

ACCESSIBILITY OAKVILLE ADVISORY COMMITTEE

MINUTES

THURSDAY, MARCH 8, 2018

**PALERMO ROOM
OAKVILLE MUNICIPAL BUILDING
1225 TRAFALGAR ROAD, OAKVILLE**

A meeting of the Accessibility Advisory Committee was held on Thursday, March 8, 2018, in the Palermo Room of the Oakville Municipal Building, commencing at 7:00 p.m.

Present: Peggy Anne Gordon, Chair
Deborah Muldoon, Vice-Chair
Councillor Dave Gittings (*Arrived at 7:04 p.m.*)
Darrin Ballard
Pamela Madan-Sharma
Lou Pereux

Regrets: Rosa Bustamante

Staff: Rebecca Brookes, Supervisor of Strategic Initiatives
Joanne Phoenix, Manager of Planning and Accessible Services,
Oakville Transit
Daniel Sadler, Accessibility Coordinator
Frank Goehner, Supervisor of Business Solutions and Analytics
Daniel Ridsdale, Community Development Specialist
ASL Interpreters (2)
Jill Marcovecchio, Council and Committee Coordinator

The items in these minutes are not necessarily in the order discussed.

1. Call to Order

Chair Peggy Anne Gordon, called the meeting to order at 7:00 p.m.

2. **Regrets**

As noted above.

3. **Confirmation of Minutes of Previous Meeting(s)**

Meeting of February 8, 2018

Moved by Pamela Madan-Sharma

That the minutes of the Accessibility Advisory Committee meeting of February 8, 2018, be approved.

CARRIED

4. **Business Arising from the Minutes**

There was no business arising from the minutes.

5. **Discussion Item(s)**

a. **Play Finds a Way Funding Grant – Letter of Support**

Daniel Ridsdale, Community Development Specialist, reported on the Canadian Tire's Play Finds a Way funding grant for accessible play upgrades as provided in the PowerPoint presentation. Mr. Ridsdale noted that the town may be seeking potential funding opportunities through this program. Staff asked the committee to consider providing a letter of support for an application at the February 22, 2018 meeting.

Daniel Ridsdale reviewed the key strategic objectives for the 2015 – 2020 plan of the Recreation and Culture department, focusing on increasing access for residents, and enhancing community capacity for partners. Mr. Ridsdale talked about the *#MyOakville Campaign* conducted last year to better understand barriers and access to town programs and services, and outreach findings including community needs, community requests, and community barriers. He advised of next steps indicating that the deadline for the application is March 16, 2018, and staff may seek letters of support from the committee and external community partners, as well as resident testimonials.

Rebecca Brookes, Supervisor of Strategic Initiatives, asked for the committee's feedback on the draft letter of support for the grant application.

There were no changes suggested by the committee.

Moved by Deborah Muldoon

1. **That the presentation regarding the Play Finds a Way Funding Grant – Letter of Support, be received; and**
2. **That the Accessibility Advisory Committee provide a letter of support should the town apply to the Play Finds a Way – Canadian Tire Jumpstart Accessibility Grant Program.**

CARRIED

b. Online Accessibility Map

Daniel Sadler, Accessibility Coordinator, reported on the online accessibility map that displays accessible features and amenities within the town, which provides residents and visitors of all abilities with easy to access information in a geographical format. Staff are back to present the map, and provide an update on the changes and information that have been added to the map. Mr. Sadler asked for the committee's feedback on additional information to be included and suggestions on making the map more useable.

Frank Goehner, Supervisor of Business Solutions and Analytics, provided an update on the work that has been done in the past year on the online accessibility map. Mr. Goehner advised that information from the recreational trails accessibility audit has been added, such as the steepness of slope, condition of trails, and surface type of trails. He indicated that the map has been simplified, is more user friendly as there are less tabs to navigate, the information has been cleansed, and colour contrast has been improved. Mr. Goehner provided a demonstration of the map that includes parking, parks and playgrounds, and recreation trails. The online accessibility map may be viewed on the town website at the following link: [Accessibility in Oakville](#). Mr. Goehner also asked for any feedback, advising that the members may also provide their comments to Rebecca Brookes and Daniel Sadler.

