

MEETING MINUTES



MEETING **CITY OF GUELPH
ACCESSIBILITY ADVISORY COMMITTEE (AAC)**

DATE TUESDAY, FEBRUARY 18, 2014

LOCATION CITY HALL, ROOM 112

CHAIR JENNIFER POPKEY BERGEN

PRESENT Cathy McCormick, Jessica Watkin, Jennifer Popkey-Bergen, Janice Pearce Faubert, Doug Grove, Brad Howcroft, Missy Tolton, Tanya Davies, Mary Grad, Laurie Lanthier, Julia Phillips, Paul Reeve, Leanne Warren (Liaison), Sarah (Co-op Staff-Minutes)

REGRETS Jane McNamee, Tom Goettler

AGENDA ITEMS

ITEM #	DESCRIPTION
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1	Welcome new committee member Sian Matwey
2	Approval of the Agenda by Tom; seconded by Mary Approval of the Minutes of December 17, 2013 by Doug; seconded by Julia
3	1. Implementation Plan of Multi-Year Accessibility Plan – Leanne Warren <ol style="list-style-type: none"> a. Delegations <ul style="list-style-type: none"> • No delegations came forward b. Snow Clearing <p>As a result of no delegations, this item that was identified as an item for discussion:</p> <ul style="list-style-type: none"> • Committee members and Leanne have received several complaints about the condition of the City sidewalks as a result of the snow received this year. • Leanne had talked with Geoff Walker, the Supervisor who oversees the clearing of sidewalks. She reported that Geoff noted that this had been an extraordinarily difficult year for the

department as ice storm early in the year with no days of melting made of difficult for the equipment to clear the ice down to the sidewalk. Further, the amount and frequency of snow that fell on top of the ice made it even more difficult to clear in a way that they wanted to. Another consideration is that this crew had several of their sidewalk maintenance vehicles break down because of the rough use trying to clear the ice from the sidewalks. The final consideration is that Operations staff had worked many more hours than budgeted for.

- With this final consideration in mind, Leanne reported that within her network across Ontario, many other municipalities also commented about similar issues.
- Leanne reported that Geoff planned to have the plows and snow blowers work in tandem (plow would dig up the ice and snow while the blower would remove it) if they get a break in the weather and equipment is working.
- Leanne reported that staff were able to respond to accessibility related complaints in the Neeve area on several occasions as well they responded to the mid-block crosswalk on Willow Rd as well however residents in that area were concerned that it wasn't soon enough after a snow event.
- Leanne asked the committee members to let her know if there were other areas that needed more attention.
 - Gordon and College Ave corner should have more snow cleared as there seem to be frozen windrows on that corner.
 - Speedvale Plaza area is also a concern due to poor sidewalk conditions walking to the bus stops.
 - Accessible bus stops were also a concern during January however in-accessible sidewalks that lead to the now-cleared bus stop remain an issue.
- Leanne will let Operations know about these areas.
- Leanne asked AAC members to let people know about the phone number for the snow line set up for accessibility related concerns. That phone number is: 519-837-5648. This is an answering machine that is monitored during office hours. The idea of this phone line is to allow people who have accessibility issues about snow to circumvent the general phone system which can become inundated by other Operations concerns calls during a winter such as this one.
- Leanne encourage members to also tell people that because this is an answering machine, that those who call it should leave their name, contact phone number and specific issue and location of the issue.
- Leanne also reminded the members of the Snow Angel program and asked them to let their networks know about that program.
- Operations and Communications did a blitz promotion of the Snow

Angel program early in February. Messages were in the City Page, on roadside signs at City facilities and a media release was sent out.

- Committee members wondered about next steps.
 - Leanne reported that there is a map showing how the City prioritizes sidewalk snow clearing.
 - Committee members wondered if the plow blade is lifted periodically as snow is at times left behind as well as not clearing down to the concrete. Members wondered if uneven sidewalks were the reason as many sidewalks throughout the City had been marked by Operations as uneven.
 - Concerns about bus drivers being forced to stop at driveways rather than the bus stop and try to judge who needs help in this unusual circumstance were raised. Further, committee members wondered if bus stop pads should be deeper to allow for issues with snow and the ramp to be deployed and still be accessible.
 - Concerns about budget constraints and the need for residents with a disability to be able to get out of their house. People who use the Mobility system have more options than those who do not qualify but during condition such as this year struggle to carry out the tasks of daily living because the sidewalks were not cleared to the concrete.
 - With the above in mind, the committee asked that Leanne invite Geoff Walker or a staff person from Operations to attend the next AAC meeting with the goal of understanding the snow clearing priority process (using the map as a resource), to discuss the challenges from this year and the impact they had on residents with a disability, to make sidewalk snow clearing a higher priority for Operations and Council, therefore possibly making a request/motion related to budget.
 - This item has been identified to be included in the AACs next report to the Community and Social Services Committee.

