



Hamilton

**ACCESSIBILITY COMMITTEE FOR PERSONS WITH
DISABILITIES
REPORT 24-002**

4:00 p.m.

Tuesday, February 13, 2024

Room 192/193, 1st Floor Hamilton City Hall
71 Main Street West

Present: Councillor M. Tadeson, J. Kemp (Chair),
P. Kilburn (Vice Chair), B. Cullimore
L. Dingman, A. Frisina, C. Hernould,
L. Janosi, L. Johanson, H. Kaur, J. Maurice,
M. McNeil, T. Murphy, K. Nolan, T. Nolan,
M. Opoku-Forfieh, R. Westbrook

Absent

with Regrets: H. Bonefant and S. Dunford

**THE ACCESSIBILITY COMMITTEE FOR PERSONS
WITH DISABILITIES PRESENTS REPORT 24-002 AND
RESPECTFULLY RECOMMENDS:**

- 1. Accessibility Committee for Persons with
Disabilities – Terms of Reference (Item 11.1)**

That the Terms of Reference for the Accessibility Committee for Persons with Disabilities attached as Appendix “A” to Accessibility Committee for Persons with Disabilities Report 24-002 be approved, as presented.

FOR INFORMATION:

(a) CHANGES TO THE AGENDA (Item 2)

The Committee Clerk advised that there were no changes to the agenda.

The Agenda for the February 13, 2024, meeting of the Accessibility Committee for Persons with Disabilities, was approved, as presented.

(b) DECLARATIONS OF INTEREST (Item 3)

There were no declarations of interest.

(c) APPROVAL OF MINUTES OF THE PREVIOUS MEETING (Item 4)

(i) January 9, 2024 (Item 4.1)

The January 9, 2024, minutes of the Advisory Committee for Persons with Disabilities meeting,

were approved, as presented.

(d) STAFF PRESENTATIONS (Item 8)

**(i) Accessible Transportation Services
Performance Review - Q3, 2024 (Item 8.1)**

Michelle Martin, Manager of Accessible Transportation Services, addressed Committee respecting the Accessible Transportation Services Performance Review for Q3, 2024, with the aid of a PowerPoint presentation.

The presentation from Michelle Martin, Manager of Accessible Transportation Services, respecting the Accessible Transportation Services Performance Review – Q3, 2024, was received.

The Report respecting the Accessible Transportation Service Performance Review – Q3, 2024, was received.

**(ii) Accessible Transportation Services Road Map
(Item 8.2)**

Michelle Martin, Manager of Accessible Transportation Services, addressed Committee respecting the Accessible Transportation Services Road Map, with the aid of a PowerPoint presentation.

The presentation from Michelle Martin, Manager of Accessible Transportation Services, was received.

(e) CONSENT ITEMS (Item 9)

(i) Safety Concerns respecting City Hall Stairs (Item 9.1)

Jocelyn Strutt, Senior Project Manager - Public Engagement, provided an update respecting Safety Concerns respecting City Hall Stairs.

The update from Jocelyn Strutt, Senior Project Manager - Public Engagement, respecting Safety Concerns respecting City Hall Stairs, was received.

(f) DISCUSSION ITEMS (Item 11)

(a) Accessibility Committee for Persons with Disabilities Working Group Review (Item 11.2)

(i) The following Working Groups were established for the 2022-2026 Term of Council:

- (1) Built Environment Working Group
- (2) Housing Issues Working Group
- (3) Outreach Working Group
- (4) Transportation Working Group
- (5) Strategic Planning Working Group
- (6) Accessible Open Spaces and Parklands

Working Group

(ii) The following members were appointed to the Accessibility Committee for Persons with Disabilities Working Group:

(1) Built Environment Working Group:

- (i) James Kemp
- (ii) Lance Dingman
- (iii) Cara Hernould
- (iv) Michael Opoku-Forfieh
- (v) Anthony Frisina
- (vi) Levi Janosi
- (vii) Hargun Kaur

