



Accessibility Advisory Committee

MINUTES

Date: March 10, 2022

Time: 4:00 pm

Location: Virtual Meeting

Members: Councillor Robertson
Peggy Anne Gordon
Rosa Bustamante (As of 4:04 p.m.)
Matthew Lam (As of 4:03 p.m.)
Ruth Sheridan

Regrets: Deborah Muldoon
David Underwood

Staff: Andrea Coyne, Manager of Elections, Policy and Print Services
(In person)
Joanne Phoenix, Manager of Planning and Accessible Services,
Oakville Transit
Nick Valerio, Manager of Capital Projects
Andrea Wood (Jones), Project Leader - Accessibility
Jill Marcovecchio, Council and Committee Coordinator (In
person)

Also Present: Haitham Hana, Project Manager

A virtual meeting of the Accessibility Advisory Committee was held on March 10, 2022, at the Oakville Municipal Building, commencing at 4:00 p.m.

These minutes will go forward to the Council meeting of April 25, 2022, for approval. Please view those minutes to note any changes Council may have made.

1. Regrets

As noted above.

A no quorum meeting commenced at 4:01 p.m. and quorum was achieved at 4:03 p.m.

4. Discussion Item(s)

In accordance with Section 2(8) of the Procedure By-law, the items were considered out of order.

4.1 Election of Chair and Vice-Chair 2022

Jill Marcovecchio, Council and Committee Coordinator, called for nominations for the position of Chair and Vice-Chair of the Accessibility Advisory Committee for the year 2022.

It was the consensus of the committee to defer the elections to the next meeting on June 9, 2022 when more members were in attendance.

Jill Marcovecchio chaired the meeting in the absence of a Chair.

Moved by Ruth Sheridan

That election of Chair and Vice-Chair of the Accessibility Advisory Committee for the year 2022, be deferred to the June 9, 2022 meeting.

CARRIED

2. Declarations of Pecuniary Interest

No declarations of pecuniary interest were declared.

3. Confirmation of Minutes of Previous Meeting(s)

Moved by Peggy Anne Gordon

That the minutes of the Accessibility Advisory Committee meeting of December 9, 2021, be approved.

CARRIED

4. Discussion Item(s)

4.2 North Park Community Centre and Public Library

Nick Valerio, Manager of Capital Projects, introduced the town's consulting team retained by the town for the design and contract administration of the North Park Community Centre and Public Library project led by David Dow, Architect (Principal) and Christopher Hughes, Architect (Associate), Diamond Schmitt Architects Inc. (DSAI).

Staff and the consultant reported on the design of the North Park Community Centre and Public Library project as provided in the PowerPoint presentation.

Nick Valerio outlined the project highlights.

David Dow presented on site planning, community centre circulation, and accessibility accommodations. Mr. Dow provided an overview of the parking and accessible walkways exterior of building, highlights of the plan, and an overall summary.

The committee provided the following comments for consideration:

- the parking spaces located on the northwest area of the plan are not connected to anything;
- consider the location of parking spaces that are closer to the playground for parents;
- consider putting up railings along the hallways;
- consider a drop off area, such as the one at the hospital;
- consider pool change rooms and accessibility, and the lift to get in to access the pool;
- consider if there is enough space for a wheelchair, if needed for staff at the reception desk; and
- the use of rooms for rental in the library for seniors and special needs.

Staff advised that they will investigate the questions from the committee.

The architect responded to questions regarding the community centre and public library project, advising of the following:

- with respect to the railings along the hallways, the current design drawings are not at that level of detail;
- the pool change room universal washroom is accessible off the main corridor, it's possible to reconfigure the main entrance into the

washroom to come off from the change room proper, however the design of the change rooms is for gender free, but two gender change rooms could still be possible, and flexibility would be a little compromised for any relocation of the entrance leading into the universal washroom; and

- taking a look at refining the reception desk area, and trying to improve some of the clearance and turning around the desk.

