City of Hamilton

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES REVISED

Meeting #:	21-013
Date:	December 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

Carrie McIntosh, Legislative Coordinator (905) 546-2424 ext. 2729

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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. November 9, 2021

4. **COMMUNICATIONS**

   4.1. David Lepofsky, Accessibility for Ontarians with Disabilities Act Alliance respecting City of Hamilton Pilot Project for E-Scooters

   Recommendation: Be received.

5. **DELEGATION REQUESTS**

6. **CONSENT ITEMS**

6.1.   Built Environment Working Group Update (no copy)

6.2.   Housing Issues Working Group Update (no copy)

6.3.   Outreach Working Group Update

6.3.a.   Outreach Working Group Meeting Notes - October 19, 2021

6.3.b.   Outreach Working Group Meeting Notes - November 4, 2021

6.4.   Transportation Working Group Update

6.5.   Strategic Planning Working Group Update (no copy)

7.   STAFF PRESENTATIONS

7.1.   Accessible Transportation Services Update

8.   PUBLIC HEARINGS / DELEGATIONS

9.   DISCUSSION ITEMS

9.1.   ACPD Research Proposal with CityLAB and McMaster affiliates: Office for Community Engagement and the Research Lab

10.   MOTIONS

11.   NOTICES OF MOTION

*11.1.   Invitation to the City of Hamilton Chief of Police to Discuss Topics of Interest to the Advisory Committee for Persons with Disabilities Related to Police Services

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 (no copy)

12.4. Update on Presentation to All Advisory Committee Meeting (deferred from November 9, 2021)

*12.5. Appointment of Committee Chair and Vice-Chair for 2022

13. PRIVATE AND CONFIDENTIAL

14. ADJOURNMENT

Hamilton

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
MINUTES 21-012
4:00 p.m.
Tuesday, November 9, 2021
Due to COVID-19 and the Closure of City Hall, this meeting was held virtually.

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

Absent with Regrets: Mayor F. Eisenberger – City Busines

Absent: P. Cameron

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

1. **International Day of Persons with Disabilities (Item 6.3)**

    (Manzuk/Frisina)
    WHEREAS, Friday, December 3, 2021 has been declared International Day of Persons with Disabilities by the United Nations;

WHEREAS, the Advisory Committee for Persons with Disabilities is trying to raise awareness of International Day of Persons with Disabilities and promote it to the citizens of Hamilton;

WHEREAS, the Advisory Committee for Persons with Disabilities is meeting for a group photo on December 3, 2021 in front of a purple-lit Hamilton sign; and

WHEREAS, the Advisory Committee for Persons with Disabilities is required to obtain permission to have members of the press in attendance.

THEREFORE, BE IT RESOLVED:

That the Advisory Committee for Persons with Disabilities respectfully requests Council to authorize the invitation of members of the media to be present at a photo opportunity at the Hamilton sign in the forecourt of City Hall with members of the Advisory Committee for Persons with Disabilities to celebrate International Day of Persons with Disabilities.

CARRIED

2. **Delegation to Audit, Finance and Administration Committee - Deferred from October 12, 2021 (Item 10.1)**

   (a) **Delegation to Audit, Finance and Administration Committee**

   (Kemp/Manzuk)
   WHEREAS, at an upcoming meeting of the Audit, Finance and Administration Committee, Accessible Transportation Services Staff will present their recommendations about the Consultant Report to

Accessible Transportation Services funded by
Provincial Audit and Accountability Fund (PW21055)
(City Wide) and the Eligibility Review Audit; and

WHEREAS, the Advisory Committee for Persons with
Disabilities have concerns about the impact on the
disabled related to changes recommended by
Accessible Transportation Services Staff;

THEREFORE, BE IT RESOLVED:

That James Kemp be authorized to delegate at a
meeting of the Audit, Finance and Administration
Committee on behalf of the Advisory Committee for
Persons with Disabilities to consult respecting
accessibility issues related to Accessible Transportation
Services and the Eligibility Review Audit.

CARRIED

(b) **Opportunity to Review and Provide Comment on
Staff Report to Audit, Finance and Administration
Committee, respecting Consultant Report to
Accessible Transportation Services Funded by
Provincial Audit and Accountability Fund
(PW21055) (City Wide) and the Eligibility Review
Audit**

(T. Nolan/Dingman)
That Council allows the opportunity for the Advisory
Committee for Persons with Disabilities to review and
provide comment on the on the Staff report to the Audit,
Finance and Administration Committee respecting the
Consultant Report to Accessible Transportation
Services funded by Provincial Audit and Accountability
Fund (PW21055) (City Wide) and the Eligibility Review

Audit, prior to consideration of that report by Council or any Standing Committee of Council.

CARRIED

3. **Attendance at Housing and Homelessness Advisory Committee (Item 10.2)**

(Kemp/McNeil)
WHEREAS, the Housing and Homelessness Advisory Committee and the Housing Working Group of the Advisory Committee for Persons with Disabilities would benefit from collaborating, sharing information and cooperating in areas with overlapping responsibilities; and

WHEREAS, the Chair of the Housing Working Group of the Advisory Committee for Persons with Disabilities has been invited to attend a future meeting(s) of the Housing and Homelessness Advisory Committee.

THEREFORE, BE IT RESOLVED:

That James Kemp be authorized to attend a Housing and Homelessness Advisory Committee meeting(s) on behalf of the Housing Working Group of the Advisory Committee for Persons with Disabilities to discuss common interests, concerns and future collaborations.

CARRIED

4.   **Delegation to Planning Committee - Outdoor Dining Districts (Item 10.3)**

(a)   **Delegation to Planning Committee**

(Kemp/McNeil)
WHEREAS, City Council is exploring making the Outdoor Dining Districts Program permanent;

WHEREAS, the Advisory Committee for Persons with Disabilities believes that disability representation during consideration of the Outdoor Dining Districts Program is important to ensure consultation respecting accessibility issues; and

WHEREAS, the Advisory Committee for Persons with Disabilities would like to delegate at the Planning Committee with regards to the Outdoor Dining Districts Program.

