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| **Haldimand County Logo** | **Accessibility Advisory Committee Minutes** |

Date: Wednesday, April 26, 2023

Time: 3 p.m.

Location: Haldimand County Administration Building – Haldimand Room

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Members: John Pack, Andrew Poirier, Ashley Everets, Frank Rao, Councillor Stewart Patterson

Regrets: Janet deVos,

Others: Brian Grice, Accessibility Coordinator, Customer Experience & Communications  
Trish Cardwell, Manager, Customer Experience & Communications  
Brittany Burley, Coordinator, Customer Experience & Communications  
Kris Franklin, Manager, Engineering & Capital Works

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1. Call to Order
   1. The meeting was called to order at 3:02 p.m. by John Pack.
2. Disclosures of Pecuniary Interest
   1. None
3. Approval of previous Accessibility Advisory Committee Meeting dated February 15, 2023.
   1. Frank Rao moved to accept the AAC Meeting Minutes on February 15, 2023.  
      Motion Seconded: Andrew Poirier  
      Carried.
4. Introduction of Kris Franklin, Manager of Engineering & Capital Works, to discuss County sidewalk strategy.
   1. Engineering Services is responsible for capital replacement of linear infrastructure, such as roads, watermains, trails, municipal drains, bridges etc. Anything that is **not** a County-owned building or wastewater treatment plant comes through Engineering & Capital Works, as well as asset condition assessment and capital replacement plans. When making decisions, they factor in the condition of the asset, age, and needs of community. Major road reconstruction also comes through this group.
   2. Kris discussed plans on how to appropriately bring all of the projects that they do to the AAC. One of the previous struggles was how to present the technical information in a format that was understandable. Kris will provide a high-level overview of all the projects, explain what would have an accessibility angle to them and explain which ones have accessibility built in them from the ground up. Kris then went on to provide examples of projects that involve accessibility:
      1. Structure replacements: This includes large culverts over three metres in span, bridges, retaining walls, etc. There are currently 127 structures over three metres. They do rehabs on existing structures or replacements if they don’t meet the need.
      2. Road reconstruction: There are a couple planned in 2023. This program is combined with water, main and sewer replacements. It is driven by the condition of the water and sewer replacement. The road is completely reconstructed with gravel base, new curbs, new sidewalks.
      3. Urban paving program: They reconstruct the surface of the road, replace all curbs and sidewalks, and fix ditch problems in that area. There is a large stretch in Caledonia this year. Also in Springvale.
      4. Hot mix program: This program replaces culverts, bridges, guiderails, and redoes the road surface on regional roads. They also pave ½ metre extra wide past the shoulder. Larger shoulders are only paved for special projects that have a trail connection to it. There is a project on Highway 54 this year.
      5. Rural road resurfacing program: Gravel and dirt roads are being converted to tar and chip roads. This is the last year the county will have any gravel roads. All roads are converted to surface-treated roads.
      6. Pedestrian crossover program: This is a two-year program that started last year. There are currently six under construction/activated and another six that will be going in this year. This involves modernizing the crossings if they’re not AODA compliant, including ramps, signage with audible push button, flashers, and ladder crossing. Kris provided examples of different crossovers and the provincial standards requiring them to meet AODA standards.
   3. Examples were provided of projects that were upgraded to meet AODA standards.
   4. County specifications for new projects match AODA requirements for things such as sidewalks, etc.
   5. The hope for the plan forward is for Engineering to bring forward projects where they have challenges in meeting accessibility requirements and the committee can review and provide alternate suggestions or accept when it is the best solution possible.
   6. Discussion:
      1. Frank asked if there are exceptions where AODA can’t be met.   
         There is a list of acceptable reasons to not make the change, such as historical buildings, etc. If a situation arises where there are challenges, Engineering will communicate with AAC. There are existing designs for all types of roads, so they pick the road type and the AODA standards are already met with the design of the crossover. This year Jarvis, Hagersville, Caledonia, Cayuga and Dunnville (2) have crossovers being added. Drawings come from the OTM Manual.
