

**City of Edmonton  
Accessibility Advisory Committee  
(AAC) Meeting Minutes  
May 8th, 2017**

City Hall, Heritage Room  
4:30 pm – 6:30 pm

**Present:** J. Davies-Davis      J. Ferguson      E. Jackson  
                  A. Jaffer                      C. Jones              E. Lavallee  
                  R. Marshall                    C. Minchau          M. Orbell  
                  P. Reeves                      K. Teske              S. Thompson  
                  V. Van                              Z. Weeks

**Regrets:** J. Pisesky

**Staff:** H. Crowe                      C. Lamoureux      L. Tanzi

**Guests:** D. Mullen                      B. Vanderhoek

<b>Notes</b>	<b>Action</b>
<p><b>1. Call to order</b></p> <p>At 4:40pm (Bio photo's taken for new members)</p>	
<p><b>2. Approval of agenda</b></p> <p><b>Agenda of April 10th, 2017 as amended</b></p> <p>Moved by A. Jaffer ; Seconded by J. Davies-Davis</p>	<b>Carried</b>
<p><b>3. Approval of minutes</b></p> <p><b>Minutes of April 10th, 2017</b></p> <p>Moved by A. Jaffer ; Seconded by Z. Weeks</p>	<b>Carried</b>
<p><b>4. Welcome to new AAC members</b></p> <p><b>5. AAC presentation on sidewalk access</b></p> <p>1) Temporary Traffic Control Safety and Accessibility</p> <p>i. Using Complete Streets guidelines: is a new approach to planning and designing Edmonton's transportation system. It moves away from traditional, standards-based design. The idea is based on designing a street that reflects the surrounding area's context, land use and users. A complete street is designed to integrate all road users safely, including</p>	Welcome to new AAC members.

pedestrians, cyclists, motorists, truck drivers, and public transportation users of all ages and abilities.

- ii. [https://www.edmonton.ca/city\\_government/documents/RoadsTraffic/Edmonton-Complete-Streets-Guidelines\\_05062013.pdf](https://www.edmonton.ca/city_government/documents/RoadsTraffic/Edmonton-Complete-Streets-Guidelines_05062013.pdf)
- iii. Main Streets are the cultural, social and economic centre of a City. They are attractive and vibrant people places.
- iv. [https://www.edmonton.ca/city\\_government/documents/RoadsTraffic/MainStreet\\_Guidelines\\_Feb2016.pdf](https://www.edmonton.ca/city_government/documents/RoadsTraffic/MainStreet_Guidelines_Feb2016.pdf)
- v. There was a Inquiry with the Mayor on October 31, 2016 at Community and Public Services Committee. Three questions were brought forward: What policies or practices guide Administration and contractors when pedestrian infrastructure is encroached upon or blocked by signage or by construction? What legal requirements, if any, are there for maintaining accessibility for pedestrians, particularly those with mobility constraints that require for the use of a wheelchair? What values does Administration apply with respect to the questions above.
- vi. Construction Hoarding Policy:  
[https://www.edmonton.ca/city\\_government/documents/PoliceDirectives/C580.pdf](https://www.edmonton.ca/city_government/documents/PoliceDirectives/C580.pdf)
- vii. Options to improve the safety and accessibility of pedestrians and cyclists: amendment to the Construction Hoarding Policy, revising procedures for on-street construction safety, increased inspections for temporary traffic control, introducing fees for the temporary use of public space and creation of a pavement and sidewalk degradation fee.
- viii. Went back to Community and Public Services Committee on February 27, 2017. Motion: That Administration engage with relevant stakeholders and prepare a report on improvement options to the public, regulation, administration and enforcement of processes for traffic disruptions on roadways, sidewalks, bike lanes and shared-use paths including but not limited to the six options identified in the report.
- ix. Report will go back to Community and Public Services Committee for July 6, 2017.
- x. Construction Hoarding Policy Amendments and Procedures include work originating on private property and on road right-of-way, defines modal priorities and introduces a revised fee structure.
- xi. Proposed Fee structure - to include non-peak, peak hour and long term closure rates and applied sidewalk, boulevard, parking lane and travel lane.

- xii. Proposed pavement degradation fee: provide utility companies with monetary incentive to reduce the number of open cut road repairs incurred through utility work that cause traffic disruption, monetary incentive to reduce the number of open cut road repairs incurred through utility work that cause traffic disruption and utilized to maintain the life of roads and sidewalks.
- xiii. Ramps will be available when sidewalks need to be closed. Discussion re: ramp design (handrails, yellow colour, slope)
- xiv. Will work on providing advanced signage ahead of construction where possible. Discussed notifications online and using an app.

2) R. Inskip letter

- i. R. Inskip met with the AAC Executive for support with Council.
- ii. H. Crowe gathered information internally from other departments and sent a letter to Ms. Inskip to answer her questions. See attached.

