

Meeting Minutes

City of Guelph

Accessibility Advisory Committee (AAC)

Tuesday, February 21, 2017

City Hall, Meeting Room D

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

Meeting Chair: Brad Howcroft

Vice-Chair: Julia Phillips

Agenda Items

Welcome to all as well as new members Luc Engelen and Joanne O'Halloran

Present: Sarah Mathison, Malcolm McLeod, Brad Howcroft, Julia Phillips, Raminder Kanetkar, Julian Murphy, Cathy McCormack, Jason Dodge, Michael Greer, Luc Engelen, Joanne O'Halloran, Tanya Davies.

Staff: Robin Gerus (Transit), Jason Simmons (Transit), Geoff Walker (Operations), Mario Petricevic (Facilities Management) Leanne Warren (Accessibility/Committee Liaison).

Regrets: Missy Tolton, Brooke Sillaby, Marlene Pfaff

3:00 to 3:05 Item 1 and 2 and 3

1. **Item 1. Approval of Agenda** Motion to approved by Malcolm; seconded: Sarah
Carried
2. **Item 2. Declaration of Conflict of Interest** – None heard
3. **Item 3. Approval of Minutes** of October 18, 2016 motion to approve by Cathy;
seconded: Jason
Carried

3:05 to 3:10 Item 4

Introduction of Mario Petricevic, General Manager of Facilities Management – **For Information** – Leanne Warren

Mario met the committee members and thanked them for their valuable work as it helps staff improve their work and the community.

3:10 to 3:20 Item 5

Guelph Mobility Updates - For Information – Robin Gerus, Supervisor of Mobility and Community Bus

Robin reported that Transit is developing a proactive management plan which will evolve the Mobility service to increase the number of vehicles so that external “taxi” services will not be used other than emergencies. Currently, the BTS service is no longer part of the Mobility system and therefore Red Top Taxi is used instead.

There are a few staffing changes taking place which includes:

1. Retirements and new staff to replace these vacancies;
2. Robin’s duties have changed from the focus of Mobility to Operations; and
3. As a result Jason Simmons is filling the Supervisor of Mobility position on an interim bases.

Robin is considering smaller “van-sided” vehicles to be added to the Mobility service inventory of vehicles. Robin will bring vehicle plans to the committee later on in the year.

Transit has a new General Manager at Transit, Mike Spicer.

The new computer system called Trapeze is in the testing phase. This system has elements that will improve service for all passengers including Mobility. For example, the system has the ability to call customers to remind of trips, call passengers back for no shows or if the van is late due to weather. Further, renewal of client membership will be an automatic call as well.

Committee members find the community bus to be an important service and so if there are changes to that service, the AAC will be interested to be involved in the public engagement.

3:20 to 3:50 Item 6

Snow and Ice Removal – For Discussion – Leanne Warren and Geoff Walker Supervisor of Boulevards

Geoff explained the Council approved standards to begin snow removal:

4. High pedestrian areas is 4 cm
5. Residential areas is 8cm
6. Frost or ice as required

Snow event of 4 cm will be only the high priority but then if there is another 4 cm then the high priority will be done first

Once all high priority sidewalks are done, they will go back and do the curb ramps however if it snows more, the plows are reassigned only to get back to these routes when time permits.

City owns all snow clearing equipment.

Sidewalks can be narrower than others. For these very narrow sidewalks, an operator will use a walk behind snow blower.

A few specific concerns were raised of which Geoff will have to investigate.

An AAC member reported that a neighbor blows out the sidewalks. Geoff reported that staff are instructed to not drop their plow blade if not needed.

A controller will go to all areas of the City to check conditions and will respond accordingly.

Geoff said that there is currently no bylaw for residents to clear their own sidewalks but they are encouraged to clear the sidewalks. If a resident clears the sidewalk, they are asked to clear wider than the City's snow clearing blade so that the plow doesn't encounter frozen snow banks that are narrower than the plow blade.

An AAC member reported that Neeve St has been cleared great this winter however the pedestrian crossing buttons should have the snow cleared away from them as built up snow makes them out of reach. Geoff will investigate.

Operations recognized that snow clearing coordination between the roads and sidewalks is a challenge that they continually work to resolve. Maps were adjusted to areas where there are more people using mobility devices however this may mean that the sidewalk plows can be ahead of the road plows. This coordination is tricky. Residents are encouraged to call Operations 519-837-5628 this number if not sidewalks are not cleared 24 hours after the snow has stopped so that staff can address them.

