

# **AGENDA**

## **Accessibility & Inclusion Committee**

**Wednesday, October 4, 2017  
12:00 NOON  
Cosbie Road**

# AGENDA

## ACCESSIBILITY AND INCLUSION ADVISORY COMMITTEE

October 4, 2017 – 12:00 p.m. – Recreation Boardroom, Crosbie Road

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### 1. CALL TO ORDER

### 2. APPROVAL OF THE AGENDA & MINUTES

- a. Minutes of June 7, 2017

### 3. BUSINESS ARISING

- a. Welcome to Grant Genova
- b. Election of new Chair
- c. Information Note dated September 14, 2017 re: Paul Reynolds Community Centre – Accessibility and Inclusion Advisory Committee Review of Accessible and Inclusive Features
- d. Verbal Update on Automated Garbage Collection Presentation and Consultation (Andrew Niblock)
- e. Verbal Update on Roundabouts (Garrett Donaher)
- f. Information Note dated September 18, 2017 re: Healthy Communities Forum
- g. Information Note dated September 21, 2017 re: Safe & Inclusive City Working Group Update
- h. Information Note dated September 21, 2017 re: Special Event Working Group Update
- i. Information Note dated September 21, 2017 re: Universal Design Working Group Update

### 4. NEW BUSINESS

### 5. OTHER BUSINESS

### 6. ADJOURNMENT

**MINUTES  
ACCESSIBILITY & INCLUSION COMMITTEE  
June 7, 2017 – 12:00 p.m. – Recreation Boardroom, 1 Crosbie Place**

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**Present:** Joby Fleming, Empower, Chair  
Deputy Mayor Ron Ellsworth  
Natalie Godden, Manager of Family & Leisure Services  
Sherry Mercer, Community Services, City of St. John's  
Donna Power, Manager of Accessible Transit Services  
Taylor Stocks, LGBTQ Representative  
Colleen O'Keefe, NL Housing Corporation  
Margaret (Muggs) Tibbo, Citizen Representative  
Dave Saunders, Citizen Representative  
Jason Blair, Canadian Institute for the Blind  
Nancy Reid, COD-NL  
Joy Philpott, NLAD  
Tilak Chawan, Association for New Canadians  
Judy Tobin, Manager Housing  
Karen Chafe, Municipal Election Co-coordinator  
Kenessa Cutler, Legislative Assistant

**CALL TO ORDER AND ADOPTION OF AGENDA**

**Moved – Colleen O'Keefe; Seconded – Nancy Reid**

**That the agenda be adopted with the following addition:**

- **Decision Note dated June 2, 2017 re: Additional Member for the Accessibility and Inclusion Advisory Committee**

**CARRIED UNANIMOUSLY**

**ADOPTION OF MINUTES**

**Moved – Margaret (Muggs) Tibbo; Seconded Donna Power**

**That the minutes of March 8, 2016 be adopted as presented.**

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING**

**Paul Reynold's Tour**

Natalie Godden presented the above listed. While it was hoped this meeting would be held at the new Community Centre, it was not ready in time. She informed that Committee that there will be a tour for the group in the near future.

Natalie then provided an overview of the facilities available at the Paul Reynold's Centre including a pool pod, shallow entry, beach entry, water wheelchairs, and a traditional lift.

Jason Blair asked if there will be staff trained to help with adaptive physical activity. Sherry Mercer said there is programming planned and she will provide the Committee with an update in the future.

**Information Note re: Convent Square Redevelopment**

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Judy Tobin presented the above listed for the information of the Committee. The Housing Division is trying to gather as much information about what they should be considering with the redevelopment.

Nancy Reid asked whether all units will be universally designed or just visitable. Committee members agreed that all units should be universally designed.

**Information Note dated May 9, 2017 re: Accessible Voting Option for the 2017 Municipal Election**

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Karen Chafe presented the above listed for the information of the Committee. She outlined key dates, explained the vote by mail process, and the accessible voting options.

The City will be employing a new tool called an ImageCast Ballot Marker allowing those with mobility limitations to vote while maintaining their privacy. Committee members suggested the device be placed around the City at various locations during the two week voting period to maximize its accessibility.

Tilak Chawan inquired about other languages besides French and English, and whether they would be represented on the registration site and ballots. He cited that new Canadians who wish to vote may have trouble with the ballots and registration. Ms. Chafe said she will contact Mr. Chawan to discuss further.

