



City of Hamilton
ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
AGENDA

Meeting #: 21-009
Date: September 14, 2021
Time: 4:00 p.m.
Location: Due to the COVID-19 and the Closure of City Hall
All electronic meetings can be viewed at:
City's YouTube Channel:
<https://www.youtube.com/user/InsideCityofHamilton>

Alicia Davenport, Legislative Coordinator (905) 546-2424 ext. 2729

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. August 10, 2021

4. COMMUNICATIONS

5. DELEGATION REQUESTS

6. CONSENT ITEMS

6.1. Built Environment Working Group Update

6.1.a. Built Environment Working Group Meeting Notes - July 6, 2021

6.1.b. Built Environment Working Group Meeting Notes - August 3, 2021

6.1.c. Authorization for Advisory Committee for Persons with Disabilities Member to Submit a Delegation Request to the Hamilton Municipal Heritage Committee

6.2. Housing Issues Working Group Update

6.2.a. Housing Issues Working Group Meeting Notes - July 20, 2021

6.3. Outreach Working Group Update (no copy)

6.4. Transportation Working Group Update

6.4.a. Transportation Working Group Meeting Notes - August 24, 2021

6.5. Strategic Planning Working Group Update (no copy)

7. STAFF PRESENTATIONS

8. PUBLIC HEARINGS / DELEGATIONS

9. DISCUSSION ITEMS

10. MOTIONS

11. NOTICES OF MOTION

12. GENERAL INFORMATION / OTHER BUSINESS

12.1. Accessibility Complaints to the City of Hamilton (no copy)

12.2. Accessibility for Ontarians with Disabilities Act, 2005 (AODA) Update (no copy)

12.3. Presenters List for the Advisory Committee for Persons with Disabilities

13. PRIVATE AND CONFIDENTIAL

14. ADJOURNMENT



Hamilton

**ADVISORY COMMITTEE FOR PERSONS WITH
DISABILITIES
MINUTES 21-008**

4:00 p.m.

Tuesday, August 10, 2021

**Due to COVID-19 and the Closure of City Hall,
this meeting was held virtually.**

Present: A. Mallet (Chair), P. Kilburn (Vice-Chair), S. Aaron,
P. Cameron, J. Cardno, M. Dent, L. Dingman,
A. Frisina, S. Geffros, J. Kemp, T. Manzuk,
M. McNeil, T. Murphy, K. Nolan, T. Nolan and
R. Semkow

Absent
with regrets: Mayor F. Eisenberger
C. McBride

Also Present: J. Bowen, Supervisor, Diversity and Inclusion
C. Cutler, Advisor to the Mayor

**THE FOLLOWING ITEMS WERE REFERRED TO THE
GENERAL ISSUES COMMITTEE FOR CONSIDERATION:**

- 1. Advisory Committee for Persons with Disabilities'
Disability Awareness Calendar (Item 6.3(a))**

(Kemp/Cameron)

WHEREAS, the Disability Awareness Calendar generates awareness to a wide variety of annual health, disability awareness and inclusion campaigns and includes various disability awareness dates and commemorative observance days, weeks and months;

THEREFORE, BE IT RESOLVED:

- (a) That the Advisory Committee for Persons with Disabilities' Annual Disability Awareness Calendar, attached as Appendix "A", be approved; and,
- (b) That the Advisory Committee for Persons with Disabilities' Annual Disability Awareness Calendar, attached as Appendix "A", be posted on the Advisory Committee for Persons with Disabilities webpage (<https://www.hamilton.ca/council-committee/council-committee-meetings/advisory-committee-persons-disabilities>).

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

The Committee Clerk advised of the following changes to the agenda:

6. CONSENT ITEMS

6.3 Outreach Working Group Update

6.3(b) Outreach Working Group Meeting
Notes – June 29, 2021

12. GENERAL INFORMATION / OTHER BUSINESS

12.4 Vote Housing Campaign Video

CHANGES TO THE ORDER OF ITEMS:

That the following agenda items moved up on the agenda to be considered following the Approval of Minutes of the Previous Meeting:

8. PUBLIC HEARINGS / DELEGATIONS

- 8.1 Susan Creer, Accessible Hamilton, respecting Accessibility Concerns with the Outdoor Dining District Program (approved at the July 13, 2021 meeting)

7. STAFF PRESENTATIONS

- 7.1 Complete, Livable, Better Streets Design Manual

(Kilburn/Semkow)

That the agenda for the August 10, 2021 meeting of the Advisory Committee for Persons with Disabilities be approved, as amended.