(2) Housing Issues Working Group:

- (i) Paula Kilburn
- (ii) Ben Cullimore
- (iii) Hargun Kaur
- (iv) Robert Westbrook
- (v) Lance Dingman
- (vi) James Kemp
- (vii) Anthony Frisina

(3) Outreach Working Group:

- (i) James Kemp
- (ii) Paul Kilburn
- (iii) Anthony Frisina

- (iv) Hope Bonefant
- (v) Robert Westbrook
- (vi) Mark McNeil
- (vii) Ben Cullimore

4. Transportation Working Group:

- (i) Paula Kilburn
- (ii) Tim Murphy
- (iii) Jake Maurice
- (iv) Mark McNeil
- (v) Anthony Frisina
- (vi) Kim Nolan
- (vii) Tim Nolan
- (viii) James Kemp

5. Strategic Planning Working Group:

- (i) James Kemp
- (ii) Hargun Kaur
- (iii) Paula Kilburn
- (iv) Mark McNeil
- (v) Tim Nolan
- (vi) Kim Nolan

6. Accessible Open Spaces and Parklands Working Group:

- (i) Cara Hernould
- (ii) Mark McNeil
- (iii) Tim Nolan

- (iv) Kim Nolan
- (v) Paula Kilburn
- (vi) James Kemp

3. Hamilton Strategic Road Safety Committee Representative (Item 11.3)

- (a) Cara Hernould was appointed as the Accessibility Committee for Persons with Disabilities' representative on the Hamilton Strategic Road Safety Committee; and
- (b) Hargun Kaur was appointed as the alternate representative on the Hamilton Strategic Road Safety Committee.

(g) ADJOURNMENT (Item 16)

There being no further business, the Accessibility Committee for Persons with Disabilities, adjourned at 5:25 p.m.

Respectfully submitted,

James Kemp, Chair
Accessibility Committee for
Persons with Disabilities

Carrie McIntosh

Legislative Coordinator
Office of the City Clerk



Hamilton

Accessibility Committee for Persons with Disabilities (ACPD)

As per the Accessibility for Ontarians with Disabilities Act, 2005, the council of every municipality having a population of not less than 10,000 shall establish an accessibility advisory committee or continue any such committee that was established before the day this section comes into force (Sub-Section 29. (1))

Mission Statement

The Accessibility Committee for Persons with Disabilities (ACPD) in the City of Hamilton assists the work of City Council by identifying accessibility barriers and making recommendations with regard to barrier removal and prevention in compliance with the *Accessibility for Ontarians with Disabilities Act, 2005* and the Ontario Human Rights Code.

The work of the Sub-Committee encompasses the broadest possible scope of services, facilities, policies and practices affecting the lives of all persons with disabilities in the City.

Vision Statement

Hamilton is an inclusive community where ALL people can live, work, play and participate fully, free from barriers or discrimination.

Values

Accessibility	Honesty
Accountability	Inclusiveness
Cooperation	Innovation
Dignity	Leadership
Diversity	Respect
Equity	Teamwork
Excellence	Tolerance

As approved by Council on _____, as part of GIC Report 23-_____, (date)

As approved by Council on October 11, 2023 as part of GIC Report 23-026, October 4, 2023

As approved by Council on January 25, 2023 as part of GIC Report 23-004, January 18, 2023

As approved by Council on November 23, 2016 as part of GIC Report 16-029, November 16, 2016

As amended by Council on September 25, 2019 as part of GIC Report 19-017, September 18, 2019

As Amended by Council on February 26, 2020 as part of GIC Report 20-007, February 19, 2019

Mandate

As per the *Accessibility for Ontarians with Disabilities Act, 2005*, the committee shall, (a) advise the council about the requirements and implementation of accessibility standards and the preparation of accessibility reports and such other matters for which the council may seek its advice under subsection (5); (b) review in a timely manner the site plans and drawings described in section 41 of the *Planning Act* that the committee selects; and (c) perform all other functions that are specified in the regulations. (Sub-Section 29. (4))