**Information Note dated May 9, 2017 re: 2017 Inclusive City Week**

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The Committee accepted the above listed as information.

**Moved - Nancy Reid; Seconded – Margaret (Muggs) Tibbo**

**That the Committee recommends a committee be formed to plan for Inclusive City Week and that the City host a yearly Inclusive City Week reception and awards ceremony.**

**CARRIED UNANIMOUSLY**

**Information Note dated May 8, 2017 re: Gender Inclusive Washrooms at Various City Facilities**

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The Committee accepted the above listed as information.

**Information Note dated May 15, 2017 re: Inclusive Hiring Working Group Update**

Sherry Mercer provided the Committee with the above listed information note.

**Moved – Taylor Stocks; seconded – Jason Blair**

**That the Committee recommends changing the name of the Inclusive Hiring Working Group to the Inclusive Organization Working Group to better represent the work of the group.**

**CARRIED UNANIMOUSLY**

**Update on Assistive Hearing Devices**

Sherry Mercer provided an update on the above listed for the information of the Committee.

**Information Note dated May 15, 2017 re: Accessible Pedestrian Signals Recommendations**

The Committee accepted the above listed as information. The last meeting's recommendation to roll over unused funds to the next year was approved at the Finance and Administration Standing Committee.

Sherry Mercer also noted that the correct terminology is no longer "audible pedestrian signals" but instead "accessible pedestrian signals".

Deputy Mayor Ellsworth added that this should be a regular addition to the agenda during the summer and fall.

**Decision Note dated April 9, 2017 re: Universal Design Member for the Accessibility and Inclusion Advisory Committee**

Sherry Mercer provided an overview of the above listed.

**Moved – Colleen O'Keefe; Seconded – Nancy Reid**

**To advertise for a representative with Universal Design expertise to sit on the Accessibility and Inclusion Advisory Committee.**

**CARRIED UNANIMOUSLY**

**Decision Note dated June 2, 2017 re: Additional Member for the Accessibility and Inclusion Advisory Committee**

Sherry Mercer spoke to the above listed decision note.

**Moved – Colleen O'Keefe; Seconded – Nancy Reid**

**To invite Grant Vito Genova to sit on the Accessibility and Inclusion Advisory Committee and re-advertise for a member representing the Aboriginal community.**

**CARRIED UNANIMOUSLY**

**Decision Note re: Universal Design Working Group**

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Natalie Godden presented the above noted decision note.

**Moved – Colleen O’Keefe; Seconded – Nancy Reid**

**To implement a Universal Design Working Group to guide the City of St. John's in new development and prioritizing upgrades.**

**CARRIED UNANIMOUSLY**

Deputy Mayor Ellsworth explained that there is a recommendation going to Council regarding a request for a Universal Design follow up report. Natalie suggested that should the follow up report be approved by Council, the staff team working on the report should connect with the proposed Universal Design Working Group and from a link.

**Information Note dated May 15, 2017 re: St. John’s Community Market – Accessible and Inclusive Features**

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The Committee accepted the above listed as information.

Joy Philpott suggest that the fire alarm system also include lighting to assist the deaf.

Sherry Mercer stated the building will be built to accessible building code; Nancy Reid and other members implored the City to go beyond code regulations (which are often not truly accessible) and strive to meet universal design principles.

**Information Note dated May 10, 2017 re: Coalition of Persons with Disabilities Stock Photos**

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The Committee accepted the above listed as information.

**Moved – Margaret (Muggs) Tibbo; Seconded - Taylor Stocks**

**That the Committee recommends the City utilize these images to represent the diversity of the City of St. John’s in an empowering way – particularly in the City Guide and other promotional materials.**

**CARRIED UNANIMOUSLY**

**Information Note date May 19 2017 re: Accessible Transit Update**

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Donna Power presented the above noted for the information of the Committee.

**NEW BUSINESS**

**OTHER BUSINESS**

- Taylor Stocks - Pride Week will be held during July 7-16 with the Pride Parade

Sunday July 16<sup>th</sup>. There will be a celebration in Bannerman Park following the parade.

- Colleen O’Keefe and Jason Blair - Expressed interest in joining the Universal Design Working Group.
- Chair Joby Fleming – Conveyed his approval for the special meeting format that was used to address automated garbage and housing information the previous week. He also thanked Deputy Mayor Ron Ellsworth for his continued support of the Committee.
- Tilak Chawan – Informed the Committee that the ANC is having an International Sports Day on June 30<sup>th</sup>.
- Nancy Reid – Stated that the AGM for COD-NL will be held tomorrow at June 8<sup>th</sup> at the Holiday Inn.

