

# Meeting Minutes



City of Guelph

## Accessibility Advisory Committee (AAC)

August 21, 2018

City Hall, Meeting Room 112

From 3:00 to 5:00 p.m.

Meeting Chair: Mike Greer (Vice-chair)

Minutes: Leanne Warren

## Agenda Items

All were welcomed by the Chair.

Attendance: Cathy McCormack, Lynn Jeaurond, Raminder Kanetkar,

Brooke Sillaby, Jason Dodge, Mike Greer, Donna McMurdo, Sarah Mathison, Malcolm McCloud, Brad Howcroft

Regrets: Marlene Pfaff, Deborah Stienstra, Missy Tolton, Julian Murphy (Chair)

### Item 1, 2 and 3

**Item 1**, Agenda approval

**Motion** to approve: Brooke

Seconded: Malcolm

**Carried**

**Item 2**, Declaration of Conflict of Interest

No declarations of a conflict of interest were heard.

**Item 3**, Minutes of June 19, 2018

**Motion** to Approve: Cathy

Seconded: Lynn

**Carried**

### 3:05 to 3:15 Item 4

Guelph Mobility Updates –**For Information** – Jason Simmons, Supervisor of Mobility and Community Bus – Deferred to October meeting

### 3:15 to 3:45 Item 5

Speedvale Avenue Underpass Trail – **For Engagement** – Jyoti Pathak, Park Planning

Jyoti introduced Marc and Cheryl-Anne from Aboud and Associates Incorporated who are the consultants hired to work through options that meet a balance of local bylaws and plans as well as accessibility. The instructions from Council are to investigate the possibility of a route that

passes under the Speedvale Avenue Bridge. The consultants have struggled to find a design that balances all of these requirements.

### **South side of the Speedvale Avenue Bridge**

Marc spoke about each of the ten options that they have worked through. Option 10 seems to be a viable option that is worth exploring in detail.

Motion preamble:

The Accessibility Advisory Committee (AAC) are concerned that several of the options for the south side of the Speedvale Avenue Bridge community trail are not wheelchair accessible and don't meet the City's Facility Accessibility Design Manual nor the Accessibility for Ontarians with Disabilities Act (AODA).

**Motion:** The AAC recommends that the non-accessible concept options for the Speedvale Avenue underpass, south concept plans LP1, LP2, LP3, LP5; and LP 7 be excluded by staff and Council from all design considerations because these options don't meet the City's Facility Accessibility Design Manual (FADM) nor the Accessibility for Ontarians with Disabilities Act Design of Public Spaces (AODA-DOPS).

Motion: Jason

Seconded: Brooke

### **Carried**

It was asked if the trail could be located closer to the water than proposed however Jyoti explained that staff would like to keep that trail out of the flood plain; this idea would also make the slope steeper and less accessible.

**Motion:** The AAC recommend that staff focus on working through the option 10 that was presented during the meeting. The AAC are agreeable to allow this trail to meet the AODA-DOPS if the FADM cannot be met. If the trail won't meet the FADM, we recommend that the most accessible design be presented to the AAC prior to final detailed design approvals for engagement.

Further, there are concerns regarding safety. The AAC recommend that safety in the area including under the bridge be investigated. For example, the possibly of some sort of lighting, maybe with motion sensing technology, under the bridge be studied.

Motion: Malcolm

Seconded: Raminder

### **Carried**

### **North side of Speedvale Bridge.**

Marc reported that the existing retaining wall will be studied for stability. There are four options for this side of the bridge; some are not accessible.

**Motion:** The AAC recommends that Council exclude the following designs: LP13 as it doesn't connect with Riverside Park and felt to be not useful, as well as LP 14 be excluded as it is not accessible. If the trail won't meet the FADM, we recommend that the most accessible design be presented to the AAC prior to final detailed design approvals for engagement.

Motion: Jason

Seconded: Raminder

### **Carried**

### **3:45 to 4:15 Item 6**

Community Plan – **For Engagement** – Stewart McDonough, Strategy and Innovation

Stewart talked about a City project that asks citizens of Guelph to share their vision for the community. This work is expected to pull together several existing City of Guelph plans and strategies as well as plans and strategies in the community and merge this information with the community's vision which will provide direction for our community. This work will help the City understand what is important to the community now and will give a starting point to track the community's progress. Reports will happen at minimum, annually. This project will organize our community so that efficiencies are accessed, such as the information gathered will arm our Member of Parliament (MP) and Member of Provincial Parliament (MPP) with details when they are listening for funding opportunities. It is felt that many other benefits to the community will become apparent as this project moves forward.

