

## Appendix B



### **Accessibility Advisory Committee Built Environment Sub-Committee**

Tuesday, August 24, 2021

**Draft minutes not approved**

A meeting of the Accessibility Advisory Committee (AAC) Built Environment Sub-Committee was called to order at 3:36 p.m. by Sarah Mackillican. This meeting was held electronically through Microsoft Teams.

#### **Present**

Jeff Chalmers  
Leslie Yee  
Allison Seiderer

#### **Regrets**

Sioux Lily Dickson  
Neil Campbell  
Leanne Carpenter  
Sioux Lily Dickson  
Amanda Motyer  
Janet Dawson (term suspended to September 2021)  
Andrea Dodsworth (term suspended to September 2021)

#### **Staff**

Mark Buffone, Accessibility Compliance Coordinator  
Nicole Huculiak, Planner, Urban Design  
Sarah Mackillican, Communication Coordinator

### **Disclosure of Pecuniary Interest**

None declared.

### **Approval of Agenda**

Moved by Allison Seiderer.

That the agenda for the AAC Built Environment Sub-Committee meeting dated August 24, 2021 be approved.

**“Carried”**

## **Approval of Minutes**

Moved by Leslie Yee.

That the minutes from the AAC Built Environment Sub-Committee meeting dated June 15, 2021 be approved.

**“Carried”**

## **Accessibility Reviews**

### **a) Site Plan Approval for Canadian Canoe Museum, SPC-1002**

Nicole Huculiak explained that the main changes to this revised site plan includes changes to storm water management to address flood plain concerns and a signalized pedestrian crossing to the parking area across the street on Ashburnham Drive.

The committee made the following recommendations:

1. A pedestrian rest area (e.g. a concrete pad) installed on the south side of the northernmost vehicle entrance would give the opportunity for people approaching the Museum from the north to stop and assess how they can most safely approach the entrance. The view to the dedicated pedestrian walkway may not always be clear to those approaching, depending on the season. An area where someone could safely pull aside to assess their surroundings might avoid unnecessary and potentially unsafe use of the parking lot for pedestrian access to and from the trail/sidewalk area.
2. Clear signage indicating the pedestrian walkway to the entrance would ensure that people approaching from any direction, and especially those travelling south toward the Museum (e.g. along the trail or sidewalk), can easily locate the safest path to the entrance.

### **b) Site Plan Approval for 697 The Kingsway, SPC-1001**

1. The width of the drive aisle needs to be increased.
2. Accessible parking space should be relocated to the front of the building with a walkway connection, so people using the space do not have to navigate through the parking lot.

### **c) Site Plan Approval for 145 Langton Street, SPC-998**

1. Concern with the lack of visitor parking located near the main entrance. The Committee noted many of the visitors will be older adults with spouses/partners living in this facility, and a relatively lengthy walk from a parking area may be a serious barrier to them making frequent visits.

2. The Committee expressed support for the accessible bench seating areas, and further suggested that the developer install more and smaller outdoor seating areas (e.g. for two people) as well as the accessible 3-person bench seating. This allows for increased privacy as well as supporting safe outdoor physical distancing between different groups of visitors.
3. The very wide curb ramp at the main entrance can be challenging to navigate for many different mobility devices, pending the detail of the dropped curb at the asphalt drive aisle, constructed slope of the ramp and the flatness at the top of the ramp. This area can be made better by installing a depressed curb with a gentle running slope (maximum 5%) and ensuring a level platform is provided at the top of the sloped area so a person can more safely rest on their way to/from the entrance.
4. Due to the high volume of users with mobility aids at this facility, ensure the threshold of the sliding doors at the front entrance is low profile and as level with the ground as possible.
5. Heated sidewalks along the front entrance would improve safety on the walkway during the winter and freeze/thaw seasons.
6. To help pedestrians avoid walking in the path of traffic to access the main entrance, add more walkways with curb ramps or depressed curbs at the parking spaces near the garbage/loading dock area.
7. Accessible raised planter beds would be a valuable addition to outdoor landscaping areas.

## **Other business**

Discussion regarding prospective new members and recruitment this fall. Membership terms for Neil Campbell and Jeffrey Chalmers will end in December 2021. Sarah Mackillican will reach out to Janet Dawson, Andrea Dodsworth as to whether they will be able to resume committee work this fall. Mark Buffone confirmed that recruitment is typically done by staff bringing expressions of interest (via email) to the Accessibility Advisory Committee, and new members to the Built Environment Sub-Committee are appointed by the AAC. Members of both committees will be encouraged to reach out to their contacts who may be interested.

Recruitment for new members will be discussed at the next AAC meeting on September 8, 2021 and staff will report back at the following Built Environment Sub-Committee meeting.

## **Next meeting**

The next meeting will be held on Tuesday, September 21, 2021 from 3:30 p.m. to 5:00 p.m. electronically through Microsoft Teams.

## **Adjournment**

Moved by Allison Seiderer.

That the meeting of the AAC Built Environment Sub-Committee adjourn at 4:20 p.m.

**“Carried”**