



## **Minutes**

### **Accessibility Advisory Committee**

**May 24, 2022, 1:00 p.m.**

**City Hall - 808 2nd Avenue East - Council Chambers**

#### **MEMBERS**

##### **PRESENT:**

Chair Christine Farrell  
Member Donald Anderson  
Councillor Scott Greig  
Member Rebecca Knisley  
Councillor Carol Merton

#### **MEMBERS**

##### **ABSENT/REGRETS:**

Member Warren Bazinet  
Member Jacob Morris-Wheeler

##### **STAFF PRESENT:**

Pam Coulter, Director of Community Services  
Amy Cann, Manager of Planning and Heritage  
Chris Webb, Manager of Engineering Services  
Kevin Linthorne, Chief Building Official  
Larry Gill, Corporate Property and Projects Supervisor  
Rick Chappell, Supervisor of Environmental Services  
Jacklyn Iezzi, Junior Planner  
Spencer Hammill, Engineering Technologist  
Kim Skene, Tom Thomson Art Gallery Operations Coordinator  
Bethany Chandler, Human Resources Assistant

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#### **1. CALL TO ORDER**

Chair Farrell called the meeting to order at 1:00 p.m.

#### **2. CALL FOR ADDITIONAL BUSINESS**

There was no additional business.

#### **3. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### 4. CONFIRMATION OF MINUTES

- 4.a Minutes of the Accessibility Advisory Committee meeting held on March 22, 2022.

AC-220524-001

Moved by Councillor Greig

**"THAT the Accessibility Advisory Committee approves the minutes of the meeting held on March 22, 2022."**

Carried.

#### 5. DEPUTATIONS AND PRESENTATIONS

- 5.a Deputation from REACH Centre Grey Bruce Executive Director Jennifer Miller  
Re: Partnership with the City of Owen Sound for fixed-rate mobility transit

The Executive Director of REACH Centre Grey-Bruce provided a deputation regarding a proposal for a partnership between the City of Owen Sound and the REACH Centre for fixed-rate mobility transit for members.

The Executive Director advised that the REACH Centre is a local agency providing programming for youth and adults with intellectual and developmental disabilities. The proposal is a two-pronged approach to allow members to utilize the City's accessible transportation service. The current application form is six pages and has some barriers to accessibility, including literacy and cognitive abilities and the facilitation of contact with doctors or nurses to complete the application. Through this proposed partnership, REACH would facilitate the application process for members and provide transit services at a reduced student rate.

In response to a question from Committee, the Executive Director of REACH Centre Grey-Bruce advised that members would be utilizing Mobility Transit services and that expected volume would not impact or overextend the resource as it currently is. Of the 50 members of REACH, high-functioning members would be encouraged to use conventional transit. This proposal is for those who would qualify through the current application process, with REACH assisting in determining which of their members meets the already established criteria.

Committee discussed the need for a review of the current Mobility Transit application criteria, process and rates, the use of an ethical decision-making framework, how to offset expenses to support those with income and accessibility challenges, and the possibility of a subsidy through ODSP for recipients instead of individual applications from each group.

In response to a question from Committee, the Manager of Planning and Heritage advised that there is a policy framework written into the City's Official Plan that speaks to applying an equity lens to the decisions of Council. The

Environmental Supervisor also indicated that with the new transit service provider coming in August, the transit system would be reviewed, including fares, usage rates, and accessibility concerns, after one year.

In response to a question from Committee, the Executive Director of REACH Centre Grey-Bruce indicated that it is not only access to professionals able to approve the application form that is the barrier. Other barriers include literacy, cognitive comprehension, being overwhelmed by the process, and lack of outside support.

The Supervisor of Environmental Services joined the meeting at this time.

AC-220524-002

Moved by Member Knisley

**“THAT in consideration of the deputation respecting a Partnership with the City of Owen Sound for fixed-rate mobility transit, the Accessibility Advisory Committee recommends that City Council receive the deputation.”**

Carried.

AC-220524-003

Moved by Member Knisley

**“THAT in consideration of the deputation respecting a Partnership with the City of Owen Sound for fixed-rate mobility transit, the Accessibility Advisory Committee recommends that City Council direct staff to bring forward a report to a future Accessibility Advisory Committee meeting respecting a review of the request which will include:**

- 1. The accessible transportation application form;**
- 2. Transit rates; and**
- 3. Examples from other municipalities on their accessible transit application process.”**

Carried.

## **6. PUBLIC QUESTION PERIOD**

There were no questions from the public.

## **7. CORRESPONDENCE RECEIVED FOR WHICH DIRECTION IS REQUIRED**

There were no correspondence items presented for consideration.