THEREFORE, BE IT RESOLVED:

That James Kemp be authorized to delegate at a meeting of the Planning Committee on behalf of the Advisory Committee for Persons with Disabilities to consult respecting accessibility issues related to the Outdoor Dining Districts Program.

                                                            CARRIED

Tim Nolan wished to be recorded as OPPOSED to the above Motion.

(b) Opportunity to Review and Provide Comment on Staff Report on Outdoor Dining Districts

(T. Nolan/McNeil)
That Council directs staff to consult with the Advisory Committee for Persons with Disabilities and to provide the opportunity to review and comment respecting the Staff Report on the Outdoor Dining Districts Program prior to consideration by the Planning Committee or Council.

CARRIED

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 1)

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

11. NOTICES OF MOTION

11.1 Attendance at Housing and Homelessness Advisory Committee Meetings

11.2 Delegation to Planning Committee – Outdoor Dining Districts

12. GENERAL INFORMATION/OTHER BUSINESS

12.4 Delegation to Audit, Finance and Administration Committee - Deferred from October 12, 2021 – As this item is now a Motion (which has been added to the agenda), it will be moved to Item 10.1.

(Semkow/Dingman)
That the agenda for the November 9, 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)   October 12, 2021 (Item 3.1)

(Kilburn/Kemp)
That the minutes of the October 12, 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)

**(1)   Built Environment Working Group Meeting
Update)**

(Frisina/Cardno)
That the verbal update from Tom Manzuk,
respecting the Built Environment Working Group
Meeting, be received.

CARRIED

(ii) **Housing Issues Working Group Update (Item 6.2)**

(1) **Housing Issues Working Group Meeting Notes – September 21, 2021 (Item 6.2(a))**

(McNeil/Frisina)
That the Housing Issues Working Group Meeting Notes of September 21, 2021, be received.

CARRIED

(iii) **Outreach Working Group Update (Item 6.3)**

(Janosi/Manzuk)
That the following Meeting Notes of the Outreach Working Group, be received:

(1) August 17, 2021 (Item 6.3 (a))
(2) September 21, 2021 (Item 6.3 (b)).

CARRIED

For further disposition of this matter, refer to Item 1.

(iv) **Transportation Working Group Update (Item 6.4)**

(1) **Transportation Working Group Meeting Notes – October 26, 2021 (Item 6.4(a))**

(Manzuk/Kemp)
That the Transportation Working Group Meeting Notes of October 26, 2021, be received.

CARRIED

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

(1) **Strategic Planning Working Group Meeting Notes – October 27, 2021 (Item 6.5(a))**

(McNeil/Frisina)
That the Strategic Planning Working Group Meeting Notes of October 27, 2021, be received.

CARRIED

(e) **PRESENTATIONS (Item 7)**

(i) **David Lepofsky, Accessibility for Ontarians with Disabilities Act Alliance, respecting Current Activities of the Accessibility for Ontarians with Disabilities Act Alliance and Progress Towards a Fully Accessible Ontario by 2025 (Item 7.1)**

David Lepofsky, Accessibility for Ontarians with Disabilities Act Alliance addressed Committee respecting the current activities of the Accessibilities for Ontarians with Disabilities Act Alliance and progress towards a fully accessible Ontario by 2025.

(Kemp/K. Nolan)
That the verbal presentation from David Lepofsky, be received.

CARRIED

(i) **2022 Municipal Election: Poll Locations and Planning for Accessibility (Item 7.2)**

Aine Leadbetter, Manager, Elections, Print & Mail and Conor Flood, Elections Coordinator addressed Committee respecting the poll locations and planning

for accessibility for the 2022 Municipal Election, with aid of a presentation.

(Kemp/McNeil)
That the presentation, respecting the 2022 Municipal Election: Poll Locations and Planning for Accessibility, be received.

CARRIED

(f)   NOTICES OF MOTION (Item 11)

(i)   **Attendance at Housing and Homelessness Advisory Committee (Item 11.1)**

(Kemp/Kilburn)
That the Rules of Order be waived to allow for the introduction of a Motion respecting Attendance at Housing and Homelessness Advisory Committee.

CARRIED

For further disposition of this matter, refer to Item 3.

(ii)   **Delegation to Planning Committee - Outdoor Dining Districts**

(Kemp/McNeil)
That the Rules of Order be waived to allow for the introduction of a Motion respecting Delegation to Planning Committee - Outdoor Dining Districts.

CARRIED

For further disposition of this matter, refer to Item 4.

(g) GENERAL INFORMATION/OTHER BUSINESS (Item 12)

(Kemp/Kilburn)
(i)   That the following items be deferred to the December 14, 2021 Advisory Committee for Persons with Disabilities meeting due to time constraints:

    (1)   Accessibility Complaints to the City of Hamilton (Item 12.1)

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

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

    (4)   Update on Presentation to All Advisory Committee Meeting - Deferred from October 12, 2021 (Item 12.5)

                                              CARRIED

(g) ADJOURNMENT (Item 14)

(Kilburn/McNeil)
That there being no further business, the Advisory Committee for Persons with Disabilities be adjourned at 6:36 p.m.

                                               CARRIED

Respectfully submitted,

Aznive Mallett, Chair
Advisory Committee for
Persons with Disabilities

Advisory Committee for Persons with Disabilities   **November 9, 2021**
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Tamara Bates
Legislative Coordinator
Office of the City Clerk

McIntosh, Carrie

Subject: Follow up on my recent visit to Hamilton"s Accessibility Advisory Committee
Date: Wednesday, November 24, 2021 1:15:32 PM

Thanks so much for including me in your recent Accessibility Advisory Committee meeting. I'm eager to follow up. It was a great exchange and I was honoured to be able to take part in it. I'd very much appreciate it if you could share this email with all members of your Accessibility Advisory Committee.

Since the City of Hamilton appears to be heading towards holding a so-called pilot with e-scooters, it would be extremely helpful if your Accessibility Advisory Committee would now vote a strong recommendation to the City of Hamilton, saying that the City should absolutely not allow e-scooters, whether rental or privately-owned, because they endanger people with disabilities, seniors, children and others. At least one of the corporate lobbyists for a major e-scooter rental company told a committee of London City Council, claimed that your AAC supported Hamilton's plans to allow e-scooters.

