

# Meeting Minutes

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City of Guelph

## **Accessibility Advisory Committee (AAC)**

June 19, 2018

City Hall, Meeting Room 112

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

Meeting Chair: Julian Murphy

Vice-Chair: Mike Greer

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## **Agenda Items**

Welcome to all

### **Item 1, 2 and 3**

Item 1, Approval of the Agenda

Corrections to Agenda, Item #4 will be moved to #7.2; Jason will report on Conrad's behalf; David Wiedrick will move up; #8.1 should say 4:30-4:50pm.

**Motion** to approve by Brooke.

Seconded by Deborah.

Item 2, Declaration of Conflict of Interest - None heard

Item 3, Approval of Minutes of December 19, 2017 and February 20, 2018

**Motion** to approve by Jason.

Seconded by Sarah M.

**Carried.**

Note: April 17, 2018 meeting cancelled due to ice storm

### **Item 4**

a) Guelph Mobility Updates – **For Information** – Jason Simmons, Supervisor of Mobility and Community Bus

Paul Gray, Route Supervisor, was introduced and in attendance.

- Community Bus ridership update
  - Jason reported:
    - Increase in ridership to approximately 2700 riders a month.
    - A capital budget for community bus expansion:
      - Planned for 2019-2020 with 4 community buses to be added
      - Transit would like to do some community engagement to get input on stop locations and schedule.

- The community engagement will be part of the capital expansion for 2019-2020. If approved it is expected that it will take place during the summer of 2019.
- Transit has placed a suggestion box at the Grange Street apartment building and received feedback to increase service to Speedvale plaza, but are hoping for more feedback.
- Discussion with committee members:
  - AAC raised concern regarding the new routes for the community bus. The old Community Bus routes included some door to door service. People who were accustomed to this level of service are now struggling to use the service because they now need to walk to a bus stop where the Community bus stops. In some cases this means that the passengers need to walk further than the bus stop at their building. As a result some past riders are not able to walk that far. It was suggested that the expansion include a plan to go back to how it was as committee members believe that these passengers are the people that really need the service.
  - Jason said part of the engagement plan is to keep it on time and on schedule. He noted that some of the people who have been affected are welcome to apply for the Mobility Service as this service provides door to door service.
  - An AAC member recommended that Directors of long term care and retirement homes be sent a memo or some sort of communication to explain the three levels of service provided by Transit and that it suggest that those who cannot manage to take the Community or conventional bus service are welcome to apply for the Mobility Service.
- Mobility Service:
  - All new vehicles are in and being commissioned.
  - Number of riders remain at 1500 registered for Mobility.
  - A supervisor vehicle is expected within the next 45 days. Trying to reduce 'no room' on the Mobility service notices and looking to improve efficiency as well as same day booking. The aim for the same day bookings is within 2 hours of the request.
  - AAC commended Transit for "normalizing the Mobility Service" which means that the bus drivers are really "learning the ropes" of securing mobility devices and providing great customer service. The committee member went on to express a concern that as the current drivers retire, that new bus drivers won't be as skilled.
  - Jason said 3 new mobility drivers will be out on the road and receive thorough training.
  - AAC asked if conventional drivers are trained on how to use the tie downs? Jason said yes, they all have training although some may need to be refreshed. Jason also noted that with the conventional service that the tie down service isn't automatic and must be requested.
  - An AAC member shared an experience of a bus driver who was on the West End Community Centre bus route when they overheard a passenger asking for help to tie down their chair; it was felt by the AAC member that the driver didn't help.
  - Leanne noted that Transit is willing to follow up on concern however they need to know the date, time and route otherwise they won't know which driver to follow up with as the drivers change routes frequently. Leanne encouraged the members to email Transit, Jason or Leanne with any concerns.

b) Bus stop design changes - **For Engagement** – Conrad Coutts (presented by Jason Simmons)

Jason reported:

- Narrow boulevards provide limited choice of shelter location. All shelters are the same size and so where the boulevard is too narrow for the shelter door to open toward the street, the

doors on these shelters will open toward the sidewalk to ensure that they meet accessibility standards.

- c) Request bus shelters and/or benches – **For Recommendation** – Brad Howcroft  
Bus shelter at the West End Community Centre bus stop – a new bus stop shelter has been installed at the West End Community Centre. There is still talk about the potential of the West End Community Centre driveway connecting to Elmira Road. If this work does take place, there is a chance that the West End Community Centre could be a hub for the buses. This would likely move the bus stops closer to the building entrance. It is not known if or when this change is likely to happen but it will be some time.