Moved by Peggy Anne Gordon

That all aspects of Oakville Universal Design Standard (OUDS), applicable to the North Park Community Centre and Public Library project, be endorsed.

CARRIED

4.3 Facilities and Construction Management (FCM) Update

Andrea Wood (Jones), Project Leader – Accessibility, reported on the Facilities and Construction Management (FCM) Update as provided in the PowerPoint presentation. Ms. Wood (Jones) highlighted the categories of the AODA Design of Public Spaces (DOPS) compliance areas that were targeted which will be the focus of the 2021-2024 work plan, and the town facilities planned to have work done in 2022. She advised of the improvements being made to the accessible parking spaces for all town parking lots with highly visible signage, painted symbols on the ground, and new access aisles (Sir John Colborne Community Centre was provided as an example).

Andrea Wood (Jones) advised that annual accessibility status updates will be provided in December for work completed during the year, as audited facilities are completed they will be updated in the town's asset management program, and consulting with the committee will be ongoing as required.

The committee provided the following comments for consideration:

- most of the washrooms on the list of town facilities having work done in 2022 are very old and are not accessible in the older buildings; and
- how does the town budget to upgrade to accessible washrooms in designated town facilities?

Staff responded to questions regarding upgrading to accessible washrooms for town facilities, advising of the following:

- washrooms do not fall under the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, and fall under the *Ontario Building Code Act* and Oakville Universal Design Standards which are being upgraded;
- upgrades are being planned for all washroom fixtures to touchless; and
- most washrooms currently are accessible, and the ones that are not are being targeted for major and minor projects over the next few years (for example, Central Library is a project planned for the following year).

Moved by Ruth Sheridan

That the report dated March 1, 2022 from Facilities & Construction Management be received.

CARRIED

4.4 AAC 2021 Accomplishments and Proposed 2022 Work Plan

Andrea Coyne, Manager of Elections, Policy, Print Services, reported on the AAC 2021 Accomplishments and Proposed 2022 Work Plan as provided in the PowerPoint presentation. Ms. Coyne recognized the challenges and impacts that the evolving pandemic continues to have on individuals and organizations, advising that compliance with all appropriate accessibility requirements under the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)* must still happen as organizations react and adapt their operations. Ms. Coyne asked for the committee's feedback on the proposed work plan.

Andrea Coyne congratulated Ruth Sheridan who was a recipient of a Community Spirit Award from the Town of Oakville.

Andrea Coyne advised that staff will be reporting on the Accessibility Plan for the committee's feedback at the next meeting on June 9, 2022.

The committee asked that staff report back on accessible parking spaces in paid public parking lots and accessible on street parking. The committee expressed a desire to be inclusive in terms of providing accessible parking similar to other communities, such as Burlington. It was indicated that this issue was being raised by a member in response to

a concern that was received from a resident regarding accessible paid parking.

Andrea Coyne advised that she will reach out to staff on arranging a potential presentation for a future meeting.

Moved by Peggy Anne Gordon

1. That the report dated March 1, 2022, entitled AAC 2021 Accomplishments and Proposed 2022 Work Plan, from the Clerk's department, be received.
2. That the 2021 Accomplishments and Proposed 2022 Work Plan be endorsed.

CARRIED

5. Information Item(s)

5.1 A CNIB Community Consultation in Oakville – Tuesday, March 15 – Help us Build the Plan – Developing CNIB's next strategic plan

Ruth Sheridan provided updated information regarding the session which will now be held at the Trafalgar Community Centre, 325 Reynolds Street on March 30, 2022 from 2:30 p.m. to 4:00 p.m.

5.2 Ontario's Assistive Devices Program

5.3 CNIB - Ontario's Assistive Devices Program (ADP) Survey Report

Moved by Matthew Lam

That the information items be received.

CARRIED

6. Date and Time of Next Meeting

June 9, 2022

Oakville Municipal Building

Virtual Meeting - 4:00 p.m.

7. Adjournment

Moved by Rosa Bustamante

That this meeting be adjourned.

CARRIED

The meeting adjourned at 5:08 p.m.