At your meeting at which I spoke, your members expressed clear support for the view that e-scooters should not be allowed. Earlier efforts by your Accessibility Advisory Committee no matter how strong, has not led the city to say no to e-scooters.

Toronto's Accessibility Advisory Committee actually addressed this topic twice, once by a motion in February 2020 and again in a recommendation passed in February 2021. Your AAC asked me at our recent discussion what it can do when the City seems to be heading in the wrong direction. The first step is for you to now publicly pass a strong, clear categorical motion that just says no to e-scooters, period.

Happy to help in any way we can with this and any other issues.

Best to all.

David Lepofsky CM, O. Ont

Chair Accessibility for Ontarians with Disabilities Act Alliance

Twitter: @davidlepofskystrong and clear as possible, once again

6.3.a.

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
Outreach Working Group Meeting Notes

October 19, 2021

Virtual WebEx Meeting

4:00 p.m.

Those in attendance: Jayne Carndo, Anthony Frisina, James Kemp (Vice-Chair), Paula Kilburn (Chair), Tom Manzuk

Those absent: Patty Cameron, Aznive Mallett

1. Welcome and introductions

2. Approval of October agenda: Approved.

3. Approval of August and September meeting notes: Approved.

4. Update on calendar

   James has retooled the colours, so they are brighter and the text is easier to read. The size will be 6-4 and the cost will be the same. The pamphlet has also been retooled as the first batch didn't look right. James will compile a list of stake holder and community members to receive the calendar. Presentation received by Tom.

5. International Day of Persons with Disabilities – 2021

   For this year we are going to have a picture taken in front of the Hamilton sign holding a long ribbon attached with masks

6.3.a.

printed with appropriate on them. Erica Harris will put this together. We need the sayings by the end of Nov. James and Paula have people that will take the picture. We need a motion to ask for permission to contact the media. Tom to write motion.

6. International Day of Persons with Disabilities – 2022

Anthony to ask his contacts if they are doing anything for next year. This would be an event for all disabilities ideas welcome from ACPD It was decided that we are going to put together our own event. Paula to figure out the logistics of putting this together. Another meeting will be held in the next two weeks.

7. Scooter and wheelchair breakdown

It has been decided that we have a meeting with Blue line, Hamilton cab, Darts and Larry from .... We will use the original document from ATS and build from there.

8. City lab

Jane is going to finish the proposal and we hope to have it to city lab for the new year. The LGBTQ and seniors would like to meet to discuss how to put together a data bass. I will get Cameron's info from James.

9. Adjournment

6.3.b.

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
Outreach Working Group Meeting Notes

October 28, 2021

Virtual WebEx Meeting

4:00 p.m.

Those in attendance:	James Kemp (Vice-Chair), Paula Kilburn (Chair), Tom Manzuk
Those absent:	Patty Cameron, Jayne Carndo, Anthony Frisina, Aznive Mallett
Also present:	Jessica Bowen, Taline Morris

1. Welcome and introductions

2. Approval of October agenda: Approved.

3. International Day of Persons with Disabilities – 2021

Jessica was invited to answer our questions about hosting an event on International day of disabilities here are her answers.

Can we ACPD host an event at City Hall?
Jessica replied yes, so long as nothing else is scheduled first.

What is the cost to use City Hall? There is no cost.

How about the David Barley Centre? It is an option but can't interfere with classes.

6.3.b.

Can we use the banner to do monthly announcements as a count down to the event? Jessica will find out.

If we want refreshments how do we do this? Jessica said we would have to make a request and fill out some forms.

Can we use the money from the reserves to do this?
Jessica said yes, we need to make a motion to request the funds.

Do we need a motion to do the event? Jessica said yes.
Can we charge other Agencies and stake holders for a table?
Jessica said she would find out.

We could hold parts indoors and outdoors depending on the weather. Vendors would be permitted. Other agencies can participate non for profit would be free.

We need to make a preliminary budget and we can use the reserves as needed.

4. Adjournment

Next meeting November 16, 2021 - 4:00 pm

6.4.a.

ADVISORY COMMITTEE FOR PERSONS WITH DISABILITIES
Transportation Working Group
Tuesday, 23 November 2021, 4 – 6 pm
Virtual via WebEx

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

ATS: Michelle Martin, Jay Adams, Owen Quinn

DARTS: Kathy McVicars

AGENDA ITEMS:

1. Welcome, Introductions and Land Acknowledgement

   Received

2. Review 26 October 2021 Meeting Notes

   Received

3. Discussion Items
   a. Michelle Marting and Jay Adams, ATS updates
      - Grey Cup coming to Hamilton 12 Dec 2021

        o HSR working with tourism Hamilton to get to the game
        o 4 shuttle bus line connecting major hubs
        o With ticket they can ride any mode of transportation
        o There will be road closures
        o Darts will have regular access

6.4.a.

- o Lots of wayfinding sign and volunteers
- o DARTS pickup and drop off
  - ▪ Gate 1A Balsam and Cannon, SE corner of stadium
  - ▪ Gate 4A Beechwood and Melrose, NW corner of stadium

- o Shuttle bussed are wheelchair accessible
- o More service will be added on this day
  - ▪ Extra 5 – 6 schedules on top of regular 20 plus on call

- Upcoming plans for our annual AODA Accessibility Event

  - o Legal notice in newspaper
  - o Ads in newspaper – color ad
  - o Poster in municipal centers + comment cards
  - o Email list from day programs
  - o Boiler plate presentation
  - o ATS and HSR accessibility plan
  - o Address the feedback
  - o Date to be sent by Michelle Martin

- Clean draft of updated bundle buggy policy

  - o Carry on items
  - o Purpose = guidelines
  - o DARTS is not required to assist passengers
  - o Package or Bag: 18 x 16 x 7 in (46 x 41 x 18 cm) or standard bag
  - o Bundle buggy: 14.5 x 17.25 x 23.5 in (36 x 44 x 60 cm). Maximum handle height 39.25 in (100 cm).
  - o Hazard items: gasoline, diesel, reactive and acidic chemical, combustible material, etc.

