



Accessibility Advisory Committee Agenda, March 12, 2025

2:00-4:00 p.m.

In-person and via Zoom

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1. Meeting called to order
2. Chair's comments
3. Elections for:
 - Chairperson,
 - Vice-Chairperson,
 - Site-Plan Chairperson
4. Approval of Minutes – AAC meeting December 11, 2024
5. Declaration of Conflict of Interest
6. New Business
 - Transit Optimization Study
 - Annual Accessibility Status Report - Year End 2024
7. Old Business
 - VRI update
 - Motion for Manzo Park Grant application
 1. Be it Resolved that the Accessibility Advisory Committee support the use of \$5000 from the 2025 Contingency Fund to be used for the

purpose of Manzo Park accessibility updates if the Enabling Accessibility Fund application is successful.

Mover: Derrick Lavallee

Seconder: Craig Kohler

8. Site Plan Sub-Committee Report - Attached

9. Adjournment

Next meeting April 9, 2025 In-person and via Zoom 2:00 to 4:00



Accessibility Advisory Committee Minutes

Date: December 11, 2024

2:00-4:00 p.m.

In Person & Via Zoom

Minutes

In Attendance: Peter Tonazzo, Dan Perri (PW), Carol Magnan, Councilor Sandra Hollingsworth, Diane Morrell, Diana Gerhart, Kerri Tucket, Derrick Lavallee, Wayne Scharfenberg, Craig Kohler.

Regrets: Don McConnell, Jordan Derochie

Zoom: Councilor Lisa Vezeau-Allen, Andree Labonte

Recorder: Samir Thapa – Planning

Interpreter: Leslie Sawchyn

Guest: Karen Gamble, Zoe Sanguinetti (Communication & Digital Media Coordinator)

1. Meeting called to order 2:15 p.m.

2. Chair's Comments

- Welcome back and round table introductions.

3. Approval of Minutes – AAC meeting November 13, 2024

Moved by: Wayne Scharfenberg

Seconded by: Craig Kohler

All in favour

CARRIED

4. Conflict of Interest – None.

5. New Business

5.1 Guide Dog etiquette presentation with Carol Magnan and Osmond, and guest Karen Gamble and Tula.

- Councilor Lisa has requested a Presentation/Guide Dog etiquette document.
- There are two places where dogs are not permitted:
 - a. The operating room of a Hospital.
 - b. Restaurants.

5.2 Mandatory Accessibility and Human Rights Training requirements.

- We are looking for new committee members.
 - New committee member will need to undergo training.
 - Anyone interested in volunteering, kindly send an email to the Diane (Accessibility Coordinator).

6. Old Business

6.1 From Sept 11, 2024 meeting

6.1.1 Follow up on Carol's presentation September 11, 2024

- Working with Dan Perri to get follow up on APS issues

6.2 From Oct 9th 2024 meeting

6.2.1 Follow up on count down timers

- Councilor Sandra brought forward discuss about developing a priority list of countdown timer intersections.
- Diane (Accessibility Coordinator) spoke with Dan Perri (PW) and Site Plan Sub-Committee will follow up on that and develop the list.

6.3 Plaza Adult Change table update

6.3.1 Item on hold pending further information about site.

- There are some logistic problems with that site. The committee has committed funds of \$6000 for it in June. Additional logistics that need to be worked through before installation.

7. Barrier Removal Updates

7.1 None.

8. Site Plan Sub-Committee Report

8.1 Report attached.

- Downtown Plaza patio expansion for New Year's event.
- 540-548 Albert Street East – Sever 540 and 548 Albert Street lots.

9. Adjournment: 3.45 p.m.

Moved by:

Seconded by:

All in favour.

Next meeting January 15, 2024

In-person and via Zoom

2:00 p.m. to 4:00 p.m.



Site Plan Report – March 12, 2025

Committee members: Derrick Lavallee - Chairperson, Donald McConnell – Chairperson AAC, Carol Magnan, Wayne Scharfenberg

Diane Morrell – Staff Resource

Rezoning: 22 MacDonald Avenue, Proposed 230 Unit Apartment Buildings

Exterior:

Given that this development is described as 'Age at home community' the following recommendations are provided:

- The turning circle is not sufficient for the largest Parabus to access; 47' turning radius has been identified by Transit
- Ensure the canopy covering the main entrances are minimum 12' high to ensure the Parabus can load/unload passengers under the canopy; This clearance has been identified by Transit
- Ensure all door frames have adequate colour contrast to be easily identified by persons with vision loss
- Ensure access to apartment balconies are zero step
- The pathways connecting the buildings to the McDonald Avenue sidewalk should be marked by signage to assist both users and drivers with identifying these locations.
- It appears that most, if not all of the barrier free parking spaces are located outside. While some should be provided near the front doors for visitors, it is very difficult for tenants with disabilities to access vehicles which are parked outside in inclement weather. It is strongly encouraged that barrier free parking spaces be provided indoors. Pedestrian walkways from these spaces to the elevators should avoid crossing driving aisles.
- Ensure all emergency exits are accessible with zero step and safe path of travel away from the building so everyone can exit the building safely in an emergency.

