



**PUBLIC AGENDA  
SASKATOON ACCESSIBILITY  
ADVISORY COMMITTEE**

**Friday, January 17, 2025, 12:00 p.m. - 2:00 p.m.**

**Committee Room E, Ground Floor, City Hall**

**Committee Members:**

**Darren Gilchrist, Public**

**Christine Anaka, Public**

**Adeola Fadakinte, Public**

**Robert Gourley, Public**

**Mark Kennedy, Public**

**Kyra Mazer, Public**

**Karthik Babu Menon, Spinal Cord Injury Saskatchewan Inc.**

**Steven Schneider, Public**

**Amanda Titman, Vision Loss Rehabilitation Saskatchewan (CNIB)**

**Chelsea Wisser, The Ability Hub YXE**

**Other Attendees:**

**Councillor Bev Dubois**

**Building Standards Manager Roger Bradley**

**Director, Reconciliation, Equity, Diversity and Inclusion, Stryker Calvez**

**Senior Building Code Engineer Steven Gellea**

**Access Transit Manager Brittany Hadley**

**Senior Transportation Engineer Chelsea Lanning**

**Organizational Development Consultant Thiago Prado**

**Recreation Services Manager Michelle Wolfe**

Submissions providing comments and/or requesting to speak will be accepted for public meetings using the online form at [saskatoon.ca/writetocouncil](https://saskatoon.ca/writetocouncil). If your submission includes a request to speak, you will be contacted by a representative from the City Clerk's Office with further information.

**Submissions will be accepted no later than 5:00 p.m. on the Monday the week of the meeting.**

**Pages**

**1. CALL TO ORDER**

The Committee Assistant will call the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirm roll call.

**1.1 Committee Orientation**

The Committee Assistant will provide an overview of the committee process.

### **Recommendation**

That the information be received.

## **1.2 2024 Membership - Saskatoon Accessibility Advisory Committee [CK. 225-70]**

City Council, at its Regular Business meeting held December 18, 2024, adopted a recommendation of its Governance and Priorities Committee that the following be appointed and reappointed to the Saskatoon Accessibility Advisory Committee for the terms indicated:

To the end of 2026:

- Christine Anaka, Public Representative
- Darren Gilchrist, Public Representative
- Robert Gourley, Public Representative
- Kyra Mazer, Public Representative
- Chelsea Wisser, The Ability Hub

The following were previously appointed by City Council to the end of 2025:

- Adeola Fadakinte, Public Representative
- Mark Kennedy, Public Representative
- Karthik Babu Menon, Spinal Cord Injury Saskatchewan Inc.
- Steven Schneider, Public
- Amanda Titman, Vision Loss Rehabilitation Saskatchewan (CNIB)

The resource members for 2025 are:

- Councillor Bev Dubois
- Building Standards Manager Roger Bradley
- Director of Reconciliation, Equity, Diversity and Inclusion Stryker Calvez
- Access Transit Manager Brittany Hadley
- Senior Transportation Engineer Chelsea Lanning

- Facilities Architect Lori McGillivray Moroz
- Senior Building Code Engineer Steven Gellea
- Organizational Development Consultant Thiago Prado
- Recreation Services Manager Michelle Wolfe

**Recommendation**

That the information be received.

**1.3 Appointment of Chair and Vice Chair [CK 225-70]**

The Committee is requested to appoint a Chair and Vice Chair for 2025.

Julia Adamson was Chair and Darren Gilchrist was Vice Chair for 2024.

**Recommendation**

That the Saskatoon Accessible Advisory Committee appoint a Chair and Vice-Chair for 2025.

**1.4 2025 Meeting Dates [CK 225-70]**

The meeting dates for 2025 are as follows:

- January 17
- February 14
- March 14
- April 11
- May 9
- June 13
- September 12
- October 10
- November 14

**Recommendation**

That the information be received.

**2. CONFIRMATION OF AGENDA**

**Recommendation**

That the agenda be confirmed as presented.

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. ADOPTION OF MINUTES**

7 - 12

**Recommendation**

That the minutes of regular meeting held on September 13, 2024 of the Saskatoon Accessibility Advisory Committee be adopted.

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR [File No. CK. 225-70]**

*This is opportunity for the Chair to provide a verbal update on his/her activities since the last meeting.*

**Recommendation**

That the information be received.