6.4.a.

- Large or bulk items: Any item equal to bigger than one space by one passenger
- DARTS is a contractor to the city

- Policy conditions
  - All passengers must be able to manage the item themselves
  - Subcontracts are not required to assist clients
  - Max carry on items is 4
  - Must on protrude from mobility device
  - No bulk items
  - May bring bundle buggy if it can be secured
  - DARTS should be notified of bringing bundle buggy
  - Passengers are responsible fore manager the bundle buggy

- Work on language for better definitions
  - Bulk items
  - Include examples

- How far is a protrusion?
  - Interfere is better word than protrusion
  - Include pictures of examples

- Better guide to DARTS
- Make it a streamlined accommodation so driver and reservationist are aware when booking
- Include alternative options in policy
- Kathy McVicars and Michelle Martin to discuss the finer points
- HSR policies on this matter, Michelle Martin to investigate it, next meeting
- No current deadline

6.4.a.

- Clean draft of ATS late Cancels policy (accounting for the most recent feedback from TWG)

  o Clarify language of late cancellation used in 4.2
  o Late Cancellation: 2 hrs before end of day
  o Michele Martin to investigate disclosure of personal information when cancelling a ride

  o 5.1 point system
    ▪ Wanted a system that's easy to track
    ▪ No show – 2 points
    ▪ Cancellation at door – 2 points
    ▪ Late cancellation – 1 point
    ▪ Combined total of 7 points
    ▪ Each one-way trip is counted as 1 trip

  o Approval by council and ACPD
  o Review of changes made in the final draft
  o Feedback at ACPD
  o Clarification from clerks about the order of approval by Michelle Martin

- Transit ridership recovery marketing campaign

  o Pandemic affected ridership
  o Campaign – ready to ride
  o Follows the guiding principles of re-envision
  o Several phases of marketing plan
  o Any PRESTO issue, call ATS
  o General campaign to encourage ridership

6.4.a.

- Travel Log study

  - Building ridership data
  - Data to analyze what people are doing to on the ride
  - Travel Log is a part of Customer research panel
    - Gender, how often they travel, indigenous
  - Is it legal to ask for research? -gender -indigenous
  - How do you track pass-bys?
    - Driver reports
    - Operator doesn't often follow directions
  - Customer generated data based on complains
  - Travel log should include people with disabilities

b. Post Roundtable debrief

  - Feedback review
  - Doing it again next year
  - Invite Hamilton cab and blue line presidents to TWG
  - James: 20 accessible taxis active right now

c. Review AODA Compliance

  - Postponed to January
  - James: SAC wants to come to TWG. Presenter Jeanne Mayo
  - February 2022 – 1 hr slot

4. Discussion of Agenda Items for next meeting
   a. ATS Updates

5. Adjournment by Aznive 6:30

Accessible Transportation Services UPDATE

December 14, 2021

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

KEY Updates to Transportation Working Group

- Accessible Transportation Services application form – administrative updates

- Review of points system for enforcement of the ATS Trip No Shows, Late Cancellations and Excessive Cancellations policy outlined in Report PW05051

- Review of new ATS policy to address carry-on items

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

- Added clarification regarding "door-to-door transportation from one accessible building entrance to another accessible building entrance" as follows:

  - *"Drivers will assist passengers in and out of vehicles and assist passengers between the vehicle and the exterior set of accessible doors at the place of trip origin and trip destination.*

    (https://www.hamilton.ca/sites/default/files/ats-application-form-2018.pdf)

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

– *At other than private residences, the driver will also assist passengers to and from a lobby or designated waiting area that is reasonably close to the outer accessible entrance door.*

– *Please note, for some private properties (e.g., malls), service is provided to designated entrances for safety and to avoid busy roadways"*

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

- Addition of notices at bottom of introduction section:
  – Video surveillance cameras.
  – Collection of personal information.
- Part 1A: Basic information:
  – Made gender neutral.
  – Added space for up to 3 emergency contacts (increased from 2).
  – Added notices regarding email communication and consent to provide client information by email with contractor DARTS, and consent to communicate via email with client, if client personal email is provided

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ATS APPLICATION FORM UPDATE

- Added an authorized representative section to allow for delegation to a representative in application process or in services provided (for example, family member, friend, support agency).

- Part 1E: Signature section:

broken down into:

- – A declaration that information provided is true (signed by applicant or substitute decision maker).
- – An authorization to release personal information (signed by applicant or substitute decision maker).

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

- Part 2: completed by health care professional:
  - Removed Recreation Therapist from the list as this is not a regulated health professional nor is there a governing college for the profession.
  - Added regulated/ licensed Master of Social Work to list of professionals who can complete the form.
  - Added a reminder to be use the most up to date version of the form.

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ATS APPLICATION FORM UPDATE

– Removed references to medical diagnosis and "condition" and use only "disability" and "functional limitation" pertaining to transit use.

– Added "Power Wheelchair" to mobility device options for Health Care Professional selection.

– More detail added with respect to client behaviour (question 7) to be clear on the safety aspect re: door-to-door shared ride service, as follows:

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TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

"ATS/ DARTS is a door-to-door, shared ride service. During a ride, ATS clients travel with DARTS drivers and other ATS clients, DARTS vehicles stop at different locations, and DARTS drivers must leave the vehicle to pick up/ escort other passengers. In a transportation situation, does the applicant exhibit behaviours (impulsiveness, aggressiveness, wandering, exiting the vehicle, etc.) that could be detrimental to their own safety, or to the safety of other persons?"

8

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS APPLICATION FORM UPDATE

- Added a distinction between risk of "wandering" and "becoming lost" in question 8 (safety risks) and added note to be clear that DARTS drivers do not take responsibility for unlocking doors or buzzing apartments. If a customer requires assistance with this, they cannot be left safely unattended at a destination.

- Clarified distinction between support person assistance required to travel on DARTS versus on HSR in question 9 by asking about each in a separate question.

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ATS APPLICATION FORM UPDATE

- Part 2B: certification by health care professional: added space for stamp of health care professional, occupation and professional registration number. Added notice regarding the collection of personal information to this section as well.

