



Accessibility Advisory Committee Agenda, December 11, 2024

Northern Community Centre, Steelton Room

2:00-4:00 PM

In-person and via Zoom

[Join Zoom Meeting](#)

Meeting ID: 880 3793 1737

Passcode: 858453

[Youtube livestream link](#)

1. Meeting called to order

2. Chair's comments

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

4. Declaration of Conflict of Interest

5. New Business

- 5.1. Guide Dog etiquette presentation with Carol Magnan and Osmond, and guest Karen Gamble and Tula
- 5.2. Mandatory [Accessibility](#) and [Human Rights Training](#) requirements

6. Old Business

- 6.1. From Sept 11, 2024 meeting
 - 6.1.1. Follow up on Carol's presentation September 11, 2024
- 6.2. From Oct 9th 2024 meeting
 - 6.2.1. Follow up on count down timers
- 6.3. Plaza Adult Change table update
 - 6.3.1. Item on hold pending further information about site

7. Barrier Removal Updates

- 7.1. None

8. Site Plan Sub-Committee Report

8.1. Report attached

9. Adjournment

Next meeting **Jan 15 , 2024**

In-person and via Zoom 2:00 to 4:00 PM



Accessibility Advisory Committee Minutes

Date: November 12, 2024

2:00-4:00 p.m.

In Person & Via Zoom

Minutes

In Attendance: Carol Magnan, Councillor Lisa Vezeau-Allen, Councillor, Don McConnell, Diane Morrell, Diana Gerhart, Kerri Tucket, Andree Labonte, Derrick Lavallee, Nicole Maione(Transit), Christian Frost (Transit), Karen Gamble, Wayne Scharfenberg.

Regrets: Jordan Derochie. Craig Kohler, Sandra Hollingsworth

Zoom: Peter Tonazzo – Director of Planning

Recorder: Samir Thapa – Planning

Interpreter: Leslie Sawchyn

1. Meeting called to order 2:45 p.m.

- Start late due to a technical issue. Noted that member Sandra Hollingsworth tried to connect however was not able due to the technical issues.

2. Chair's Comments

- Welcome back and round table introductions.

3. Transit Questions for AAC meeting Nov 12, 2024

1. Bus on Demand is not safe for passengers and drivers. Can this be changed?

Ans. Transit is planning an optimization study to start this month. On Demand will be reviewed, and there will be opportunity for public input. Any potential changes will be addressed through this study.

2. Parabus is curb to curb service, and it should be door to door service.

Ans. Parabus is curb to curb, rather than door to door as so there is no expectation for driver assistance under challenging conditions. This also covers occupational health and safety for drivers not to provide assistance that may put riders or drivers in a dangerous position.

If drivers have information about the passenger regarding what kind of assistance they need, drivers are better able to provide appropriate assistance/guidance.

3. The ramps on the busses are too steep for people in wheelchairs to use.

Ans. Parabus drivers have a winching system to assist with passenger loading if needed.

4. There are 15 Parabuses in the fleet, but only 5 on the road at a time. Can service be increased because we have plenty of busses?

Ans. Transit has 10 parabuses. 2 are not in driving condition. There are two (2) parabuses on order expected to arrive by the Spring of 2025.

5. Why doesn't the Community Bus run on weekends? Weekends are when events happen. Parades, craft shows etc.

Ans. Transit is planning an optimization study to start this month. Community bus will be reviewed, and there will be opportunity for public input. Any potential changes will be addressed through this study.

6. When booking Parabus, if the day/time slot is already booked, can the dispatcher check the address of the booking to allow for more than one passenger at a time on Parabus?

Ans. Transit does check address, however there are many influencing factors as to why someone is or is not scheduled on the same bus at the same time. The new route optimization study will also look at this for efficiencies.

7. Explain the two-week booking window?

Ans. You may book parabus up to two weeks prior to the date of request. The closer you get to the date of requested ride, the fuller the schedule may be. Cancellations can occur at any time, and often the day before and the day of requested travel. Riders may call every day to see if there has been a cancellation.

