



City of Welland
Corporate Services
 Recreation and Culture Division
 145 Lincoln Street, Welland, ON L3B 6E1
Phone: 905-735-1700 Ext. 4000 | **Fax:** 905-732-6187
Email: aac@welland.ca | www.welland.ca

ACCESSIBILITY ADVISORY COMMITTEE
MINUTES November 16, 2023

Location	VIRTUAL MEETING ON TEAMS		
Date	November 16, 2023		
Time	3:00PM-4:00PM		
	Name	Representing	Initials
Committee Present	Councillor Bonnie Fokkens Terry Scott Melissa Graham Ather Shabbar	AAC AAC AAC AAC	BF TS MG AS
Absent with Cause	Jack Tosta	Staff Representative	JT
Absent without Cause			
Staff Representation	Jack Tosta Brad Taylor Emily Clulow	Staff Representative Customer Service Clerk (Minutes)	JT BT EC
Guest Speakers	Nicolas Aiello Frank Pearson	Policy Planning Supervisor Manager of Facilities, Operations and Development Community Services	NA FP

ITEM	DESCRIPTION	ACTION
1.	Call Meeting to Order Meeting Called at 3:04pm	



<p>2.</p>	<p>Introductions</p> <p>AS shared, he is one of the committee members for the past few years</p> <p>TS also shared he is a committee member for the past few years</p> <p>BT advised he is the Deputy Chief Building Official for the COW. NA is a Policy Planning Supervisor for the COW</p> <p>BF is the council representative</p> <p>FP is the Manager of Facilities for the COW</p>	
<p>3.</p>	<p>Approval of October 19th Meeting minutes – Not Applicable.</p> <p>Approval of November 16th agenda</p> <p>Motion - BF Second - TS All in favor</p>	
<p>4.</p>	<p>Conflict of Interest:</p> <p>“Having reviewed the agenda, does any committee member have a need to disclose a direct or indirect pecuniary interest with respect to today’s agenda”</p>	
<p>5.</p>	<p>Comments from Chair:</p> <p>Comments were from previous chair – AS not familiar, other committee members also not familiar.</p>	
<p>6.</p>	<p>New Business/discussion</p> <p>Nominations for new Chair</p> <p>AS offered to be temporary chair</p> <p>BF - Nominate AS for interim chair TS - Second All in favor</p>	



1. Welland AAC state of affairs

AS said that he feels Welland is behind in meeting AODA requirements and having an accessible community. AS advised, we need to recruit for new members. Due to quorum, we have missed the last couple meetings. NA spoke to process of recruitment, would need to reach out to the City Clerk. AS has requested a meeting with the mayor to discuss concerns with the committee. BF reached out to Niagara college to get a contact on their accessibility committee, they were going to reach out to see if there was anyone on their team that was interested. AS advised the contact sent a notice out to students and they were to reach out to AS, no contacts received. BF spoke with Community Living, no response. BF advised she can speak with the City Clerk to get it advertised in the newspaper; this would only include the Tribune. BF could reach out to Dave Johnson to get a piece written on it and has requested input from the committee if he agrees. MG advised she is on the Board of Directors with Niagara College; she can see if NC SAC have any interest. MG offered to put forward for their next meeting. TS asked about the Community Centre, advertising there. BF shared committee members are preferred to be in Welland, but they have gone outside previously. Discussion continued on ways to advertise for members. AS asked, if someone with the city can assist.

NA suggested to speak with the communications department to get this advertised on social media. NA also suggested to have the committee draft a letter to be provided to the City Clerk (Tara Stephens). BF advised AS that the committee wouldn't need to review, prior to submitting.

