

Meeting Minutes

City of Guelph Accessibility Advisory Committee (AAC)

Tuesday, October 18, 2022

Remote meeting through Microsoft Teams

In-person meeting available in Meeting Room B at Guelph City Hall

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

Meeting Chair: Lorelei Root

Meeting Vice-Chair: Mike Greer

Members in attendance: Lorelei Root, Mike Greer, Deborah Stienstra, Edgar (Ted) Stevens, Bryan McPherson, Malcolm McLeod, Donna McMurdo (joined at 3:23), Erin Caton (joined at 3:48)

Staff: Sarah Cunneyworth (Accessibility), Leanne Warren (Accessibility), Colleen Gammie (Engineering and Transportation Services), Glen Lombard (Strategic Communication and Corporate Engagement), Heather Granger (Recreation), Liraz Fridman (Engineering and Transportation Services), Paul Hutchison (Engineering and Transportation Services)

Regrets: Lynn Jeaurond, Chris Lytle, Kathy Bietz, Elizabeth Lowenger

Agenda Items:

Welcome to all.

Territorial Acknowledgement was read by Chair.

Item 1, 2 and 3

Item 1: Approval of the Agenda

Motion to approve: Mike

Seconded: Malcolm

Carried

Item 2: Declaration of Conflict of Interest – None heard

Item 3: Approval of Minutes of August 16, 2022

Motion to approve: Deborah

Seconded: Mike

Carried

Item 4

Stormwater Management Master Plan - Low Impact Development – **For Discussion** – Colleen Gammie – Infrastructure Planning Engineer, Engineering and Transportation Services

Colleen presented a brief overview of the Stormwater Management Master Plan and Low Impact Development Best Management Practices (LID BMP) for rights-of-way areas throughout the city.

- A LID BMP can be a source control for water runoff, conveyance alternatives to pipes and/or part of a treatment train.

- Types of LID BMPs include:
 - Bioretention
 - Street trees with soil cells
 - Swales
 - Permeable surfaces such as permeable interlocking pavers, porous asphalt, and pervious concrete

Colleen asked the AAC for feedback related to accessibility regarding the various LID BMPs that were introduced. Feedback gathered will be included in the Stormwater Management Master Plan document and will also be provided to the Complete Streets Design Team for consideration.

AAC members provided the following feedback:

- Recommend that a plan be in place to ensure that the root system of street trees with soil cells doesn't cause any buckling in the sidewalk or pedestrian routes.
- Bioretention planters in a boulevard with raised curbs around them can create a barrier and make it difficult for people to pick up after their service animal.
- Interlocking pavers can be a barrier because of the gaps between pavers and/or chamfered edged.
- Recommended the bioretention cells at Kitchener City Hall as an example of this planting method done properly

The AAC look forward to learning more as this project progresses.

Item 5

Review of Draft Community Engagement Compensation Policy – **For Discussion** – Glen Lombard – Manager, Community Engagement, Corporate Communications

Glen returned to the AAC to present the draft Community Engagement Honourarium Policy and what led the City to develop this policy.

Through his presentation, Glen described when an honourarium would and would not be appropriate, as well as information about:

- How compensation rates relate to the amount of participation,
- How compensation will be paid; and
- That income tax implications will be taken into consideration and result in a variety of honourarium tender (example could be a gift card).

Glen asked the AAC for feedback related to the information presented, and for suggestions for improvements to the draft policy.

AAC members provided the following feedback:

- From an equity lens, should the compensation rates include direct costs such as transit, parking, and dependent care
- Concern that advisory committee members and other City volunteers will be asked to participate in engagement rather than seeking out and compensating members of the public for engagement
- Consider compensating trauma support for participants who are sharing information that is triggering to them, more specifically participants of marginalized communities
- Agreed with Glen that income tax implications are an important consideration because earning more than \$500/year impacts a participant income tax-wise for not only the current year but may also impact the participant's income for the following year.
 - Glen replied that the idea is to determine a rate that considers a variety of things, rather than reimbursing each participant for each expense separately (for example: if a participant takes transit to get to the engagement initiative, there wouldn't be a cash

reimbursement for the transit costs and then also a compensation for their engagement)

- Glen advised that there would be notification given to the participant when the \$500 threshold is getting close to allow the participant to decide if they'd like to proceed, knowing that some additional information is needed once the \$500 is reached. Additionally, the City does not have to report anything to the CRA so long as it is below \$500 per person, per year.
- Glen replied that participants do get a choice of how to receive the compensation. They can choose cheque, cash or a suite of gift card options.

