

MEETING Minutes



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

DATE Tuesday, December 16, 2014

LOCATION City Hall, Room 112

TIME 3:00 TO 5:00 P.M.

CHAIR Brad Howcroft (Vice-Chair)

PRESENT Brooke Sillaby, Laurie Lanthier, Julia Philips, Tanya Davies, Mary Grad, Doug Grove, Cathy McCormack, Paul Reeve, Missy Tolton, Sain Matwey, Brad Howcroft, Emma Mezgec (Co-op student), Leanne Warren (Liaison), John Alves (Transit), Nancy Button (Transit), Geoff Walker (Public Works), Nello Violin (Public Works) Mara Engel (Public Works), Mario Petricevic (Corporate Property)

REGRETS Janice Faubert, Jennifer Popkey Bergen, Jane McNamee

**No Peanut Products permitted at this meeting.
Please refrain from wearing scented products.
Accessibility related accommodations available upon timely request to
Leanne Warren 519-822-1260 ext. 2670.**

AGENDA ITEMS

ITEM #	DESCRIPTION
1	Welcome to all
2	<p>Approval of the Agenda - Motion to approve the agenda by Sian seconded by Mary All in favour - carried</p> <p>Approval of Minutes of October 21, 2014 - Motion to approve minutes with following changes by Cathy seconded by Missy All in favour – carried - Jane’s name should have been included in the regrets for the</p>

	October minutes.	
3	<p>1. ACCESSIBLE BUS STOPS</p> <ul style="list-style-type: none"> • Transit: Accessible Bus Stops - Recommendation on Question – Nancy Button <p>Background:</p> <ul style="list-style-type: none"> • Transit received a request to put in a bus stop in a new residential development (walking over 1km to closest bus stop at the moment) at the locations of Eastview and Watson Road (3A and 3B route) • Two bus stops are needed; one on each side of the road to fit into the existing Transit routes • There is no sidewalk and a gravel shoulder on the west side of the road • If the city were to put in the bus stops on both sides of the road, the west side would not be accessible with a concrete pad. • The City could put the bus stop in, but it would not be up to the standards they would like • Transit doesn't believe that there is any danger to patrons getting on or off of the bus because the gravel shoulder is wide enough to ensure a safe walk and the road is considered a low traffic volume road <p>Recommendation:</p> <ul style="list-style-type: none"> • Install the bus stops with existing surfaces, and • In addition, install a curb ramp on the side with the sidewalk so that a person getting off of the bus on the gravel side can wheel across the road, up the curb ramp and onto the sidewalk. • Motioned by Paul; Seconded by Brad • all in favour; Carried <p>General Information About Bus Stops:</p> <ul style="list-style-type: none"> • Currently around 30 bus stops that are not considered accessible (mainly in industrial areas) • 350 stops are accessible due to a concrete pad • AODA Implementation of the Multi-Year Accessibility Plan - John Alves Report on standards of AODA • John explained to the committee that 2015 will be the year that Mobility Service sees a lot of 	

improvements:

Booking software will be implemented which will give the drivers and Mobility real-time information. A trend that Mobility is struggling with is the number of cancellations in the hours prior to a passenger's scheduled pick-up. The result is that other passengers were not able to get a ride and Mobility has empty seats.

This software is expected to alleviate this issue as passengers will be able to call the same day to see if there is a seat available. Dispatch will be able to schedule the ride and the driver will receive the ride order all in real-time.

Further, online ride books will be available.

- John reported that he is responsible for reviewing new Mobility applications so that he can ensure that they are processed in a timely manner.
- A new accessible ride service has entered a contract with Mobility to pick-up the ride overflow. This new company will begin providing the service, rather than Red Top Taxi, beginning in February.
- Transit continues its Travel Training program which is available at the Evergreen Senior's Centre. The idea of the program is to show potential new passengers how the conventional bus system works so that this group are comfortable travelling on the conventional service.
- John is creating a new employee training program for the Mobility Service as he feels that the training that they currently get is not sufficient.
- The TaxiSCRIP program will continue from Guelph Transit's perspective but noted that is under the discretion of the company, such as Red Top Taxi, if they honour the program. TaxiSCRIPs can be purchased through Guelph Transit and are \$20 for \$40 worth of ride chits.
- John has requested a second dispatch position as part of the online booking system as well as one dispatch position in the evening hours
- Audible and Visible prompts on the Community Buses will be implemented soon (2015)
- John is reviewing the Community Bus routes and location at the Transit Terminal during 2015
- John would like to attend the ACC meetings on a

