



The Corporation of the City of Sault Ste. Marie

Accessibility Advisory Committee

Agenda

Wednesday, May 14, 2025

2:00 – 4:00 pm

[Join Zoom Meeting](#)

Meeting ID: 836 2497 2816

Passcode: 280622

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[YouTube livestream link](#)

- 1. Meeting called to order**
- 2. Chair's comments**
- 3. Approval of Minutes – AAC meeting April 9, 2025**
- 4. Declaration of Conflict of Interest**
- 5. New Business**
 - 5.1. Accessibility Wishlist for Ministry for Senior's and Accessibility
 - 5.2. AccessAbility Week Event May 30th

- 5.3. Garbage Receptacle Colour
- 5.4. Playground Consultation for Manzo Park

6. Old Business

- 6.1. Follow up on APS count down timers

7. Barrier Removal Updates

8. Site Plan Sub-Committee Report

- 8.1. Accessibility Suggestions for Residential Buildings
- 8.2. See attached Report

9. Adjournment

Next meeting June 11, 2025 In-person and via Zoom, 2:00 to 4:00 pm



Accessibility Advisory Committee Minutes

Date: April 09, 2025

2:00-4:00 p.m.

In Person & Via Zoom

Minutes

In Attendance: Councilor Lisa Vezeau-Allen, Carol Magnan, Don McConnell, Diane Morrell, Diana Gerhart, Kerri Tucket, Derrick Lavallee, Dan Perri (PW), Peter Tonazzo, Wayne Scharfenberg, Craig Kohler, Andree Labonte.

Regrets: Councilor Sandra Hollingsworth

Recorder: Samir Thapa – Planning

Interpreter:

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

2. Chair's Comments

- Welcome back and round table introductions.
- Jordan Derochie has stepped down from the committee.

3. Approval of Minutes – AAC meeting March 12, 2025

Mover - Derrick Lavallee

Seconder – Craig Kohler

All in favour

Carried

4. Declaration of Conflict of Interest – None.

5. New Business

5.1 Accessible Customer Service Policy.

- Public facing document
- Statement of Commitment
- Accessible Customer Service
- Accessible Formats and Communication Supports
- Assistive Devices
- Use of Guide Dogs and Service Animals
- Use of Support Persons
- Notice of Temporary Service Disruption
- Website Accessibility
- Training
- Customer Service Feedback Process
- Modification to this or other policies

- Accessible formats

6. Old Business

6.1 Follow up on Carol's APS Report September 2024

6.2 Ermatinger Heritage Discovery Centre schedule.

- Committee members are not in favor.

Mover: Derrick Lavallee

Seconder: Craig Kohler

All in favour

Carried

7. Barrier Removal Updates

7.1 Accessible Parking violation tickets.

- Stats for 2024 were issued total 40
- Until March 2025 were issued total 12
- Suggested hiring full-time security or deputize staff for City facilities (especially in evening).
- Make a formal complaint to facilities when you witness accessible parking abuse

8. Site Plan Sub-Committee Report

8.1 Site Plan Working Group meeting

- AAC meetings are two hours long; not long enough for working meetings
- Any AAC member can join
- Meeting was held last week for the following topics:
 - Priority intersections:
 - Lake and Trunk.
 - Second Line and Korah Rd.
 - Second Line and GNR area (Including intersection to Pino's)
 - GNR and Northern Ave.
 - McNabb at Canadian Tire corner
 - Corner by the Finish Rest Home
 - Trunk and Boundary Road
 - APS (Accessible Pedestrian Signals) criteria to be checked
 - Provide Feedback regarding Transit Study
 - GFL Parking discussion
 - Accessibility Week
 - May 30, 2025 – 10 a.m. – 1 p.m. at Russ Ramsay Room, City Hall
 - AAC is planning to host an event similar to last year with interactive stations
 - AAC will host over lunch for Mayor & Councilors to attend, if available

9. Adjournment

Mover: Kerri Tucket

Seconder: Andree Labonte

All in favour

Carried

Next meeting May 14, 2025 In-person and via Zoom 2:00 to 4:00 p.m.



Sensory Playground

Agenda

- Introductions
- Review Resolution
- Components of the Playground



Resolution



Whereas in July 2016 the City of Sault Ste. Marie opened its first sensory playground in Bellevue Park in the east end of the community; and

Whereas since its opening, the sensory playground has been heavily used and thoroughly enjoyed by children and families; and

Whereas a sensory playground provides enhanced accessible play options and eliminates barriers to play, and provides sensory stimulation along with the promotion of family bonding; and

Whereas the City of Sault Ste. Marie should aim to provide equitable access to amenities and services in different parts of the community, especially as they relate to families and children; and

Whereas, as a community, with the establishment of the new splash pad in the west end there has been a revitalization of Manzo Park; and

Whereas many communities of Sault Ste. Marie's size have more than one sensory playground;

Now Therefore Be It Resolved that City staff be requested to explore options for the establishment of a sensory playground at Manzo Park or at any other City park in the west end of Sault Ste. Marie, and report back to City Council with options for such a playground.