- New Part 3: this is an authorization for the release of service delivery information to GTHA specialized transit providers for the purpose of travel in other regions.

- Revised form has been reformatted to be text-to-voice friendly.

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NO SHOWS, LATE CANCELLATIONS AND EXCESSIVE CANCELLATIONS

- ATS hoped to move to better enforcement of this policy in early 2020; however, with the advent of the COVID-19 pandemic, staff judged it prudent to ensure ATS clients did not have to worry about cancellations or missed trips that happened because they were following Public Health guidelines.

- No changes to the text of the policy that is currently posted online as part of 2005 Report PW05051, except to change how policy infractions are tracked.

(https://www.hamilton.ca/hsr-bus-schedules-fares/accessible-transit/ats-darts-no-show-and-cancellation-policy)

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

NO SHOWS, LATE CANCELLATIONS AND EXCESSIVE CANCELLATIONS

- The 2005 policy was, in part, a response to a 2004 settlement approved by Council with the Ontario Human Rights Commission (OHRC) and complainants under the Ontario Human Rights Code to provide a policy to ensure excessive no shows and cancellations are addressed fairly and equitably.

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

NO SHOWS, LATE CANCELLATIONS AND EXCESSIVE CANCELLATIONS

- Current posted policy says: "*The policy applies to any DARTS passenger who exceeds one or more of the following conditions in a calendar month period:*

1. *Maximum six (6) late cancellations.*

2. *Maximum three (3) no shows.*

3. *Maximum seven (7) combined late cancellations and no shows.*

4. *Maximum of 25% (with a minimum of 10 occurrences) of subscription and/or casual booking trips cancelled.*"

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NO SHOWS, LATE CANCELLATIONS AND EXCESSIVE CANCELLATIONS

- Proposed update: *"Each month, ATS reviews passenger records to identify passengers who have accumulated excessive no shows and cancellations as defined under the policy. Each infraction accumulates points as follows:*
  - *No show – 2 points*
  - *Cancellation at door – 2 points*
  - *Late cancellation – 1 point*
  - *When a passenger meets or exceeds a combined total of 7 points, they are considered to be in violation of the policy."*

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

Hamilton

ATS DRAFT Carry-on Items Policy

The proposed policy will combine the following current DARTS policies:

- OPS 3.6.3 Passenger support

- OPS 3.7.2 Walkers

- OPS 3.7.4 Parcels and bags

- OPS 3.7.5 Bundle buggies

- PS 4.1.13 Transportation of goods

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

OPS 3.6.3 Passenger support summary:

With respect to management of carry-on items, policy states:

- *"Drivers will not load and unload personal items."*
- *"Drivers will not load passengers that appear to be overloaded with goods or parcels."*

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

OPS 3.7.2 Walkers summary:

With respect to carry-on items, the policy states:

- *"The basket of the walker cannot be loaded down with heavy bags or parcels. It is the passenger's responsibility for making arrangements to have their bags or parcels taken to their door."*

- *"Passengers cannot have the basket from the walker on their lap as this becomes a health and safety issue pertaining to a projectile object in the vehicle."*

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ATS DRAFT Carry-on Items Policy

OPS 3.7.4 Parcels and bags summary:

- Drivers are not required to carry parcels and/or bags to and from vehicles

- Passengers must be able to safely manage their bags or parcels themselves, without driver assistance

- Max. allowable size for bag/parcel is 18x16x7 in (standard, large reusable shopping bag) – 4 bag limit

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

OPS 3.7.4 Parcels and bags summary continued:

- Parcels and bags must not protrude from mobility device (may interfere with safe securement)

- Driver has right to refuse if parcel/ bag is safety risk

- DARTS is not responsible for damages

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

OPS 3.7.5 Bundle buggies summary:

- Allowed as long as they can be properly secured

- Passenger must inform reservationist at time of booking so space can be allocated

- Passenger is responsible to arrange for bundle buggy to be taken to door

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

Hamilton

ATS DRAFT Carry-on Items Policy

PS 4.1.13 Transportation of goods summary:

- Only items safely manageable by passenger are allowed

- 4-bag limit

- Unsafely managed items may become projectiles, should the driver stop quickly

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

Purpose

- Defines rules and guidelines for carry-on items

Guiding Principles

- DARTS responsible for providing a safe, shared-ride transportation with reasonable accommodation for some carry-on items

- DARTS Operators are not required to assist passengers with carry-on items

- Some items are specifically prohibited

PUBLIC WORKS DEPARTMENT
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ATS DRAFT Carry-on Items Policy

Scope and Responsibility

- Applicable to all transportation services provided by DARTS

- Will be communicated to all ATS and DARTS staff

- Will be posted on City website and provided in hard copy and accessible format upon request once finalized and approved

- Reviewed with ACPD prior to final approval

PUBLIC WORKS DEPARTMENT
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ATS DRAFT Carry-on Items Policy

Definitions:

- Package or bag

- Bundle buggy

- Hazardous materials

- Large or bulk items

- DARTS

- ATS

PUBLIC WORKS DEPARTMENT

TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

Policy Conditions:

- Passengers must be able to manage all carry-on items without assistance from the Operator.

- DARTS and DARTS subcontractor Operators are not required to assist passengers with their carry-on items at any time.

- If passengers require such assistance, they must ensure they are travelling with a support person or companion to assist them.

ATS DRAFT Carry-on Items Policy

Policy Conditions (continued):

- Maximum number of carry-on items cannot exceed four.

- Carry-on items must not protrude from a mobility device as this may interfere with the safe securement of the device.

- Bulk items are not permitted on DARTS as they may obstruct, interfere or pose a safety risk.

PUBLIC WORKS DEPARTMENT
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ATS DRAFT Carry-on Items Policy

Policy Conditions (continued):

- Passengers may a bring bundle buggy on DARTS vehicles, if it can be properly secured. Passengers must make the Reservationists aware when booking a trip if they are bringing a bundle buggy
  - —Passengers are responsible to bring their own bundle buggy into and out of the vehicle, and to the door of their destination.

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ATS DRAFT Carry-on Items Policy

Policy Conditions (continued):

—DARTS Operators have the right to determine how to safely secure a bundle buggy on board a vehicle to ensure it is not impeding the movement or securement of other customers.

