



City of Hamilton
ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
COMMITTEE

Meeting #: 18-006
Date: June 12, 2018
Time: 4:00 p.m.
Location: Room 192 and 193, City Hall
71 Main Street West

Loren Kolar, Legislative Coordinator (905) 546-2424 ext. 2604

	Pages
1. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
2. DECLARATIONS OF INTEREST	
3. APPROVAL OF MINUTES OF PREVIOUS MEETING	
3.1 May 8, 2018	3
4. DELEGATION REQUESTS	
5. CONSENT ITEMS	
5.1 Built Environment Working Group Update	
5.1.a April 3, 2018 Meeting Notes	7
5.2 Housing Issues Working Group Update	
5.3 Outreach Working Group Update	

5.4 Transportation Working Group Update

5.4.a April 24, 2018 Meeting Notes

13

5.5 Wheelchair and Scooter Breakdown Working Group Update

6. PUBLIC HEARINGS / DELEGATIONS

7. STAFF PRESENTATIONS

8. DISCUSSION ITEMS

9. MOTIONS

10. NOTICES OF MOTION

11. GENERAL INFORMATION / OTHER BUSINESS

11.1 Accessibility Complaints to the City of Hamilton (no copy)

11.2 Accessibility for Ontario with Disabilities Act (AODA) Update
(no copy)

11.3 Outstanding Business List as of May 31, 2018

16

11.4 Verbal Update respecting Presenters to the Advisory
Committee for Persons with Disabilities (no copy)

12. PRIVATE AND CONFIDENTIAL

13. ADJOURNMENT



Hamilton

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES

Minutes 18-005

4:00 p.m.

Tuesday, May 8, 2018

Rooms 192 and 193, City Hall

71 Main Street West

Present: A. Mallet (Chair)
P. Cameron, J. Cardno, T. Manzuk, T. Murphy, A. Nicolls, K. Nolan, T. Nolan, M. Sinclair, B. Semkow

Absent with regrets: Councillor S. Merulla – City Business, P. Lynes, P. Kilburn and T. Wallis

Also Present: Staff Sergeant J. Savoie

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

(Murphy/Kilburn)

That the agenda for the May 8, 2018 meeting of Advisory Committee for Persons with Disabilities be approved, as presented.

CARRIED

(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) APPROVAL OF MINUTES (Item 3)**(i) April 10, 2018 (Item 3.1)****(Nicolls/K. Nolan)**

That the minutes of the April 10, 2018 meeting of the Advisory Committee for Persons with Disabilities be approved, as presented.

CARRIED**(d) CONSENT ITEMS (Item 5)****(i) Built Environment Working Group Meeting Notes – March 4, 2018 (Item 5.1)****(Cameron/Sinclair)**

That the Built Environment Working Group Meeting Notes of March 4, 2018 be received.

CARRIED**(ii) Housing Issues Working Group Update (Item 5.2)**

No report.

(iii) Outreach Working Group Update (Item 5.3)**(Kilburn/Manzuk)**

That staff be directed to execute the following:

- (a) That the amount of \$532.10 for the cost of closed-captioning for the Advisory Committee for Persons with Disabilities Outreach Working Groups' event scheduled for May 28, 2018, be approved;
- (b) That the cost of refreshments for the Outreach Working Groups' event be approved; and
- (c) That the above expenses for the Outreach Working Groups' event be charged to Account 300303-57516 for the Advisory Committee for Persons with Disabilities.

CARRIED

(iv) Transportation Working Group Update – March 27, 2018 (Item 5.4)**(Semkow/Nicolls)**

That the Transportation Working Group Notes of March 27, 2018, be received.

CARRIED

(v) Wheelchair and Scooter Safety Working Group Update (Item 5.6)

No report.

(e) PRESENTATIONS (Item 7)**(i) Presentation from Alex Ivic, Program Director, Lions Foundation respecting Guide Dog Programming (Item 7.1)**

Alex Ivic, Program Director, Lions Foundation addressed the Committee respecting Guide Dog Programming, with the aid of a PowerPoint presentation. A copy of the presentation has been included in the official record and is available at www.hamilton.ca.