2. Accessible Parking Bylaw – For Information – Doug Godfrey of Bylaw Enforcement

- New Accessible Parking Bylaw to be passed by Council later this month.
 - Outgoing bylaw
 - Has been amended 46 times so it was time to draft a new bylaw.
 - Private property requires that the person makes a request – some property owners do that and some do

- not.
- New bylaw
 - Currently changing the bylaw to make it so all accessible parking spaces will have a sign and be enforceable.
 - Snow storage in accessible parking spaces will now be a violation.
- A fine tab appears on some signs. Regardless of whether there is a fine tab on the sign or not, the parking space is enforceable if it is an accessible parking sign.
- Doug explained that enforcement officers will continue to proactively patrol all parking lots, including private lots.
- Doug also explained that for some time now the Bylaw has allowed enforcement officers to act on permits that are thought to be misused or fraudulent. A person can be fined \$500 or charged resulting in a court appearance.
- Individuals are encouraged to call Parking Bylaw rather than confronting a person suspected of misusing a permit or using a fraudulent one.
- The committee recommend that something appear in the newspaper to inform people of the new bylaw. Possibly a story about what is considered abuse of a pass and the impact to those who need that accessible parking space in an effort to prevent people from misusing them.

3. Transit Progress Spreadsheet – For Discussion – John Alves and Fred Gerrior of Transit

- John is the new Supervisor of Mobility Services. This is a new position at Guelph Transit.
- Leanne re-introduced a table of concerns that dated back to 2007 and was abandoned in 2010. She proposed to the committee that the table be updated to see where we are with these outstanding concerns.

4. Downtown Guelph Streetscape Manual and Built Form Standards – For Information – Staff

- Staff were not ready to present info to AAC as of yet
- There is concern that AAC doesn't meet for another two months and that opportunity to provide input will have passed by then
 - A separate meeting should be set up to meet with staff
 - Leanne to talk with staff to set three potential dates as there is hope that one of the dates will suit the schedules of all AAC members.
- Recommendation to share with Community and Social Services Committee (CSS) that AAC members have not provided much input to date. The committee is concerned that CSS may believe

that the AAC have had input directly to staff.

- Committee members have major concerns about the accessibility of pedestrian crossings with the traffic circle design that seems to be favoured by staff.

5. AODA Report 2013 – For Information – Leanne Warren - Deferred

6. Site Plan Committee Report

- Committee Report – For Information – Leanne Warren/Brad Howcroft
 - Brad reported that the sub-committee have commented on quite a few site plans since last AAC meeting.
 - The sub-committee are still noticing quite a few non-wheelchair accessible town-homes being submitted.
 - Recommend that this concern be included in the report to CSS committee.

7. Committee Report to Community and Social Services Committee – For Discussion – Leanne Warren

- The AAC requested that a report go forward for May and another for August 2014 if possible as its understood that this will be the last opportunity until January 2015 due to the municipal election

8. South End Splash Pad – For Discussion – Leanne Warren

- A sub-committee of the AAC will meet in conjunction with the Site Plan Sub-Committee to develop recommendations for this park.
- Site plan sub-committee to meet from 1-2 on February 24; then others interested in the splash pad will meet with the site plan sub-committee from 2-3 that same day.

9. Accessible Pedestrian Signals – For Discussion – Leanne Warren and Doug Grove

- There is a concern that APS' were not installed at Delhi and Eramosa, Delhi and Speevale nor Dawson and Speedvale during construction that took place in 2009.
- Motion by Doug to recommend that Accessibility Renovation funds be redirected from renovation projects that could wait until 2015 to install three APS' - the committee shall provide direction on which APS' should be installed by email. Motion seconded by Julia.
- Leanne also recommended a 4th APS be requested from operations. The committee mentioned that there may be one other area in need of an APS, College and Gordon. Leanne to talk with Operations.

10. Other

4	Identify and Assign Future Agenda Items: Managing Snow on Sidewalks
5	Next Meetings: April 15, 2014 from 3 – 5 p.m. City Hall meeting room 112

Accessibility Advisory Committee Special Workshop Meeting Regarding St George Square Meeting Minutes

Date: March 20, 2014

Time: 12:30 – 2:00 p.m.

Location: City Hall Meeting Room 112

Chair: Paul Reeve (Past Chair)

Present: Cathy McCormick, Jessica Watkin, Janice Pearce Faubert, Doug Grove, Brad Howcroft, Mary Grad, Laurie Lanthier, Paul Reeve, Leanne Warren (Liaison), Sarah (Co-op Staff-Minutes), David de Groot, Ian Panabaker

On the Phone: Jennifer Popkey-Bergen

Regrets: Tom Goettler, Jane McNamee, Tanya Davies, Julia Phillips, Missy Tolton

The committee was within Quorum from 12:45 until 1:30 therefore a recommendation will be discussed at the April 15th Accessibility Advisory Committee meeting.

