



City of
Peterborough

**Accessibility Advisory Committee (AAC)
Transportation Sub-Committee Minutes
January 20, 2016**

Draft Minutes Not Approved

The meeting of the AAC Transportation Sub-Committee was called to order at 1:02 p.m. by Janet Ali in the Sutherland Room, City Hall

Present:

Janet Ali (Chair)
Marie Bongard
Andrea Dodsworth
Marty Morgan
Lynn Morris
John Morris
Anne Trudel-Inglis

Regrets:

Peter Bascan
Councillor Don Vassiliadis

Staff:

Mark Buffone (Accessibility Compliance Coordinator)
Brian Jobbitt (Manager of Public Works)
Kevin Jones (Transportation Manager)
Trish Reed (Accessibility and Communication Specialist)

Disclosure of a Conflict of Interest

There were no disclosures of pecuniary interest.

Approval of Agenda

Moved by Marty Morgan

That the agenda for the AAC Transportation Sub-Committee meeting dated January 20, 2016 be approved.

“Carried”

Approval of Previous Minutes

Moved by Andrea Dodsworth

That the minutes of the AAC Transportation Sub-Committee meeting held on November 18, 2015 be approved.

“Carried”

Business Arising from the Previous Minutes

a) Handi-Van reservation software update

Kevin Jones reported that an internal review will be done in the spring to evaluate the new reservation software. There has been an increase in availability issues partly because there are now additional riders. The review will be used to evaluate if there is a need for additional drivers or vans. There are currently 11 vans with 7 running on peak times. If a need is established, that will have to be requested in the 2017 budget.

Kevin Jones has not had an opportunity to coordinate the review of the script for the reservationists yet.

Action Item: Kevin Jones to coordinate review of script for reservationists
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Kevin Jones reported that the number in the automated script is 705-745-5801. Marie Bongard stated when she receives a message from the service the number ends in 2897.

Action Item: Kevin Jones to do an additional review of all Handi-Van phone numbers

b) Progress of installing accessible bus stops and shelters

Kevin Jones reported the advertising contractor has been notified regarding the required bench repairs at Parkhill and George. He was not able to report if the repairs have been completed.

Kevin Jones stated the closest bus stop to the Armour and Hunter intersection is located up the hill in front of the Time Square Building. There is currently no shelter and there is very little City owned space, not enough for the installation of a shelter. There is a hard surface that leads to the bus.

c) Transit terminal renovation

Kevin Jones reported that the renovation will not be complete until mid to late April.

d) Transit Affordability Program

Kevin Jones reported that the Phase 2 public meeting date has not been set, but the meeting will likely be held in February.

e) List of accessible pedestrian signals (APS)

Kevin Jones reported that installing APS at the Monaghan and Cameron intersection would be extensive and USD is still investigating if they are able to install this spring.

Action Item: Kevin Jones to continue to investigate the Monaghan and Cameron intersection to determine if it is feasible to retrofit the signalized intersection with an APS this spring.

The Chair added the following intersections to the priority list as per a recommendation from the AAC:

- Armour at Parkhill
- Armour at McFarlane
- Armour at Hunter

Action Item: Kevin Jones to investigate the above intersections to determine if it is feasible to install APS devices.

New Business

**a) Presentation by Public Works on curb cuts and sidewalk improvements
Brian Jobbitt, Manager of Public Works**

Brian Jobbitt reported that Public Works currently repairs sidewalk deflections (vertical change in elevation) to ensure compliance with minimum maintenance standard for sidewalks required by the Province. Public Works inspects all 380 kms of sidewalk once a year.

All deflections that exceed minimum standards are digitally logged with a GPS enabled mapping device and marked on-site with orange spray paint. The orange paint is currently used to satisfy the requirement to notify the public.

The sidewalk is then remedied by grinding the deflection into a slope or patched with asphalt. If neither of these remedies are suitable, the deflection is still recorded for future repair of the sidewalk.

The current tools used by Public Works to prioritize the replacement of existing sidewalks include:

- Use of the sidewalk deflection information gathered from the annual sidewalk inspection program. The map generated from the inspection program allows Public Works to see the number of deficiencies on a certain stretch of sidewalk
- Citizen complaints
- The need for curb cuts
- Pedestrian traffic and sidewalk location (near a school or arena)
- Information gathered at monthly coordination meetings with various utility companies

Brian Jobbitt welcomes a priority list to be submitted annually by the Transportation Sub-Committee to enhance the tools used by Public Works to prioritize the replacement of existing sidewalks. The Sub-Committee will work on submitting an updated list by April 2016.

Moved by Marty Morgan

Action Items: The Transportation Sub-Committee will develop a priority rating at the next meeting. The Accessibility Office will coordinate an invite to Leanne Carpenter from CNIB to provide input.

“Carried”

b) Roundabout Intersection Design
Mark Buffone, Accessibility Compliance Coordinator

Mark Buffone presented information regarding best practices for accessible roundabout designs. To make a roundabout more accessible the following should be considered:

- Locate the crosswalk one or more passenger car lengths behind the yield line
- Angle the crosswalk to create a shorter crossing distance and help define a two-stage crossing
- Control vehicle speeds through design
- Use single lane roundabouts

- Ensure splitter islands are at least 2.0 meters wide

Other Business

a) **Access Awareness Week**

Lynn Morris and John Morris reported Access Awareness Week will be held on May 10, 11, and 12. They requested the use of one bus and one Handi-Van for transportation and education purposes.

Action Item: Lynn and John Morris to provide additional details to Kevin Jones so he is able to arrange the buses.

b) **Parking at Showplace Performance Centre**

Janet Ali reported from the AAC a need for additional accessible parking spaces or a drop off location at or near Showplace.

Action Item: Kevin Jones to investigate the possibility of additional parking spaces.

c) **Transit running on Statutory Holidays**

Kevin Jones reported that Peterborough Transit will now be providing service on holidays, including Handi-Van service. The transit will run from 8:00 a.m. to 7:20 p.m. except for on Christmas Day and New Year's Day. On New Year's Eve 2015 the one Handi-Van was used, but this was the first year this **free** service was offered.

Next Meeting

The next AAC Transportation Sub-Committee meeting (as amended) is scheduled for Wednesday, March 9, 2016 from 1:00 p.m. to 3:00 p.m. at City Hall in the Doris Room.

Adjourned

Moved by Marie Bongard

That the meeting of the AAC Transportation Sub-Committee adjourn at 3:15 p.m.

"Carried"