(Semkow/Murphy)

That the presentation from Alex Ivic, Program Director, Lions Foundation addressed the Committee respecting Guide Dog Programming, be received.

CARRIED

(f) GENERAL INFORMATION/OTHER BUSINESS (Item 11)**(i) Access & Equity Transition to Human Resources Follow-up (Item 11.1)**

The matter respecting the Access & Equity Transition to Human Resources Follow-up was deferred to the June 12, 2018 meeting due to time constraints.

(ii) Accessibility Complaints to the City of Hamilton Update (Item 11.2)

The matter respecting the Access & Equity Transition to Human Resources Follow-up was deferred to the June 12, 2018 meeting due to time constraints.

(h) ADJOURNMENT (Item 13)

(Cardno/Sinclair)

That there being no further business, the Advisory Committee for Persons with Disabilities be adjourned at 5:45 p.m.

CARRIED

Respectfully submitted,

A. Mallet, Chair
Advisory Committee for Persons
with Disabilities

Loren Kolar
Legislative Coordinator
Office of the City Clerk



Hamilton

Minutes

Advisory Committee for Persons with Disabilities
Built Environment Sub-Committee
Tuesday, April 3, 2018, 4:00pm – 6:00 p.m.
City Hall, 71 Main St. W., Room 192

Present: Mary Sinclair (Chair), Al Nicolls, Tom Manzuk, Tim Murphy, Paula Kilburn (by phone).

Absent with

Regrets: Aznive Mallett, Terri Wallis, Patty Cameron.

Also

Present: Jessica Bowen, Human Rights, Diversity & Inclusion
Adrian Page, Human Rights, Diversity & Inclusion

Guest: Efram Turchick (Hamilton resident)
Luke Anderson, StopGap (via conference call).

1. Changes to the Agenda

1.1 Addition of Item 5.1 Pop Up Parks

Agenda approved as amended

2. Approval of Minutes of Previous Meeting

2.1 Built Environment Sub-Committee Meeting Notes, dated March 6, 2018

3. Presentations

3.1 StopGap Presentation

E. Turchick and L. Anderson shared their interest in renewing StopGap throughout the City of Hamilton. L. Anderson from StopGap provided some background information on the StopGap project. StopGap has been working with many communities across the country building a community ramp project. The project began in 2011 and started with 11 ramps. Due to the overwhelming success and demand, 50 communities participate in the bringing these ramps to their local businesses. There are now over 1,000 ramps in use across Canada.

The Committee asked several questions including the following:

Q: What these ramps are like?

A: The ramps are temporary and made with a plywood top with a wood foundation, to be custom suited. The business owners take on the responsibility of using the ramps safely. All municipalities have a bylaw that prevents a small business from having anything out of its premises on City property. The ramps are to be used on a request basis. Business owners need to sign a waiver that says they will participate under those terms. In most cases, they are getting a ramp at little to no cost though donation, fundraisers, etcetera.

There was a Hamilton Community Ramp Project and StopGap were working with the Hamilton Tool Library; the Tool Library no longer exists.

StopGap is a temporary solution to enable individuals to have access to businesses while they work towards more permanent solutions to increase accessibility.

Q: If businesses have these ramps is there something that they have that will notify members of the public that a ramp is available?

A: With each ramp, participating business owners have a sign. There is a spot on the sign to include a phone number so that when someone wants to access the business, they can call and get in contact with someone. We also recommend using inexpensive call bells that cost \$30.00 to \$40.00 at a hardware store.

Q: What are the concerns with the ramps?

A: Concern has been expressed previously about liability. The ramp elevation is also a concern as it may be different for each location.

Because StopGap ramps are temporary, there is no need to apply for a building permit and they are not governed by the Ontario Building Code.