CARRIED**(b) DECLARATIONS OF INTEREST (Item 2)**

There were no declarations of interest.

(c) APPROVAL OF MINUTES (Item 3)

- (i) July 13, 2021 (Item 3.1)**

(Cameron/Aaron)

That the minutes of the July 13, 2021 meeting of the Advisory Committee for Persons with Disabilities, be approved, as presented.

CARRIED**(d) CONSENT ITEMS (Item 6)****(i) Built Environment Working Group Update (Item 6.1)**

The Built Environment Working Group advised the Committee that they are engaged in discussions with Public Works staff respecting the 2022/2023 sidewalk snow-clearing program. The Working Group has also followed up with Landscape Architectural Services to pursue the development of accessibility guidelines for municipal parks and recreational spaces. Other ongoing topics of discussion include, but are not limited to, sidewalk curb cuts and the integration of accessibility in heritage properties.

(Kilburn/Kemp)

That the verbal update from T. Manzuk, respecting the Built Environment Working Group, be received.

CARRIED**(ii) Housing Issues Working Group Update (Item 6.2)****(1) Housing Issues Working Group Meeting Notes – June 15, 2021 (Item 6.2(a))****(Kilburn/Semkow)**

That the Housing Issues Working Group Meeting Notes of June 15, 2021, be received.

CARRIED

(iii) Outreach Working Group Update (Item 6.3)**(1) Outreach Working Group Meeting Notes –
June 29, 2021 (Added Item 6.3(b))****(Kilburn/Kemp)**

That the Outreach Working Group Meeting Notes of June 29, 2021, be received.

CARRIED**(iv) Transportation Working Group Update (Item 6.4)****(1) Transportation Working Group Meeting Notes
– July 27, 2021 (Item 6.4(a))****(Kemp/Frisina)**

That the Transportation Working Group Meeting Notes of July 27, 2021, be received.

CARRIED**(v) Strategic Planning Working Group Update (Item 6.5)**

A. Mallet relinquished the Chair to P. Kilburn to provide the Committee with an update on the Strategic Planning Working Group.

(Kilburn/Kemp)

The verbal update from A. Mallet, respecting the Strategic Planning Working Group, was received.

CARRIED

A. Mallet assumed the Chair.

**(1) Strategic Planning Working Group Meeting
Notes – July 26, 2021 (Item 6.5(a))**

(Kemp/Dingman)

That the Strategic Planning Working Group Meeting Notes of July 26, 2021, be received.

CARRIED

(Cameron/Geffros)

That members of the Advisory Committee for Persons with Disabilities be permitted to delegate at the August 12, 2021 meeting of the Audit, Finance and Administration Committee respecting Item 1 of Governance Review Sub-Committee Report 21-005 - July 14, 2021 (2022 Municipal Election: Voting Methods and Tabulating By-law (FCS21073) (City Wide)).

DEFEATED

(e) STAFF PRESENTATIONS (Item 7)

**(i) Complete, Livable, Better Streets Design Manual
(Item 7.1)**

Trevor Jenkins, Project Manager – Sustainable Mobility, addressed Committee respecting the Complete, Livable, Better Streets Design Manual.

Brian Hollingworth, Director, Transportation Planning and Parking, was also present and assisted in answering questions.

(Kemp/Dingman)

That the presentation, respecting the Complete, Livable, Better Streets Design Manual, be received.

CARRIED

(f) PUBLIC HEARINGS / DELEGATIONS (Item 8)**(i) Susan Creer, Accessible Hamilton, respecting Accessibility Concerns with the Outdoor Dining District Program (approved at the July 13, 2021 meeting) (Item 8.1)**

Susan Creer, Accessible Hamilton, addressed the Committee respecting Accessibility Concerns with the Outdoor Dining District Program, with the aid of a presentation.