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PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

ATS DRAFT Carry-on Items Policy

Policy Conditions (continued):

- DARTS Operators have the right to refuse to board a passenger with any item they identify as a potential safety risk, including but not limited to items that a passenger is not able to manage themselves.

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

Hamilton

ATS DRAFT Carry-on Items Policy

Procedures:

- If a DARTS Operator is unable to board a passenger due to carry-on item violation, they will contact dispatch to determine how best to ensure the passenger is returned home, while adhering to policy above and ensuring safety for all on board.

- Passenger is responsible to make their own arrangements for returning home with their carry-on items, if the above cannot be managed.

PUBLIC WORKS DEPARTMENT
TRANSIT DIVISION

Hamilton

**ACPD Proposal working with   City Lab, and McMaster affiliated
Centre for Community Engagement and the Research Lab**

Introduction and Background for ACPD Members:

Key information gaps and the need to ease access to a variety of
information resources in order to fulfill the ACPD mission to raise
awareness of the impacts of disabilities, and to identify issues and make
recommendations in order that the city of Hamilton prevents and eliminates
barriers (promoting inclusion) for persons with disabilities have been
recognized.   (taken from Mission Statement)

It is important that ACPD work be based on solid evidence relevant to the
municipality and residents.   It strengthens and supports the lived
experience of members of the committee.

Working group efforts have revealed a number of key information gaps as
well as a wealth of materials that can help inform current and on-going
work. Thus there is the need to better manage numerous documents,
reports and publications in order to ensure members of the committee and
related staff can access valuable resources supporting ACPD work.
To do so a related information management strategy will ensure regular
updates, formal and informal, from key organizations and City departments
that support evidence-based review, actions and relevant
recommendations.   (repeat from the first part of the formal proposal
introduction)

1

The Current Situation:

- Unique role of this sub-committee referencing multi-level government policy and legislation,

- ACPD works across city departments which is challenging for members and support staff to identify key staff and related information resources.

- Information management supports evidence on the who, what, where, when and how of issues and concerns both current and past.

- working Groups may be replicating efforts to seek supportive information and resources

- Often information gaps are identified at ACPD meetings which slows down action -sending work back to Working groups

- For example information that is current and consistent (across ACPD work) is important.   Such details involve:
  - how many hamiltonians identify as disabled?   _____
  - proportion of those with disabilities that use a mobility device
  - proportion of those with disabilities with invisible disabilities   _____
  - proportion of disabled living at or under the poverty line   _____
  - proportion of those with disabilities that have difficulties finding ____ appropriate housing   _____
  - proportion of those with disabilities that make use of H|SR paying for each trip _____
  - proportion of those with disabilities using the H|SR with a mobility device ___ (further detail on canes, walkers, scooters etc.

2

Reasons for Proposal:

- consider a database to manage 'historic' documents and material resources was investigated by James but limitations discovered paused the work.

- any data base would need to be outside of the Cities operation.

- expertise to assist such a project could include important access to up-to-date information from different sources – census, SPRC and key disability organizations would be helpful and with reseach pieces brought together provid an information management strategy for ACPD and it's working groups.

- ACPD and Working Groups frequently experience competing priorities. Solid information helps identify and attend to the more important issues.

- City Lab had presented to ACPD several times and was identified as a valuable resource in obtaining outside expertise. Discussions began with Jayne and Paula, virtually. A team approach would be best.

- ACPD work would benefit from access to current information as well as what has happened in the past   - best-evidence approach

- Information management plays critical role in decision-making and identifying priorities.

- Solid evidence that supports motions and proposals is important when presenting to council as well as working with staff.

- lived experience is made more valuable when enriched with empirical information/data (quantitative and qualitative, mixed methods) on who, when, where and how many for example experience what type of disability, related housing, transportation and built environment issues

3

- Many questions arise and are difficult to answer at working groups and ACPD meetings. This results in time delays in accessing information and resources. An online computer at face-to-face meeting helped in the past.
- Different working groups at times repeat information gathering on same or similar problems and concerns. The results can differ.
- committee work crosses multiple areas of expertise and Working Groups must identify and contact those with valuable information to attend and share and discuss information.

Shaping the Proposal:

After consultations and review of submission documents & procedures via City Lab and McMaster affiliates (Centre for Community Engagement and the Research Lab) it became clear that strong support for the proposal was important and a team approach beneficial.   The original proposal could be broken into a group of small proposals or briefs allowing for many pieces to be worked on at the same time. Research pieces would then come together as an information management study or strategy.   Since the committee has minimal resources available, City Lab offered the opportunity to partner with leading edge research and problem solving expertise. This is work that the ACPD and members would otherwise be unable to accomplish.

The Process: Proposals (brief) are presented to the Centre for Community Engagement and the Research Lab according to their criteria and are shaped more like a brief to be mutually refined according to their 5 step work plan. These specific steps refine the proposal, desired outcomes, research question(s) and timeline that allows them to match expert researchers to the ACPD needs.

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Addendum 1   Jayne's Background

I feel it may be helpful to give what I hope to be a brief summary of my background and why it led me to develop this proposal to the ACPD.

I have a long and diverse work history with community faced organizations, largely not-for-profit. This includes an early career in the museum field working on and with boards and committees designing events and education programs.

My growing interest in the transfer of information and knowledge through education roles combined with an interest in community development lead to higher education.

My Masters focused on work that began with an awareness of the need for an electronic 'Red Book' (local services resource guide) as well as the delivery of home health care services (Home Care, CCACs) with evolving electronic technologies (mobile phones, laptops, email and social media).   Based on partnerships with a CCAC and service providers in the development and completion of a pilot I was offered a PhD in the UK.

My Doctoral research captured lessons from a University- Community partnership similar to City Lab that addressed the needs for and solution for an online tool to support the capture and use of quality community-related health information. The project was funded by the Deputy Prime Ministers Office and involved the City of Brighton and Hove, 2 Universities, the National Health Service (NHS), the local newspaper and a social media organization. My role was not as a technology expert but to address the social conditions and constraints involved in such a project. At this time Google was the only company working on a search engine that might be suitable for the project.   Costs and resources to achieve desired goals by way of a custom search engine and database were very expensive and longevity was dubious. The projects greatest benefits were the recognition of information resources and needs beyond individual organizations and value of an information management strategy.

