



## Accessibility Advisory Committee

### Minutes

**Meeting #:** 28  
**Date:** Tuesday, November 18, 2025  
**Time:** 6 pm  
**Location:** Electronic Participation

**Present:** Chair Vania Karam, Vice-Chair Holl Ellingwood, Wayne Antle, Ian Bourrie, Ana Maria Cruz-Valderrama, Jodi Fisher, David Humphries, Anne Matio

**Absent:** Matthew Eliot, Murray MacDonald, Paula MacDonald, William Van Veen, Hannah Walhad

**Present non-voting member:** Sue Cowin, Ryan Duchoeny, Councillor Marty Carr

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1. Notices and meeting information for meeting participants and the public
 

Members of Committee and Council, City staff, media and the general public may join the meeting with this link:

[Zoom meeting no. 871 7290 0122](#)

Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.

Accessible formats and communication supports are available, upon request.

The deadline to register to speak, or submit written comments is 4 pm on the day of the meeting.
2. Declarations of Interest
 

No Declarations of Interest were filed.

## 3. Confirmation of Minutes

3.1 AAC Minutes 27 – October 21, 2025**Carried**

## 4. Planning, Development and Building Services Department

4.1 Private Approach By-law Review

Jacqueline Quinn, Specialist, By-law Review, Planning, Development & Building Department, provided a presentation and answered questions from the Committee. A copy of the slide presentation is filed with the Office of the City Clerk.

The Advisory Committee discussed and asked questions regarding the following topics:

Are there separate by-laws to cover the right of way cross regarding sidewalks or driveways or does the private approach by-law applies?

- What are laws around parking when snow blocks the private approach?

At the conclusion of discussions, the Committee received the presentation.

**Recommendation(s)**

**That the Accessibility Advisory Committee receive the presentation and provide feedback as appropriate.**

**Received**4.2 Urban Design Guidelines for Mid-Rise Buildings

Randolph Wang, Planner III, Planning, Development & Building Department and Mark Young, Program Manager, Public Realm & Urban Design, Planning, Development & Building Department provided a presentation and answered questions from the Committee. A copy of the slide presentation is filed with the Office of the City Clerk.

The Advisory Committee discussed and asked questions regarding the following topics:

- What's the number of floors required for a building to have an elevator?
- Are parking and pick-up for people with disabilities factors that are considered by developers and planners when creating guidelines for new mid-rise buildings?
- Are deaf related emergency accessibility features considered when creating guidelines for new mid-rise buildings?

At the conclusion of discussions, the Committee received the presentation.

**Recommendation(s)**

**That the Accessibility Advisory Committee receive the presentation and provide feedback as appropriate.**

**Received**

4.3 Gladstone and Gilmour Bikeway

Samuel Roberts, Senior Project Manager, Sustainable Transportation, Planning, Development & Building Department provided a presentation and answered questions from the Committee. A copy of the slide presentation is filed with the Office of the City Clerk.

The Advisory Committee discussed and asked questions regarding the following topics:

- Where do wheelchairs fit in this specific plan?
- Is there a clear tactile delineation considering accessibility issues when new bikeways are implemented?

At the conclusion of discussions, the Committee received the presentation.

**Recommendation(s)**

**That the Accessibility Advisory Committee receive the presentation and provide feedback as appropriate.**

**Received**

5. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

6. Inquiries

There were no Inquiries.

7. Other Business

There was no other business.

8. Adjournment

Next Meeting: January 20, 2026.

The meeting adjourned at 07:15 pm.

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M. Busnardo dos Santos,  
Committee Coordinator

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Vania Karam, Chair