      2. Frank asked about connecting link agreements and who is responsible for maintenance.   
         The road is still classified as provincial highway, however through connecting link agreements, the municipality is responsible for the operations and maintenance. The MTO does contribute a portion of the cost to capital rehab/replacements.
      3. John asked whether the pedestrian crossovers are audible or a chirp.   
         They are required to chirp.
      4. Councillor Patterson asked about narrow sidewalks and whether their life expectancy needs to be over before replacing.   
         Anything existing is allowed to stay. Anything new or replacement of existing requires AODA compliance. For example, there was a project on Orkney Street West having a hard time keeping the sidewalk maintained because it is multiple different surfaces. Sidewalks will be replaced over the next two years to be AODA compliant.
   7. John thanked Kris for his presentation.
   8. Kris proposed meeting with him once per year (around December) and communicating any time something comes up that needs AAC approval/input.
5. Business arising from the minutes of the last meeting:
   1. Meeting timeframes
      1. Every two months, with the invite being sent one month in advance. Special meetings as needed.
   2. Tree Planning details and spacing details
      1. Adam Chamberlin will be invited to the next session.
   3. Human Rights Tribunal – Follow up
      1. There is a complaint against the Grand Vista trail being inaccessible. There is no need to share all the details with ACC as our input is not currently required.
   4. Updated Contact List
      1. Janet requested an updated contact list.
6. General business
   1. Two new members
      1. Information sessions were held and two individuals from the Seniors Committee had inquired about joining this committee as well. Councillor Shirton and Councillor O’Neill had no problems. This is going to the next CIC for approval. This committee caps at seven. An additional person would put us at a committee of 8. Discussions with staff decided to change terms of reference to a minimum 5, maximum 10 members.
   2. Committee Terms of Reference Update
7. Patio Applications:
   1. Fisherville Tavern – This is currently pending and being reviewed by Fire and Building Bylaw. Okay with last year’s patio.
   2. Cravings by Brittany – No concerns
   3. Concession Road Brewing – No concerns
   4. Art Rocks & Healing Yoga – Committee recommends they spray-paint their concrete blocks a bright orange for visibility.
   5. Just Johns – No concerns
8. Follow up to Community Group meetings over the last week
   1. Accessible Parking sign strategy
   2. Brian met with BIA’s & Chambers. He was reviewing parking. We have a lot of facilities and parking is not adequate at many of them. Brian will make a suggestion to Facilities to put in accessible parking spots. Many parking lots are gravel, but we are asking for signage.
   3. Councillor Patterson asked about requirements to meet accessibility standards. Brian informed that the minimum requirement for parking lot is signage. There are no current requirements for ground surface.
9. Policy 2009-02 – Customer Service Standards Policy update
   1. The document was changed to gender neutral language to match the current standards and update the correct act number. This is going to council on May 23.
10. Integrity Commissioner Training
    1. May 8 – in person, recording online
    2. Everyone is requested to attend this training.
    3. Councillor Patterson suggests that Boards of Trades should be invited as well.
11. Discussion about the creation strategy of the Facility Accessible Design Standards
    1. In our five-year plan, our goal is to design a Facility Accessible Design Standards as a playbook that goes out to every architect outlining what our expectations are for Accessibility.
    2. Brian will come up with the standards internally. Staff will prepare the sections. AAC will be provided sections for feedback to give to staff so that everyone will have a chance to review and provide input.
12. Additional Discussion:
    1. Frank: What should we committee members do if we observe something of concern in the community?   
       If you see something, email Brian. He’ll address it with the pertinent divisions.
    2. Ashley: Hagersville accessible portapotties – where are they?  
       Brian: They will be returning on May 1.
13. Adjournment
    1. Ashley motioned to adjourn the meeting.
    2. Seconded: Andrew
    3. Adjourned at 4:12 p.m.
14. Next Meeting: Date to be determined.