

**Accessibility Advisory Committee  
City of Peterborough  
October 1, 2014  
Draft Minutes Not Approved**



**Minutes of a Meeting of the Accessibility Advisory Committee Held on  
October 1, 2014 in the Doris Room.**

The meeting of the Accessibility Advisory Committee was called to order at 4:03 p.m. by Keith Riel, Chair, in the Doris Room, City Hall.

**Present:**

Janet Ali  
Andrea Dodsworth  
Peter Michielsen  
Marie Bongard  
Bob Geddes  
Councillor Riel, Chair  
Gordon Earle

**Regrets:**

Eric Lodgins  
Ian Guest

**Staff:**

Phyllis Hodder, Accessibility Coordinator  
Mark Buffone, Accessibility Compliance Co-ordinator  
Kendra Sedgwick, Committee Coordinator

**Minutes – September 3, 2014**

Moved by Peter Michielsen

**That the minutes of the Accessibility Advisory Committee held on September 3, 2014 be approved.**

“CARRIED”

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**Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest.

**Accessibility Coordinator  
Report AAC14-021  
“How to Hold an Accessible Meeting”  
Presented by the Canadian Hearing Society**

Maria Shuwera, Canadian Hearing Society, provided a Power Point Presentation on Report AAC14-021.

Moved by Bob Geddes

**That the Accessibility Advisory Committee approve the recommendation outlined in Report AAC14-021, dated October 1, 2014, of the Accessibility Coordinator as follows:**

**That the presentation by the Canadian Hearing Society with respect to “How to Hold an Accessible Meeting” be received for information.**

“CARRIED”

**Accessibility Coordinator  
Report AAC14-022  
Proposed 2015 Meeting Dates for the Accessibility Advisory  
Committee**

Moved by Andrea Dodsworth

**That the Accessibility Advisory Committee approve the recommendation outlined in Report AAC14-022, dated October 1, 2014, of the Accessibility Coordinator as follows:**

**That Report AAC14-022 with respect to proposed 2015 meeting dates for the AAC be approved.**

“CARRIED”

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**Other Business**

1. Transportation Sub-Committee Recommendation

Moved by Janet Ali

**That the Accessibility Advisory Committee support the resolution adopted by the Transportation Sub-committee as follows:**

**The Committee recommends the following:**

**The City of Peterborough follow the Design of Public Spaces Standard found in Ontario Regulation 191/11 effective immediately. The Guide for the Design of Public Spaces Standard was produced by Gaates in collaboration with the Province of Ontario, which can be found at:**  
[http://www.gaates.org/documents/DOPS\\_Illustrated\\_Guide\\_140527\\_FINAL.pdf](http://www.gaates.org/documents/DOPS_Illustrated_Guide_140527_FINAL.pdf)

- **When constructing a multi-use trail 4.5 meter wide use the following dimensions**
- **3.0 meter is for the use of bicycles, e-bikes (bicycle style ebike that is pedaled), in-line skates, roller skates and skateboards (as defined on the Active Transportation By-law 14-096), with a dotted line down the middle:**
  - 1.5 meter is designated as pedestrian and or wheelchair use only (as defined by the Active Transportation By-law 14-036)**
  - 1.0 meter space (grass/limestone/flowers/shrubs etc.) will be placed between the 3.0 meter and the 1.5 meter trail to provide a safe barrier between the bicycle and the pedestrian (the 1.0 meter space is a guideline the City of Peterborough can determine the width for safety reasons)**
  - The pedestrian path should be placed farthest away from the road**
- **When constructing a 3.0 meter trail a dotted line is placed down the middle of the trail to provide directional separation**
- **Proper signage is installed throughout the path of the trail to reinforce proper etiquette on the trail ie: pedestrians have right of way. Please see the Built Environment Standard Section 6.1 for details on signage:**
  - Signage have 70 % colour contrast**
  - Large letters**
  - Plain language**
  - Upper and lower case**
- **Audible signals be installed at all new or renovated crosswalks and intersections with pedestrian signals**

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- **Truncated domes be installed at all crosswalks and commercial driveways (The City to determine how best to install the truncated domes, information can be found in the Guide for Design of Public Spaces):**
  - The tactile indicator have a raised tactile profile**
  - Have a high tonal contrast with the adjacent surface (concrete)**
  - The tactile indicator must be aligned with the direction of travel**
  - Across the intersection concrete be installed to assist with the direction of travel (grooves in the concrete) and providing a visual and tactile change**
- **Ground sensor's be installed at all signalized crosswalks**

"CARRIED"

2. **AAC Brochure**

Moved by Gordon Earle

**That a sub-committee, consisting of the following AAC members, be struck to complete work on the AAC brochure:**

- **Gordon Earle**
- **Andrea Dodsworth**
- **Janet Ali**
- **Marie Bongard**

"CARRIED"

**Next Meeting**

The Chair indicated that the next Committee meeting will be held on February 4, 2015.

**Adjournment**

Moved by Janet Ali

**That this meeting of the Accessibility Advisory Committee adjourn at 5:50 p.m.**

"CARRIED"

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Kendra Sedgwick  
Committee Coordinator

Councillor Riel  
Chair