- It appears that one of the outdoor walking paths ends where the vehicular ramp enters the underground parking area. Appropriate railings should be provided to prevent accidental falls, especially for safety of persons with vision loss.
- The walkway that runs adjacent to the building, on the south side, appears to merge onto the turning circle for the bus; please ensure the walkway continues around the building and not onto the turning circle.
- Ensure all outdoor amenity spaces are accessible to persons with physical disabilities, i.e., if the covered garage area is an amenity space, please ensure it is accessible to everyone
- Ensure high quality lighting for outdoor paths of travel from sidewalk to building for safety of all residents, for the entire night
- It's preferred that the entire width of the front loading-zone be at-grade to provide access for people with mobility devices, regardless of vehicles picking up/dropping off passengers; See attached screen shot with suggested area of at-grade entrance.
- The rest of the sidewalk on the south side of the building should be raised to prevent cars from parking on the sidewalk, thereby protecting the path of travel for residents and visitors
- According to the Integrated Accessibility Standards Regulations, all amenities that persons with disabilities use require both preventive and emergency maintenance. Please ensure these amenities, i.e., painted crosshatching for pedestrian walkways, receive regular preventive maintenance to ensure safety

Site Specific:

- The far west side of the property has brush growing directly beside the sidewalk; this area is a hazard for vulnerable people such as seniors and people with disabilities as this area is frequently occupied by people who are experiencing homelessness; this area could benefit by clearing brush beside the sidewalk

Transit Access:

- City Transit does not travel in this neighborhood which includes Collegiate Heights Retirement Home. Transit may need to consider servicing this area.

Other:

The Site Plan Sub-Committee would like an opportunity to meet with the Developer to provide suggestions on age friendly/accessibility features for their consideration.

Sincerely,

Handwritten signature of Derrick Lavallee in black ink.

Derrick Lavallee
Chair, Site Plan Sub Committee

Handwritten signature of Diane Morrell in black ink.

Diane Morrell
Accessibility Coordinator



SAULT STE. MARIE

Accessibility Status Report – Year-End 2024

Documents are available in accessible formats upon request.

Diane Morrell
Accessibility Coordinator
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Background

In compliance with the Integrated Accessibility Standards Regulation (IASR) under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), the Corporation of the City of Sault Ste. Marie must submit an Annual Accessibility Status Report. This report outlines the ongoing efforts to remove barriers and improve accessibility within the Corporation. It reflects our continued commitment to the inclusion and full participation of people with disabilities in our community.

The AODA mandates that large organizations, like the City, establish, review, and update their accessibility plans in consultation with individuals with disabilities. Furthermore, organizations with an Accessibility Advisory Committee (AAC) must also consult with the committee.

This report highlights barrier removal activities undertaken in 2024, demonstrating our dedication to meeting both the legislative requirements of the AODA and additional non-legislative enhancements aimed at fostering a more inclusive community.

2024 Accessibility Plan – Budget and Outcomes

The following accessibility projects were part of the 2024 budget:

- **Vulnerable Persons Registry (VPR)** - \$20,000: Annual contribution to the VPR. *Complete.*
- **Curb Cut Removal** - \$10,000: Annual contribution for the remediation of identified curbs to improve curb cuts. *Complete.*
- **Accessible Pedestrian Signals (APS)** - \$10,000: Installation of APS with a trial using new technology in APS. *Complete.*
- **Parks Accessibility** - \$10,000: Installation of two accessible swings and two musical instruments at Parkland and Westwood Parks. *Complete.*
- **Accessible Outdoor Seating** - \$10,000: Installed at Parkland, Westwood Parks, and the Manzo Splashpad. *Complete.*
- **Captioning City Council Meetings** - \$6,000: Captioning services provided via Zoom. *Complete (No additional action required).*
- **Canadian Hearing Society - Video Remote Interpreting (VRI)** - \$5,000: Purchase of VRI equipment and contract for a one-year trial. In progress; approved by Council February 3, 2025.
- **John Rhodes Community Centre** - \$2,000:
 - Bariatric backboard - \$1,000. *Complete.*

- Splash pad youth water wheelchair - \$1,050. *Complete.*
- **Contingency for Barrier Removal** - \$12,000:
 - Sledge repairs - \$2,700. *Complete.*
 - Adult change table for Downtown Plaza - \$7,500. *In progress.*

AODA Compliance Audit – November 4, 2024

On November 4, 2024, the Accessibility Coordinator received an AODA Compliance Audit requested by the Ministry for Seniors and Accessibility. The audit covered the following areas:

- Accessibility Policies
- Accessibility Plans
- Training
- Accessibility Feedback
- Emergency procedures and public safety information
- Accessibility of off-street parking including access aisles and signage
- Service counters
- Fixed queuing guides
- Waiting areas

With the support from Human Resources and Facilities staff, the audit results were submitted on November 22, 2024.

