



## Accessibility Advisory Committee (AAC)

### MINUTES

A meeting of the Stratford Accessibility Advisory Committee (AAC) was held on Tuesday, June 6, 2023, at 11:30 a.m., in the Mansbridge Room at the Stratford Rotary Complex.

**Committee Members Present:** Roger Koert – Chair Presiding, Andy Mark, Peter Zein, Jamie Pritchard, Geoff Krauter, Heather Contois, Councillor Bonnie Henderson

**Staff Present:** Gabby Rodriguez – Accessibility, Diversity & Inclusion Coordinator, Tim Wolfe – Director of Community Services, Quin Malott – Manager of Parks, Forestry, and Cemetery, Casey Riehl – Recording Secretary

**Regrets:** Diane Sims

#### 1. Call to Order

Roger Koert, Chair presiding, called the AAC meeting to order at 11:30 a.m.

Land Acknowledgment

Moment of Silent Reflection

#### 2. Declaration of Pecuniary Interest and the General Nature Thereof

None declared.

#### 3. Adoption of the Previous Minutes – May 2, 2023

**Motion by** Peter Zein

**Seconded by** Jamie Pritchard

**THAT the minutes from the Accessibility Advisory Committee meeting dated May 2, 2023, be adopted as printed. Carried**

**4. Discussion on Arboretum Park Pathway and Veterans Drive Parkland Accessibility Improvements – Roger Koert**

Roger Koert welcomed Tim Wolfe, Director of Community Services and Quin Malott, Manager of Parks, Forestry, and Cemetery to the meeting. Mr. Koert reviewed some outstanding requests and projects that the AAC has requested an update on from staff.

The AAC has requested that Community Services consider a multi-use pathway through the Arboretum Park in lieu of the current stone dust pathway. This would make the pathway accessible for everyone, all year around. The Manager explained that they are currently widening the pathway through the park and repairing it. The current pathway will make for a solid base to possibly convert it to an asphalt multi-use pathway. The Director and Manager advised they will secure quotes to pave the pathway and include the project in their 2024 budget request.

Peter Zein raised a concern regarding the crossing on William Street to Lakeside Drive (West leg). In order to cross the street, you must use a driveway and cross diagonally to the sidewalk, which is a slight ramp into the shoulder of the road. Staff will inquire about a proper curb cut off of William Street and repairing the sidewalk adjacent on Lakeside Drive.

Another area of concern is the pathway that runs behind the parking spots on Lakeside Drive (at the Bridge). If cars park too close to the curb they impede on the pathway, making it difficult to use and forcing pedestrians to use the grass. Suggestions from staff are that they will widen the pathway to allow ample room and they will also investigate delineators to be installed to stop vehicles from parking so close to the curb that they overhang the pathway.

Roger Koert discussed the accessibility challenges of the park area adjacent to the Veteran's Drive Bandshell. There was a curb cut previously installed in the park (off of Veteran's Drive), however it leads to a steep grassy area that is not accessible. Mr. Koert suggested a landing spot/viewing area when you use the curb cut, that would allow for people to navigate into the park area. In order for people to get to the washrooms, including the accessible washrooms for events, they must first get up into the park to access them. The Director will contact the City of Stratford Events Coordinator to inquire about relocating accessible washrooms on the road for all future events to insure they are accessible. Staff will contact Nathan Bottema, Project Engineer, to inquire if the AAC can use a portion of their curb cut/sidewalk budget with Engineering to make the landing area and to also purchase a Mobi-mat as an alternative option to navigating into the park beyond the curb cut/landing area.

Roger Koert also discussed the sports fields at SERC. There is no curb cut to allow people to cross between the baseball field and the soccer fields. The Manager will discuss this area with Nathan Bottema, Project Engineer, to inquire if curb cuts can be installed and the area also marked with no parking signage at the crossing.

Members discussed the pathway behind the Stratford-Perth Gallery and the area at the bridge that continuously washes out. The Manager will have staff repair the area. The Manager noted that they have also investigated the porous pave product in areas such as this to help eliminate areas that wash away.

Members also raised their request for improvements to the Rotary Complex parking lot. The Director noted that this is part of a three year plan and he will be reviewing the plans with an engineer to discuss any updates that may impact the design.

Tim Wolfe, Director of Community Services, and Quin Malott, Manager of Parks, Forestry, and Cemetery, left the meeting at 12:15 p.m.

**5. Infrastructure & Development Services Update – Nathan Bottema, Project Engineer**

Deferred to next meeting.

**6. Site Plan Review Sub-Committee Feedback Reports – Nathan Bottema, Project Engineer**

No new updates.

**7. Report from Accessibility, Diversity & Inclusion Coordinator – Gabby Rodriguez**

Gabby Rodriguez, Accessibility, Diversity, and Inclusion Coordinator reported that she is currently working on the 2023-2027 Multi-Year Accessibility Plan.

The Coordinator is also working to update the accessibility of the Facilities Accessibility Design Manual (FADM) in order to have it posted on the City's website. The goal is to have it completed later this fall.

**8. Report from Council on Accessibility Issues – Councillor Henderson**

None noted.

**9. Business Arising from Previous Minutes**

9.1 Next Steps on Launch of FADM – Summary of Key Areas of the Manual – Geoff Krauter, Peter Zein, Gabby Rodriguez

Gabby Rodriguez, Accessibility, Diversity, and Inclusion Coordinator reported that once the FADM is updated to accessibility standards, they will do a re-launch including some highlights of the manual. A possible presentation to SABA could also be arranged.

9.2 Update on AAC Presentation to Council (May 23, 2023)

Roger Koert reported that the AAC presentation to City Council went well. Both he and Diane Sims addressed Council on various issues relating to accessibility.

9.3 Update on National AccessAbility Week (May 28 – June 3, 2023) – Roger Koert

Roger Koert reported that there were 16 StopGap ramps built for downtown businesses. By-law Enforcement Officers will be doing site visits to ensure that business owners understand the by-law and insurance requirements. Mr. Koert also discussed the possibility of installing permanent ramps at locations that the sidewalk is wide enough to accommodate a permanent ramp. This could be a partnership between building owners, tenants and the City. He also suggested that an accessible grant could become part of the annual community grants program that the City of Stratford awards each year. The AAC will discuss this option further at the next meeting.

Jamie Pritchard also investigated options for purchasing automatic door openers/buttons for businesses. A supplier has agreed to sell them at a discounted rate if bought in bulk.

## **10. New Business**

10.1 Review of 2023 Playground Proposals

Staff provided the AAC members with four proposals for the 2023 playground equipment. Members were asked to provide comments regarding accessibility as part of the consideration for purchasing the new equipment.

10.2 Annual Accessibility Award

Heather Contois has volunteered to be the lead on the annual accessibility award. Roger Koert will forward her the information from previous years. Andy Mark and Gabby Rodriguez volunteered to assist her. Staff will list this item on the September 2023 agenda to begin the process of advertising.

**11. Date of Next Meeting:**

The next meeting of the AAC will be held on Tuesday, September 5, 2023, at 11:30 a.m. in the Mansbridge Room, Stratford Rotary Complex, 353 McCarthy Road, Stratford.

**12. Adjournment**

**Motion by** Andy Mark

**Seconded by** Geoff Krauter

**THAT the June 6, 2023, Accessibility Advisory Committee meeting adjourn.  
Carried**

Start Time: 11:30 A.M.

End Time: 1:09 P.M.