



**City of Hamilton**  
**ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES**  
**COMMITTEE**

**Meeting #:** 19-002  
**Date:** March 12, 2019  
**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

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**7. CONSENT ITEMS**

7.2 Housing Issues Working Group Update

\*7.2.a Meeting Notes - January 15, 2019

**11. MOTIONS**

\*11.1 Hamilton Street Railway Bus Transfers

**13. GENERAL INFORMATION / OTHER BUSINESS**

\*13.3 Citizen Committee Report respecting Polling Station Accessibility During the 2018 Election

\*13.3.a Citizen Committee Report - Sample Copy

## 4.2

**Advisory Committee for Persons with Disabilities  
Housing Working Group  
Meeting Notes  
2:00p.m. – 4:00p.m.  
Tuesday, January 15, 2019  
Room 193/City Hall  
71 Main Street West**

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**Present:** Mary Sinclair, Patty Lynes. John Hawker, Tom Manzuk  
Jayne Cardno, Paula Kilburn

**Guest:** Darlene Burkett (Part)

**1.0** Welcome and Introductions

**2.0 General Discussion**

Clear print guidelines indicate information to be available in 16 pt. Font.

- The working group to bring to ACPD the challenge of accessing printed material in 16 pt. Font.
- Ask ACPD to take a motion to General Issues Committee.
- Paula to do a presentation.

***Post meeting note:***

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**Clear print guidelines**

What is considered to be clear print? Documents are considered to be clear print when they are clearly designed, easy to read and formatted in an accessible manner. City of Hamilton Guideline for Clear Print Guideline is:

- For e-mail – Arial 14 or Verdana 12

- For agendas, minutes and printed publications – Arial 12 or Verdana 12

### **Exceptions to clear print guidelines**

- If departments produce documents that do not meet the clear, accessible and large print guidelines, due to design and formatting restrictions, provisions must be made to reproduce the document, in an alternate format, which meets the proposed guidelines, to suit the needs of the person with the disability, upon request.
  - Publications produced in a lower font(e.g. Waste Calendar & Recreation Guide) than the Clear Print Guidelines must also be available, on request, in both Clear Print (12 font) and Large Print (18 font) formats.
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### **3.0 Discussion regarding Improvements to the Application for Subsidized Housing**

- The Access to Housing (ATH) with the City of Hamilton-Application for Subsidized Housing, dated June 2018 was provided to the Housing Working Group. This is the most recent version of the application.
- The Housing Working Group reviewed the application as follows:
  - Recommend the document be available in 16 Point Font.
  - Very difficult to find form on the City's web site;

- Also the new Housing Guide for Persons' with Disabilities is also very difficult to find on the City's web site. See link below.

❖ <https://www.hamilton.ca/city-initiatives/strategies-actions/housing-homelessness-research-and-planning>

- General Discussion:
  - Are we clear about the type of housing the application is for?
  - Q. Are there staff at shelters that help guide people through the application process?
  - In the application it is unclear the way housing is listed.
  - Where for example does Indwell; Victoria Housing fit in?
- Content:
  - Page 1  
**'To qualify for social housing in the City of Hamilton, applicants must: be 16 years of age or older and be able to live independently.'**

**Reference to independent living a concern.**

- **Mail, fax or deliver your application**  
Application should be fillable on-line;
- Page 2  
**Reference to Male or Female**  
should be removed
- Page 9  
**Reference to Independent living**

- Page 10  
**Section 8: Special Needs**  
 Discussion around the reference to a modified unit request and 'barrier free'  
  
 Special Needs covers a broad range of issues. This deals with only mobility issues. No where in application does it discuss special needs.  
 Hope to have a list from Daniel Blake on accommodations (ie; roll in showers)
- Page 12  
**Application for Housing cont'**.  
 Concern about cancellation of application if Access to Housing is unable to contact applicant. How is application contacted. Phone/letter or email. Are the contacted in all three ways before there application is cancelled.
- Building Selection Form  
**Confusing Form. Does not list how many units are modified.**  
 Redo the Building Selection form for people with disabilities and include the special needs form.

#### 4.0 Discussion about the Access to Housing Form (ATH) Special Needs:

- Bring to ACPD a need for a motion for Housing to look at a revised Form for Housing to expand on the range of disabilities. Housing to take this up, and work with ACPD. Change the title of the form from special needs.

- Streamline w/Housing and Homelessness Action Plan.
- Edward Johns is the new Director of Housing, replacing Adam Sweedland.

## **5.0 AODA Compliance**

- Discussed AODA compliance by 2025 and reference to 25% Accessible. Supportive Unit / Barrier Free.
- Patty to review prior to February meeting and report

## **6.0 General Discussion about Housing**

- People fall through the cracks; housing is confusing.
- Does the general public understand the difference between city housing, public housing, social housing, provincial housing, federal housing?
- **CityHousing Hamilton**

In the housing and homelessness action plan update (HSC18017) (CityWide), Prepared by James O'Brien

**April 13, 2018**

'The direct program delivery will focus on continuous improvement and accountability through initiatives such as:

Streamlining the application process by implementing an online process and identifying other options for accessing the services.'

- What was currently available in the library about housing is no longer available because the red book-information Hamilton.

Meeting adjourned at 3:30

**Next meeting:** 19 February 2019

# CITY OF HAMILTON M O T I O N

Advisory Committee for Persons with Disabilities: March 12, 2019

MOVED BY .....

SECONDED BY .....

## Hamilton Street Railway Bus Transfers

WHEREAS, Accessibility for Ontarians with Disabilities Act (AODA) Standards stress the need for equity of services on transit;

WHEREAS, those experiencing disabilities such as mobility challenges are frequently slow moving, requiring a longer time to reach bus stops, especially those mid-block and, similarly more time to complete tasks such as shopping and appointments;

WHEREAS, there is no actual financial costs to implement this practice;

WHEREAS, benefit may be gained from the goodwill and educational process that acknowledges diversity in ridership.

THEREFORE BE IT RESOLVED:

ACPD requests City Council to direct staff to investigate the feasibility of HSR extending the duration of HSR bus transfers for persons with disabilities including consultation with ACPD on this process.





# CITIZEN COMMITTEE REPORT – SAMPLE COPY

<b>To:</b>	Chair and Members Public Works Committee
<b>From:</b>	Sharon Gibbons Hamilton Cycling Committee – Chair _____ (to be signed by the Chair)
<b>Date:</b>	April 1, 2019
<b>Re:</b>	City of Hamilton Capital Budget- Cycling Master Plan

**Recommendation:**

(/)  
WHEREAS

THEREFORE, BE IT RESOLVED:

That the Hamilton Cycling Committee advises Hamilton City Council .....

**Background:**

The Hamilton Cycling Committee believes the City of Hamilton should be making a more substantial annual investment towards the completion of the Cycling Master Plan.

**Analysis/Rationale:**

The Hamilton Cycling Committee believes a more substantial investment towards the Cycling Master Plan is required if the urban portion of the plan is to be completed by 2029.