(Cameron/Kilburn)

That the delegation from Susan Creer, Accessible Hamilton, respecting Accessibility Concerns with the Outdoor Dining District Program, be received.

CARRIED

The Committee felt that a more fulsome discussion respecting the Outdoor Dining District Program should be the subject matter of a Special Meeting of the Advisory Committee for Persons with Disabilities and therefore, requested that the Legislative Coordinator schedule a Special Meeting with all relevant City staff being invited.

(g) GENERAL INFORMATION / OTHER BUSINESS (Item 12)**(i) Accessibility Complaints to the City of Hamilton
(Item 12.1)**

Jessica Bowen, Supervisor, Diversity and Inclusion, advised that an accessibility complaint was received in relation to the placement of a pole at an intersection. The complaint was forwarded to the appropriate staff in Public Works for further discussion and resolution.

(Kilburn/Cameron)

That the verbal update from Jessica Bowen, respecting Accessibility Complaints to the City of Hamilton, be received.

CARRIED**(ii) *Accessibility for Ontarians with Disabilities Act, 2005 (AODA) Update (Item 12.2)***

No update.

(iii) Presenters List for the Advisory Committee for Persons with Disabilities (Item 12.3)

No update.

(iv) Vote Housing Campaign Video (Added Item 12.4)

The Vote Housing Campaign Video was shown for the Committee's information.

(Kilburn/Semkow)

That the Vote Housing Campaign Video, be received.

CARRIED

(h) ADJOURNMENT (Item 14)

(Kilburn/Frisina)

That there being no further business, the Advisory Committee for Persons with Disabilities be adjourned at 6:05 p.m.

CARRIED

Respectfully submitted,

A. Mallet, Chair
Advisory Committee for
Persons with Disabilities

Alicia Davenport
Legislative Coordinator
Office of the City Clerk

6.1(a)

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES Built Environment Working Group Meeting Notes

Tuesday, July 6, 2021
Virtual Webex Meeting
4:00p.m. – 6:00p.m.

Those in attendance: Jayne Cardno, James Kemp, Tom Manzuk, Anthony Frisina, Aznive Mallett, Shahan Aaron, Patty Cameron

Also in attendance: Taline Morris, Jessica Bowen, Melissa McGinnis

Those absent: Paula Kilburn

1. Welcome and Introductions.
2. Meeting Procedural Announcement: The Chair presented some rules of order for all future meetings.
3. Land Acknowledgement: The Chair informed the group that the land acknowledgement would be read at the beginning of every built meeting.
4. Approval of Agenda: Agenda was approved.
5. Approval of May 4th Meeting Notes: Meeting notes were approved.
6. Approval of June 1st Meeting Notes: Meeting notes were approved.
7. APS update with Chris King: Chris King was not present and will present at a future meeting.
8. Washroom list and City Hall Deficiencies: Mike Gladysz was not in attendance, we will revisit at a future meeting.

**Built Environment Working Group Meeting Notes
July 6, 2021**

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9. BEWG Terms of Reference/Work Plan: Jessica came to our meeting and informed us that the councilors took exception to a couple of lines in our recently submitted work plan. They have sent it off for staff to review and present a report.
10. Capital Projects List for BEWG Selection: Jessica explained that the reason we were only given three projects this year is that due to COVID, a lot of projects are not available for review.
11. Barrier Free Design Guidelines and OBC Gap Analysis: Jessica and Melissa McGinnis came and discussed the gap analysis with us. They explained that the gap between the BFDG and the OBC is shrinking rapidly. It was suggested by several members that the BFDG should be a more organic document, regularly being updated to allow for new education and innovations. Staff are going to look into it and get back to us.
12. Other Business: LRT was mentioned.
13. Adjournment.

6.1(b)

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES Built Environment Working Group Meeting Notes

Tuesday, August 3, 2021

Virtual Webex Meeting

4:00p.m. – 6:00p.m.