In my first months I realized the challenges the ACPD has with 4-5 working groups and as noted below responsibilities to monitor several levels of legislation across city jurisdictions. As is normal in such situations good information is key to informed decision-making.

There is strong lived experience on the Committee but situating that within a larger community picture of how many are impacted by what particular situation and practices is harder to capture. This became particularly obvious in the Housing working group with our team-effort, producing a Housing Guide. The value of working together, in locating and making use of key information was invaluable.   Moving the concept of a up-to-date guide beyond paper was more difficult but we now have an on-line version that achieves broader accessibility and reasonable ability to modify and keep it current.

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Over the last 7 years it has become clear that working groups have competing priorities that frequently change for a variety of reasons.   Some efforts overlap and while members can share what is happening it is not always timely and helpful. Unintentionally it can slow work with efforts to sort out any confusion or misunderstandings at formal ACPD meetings.   Examples are seen with motions and proposals etc.   Often it is key information that is missing and or a history of similar work that must be sorted out.

The Housing working group also highlighted the value of archiving and being able search valuable documents and reports such as that held by Mary Sinclair.   At the same time that historic documentation needs to be situated with current information that together, provides a strong evidence-base upon which priorities can be confirmed and good decisions can be made.

Addendum 2   Information Management

Information, as we know it today, includes both electronic and physical information.

Information is that which informs — the answer to a question of some kind. It is thus related to data and knowledge,

In organizations, committees etc information management attends to   the flows of information.   How decision-making is informed by available or missing information.

Data as "information has been translated into a form that is efficient for movement or electronic processing, converted into binary digital form. Digital forms of information lack contextual detail that analog retains.

Data in its most basic, standalone digital format does not provide information. But when it's combined with other data or is manipulated in some way, such as a database that's when the organization derives value from the information — which then leads to knowledge.

Data Management is a subset of Information Management. It comprises all disciplines related to managing data and information as a valuable, organizational resource. Specifically, it's the process of creating, obtaining, transforming, sharing, protecting, documenting and preserving data.   This often involves a data base and search tools.

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Draft for content review and possible submission to City Lab etc.
    *Note: The attention is on content.
              Spelling, grammar and formatting will be edited last.

ACPD Proposal s with City Lab, and McMaster affiliated C enter for Community Engagement   and the Research Lab.

Introduction

The Advisory Committee for Persons with Disability (ACPD) has identified key information gaps and the need to ease access to varied information resources in order to fulfill it's mission to raise awareness of the impacts of disabilities, and to identify issues and make recommendations in order that the city of Hamilton prevents and eliminates barriers (promoting inclusion) for persons with disabilities. Among City of   Hamilton sub-committees the ACPD has the unique mandate to monitor |Provincial AODA legislation pertaining to disabilities, accessibility and human rights.   Thus the advisory role of ACPD is related to policy and practices of the city and must be based on solid evidence as well as the AODA, Building Code, Barrier-free Guidelines, housing policy, education and service delivery and Human Rights legislation.

A number of key information gaps have been identified as well as a wealth of materials that inform current and on-going work. Thus there is the need to manage numerous documents, reports and publications in order to ensure members of the committee and related staff can access valuable resources supporting their work.   As well an information management strategy would ensure regular updates, formal and informal, from key

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organizations and City departments that would support evidence-based review and relevant recommendations.

After careful consideration and initial conversations with City Lab and their McMaster partners; The Centre for Community Engagement and the Research Lab the proposal has been broken into pieces that allow small research projects that can inform an information management strategy, potential data base and necessary Committee work.

It was recognized that a large amount of miscellaneous materials existed but were unorganized and thus not very accessible for the committee to utilize. This initiated an investigation by James Kemp into some type of data base that could be searchable.   As a result it was realized that expertise to assist such a project, including equally important access to up-to-date information from different sources – census, SPRC, and key disability organizations would be helpful. City Lab had presented to ACPD several times and was identified as a valuable resource to assist in tapping University expertise and potentially developing appropriate partnerships of value to both the committee and the city.   The following is therefore a group of individual proposals that can expedite the eventual development of an information management strategy and data base solution for the ACPD.

*Note for ACPD members: The research pieces are shaped in the style of a brief which allows the flexibility the research partners look for in matching expertise to research purpose.   Related websites detail the submission process and steps leading to completed work on behalf of a community partner.   Any proposal pieces completed will be of value.   It is anticipated that only a select number will be completed at first but over time many might be achieved.

Proposed Research Pieces - ACPD and it's Working Groups for McMaster City Lab, Community Engagement and Research Lab.

ACPD:

Purpose: Evaluate and advise on the management, retrieval and knowledge transfer of historic/archival material and relevant information (reports, meeting notes etc.) to meet ACPD strategic planning and working group needs. (* Worded to attract a variety of expertise)

Background: The ACPD committee has accumulated nearly two decades of reports, minutes and miscellaneous related materials of mixed value to ongoing committee work. There is a need to determine practices and processes to manage these materials. While an electronic database with search mechanisms may be a solution there is opportunity to explore the best solution relevant to the mandate and work of the committee and its working groups. Thus information flows, storage and retrieval methods can be addressed.

1 Identify practices and possible tools that insure the ACPD has and maintains up-to-date data regarding residents with disabilities. Determine appropriate level of breakdown around type of dis-ability ex: mobility - wheel chair, walker, cane etc. sight, hearing, mental health, other

1b Recommend processes to ensure information is kept up to date and shared appropriately.

2 To understand information management processes, conduct a Mapping Exercise or Environmental Scan or Scope (method to be confirmed) of how the ACPD engages with City Staff across differing departments. Make recommendations to enhance communications and where appropriate establish regular channels for the sharing of updates etc.

Audience: ACPD Sub-Committee

Timeline: long-term with some components achieved in 3 months. Key pieces are tied to the following group of research pieces.