regular basis and will have an update at each meeting

3. Sidewalk Snow Clearing – For Discussion – Operations

- Nello Violin and Geoff Walker of Operations (Public Works) attended the meeting for this discussion:
- Committee members began with the following:
 - Individuals with mobility devices are not able to get around the city without the sidewalks cleared
 - Those with guide dogs have difficulty when the sidewalks are not cleared to a firm surface
 - Equipment is sometimes too wide for narrower sidewalks, which leaves more snow on the actual sidewalk. This extra snow is a hazard for tripping or for a wheelchair/scooter to get stuck.
 - Snow removal must be more proactive in high volume areas (reprioritize).
 - All bus stops should be cleared. As it stands now, only the accessible bus stops are cleared. For some residents who are blind, the closes bus stop is not accessible and therefore doesn't get the snow removed. This population have great difficulty climbing into deep snow and can't see the footsteps of others as a sighted person can.
 - Often snow chunks fall off of the snow banks or the sidewalk plows create a windrow. Both scenarios create a barrier. The problem is that the plows only go out if it has snowed so this snow sits and becomes very difficult to remove.
- It was agreed that the AAC could send a list of priority spots in their neighbourhoods as well as others.
- It was identified that more specific equipment for multiple jobs was needed
- The committee requested that Nello and Geoff consider expanding the snow removal budget for 2015 and 2016 when presenting for budget
- The committee asked if the Snow Angel program –

could include clearing the bus stops that are not considered accessible.

- Nello committed to speak with Kristine at the Volunteer Centre to see if Snow Angel program could expand in duty.

Curb Ramps – For Information – Leanne Warren

- Public Works reported to Leanne that there is no budget in 2015 for curb ramps and that 300 – 400 throughout the city still need to be done
- Division Street – 14 curb ramps would have to be done. These are old curb ramps that are too steep to use
- As a group, let's pull together a list of curb ramps that are higher priority.

5. Municipal Election: Accessibility Related Feedback from Election – For Discussion – All

- A committee member reported that he was disappointed that all locations didn't have an accessible voting machine on Election Day as was the case in the last election. He had to have an individual help him.

Recommendations to Clerk's Office:

- Advise that all polling locations should have an accessible voting machine so that voters can vote independently if they wish to
- Voters should have access to information about the accessible voting machines before they go to the polls
- In addition to comments provided during the test before the election, also ensure that there is an option to glance back or menu bar option for those using a screen reader.

6. Site Plan Sub-Committee Report

- The sub-committee is developing accessibility standards for site plan review. These are recommended to be added to the City's Site Plan Guidelines.
- Further, the Planning Department is reviewing their site plan process this year. The AAC is part of that

	<p>process.</p> <ul style="list-style-type: none"> • Ryan Mallory, the City's Site Plan Coordinator met with the sub-committee to talk about the review of the site plan process and to advise on the group's submission for the guideline document. <p>Next Steps:</p> <ul style="list-style-type: none"> • The sub-committee plan shall present their proposed Accessible Site Plan Guidelines to the AAC at their April meeting. • Ryan and Leanne are going to work through this process with the help of site plan. <p>7. AAC Manual – Adding Autism to the manual</p> <ul style="list-style-type: none"> • Defer topic until a later date <p>8. Accessible Pedestrian Signals (ASP) Funding Outcome</p> <ul style="list-style-type: none"> • No word yet regarding funding • The City is committed to installing these APS even if the funding application is not successful • A rule of the funder is that the work cannot start without written approval of funding <p>9. Other</p> <p>Words of wisdom from parting AAC members and holiday and annual achievements celebration</p> <ul style="list-style-type: none"> • Brad congratulated everyone for their efforts in this past year as a committee • Doug, Paul and Sian were thanked for their support and direction during their time on the committee 	
4	<p>February Agenda Items: Site Plan Sub-Committee Report</p>	
5	<p>Next Meeting: February 17, 2014 from 3 – 5 p.m. City Hall; meeting room to be announced</p>	