#### **NEXT MEETING**

Tour of the Paul Reynold’s Community Centre – July 26, 12:30 – 2:30 p.m. The next regular meeting will be held in September 2017.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 1:57 p.m.

Joby Fleming, Empower  
Chair

# INFORMATION NOTE

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**Title:** Paul Reynolds Community Centre – Accessibility & Inclusion Advisory Committee Review of Accessible & Inclusive Features

**Date Prepared:** September, 14<sup>th</sup>, 2017

**Report To:** Accessibility & Inclusion Advisory Committee

**Councilor and Role:** Councilor and Role: Deputy Mayor, Ron Ellsworth, Committee and Council Representative, Accessibility & Inclusion Advisory Committee

**Ward:** Not ward specific

**Issue:** To provide an overview of the discussion around accessible and inclusive features included in the design of the Paul Reynolds Community Centre

## **Discussion – Background and Current Status:**

The Accessibility and Inclusion Advisory Committee was invited to walk through the new Paul Reynolds Community Centre on July 26<sup>th</sup> to provide feedback on the building's accessibility. Prior to the walk through the group reviewed concerns previously brought forward by other professional and individual users to ensure maximum time for discussion around areas of concern not noted. A summary of the days feedback is attached (Appendix A). All feedback will be presented to Facility and Project Managers and the Universal Design Working Group to help remedy identified concerns, where possible, and to be considered for future projects.

## **Key Considerations/Implications:**

1. Budget/Financial Implications

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Some recommendations may require funds to implement. The discussion points as a whole should help to reduce costs of retrofits and better guide builds in the future.

2. Partners or Other Stakeholders

N/A

3. Alignment with Strategic Directions/Adopted Plans

a. A Culture of Cooperation

- i. Create effective community relations

b. A City for all Seasons

- i. Providing accessible and inclusive options for year round active community living

c. Responsive and Progressive

- i. Create a culture of engagement
- ii. Become a welcoming and inclusive city
- iii. Build social, environmental and demographic factors into policy-making
- iv. Identify and deliver on projects, strategies and programs

d. Effective Organization

- i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
- ii. Develop a knowledgeable and engaged workforce
- iii. Support corporate-wide information and knowledge sharing
- iv. Support a learning culture

4. Legal or Policy Implications

- a. Inclusive Services and Legal to ensure that any legal and policy updates are completed.

5. Engagement and Communications Considerations

N/A

6. Human Resource Implications

N/A



7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

**Conclusion/Next Steps:**

Feedback from all health professionals, organizations, individuals and committees will be presented to Facility and Project Managers and the Universal Design Working Group to help remedy identified concerns, where possible, and to be considered for future projects.

**Prepared by/Signature:**

Sherry Mercer, Inclusive Services Coordinator

**Approved by/Date/Signature:**

Natalie Godden, Manager – Family & Leisure Services

**Attachments:**

Appendix A Feedback from Accessibility and Inclusion Tour

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## Appendix A: PRCC Tour Notes

### Front Entrance:

- Review Clearing Our Path Document
- Ramps to main entrance are accessible by the blue spaces but one closer to the front door is required (drop off/ people with mobility issues who cannot walk long distances/ those using strollers)
- Signage to reflect more blue spaces near the back as only the first one is visible when driving in
- Flush to pavement curb cuts would be good
- Tactile contrast on pavement
- Review of bus stop proximity and accessibility of the sidewalks between PRCC and bus stop
- Main entrance is not overly visible
- Question was asked if there was a plan for falling ice from the roof
- Unsure of the lighting around the blue zone spaces as it was day time. Question was asked on high bright it is as it is back by the side of the building and user was concerned for safety

### Elevator:

- Are announcements possible for the elevator?