Those in Attendance: Tom Manzuk, James Kemp, Anthony Frisina, Aznive Mallett, Paula Kilburn

Also Present: Jessica Bowen, Bob Paul, Stephen Gagne, Taline Morris, Tim Nolan

Those Absent: Patty Cameron, Jayne Cardno

1. Welcome and Introductions.
2. Land Acknowledgement.
3. Approval of Agenda: Agenda was approved.
4. Approval of July Minutes: Minutes were approved; James took issue because he didn't think there were minutes.
5. Snow Removal Presentation: Bob Paul and Stephen Gagne came and announced their plan for the 2022/23 snow removal season. They also informed us that this season would be the same as previous. A point was raised that even though they say they are clearing certain areas, they are not reaching these standards. We highlighted that efforts need to be made in connecting curb cuts to transit stops. It was also raised that not all sub-contractors perform to the same level of standards. A new piece of information was that bus shelters are the responsibility of HSR.
6. Curb Cuts Discussion: We will defer this issue to a future meeting.

**Built Environment Working Group Meeting Notes
August 3, 2021**

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7. Landscaping Guidelines Discussion: Jessica came and discussed the possibility of landscaping design guidelines. We discussed initiating another working group in order to address this issue. We also discussed being presented with an annual landscaping projects list similar to the capital projects list. The next step will be a motion to Council requesting the formation of an ad-hoc and providing some staff support. We will wait to speak to Cynthia regarding this issue before proceeding.

8. Heritage vs. Accessibility Discussion: The Chair raised the point that we might want to have a discussion with representatives from Heritage in order to address some of our conflicts.

9. Adjournment

6.1(c)

CITY OF HAMILTON

MOTION

Advisory Committee for Persons with Disabilities: September 14, 2021

MOVED BY

SECONDED BY

Authorization for Advisory Committee for Persons with Disabilities Member to Submit a Delegation Request to the Hamilton Municipal Heritage Committee

That Paula Kilburn and Tom Manzuk (back-up) be authorized to submit a delegation request to the Hamilton Municipal Heritage Committee, on behalf of the Advisory Committee for Persons with Disabilities, respecting the integration of accessibility in heritage properties.

6.2(a)

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES Housing Issues Working Group Meeting Notes

July 20, 2021

Virtual WebEx Meeting

10:00a.m. – 12:00p.m.

Those in Attendance: Jayne Cardno, Tom Manzuk, Robert Semkow, Paula Kilburn, Lance Dingman, James Kemp

Also Present: Taline Morris

Those Absent: Sophie Geffros

1. Welcome and Introductions
2. Approval of July 20th Agenda: Approved
3. Approval of June 15th Meeting Notes: Approved
4. Unlocking the AODA: I asked Alicia to send out a hardcopy of this file to any member of this committee that gets a monthly courier package. As it happens the Chair is the only one that does. Members were advised to ask Alicia individually as this requires permission from them. We will put this on next month's agenda and return to it then.
5. RCF Magnet/Placemat/Poster Project: We discussed the kind of information we want to present. Not just recreation, but education, health and employment information is also advised. There were concerns that our focus is too small and we should be doing this for other housing like LTC facilities. We will discuss this more in future.
6. Other Business: Jayne raised the issue of tying in McMaster/CityLab database project with housing.

**Housing Issues Working Group Meeting Notes
July 20, 2021**

7. Adjournment

6.4(a)

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES Transportation Working Group

Tuesday August 24, 2021

4:00p.m. – 6:00p.m.

Virtual via WebEx

Attendance: Shahan Aaron (Chair), Tim Murphy, Aznive Mallett, Anthony Frisina, Tom Manzuk, James Kemp, Mark McNeil, Kim Nolan, Paula Kilburn

ATS: Michelle Martin, Jay Adams

AGENDA ITEMS:

1. Welcome, Introductions, and Land Acknowledgement
2. Review 27 July 2021 Meeting Notes

Reviewed

Additions to be made

- Adam explained to us that all that is required for auditing is the collection of SD cards.
 - He explained that they have no interest in dealing with the collection of SD cards issue anytime soon
 - There was no mention of the money Uber and Lyft, etc.. are supposed to be contributing.
 - They have no interest in compensating drivers for any of the pandemic even though they continued to do their job despite the danger and the loss of income.
3. Discussion Items
 - a. Introduction of Director of Transit: Maureen Cosyn Heath
Regrets

**Transportation Working Group Meeting Notes
August 24, 2021**

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b. Roundtable Updates and Discussion

Volunteer Advisory Committee contacted

4 acceptances, awaiting rest

1 acceptance from community organization

Majority will arrive by September 2021

Ron Vankleef, Hamilton Cab and Anthony Rizzuto, Blue Line

- Talking points for the panelists

Changes comes with gaps in services

Challenges faced by providers servicing persons with disabilities

How to move forward? Language that affects disability

What measures were taken place to make improvements?