The committee was pleased with the enhancements made to the online accessibility map and provided the following comments for consideration:

- glad information on accessible public washrooms in parks is included;
- the information in the map makes planning your day and getting to the location easier;

- accessibility features listed are not just about special needs as they also help meet everyone's needs and individual situations;
- consider adding the ability for users to increase/decrease colour contrast as it would make it easier for users with low vision;
- use orange or red instead of yellow as they have better contrast in terms of consistency, depth, and colour absorption;
- the zooming feature works and is good;
- map could attract people to come to parks and recreational uses in Oakville;
- consider a crowd sourcing map with stores, restaurants and other attractions;
- consider letting users know when there are issues such as construction or a trail is shut down due to weather;
- check with CNIB on the use of colour selections and what works best; and
- include information about cross slope on trails as well as running slope as a person will know if the slope affects them.

Staff responded to questions regarding the online accessibility map for parking, parks and playgrounds, and recreation trails using the map tabs, and the accessible features on a site.

Frank Goehner responded to a question advising of the following:

- the need to be selective with the amount of information to be put on the map as too much information can be overwhelming to the user.

Rebecca Brookes, Supervisor of Strategic Initiatives, responded to questions advising of the following:

- staff looked into using icons to better define accessible features but found the map became overwhelmed with images and clutter;
- information is available as open data;
- updates will be made to the map before the public launch during National AccessAbility Week on May 27 to June 2, 2018;
- staff considered a variety of colours for displaying features, noting that traditionally, certain colours have a specific meaning on a map such as green for parks and blue for water; and
- outlined the difference between running slope and cross slope.

Daniel Sadler responded to questions advising of the following:

- staff will come back to talk about next steps for the recreational trails accessibility audit project later this year which will include signage as well as ranking accessibility of recreational trails;

- a ranking system could be such that a trail that meets all requirements of the AODA is green, orange would have some elements of accessibility while red would be considered difficult to traverse;
- using crowd sourcing for maps is difficult in terms of accessibility; if a user lists a feature such as a washroom as accessible, there is no standard to determine the accuracy as it is based on a user's opinion which could vary by users; and the issue of how information is updated when there are changes would also need to be explored; and
- staff highlighted there is a link on each tab to the town's service disruptions page which would notify user's in advance should there be any issues with accessing accessible features.

Moved by Darrin Ballard

That the presentation regarding the Online Accessibility Map, be received.

CARRIED

c. **2015-2018 AAC Review and 2019-2022 Membership Recruitment**

Rebecca Brookes, Supervisor of Strategic Initiatives, reported on the review of the committee for the 2015 - 2018 term and member recruitment for the 2019 - 2022 term as provided in the PowerPoint presentation. Ms. Brookes advised that the current term of the committee ends November 30, 2018, and may be extended until the recruitment has been completed and successors have been appointed by Council. Ms. Brookes asked for feedback from the current members on the present term and suggestions for recruitment for the next term of the committee.

Rebecca Brookes asked the members questions regarding their experience on the committee, input valued, accomplishing the committee's goal to improve accessibility, attending events, meeting frequency, time of meeting, and applying for another term.

Rebecca Brookes advised of recruitment, indicating that the members may serve two consecutive four-year terms, and any additional terms are at Council's discretion. Ms. Brookes also advised that the town will post recruitment information online using the town website and social media, and in print such as newspaper ads and posters.

The committee provided the following comments for consideration:

- promote recruitment through social media such as Facebook, Twitter, and other channels, and outreach;
- consider providing information on committee recruitment at voting locations for the municipal election subject to advertising requirements;
- the current committee membership consisting of seven members has worked well, and facilitates committee discussion and provides the opportunity for the members to be heard within the allotted timeframe for a meeting; and
- consider promoting recruitment at an event in the fall, if appropriate.

Rebecca Brookes, responding to questions advised that applications are reviewed by staff for Council's consideration, and the committee membership was reduced from 11 to 7 members from the last term. Staff will follow up with the Clerk's department regarding providing information on committee recruitment at voting locations. Staff are reviewing the committee's terms of reference, including the feedback received from the members regarding the current term (i.e., meeting frequency and time, and the number of committee members), and will report back at a future meeting.

Moved by Lou Pereux

That the presentation regarding the 2015-2018 AAC Review and 2019-2022 Membership Recruitment, be received.

CARRIED

6. Information Item(s)

- a. **Community Spirit Awards** – Nominations open until April 16, 2018. Spread the word for the Accessibility Award. Staff to provide information.

Moved by Deborah Muldoon

That the information item be received.

CARRIED

7. Items to be Discussed at Next/Future Meetings

- Review AAC Terms of Reference

8. **Date and Time of Next Meeting**

Thursday, April 12, 2018
Oakville Town Hall
Palermo Room - 7:00 p.m.

9. **Adjournment**

Moved by Darrin Ballard

That this meeting be adjourned.

CARRIED

The meeting adjourned at 8:28 p.m.