E. Turchick suggested following measures be implemented by the City to support accessibility:

1. City sponsored outreach to encourage step-to-ramp conversions. Educating business owners and defining the fiscal benefits;

2. City waiving administrative fees;
3. One time property tax rebate as an added incentive;
4. Incorporate StopGap into the Multi-Year Accessibility Plan.

The Committee requested City staff to attend an upcoming meeting to share information on the concerns that the City may have in relation to the StopGap project.

4. Discussion Items

i. Barrier-Free Design Guidelines Revision Project (BFDG)

No update

ii. Review of New Capital Projects

Annual list of projects confirmation

The Committee reviewed the list of new capital projects as outlined by Public Works, Strategic Planning, Capital & Compliance. The Committee agreed to review the following projects:

1. Pinky Lewis Recreation Centre Renovations
2. Hamilton Police Services: Investigation Services Division
3. New Greensville Elementary School Community Center and Library

Committee members agreed to create two lists outlining accessibility considerations for Washrooms and Elevators. The checklists will use the information that has been collected during accessibility tours as well as from members experiences using these facilities. These two lists will be submitted to Capital Planning for review.

- iii. **Tour of Facilities**
Deferred to next meeting
- iv. **Accessible Pedestrian Signals**
Deferred to next meeting
- v. **Beach Strip Trail Washroom**
Deferred to next meeting
- vi. **Bus Stop Audit & Design**
Deferred to next meeting
- vii. **City Hall Audit**
Deferred to next meeting
- viii. **MacNab Street Terminal Deficiency Audit**
Deferred to next meeting
- ix. **Social Housing Accessibility Issues & Concerns**
Deferred to next meeting
- x. **Tim Hortons Stadium**
Deferred to next meeting
- xi. **Washroom Accessibility**
Deferred to next meeting
- xii. **Curbing at Intersections**
Deferred to next meeting

5. Other Business

- 5.1 Pop-up Parks
Deferred to next meeting

6. Adjournment

Meeting adjourned at 6:00pm

Next meeting: Tuesday, May 1, 2018

Transportation Working Group
 Advisory Committee for Persons with Disabilities
 Tuesday, April 24, 2018
 Room 193, City Hall

Members in Attendance:

Paula Kilburn (Chair), George Hough, Tom Manzuk, Tim Murphy, Alan Nicolls, Kim Nolan, Tim Nolan, Robert Semkow

Also Present:

Mary Sinclair, Dennis Guy, Owen Quinn, Mark Mindorff

Regrets/Absent:

Terri Wallis (Vice-Chair), Elizabeth (Jane) Cardno, Aznive Mallett

MEETING NOTES:

1. **Welcome & Introduction / Approval of Agenda** - approved with additional item:
 - Hospital Accessibility for Transit Vehicles (HSR & DARTS)
2. **Review of Meeting Notes – March 27th** – approved
3. **HSR Service**
 - a) On-board Annunciator Messages
 - Dennis noted that HSR are looking to deliver messages through the on-board annunciation system between bus stop announcements for HSR information only (i.e. move to back of bus) not for advertising
 - It was noted that there would not be enough time for messages where there are short distances between bus stops
 - Most members were in favour for audio/visual messaging on buses
 - Dennis noted that McMaster University study starting in 2018 will review methods to improve HSR service (i.e. communication)
 - b) HSR Support Person ID Card
 - Owen gave overview of HSR Support Person ID Card application form
 - Members asked if ID Cards can be issued by HSR staff at GO Station (36 Hunter St. E.) since application forms are submitted to ATS Office
 - DARTS passengers do not require ID card since registered for service in advance so would have notation on file if need support person

5.4

- Members noted that Metrolinx use a sticker on PRESTO Card to identify if passenger requires support person

4. DARTS Service**a) DARTS Negotiations**

- Mark advised negotiations still ongoing and next meeting is in mid-May
- Issues: use of subcontractors; wage rates based on vehicle types

b) Survey - No progress to date**c) Other**Fleet & Service Delivery

- About 6 or 7 buses (ARBOC) remain in fleet; DARTS will unload these once repairs exceed \$2500
- MV-1's will be replaced by Toyota Sienna vans (rear-entry)
- Approximately 45% of service being delivered by subcontractors
- Mark confirmed pay rates for drivers: VETS and HTOWN are fixed rate for trip, MV-1 is hourly rate and HCAB is meter rate (\$20 on average)
- Trips are sent to lowest cost provider as per direction from Council

