

MINUTES

Date: Thursday April 27, 2023

Location: Room 304, TEAMS

Time: 9:00 a.m.

9:03 a.m. The meeting convened with M. Sylvester, Chair presiding.

Attendance:

Members

Michelle Sylvester, Chair

Catherine Topping, Vice Chair

Councillor Rose Gibson

John Allen

Joe Docherty Jr.

Leslie McClure

Sheila Rodaway

Absent

Ken Lizotte

Ed Vandermaarel

City Officials

Jon Hindley, Deputy City Clerk

Abdul Basit, Legislative Services Coordinator

DISCLOSURES OF INTEREST

NIL

ADOPTION OF MINUTES

Motion by: S. Rodaway - J. Allen:

THAT: The minutes of the meeting held on February 2, 2023, be confirmed.

Carried.

REPORTS of COMMITTEES

1. Budget

The members were advised that their annual budget is \$3,000.

2. Special Events

S. Rodaway advised that most upcoming events are in Pinafore Park and that there are no accessibility concerns. She further advised that the Special Events Committee continues to work on revising the manual, including relating to noise and decibel levels.

The members discussed the fact that sound was not included in the formulation of the accessibility standards.

3. Site Plan Control

The Chair advised that the proposed dog park and animal shelter plans at the corner of Fairview Avenue and Southdale Line had been reviewed and that some additional accessible parking on the east side of the parking lot and accessible seating in the landscape design were suggested.

The members discussed the fact that no public washrooms were proposed.

The Chair advised that she provided comments that if there were going to be portable washrooms on site, to ensure that there are also accessible models.

UNFINISHED BUSINESS:

1. Playground Upgrade Consultation

The Deputy City Clerk advised that the Supervisor of Parks and Forestry was unsuccessful in receiving first round grant funding for playground rubber surface at Burwell Park, but that other grant opportunities were being pursued.

The members inquired about the cost of the playground rubber surface.

The Deputy City Clerk advised that he would follow up.

The members discussed other accessibility grant funding opportunities.

The members asked that the Supervisor of Parks and Forestry be invited to attend the next meeting.

2. Remembrance Day Special Event & Road Closure

The members discussed the fact that the gate on Centre Street was not utilized at the last Remembrance Day event by parallel transit buses and that an e-mail had been sent to the Transportation Technician about this.

S. Rodaway advised that it would be brought up again at the Special Events Committee meeting when the 2023 application is received.

3. Site Audit Review

The members discussed reviewing site audit forms and what other municipalities use.

The Deputy City Clerk advised that he could conduct some research.

4. Joint Meeting with the Elgin County- Central Elgin Joint Accessibility Advisory Committee(JAAC)

The Deputy City Clerk advised that the Elgin County-Central Elgin JAAC had had its first meeting and that the County of Elgin had reached out about determining a date for a joint meeting.

The members agreed to pursue a joint meeting on June 1, 2023 to coincide with National AccessAbility Week.

The members noted that a proclamation and flag raising letter request would need to be submitted to City Council for 2023.

The Deputy City Clerk advised that he would draft the letter for the Chair's review.

5. Open House

Councilor Gibson volunteered to get quotes for three 8-foot tablecloths in white with the City and accessibility logos on them for use at the Accessibility Open House.

NEW BUSINESS

1. AODA Standards - Committee Education

The members discussed future presentations on accessibility standards. S. Rodaway advised that she would prepare for public transit standards and Councillor Gibson advised that she would prepare for taxi related standards. J. Docherty Jr. advised that he would review standards relating to trails, beaches and parks.

The members discussed the Customer Service standard being overhauled.

2. Accessible Parking Presentation

The Vice Chair provided a presentation on accessibility standards relating to parking, including relating to provincial accessible parking permits, signage, differences between van and car spaces, number of required spaces and the fact that gravel parking lots are exempt from accessible parking spot requirements.

The members discussed the fact that curbs should be depressed along accessible parking spots and that this had been requested for Phase 2 of the Talbot Street reconstruction project.

The members discussed enforcement of expired accessible parking permits on private property and that this is a Police issue.

The Deputy City Clerk advised that individuals parking in a municipal accessible parking space without a valid permit can receive a \$350 parking ticket.

The Deputy City Clerk advised that any parking concerns on municipal property can be forwarded to Customer Service.

3. AODA Standards Development Committee

The Chair advised that she had applied for a recent opening with the AODA Standards Development Committee.

NEXT MEETING

Tuesday May 16th 9:00am in person in Room 304 and available by Teams

ADJOURNMENT

Motion by: C. Topping - S. Rodaway

THAT: The committee adjourned at 10:21 a.m.

Carried