### Lobby:

- A bit overwhelming/ loud for people with sensitivities
- When you first come in you don't initially see the desk and have no idea where to go
- Addition of a dedicated quiet space suggested

### Lobby Washrooms:

- Curtain on the accessible shower is too far out for someone on the shower bench to reach, needs to be a little closer to the bench or a second one added
- Shower button in accessible shower is a little small and too high up
- People were not aware they had to turn the shower off. Question was asked if they were on timers/ shut off on their own
- Baby change table is too high up

### **Kitchen:**

- Should be made more accessible for staff as well as citizens

### **Children's/ Senior's Space:**

- Dimmer and/or fluorescent lights suggested for both rooms
- Various height garden beds suggested
- Ensuring outside play space is accessible (both the space off the children's room and the main structure open to the public)

### **Pool Area's:**

- Music was very, very loud in pool area
- Grips suggested for splash pad steps
- PAL Lift jerks a bit, make sure staff communicate this for the users
- Good to have bolted area for PAL as well at the lane pool as many lift users will not be able to use the Pool Pod chair
- Change rooms do not have space for car seats

### **Upstairs Nook Area by Elevator:**

- Add a few more inclusive toys and toys for all age groups

### **Upstairs Accessible Washroom:**

- Door is too heavy/ has too high tension for someone in a wheelchair to open. If we are exploring loosening the tension we may need to contact Service NL to see how low we can go as they have a formula)

### **Doors:**

- All doors need kick plates to reinforce the bottom of the doors for people pushing them open with wheelchairs/ walkers/ strollers
- Many doors need tension released slightly

# INFORMATION NOTE

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**Title:** Healthy Communities Forum

**Date Prepared:** 2017/09/18

**Report To:** Accessibility & Inclusion Advisory Committee  
**Council/Role:**

**Ward:** All Wards

**Issue:** Healthy Communities Forum – October 30, 2017

## **Discussion – Background and Current Status:**

The Healthy Communities Movement in Canada, and the similar World Health Organization, Healthy Cities Project, took root in the 1980's. Today the Healthy Communities approach is used in many communities throughout the world to bring together groups from many sectors to plan and implement strategies to enhance community well-being and address complex community issues.

Individuals and groups seeking to improve health, safety and wellness in the North East Avalon have recognized the need for a collective impact approach to different factors affecting health including: housing; transportation; physical literacy; environment; healthy eating; social engagement; safety and inclusion. The City of St. John's Community Services Division has taken a lead role in organizing a Healthy Communities Forum on October 30, 2017 with the goal of bringing diverse stakeholders from different sectors together to learn about the Healthy Communities Movement and how this approach can be used to address some of the complex issues that affect our community.

For examples of established Healthy Community Movements please go to:

<http://vancouver.ca/people-programs/healthy-city-strategy.aspx>

<http://bchealthycommunities.ca/>

Dr. Treavor Hancock, one of the founders of the Healthy Communities movement in Canada and the world will be the keynote speaker and primary facilitator for the Forum. In order to ensure that the content and priorities of the forum are truly representative of the North East Avalon, Healthy Cities Northeast Avalon, in partnership with the City of St. John's have organized #myhealthyavalon a social media event to engage the public and determine their priorities and solutions for making the North East Avalon a healthier, happier place to live, work and visit. More information on #myhealthyavalon can be found in the attachments or by going to:

<https://www.eventbrite.ca/e/my-healthy-avalon-tickets-37221849554>

<http://www.facebook.com/HealthyAvalon>

Members of the Accessibility & Inclusion Advisory Committee and the Safe and Inclusive City Working Group are asked to complete the survey as organization representatives and to encourage others in their networks to participate. The aforementioned groups will also be asked to attend and promote the October 30<sup>th</sup> Forum.

Key Considerations/Implications:

1. Budget/Financial Implications

2. Partners or Other Stakeholders

- Accessibility & Inclusion Advisory Committee Members
- Municipal Advisory Committee on Youth
- Safe & Inclusive City Working Group
- Happy City St. John's
- Healthy Cities Northeast Avalon
- Various stakeholders in the community concerned with health, safety, wellness, physical literacy, inclusion, healthy eating and meaningful social engagement

3. Alignment with Strategic Directions/Adopted Plans
  - A City for All Seasons
  - Neighborhoods Build Our City
  - A Culture of Cooperation
  - Responsive and Progressive
4. Legal or Policy Implications
5. Engagement and Communications Considerations
6. Human Resource Implications
7. Procurement Implications
8. Information Technology Implications
9. Other Implications

Conclusion/Next Steps:

- Accessibility & Inclusion Advisory Committee and Safe & Inclusive Working Group members are asked to participate in #myhealthyavalon survey.
- Accessibility & Inclusion Advisory Committee and Safe & Inclusive Working Group Members are asked to engage others within their circle of influence to participate in the #myhealthyavalon survey (promotional posters attached).
- Accessibility & Inclusion Advisory Committee and Safe & Inclusive Working Group Members are invited to participate in the October 30<sup>th</sup> Healthy Communities forum and promote the forum to their networks.