## **8. REPORTS OF CITY STAFF**

8.a Report CR-22-056 from the Corporate Property and Projects Supervisor Re: Tom Thomson Art Gallery Accessibility Renovation

The Corporate Property and Projects Supervisor provided an overview of the report respecting the Tom Thomson Art Gallery Accessibility Renovation and advised that the project has six key features, including:

- The existing concrete stair will be reconstructed to enlarge the tread size, provide a tactile edge device with a contrasting dark colour, and improve the railings.
- The landing and main entrance at the top of the stairs and the ramp will be flat and level.
- The ramp will be made wider with improved railings, and the midpoint ninety-degree turn landing will be enlarged and level to provide a resting area if required.
- The existing lift will be replaced with a Limited Use, Limited Access (LULA) elevator for access to all three levels of the Art Gallery that operates with braille buttons and voice command and does not require staff assistance.
- The canopy at the entrance will be replaced with a flat roof extending over the entrance.
- The push buttons for the automatic door operators on existing exterior doors will be enlarged.

In response to a question from Committee, the Corporate Property and Projects Supervisor indicated that the planned start date for the project is September 1, with a completion date of late December 2022. The project is unique because the funding requires substantial completion by January 15. The Chief Building Official advised that when drawings are submitted to the City, they will be reviewed under the Ontario Building Code for Accessibility Standards.

In response to a question from Committee, the Tom Thomson Art Gallery Operations Coordinator advised that the relocation of the Art Gallery would not be happening in the near future and is a five-year plan if approved. As an asset of the City, the existing building needs to be up to current standards for all guests and patrons.

The Supervisor of Environmental Services left the meeting at this time.

AC-220524-004

Moved by Councillor Merton

**"THAT in consideration of Staff Report CR-22-056 respecting Tom Thomson Art Gallery Accessibility Renovation, the Accessibility Advisory**

**Committee recommends that City Council receive the report for information purposes."**

Carried.

Committee discussed Item 8.d at this time.

- 8.d Report CS-22-073 from the Junior Planner Re: Housekeeping Amendment to Zoning By-law (2010-078, as amended) - Zoning By-law Amendment (ZBA) No. 30

The Junior Planner provided an overview of the report respecting a housekeeping amendment to Zoning By-law No. 2010-078.

Housekeeping amendments are intended to keep the by-law relevant, user-friendly, accurate, and manageable. Changes to eight sections of the by-law were made to clarify interpretation, improve readability, and correct certain omissions.

In response to a question from Committee, the Junior Planner advised that the Accessibility for Ontarians with Disabilities Act (AODA) requirements currently state that where an odd number of parking stalls are provided, an equal number must be Type A and Type B, but the odd space may be Type B. City staff are recommending that the odd space could be either depending on the use or site context and if Committee would like the odd-numbered space to be Type A, it could be specified in the recommendation.

Committee discussed the differences between Type A and Type B parking stalls and AODA requirements.

The Corporate Property and Projects Supervisor and the Tom Thomson Art Gallery Operations Coordinator left the meeting at this time.

AC-220524-005

Moved by Member Anderson

**"THAT in consideration of Staff Report CS-22-073 respecting a Housekeeping Amendment to the City's Zoning By-law (2010-078, as amended), the Accessibility Advisory Committee:**

- 1. Advises City Council that they support the changes proposed through Zoning By-law Amendment No. 30 relating to matters of accessibility, specifically, updating the barrier-free parking regulations of the Zoning By-law (Section 5.19) to align with the terminology of the Accessibility for Ontarians with Disabilities Act (AODA); and**
- 2. Recommends that City Council direct staff to integrate an additional item into the draft amendment respecting accessible parking being**

**that the third or odd-numbered accessible parking space required on a site be designed to the Type A specifications of AODA."**

Carried.

Committee discussed Item 8.e at this time.

8.e Report CS-22-074 from the Manager of Planning & Heritage Re: Accessibility Checklist Update

The Manager of Planning and Heritage provided an overview of the report respecting the Accessibility Checklist update. The Site Plan Checklist for Accessibility has been regularly used by the Development Team since its approval on February 23, 2021, by the Accessibility Advisory Committee. It has been aiding City staff in Site Plan applications in three key ways:

- Real-time review;
- Multi-disciplinary use; and
- Provincial direction towards delegation.

In response to a question from Committee, the Manager of Planning and Heritage advised that Planning staff have not identified any gaps or areas missing in the checklist and that the better practices have been beneficial.

In response to a question from Committee, The Director of Community Services noted that the Clerks Division does a yearly review of all committee mandates to determine if any housekeeping changes need to be made, and the Accessibility Advisory Committee terms of reference will be reviewed at that time.

In response to a question from Committee, the Manager of Planning and Heritage advised that AODA and Building Code compliance must be achieved as a condition of Site Plan approval. The Director of Community Services further noted the importance of the policy work done by Committee impacts the built environment and decisions made in advance.

In response to a question from Committee, the Manager of Planning and Heritage indicated that provincial policy changes are closely monitored for impacts on the checklist and other processes. Any changes would be reported back to Committee.

Committee discussed Site Plan approval timelines, a review of the checklist in another year's time, and the Committee's role in assisting City staff in advocating for people with accessibility challenges.