The audit revealed two non-compliance issues:

- **The Accessible Customer Service Policies** require an update. Formal Accessibility Policies must be completed to guide staff effectively.
- **Training requirements** - The Accessibility Coordinator is collaborating with staff liaisons to implement training requirements for volunteers and third-party contractors to ensure compliance.

Non-Legislative Projects from the Accessibility Advisory Committee (AAC)

Throughout the year, the AAC recommended approval for the following accessibility initiatives:

- **Challenger Baseball Program** – \$6,000 from barrier removal reserves to purchase an adult change table for the proposed barrier-free improvements at Sinclair Field. The accessibility project is ongoing, with grant applications submitted.
- **Bellevue Park Kayak Dock** – \$5,500 barrier removal reserves for accessibility updates for the kayak dock. The grant application to the Trans Canada Trail was successful, and the project is complete.
- **Barrier-Free Seating Platform (Bleachers)** – \$8,000 from barrier removal reserves for accessible bleachers at the John Rhodes Community Centre. Application to the Green and Inclusive Communities Fund was submitted. Awaiting grant update.
- **Manzo Park Playground Updates** – \$5,000 from the 2026 barrier removal budget. Application to the Enabling Accessibility Grant was submitted in partnership with Community Services Department. Awaiting grant update.

Other Non-Legislative Activities

Emergency Preparedness Workshop for the Deaf Community:

It is essential to remember that English is not the first language for people who are Deaf; American Sign Language (ASL) is their first language.

- Through discussions with Canadian Hearing Services, it was identified that during emergencies such as COVID-19, individuals who are Deaf faced significant challenges accessing critical information. To address this, the Accessibility Coordinator, along with the Canadian Hearing Services and Emergency Management teams, explored the communication barriers that arose during that time. This collaboration led to the facilitation of an emergency preparedness workshop series for the Deaf community, presented by Lauren Perry, Emergency Management Coordinator, and Aaron Gravelle, Public Educator with the Fire Department.
- Due to the increased awareness of the challenges faced by the Deaf community during COVID-19, the City has committed to improving emergency communications. Moving forward, American Sign Language (ASL) will be incorporated into both live and recorded emergency broadcasts to ensure all residents receive timely accessible information.

Accessibility Awareness Activities and Training:

- **AccessAbility Awareness Week (May 29, 2024):** Held in the Civic Centre lobby, featuring various access awareness activities for staff.

- **Challenging Intersections Review (September 17, 2024):** AAC members and City staff conducted a walk-through of intersections to better understand how their design impacts accessibility.
- **Public Accessible Spaces Simplified (PASS) Training (December 12, 2024):** The Accessibility Coordinator led a training session for engineering and building staff, emphasizing the importance of connecting accessibility features in the built environment.

Other Accessibility/Barrier Removal Activities

- **October 30, 2024:** Accessibility and Transit Open House.
- **December 19, 2024:** Accessibility and Transit consultation with the Canadian Council of the Blind.
- **Updated Accessible Customer Service Policy:** A formal policy is under development to provide guidance for staff.
- **Respect Video (August 2024):** A video created to raise awareness about respect and inclusion at all City Facilities.
- **Autism Strategy:** Updated the name to **Autism Neurodiversity Services** to better reflect the content, along with an annual review to ensure all information is accurate.
- **Neurodiversity Programming:** Introduced a trial activity program during the summer, including arts, crafts, and games, designed for individuals with neurodiverse needs at the Northern Community Centre (NCC).
- **Private Swimming Lessons for reasons of Disability:** Ongoing private swimming lessons for individuals with disabilities who cannot participate in group lessons due to the nature of their disability.
- **Pointe Des Chenes Accessibility Updates:** Installation of accessible parking, accessible paths of travel to the water, accessible washrooms and changerooms with door openers, Beach/water wheelchair, and accessible picnic tables.

Looking Ahead: 2026 and Beyond

The City is working on a new Multi-Year Accessibility Plan, which will provide a comprehensive framework for achieving further accessibility goals through new processes and initiatives. This will guide our efforts in fostering an inclusive environment for all citizens.

Acknowledgements

The Accessibility Coordinator extends gratitude to all departments and staff whose time, dedication, and efforts have contributed to the success of the initiatives outlined in this report. Special thanks go to:

- Accessibility Advisory Committee
- Clerk's Department
- Human Resources
- Legal Department
- Community Services Department
- Planning and Engineering
- Public Works
- Facilities Staff (Pool and Arenas)

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