Prepared by/Signature:

Melissa Tobin, Healthy Communities Assistant

Approved by/Date/Signature:

Natalie Godden, Manager, Family & Leisure Services

Attachments:

- #myhealthyavalon survey promotional poster





# #myhealthyavalon

**What is needed in your  
community for you to be  
healthy, safe and included?**

**Are you interested in your  
personal health and the  
health of your community?**

**Have your voice heard at:**

<https://www.surveymonkey.com/r/MPQQYXK>

**Chance to WIN a giftcard!!**

Feedback collected from this event will be presented at a forum in October and will help to shape the future of a healthy safe and inclusive Avalon.



# INFORMATION NOTE

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**Title:** Safe and Inclusive City Working Group Update

**Date Prepared:** September, 21<sup>st</sup>, 2017

**Report To:** Accessibility & Inclusion Advisory Committee

**Councilor and Role:** Councilor and Role: Deputy Mayor, Ron Ellsworth,  
Committee and Council Representative,  
Accessibility & Inclusion Advisory Committee

**Ward:** Not ward specific

**Issue:** To provide the Accessibility and Inclusion Advisory Committee with an update on the Safe and Inclusive City Working Group

## **Discussion – Background and Current Status:**

The Safe and Inclusive City Working Group met on September 12<sup>th</sup> with the purpose of planning a fall forum. Attendance at this meeting was low. During this meeting the Healthy Communities Forum planned for October 30<sup>th</sup> was briefly discussed. It was decided that as both forums discussed similar topics, the Safe and Inclusive City Working Group would support and attend the Healthy Communities Forum. For more information please reference the Healthy Community Forum Information Note.

## **Key Considerations/Implications:**

1. Budget/Financial Implications  
N/A
2. Partners or Other Stakeholders  
N/A

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3. Alignment with Strategic Directions/Adopted Plans
  - a. A Culture of Cooperation
    - i. Create effective community relations
  - b. A City for all Seasons
    - i. Providing accessible and inclusive options for year round active community living
  - c. Responsive and Progressive
    - i. Create a culture of engagement
    - ii. Become a welcoming and inclusive city
    - iii. Build social, environmental and demographic factors into policy-making
    - iv. Identify and deliver on projects, strategies and programs
  - d. Effective Organization
    - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
    - ii. Support a learning culture
  
4. Legal or Policy Implications  
N/A
  
5. Engagement and Communications Considerations  
N/A
  
6. Human Resource Implications  
N/A
  
7. Procurement Implications  
N/A
  
8. Information Technology Implications  
N/A
  
9. Other Implications  
N/A



**Conclusion/Next Steps:**

- Members of the Safe and Inclusive City Working Group are encouraged to attend the Healthy Communities Forum on October 30<sup>th</sup>.
- Members of the Safe and Inclusive City Working Group are encouraged to identify their priorities (Inclusion Etiquette; Safety on George Street; Transportation) for the Healthy Communities Forum by completing the #myhealthyavalon survey as detailed in the attached Healthy Communities Forum Information note.
- Members of the Safe and Inclusive City Working Group are encouraged to serve on the steering committee for the Healthy Communities Forum and can express their interest by emailing: [healthycommunities@stjohns.ca](mailto:healthycommunities@stjohns.ca)

**Prepared by/Signature:**

Sherry Mercer, Inclusive Services Coordinator

**Approved by/Date/Signature:**

Natalie Godden, Manager Family & Leisure Services

**Attachments:**

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# INFORMATION NOTE

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**Title:** Special Event Working Group Update

**Date Prepared:** September, 21<sup>st</sup>, 2017

**Report To:** Accessibility & Inclusion Advisory Committee

**Councilor and Role:** Councilor and Role: Deputy Mayor, Ron Ellsworth,  
Committee and Council Representative,  
Accessibility & Inclusion Advisory Committee

**Ward:** Not ward specific

**Issue:** To provide the Accessibility and Inclusion Advisory Committee with an update on the Special Event Working Group.

**Discussion – Background and Current Status:**

The Special Event Working Group has completed their final draft of their Outdoor Event Inclusion and Accessibility Checklist. See attached.