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Transportation:

Purpose: The following research pieces will inform the work of this ACPD Working Group.

1 To better understand the
2 Environmental Scan or Scope or Mapping exercise (method to be confirmed) capture numbers of users with disabilities taking HSR, and Accessible Transit (Darts, taxi scrip) potentially capturing single use tickets and agencies that make use of them   and capture the   range of disabilities utilizing varied transit.   This information may help inform ATS users in the future as well as aid decisions by the HSR .

3 Provide a summary overview of <u>key issues</u> from <u>staff and rider perspectives</u>.   To be accomplished through a tool such as Mapping, or SWAT analysis   (method to be confirmed)   (SWAT is strengths, weaknesses, Assets, Threats)

4 Environmental Scan or Scope (method to be confirmed) of training and educational practices/policies used by the providers of accessible and HSR transit with regard to passengers with disabilities.   Method to capture when where and how training is provided, especially with regard to new hires, performance reviews, complaints and passenger needs (ex seat belts, ramp). (method to be confirmed)

Audience: ACPD Working Group and Sub-Committee

Timeline: 3months plus based on research strategy and agreed objectives

Built Environment Working Group:

Purpose: The following research pieces will inform the work of this ACPD Working Group.

1   To better understand Barrier Free Guidelines, practices pertaining to those with disabilities. Conduct a Review, SWAT analysis or Environmental Scan or Scope (method to be confirmed)
This may involve interviews with City staff across City departments. The final report should identify common issues as well as areas that need attention by identifying gaps and weaknesses.

1b As a separate piece but tied to the above, capture specific details concerning disabilities regarding the following:
   - snow removal issues
   - curb cuts at intersections but also leading into parking lots, bus stops and parks
   - Intersections – time to cross, role of lights and audible signals
   - Issues pertaining to construction sites and plans to provide optional safe accessibility during construction work. This may include development of a system to alert residents of route changes (HSR, sidewalks, pathways etc) that will be disrupted.

   Audience: ACPD Working Group and Sub-Committee

   Timeline: 3months plus based on research strategy and agreed objectives

Outreach Working Group:

Purpose: The following research pieces will inform the work of this ACPD Working Group.

   1   Prepare a report illustrating the views of City council, councillors and appropriate staff on the role of the ACPD in order to determine strengths, weaknesses and opportunities using methods such as a Mapping Exercise, SWAT or Environmental Scan or Scope (to be confirmed) . This might include a review of the new ACPD brochure, events such as round-tables, and the calendar.

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2 Review the City Website regarding content pertaining to persons with dis-abilities.   Determine strengths, weaknesses and opportunities. Make suggestions, recommendations regarding data to make public and potential for educational initiatives. This may include relevant city organizations and groups that play a role in accessibility for persons with dis-abilities.

3 Identify where there can be valuable work regarding education or learning regarding dis-ability issues and accessibility.   This may include city departments that could jointly attend a session and or community groups and organizations likely to partner with the city on related initiatives.   Housing providers would be an example of the last.

4 Emergency Aid for Mobility Devices – Conduct an updated Environmental Scan or Scope of work to date by the ACPD and affiliated organizations (Darts, ATS, and mobility services)   Prepare and present recommendations on progress and future actions.

5 Prepare an updatable list of community agencies most relevant to ACPD work and aligned with current priorities.

Audience: ACPD Working Group and Sub-Committee

Timeline: 3months plus based on research strategy and agreed objectives

Housing:

Purpose: The following research pieces will inform the work of this ACPD Working Group

Key subjects include: Housing for those with disabilities - RCFs, Rooming Houses, Transitional Housing, Social Housing, RGI, Accessibility concerns related to applications and tennant services, engagement.

1 Identify groups, organizations and researchers participating in advocacy or action regarding the housing crisis in the city using methods such as Environmental Scan or Scope by subject area (method to be confirmed).

1b Highlight, where valuable, differences by city region. This may align with Code Red mapping.   Identify key concerns such as affordable,

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RGI, subsidized, buildings built with mortgages that upon expiring can revert to market rent or housing plus services goals.

2   Document key practices across the some 32 affordable/subsidized housing providers in the city in consultation with appropriate city staff.   Capture details of the application process, wait list and wait-times, qualifications such as assets, and specifically issues (to be fully determined)   for those with disabilities seeking housing.

3   Determine method to annually assess and update ACPD on number of accessible housing units in the city and related vacancies.   Develop a tool to communicate number of units and their features related to accessibility for those with varied disabilities. This may or may not take the form of a matrix (method to be confirmed).

3b Determine a means to identify the number of individuals waiting for housing that have identified themselves as disabled.   This includes wait lists across housing providers as well as the homeless, through the annual Homeless Count or other methods to be determined.

4   Document   relevant organizations and groups involved in transitional housing possible using a Scan/ scope or Mapping exercise (method to be confirmed) Likely to include: hospital placement staff, Home and community Care Support Services (HNHB), those involved in drug and alcohol treatment and mental health as well as those dealing with homeless like HamSmart. Identify service gaps linked to rehousing and homelessness for those with disabilities.

5   Determine method to capture organizational structures of housing providers looking at key issues such as committees and tenant representation, participation and related decision-making processes and service provision.

Audience: ACPD Working Group and Sub-Committee

Timeline: 3months plus based on research strategy and agreed objectives

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11.1

CITY OF HAMILTON

NOTICE OF M O T I O N

Advisory Committee for Persons with Disabilities: December 14, 2021

MOVED BY A. MALLETT…….....…..……..……………………………….

SECONDED BY…………….……………………………………………

Invitation to the City of Hamilton Chief of Police to Discuss Topics of Interest to the Advisory Committee for Persons with Disabilities Related to Police Services

WHEREAS, the Advisory Committee for Persons with Disabilities will benefit from meeting with the City of Hamilton Chief of Police to discuss topics of interest to the Advisory Committee for Persons with Disabilities related to Police Services;

THEREFORE, BE IT RESOLVED:

That the City of Hamilton Chief of Police be invited to attend the March 2021 meeting (or earliest meeting thereafter) to discuss topics of interest to the Advisory Committee for Persons with Disabilities related to Police Services.