Item 6

Sledge Access Project – **For Information**– Heather Granger – Recreation Coordinator, Inclusion

Heather purchased 6 sledges to increase accessibility for people who require an adapted skating device. The purchase of these sledges, along with how to access them will be promoted. The promotion will focus on increasing awareness and details about this opportunity for individuals to try the sledges for recreational skating and sledge hockey.

The sledges will be available at the West End Community Centre public skates beginning in January 2023.

- Customers can request a sledge during any public skate at the front desk or through registration online 72 hours prior to any public skate
- Sledges will be inspected and monitored by the Inclusion Coordinator
- Based on usage patterns, hope to expand to offer sledges at all arenas with public skates

Starting in January 2023, dedicated sledge hockey stick and puck will be offered in partnership with Woolwich Thrashers Sledge Hockey and the Upper Grand District School Board.

- Participants can bring their own sledge or reserve a City of Guelph sledge

The AAC provided the following recommendations:

- Encourage having a staff person be available to give instructions to those who are using the equipment for the first time. This could include offering opportunities to try a sledge with assistance
- Reach out to resources like ParaSport Ontario to host information sessions
- Connect with community resources including Guelph Mobility to help coordinate people arriving on time if this increases demand

Heather invited AAC members to connect with her with any additional feedback and ideas. Heather can be reached at heather.granger@guelph.ca or 519-822-1260 extension 2701.

Item 7

Vehicle For Hire Program Funds Allocation – **For Recommendation** – Sarah Cunneyworth – Accessibility Coordinator

As a follow up to the August AAC meeting, Sarah informed the AAC of the current Vehicle for Hire Program and reminded the AAC that they will make a recommendation for how the program funds should be allocated. The AAC could recommend that the funds be allocated to one or multiple initiatives.

Sarah talked about the idea of a partnership with the March of Dimes Home and Vehicle Modification Program (funded by the Ministry for Seniors and Accessibility). The funds collected through the Vehicle for Hire Program could become another source of funding for the vehicle modification portion of their program for applicants living in the city of Guelph. Sarah told the AAC that she has an upcoming meeting with March of Dimes to explore this potential partnership.

- An AAC member recommended exploring Guelph Wish Fund for Children vehicle modification program as another potential partnership
 - Sarah to follow up with Guelph Wish Fund for Children

The AAC made the following motion:

Motion: To receive the information provided regarding possible ways to allocate funds of the Vehicle for Hire Program and to defer the motion to recommend how funds should be allocated to February 2023 to give time to explore a potential partnership and gather more information from March of Dimes and Guelph Wish Fund for Children.

Motion by: Mike

Seconded: Bryan

Carried

Item 8

Site Plan Internal Review Report

1. General site plan report: number of site plans reviewed to date in 2022 – **For Information**
– Lorelei Root – AAC Chair

Lorelei reported that 84 site plans have been reviewed to date in 2022.

Item 9

Committee Business– **For Information** – Lorelei Root – AAC Chair, Mike Greer – AAC Vice-Chair, Sarah Cunneyworth – Accessibility Coordinator

1. 2022 AAC Accomplishments

The Chair listed the following staff engagements during 2022:

- Cycling Network Study: The AAC were engaged early in this project with opportunity to provide feedback, when staff returned for a follow up engagement the AAC felt their feedback was heard
- Guelph's Season Patio Program: From the AAC's 2021 recommendations, an accessibility checklist for inspections, and an education resource on the buying power of people with disabilities, was created by staff and given out with Patio Program applications and published to the City's website
- Elections: The AAC has seen more extensive engagement on this topic in 2022 than in other years because of AAC concerns identified in a 2021 engagement by the Clerk's Office. The AAC struck a sub-committee that worked with Clerk's Office staff. The Clerk's Office prepared feedback opportunities for AAC members specifically for the 2022 Provincial and Municipal elections.
- Upgrades to downtown on-street parking through consultation with the AAC
- Single-Use Plastics Items Ban: the AAC recommended that educational information be given to the public, possibly through businesses and City communications, regarding reducing stigma for people who use straws and that plastic bag alternatives include 2 handles. From the AAC recommendation, Council directed staff.
- Playgrounds: Staff engaged the AAC on the 2022 annual play equipment lifecycle project in July and again in August for their feedback on accessible play equipment, playground surfaces and playground service level
- Community Engagement staff engaged the AAC on the Community Engagement Honourarium Policy.
- Traffic Calming: AAC continued to be informed of traffic calming installations throughout 2022. Staff engaged the AAC to get their feedback on the various traffic calming measures.
- Meeting Format: the hybrid meetings are new and have been going well.