The aim is to get to 100,000 people if possible through more than 30 community events including asking what if Guelph was a community of 100 people. They will also have profiles from 4 sectors.

AAC members are encouraged to reach out to their families and networks to get their feedback. Feedback can be given through the City's website or by contacting Stewart. There is a do-it yourself kit so that people can engage people in their "community".

They are asking, what do we want to be 10 or 20 years from now and what are the barriers, what are the strength? If everything that you want to happen, actually happened, what would the newspaper headline be? An example was a high school student said "No drug busts for the month of October in Guelph"; regional transit (get to Hamilton by bus, affordable/accessible housing.) What is your wish for Guelph?

The engagement period for this plan will extend into the New Year. In the end, Council will have a document that will show them what the community has laid out in this plan. Likely to Council spring 2019.

Stewart offered support for any groups.

Stewart will come back to the AAC in October.

### **4:15 to 4:30 Item 7**

2018 Municipal Election – **For Engagement** – Marilyn Hoffmann, Clerk's Office

Jennifer Slaters, Stephen Obrien, Tony Storks (co-op student)

Marilyn reported that individual voting locations have been inspected and measurements taken to ensure accessibility including parking and transportation options, and the interior voting area have been met and some buildings have been excluded due to lack of accessibility – Muslim Society of Guelph (door width) and June Avenue Public School (door width);

There is accessibility voting equipment (Handheld Touch Pad, the Paddles and Sip and Puff devices) at one location in each ward on Election Day – those are:

- Ward 1: Guelph City Hall, 1 Carden Street
- Ward 2: Evergreen Seniors Community Centre, 683 Woolwich Street
- Ward 3: Dublin Street United Church, 68 Suffolk Street West
- Ward 4: West End Community Centre, 21 Imperial Road South
- Ward 5: Harcourt Memorial United Church, 87 Dean Avenue

- Ward 6: Salvation Army Citadel, 1320 Gordon Street

And also at all the advance polling locations.

Pursuant to Section 9 of the City's Corporate Accessibility Policy people with disabilities shall be permitted to be accompanied by a support person at any voting location. A designated support person and/or 'Friend of the Voter' will be administered an oath of secrecy/confidentiality prior to providing any such assistance. And of course, service animals are permitted in all voting locations;

Any qualified elector on the voters' list may appoint another qualified elector to vote on their behalf. The appointment must be made on the prescribed proxy form and the elector intended to be the voting proxy will need to bring in the form to City Hall and will be required to take a statutory declaration before a Commissioner of Oaths. Additional information including dates and times the form is available is on the website.

Also, there was a slight legislative change under the Municipal Elections Act. This change is that the Clerk isn't required to share the plan with Council 90 days after the election. We are now required to having make it available before voting and then publicly posting a report 90 days afterwards. We will be doing that through the website.

Proxy process begins with a person completing a form and then the proxy will bring the form in and be sworn in however this will take about 30 – 45 minutes at City Hall. The person appointing someone needs to have an original signature on the form and that they are on the voters list. This is a legislated process.

An announcement of the specially outfitted location is noted on the voter notification card; staff at the polling station also have a list and can direct people. It is up to the person to get to the polling location. Transit (Mobility) dispatch know where the polling stations are that have accessible equipment. Additional signs will be added to the bus stop signs to remind that the stop is near a polling station.

There are also tools online to inform voters as well.

Advanced locations are all accessible. Advanced polls are on Oct 12 - 14: all of these locations will have the addition accessible equipment.

Tony asked if there groups out there that can help identify barriers to voting. The AAC recommended the following groups: Guelph Community Health Care Clinic and Shelldale Community Resource Centre.

Online voting will be taken before Council again for the next municipal election. Stephen will connect with the AAC again for input on the best ways to meet all voter's needs.