8. Many people use the Community Bus from the Finnish Rest home and often more people than seats available. Is there some way for this to be tracked so that a second bus could be put on during busy times?

Ans. This will be reviewed as part of the Optimization Study.

4. Adjournment: 3:55 p.m.

Moved by: Don McConnell

Seconded by: Derrick Lavallee

Next meeting December 11, 2024 In-person and via Zoom 2:00 to 4:00



Site Plan Report – December 2024

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

Site Plans Reviewed:

- **540-548 Albert Street East – Sever 540 and 548 Albert Street lots Parking:**

- The current layout in this parking lot does not match the layout in the site drawing. Pictures sent to Stephani Perri shows numbers and location of existing accessible parking.
- HTA signage is present at some accessible parking spaces but is absent from others.
- One accessible parking space close to the new DSSAB has a very wide accessible spot, with no access aisle and no signage.
- There is another accessible parking space adjacent to the building in the middle parking lane, however the location of this spot means that if someone is parked here, the accessible space closest to the south west corner is not usable as there is no back up space.
- Severing this property means that all but two accessible parking spots (on the far west side of the building) will belong to the new DSSAB building and this parking lot will undoubtedly be used by visitors with disabilities to access the old building, especially if it is a medical clinic.
- If the proposed use of Indigenous medical clinic proceeds, additional accessible spaces would be appropriate as Indigenous peoples have higher rates of disability than the non-Indigenous population.

- The location of two accessible parking spaces in the middle parking area poses challenges with marking them with HTA signage. These accessible parking spaces means that people with disabilities must cross a drive lane regardless of which building they are attending.
- The grading on this lot near the catch basins present challenges for appropriately located accessible parking, especially the one located in the parking area closest to Albert Street.
- One accessible parking space could be relocated to the south side facing Albert, but the location of the catch basin in one parking spot poses a problem with locating a second accessible space and access aisle in this area. The grade at the catch basin creates a dangerous cross slope here.
- The two accessible parking spaces on the far west side of the building that are marked on the site plan, do not exist. One space has a HTA sign, and the other has a garbage bin located in it and without signage. The existing space is not adequate nor appropriate for accessible parking as it is too narrow and does not have an access aisle. It is questionable if the sidewalk could be used as an access aisle as the sidewalk is old and is heaving/sinking in areas.
- The parking lot across the street has two accessible parking spaces, marked with HTA signage, however the layout does not meet the current layout for accessible parking (no access aisle), nor is it safe, appropriate or accessible for a person with a disability to cross mid-block.
- The Site Plan Sub-Committee does not have any suggestions at this time to resolve the challenges this site presents. We would be happy to do a site visit, to discuss any proposed revisions before final approval.

- **83 East Balfour – HM Robbins School, Daycare Addition**

Parking:

- The site plan does not show any existing accessible parking for the school. Please ensure that there is existing accessible parking with HTA signage for the school as well as for the daycare.

- Although the by-law only requires an additional 37 spaces, 59 are proposed. This is likely to accommodate the anticipated parking demand for the new day care facility based on their experience elsewhere. If the actual demand is 59 spaces, we are asking for additional barrier free parking to maintain the current by-law ratio for barrier free spaces.
- Ensure that all spaces have HTA signage for accessible parking.

Amenity Spaces:

- Site Plan Sub-Committee suggests the inclusion of accessible playground equipment to meet the needs of all students including students with disabilities.
- Accessible paths of travel are required to all amenity spaces for students, staff and visitors.

Other:

- Consider implementing use of colours for wayfinding for children and persons with vision loss. This may be accomplished by, for example:
 - Implementing a line of blue tiles on the floor that lead to a blue room or,
 - A line of green along the wall, to lead to a green room etc.

Sincerely,



Derrick Lavallee
Chair, Site Plan Sub Committee



Diane Morrell
Accessibility Coordinator