

# Accessibility Advisory Committee

## Minutes

**Wednesday, February 22, 2017**

**City Hall, Burgoyne Woods Room at 1:30 p.m.**

### **Attendance:**

Diane Foster, Co-chairperson  
Shelley Stewart, Co-chairperson  
Melissa Abrams  
Bob Asham  
Steve Byers  
Ian Crawford  
Tracey Hrick  
Bob Mahony  
Linda Marie O'Hagan  
David Reed  
Mary Jane Waszynski

### **Staff Representatives:**

Diana Lecinski, Accessibility Coordinator, Office of the CAO  
Christine Adams, Transportation & Environmental Services  
Anthony Martuccio, Transportation & Environmental Services  
Vince Covatta, Transportation & Environmental Services  
Frank Donati, Fire & Emergency Management Services

### **Guests:**

Larry May, Architect

1. **Call meeting to order**

Shelley Stewart called the meeting to order at 1:30 p.m.

Round-table introductions were made. New members were welcomed.

2. **Motion to adopt the minutes of the previous meeting**

Wednesday, November 23, 2016

Moved by: Diane Foster

Seconded by: Bob Asham

That the Minutes of November 23, 2016 be approved.

CARRIED

Diane Foster provided a brief update on her AAC presentation to the Social Sustainability Pillar of Council on January 24, 2017.

She also noted that a Special Meeting of Council was scheduled for this date, February 22, regarding Inter-Municipal Transit. The AAC was canvassed as to their support of Diane Foster making a delegation to support the report for Council on behalf of the AAC.

Moved by: Linda Marie O'Hagan

Seconded by: Tracy Hrick

That the Accessibility Advisory Committee endorses Diane Foster to make a presentation to support the report on Inter-Municipal Transit to Council.

CARRIED

3. **Presentation / Discussion:**

**Lake Street Service Centre administrative office**, Anthony Martuccio and Larry May presented drawings for the renovations on each floor. Renovations include an elevator, accessible entry, accessible customer service counter and spaces throughout that are barrier-free and FADS compliant.

Questions and clarifications were discussed regarding, entry foyer, a door swing on the lower floor, power-door operators, access to universal washrooms with duress alarms, male and female accessible changerooms, administrative areas, service counters, security window communication, lighting, meeting rooms and stairway nosings and railings. A highlight was the installation of an elevator and suggestions were made to include mirrors, annunciator and other FADS elements in the elevator. The AAC also noted that Stryker evacuation chairs should be part of the FFE.

Next steps include reviewing the accessible parking on site plan, pedestrian access, curb ramps, and interior colours, contrasts, materials and hardware.

Shelley Stewart thanked the presenters and suggested that interior materials samples for contrasts be shared with the AAC once available.

**Victoria Lawn Cemetery new administration building**, Vince Covatta reviewed the plans and responded to comments that had been forwarded after sharing the drawings in January to the AAC. The public areas are highly accessible and provide a barrier-free entry, power-door operators, accessible service counters. Interior and exterior universal washrooms including duress alarms. Accessible parking as shown, was endorsed. Next steps include details on interior colour, contrast, materials and hardware. This should be shared with the AAC once available.

Members of the AAC supported this new accessible administration building design, noting that access was needed, but will now be easy for all visitors.

**Ontario Street Parking Garage, renovations**, Vince Covatta provided plans and a backgrounder on the various renovations taking place. The primary refurbishment is on the elevator mechanisms and they will be out of service approximately until late September/early October. The cabs themselves will remain the same. The elevator lobby, and stairway will also undergo structural renovations.

Over the duration of the construction, TES staff had concern for patrons who may not have an Accessible Parking Permit (APP) but who require use of the elevator. Vince Covatta noted that the first level of regular parking spaces could be reserved and signed for those patrons. All AAC members agreed that this is a practical accommodation and good customer service

during the construction. The AAC felt the following wording would help other drivers understand and respect the accommodation being provided.

*Due to construction, elevators are unavailable until September 30. Parking on Level 1 is reserved as an accommodation for people who physically cannot use the stairs. People who are able to use the stairs should park on Level 2 and up.*

Staff noted that only misuse of signed accessible parking is ticketable, but that adequate signage and media information will be helpful to inform all patrons of the Ontario Street Parking Garage during the renovations and elevator closure.

Several other suggestions included, ramps from garage side levels to elevator lobbies being too steep, stair nosing, graspable railings, railing extensions at stairway landings, elevator cabs having lowered tactile and Braille buttons, and audio, with mirrors in the cab at upper corners to assist people using a mobility device to back out if they cannot turn around. Staff will also investigate if existing call-buttons can be moved to a more universal height.

Shelley Stewart thanked Vince Covatta for the detailed presentation and for TES recognizing the benefit of setting aside parking for people who would otherwise need the elevator to get to upper floors.