1. Welcome to Special Meeting regarding St. Georges Square
2. Approval of Agenda
3. Topic of Discussion: St Georges Square as part of the Downtown Guelph Streetscape Manual and Built Form Standards - David deGroot Senior Urban Designer (City of Guelph) and Ian Panabaker- Corporate Manager of Downtown Renewal
 - David provided an update of plans for St. George’s Square since last meeting with the committee during the autumn of 2013.
 - The purpose of the construction is to replace old infrastructure under the streets and sidewalks in the downtown to allow for appropriate growth in the Baker Street parking lot area. As

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- well this is seen as a chance to create positive animation in front of the businesses and reduce loitering.
- We now just have two concept plans; one is to basically put back the current design, while the other is to provide new style of space with the centralized area that can be programmed, pedestrian-heavy area, one-way vehicle traffic around the centralized area. Both designs are still at the concept stage.
 - The meeting focused on the new style of space and accessibility. David and Ian presented the following:
 - An accessible route has been shown throughout the downtown as a brushed concrete route surrounded by three colours of pavers in a pixelated (somewhat random in pattern) pattern. This pattern is part of aesthetics of achieving accessibility and is expected to provide a space that is not as hot Carden Street as well as allowing for replacement pavers that will blend with the pattern. The ratio of the pattern is a detail that the City will be asking the AAC to provide input into in the detailed design stage.
 - The space where the pavers are will allow for spill over space where businesses can put signs and patios.
 - The goal is to provide a balance of vehicles being able to make their way through square and the right amount of space in front of businesses and within square so that patios and market activities can take place.
 - Traffic will be slowed down to 30 km which will help with pedestrian safety.
 - Traffic on Douglas Street will come into the square (reverse of the flow now). Traffic will be slowed upon entry into the square with a yield sign. It's believed that this will provide better access to the downtown for businesses.
 - Wyndham will be reduced to one lane of traffic in each direction, similar to the setup of Wyndham where it crosses Fountain Street.

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- Pedestrian traffic will be allowed to flow throughout the square by looking for gaps in traffic. It's clear that this is not accessible for people with specific disabilities therefore we have added three pedestrian activated Accessible Pedestrian Signals (APS) that will facilitate this population to cross to the area in the center of the square. David confirmed for the committee that by pressing the APS button, cars will be stopped by a red light.
 - Between these APS crossings and a short crossing over Douglas Street where traffic will yield (yield sign) before it enters the traffic in the square every quadrant of the downtown will be on an accessible route.
 - The APS crossings will be shorter for pedestrians as the road is considerable more narrow at these points than the existing pedestrian crossings. As well, Ian and David confirmed that these crossings would be brushed concrete and be a seamless part of the accessible route. The drawing had an error as it showed pavers in the pedestrian crossings and a different material on the roadway.
 - There have been concerns brought up about the rolled curbs on Carden Street. With this in mind trench drains covered with grates are in the current design for St Georges Square. These drains run the length of the road. An example of a trench drain can be seen at the Wyndham entrance of the Quebec Street Mall.
 - Detailed discussion took place about the design of the trench drains and ensuring that they met the City's Facility Accessibility Design Manual (FADM).
 - The roadway in St. Georges Square will be 12x24x8 cm pavers so that there is the feel of a unified square as opposed to quadrants.
 - Concerns about pavers becoming a trip hazard were addressed: One of the ways to lay the pavers is to try and maintain the ground plain with similar material. Concrete adjoining pavers can create a difference in surface after time;

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- the intention is to take same approach as downtown market square however those pavers were laid by hand. This can create an uneven surface after a short time. It is expected that a products that can be laid mechanically will be chosen for a more consistent surface that meets the FADM.
- The maintenance budget request will be increased to ensure that chipped pavers are replaced sooner.
 - When asked why not concrete the entire space David pointed out that the coloured concrete at the Transit Terminal is fading and not providing the colour contrast required in the FADM. As well, the pavers will unify the space and will provide a higher level of finish as it's about creating a great space at the end of the day.
 - Concerns was raised about the pedestrian routes running through the square in the centre needs to be the same brushed concrete to ensure that a proper accessible route is provided. Right now it may be a paver (shown idea as cross in the middle) in terms of creating accessible routes. David confirmed that they were thinking that these routes may follow the same arc as the edge of square however it will be within the safe area of the square.
 - Bus stop lay-by lanes will be designed for the bus stop on Wyndham. This allows the bus stops to remain just outside the square on Wyndham with a bus stop in front of Quebec Street Mall. A lay-by will likely be added to Wyndham in front of IF Shoes. Another bus stop where Baker St. and Wyndham is (outside the new library).
 - Designated commercial loading zones will be included as well.
 - Bollards are shown in the current draft that demonstrated the route that large vehicles, such as buses, will need to take to make it through the traffic circle.
 - AAC asked that the pedestrian positions all be within the safe area of the bollards.
 - Parking will be permitted on the outside of the traffic circle on the west side of the square.