**6.2 COMMITTEE OR RESOURCE MEMBER UPDATE [File No. CK. 225-70]**

*To provide an opportunity for a Committee or resource member to update on issues, trends, events, etc. that pertain to the Committee's mandate.*

**Recommendation**

That the information be received.

**6.3 SUBCOMMITTEE UPDATE [CK. 225-70]**

*This is an opportunity for the subcommittees to update the Committee.*

**6.3.1 Education and Awareness Subcommittee**

**6.3.2 Deafblind Subcommittee**

**7. REFERRALS FROM COUNCIL OR COMMITTEE**

**8. ANNUAL REPORT CONSIDERATION**

13 - 18

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments.*

*As stated in the Terms of Reference, the Committee shall submit an annual report, in the prescribed form, outlining the previous year's accomplishments, to City Council through the Standing Policy Committee on Transportation.*

*This report shall be submitted by March 31, 2024 and serve to demonstrate how the Committee remains relevant and current.*

A draft copy of the 2024 Annual Report is provided for approval.

**Recommendation**

That the Saskatoon Accessibility Advisory Committee approve its 2024 Annual Report for submission to City Council through the Standing Policy Committee on Transportation by March 31, 2024.

**9. WORK PLAN CONSIDERATION**

19 - 19

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments and a work plan for the upcoming year.*

*As stated in the Terms of Reference, the Committee shall submit a work plan for the upcoming year to City Council, through the Standing Policy Committee on Transportation.*

The 2024 work plan is provided for the Committee's information.

The 2025 work plan will be discussed at this meeting.

**9.1 WORK PLAN AND REFERRALS TO STANDING POLICY COMMITTEE  
[File No. CK. 225-70]**

*This is a standing item on the agenda for the Committee, and/or any subcommittees, to provide updates regarding items on its work plan and any matters being referred to the Standing Policy Committee for consideration.*

**Recommendation**

That the information be received.

**10. SUBCOMMITTEE MEMBERSHIPS**

An Advisory Committee may form subcommittees and working groups within its membership as necessary to address specific issues within its mandate.

Subcommittees shall draw upon voting members of the Committee.

The Committee currently has two subcommittees:

- Education and Awareness Subcommittee - established to educate Saskatoon on accessibility matters within the Committee's mandate.
- Deafblind Subcommittee - established to review and provide feedback on City of Saskatoon deafblind services.

The Committee is requested to determine if a subcommittee is required for 2024 and to appoint members to the Subcommittee.

**Recommendation**

That the Committee provide direction.

**11. BUDGET - STATEMENT OF EXPENDITURES [File No. CK. 1704-5]**

20 - 20

The 2024 year-end statement of expenditures is provided.

The 2025 approved budget is \$3,000.00 for conferences and education.

**Recommendation**

That the information be received.

**12. ADJOURNMENT**



## **PUBLIC MINUTES**

### **SASKATOON ACCESSIBILITY ADVISORY COMMITTEE**

**September 13, 2024, 12:00 p.m.  
via teleconference, hosted from Council Chamber**

- PRESENT:**
- Julia Adamson, Public, Chair
  - Darren Gilchrist, Public, Vice Chair
  - Christine Anaka, Public
  - Robert Gourley, Public
  - Mark Kennedy, Public
  - Alanda McLeod, Saskatchewan Deaf and Hard of Hearing Services
  - Karthik Babu Menon, Spinal Cord Injury Saskatchewan Inc.
  - Steven Schneider, Public
  - Amanda Titman, Vision Loss Rehabilitation Saskatchewan (CNIB)
- ABSENT:**
- Adeola Fadakinte, Public
  - Chelsea Wisser, The Ability Hub YXE
- ALSO PRESENT:**
- Robin Mowat - Saskatchewan Human Rights Commission Director, Reconciliation, Equity, Diversity and Inclusion, Stryker Calvez
  - Director of Building Standards Kara Fagnou
  - Access Transit Manager Brittany Hadley
  - Director of Transportation Jay Magus
  - Committee Assistant Holly Thompson
- ABSENT:**
- Councillor Bev Dubois
  - Organizational Development Consultant Thiago Prado
  - Recreation Services Manager Michelle Wolfe

#### **1. CALL TO ORDER**

The Chair called the meeting to order on Treaty 6 Territory and the Traditional Homeland of the Métis People and confirmed roll call.

