

# **City of St. Catharines**

## **Mayor's Advisory Committee on Accessibility (MACOA) MINUTES, Wednesday, March 26, 2014**

A meeting of the Mayor's Advisory Committee on Accessibility was held on  
Wednesday, March 26, 2014 in Committee Room #1  
at City Hall at 1:30 p.m.

Present: Shelley Stewart, Co-chairperson  
Diane Foster, Co-chairperson  
Bob Asham  
Chantal Barrette  
Julie Morris  
Mary Jane Waszynski

Regrets: Steve Byers  
Ian Crawford  
Steve Kurtic-Lentinello  
Linda Marie O'Hagan  
David Reed

Staff: Diana Lecinski, Accessibility Coordinator, CSS  
Rick Lane, Director of Corporate Strategic Initiatives

Guests: Bob Nippell, Ball Construction (Meridian Centre)  
Val Rogojine, WSP Group (Meridian Centre)

### **Facility Accessibility Design Standards (FADS):**

The FADS guideline was approved by the Region of Niagara in  
September 2005 and adopted by the City of St. Catharines Council on April 24,  
2006 for use in municipal facilities.

**1. Call to order:**

Diane Foster, co-chairperson called the meeting to order at 1:35 p.m.

**2. Introductions:**

Everyone was welcomed and round table introductions were made.

**3. Approval of Previous Minutes:**

The minutes of the Mayor's Advisory Committee on Accessibility for February 26, 2014 were approved.

That the minutes of February 26, 2014 be approved.

Motion by: Julie Morris

Seconded by: Mary Jane Waszynski

CARRIED

**4. Presentations/Discussions**

**a. 2014 Municipal Elections; accessibility**

Diane Foster welcomed Bonnie Turcotte, Election Coordinator. It was noted that Linda Marie O'Hagan, in her absence, had provided detailed accessibility comments on several election polls that were forwarded to the City Clerk. Bonnie Turcotte advised that the DSBN is not in favor of allowing the general public into the schools, although there may be opportunity for direct access into the gym however it must be accessible for all voters. Discussions will continue with the DSBN to ensure universal access to all voters at school polling locations.

Diane Foster read out the polling locations Ward by Ward with the membership providing input after each Ward. There were several recommendations relating to access issues at a few existing polling locations as well as suggestion of alternative locations such as newer or renovated churches.

Other discussions flagged concern for adequate way-finding signage and accessible parking. Bonnie Turcotte confirmed that the City will again ensure additional temporary accessible parking at polling locations. Another suggestion was to post a survey on the City's election webpage seeking public feedback on polling locations for any issues. Elections staff also noted election personnel training will be more comprehensive than

previously and it will provide separate training specific to Deputy Returning Officers (DRO) roles and responsibilities.

Advanced polling opportunities have been increased to 5 dates, each at a different location. All advanced polls will have the accessible voting tabulator available throughout the day. These accessible voting tabulators provide alternative access for a broad range of disabilities including audio for vision disabilities, the devices can be hand-held. These devices provide audio instructions with options to speed, slow, advance or repeat instructions. They have paddles with large buttons (colour / shape / Braille) that can be hand-held or foot operated and also can tabulate from sip and puff assistive devices. The electronically printed ballot has random markings so that ballots are represented the same as everyone else so there is no differentiation. The ballots are printed directly into a secrecy folder.

Diane Foster thanked Bonnie Turcotte for the accessible election information and asked that staff forward the polling locations to the MACOA members who were not in attendance to ensure more comprehensive input.

Moved by: Shelley Stewart  
Seconded by: Chantal Barrette

That MACOA endorse the City Clerk's initiative to review its polling locations to ensure the most accessible locations possible are selected.

CARRIED

- b. Meridian Centre, update and detailed materials review;  
Diane Foster welcomed Bob Nippell of Ball Construction and Val Rogojine of WSP Group to discuss materials that have been selected for the Meridian Centre. MACOA suggested several areas in City Hall that are good examples of door panel frosting and washroom or stairway materials that offer excellent contrast. Julie Morris and Chantal Barrette provided detailed advice on more ideal contrast colours and finishes throughout the Meridian Centre. All members offered input with Bob Nippell and Val Rogojine offering solutions and alternatives. Rick Lane joined the meeting to check that discussions and ideas were progressing. Diane Foster wrapped up the discussion and asked for any final input.

Moved by: Bob Asham  
Seconded by: Chantal Barrette

That MACOA endorse the materials and alternative materials/colours as discussed.

CARRIED

## **5. Business Arising from Minutes:**

### **a. Accessibility Plan;**

Presentation to Council;

Diana Lecinski noted that MACOA will present the 2013 year-end report to Council on April 14<sup>th</sup>. Chantal Barrette also offered to take part in the presentation with Diane Foster and Bob Asham. Thank you to MACOA's representatives.

Truncated tactile domes;

As discussed at MACOA's previous meeting, there will be tactile cast-iron truncated domes and bollards placed along the accessible parking and drop-off area at the Meridian Centre. TES engineering has drafted a construction design based on that previous discussion to act as future criteria for other projects. Members reviewed the layout and endorsed it.

Moved by: Julie Morris  
Seconded by: Shelley Stewart

That MACOA endorse the TES drawings 110-2027, 110-2030, 110-3031 for the placement of tactile plates and bollards.

CARRIED

Accessibility Training;

Diana Lecinski noted that further staff training on creating accessible documents will be offered over several sessions being in April. The Accessible Information & Communications Guide is being updated.

Training includes;

- intro to accessible information and communications by Diana Lecinski
- overview of accessible concepts for documents, Adobe and web criteria by Cindy Upshall, Corporate Communications Officer
- detailed step-by-step computer demonstrations by Tracey Mammoliti, Information Technology Application Analyst / Software Coordinator

- b. AODA Provincial review;  
The AODA Act is currently undergoing its 5-year review and the Region of Niagara is hosting an opportunity for Ontario's broader public sector and AAC representatives to attend and discuss areas of concern with the reviewer, Dean Mayo Moran.

MACOA supported this local opportunity to provide input. Diane Foster and Shelley Stewart, MACOA co-chairpersons will attend along with Diana Lecinski on March 28<sup>th</sup> in Niagara Falls. Staff has previously sent public links for the AODA review so MACOA members can also provide individual input.

## **6. Updates:**

- a. Site plan review;  
MACOA is reminded of the discussion opportunity with Planning & Development Services on June 25<sup>th</sup>. Preparation will be discussed in more detail at the next MACOA meeting.
- b. DDRC, Bob Asham  
Deferred.
- c. Niagara ACC, Linda Marie O'Hagan  
No report.
- d. Other;  
MACOA is reminded that the March of Dimes has opened the nominations for the 2014 Breaking the Barriers Awards. Nomination forms have been emailed to MACOA and hardcopies are provided in the agenda package. Please share with your colleagues and consider making a nomination if you know a worthy candidate.

MACOA will attend this event and host a public information display.

## **7. Next Meeting:**

Wednesday, April 23, 2014 at **1:30pm** in Committee Room #1.

## **8. Adjournment:**

The meeting of the Mayor's Advisory Committee on Accessibility adjourned. Diane Foster thanked all MACOA members as the meeting ran late due to the long and detailed discussion regarding finishing materials for the Meridian Centre.

Both co-chairpersons noted a concern for the number of regrets received for this meeting. Several did not provide any notice of regrets. They reminded members to make every effort to attend meetings as expertise and input may be lost when not in attendance.

Moved by: Julie Morris  
Seconded by: Shelley Stewart

That this meeting do now adjourn.

The meeting adjourned at 4:05 p.m.

**CARRIED**