**Key Considerations/Implications:**

1. Budget/Financial Implications  
N/A
2. Partners or Other Stakeholders  
N/A
3. Alignment with Strategic Directions/Adopted Plans
  - a. A Culture of Cooperation
    - i. Create effective community relations
  - b. A City for all Seasons
    - i. Providing accessible and inclusive options for year round active community living
  - c. Responsive and Progressive
    - i. Create a culture of engagement
    - ii. Become a welcoming and inclusive city
  - d. Effective Organization



- i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
- ii. Develop a knowledgeable and engaged workforce
- iii. Support corporate-wide information and knowledge sharing
- iv. Support a learning culture

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

N/A

6. Human Resource Implications

N/A

7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

**Conclusion/Next Steps:**

The working group will now move on to their second goal of developing a Special Event Accessibility Resource Guide.

**Prepared by/Signature:**

Sherry Mercer, Inclusive Services Coordinator

**Approved by/Date/Signature:**

Natalie Godden, Manager- Family & Leisure Services

**Attachments:**

Outdoor Event Inclusion and Accessibility Checklist

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# INFORMATION NOTE

**Title:** Universal Design Working Group

**Date Prepared:** September, 21<sup>st</sup>, 2017

**Report To:** Accessibility & Inclusion Advisory Committee

**Councilor and Role:** Councilor and Role: Deputy Mayor, Ron Ellsworth,  
Committee and Council Representative,  
Accessibility & Inclusion Advisory Committee

**Ward:** Not ward specific

**Issue:** To provide the Accessibility and Inclusion Advisory Committee with an Update on the Universal Design Working Group

**Discussion – Background and Current Status:**

The Universal Design Working Group held their initial meeting on September 13<sup>th</sup>. (regrets from Colleen O’Keefe):

Natalie Godden	Lead Staff Accessibility and Inclusion Advisory Committee
Sherry Mercer	Inclusive Services Coordinator
Brian Head	Manager, Parks & Open Spaces
Mike Adam	Operations Supervisor Parks
Gord Tucker	Manager Capital Works, Building, Universal Design Network Member
Grant Genova	, Accessibility and Inclusion Advisory Committee Member, Chair of Universal Design Network
Dave Saunders	Accessibility and Inclusion Advisory Committee Member
Nancy Reid	Accessibility and Inclusion Advisory Committee Member, Universal Design Network Member
Maria Callahan	Affordable Housing and Development Facilitator
Margaret Tibbo	Accessibility and Inclusion Advisory Committee Member
Colleen O’Keefe	Accessibility and Inclusion Advisory Committee Member



During the meeting it was noted that representation was required from the City's Development Division and Planning, Engineering and Regulatory Services Department. The Lead Staff, Accessibility & Inclusion Advisory Committee will ensure that the appropriate staff from these areas are in place for the next meeting.

As this was the initial meeting, the group is still working to identify a tangible working plan. Noting the need to consider pre-design, design and post-design analysis. The group has decided to use the Paul Reynold's Community Centre as a guiding project, looking at post-design analysis as a means of develop tools to help guide new builds and retro-fits.

### **Key Considerations/Implications:**

1. Budget/Financial Implications  
Incorporating Universal Design Principals should help save the City of St. John's money in the long term
2. Partners or Other Stakeholders  
N/A
3. Alignment with Strategic Directions/Adopted Plans
  - a. A Culture of Cooperation
    - i. Create effective community relations
  - b. A City for all Seasons
    - i. Providing accessible and inclusive options for year round active community living
  - c. Responsive and Progressive
    - i. Create a culture of engagement
    - ii. Become a welcoming and inclusive city
    - iii. Build social, environmental and demographic factors into policy-making
    - iv. Identify and deliver on projects, strategies and programs
  - d. Effective Organization
    - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
    - ii. Develop a knowledgeable and engaged workforce

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- iii. Support corporate-wide information and knowledge sharing
  - iv. Support a learning culture
4. Legal or Policy Implications
- a. Inclusive Services and Legal to ensure that any legal and policy updates are completed.
5. Engagement and Communications Considerations  
N/A
6. Human Resource Implications  
N/A
7. Procurement Implications  
N/A
8. Information Technology Implications  
N/A
9. Other Implications  
N/A

**Conclusion/Next Steps:**

The Universal Design Working Group intends to meet regularly and will continue to provide updates to the Accessibility and Inclusion Advisory Committee. The Lead Staff, Accessibility & Inclusion Advisory Committee will work with the recommended City of St. John's Departments to find appropriate staff representation.

**Prepared by/Signature:**

Sherry Mercer, Inclusive Services Coordinator

**Approved by/Date/Signature:**

Natalie Godden, Manager, Family & Leisure Services

**Attachments:**