**2. CONFIRMATION OF AGENDA**

**Moved By:** R. Gourley

That the agenda be confirmed as presented.

**CARRIED**

**3. DECLARATION OF CONFLICT OF INTEREST**

**4. ADOPTION OF MINUTES**

**Moved By:** C. Anaka

That the minutes of regular meeting held on June 14, 2024 of the Saskatoon Accessibility Advisory Committee be adopted.

**CARRIED**

**5. UNFINISHED BUSINESS**

**6. VERBAL UPDATES**

**6.1 REPORT OF THE CHAIR [CK. 225-70]**

*This is opportunity for the Chair to provide a verbal update on his/her activities since the last meeting.*

Julia Adamson provided an update on the following:

Flag of Overcoming

The Committee was informed that there is a flag that represents people who have disabilities called the Flag of Overcoming with the colors of three metals: gold, silver, and bronze.

Accessibility Action Plan Status

The Committee was informed that the City of Regina has had their public engagement sessions and approved their Regina Accessibility Plan which lays out 60 actions over the next 10 years.

**Moved By:** C. Anaka

That the information be received.

**CARRIED**

## **6.2 COMMITTEE OR RESOURCE MEMBER UPDATE [CK. 225-70]**

*To provide an opportunity for a Committee or resource member to update on issues, trends, events, etc. that pertain to the Committee's mandate.*

### **6.2.1 D. Gilchrist - Accessible Pedestrian Signal Volume**

Darren Gilchrist provided a verbal update and inquired as to the accessible pedestrian signal volume.

Director of Transportation Magus advised the members that the City does not have a bylaw that outlines the operation of accessible pedestrian signals (APS) throughout the city. The current practice is to follow national guidance provided by TAC in the Guidelines for Understanding, Use, and Implementation of Accessible Pedestrian Signals for both the locating tone and APS indications (crossing sounds). This guidance aims to balance the needs of low vision pedestrians while mitigating sound impacts on the surrounding neighborhood. The Administration will review locations that have been identified as to the volume being too low.

**Moved By:** R. Gourley

That the information be received.

**CARRIED**

### **6.2.2 D. Gilchrist - Registering with Access Transit**

Darren Gilchrist provided a verbal update and inquired as to the registering with Access Transit.

Access Transit Manager Brittany Hadley responded by providing clarification as to the doctor field of the form, the steps to register and where to get forms. The Committee was advised that a CNIB card is used to determine fare and not eligibility for the services.

**Moved By:** D. Gilchrist

That the information be received.

**CARRIED**

### **6.3 SUBCOMMITTEE UPDATE [CK. 225-70]**

*This is an opportunity for the subcommittees to update the Committee.*

No updates were provided.

#### **6.3.1 Education and Awareness Subcommittee**

#### **6.3.2 Deafblind Subcommittee**

## **7. REFERRALS FROM COUNCIL OR COMMITTEE**

### **7.1 Accessibility Action Plan Status [TS2024-0804]**

The Standing Policy Committee on Transportation, at its meeting held on August 06, 2024, considered the above-noted matter and resolved in part that the report be forwarded to the Saskatoon Accessibility Advisory Committee for information.

Project Services Manager Yong-Hung presented the report and along with Director of Reconciliation, Equity, Diversity and Inclusion Calvez responded to questions of the Committee.

**Moved By:** C. Anaka

That the information be received.

**CARRIED**

## **8. WORK PLAN CONSIDERATION**

*In accordance with the Committee's Terms of Reference, it shall submit an annual report outlining the previous year's accomplishments and a work plan for the upcoming year.*

No update was provided.

### **8.1 WORK PLAN AND REFERRALS TO STANDING POLICY COMMITTEE [CK. 225-70]**

*This is a standing item on the agenda for the Committee, and/or any subcommittees, to provide updates regarding items on its work plan and any matters being referred to the Standing Policy Committee for consideration.*

*In 2024, Committee will focus on the following categories for their workplan:*

- *Deafblind Services*
- *Access Transit / Conventional Transit*
- *Educational and Awareness*
- *Civic Accessibility and Safety*
- *Downtown and Bus Rapid Transit Accessibility*

**9. BUDGET - STATEMENT OF EXPENDITURES [CK. 1704-5]**

The current Statement of Expenditures was provided by the Committee's information.