The 7 Principles of Inclusive Playground Design

- Inclusive playgrounds play a crucial role in today's world.
- These spaces are not just for play; they foster learning, growth, and socialization for children of all abilities. Creating an environment that is safe, engaging, and beneficial for all.



Pictured: an example of transfer platform

Fairness in Play: Ensuring Equity for All

This principle ensures playgrounds offer equitable opportunities for all children, regardless of their physical or cognitive abilities. By integrating activities that cater to a wide range of developmental needs.

- Incorporate equitable play activities across the developmental continuum at ground level and on the play structure that are unique.
- Encourage multigenerational play
- Incorporate dynamic elements that are collaborative, fun, and address various developmental stages such as inclusive rocking components, musical instruments, front facing child to adult swings, interactive games, etc.



Inclusive Play Side-By-Side Play: Bridging Gaps and Building Friendships

The principle of inclusion focuses on providing diverse play options that cater to different abilities and preferences, allowing children of all abilities to play together.

- Creating spaces where physical and social barriers are minimized,
- promoting interaction and understanding among all children.
- Offer Various Types & Forms of Play
- Choose play activities that encourage children to play and cooperate together, use their imaginations, and demonstrate their creativity through dramatic play opportunities or Play that supports multiple users and/or side-by-side interaction



Inclusive Play: Bridging Gaps and Building Friendships

Allow individuals to explore, interact, and engage in developmentally appropriate risk through a continuum of skills and movement experiences that are not typical to their daily routine.

- Provide a diverse assortment of play opportunities through swinging, sliding, spinning, rocking, crawling, climbing, brachiating/upper body bilateral coordination, and balancing.
- Encourage progression of physical skill development by incorporating play components that address the needs of beginning, intermediate, and advanced level players.
- Configure the layout to encourage active movement and exploration by offering balanced opportunities for social and physical play activities at both ground level and on the play structure.
- Provide choices in the method of participation and access of play activities
- Provide various ways to access the structure through climbers, links, transfer platforms, ramps, etc.



Smart Design: Enhancing Understanding and Engagement

Support Intuitive Play Patterns

Incorporate “looping” patterns throughout the environment by intentionally designing slide exits near climbers, transfer points, and ramp entryways so that children can successfully engage in repetitive, active play to develop skills, build confidence, and stay engaged for longer periods of time.

Define Play Settings and create well organized environment:

Define active vs. passive play areas. For example, a dramatic playhouse could be positioned near a sand/water play area. Use of landscaping, color, or a variety of surfaces can create visual cues and help define areas. Define heavy/active use areas such as swings and slide exits to avoid user conflict and to indicate that play participants should use caution in high activity areas.



Strategically use colour, patterns, textures, accents, natural materials, and auditory, visual, and/or tactile supports to reinforce positive play behaviours, help visually organize activity areas so the environment.

Tools for Independence: Empowering All Children

Offering accessible routes, universal signage, and features that support autonomy, children are empowered to play independently and build their confidence and self-esteem.

- Provide accessible surfacing & routes of travel to and throughout the play environment so that everyone can engage in both physical and social play together.
- Provide ramp access to accommodate multiple users, equipment, and caregivers.
- Utilize universal signage with tailored messages, visual supports, Braille, sign language, sound, etc. to communicate expectations, encourage participation, and provide directional cues.



Independence: Empowering All Children

Offer Sensory Rich Experiences

Encourage discovery and exploration through multi-sensory experiences by creating a planned sensory environment incorporating manufactured and natural elements that use a variety of stimuli such as colour, light, pitch, tone, textures, movement, and smells.

- Select interactive play panels, music components, and/or manipulative activities that provide visual, tactile, and auditory feedback to increase understanding of cause and effect, promote learning, and create interaction between users.
- Offer sensory rich feedback and encourage participation through a variety of movement experiences such as swinging, sliding, rocking, and spinning to address vestibular and proprioceptive stimulation, while helping children develop a sense of balance and movement through space.

Encourage Independent Play

- Incorporate universal design features such as slide transfers, transfer platforms, ramp access, adapted handholds



Safety First: Creating Secure Play Environments

Minimize the risk of children leaving the play area by considering the distance of the play environment from roads/parking areas, and when necessary utilizing manufactured or natural barriers such as fencing, land forms, or landscaping to create boundaries and barriers to traffic.