Complaints

- Complaints at 2 per 1,000 trips; complaints for subcontractors involve issues such as no "door-to-door" service and poor driving habits
- Drivers are two separate groups: 1) DARTS paid hourly; and, 2) Subcontractors paid by trip – this could result in more complaints (i.e. no "door-to-door" service) as driver is focused on getting more trips
- Tim N. asked if complaints could be provided by service provider: Mark noted that he could provide this information at next meeting
- Mark could provide members with overview of DARTS driver training

Driver Training

- Members inquired if drivers for subcontractor receive same training as DARTS drivers; Mark confirmed it is not same level of training

Parking at General Hospital

- DARTS noted that drivers are no longer being ticketed by By-law staff when stopping near front doors of General Hospital

Wheelchair/Scooter Breakdown

- DARTS is working with HSR on process for Wheelchair/Scooter Breakdown as per direction from ACPD and Councillor Merulla

5. Accessible Transit Services Review

a) Next meeting – April 27, 2018

- Mark will provide DARTS Quarterly Update Report at this meeting; and will provide an update on DARTS Collective Agreement (in camera)
- Tim N. inquired about ATS Performance Report; HSR will finalize soon

6. ATS-DARTS Policy Review

- List of ATS-DARTS policies previously reviewed was distributed
- Members suggested that HSR contact McMaster University or CityLab to request a project that would review ATS-DARTS policies; Dennis will follow up with CityLab as he has contact with this agency

a) ATS Policies

- Passenger Suspensions
 - Owen noted suspensions can be used for many reasons (i.e. behavioural incidents, non-payment of fares, no show & cancels)

b) DARTS Policies

- Seatbelts & Footrests
 - Seatbelts required on all wheelchairs (unless medical exemption)
 - Footrests are required to prevent injuries to passengers

7. Other Business

a) Hospital Accessibility for Transit Vehicles (HSR & DARTS)

- George advised ACPD and Seniors Advisory Committee (SAC) have proposed study for Fall, 2018 to review hospital accessibility for transit

8. Discussion of Agenda Items for next meeting

a) Taxi Scrip

- Waiting for update from HSR Fare & Revenue staff on previous concerns (i.e. darker blue colour for \$5 coupon with corner clipped off)

9. Next Meeting – May 22, 2018

Adjournment

	Issue	Date Action Initiated	Lead Dept/Div	Status	Due Date
A	Update of the 2006 Barrier Free Design Guidelines	June 14, 2016 (Item 8.2)		That financial and administrative resources be put forward by Public Works, in consultation with CityHousing Hamilton, to update the 2006 Barrier Free Design Guidelines and that those guidelines include updated requirements for accessible housing within City owned and operated housing facilities.	Ongoing
B	Housing Services and City of Hamilton's Barrier Free Design Guidelines	September 13, 2016 Item 4(i)		That Housing Services staff be directed to adhere to the City of Hamilton's Barrier Free Design Guidelines and consult with the Advisory Committee for Persons with Disabilities for any future housing renovations and new construction projects.	Ongoing
C	Request for an Accessibility Audit Update from Housing Services	September 13, 2016 Item 4 (ii)		That staff be directed to prepare an update to the Advisory Committee on Persons with Disabilities, on all accessibility audits completed to date by ACPD, including City Hall, MacNab Street Terminal, Stoney Creek Recreation Centre, Battlefield House and Park, Westmount Recreation Centre, Waterdown Civic Centre, 690 Stone Church Road West and Tim Horton's Field, with dates, outcomes and outstanding items found in each audit.	Ongoing
D	Locations of Accessible Washrooms in City Owned Facilities	August 8, 2017 17-007		That staff be directed to provide an inventory of accessible public	Ongoing