The Junior Planner left the meeting at this time.

AC-220524-006

Moved by Councillor Merton

**"THAT in consideration of Staff Report CS-22-074, respecting the Accessibility Checklist Update, the Accessibility Advisory Committee recommends that City Council approve the continued use of the Accessibility Checklist for the numerous benefits it provides, including real-time review, multi-disciplinary use, and consistency with Provincial direction."**

Carried.

8.b Verbal Report from the Manager of Engineering Services Re: 2022 AODA Compliant Sidewalk Replacement and Construction

The Engineering Technologist advised that two sidewalks are being replaced. The first is 6th Street East Service Road approximately 420 meters and connects 7th Ave East to Lee Manor. The second is on 7th Street 'A' East. This section of sidewalk will incorporate two TWIS's along 7th Ave East and 8th Ave East. Both are currently not meeting the AODA standard of 1.5 metre width requirement. These sidewalk replacements are part of Council's strategic plan, under a city that moves, making it more accessible for pedestrian traffic throughout the city.

In response to a question from Committee, the Engineering Technologist advised that there are sidewalks currently in both locations, but they are being replaced due to AODA non-compliance.

Committee raised concerns over other sidewalks in the City that are more frequently used and are not AODA compliant.

In response to a question from Committee, the Manager of Engineering Services advised that the program is to replace non-AODA compliant sidewalks and construct new sidewalks to AODA standards in a priority sequence, and within budgetary constraints. These sidewalks also have maintenance issues associated with them, including varying widths and trip hazards. Engineering staff consulted with Public Works staff to identify areas that were problematic. The Manager of Engineering Services also noted that the term construction could be changed to reconstruction to avoid confusion on this project.

Committee members discussed sidewalks in the North-East area of the City, sidewalk plow schedules and needs, sidewalks that are not AODA compliant, five and ten-year forecasts that identify sidewalk construction and reconstruction, and strategic plan initiatives.

The Manager of Planning and Heritage and the Chief Building Official left the meeting at this time.

AC-220524-007

Moved by Councillor Merton

**"THAT in consideration of the Verbal Report from the Manager of Engineering Services respecting the 2022 AODA Compliant sidewalk replacement and construction, the Accessibility Committee:**

- 1. Recommends that City Council receive the Verbal Report for information purposes; and**
- 2. Recommends that City Council direct staff to bring back to Committee a list of non-AODA compliant sidewalks to be replaced and constructed once available."**

Carried.

- 8.c Verbal Report from the Manager of Engineering Services Re: Redesign and Accessibility features for 3rd Ave East - Bayshore Road construction project

The Manager of Engineering Services advised that this project is in cooperation with the County of Grey and the City of Owen Sound. The first two phases have already been completed on 3rd Ave East; north of the Waste Treatment Plant to the Water Treatment Plant and the reconstruction of 3rd Ave East north of the Bayshore Community Centre. This phase is in coordination with infrastructure upgrading being taken on by the City. There is no existing sidewalk from where 3rd Ave East intersects with East Bayshore Road, the new sidewalk will be AODA compliant with concrete construction, 1.5 meters wide with tactile walking surface indicators added at intersections. The contract has been tendered and awarded, all approvals are in place and staff is hoping that construction will be started in June.

AC-220524-008

Moved by Councillor Greig

**"THAT in consideration of the Verbal Report from the Manager of Engineering Services respecting the redesign and accessibility features for 3rd Ave East - Bayshore Road construction project, the Accessibility Advisory committee recommends that City Council receives the Verbal Report for information purposes."**

Carried.

- 8.d Report CS-22-073 from the Junior Planner Re: Housekeeping Amendment to Zoning By-law (2010-078, as amended) - Zoning By-law Amendment (ZBA) No. 30

This item was discussed after item 8.a.

- 8.e Report CS-22-074 from the Manager of Planning & Heritage Re: Accessibility Checklist Update

This item was discussed before item 8.b.

**9. MATTERS POSTPONED**

There were no matters postponed.

**10. MOTIONS FOR WHICH NOTICE WAS PREVIOUSLY GIVEN**

There were no motions for which notice was previously given.

**11. CORRESPONDENCE PROVIDED FOR INFORMATION**

11.a Mobility Transit Dashboard - Month Ending April 30, 2022

11.b Media Release from the Manager of Strategic Initiatives and Operational Effectiveness Re: New Transit Partner

AC-220524

Moved by Councillor Greig

**"THAT in consideration of correspondence provided for information purposes listed on the May 24, 2022, Accessibility Advisory Committee agenda, the Accessibility Advisory Committee recommends that City Council receive Items 11.a. and 11.b for information purposes."**

Carried.

**12. DISCUSSION OF ADDITIONAL BUSINESS**

There was no additional business.

**13. NOTICES OF MOTION**

There were no notices of motion.

**14. ADJOURNMENT**

The business contained on the agenda having been completed, Chair Farrell adjourned the meeting at 2:56 p.m.