The Committee reviewed the current Statement of Expenditures.

**Moved By:** R. Gourley

That the information be received.

**CARRIED**

**10. ADJOURNMENT**

The meeting adjourned at 1:05 p.m.

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J. Adamson, Chair

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Committee Assistant H. Thompson

## **ANNUAL REPORT**

December 18, 2024

Deputy City Clerk, Standing Policy Committee on Transportation

**Re: 2024 Annual Report – Saskatoon Accessibility Advisory Committee  
[ADV2025-0101]**

The mandate of the Saskatoon Accessibility Advisory Committee (the Committee) is to provide advice on matters relating to promoting universal accessibility to ensure that the City of Saskatoon's services, facilities and infrastructure are barrier-free for citizens of all abilities.

The Committee provides guidance on a variety of topics including:

- ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities;
- policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities.

### **Committee Membership**

Membership on the Committee for the year 2024 was as follows:

#### **Members**

- J. Adamson, Public
- C. Anaka, Public
- A. Fadakinte, Public
- R. Gourley, Public
- M. Kennedy, Public
- D. Gilchrist, Public
- K. Babu Menon, Spinal Cord Injury Saskatchewan
- S. Schneider, Public
- C. Wisser, Ability Hub YXE
- A. Titman, Vision Loss Rehabilitation Saskatchewan
- A. McLeod, Saskatchewan Deaf and Hard of Hearing Services

#### **Resource Members**

- Councillor B. Dubois
- Director of Transportation J. Magus
- Director of Building Standards K. Fagnou

- Organizational Development Consultant T. Prado
- Senior Building Code Engineer D. Ramsay (to July 2024)
- Access Transit Manager B. Hadley
- Recreation Services Manager M. Wolfe
- Director of Systemic Initiatives, Saskatchewan Human Rights Commission R. Mowat

### **Work Plan Goals and Accomplishments**

The work plan goals of the Committee in 2023 were as follows.

- Deafblind Services
- Access Transit / Conventional Transit
- Educational and Awareness
- Civic Accessibility and Safety
- Downtown and Bus Rapid Transit Accessibility

Appendix 1 provides a summary of key topics and resolutions by meeting, and Appendix 2 provides a summary of 2024 expenditures.

In addition, the following were also completed by the Committee:

### **2024 Reports and Communications**

#### **Matters Referred by SPC or City Council**

There were no reports/recommendations referred to the Saskatoon Accessibility Advisory Committee.

#### **Referrals from the Standing Policy Committee**

1. **Update to Saskatoon’s City Centre and District Plan [DEED2023-01]** - The Committee received the report as information and forwarded a letter to the Standing Policy Committee on Transportation thanking them for the opportunity to review the information and continue to keep the Saskatoon Accessibility Advisory Committee involved in the engagement for this project.
  - Considered June 14, 2024
2. **Accessibility Action Plan Status [TS2024-0804]** – The Committee reviewed the matter and resolved that the information be received.
  - Considered September 13, 2024

#### **Reports/Recommendations Submitted to City Council:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

**Reports/Recommendations Submitted to the Standing Policy Committee on Transportation:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

**Reports/Recommendations Submitted to the Governance and Priority Committee:**

There were no reports/recommendations from the Saskatoon Accessibility Advisory Committee.

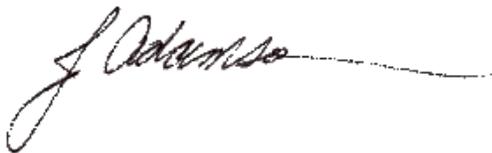
**Communication by Committee Representatives (Chair, Vice-Chair, or designate) to the local media:**

There were no matters communicated by Chair, Vice-Chair or designate to the local media for 2024.

**ATTACHMENTS**

1. Appendix 1 – 2024 Meeting Summary
2. Appendix 2 – 2024 Expenditures

Yours truly,

A handwritten signature in black ink, appearing to read 'Julia Adamson', with a long horizontal flourish extending to the right.