	Issue	Date Action Initiated	Lead Dept/Div	Status	Due Date
		(Item 5.2)		washrooms in City owned facilities, to be made available to the public	
E	Smoke Free Policy for Social Housing	Dec. 12./17 (Added Item 9.1)		That Public Health Services staff be directed to investigate the feasibility of establishing a smoke-free policy for all social housing in Hamilton	Ongoing
F	Snow Removal Processes and Policies	Feb.13/18 18-002 (Item 7.2)		That staff be directed to work on a solution for snow clearing and work with members of the Advisory Committee for Persons with Disabilities to develop a plan for the Winter 2018/2019.	Ongoing
G	Outreach Working Group Roundtable Discussion	Mar.13/18 18-003 (Item 5.4)		(a) That a Roundtable Discussion event with Service Providers to discuss how the City of Hamilton can improve the quality of life for persons with disabilities, be approved; and (b) That the draft letter of invitation to the Outreach Working Group Roundtable Discussion, be approved.	Complete
H	Verbal Update on the Equitable Access to the City's Taxi System for All Persons with Disabilities (PED16232(b))	Mar.13/18 18-003 (Item 5.6)		That, as the Advisory Committee for Persons with Disabilities is in support of the concept of an incentive program for accessible taxi services, Licensing staff be directed to prepare a report with recommendations for the proposed incentive program, and in future, work with DARTS for further initiatives to support on-demand accessible transportation and report	Ongoing

	Issue	Date Action Initiated	Lead Dept/Div	Status	Due Date
				back to the Advisory Committee for Persons with Disabilities.	
I	Housing Working Group's Glossary to Finding Housing in Hamilton for People with Disabilities	Mar.13/18 18-003 (Item 8.1)		(a) That the Glossary for the Guide to Finding Housing in Hamilton for People with Disabilities, be referred to the Housing Working Group for further revision; and (b) That the Glossary be presented to the Advisory Committee for Persons with Disabilities along with the Guide to Finding Housing in Hamilton for People with Disabilities, when they have both been revised.	Ongoing
J	Review of Snow and Ice By-law No. 03-296	Mar.13/18 18-003 Item 11.6		That staff be directed to provide an update on the last Review of Snow and Ice By-law No. 03-296 conducted by the Advisory Committee for Persons with Disabilities, to determine whether a new review should be conducted by the Committee.	Update provided April 10, 2018
K	Project Proposals from the ACPD to CityLAB	April 10, 2018 18-004 (Added Item 8.1)		Staff were directed to forward the following project proposals from the Advisory Committee for Persons with Disabilities to CityLab for their consideration: 1.From the Transportation Working Group - a project to fully investigate the positives and negatives of converting accessible transportation services (DARTS) to on-demand taxis.	Ongoing

	Issue	Date Action Initiated	Lead Dept/Div	Status	Due Date
				<p>2. From the Built Environment Working Group - an education video regarding Audible Pedestrian Signals</p> <p>3. From the Built Environment Working Group - an accessible washroom inventory of City owned facilities (also on the Outstanding Business List)</p> <p>Tim Nolan, Advisory Committee for Persons with Disabilities will be considered by CityLab as a liaison for the Project Proposals to CityLab.</p>	
L	Review of Snow and Ice By-law No. 03-296	April 10, 2018 18-004 (Added Item 11.5)		<p>(a) That appropriate staff be invited to come to a meeting of the Advisory Committee for Persons with Disabilities to discuss the Snow and Ice By-law No. 03-296 By-law; and</p> <p>(b) That a copy of the current Snow and Ice By-law No. 03-296 be distributed to members of the Advisory Committee for Persons with Disabilities for review and discussion with staff.</p>	Ongoing
M	Note-taker for ACPD meetings	April 10, 2018 18-004		Staff were directed to investigate the feasibility and criteria for hiring a note-taker for the working groups of the Advisory Committee for Persons with Disabilities.	Ongoing