**6. Sub-Committee updates**

3) Community Engagement

- i. Major roles: Engage with community stakeholders, assist L. Tanzi with AAC events, developed and manage Facebook and Twitter page, created video etc.
- ii. Consulted with: Rogers, Funicular, Lewis Farms, City of Edmonton Election sites etc.
- iii. Meeting times open to change.

4) Policy

- i. Provide advice to Council, consult with City of Edmonton Administration, research/writing, review internal policies and write letters.
- ii. Chair is looking to mentor someone to take over the Chair role for next year.
- iii. Currently reviewing taxi survey results and then coming up with possible recommendations to Council.
- iv. Meeting times open to change.

**7. Old Business**

1) APAW format

- i. City of Edmonton communication staff suggested the AAC look into a new format for Accessible Parking Awareness Week.
- ii. Discussion ensued on possible suggestions for the event. (I.e. Rick Mercer, Paralympians to champion, create a video, day-in-the-life, Kids say the darndest, Edmonton Eskimos).
- iii. Looking to do something with Spider Mable.

- iv. H. Crowe contacted Spider Mabel's mom and currently waiting to hear back.
- v. Will be working on a back up idea if she is unable.
- 2) AAC champions
  - i. See attached updated list. If anyone else wishes to be a champion for an AAC event, let L. Tanzi know.
- 3) Chair elections update
  - i. Chair and Vice-Chair positions are remaining the same.
  - ii. Looking for individuals to mentor into Chair and Vice-Chair positions.
  - iii. For the first six months a mentor would learn how to run meetings and about the role. The later six months the mentors would be invited to attend Executive meetings.
- 4) Edmonton Elections
  - i. Edmonton Elections staff, C. Jones, C. Gordon from CHHA and Administration are working together to improve accessibility at candidate forums and voting stations.
  - ii. Edmonton Elections will be offering to host workshops on how to vote (voting process). C. Jones and the Edmonton Association of the Deaf will be hosting the first workshop in May or June.
  - iii. A tip sheet was created for elections staff. (see attached).
  - iv. ASL and CART will be available for Mayoral and candidate forums. The live webcast will be captioned.
  - v. A how to vote video will be created and captioned.

If members are interested email C. Lamoureux

Tabled until June

**8. New Business**

- 1) APA symposium conference
- 2) Housing
  - i. The City of Edmonton is requesting innovative development submissions for Home for Life housing on a minimum of five out of six owned lots. This development is target for Hollick Kenyon in northeast Edmonton.
  - ii. Up to \$45,000 of offset and grant funding is available for a Home for Life designed home with affordable secondary suite (basement, garden or garage suites) that achieves a net-zero energy rating.
  - iii. A \$10,000 offset is provided on lots required to achieve Home for Life design.
  - iv. A \$20,000 grant is available for developments that include affordable targeted caregiver/rental secondary suites.
  - v. A \$10,000 City grant is available for achieving a net-zero home.

**9. Administrative/Executive update**

- 1) Meeting etiquette

<ul style="list-style-type: none"> <li>i. Reminder on meeting etiquette: <ul style="list-style-type: none"> <li>a. Put your hands up to speak.</li> <li>b. Speak one at a time.</li> <li>c. Limit side conversations.</li> <li>d. Turn off cell phones if not needed for the meeting.</li> <li>e. Please use a respectful manner when addressing one another.</li> <li>f. And remember to have fun!</li> </ul> </li> <li>2) Mayor's Awards <ul style="list-style-type: none"> <li>i. Reminder for everyone to wear their nametag at the event.</li> <li>ii. AAC members to stand up or wave when S. Thompson introduces the AAC.</li> </ul> </li> <li>3) Calendar <ul style="list-style-type: none"> <li>i. Administration is putting together a calendar that will be shared with AAC so members are better informed on important dates.</li> </ul> </li> <li>4) Training (Google, conferences, other) <ul style="list-style-type: none"> <li>i. 2017 Accessibility in Guelph (May 30 - 31).</li> <li>ii. Universal Design Summit in St. Louis (November 13 - 14).</li> <li>iii. Pacific Rim Conference in Honolulu (October 9 - 11).</li> <li>iv. AAC members to fill in AAC training and travel justification form before request.</li> </ul> </li>   <li>v. AAC guidelines for attending events was reviewed and amended.</li> </ul> <p><b>10. AAC Round Table</b></p> <p><b>11. Next Accessibility Advisory Committee meeting will be held on June 12th, 2017 beginning at 4:30 pm at City Hall, Heritage Room.</b></p>	<p>AAC members to review and provide comments on travel justification form before next June 12th, 2017 AAC meeting.</p> <p>AAC members to review and provide comments on guidelines for attending events by June 12th, 2017 AAC meeting.</p>
<p><b>12. Adjournment</b></p> <p>The meeting adjourned at 6:37 pm.</p>	