

## Woodstock Accessibility Advisory Committee Minutes

Date: February 8, 2023  
Time: 4:00 pm  
Location: Committee Room A

### Members in Attendance:

Melissa Doucette (left early), Allison Gowling, Jennifer Harrington (left early), Sue Pieters – Acting Chair, Avi Zalizky, Lee-Anne Root, Julie Skuse (left early), Alan Taylor – Chair, Councillor Kate Leatherbarrow

### Absent:

Scott Kelly, provided regrets

### Staff Member in Attendance:

Heather Buchanan, Clerks Services Coordinator

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## 1. Additions to the Agenda

### 1.1 Shoveling Issues

The Committee has carried over discussion on Shoveling Issues to the March meeting of the Woodstock Accessibility Advisory Committee due to time constraints.

### 1.2 Snow Removal Schedule Changes

The Committee has carried over discussion regarding Snow Removal Schedule Changes to the March meeting of the Woodstock Accessibility Advisory Committee as one of the committee members bringing this item forward had to leave the meeting early.

## 2. Delegations

### 2.1 Parks Department Presentation

Chris Kern consulted the Committee regarding upcoming park and trail projects for the 2023 year.

### 2.2 Social media presence

Colleen Collins consulted the Woodstock Accessibility Advisory Committee regarding ways the Committee can increase its social media presence in the community.

### **3. Matters Arising from Minutes**

#### **3.1 Selection of Chair**

**Moved By** K Leatherbarrow

**Seconded By** L Root

That the committee appoint A Taylor as chair for the 2022-2026 term of Council.

**Carried**

#### **3.2 Decision regarding in-person or virtual meetings**

**Moved By** S Pieters

**Seconded By** A Gowling

That the committee return to in-person meetings and maintain the option to meet virtually in the event of inclement weather, and further that notice of a virtual meeting be communicated to the committee members within 24 hours of the meeting.

**Carried**

### **4. Minutes**

#### **4.1 January 11, 2023 - WAAC meeting minutes**

**Moved By** A Gowling

**Seconded By** S Pieters

That the minutes of the Woodstock Accessibility Advisory Committee meeting held on January 11, 2023 be adopted as printed.

**Carried**

### **5. Unfinished Business**

#### **5.1 Addressing Accessibility Concerns**

The Committee has carried over discussion regarding addressing accessibility concerns to the March meeting of the Woodstock Accessibility Advisory Committee due to time constraints.

## **5.2 WAAC purpose under Municipal Code 30 - Accessibility Advisory Committee**

The Committee has carried over review of their responsibilities under Municipal Code 30 to the March meeting of the Woodstock Accessibility Advisory Committee due to time constraints.

## **5.3 Snow Removal Concerns**

The Committee has carried over A Taylor's report on his discussion with the Director of Public Works regarding snow removal procedure used by the City to the March meeting of the Woodstock Accessibility Advisory Committee due to time constraints.

## **6. Correspondence**

### **6.1 Transit Concerns**

The Committee has carried over discussion on the information provided by the Transit Supervisor and the City Engineer regarding courtesy stops and the use of the bus kneel to assist passengers to the March meeting of the Woodstock Accessibility Advisory Committee as the member bringing this item forward left the meeting early.

## **7. New Business**

### **7.1 Selection of Acting Chair**

**Moved By** J Harrington

**Seconded By** K Leatherbarrow

That the Committee appoint Sue Pieters as acting chair for the 2022-2026 term of Council.

**Carried**

### **7.2 Handicapped Parking Placement**

A. Gowling questioned if the current placement of the handicapped parking space on west side of Reeve Street could be relocated closer to the entrance to City Hall. H Buchanan suggested any proposed relocation of a handicapped park space would need to be provided as a recommendation to City Council.

**Moved By** L Root

**Seconded By** K Leatherbarrow

That the Engineering Department provide clarification on how a handicapped parking location is determined and what is required to relocate a parking space, specifically to move the handicapped parking next to City Hall forward one space, in a report to be made available to the Committee prior to the joint SAAC and WAAC meeting in May.

**Carried**

### **7.3 Draft 2022 Annual Status Report**

The Committee reviewed and discussed the draft 2022 Annual Status Report on Accessibility.

**Moved By** A Gowling

**Seconded By** K Leatherbarrow

That the Woodstock Accessibility Advisory Committee approve the City of Woodstock's Annual Status Report and that the Committee refer the report to City Council.

**Carried**

## **8. Adjournment**

**Moved By** A Gowling

**Seconded By** K Leatherbarrow

That the meeting adjourn at 5:15 p.m.

**Carried**