2. Follow up regarding single-use plastics ban delegation to Council
 - The AAC Chair delegated to Council on September 14, 2022. She spoke about the five recommendations from the AAC regarding the Federal single-use plastics ban. Council motioned action on the recommendations of the AAC with some slight terminology changes. Council's recommended actions include the City exploring a potential program to provide free or subsidized flexible single-use plastic straws at locations around the City, as well as advocating to the Federal Government on behalf of people with disabilities on the importance of single-use plastic straws. The Chair reported that she was pleased with how this topic has evolved.
 - Sarah advised there is a media release with the specific Council motion available on Guelph.ca.
3. Municipal Election Feedback Survey
 - Sarah told the AAC that a link to a feedback survey will be sent out by email to the AAC following this meeting. The survey is like the one sent to the AAC for feedback of the Provincial election. One change to the survey is that only 12 individual submissions will be allowed, as there are currently 12 AAC members.
4. United Nations (UN) International Day of Persons with Disabilities (IDPD) Flag Raising Ceremony by Guelph Barrier Free Committee (GBFC) on December 2, 2022 to recognize December 3.
 - Sarah invited the AAC to attend a flag raising ceremony that will be hosted by the Guelph Barrier Free Committee on December 2 at 12:00 p.m. at Guelph City Hall, Market Square to recognize December 3: United Nations (UN) International Day of Persons with Disabilities (IDPD).

Item 10

Traffic Calming Methods Workshop – **For Recommendation** – Liraz Fridman – Transportation Safety Specialist, Engineering and Transportation Services and Paul Hutchison – Supervisor, Traffic Engineering, Engineering and Transportation Services

Liraz started the presentation by noting the purpose of the workshop is to review the City's Traffic Calming Policy and to discuss how and why road safety measures are selected on particular streets through the City.

Further, Vision Zero was adopted in January 2022 as part of the Council approval for the Transportation Master Plan. Vision Zero requires a focus on four pillars: safe roads, safe vehicles, safe drivers and safe roads. Liraz continued by explaining there is a big focus on speed because slower travel speeds save lives – more specifically sources show that for every 1.6 km/h reduction in speed, collisions with pedestrians and vehicles were reduced by 5%. As part of the City's goal towards implementing Vision Zero, equity data is being used to consider where safety improvements could be made rather than relying solely on residents' requests as previously done.

Liraz added that traffic calming, specifically vertical measured, have the biggest impact on travel speeds sourcing a 2015 study out of Toronto which showed that speed humps reduced the incidence of pedestrian motor vehicle collision rates by 26% on local roads. However, as part of the City of Guelph Traffic Calming Policy, speed cushions as opposed to speed humps are used because they have a center channel allowing emergency service vehicles to pass without deflection, and they have a less aggressive height and length than speed humps. She explained further that speed cushions are used as a last resort, and in combination with other traffic calming measures. Speed limits and Automated Speed Enforcement (ASE) have both shown to improve safety without the use of vertical deflections (speed cushions) – noting that

a study from Toronto showed that speed limit reductions from 40km/h to 30km/h involved a 28% decrease on pedestrian fatality.

Paul reviewed the traffic calming measures installed on both Starwood Drive and Kortright Road. On Starwood Drive speed cushions are the only usable measure in the toolbox because of the driveway spacing and layout of the road. On Kortright Road, a combination of speed cushions, median islands, flexible bollards, and traffic calming curbs are used to reduce the speed of vehicles traveling on this road. On every road that traffic calming is used the effectiveness of the measure is evaluated before and after implementation.