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- There would be a new signalized intersection built between Baker Street Parking Lot & Wyndham Street North beside the old post office. As well, the two existing mid-block crossings on Wyndham Street North will be removed.
 - Concerns were raised about the ramp going down to Quebec Street Mall being shorted and therefore becoming much steeper than the existing ramp. David responded that this area of the plan is just a concept at this stage and that they have a couple of ideas in order to make it an accessible route such as a lift or elevator within Old Quebec Street Mall. The committee members were concerned that a lift may not be independently operated, unnerving for some people if no one can ride with them, and would not satisfy the real capacity need for that entrance. The committee strongly recommended that a real elevator be the only choice if this concept was selected, with the hope that it would be a style that would meet the FADM however the Ontario Building Code may be the size that is chosen in the end. Further, the committee also strongly recommends that the Mall provide the City with assurance that the elevator will be properly maintained. The committee learned that Ian would be the City staff person to connect with the mall. The committee members were concerned that a proper design would be hinged on the hope that the mall owner will pay for the elevator and maintain it.
 - David mentioned that the elevator idea and the ramp would be discussed during the next level of design and that the ramp area had to be reduced to make space for the new square design.
 - The committee remained concerned that the existing ramp was going to be even more steep in the new design. Suggestion to shift the square to the west to provide more space for the mall ramp. Further discussion along this topic should take place as the entire group was not included in this short discussion.
 - A potential concern from an O&M Instructor from CNIB is that with the APS, and corners within the square that the second

and third vehicle in line behind an APS not have an accident at the red light, potentially endangering the pedestrian. David felt that the traffic will be moving so slowly that this is unlikely to be the reality as everyone will need to be moving slowly and staying alert.

- Concern about sight-lines and clear accessible route and the types of trees in the plan. David said that the plan for trees is not detail but that deciduous trees are the thought right now. Ian added that these trees would not be saplings but rather more like what was planted on Carden Street as they were 15 year old trees.
- David noted a canopy structure that has been added to the design of the square in the programming area and noted that this entire square area is still up for discussion and will continue to be worked on and that if anything is to become permanent it needs to be seen through, light and airy and cannot block sightlines
- David noted that the area at Capistrano would become a level area.
- Ian added that there will be potential for food trucks in the area
- Concern was raised that bikes will not stop at the traffic lights however David noted that bikes have to stop at the lights just like vehicles; basic premise is that this will be like King Street in Downtown Kitchener where everyone is going slow and at the same speed. Committee members alluded to the fact that there are features in the King Street area that may not be that accessible. Details were not given.
- Concerns about the accessibility of the downtown during this construction were raised. David noted that if council adopts this plan document, then the detailed design will start; likely take a year to do detailed design. Then construction will take about 2 years. Ian said that throughout the construction that the businesses will be accessible and all doors will be open and available. Ideas of mandating rubber mats over construction

areas (used in Kingston) didn't allow tracking of dust and gravel and provided seamless work, however that said, it will still be a construction site.

- Concerns were raised about the existing walkway from the square to Baker Street, past the new post office being an area of uncleanness and a safety issue. Ian mentioned that the skylight could be peeled off the area but a long term fix is needed.

Next Steps:

- The committee are asked to think about the appropriate mix for the pixilated paver pattern. David will bring a couple of mock-ups during the design stage.
- David can come back when full manual is released before June and give an update on where they are. He will come to the April 15th AAC meeting at 3:30 p.m.
- After council approves concept, the next stage will be detailed design. Once we hire landscape architect there will be another level of detailed design (probably by June/July) that the AAC will be involved in. Right now we are trying to offer some direction, and are trying to highlight that accessibility is an issue in order for this to be taken into account in the design.

4. Comment Submitted After the Meeting:

- Recommend that the 'square-ish' design in the center of the downtown be shifted to the west slightly, and that the southwest corner of Quebec-Wyndham where the fountain is, and the corresponding northwest corner of Quebec-Wyndham (where sitting pit is now) be cut out to make the west side and corners of the new 'square', and these corners be cut back to allow for only accessible sidewalks route with some new paving stones for a uniform look.
- Recommend that the present road line of east Wyndham in front of the mall area be left primarily as is, and that this line form the eastern boundary and two corners of the new 'square', along with the new west side and two corners moving to the west to take up more room that way. Leave the mall/ramp/sidewalk and mall entrance as is, and then there is no need to build an elevator to deal with accessible access. Plus it will not require encroaching on private property and eliminate the necessity of forcing business owners to participate in drastic renovations.