Integrate Emotional Well-Being

Support children's feeling of emotional security so they are more likely to engage in play by incorporating cozy areas and "jump-in points".

- Cozy spots under decks, crawl tubes, tunnels, or seating strategically placed on the structure, below the structure, and around the environment offer places where children can seek sensory relief, engage in pretend play, or even play alone if desired.
- "Jump-in" points adjacent to or within activity areas offer convenient places for children to observe and understand play activity prior to participating.
- Offer shaded, accessible seating and supervision areas throughout the play environment with clear visibility of activity areas.



Active Play: Encouraging Physical & Social Engagement

The principle of activity ensures that playgrounds offer a balanced range of physical activities that cater to different abilities.

- Include inclusive swinging, rocking, and/or spinning components that feature molded seats, high backs, and/or adjustable harnesses. These additional supports help children maintain a neutral body position, with low physical effort so they can fully enjoy powerful movement experiences.
- Provide equitable and diverse alternatives in close proximity to physical activities such as upper body/climbing equipment to offer rewarding fitness experiences designed to promote physical activity and encourage social interaction. Items such as therapeutic rings, hand cyclers, or chinning bars positioned adjacent to more advanced upper body activities provide a side-by-side upper body experience that addresses a wide variety of needs and skill levels.
- Carefully select activities that encourage cooperation versus competition. Choose freestanding activities that work even better when two children are participating rather than competing with one another, such as inclusive whirls, tire or platform swings, see-saws, etc.



Comfort: Enhancing the Play Experience

Provide play activities with comfortable approach and reach for individuals who are seated or standing.

- Offer half panels, balcony panels, or activities with adequate space underneath that allow individuals using a mobility device to approach and easily reach the play activity while facing forward.
- Install music activities, talk tubes, and other freestanding components at appropriate heights for the intended user's age range to facilitate ease of use and enjoyment.
- Utilize trees, integrated shade, or water areas for cooling to meet the needs and preferences of diverse users.
- Provide amenities such as water fountains, restrooms, care amenities, and parking in close proximity to the play space that address the unique adaptive skills of everyone.



Questions and Feedback



Information in the presentation was provided by:

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Thank you





Site Plan Report – May 14, 2025

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

Site Plans Reviewed:

- 494 Great Northern Road – Proposed Car Wash
 - The site should have a safe accessible path of travel to the building. The best place for a pedestrian pathway to the new building is probably from the Great Northern Road sidewalk across the vacuum area to the concrete sidewalk that runs along the south side of the building.
 - Given that the new drive lane connecting Great Northern Road to the Walmart Road, a pedestrian sidewalk should be placed on the south side of the new driveway when the rest of the site is developed.

Sincerely,

Carol Magnan
Chair, Site Plan Sub-Committee



DRAFT

ACCESSIBILITY SUGGESTIONS FOR RESIDENTIAL BUILDINGS

Contact:

Corporation of the City of Sault Ste. Marie

Accessibility Coordinator

99 Foster Drive

Sault Ste. Marie, ON

P6A 5X6

accessibility@cityssm.on.ca

Phone: 705-541-7310

Approval date:



Accessibility Suggestions for Residential Developers

"The following recommendations are intended to guide developers in achieving a high level of accessibility in their projects. These go beyond standard accessibility requirements and support the creation of highly inclusive living environments for seniors and individuals with disabilities."

1. Parking:

- Ensure all Barrier Free spaces comply with the requirements specified in Section 5.5 of the [City of Sault Ste. Marie, Zoning By-law](#), including the use of HTA compliant signage
- Include accessible parking in underground/indoor parking as outdoor weather conditions can be difficult for seniors and people with disabilities
- Ensure accessible parking is as close as possible to all main entrances

2. Walkways, Sidewalks and Exterior Spaces:

- Ensure outdoor eating spaces, tables, and paths of travel comply with the [Integrated Accessibility Standards Regulation \(IASR\) - Design of Public Spaces](#)
- Ensure a safe and accessible pedestrian route connects the street and/or nearby bus stop to the building entrance, avoiding passage through parking areas. Where crossing a drive lane is unavoidable, clearly mark pedestrian crossings with pavement striping
- Ensure sufficient lighting along paths of travel and surrounding areas to help people feel safe while walking to and around the building
- Ensure benches/seating are designed with the following:
 - Seating designed for seniors should include armrests and backrests to support ease of sitting down and standing up.
 - Install seating adjacent to path of travel, ensuring there is space beside the bench (paved or concrete surface) for individuals using mobility devices to sit alongside the bench without obstructing the walkway
- Provide rest areas along exterior paths of travel at frequent intervals to encourage outdoor activity for those that require rests

- Preference for 'at-grade' building entrances with the surrounding area to eliminate the need for ramps. One design exception for ramping is for Parabus access. See info below in Transit Access, raised curb.
- When installing windows on the ground level, avoid designs that extend to the ground. Such windows can be easily mistaken for doors by individuals with vision loss, making it difficult for them to identify building entrances. Apply siding or use frosted glass in a contrasting color on the lower portion to prevent it from appearing as transparent glass extending to the ground.