The following list of horizontal traffic calming measures, in the Traffic Calming Policy was presented:

- Center island median – place in the middle of the road to narrow lane width
- Chicane – series of curb extensions placed on alternating sides of the road, staggered to create a curved roadway segment
- Concrete median with flexible bollard – see center island median
- Curb extension (including traffic calming curbs) – used to narrow lane widths and form “pinch points”
- Curb radius reduction – used to slow traffic as they make turning movements at intersections
- Lateral shift – another form of curb extension where traffic must shift direction
- Roundabout – used in place of other traditional right of way controls
- Traffic circle – functions similar to a roundabout, typically added to an existing intersection
- Traffic island – similar to a center island median and placed in the middle of a roadway
- Sidewalk extensions – road narrowing that reduces pedestrian crossing distances and increases pedestrian space.

The AAC provided the following feedback:

- Members of the AAC expressed concern about the context and tone of both the presentation itself and the responses from presenting staff to the AAC’s feedback, using terms like ableist, offensive, inappropriate, and harmful.
- Stop signs and pedestrian crossing areas are recommended on roads like Starwood Drive because there is only one spot for pedestrians to cross the road safely. Could stop signs and pedestrian crossing areas be installed to help slow vehicles on Starwood Drive?
 - Staff responded that stop signs and pedestrian crossing areas are not traffic calming measures – they are not used to slow speed of vehicles. Additionally, they have poor stopping compliance which impacts pedestrian fatalities.
- The committee asked if anyone has studied the injuries that people with disabilities experience as a result of vertical measures?
 - Staff responded that other municipalities have been consulted regarding this issue and no other municipality is talking about injuries experienced by people with disabilities due to vertical measures.
- Concern of rear-ended collisions when slowing the vehicle down for speed cushions.

Motion: To extend this meeting by 5 minutes.

Motion by: Erin

Seconded: Lorelei

Carried

- the AAC felt that their concerns were not reflected in the presentation from Staff. A focus on traffic calming measures that are taking accessibility into account would have been

appreciated. Concerns that people with disabilities experience pain and/or injury from vertical measures has been expressed by the committee several times.

- Staff responded that safety is paramount – we look at what has the greatest impact on safety. We haven't had other solutions brought forward from other municipalities or people with disabilities.
- The AAC asked if Vision Zero includes consideration of people with disabilities. Specifically, people with disabilities that could become injured as a passenger being transported in an ambulance, using public transit, using taxis, etc.
- Emergency service vehicle response times are affected by vertical traffic calming measures.
 - Staff responded that there have been no notable delays for emergency service vehicles responding to calls. Additionally, when developing the Traffic Calming Policy - Guelph emergency services are a major stakeholder. All emergency service vehicles can drive over speed cushions without vertical deflection because the speed cushions have a center channel.
- The AAC do not want the conversation to end here.

4:55 to 5:00 Item 11 (5 minutes)

Closing Remarks – AAC Chair, Accessibility Staff and All Members

The AAC Chair, Vice Chair and Accessibility Staff thanked the AAC for their participation, feedback, and contributions, noting that the December AAC meeting will include orientation and two committee business topics.

Motion: To adjourn the meeting.

Motion by: Ted

Seconded: Erin

Carried

Next Meeting:

Tuesday, December 20, 2022

Hybrid (in-person at City Hall or virtual through Microsoft Teams)

Technical Information

Terminology Explained

1. **For Information** – Something has taken place or there is an event that the Committee members should be aware of. For example, Access Recognition Awards by the Guelph Barrier Free Committee
2. **For Recommendation** – Committee will make a motion that provides a recommendation to staff or Council
3. **For Discussion** – Committee will discuss a topic and provide the Liaison with direction. For example, topics reported in detail to the Committee of Council
4. **For Engagement** – These note the formal engagement of committee members on topics, usually directly related to the Engagement requirements in the AODA

Microsoft Teams Keyboard Shortcut Keys

Toggle mute off and on

Windows: Ctrl and Shift and M

Mac: Command and Shift and M

Raise or lower your hand

Windows: Ctrl and Shift and K

Mac: Command and Shift and K

Toggle video off and on

Windows: Ctrl and Shift and letter o

Mac: Command and Shift and letter o

Zoom in

Windows: Ctrl and Plus (+)

Mac: Command and Plus (+)

Zoom out

Windows: Ctrl and Minus (-)

Mac: Command and Minus (-)

Return screen to 100%

Windows: Ctrl and letter o

Mac: Command and letter o