

Meeting Minutes



MEETING **City of Guelph
Accessibility Advisory Committee (AAC)**

DATE Tuesday, August 21, 2012

LOCATION City Hall, Room B

TIME 3:00 to 5:00 p.m.

CHAIR: Brad Howcroft (in Jennifer’s absence)

PRESENT: Brad Howcroft, Paul Reeve, Doug Grove, Janice Pearce Faubert, Cathy McCormack, Carin Headrick, Laurie Lanthier, Mary Grad, Julia Phillips, Tom Goettler, Jane McNamee, Lynne Briggs (Staff), Leanne Warren (Liaison), Lyndsay Masters (Minutes) Rodrigo Goller (Staff Delegate)

REGRETS: Jennifer Popkey Bergen, Cory Chisholm, Missy Tolton

AGENDA ITEMS

ITEM #	DESCRIPTION
1	Welcome
2	Approval of the Agenda Motion: Cathy, 2 nd Carin: All in favour, Carried Approval of Minutes of June 19, 2012 Motion: Julia, 2 nd Janice: All in favour, Carried
3	Business Arising: 1. Accessible Integrated Standard – Proposed Amendments and Outdoor Accessible Built Environment – Feedback Requested – Leanne Warren <ul style="list-style-type: none">• The Accessibility Directorate of Ontario has released a

document that contains proposed amendments to the existing AODA standards and a draft of the outdoor accessible built environment.

- As a result the AAC has an opportunity to provide comment on this document by October 1st
- Individuals can also submit comments
- Several sections may be of concern to AAC members beginning with the definitions
- Leanne is developing a chart to facilitate comments to share with the Province. Staff and AAC members will be encouraged to provide comment before September 24.

2. Community Engagement Framework – Feedback Requested -
Rodrigo Goller, Community Engagement Coordinator

- The purpose of the framework is to provide staff with a consistent, inclusive approach for any community engagement process.
- Currently, each service area has their own approach to getting information out about their activities and to gather input from members of the community.
- AAC members were asked to provide feedback on ways to inform those in the community with a disability about engagement opportunities and ways to advise staff on how to be inclusive in their engagement endeavours
- The framework will be launched next year and will include:
 - Step 1 = definitions (e.g. “what it is to engage”)
 - *International Association of Public Participation* = 5 levels:
 - Inform, consult, involve, collaboration & empower
 - In response to a question of where the AAC would fit as the group do not collaborate as that would suggest a position of power, Rodrigo suggested that the committee would be on the “Consult” level.
 - Step 2 = step-by-step roadmap
 - Step 3 = tools (consistent with different levels of engagement)
- Level 1: Inform
 - City uses fact sheets, websites, open houses to get information to public.
 - It was suggested that Twitter and other social media could be included as a form of informing the public.

- A town-hall teleconference will be tried soon with a meeting with the Mayor. It was suggested to ensure that those using a TTY would be included.
- Level 2: Consult
 - City currently uses public surveys, meetings and focus groups. Surveys are done through the City's website.
 - It was suggested to:
 - Include surveys for those who do not have a computer. Possible formats could include survey or survey contact information in the newspapers, social media, through neighbourhood groups (e.g. coffee hours).
 - List Council's advisory committees as groups that staff should engage on regular basis
 - Targeting specific groups (e.g. CNIB, CHS, community agencies). This could be done in consultation with Accessibility Services as that office could liaise with these groups. It was suggested that this would have been helpful for past projects such as Transit route changes and the proposed 5-points roundabout.
 - Take place as early in a process as possible (the roundabout was almost a missed opportunity)
 - Communicate to staff that it should be assumed that all projects have implications related to accessibility and there was an offer to consult with the AAC
 - A focus at this stage is to ensure that people understand their level of engagement.
- Level 3: Collaborate (with community)
 - Workshops, collaboration with groups (e.g. neighbourhood)
 - Workshops may not be presenting enough information for all individuals to grasp message. Perhaps providing information before/after workshop that isn't just visual? Opportunity for feedback a few days after workshop? Offer alternate formats.
 - Perhaps holding workshops in the evening, multiple times during the week or on the weekend will make it more accessible to people NOT at work
 - *The group were asked: What is the best way for city staff to let community members know of activities*

taking place?