Motion - TS
Second – MG

2. Joint AAC

AS asked, what the current state of affairs is with, the Joint AAC. NA shared he believes it is through the Niagara Region. NA believes they have an accessibility consultant that is available for things such as Site Plan reviews. AS requested, an update on where this is at. AS



	<p>would like to know how persons with disabilities would benefit from this joint committee. NA advised the committee is already active. TS advised it is more Regional, so everyone is on the same page.</p> <p>TS asked to defer this until JT is available. BF advised we could defer as requested, however BF, AS and NA met with Huron County joint committee Nov 15, and felt it was very well run. BF also advised it can be less costly to join a joint committee than hire one on our own. BF advised JT should come back with a report to the committee on how this will work.</p> <p>AS advised his understanding is a little different on how this joint committee. AS advised a few months ago when this matter came up, he was under the impression it would dissolve this committee and give all the responsibility to the consultant. AS shared, this appeared to be different than the arrangement, they saw at the Huron County advisory committee. AS will request more details from JT at the December meeting. TS asked for the details that come with this joint committee, such as organizations, staff, number of staff/volunteers, paid, etc. BT advised it was his understanding that JT is city representative of the committee, not an employee of the committee in a sense. The committee is to make recommendations to council. BF advised AS, when they meet with the mayor on the 27th, they can request as the mayor can direct staff.</p> <p>Motion to approve this approach – AS Vote in Favor – TS, MG, BF</p> <p>BF shared the City of Port Colborne is part of the joint AAC, she can make a call to get some clarification from them. AS will do the same for the City of Thorold and Niagara-on-the-Lake.</p> <p>3. Site plan review</p> <p>AS shared during the meeting they joined yesterday, he felt having a photo, not just the architectural drawings of what is being reviewed,</p>	
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	<p>made it much easier. AS advised, they use FADS, a detailed document, to allow the designer/architect to provide comments to make fully accessible. AS shared one of the things that we should recommend to council and the mayor is to have a policy that states FADS for re-design or new construction. NA shared that group they met with, reviewed municipal projects. No private site plans went through them. If it were private, they could not implement FADS. NA also noted during their review, they did not use FADS, they used their own expertise that aligns. AS asked NA for suggestions for how to get architects and planning department to look through things with the accessibility lens before it comes to the AAC for review. NA advised based on site plan, we are only permitted to review based on what is legislated in the planning act and site plan control bylaw. Planning would be reaching out to the AAC for that input. BF shared she liked how the committee all sat around looking at the site plan review with the city planner there. BF would like to have this set up here, perhaps 1 day a month to review all the plans. NA advised they would need to be circulated prior, and perhaps have a technician attend a meeting and record suggestions. AS brought up the pending site plan reviews. NA advised as he does not deal directly with them, he is unsure of where the committee is at. TS asked if the technicians could take into consideration the points from the FADS document, not just the OBC. BT advised the architects, and the designers would need to implement these items. NA shared we would not be looking at this during the site plan stage, it would be beyond it. NA advised AS said they did not go into that much detail during the call they attended yesterday. AS talked to the FADS document and how it can be easily utilized by the architects/designers. NA advised it cannot be enforced, based on section 41 of the planning act, for site plan control. BF read what JT had previously advised; 1. FADS only refers to the design of municipal buildings and facilities, it does not apply to private developments. 2. The exterior build form that would normally comment on, is not included in the building division commentary because it is beyond their scope of our authority of their expertise. BF also advised that JT said we do not have anyone on this AAC that also is specialized in this way and recommends joining the joint AAC. BF advised the AAC is to fill the gap. AS advised FADS is what is</p>	
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	<p>going to ensure that we have accessibility in municipal buildings. If you cannot ask the architects to design our buildings? NA confirmed this can be completed for municipal buildings. AS advised to focus on city owned buildings/facilities. AS confirmed the decision is to have people on the committee who are familiar with FADS that can read site plans and build our capacity as a committee. Also, to recommend to council that we adapt the policy where FADS is being used for city buildings.