



**May 8, 2024**  
**2:00-4:00 p.m.**  
**In Person and Via Zoom**

[Join Zoom Meeting](#)

Meeting ID: 880 3793 1737

Passcode: 858453

[Youtube livestream link](#)

## **Agenda**

- 1. Meeting called to order**
- 2. Chairs comments**
- 3. Approval of Minutes** – AAC meeting April 10, 2024
- 4. Declaration of Conflict of Interest**
- 5. New Business**
  - 5.1. Presentation: Waterfront Development Plan Design Concepts;
  - 5.2. AccessAbility Week – Red Shirt Day at Civic Centre
- 6. Old Business**
  - 6.1. Accessibility Plan ideas
- 7. Barrier Removal Updates**
  - 7.1. Barrier free parking
- 8. Site plan Sub Committee Report** – May 8, 2024 Site Plan meeting
- 9. Adjournment**

Next Meeting June 12, 2024    In person and Via Zoom    2:00 – 4:00



## Accessibility Advisory Committee Minutes

**Date:** April 10, 2024  
**2:00-4:00 p.m.**  
**In Person & Via Zoom**

### **Minutes**

**In Attendance:** Diane Morrell, Diana Gerhart, Craig Kohler, Derrick Lavallee, Carol Magnan, Wayne Scharfenberg, Kerri Tucket

**Regrets:** Jordan Derochie, Don McConnell, Councillor Lisa Vezeau Allen, Councillor Sandra Hollingsworth

**Guests:** Peter Tonazzo – Planning

**Recorder:** Stephanie Perri – Planning

**1. Meeting called to order 2:13 p.m.**

**2. Chairs Comments**

**3. Approval of Minutes – AAC meeting March 13, 2024**

Moved by: K. Tucket

Seconded by: W. Scharfenberg

**CARRIED**

**4. Conflict of Interest**

none

**5. New Business**

**5.1 Emergency Management Presentation – Lauren Perry, Emergency Management Coordinator**

**5.2 Parks & Rec Master Plan**

- Open for feedback on City website

**5.3 Youth Water Wheelchair at Plaza**

- CDES purchasing one, request for AAC to purchase one

**MOTION:** the AAC approve the use of Barrier Removal Budget \$1,200 for the purchase of a youth water wheelchair for use at the Plaza.

Moved by: D. Gerhart

Seconded by: C. Magnan  
**CARRIED**

## **6. Old Business**

### **6.1 Stop Gap Ramp Funding Application**

- Application was not successful
- White Pines woodworking program to work with Stop Gap to build approximately 6-10 ramps

### **6.2 Suggestions for Multi-Year Accessibility Report (MYAP)**

- Open to suggestions/feedback

## **7. Barrier Removal Updates**

### **7.1 Barrier Free Parking Violations**

- Access aisle signage updated at John Rhodes Community Centre
- Parking blitz
- Press release/social media “Respect the Space”

## **8. Site Plan Sub Committee Report – none**

- Airport visit April 12 – accessibility review

## **9. Additional Remarks**

Easter Seals Golf Tournament Fundraiser – June 21

Red Shirt Day – **May 29**

## **10. Adjourn – 3:40 p.m.**

Next meeting **Wednesday, May 8, 2024** in person & Via Zoom 2:00 – 4:00



## Site Plan Report – May 8, 2024

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

**Site Plans:** 439 Great Northern Road, Proposed retail and bank

- **Parking:** The Site Plan Sub-Committee respectfully request 2 additional barrier free parking spaces due to the high volume of people expected to attend this shopping area.

Please move the two barrier free parking spaces at the south end of the main building to abut the sidewalk, eliminating the need to cross a drive aisle. See below for curb cuts, sidewalk being at grade to parking.

- **Walkways & Sidewalks:** Please ensure continuous safe and accessible path of travel from Great Northern Road to store front and consider creating a direct path of travel from the bus stop on GNR to the larger building, utilizing the existing sidewalk on the North side of the Royal Bank, marked with zebra stripes or hatching.
- **Curb Cuts:** Ensure sidewalk adjacent to the building is at grade to the parking lot, so that persons with disabilities have direct access to the sidewalk from parking spot.
- **Ramping: N/A**
- **Transit Access:** It is anticipated that this building will have a high number of shoppers. Consider having the community bus and conventional bus being able to pull through the parking lot on the route coming from the north end of GNR.
- **Lighting:** Please ensure exterior lighting meet 50 lux standard, on sidewalk from street to building
- **Signage:** Ensure use of Highway Traffic Act signage for barrier free parking.

- **Other:** Site Plan Sub-Committee request consultation on any additional buildings in this development.

Sincerely,

Derrick  
Lavallee

Derrick Lavallee  
Chair, Site Plan Sub Committee