#### **4:30 to 4:45 Item 8**

Possible Research Project with the University of Guelph – **For Information** – Tara Sutton for Deborah Stienstra (AAC Member), University of Guelph

Tara reported the following:

##### **Speaking notes:**

Background:

- Deborah Stienstra is a member of the AAC, and is the Director of the Centre for Families, Work and Well-being (CFWW); in her absence from today's meeting, I would like to discuss a project we are pursuing at the Centre and gage the AAC's interest in participating

- Deborah has led a re-visioning exercise with the Centre, which has resulted in expanding our notions of families, work and well-being
- This means, for example, that we understand family to include all kinds of diverse families, and we understand work to represent livelihoods in all its diverse forms, including unpaid work, bartering and volunteering
- We know there is an extraordinary employment gap among people with disabilities, yet people continue to respond imaginatively to find alternatives to paid employment
- Much research has been done that focuses on bringing people with disabilities into paid work, but the Centre is interested in pursuing a Social Sciences and Humanities Research Council (SSHRC) grant to ask questions about disability and other livelihoods

#### The Grant Opportunity:

- The application for the SSHRC grant is due October 15 2018 internally at the University of Guelph
- The Project may receive up to a maximum of \$200,000 for between 1-3 years from SSHRC
- Anticipated budget for proposal: \$200,000 over three years with a maximum of \$50,000 allocated to each pilot project
- The Project we will propose to SSHRC includes three pilot projects: Artists and Artistry Across Canada; Young Women with Disabilities in Montreal; and Volunteering in Guelph-Wellington

#### The Project:

- The pilot project I want to discuss with the AAC is the latter project: Volunteering in Guelph-Wellington
- Many people with disabilities volunteer and are activists in the disability community as well as in their broader community. For some this is a way to make their communities more inclusive and contribute their knowledge and expertise. For some it is a way to strengthen their resumes with the hope of obtaining paid work. For some, it may be a way to build social relationships.
- Key questions we want to ask in this pilot project:
  - How do people with disabilities experience and practice volunteering?
  - Why do they volunteer?
  - How does volunteering fit with other livelihoods?
  - What are the relationships between volunteering and paid work?
- We have received confirmation from two local organizations that will be joining the pilot project as Partners: The People and Information Network (PIN); Lakeside Hope House Guelph
- As partners, they will help us to design the project, and be involved at the ground floor
- The AAC can join us at this level as well, if you are interested; alternatively, members of the AAC can also join as collaborators

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Notes from the table:

- A committee member asked if the Centre has spoken with Annie Simpson, who is in the Sociology Department at the University of Guelph? They are aware that Annie's research might align with this project.
  - Tara will follow up with Annie and meet in the next couple weeks
- Questions posed included, how will the project ensure that participation is diverse? How can people participate? Timelines? Next steps?
- There seemed to be interest around the table and a suggestion was made to strike a working group or sub-committee

Participation could include being a collaborator and help with identifying possible focus groups.

Tara has given Leanne permission to share her contact details with the AAC members.

AAC members can also participate in focus groups.

Key dates: application to research council is October 15<sup>th</sup>; the u of g deadline is about month prior to that October date.

They are just gaging interest at this point. In the next couple of week, please connect to ask questions and/or express interest.

The commitment is approximately 2 meetings and sharing documents about once every two weeks; it is important that there is value for those participating.

The target audience are people who are volunteering or have volunteered in the past; possibly a focus group that includes both current and past members could be formed.

#### **4:45 to 4:50 Item 9**

Site Plan Committee Report – **For Information** – Mike Greer

Most new submissions have been preliminary and so some meetings of this review group have been cancelled until there is more to look at.

Still encouraging other to join this group.

#### **4:50 to 4:55 Item 10**

AAC Orientation manual –**For Recommendation** – Leanne Warren

Leanne reported that the manual and Clerk related documents will be updated in 2019. As a result, Clerk's office didn't have any updates in processes at this time therefore it is recommended to leave the manual as is with an update expected in the last quarter of 2019 or early in 2020.

**Motion:** The AAC recommend that no changes take place in their committee manual until Clerk's office has updated their related documents.

Motion by Mike

Seconded by Sarah

**Carried**

#### **4:55 to 5:00 Item 11**

Member Status; Reapply to Accessibility Advisory Committee - **Committee Business** – Leanne Warren Condensed summary of topic.

All AAC members must re-apply to the committee if they are interested in remaining on the committee and have not completed their maximum time on the committee.

Two members have reached their maximum time on the committee at the end of 2019, one member is leaving the committee and one member has left the committee resulting in four openings for new members.

Current members are encouraged to talk with others who may be interested in sitting on the committee and who meet the criteria for membership.

**Next Meeting:**

October 16, 2018 from 3 – 5 p.m. City Hall Meeting Room D

Topics requested by the committee:

- Site Plan Sub-Committee report
- Wilson Parkade and accessibility
- Vehicle for hire funding program
- MyGuelph community engagement