## Item 5

Vehicle for Hire – **For Engagement** – David Wiedrick - Bylaw

On April 23 Council approved the new taxi and vehicle for hire bylaw.

Council supported the system that was in place to promote more accessible taxis in the community.

A bylaw was passed that will allow non-taxi vehicles for hire to compensate the municipality when they do not have accessible vehicles. This group of services are operated in a way that is different from the taxi industry. The compensation is seven (7) cents per trip.

It is estimated that this could mean a revenue of 2-3 thousand dollars per month. A holding account will be established and the AAC will oversee the grant and decide how it will be used. Dave has signing authority. The funds will be used to improve accessibility. A few ideas were proposed however the AAC shall discuss further at their October meeting as there are concerns that not all AAC members will be able to attend the August meeting. The AAC will form a sub-committee that can decide on how to use the grant funds. As early as next month funds will begin to accrue.

A sub-committee may be struck to develop ideas and/or community engagement may take place.

Alex Goss, Manager of Community Investment manages the Wellbeing grants and subsidy programs for individuals. Alex offered to be a resource to help the AAC work through the details of this program.

The next steps for the AAC are to:

- Determine if a sub-committee needs to be struck or if the entire committee will work through this process; and
- Develop a terms of reference and scope for this program

**Motion:** In October the AAC will discuss striking a sub-committee and developing a terms of reference and scope for the program.

**Motion** to approve by Jason.

Seconded by Malcolm.

**Carried.**

## Item 6

Traffic calming during construction – Steve Anderson

Steve reported that traffic calming policies will be presented to Council in March 2019. Speed cushions and raised islands as permanent traffic calming measures on roads would be eliminated from the policy however speed cushion would remain as a last resort temporary measure.

Speed cushions are temporary rubberized mats fastened to the road that act as a speed cushion to slow vehicles. They are spaced in such a way they have a wider base so emergency vehicles can pass through.

During construction on Eramosa Road, staff went to great length to sign detours to keep traffic to main roads. Inevitably drivers found the shortest route, which in this case was within a school zone. Traffic was very heavy each day during the construction; these streets are normally very quiet. Public feedback was that speed cushioning should come back. Staff would like to be able to use speed cushions on a temporary basis for duration of the construction – only April to November at the most. Further, no more than one (1) installation per block face. The through traffic would be impacted (slowing down) however staff will take care to place the speed cushions so that every driveway can be accessed without travelling over a speed cushion.

AAC were in agreement with this plan. Further, the AAC asked if permanent speed cushions could be removed and other traffic calming measure put in place. Steve will look into existing conditions on the location of the permanent ones at Division, Kathleen and Exhibition and report back to Leanne.

AAC member suggested when staff return for construction on Glenhill Place, they check back in on accessibility.

AAC asked if roundabouts are part of the traffic calming? Steve confirmed that they are not.

**Motion:** The AAC allow staff to use the portable speed cushions in the interest of public safety but limit them to one installation per block face and to take care in planning the location so that a vehicle can travel to any driveway without travelling over a speed cushions.. Further, that there will be notification to the AAC and Transit Mobility in advance of the use of speed cushions.

**Motion** to approve by Jason.

Seconded by Brad.

**Carried.**

## **Item 7**

Update on several topics – For Information – Leanne Warren

- a) Active wheelchair symbol – the City will begin painting the Dynamic wheelchair symbol this summer at some City facilities, such as the Evergreen Seniors Centre and the Civic Museum. The dynamic symbol can replace the international symbol typically used for accessible parking spaces on the parking surface. .The international symbol is required by law in many situations such as the Ontario Building Code to notify people of an accessible washroom and through the Ministry of Transportation's for the accessible parking signs, known as the Rb-93 sign however where the international symbol is not required, the new dynamic symbol can be used.
- b) AAC asked if there was any directive from private enterprises that they can use. Leanne advised no, this communicate hasn't been done. Once examples are on City properties they can use this for reference.

## **4:30 to 4:50 Item 8**

Site Plan Sub-Committee Report – for Decision – Mike Greer

a) Site Plan reviews

Mike encouraged more members to attend these meetings if they are interested. Generally the group review 5-7 site plans per every two (2) weeks, mostly multi-residential. Anyone who is interested to join the Site Plan sub-committee please contact Leanne for initial training.