</p> <p>Motion – AS All in favor</p> <p>4. Scooters/ebikes</p> <p>AS advised that the use of scooters and e-bikes on trails was previously brought to the committee and the committee was not in favor. AS shared the current policy does not allow scooters and other motorized vehicles on our trails and pathways. AS advised, there is a current movement to change that. BF said right now they are not allowed on city trails; however, it was pointed out to the CAO that in our community trails strategy plan, it states that electronically assisted bikes can open the trail experience the benefits for inclusion, it outweighs the negatives. BF says it also references AODA standards to applied to on/off road active transportation infrastructure, such as multi-use trails. By applying the universal trail design, like AODA in planning and designing facilities that can be experienced by a variety of users of all abilities. BF shared council did approve this community trail strategy plan. BF asked what the city doing to achieve the goals set out and how does it tie into the master active transportation plan. BF said the online survey did not take into consideration the needs assessment, accessibility issues, how often does the person doing to survey use the trails, just to name a few. BF advised she lives in Dain City, e-bikes and electric scooters are not allowed on the road, and if there were trails, they would not be allowed. There is no bus service. BF can see both sides, is in favor of having on the trails, but with a multi-use trail. TS advised with a bike, there is a requirement of a bell to notify, will this be required? BF</p>	
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	<p>advised they also have bells/horns on e-bikes, but it would be education to use. AS advised if we were to pass a bylaw, all issues, including people with disabilities need to be considered. AS advised his objection is, if you are going to solicit input from the public, you need to go beyond 4 questions on website. NA advised for the community trail strategy, the e-bikes they were referring to, were electrically assisted bicycles and electrically assisted scooters. AS advised if there is a change in policy, how that will affect people with disabilities on our trails. AS said, we need to recognize that the AODA province wide alliance is against this idea. AS advised, we need more information on the change in policy, the AAC needs to be consulted. BF agreed, and to provide comments.</p> <p>Motion – MG Second – TS</p> <p>BF requested to provide an update from last nights budget meeting. BF asked if there was anything in the budget that would allow us to become AODA complaint by January 1, 2025, and there was not. BF said we really need to sit down as we only have until December 2nd to go to council and say, this needs to be in the budget, whether it be a consultant. There was training in the budget, was the training going to staff to be AODA compliant or have a coordinator. BF advised it was not. BF said in order to put in money for training or for the 5-year plan, we would need to raise taxes or reduce somewhere to make room for this. BF advised she would be making recommendations to remove some things from the capital budget, to make room in the operating budget, however we need some idea of the cost. AS advised, it would take some research to get an idea of the cost of obtaining a consultant.</p> <p>MG asked if there should be a proposal for reaching out for additional members? BF advised Niagara College may already have this letter. BF advised they had spoken with a Rebecca, and Karen Csolli is the director of health and wellness and accessibility services, Welland campus – she would have this form. BF to send form to MG</p> <p>FP wanted to respond to BF. FP advised there are a couple of accounts that are going forward in the budget from a facility standpoint in terms of accessibility to meet the requirements for 2025.</p>	
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	<p>FP currently has an accessibility consultant that they are vetting, they have provided an RFP. This will be proposed to council for approval. FP advised from a physical facility building standpoint, they will complete an assessment of the facilities and what needs to be done to keep or stay in compliance with the AODA requirements. FP advised there is one account for AODA compliance, and other various accounts that have been brought to council, the intent of those accounts for capital projects were overarching, allowing several things and if need be, he can draw from these accounts for those specific facilities to meet the AODA requirements.</p> <p>BF advised FP that we are looking for someone to complete the 5-year strategy plan for the AAC. BF advised that AAC would still require drawings before approved. FP clarified, they will go through our facilities and complete a physical check for AODA compliance, then they come back with their recommendations, then we get drawings completed and then the construction if required. BF asked to cost of this capital project. FP does not have the number for the consultant available, he believes it was around \$100,000.00. FP to provide information to EC to distribute to the AAC.</p> <p>BF asked what the process will be, for site plan circulations sent prior to next meeting, or facilities sent from Dave Steven. AS advised the AAC can do their best to comment on. AS advised, he would need to refer to relevant FADS documents to assist. Discussion took place on assistance needed for review. BT discussed the joint AAC committee that JT has brought up.</p> <p>TS asked how to handle the complaint that was received to the AAC, regarding the trail. AS has sent the complaint to the Parks Department. A brief discussion took place on complaint handling. TS requested to have a reply sent from the AAC. BF advised to send to Clerks to have added to communication to the councillors' agendas, AS to complete.</p> <p>Discussions took place regarding site plans that require AAC review/comments. BT and NA to confirm.</p>	
<p>7.</p>	<p>Business/Actions arising from past minutes</p>	



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8.	Correspondence	
9.	Adjournment Motion to adjourn: BT Second: TS All in favour	

Next Meeting: Thursday, December 21, 2023
3:00pm – 4:00pm
TEAMS