**Julia Adamson, Chair  
Saskatoon Accessibility Advisory Committee**

### Appendix 1 – 2024 Meeting Summary – Key Topics and Resolutions

Meeting	Summary – Key Topics and Resolutions
January	<ul style="list-style-type: none"> <li>• Julia Adamson was appointed as Chair, and Darren Gilchrist was appointed as Vice Chair for 2024.</li> <li>• Committee was provided an orientation.</li> <li>• 2024 membership was confirmed.</li> <li>• The meeting format was confirmed.</li> <li>• Education and Awareness Subcommittee provided a report on follow up on hosting an expo.</li> <li>• Administrative responses were provided on accessibility barriers for the DEED engagement and painted designated accessible parking spots and adjacent alleyways.</li> <li>• Committee discussed the budget.</li> </ul>
February	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on hosting an expo was reviewed.</li> <li>• Workplan confirmed for submission.</li> </ul>
March	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on educational materials was deferred.</li> <li>• Deafblind Subcommittee will be meeting with the Administration to strategize accessible reporting.</li> <li>• Committee discussed the budget.</li> </ul>
April	<p><u><i>Due to No Items - Meeting Cancelled.</i></u></p>
May	<ul style="list-style-type: none"> <li>• Received verbal updates.</li> <li>• Education and Awareness Subcommittee’s report on educational materials was discussed.</li> </ul>
June	<ul style="list-style-type: none"> <li>• Report considered - Update to Saskatoon’s City Centre and District Plan [DEED2023-01]</li> </ul>
September	<ul style="list-style-type: none"> <li>• Committee Member Inquiry – Accessible Pedestrian Signal Volume – Administration addressed an inquiry related to the volume on the Accessible Pedestrian Signals.</li> </ul>

	<ul style="list-style-type: none"><li>• Committee Member Inquiry – Registering with Access Transit – Administration advised the Committee how to register.</li><li>• Report considered - Accessibility Action Plan Status [TS2024-0804]</li></ul>
October	No meeting due to Civic Election.
November	No meeting due to Civic Election.

**Appendix 2 – 2024 Expenditure**

There were no expenditures for 2024.

March 20, 2024

Deputy City Clerk, Standing Policy Committee on Transportation

**Re: 2024 Work Plan – Saskatoon Accessibility Advisory Committee  
(ADV. 2024-0305)**

The function and mandate of the Saskatoon Accessibility Advisory Committee (“SAAC”) shall be to:

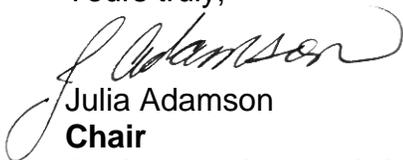
1. Provide advice to City Council with respect to ensuring that City of Saskatoon services, information, facilities and infrastructure are accessible for citizens of all abilities.
2. Provide advice to City Council on policies and programs for improving accessibility to City services, information, facilities, infrastructure, and employment opportunities.
3. Develop sensitivity and accessibility awareness educational material.
4. Monitor implementation and administration of the Action Plan on Accessibility.
5. Review, evaluate and participate in an update of the Action Plan on Accessibility and advise City Council of progress in achieving the goals for improving accessibility to City services, information, facilities, infrastructure and employee awareness as recommended in the Action Plan.
6. Act as a resource to City Administration respecting development and implementation of public relations campaigns to promote the City’s efforts in making City services, information, facilities, and infrastructure accessible to all individuals.

**Work Plan for [2024]**

The Saskatoon Accessibility Advisory Committee at its meeting held on March 8, 2024, discussed relevant matters within the Committee’s mandate to include in the 2024 work plan. In 2024, Committee will focus on the following:

- Deafblind Services
- Access Transit / Conventional Transit
- Educational and Awareness
- Civic Accessibility and Safety
- Downtown and Bus Rapid Transit Accessibility

Yours truly,



Julia Adamson

**Chair****Saskatoon Accessibility Advisory Committee**

**2024 Budget for the Saskatoon Accessibility Advisory Committee**

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE	TOTAL SPENT	BUDGET REMAINING
	Beginning Balance			<b>\$3,000</b>		<b>\$3,000</b>
					0	\$3,000
					0	\$3,000
					0	\$3,000
	Remaining Balance					<b>\$3,000</b>