Talking points from panelist by mid-September

c. Michelle Martin and Jay Adams

- Finalization of our survey questions for the annual accessibility event

- Satisfaction with HSR bus, stops, DARTS, DARTS Scheduling, Application process

- Satisfaction with snow clearing at HSR stops, COVID-19 HSR adjustments, adjustments on DARTS, pass by

- More space for comments on hard copy of survey

- A question about taxi and taxi scrips

- Make sure the site is screenreader friendly

- Beta test before sending out

- Information gathered will be brought to ACPD – TWG

- Overall review of customer facing policies as requested by TWG - prioritizing individual policies for review

- Where to start the review process?

- Copy to be sent to be distributed

**Transportation Working Group Meeting Notes
August 24, 2021**

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- Review of suspension policy for non-payment of fares – discuss moving to a points system
 - Current no policy in effect to enforce suspension for non-payment of fares
 - A policy is needed
 - Go with TTC policy
 - No trip denial at time of ride
 - 2019 – how many no tickets?
 - Will there be appeals for suspensions?
 - Nitty gritty will be discussed soon and brought to TWG for further disc
 - Documentation to show whether certain rides are free
 - Only COVID related trips are free rides
 - Free ride to voting
 - If a ride is free on HSR then is it free on DARTS?

- Review of draft revision of ATS application form
 - Clean readable pdf
 - More descriptive
 - Disclosure of video surveillance on darts
 - Authorize a representative to act on behalf of the client
 - Regulated health care workers only
 - Behaviour service needs
 - Clear language
 - Other issue for not being able to walk
 - Additional changes on what darts drive do and don't do
 - Clear language about Do Not Leave Unattended
 - More info on one sided Do Not Leave Unattended

- Update on Waterdown On-demand pilot
 - Trip booking – HSR myRide and telephone booking
 - Info is live on City Hall website
 - Not all are actual bus stop some are virtual stops
 - Launching Sep 7, 2021

**Transportation Working Group Meeting Notes
August 24, 2021**

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- On-Board Priority Seating announcements on HSR
 - Resume announcements
 - Next meeting

- d. AODA Review: Section 62 – 63
 - 62 1) Review at a later date – when LRT is in effect
 - 2) Review at a later date – when LRT is in effect
 - 3) n/a
 - 4) LRT has to comply, and improvements should be made and comply subsection 2
 - 5) Comply with subsection 2
 - 6) Review at later date when LRT is in effect

 - 63 1) already in effect. No review necessary
 - 2) Council can audit eligibility as they provide finance. Council still has to follow AODA guidelines. Wait for audit results
 - 3) Wait for audit results
 - 4) continuous review

- 4. Discussion of Agenda Items for next meeting
 - a. Talking points from panelists
 - b. AODA Review 64 - 80
 - c.

- 5. Adjournment by Paula Kilburn at 6:05 pm

12.3

Advisory Committee for Persons with Disabilities (ACPD) Presenters List as of September 8, 2021

The following is a listing of invited presenters for future Advisory Committee for Persons with Disabilities meetings:

- (a) **Invitee:** Donna Skelly, MPP Flamborough-Glanbrook
Issue: Listening to Ontarians with Disabilities: The Third Review of the *Accessibility for Ontarians with Disabilities Act, 2005*
Date Action Initiated: March 12, 2019, Advisory Committee for Persons with Disabilities Report 19-002, Item (f)(v)
Status: Ongoing - The Honourable Donna Skelly was invited to attend a meeting of the Advisory Committee for Persons with Disabilities to discuss the Report Entitled "Listening to Ontarians with Disabilities: Report of the Third Review of the *Accessibility for Ontarians with Disabilities Act, 2005*" (see Item 4 of Advisory Committee for Persons with Disabilities Report 21-006 for reference)