As per the *Accessibility for Ontarians with Disabilities Act, 2005*, the council shall seek advice from the committee on the accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises, (a) that the council purchases, constructs or significantly renovates; (b) for which the council enters into a new lease; or (c) that a person provides as municipal capital facilities under an agreement entered into with the council in accordance with section 110 of the *Municipal Act, 2001*. (Sub-Section 29. (5)) Supplying site plans when the committee selects site plans and drawings described in section 41 of the *Planning Act* to review, the council shall supply them to the committee in a timely manner for the purpose of the review. (Sub-Section 29. (6))

The Accessibility Committee for Persons with Disabilities (ACPD) advises Council on providing full accessibility and inclusion of persons with disabilities in the City related to City goods and services and City-owned facilities and spaces and recommends to the City of Hamilton policies, procedures, standards and guidelines.

Composition

The Accessibility Committee for Persons with Disabilities (ACPD) shall be comprised of up to 18 citizen members in accordance with *Accessibility for Ontarians with Disabilities Act, 2005*, a majority of the members of the committee shall be persons with disabilities (Sub-Section 29. (3)) and two Members of Council.

The membership should also reflect a wide range of disabilities and represent the interests of all persons with disabilities.

Membership should fully represent the community arising from an Inclusion, Diversity, Equity and Access (IDEA) lens.

The Accessibility Committee for Persons with Disabilities (ACPD) shall also have access to key staff from Transit, Housing, Planning, Building, Recreation, Public Health, etc. as a resource, in order to fulfill their mandate.

Terms of Reference

1. In accordance with the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA), Ontario Human Rights Code (OHRC), and all applicable legislation, regulations, standards, policies and guidelines:
 - (i) Advise Council and staff on barriers affecting full participation of persons with disabilities in the City.
 - (ii) Advise Council and staff, annually about the preparation, implementation, and effectiveness of its accessibility plan required pursuant to the AODA.
 - (iv) Ensure that the right of access for persons with disabilities to programs and services provided by the City is sustained, maintained, and/or improved.
 - (v) Review and comment to Council and other levels of government on pertinent reports, proposed legislation and studies which affect all persons with disabilities, where appropriate.
 - (vi) Provide a forum where persons with disabilities and service representatives can express their concerns, identify barriers, share information and recommend improvements to the existing level of City services, goods, facilities and spaces, for persons with disabilities, while taking into consideration a wide spectrum of disabilities in discussions and decision making.
 - (vii) Educate and increase awareness to City Council and staff on issues which affect people with disabilities.
 - (viii) Regularly review the progress and measure the success of the committee and its activities.

-  2. Members are to adhere to the Procedural Handbook for Citizen Appointees to City of Hamilton Local Boards, which includes the Code of Conduct for Local Boards.

Working Groups:

The Accessibility Committee for Persons with Disabilities (ACPD) shall consider establishing, at the outset of each four-year term, Working Groups tasked with performing much of the work of the Accessibility Committee for Persons with Disabilities (ACPD).

The Accessibility Committee for Persons with Disabilities (ACPD) may establish, from time to time any Working Group tasked to complete specific tasks on behalf of the Accessibility Committee for Persons with Disabilities (ACPD) and may be established for a time limited period.

Every member of the Accessibility Committee for Persons with Disabilities (ACPD) is expected to be a member of no less than one (1) Working Group and encouraged to limit membership to no more than three (3) Working Groups.

Members are strongly encouraged to fully participate and contribute to discussion and debate at the full Accessibility Committee for Persons with Disabilities (ACPD) and its Working Groups.

Annual Events:

“Ability First” Accessibility Fair

Members of the Accessibility Committee for Persons with Disabilities (ACPD) shall be strongly encouraged to participate in the organization and planning of the Annual “Ability First” Accessibility Fair, which would include their attendance and participation on the day of the event.