- Email, social media, newspapers, phone, TTY, neighbourhood, list-serves, Tribune, newsletters, comment: saturate the public's mind!
 - Meeting people where they ARE rather than making people come to City Hall
 - TV + Radio (Rogers, CTV, local radio stations)
 - Designate a TIME to inform public (e.g. "Transparent Thursday" each week; archive/send out after the meeting)
- The committee were invited to provide information/feedback over the coming weeks with a deadline of 3-4 weeks after this meeting

3. Community Wellbeing Initiative presentation – For Information - Leanne Warren and Carin Headrick

- Leanne had previously sent information and link to website.
- GOAL: Determine how a stronger, healthier community can be built (e.g. cards to fill out and submit or online form)
- Members were told about different ways to encourage people they know to provide input and get involved. Members could bring a card with them to meet with friends and start the conversation that way, alternatively they could just simply ask others their opinion on how to improve the wellbeing of Guelph as a whole and point them in the direction of the online survey or give them a comment card.
- Comment cards can be dropped off in drop-boxes in all City facilities. Individuals wearing the pink shirts will be visiting activities in progress (e.g. Ribfest)
- Ward individuals will be facilitating discussion opportunities

The group were asked:

What do you love about Guelph?

- Green spaces; walking trails; splash pad; arts community; small and reasonably accessible parks; nice/caring people; some city staff who go the extra mile to assist

What would improve your quality of life as an individual?

- Better transit; improve community input process; negative impact of traffic (bikes, buses, cars, many red lights in a row, etc.); sidewalks suddenly ending in unexpected places is a hassle; more recreational opportunities for people with disabilities in Guelph (not Kitchener area); if City staff treated everyone as "citizens of Guelph" (e.g. not judged by area of

	<p>City they live in); improved transit complaint feedback/listening process; some bylaws are not applied consistently (i.e. lack of communication between levels of city staff hierarchy has been experienced); increased wheelchair parking including stores</p> <p>Members were invited to either contact Carin or Leanne for assistance on gathering feedback from people they know or visit the website for more information or opportunities to provide more feedback.</p> <p>4. Waste Collection and Accessibility – For Discussion – Heather’s Response – Leanne Warren</p> <ul style="list-style-type: none"> • Special situation: <ul style="list-style-type: none"> ○ By the time support staff leave a person’s home, the garbage has not been collected. The person is not able to retrieve that can and staff do not return until the following afternoon. How should this be handled? ○ Further, there are concerns about where to place the cans in the winter as there is no boulevard in this neighbourhood. ○ Questions to be forwarded to Heather • The committee requested that Heather be invited back to the February AAC meeting once this program has been implemented as members are interested to hear: <ul style="list-style-type: none"> ○ How requests from individuals with a disability have been handled. ○ Brown paper bags might be the quick solution to collecting animal excrement (i.e. guide dogs) once the new process has started (e.g. goes in green bins) • Comment: Garbage collection maps are still a bit difficult to understand
<p>4</p>	<p>New Business:</p> <p>1. Parking Spaces in the City Hall Area – For Discussion – Leanne Warren</p> <ul style="list-style-type: none"> • Accessible parking spaces were re-assigned to the Wilson parking lot during construction of Carden St. • The City is asking for direction on the best locations for the accessible parking that serves City Hall and the POA Court? <p>Motion: The committee recommended that the least number of accessible parking spots be located in the Wilson parking lot as the majority of business is transient. Therefore, 2 in Wilson.</p>

Motion: Paul

2nd: Mary

Concern raised by Jane about the slope surrounding the accessible parking space on Wilson at Macondo Books. Jane strongly feels that this parking space is dangerous for her to use.

