

The Corporation of the City of Sault Ste. Marie

Accessibility Advisory Committee

Agenda, April 15, 2026, 2:00 – 4:00 pm

[Link to Join Zoom Meeting](#)

Meeting ID: 836 2497 2816

Passcode: 280622

One tap mobile Canada +12042727920,,83624972816#

Canada Toll-free 855 703 8985

[YouTube livestream link](#)

1. Meeting called to order

1.1. Land Acknowledgement: I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation and the Historic Sault Ste. Marie Métis Council.

1.2. Member introductions

2. Chair's comments

2.1. Leslie is away this month

3. Approval of Minutes

3.1. March 18, 2026

4. Declaration of Conflict of Interest

5. New Business

5.1. Informational video - [Retinitis Pigmentosa](#)

5.2. AAC letter of support request – Enhancing Access to Spaces For Everyone (EASE) Grant

5.3. Veteran's walkway project

6. Old Business

7. Barrier Removal Updates

7.1. Report to Council March 23, Accessible Document Training approved.

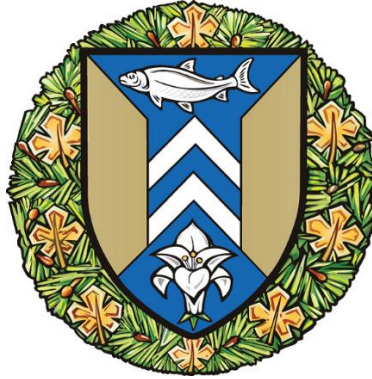
7.2. Barrier Removal Assessment Group meeting

8. Site Plan Sub-Committee Report

8.1. 587 Second Line West – Residential buildings

9. Adjournment

Next meeting April 15, 2026, in-person and via Zoom, 2:00 to 4:00 pm



The Corporation of the City of Sault Ste. Marie

Accessibility Advisory Committee

Minutes, March 18, 2026

Meetings may be viewed on the [City's YouTube Channel](#)

Present: Carol Magnan, Don McConnell, Craig Kohler, Kerri Tuckett, Leslie Sawchyn (Interpreter), Councilor Sandra Hollingsworth, Councilor Lisa Vezeau-Allen

Regrets: Peter Tonazzo, Diana Gerhart, Derrick Lavallee, Wayne Scharfenberg.

Officials: Diane Morrell, Dan Perri, Samir Thapa.

1. Meeting called to order

1.1 Land Acknowledgement

I acknowledge, with respect, that we are in Robinson-Huron Treaty territory, that the land on which we are gathered is the traditional territory of the Anishinaabe and known as Bawating. Bawating is the home of Garden River First Nation, Batchewana First Nation and the Historic Sault Ste. Marie Métis Council.

2. Chair's Comments

2.1. Permanently moved to Northern Community Centre

3. Approval of Minutes – February 11, 2026

Moved by: Craig Kohler
Seconded by: Carol Magnan
All in favor.

4. Declaration of Conflict of Interest

4.1. None

5. New Business

5.1. AAC letters of support.

5.1.1 Rick Hansen Barrier Buster Grant

5.1.1.1. Grant provides funding amount \$40,000

5.1.1.2. Funding is intended to support accessibility upgrades at Manzo Park Pool

5.1.1.3. The request was brought forward through Councilor Lisa Vezeau-Allen in support of the YMCA application which includes items such Evac chair and non-slip pool floor mating.

5.1.2. Enabling Accessibility - Workplace Accessibility Grant

5.1.2.1. The proposed grant focuses on workplace accessibility improvements.

5.1.2.2. The initiative aims to enhance working conditions for both current and future employees with disabilities.

5.1.2.3. This is a two-year funding program.

5.1.2.4. The final grant submission amount was approx.\$588,000

6. Old Business

6.1. MYAP approved at Council February 23, 2026

6.1.1. The MYAP was approved by Council on February 23, 2026

6.2. Accessible Document Training - Request to use reserve account; Council March 23, 2026

6.2.1. The Council report was provided to Committee members for review.

6.2.2. The training is intended for all staff who create public-facing documents, ensuring they can produce accessible materials.

- 6.2.3. The training will take a multi-pronged approach, beginning with fundamentals such as document structure, proper use of headings, and accessible font selection.
- 6.2.4. A request to use the full barrier removal reserve, currently totaling \$85,000 to support this initiative.
- 6.2.5. It was noted that providing this training to City summer students would be beneficial (Councilor Sandra Hollingsworth).
- 6.2.6. Emphasis should be placed on maintaining gender-neutral language in documents and training materials (Councilor Lisa Vezeau-Allen).
- 6.3. APS Repair update
 - 6.3.1. All deficiencies identified during the fall inspection have been addressed.
 - 6.3.2. Request for repairs can be submitted to 705-759-5201 to initiate a work order.
 - 6.3.3. Spring-Summer inspections are anticipated.
- 6.4. AAC Funding Decision Tools update:
 - 6.4.1. AAC Funding Application
 - 6.4.1.1. For use by City departments only
 - 6.4.2. AAC Decision Assessment Guide
 - 6.4.2.1. For internal use only.
 - 6.4.3. AAC Project Decision

7. Barrier Removal Updates

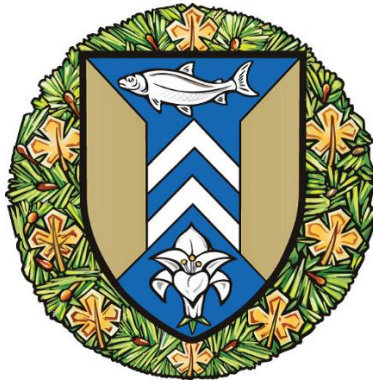
- 7.1. None

8. Site Plan Sub-Committee Report

- 8.1. None

9. Adjournment

Next meeting April 15, 2026. In-person and via Zoom, 2:00 to 4:00 pm



Site Plan Report – April 15, 2026

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

Diane Morrell – Staff Resource

Site Plans:

1. 587 Second Line West; Residential development:

1.1. Parking:

- Barrier free parking spaces must be located in closest proximity to all buildings. The effects of winter (snow) in Sault Ste. Marie on paths of travel for people with various disabilities are significant, and as a result safety issues exist with current layout.
- Building 1, the closest barrier free parking should be located directly adjacent building 1 on the south side. Locating barrier free parking in this area, avoids the need to cross a drive lane and would provide safe access directly to the sidewalk.
- Building 2, it is uncertain what parking options are available, but current solution is not accessible.
- Building 3, barrier free parking should be located closest to the building and adjacent to the sidewalk.
- **Note:** Barrier-free access aisles should connect directly to sidewalks via a curb cut to avoid people with disabilities travelling behind parked cars, to provide a safe accessible path of travel.
- Barrier free parking layout and signage must conform to the City's zoning by-law.

1.2. Parabus Access:

- Parabus turnaround space has not adequately been demonstrated on the site plan. Parabus must be able to pick up/drop off passengers at the closest main entrance of each building. There are safety concerns

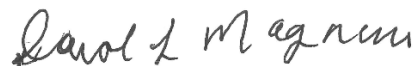
with Parabus reversing long distances as described. This is problematic for building 3, and must provide either:

- Pull-through space,
 - Turn around space or,
 - Hammerhead turnaround.
- **Note:** Hammerhead turnaround is only an option when there is very little/no chance of interaction with pedestrian paths of travel or park/play/amenity spaces for safety reasons.

1.3. Other:

- It is strongly recommended that all exits be at grade to so everyone can safely and effectively exit the building in an emergency.

Sincerely,

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

Carol Magnan
Chair, Site Plan Sub Committee