#### **4. Business arising from the minutes**

##### **a) Accessibility Plan:**

Staff rep updates;

- Frank Donati, Chief Fire Prevention Officer, noted a recent project to update City facility fire safety plan. This also included a mandate to meet the AODA's Integrated Accessibility Standards Regulation (IASR) relating to the provision of emergency procedures for public safety information upon request. The second review has just been completed and in the next month or 2, the existing facility safety procedures will be updated for any staff to access if requests are received.

Prevention has also partnered with key stakeholders such as the Canadian

Hearing Society (CHS) and Canadian National Institute for the Blind (CNIB) promoting public awareness for safety relating to fire prevention, planning, smoke alarm, CO monitors and strobe alarms for emergency preparedness. Staff provide building officials with support when they work on getting the appropriate life safety devices, such as strobes and Kiddee smoke alarms, installed in new buildings.

Staff continue to work with other municipal and provincial partners including the Ontario Building Officials Association, the Ontario Municipal Fire Prevention Officers Assoc. and our legislative stakeholders in the Provincial Government.

Social media has been proactively educating the public on fire alarm battery changes, monitoring equipment replacement and has provided support to those who need assistance.

Several members asked about apartment fire prevention practices and lobby space safety. Frank Donati noted that lobby furniture must meet specific fire retardant requirements and that fire safety plans must be approved and updated with the City's Fire Prevention staff.

Shelley Stewart thanked Frank Donato for his informative and educational update.

- Christine Adams, Manager of Engineering & Construction, TES noted that FADS is being updated and that it is resourced for engineering and construction undertakings. Bus stop renovations are reviewed in conjunction with sidewalk and roadway construction to take every opportunity to make them more accessible. TES will be working with Transit in 2017 to prioritize bus stop improvements. Bob Asham noted an accessible shelter is needed on Lakeshore at Lake for this busy stop. There is ongoing education with contractors to observe 'service disruption' notification requirements and to understand the effects of closures and how they can be better coordinated. Several AAC members noted previous problems which seemed to be related more to hydro work not city contracts. However, that is the value of the reminder and retraining. Every project in 2016 and planned for 2017 will take opportunities to create or improve access. The 2.4m wide sidewalks on both sides of the new Burgoyne Bridge was highlighted. A universal washroom at Russell Community Centre is still an identified priority for the AAC and TES hopes

to recognize this within existing or upcoming budgets.

Shelley Stewart thanked Christine Adams and all TES for their ongoing commitment to improve accessibility throughout the City.

Diana Lecinski noted that other staff reps submitted input that has not yet been consolidated into a document for the AAC to review. Next steps for staff will be to draft the annual update for 2016 and to provide it to the AAC prior before its next meeting for discussion at the March meeting. This should include AAC highlights from the membership. Members were asked to consider if they would like to make a presentation of this update to Council and who would like to do so.

- FADS update, thank you to Diane Foster and Linda Marie O'Hagan for their review of the pending FADS for edits, errors, or omissions, and staff will do the same. Diana Lecinski and Christine Adams have started this process. Next steps include document edits and clarifications before replacing the existing but outdated version.

**b) Rick Hansen Foundation grant:**

Further to the previous month's discussion, the Access4ALL grant application was approved for the maximum amount of \$30,000. The AAC will host and participate in the organization of the event. Discussion noted excellent accessibility throughout Lakeside Park, except for the carousel. Members requested that staff further investigate any opportunity to create access using a wheelchair lift or ramp system along with tie-downs in bench areas similar to a bus or other inclusive carousels (Sea World in Florida?)

Moved by: Linda Marie O'Hagan

Seconded by: Diane Foster

That the AAC asked staff to further investigate opportunities to make the Carousel at Lakeside Park accessible for people who use a mobility device.  
CARRIED

**c) Rick Hansen Foundation (RHF) award:**

As requested and endorsed by the AAC a nomination for the City of St. Catharines was submitted to the RHF Accessible Cities Award.

**5. New Business:**

- a) AAC elections, deferred to next meeting.

**6. AAC Updates:**

Shelley Stewart noted that some updates may be better timed and planned if placed on the agenda on an 'as needed basis'. Members agreed. The media updates will be circulated prior to AAC meeting and/or as needed. Linda Marie O'Hagan confirmed that this would be best as some media pieces may become outdated by waiting for a meeting.

**a) Site Plan;**

Agenda item upon request.

**b) Community access and media;**

Agenda item upon request. Media items will be circulated electronically.

**c) City Projects, Christine Adams, TES;**

Refer to Accessibility Plan update.

**5. Date of next meeting**

Wednesday, March 22, 2017 at 1:30 p.m., City Hall, Burgoyne Woods Room.

Reminder that the AAC annual chairperson election will be held at this meeting.

**6. Motion to Adjourn**

Meeting was adjourned at 3:32 p.m.

Moved by: Bob Asham

Seconded by: Tracey Hrick

That this meeting is adjourned.

CARRIED