3. Transit Access:

- Design the drive lane/parking lot to allow Parabus vehicles to enter and exit without reversing, ensuring direct access to the building's main entrances in accordance with Transit safety standards
- If site-specific constraints prevent the inclusion of a Parabus turnaround, consult with Transit Parabus to identify and implement suitable alternative solutions for the location
- If a canopy is included in Parabus loading zone, ensure 12' minimum clearance
- Install a raised curb at the Parabus loading zone near the entrance to allow the ramp to deploy directly onto it. This will reduce the ramp's angle, improving safety and accessibility during boarding and drop-off.



4. Interior Spaces:

- Consider including as many elements as possible from [CNIB's Clearing Our Path, Interior Design Elements](#)
- If self-serve kiosks are used (i.e. door controls/buzzers), please ensure accessibility for persons with vision loss and cognitive disabilities. See [CAN/CSA-B651.2-07, Accessible Design for Self-Service Interactive Devices](#)
- Ensure door frames, walls, and floor have good colour contrast for safety of people with vision loss and cognitive disabilities
- Ensure colour contrast on handrails from surrounding walls
- Lighting should be glare free and comply with the exterior illumination requirements of [CSA/ASC B651-23 Accessible Design for the Built Environment](#)
 - Note: Lighting should be designed to avoid misleading shadows and to highlight obstacles such as stairs, curbs, and ramps. The goal is to provide a consistent pattern and level of light in the absence of natural light
- [This chart from CNIB](#) is helpful in determining minimum lighting levels in specific areas

Elevators:

Implement the following to provide accessible elevator elements:

- Stainless steel elevators are easy to maintain, however they offer minimal visual contrast for individuals with vision loss. Stainless steel walls, combined with stainless steel buttons are difficult to see, and illuminated rings around buttons do not provide sufficient contrast. For a strong example of effective color contrast in elevator design, refer to the elevator pictures below. **Insert picture here.**
- Ensure elevator doorways provide colour contrast from surrounding walls to assist individuals with vision loss to locate the elevator
- Braille and tactile numbers should be included on all elevator buttons
- Verbal announcement of floors is essential for persons with vision loss and people with cognitive disabilities
- Ensure surfaces in elevators are non-glare
- Ensure adequate lighting to illuminate elevators

Bathrooms:

Consider implementing the following accessibility features in bathrooms:

- Roll-in showers are essential for people with physical disabilities and step-free showers provide a high level of accessibility for most seniors
- Pocket or barn-style doors offer increased clearance, making it easier for individuals using mobility devices to navigate and use the bathroom comfortably
- Install mirror so that it can be used from both a standing and seated position

General interior:

- Implement one universal washroom in common-use areas and include an adult change table
- Ensure zero step entrances and zero step emergency exits are included so **everyone** can safely and efficiently exit the building in an emergency
- Install electrical outlets at the upper limit permitted by the Building Code to minimize the need for bending to improve ease of access
- Ensure interior door thresholds no more than ¼” high

- Ensure balconies are at grade so seniors and people with physical disabilities can access their balcony
- Install tactile and Braille signage for all common-use doors, on the latch side of the door such as bathrooms, laundry, garbage chute, meeting spaces
- Ensure that barrier free washrooms are located close to all interior and exterior amenity spaces such as library, patios or other gathering spaces
- Install 40” wide doorways at all common-use areas and incorporate door actuators
- Implement keyless entry fobs for seniors and individuals with disabilities, allowing easy access to both individual units and common-use areas with doors, without the need for hand dexterity
- Consider height of common elements such as mailboxes and intercom systems, counters, and fountains using anthropometric data. [CAN/ASC B651-23; Accessible Design for the Built Environment](#) (page 274) contains professionally researched anthropometric data
- If laundry facilities are provided on-site, consider including at least one front loading washer and dryer

Tools to assist with visual accessibility:

- [Font size calculator for various uses](#): Very helpful for designing signage
- [Colour Contrast Analyzer, YouTube Video](#): Demonstration of use the colour contrast Analyzer, below
- [Colour Contrast Analyzer](#): This is a very easy to use program to help identify if there is adequate colour contrast

Sincerely,

A handwritten signature in cursive script that reads "Carol L. Magnan".

Carol Magnan,

Chair, Site Plan Sub Committee