Helen White from Parks Planning will be coming back to speak about the Guelph Trail Master Plan (GTMP). All members will receive this information however if members want to be part of the discussion, they are encouraged to join these meetings. If members cannot attend they are still welcome to connect with Leanne for more information or to express any concerns

Accessible housing – Mike, Jason and Julian will be talking after my introduction: Canadian Mortgage and Housing (CMHC) is governed by a board of directors and is accountable to Parliament through the Minister of Families, Children and Social Development. Previously the portfolio was held by the Minister of Employment and Social Development. The board of directors and president are appointed by the Government of Canada.

As Canada's national housing agency, CMHC contributes to the stability of the housing market and financial system, provides support to Canadians in housing need, and offers objective housing research and advice to Canadian governments, consumers and the housing industry.

AAC members are concerned at the lack of accessible mid-priced (considered Affordable) housing in Guelph. Leanne talked with management and learned that there are provincial and Federal constraints, as in lack of support, to encourage this group of housing to be built to be accessible.

Raminder mentioned that there is accessibility criteria in Leadership in Energy and Environmental Design (LEED). She will forward more information about this to Leanne for further discussion in October.

The AAC asked Leanne to talk with Zoning, Planning and Economic Development to see if they had any ideas on how to move this forward.

b) Other as identified by the Site Plan group – None heard.

## 4:50 to 4:55 Item 9

National AccessAbility Week celebrations (Awards and Flag Raising) – **For Information** - Sarah Wren

This year National AccessAbility Week was held from May 27<sup>th</sup> to June 2<sup>nd</sup>. To celebrate and help raise awareness of the occasion, the Guelph Barrier Free Committees hosted a flag raising ceremony on the afternoon of Monday 28<sup>th</sup> May. The Rick Hansen Foundation provided an eye-catching flag design that was proudly flown outside City Hall. The Committee was joined by guest speakers, Mayor Guthrie and Mike Greer, local ambassador to the Rick Hansen Foundation. For our inaugural flag raising ceremony the crowd yet small was enthusiastic and we hope next time will draw an even larger crowd.

Later that evening the Committee also hosted the 2018 Access Recognition Awards Ceremony. This year's well-deserved award winners were presented by the Mayor with their award at the City Council Meeting which was followed by an Awards reception. This year's proud winners were:

- Millar Weddig (a 12 year old student whom to date has fundraised over \$26,000 for Multiple Sclerosis Society of Canada)

- Grant Leemet (for his amazing efforts with Limitless Guelph, a program which offers adapted recreation programs for children and youth of all abilities)
- Josh Cassidy (3-time Canadian Paralympian for his tremendous efforts to spread inspiration, resilience and perseverance to the Guelph community and beyond)
- Guelph Public Library – Outreach Services Program (for their invaluable efforts to break down barriers and to meet the literary and informational needs of all Guelph citizens with their accessible program services)

#### **4:55 to 5:00 Item 10**

Emergency Preparedness Day – **For Information** – Sarah Wren

On Wednesday May 2<sup>nd</sup> an Emergency Preparedness Day was held at the West End Community Centre. This event was a precursor to Emergency Preparedness Week from May 6 -12th. Throughout the day, hundreds of elementary students and families toured the arena to gain first-hand knowledge on emergency preparedness.

Accessibility Services hosted an information booth and provided a wealth of information from an accessibility perspective, on ways to best prepare and respond in different emergency scenarios. Be it visible or invisible disabilities or ways to prepare a support network and assist an elderly member of the family with mobility needs.

Community groups, local utility companies and emergency first response organizations were also on hand to answer questions and offer demonstrations, games and tours of emergency vehicles.

All in all the day was a great success, and provided a fun and dynamic environment to educate the public on emergency preparedness

#### **Next Meeting:**

August 21, 2018 from 3 – 5 p.m. City Hall 112

Future Topics:

- Site Plan Sub-Committee report
  - a. Update the AAC recommendations for Site Plan review
- AAC Orientation manual - August
- Wilson parking structure and accessibility
- Accessible playground including sensory activities for adults similar to parks in the United States from Jason.
- AODA Engagement: Guelph Trail Master Plan, Reviews On-Street Parking Consultation, Outdoor play spaces, Recreation trails