Friendly amendment: 2 in Wilson, 2 on Carden, 4 between City Hall and a safer location for the one space on Wilson street (i.e. not in front of Macondo Books as the road has a considerable slope in that location that creates the potential of a hazard)

- **Motion:** Paul **2nd** : Mary
- 2 opposed (Janice + Jane), 7 approved
- **Motion Passed**

2. Transit Concerns – For Recommendations –

- a. Doug Grove; and
- b. Cory Chisholm

- a) Concerns were raised about the changes in the bus routes that serve the Eramosa/Speedvale/Victoria Rd/Woodlawn neighbourhood. Bus stops are few and many people have to walk more than 500m to a bus stop. Buses are often late and connections at the Central Station are regularly missed. The result is extended travel times for tasks of daily living like groceries, etc.
 - Correspondence has been sent to Transit however no reply at this time.

Committee delegates the following:

- That Lynne and Leanne, on behalf of the AAC, will talk with transit about the concerns.
- There was also a recommendation that they should attend the Transit Advisory Committee on behalf of the AAC.

- b) Deferred, in Cory's absence, to the October meeting.

3. Site Plan Concerns – For Recommendation – From Guelph Barrier Free Committee – Leanne Warren

- No safe accessible route from the sidewalk to McDonald's entrance (downtown).
- Interest sparked from GBFC.
- Potential discussion with site plan to see how accessible routes can be addressed.

4. Pedestrian route from downtown shops to the Central Station

- City Realty Services (manages the encroachment agreements for the City) is still trying to enforce agreements with business

	<p>downtown as to where accessible patio location is as periodically concerns are raised about the sidewalks being too narrow where some patios are located.</p> <ul style="list-style-type: none"> • The accessible route is, at this time, managed with a verbal agreement • Question: Would it help to develop a detailed bylaw addressing accessibility of the sidewalks and the patios? • Recommend that the committee meet with City Realty Services to discuss the question above and to further understand existing processes for encroachment agreements. Meeting is recommended for either the December or February AAC meeting. <p>5. HRSDC Funding and Letter of Support – For Information – Leanne Warren</p> <p>The City has applied for funding to enhance current accessible recreation opportunities. The request was for \$750,000 over three years with the City’s contribution being approximately \$75,000 over three years. If the application is successful a project coordinator will be hired to coordinate the purchase of equipment, signage for trails and tasks related to an increase in support staff. Funding would likely begin in April 2013.</p> <ul style="list-style-type: none"> • Local Health Integrated Network (LHIN) is launching a project to inform health care providers about alternative post-rehabilitation opportunities for their clients such as participating a City rehab-swim class. The local LHIN contact for this project is in favour of this funding proposal. • Guelph Barrier Free Committees have written a letter of support • Brad Howcroft has drafted a letter of support from the AAC. Members were in favour of Brad signing the letter on their behalf. <p>6. Items from this meeting for CSS Report – For Discussion – All</p> <ul style="list-style-type: none"> • Heard about/provided feedback to engagement • Will be providing informal feedback to proposed Amendments to the Integrated Accessibility Standard and Design of Public Spaces draft.
<p>5</p>	<p>Identify and Assign Future Agenda Items:</p> <p>1. Review/update of AAC Handbook – Deferred to October</p>

	<ol style="list-style-type: none"> 1. Vulnerable Persons Registry – Update 2. Accessible Pedestrian Signals (APS) There are concerns that staff said the APS' were to be done during the infrastructure funding would have an APS. This didn't take place on all intersections Follow up: Invite Engineering and Operations (APS) to an AAC meeting soon. 3. Letter regarding bus stop on Elmira Rd serving Flaherty Dr. <ol style="list-style-type: none"> a. The AAC decided to focus on the City's: <ol style="list-style-type: none"> i. Communication of the public consultation process, ii. Process for responding to concerns like this; and iii. Process to accommodate an individuals in this type of situation b. Leanne to coordinate this information for a future AAC meeting.
6	<p>Next Meetings: October 16, 2012 from 3 – 5 p.m. City Hall</p>