near the astroturf field that has been surfaced in the porous pave product. Does staff know if this was a trial section by the City or the Soccer Club.

Vicky Trotter will contact Mark Hackett, Facility Maintenance Supervisor for an update on the pathways. Nathan Bottema will contact Taylor Crinklaw, Director of Infrastructure Services to discuss what plans have been discussed to move this issue forward. Andy Mark will also contact the Soccer Club for some clarification on the pathways.

## **6. Site Plan Review Sub-Committee Update**

Oonagh Vaucrosson, Accessibility, Diversity & Inclusion Coordinator, provided an update that the Review Sub-Committee reviewed the following plans in September 2024:

- 47 Downie Street, Destination Stratford washrooms
- 388 Downie Street
- 426 Britannia Street
- 74 Church Street - proposed new apartment building
- Poet & Perth Phase II – development at 4117 Quinlan Road
- 58 Griffith Road West
- 429 Huron Street – parking and entrance reconstruction at Tim Hortons complex

## **7. Update from the Accessibility, Diversity & Inclusion Coordinator**

Oonagh Vaucrosson provided a written report for October to the AAC members and highlighted the following items:

- the Ministry is bringing back their networking event and an update will be provided once a date is confirmed;
- the ONAP Fall Conference is being held in London on October 24-25, 2024;

- ongoing discussion between Ms. Vaucrosson and Community Services regarding operational procedures for the Mobi Mats;
- there is a training opportunity for AAC members – PASS (Public Accessible Spaces Simplified) with Julie Sawchuk. This could possibly be a collaboration with AAC, ASC, Building & Planning and DEI. The cost of the training is \$850.00 for ten people;
- Perth Huron Family Services has reached out requesting a site plan review of their building at 142 Waterloo Street to understand the requirements that are needed to make the necessary changes to be compliant with the AODA;
- the Stratford Library has also requested a review of their premises. The elevator has now been fixed and the premises is ready for review.

## **8. Update from Council**

No new updates.

## **9. Business Arising from Previous Minutes**

### **9.1 Launch of the FADM with Perth-Huron Builders Association**

Oonagh Vaucrosson reported that the launch of the FADM with the PHBA was going to their September meeting. Ms. Vaucrosson has followed up with the PHBA and is awaiting a response.

### **9.2 Developing an AAC Incentive Program**

No new updates to report.

### **9.3 Update on Annual Accessibility Award**

Andy Mark reported that the review sub-committee has received four nominations to date. Nominations close on Friday, October 11, 2024. Mr. Mark will arrange for the sub-committee members to complete a site visit of all four sites in one afternoon. Staff will arrange with Transit for a mobility bus for that day. All members of the AAC are welcome to also join. Andy Mark will confirm a date and time and keep members updated. Members will vote on the recipient at their November 5, 2024 meeting and have requested to present the award at the November 25, 2024 Council meeting.

### **9.4 Update on Accessibility Audits for City of Stratford Facilities**

Oonagh Vaucrosson will confirm a date and time for AAC members to visit the Stratford Library to complete an assessment later this month.

### **9.5 2024 Budget Review**

Jamie Pritchard provided an update on the doorbell program. Mr. Pritchard received (13) requests from local businesses for doorbells at their front doors. Pricing for a package of two doorbells is approximately \$40.00 and accessibility stickers that can be placed near the doorbell are approximately \$10.00 for (25). There were also four new locations that have requested the StopGap ramps. Mr. Pritchard will provide a mock-up of the sticker.

Mr. Pritchard also provided some options for AAC promotional items:

- multi-tool;
- multi-highlighter;
- quality pens;
- sunflower lanyards (Kathleen Barry will forward information regarding the significance of the sunflower symbol for non-visible disabilities).

Roger Koert asked all members to please send Mr. Pritchard any more ideas they have within the next week. A final decision on what items to order will be made at the November AAC meeting. Vicky Trotter will order (10) boxes of doorbells for a total of (20) doorbells. This will leave some extra ones in stock for subsequent requests they might receive.

### **9.6 Update on AAC Motions**

Vicky Trotter provided a quarterly update on previous AAC motions with the meeting agenda package. A quarterly update will be included with agenda packages moving forward.

### **9.7 Update on Provincial guidelines for accessible parking at nursing homes and senior's buildings**

Vicky Trotter contacted the Manager of Planning to discuss this issue. Ms. Trotter stated that the Zoning By-law sets out the minimum requirements for accessibility parking standards and it is consistent with AODA. Since there are minimum requirements, the City does not have the authority under the current by-law to request additional parking spaces. Staff can suggest parking

improvements to developers, such as additional accessible parking, but it would only be a recommendation.

**10. New Business**

None noted.

**11. Date of Next Meeting:**

The next meeting of the AAC will be held on Tuesday, November 5, 2024, at 11:30 a.m. at the Rotary Complex – Mansbridge Room, 353 McCarthy Road W., Stratford ON

**12. Adjournment**

**Motion by** Kathleen Barry

**Seconded by** Diane Sims

**THAT the October 1, 2024, Accessibility Advisory Committee meeting adjourn. Carried**

Start Time: 11:30 A.M.

End Time: 12:31 P.M.