3:50 to 4:10 Item 7

Site Plan Sub-Committee:

1. Report – **For Information** – Julia Phillips

Julia commented that Sam continues to make their work easier by noting potential concerns and providing ideas around resolving concerns as well as having all of the resources that the groups need to complete their work.

Leanne invited AAC member to consider joining the site plan review group. If members want to join they must connect with Leanne for training before beginning.

2. Chillico Play Structure – **For Recommendation** – Leanne Warren

Tiffany had presented the Master Plan for Ellis Creek in the Chillico subdivision at the December meeting. These materials were shared with the AAC since then. The following motion was approved.

Motion: The Accessibility Advisory Committee has reviewed the Master Plan for the Ellis Creek Park and recommends that the sidewalk that circles behind the playground be 1830mm minimum wide; and on this same sidewalk, the committee also recommends that there be a clear turning space of 2000mm minimum.

Motion by: Julian

Seconded: Jason

All in favour in the room- Cathy, Julian, Mike, Jason, Julia, Brad, Malcolm

Carried

4:10 to 4:15 Item 8

Community Engagement New device – For Information – Leanne Warren

Leanne explained that during the gathering of the AAC in December (quorum was not reached however staff members were present and prepared to give a demonstration) Kate Bishop (Staff – Community Engagement Team) demonstrated a new system that will be used during community engagement sessions. During a community engagement presentation the employee facilitating will introduce the “clickers”. The “clickers” are a handheld devices used to cast a vote remotely during a meeting, similar to a small television remote control. The results of the votes are incorporated into a PowerPoint presentation. The clickers are available with a visual cue that signals when a vote has been cast or for participants who are blind or have low vision, there are Braille clickers that vibrate to acknowledge that a vote has been cast.

The AAC were asked to give their feedback on the system as Kate and her team support and instruct other employees on how to use the system during their community engagement projects.

Background, Community Engagement help deliver approximately 30 engagements a year to projects in all areas of the corporation. Community engagement can be affected by the dynamics of those attending in that not everyone is vocal at public meetings. Using the clickers is a way to allow all who attend to have a voice and express their opinion

The AAC members recommended in December:

- That the PowerPoint presentation developers should be mindful of how they present choices. For example letters and numbers are the recommended format however 6 responses to choose from seemed to be too many. It was recommended to split up this type of question and use multiple slides
- The University of Guelph has similar technology however it has evolved to allow attendees to download an app to their smartphones. It was recommended that instead of purchasing more clickers in the future that engagement attendees be given the choice to cast their vote through their phone app.

4:15 to 4:20 Item 9

December 3rd Event for International Day of Person with Disabilities – **For Information**
– Brooke Sillaby, Brad Howcroft, Julia Phillips and Sam McFarlane

Brad reported that the staff education for the United Nations International Day for Person with Disabilities during 2016 went well. Committee members went to West End Community Center, Evergreen Senior’s Centre, Waterworks, Transit and City Hall to hand out grippers in the shape of a house with the message: Building Awareness for a Barrier Free Guelph to staff which as accompanied by a handout and an invitation to ask questions of the AAC members who were present.

City Hall seemed to be the most successful as several staff were at their desks and they were willing to gather to engage the committee members. Staff asked if roundabouts really were difficult to use if a person is blind and how a person would read City materials as well as several other great questions.

The committee members who were involved agreed that this was a great experience from their perspective.

4:20 to 4:25 Item 10

Legislation Updates - **For Information** – Leanne Warren

- Accessibility for Ontarians with Disabilities Act (AODA) Update
 - Standards Development committees have been selected for updates to the Information and Communication as well as the Employment standards under the AODA. A new Health Care standard will be developed during 2017.
- Canadians with Disabilities Legislation Information

Brooke is a member of the Canadian Standard Board. She reported that there is a public consultation opportunity in the coming months. She will inform Leanne who will forward the details to the AAC.

Mike is a member of the Rick Hanson Institute Committee. That group has a several programs to promote accessibility.

4:25 to 4:30 Item 11

Conventional Bus System, Change to Naming Convention – For Information - Leanne Warren

Guelph Transit will be introducing new route planning and schedule information services in 2017 through the Trapeze system being deployed. Part of the new service is a phone-based schedule information line that reads out the name of the stop, the stop ID and the next bus arrivals (both predicted real-time bus location and scheduled bus location). There will also be web-based route planning tools and real-time stop and schedule information available.

As part of the launch of this new service, Guelph Transit plans to simplify their bus stop names from full street name, road type and location, to the street name and direction of travel. For instance, the stop called “Edinburgh Road North at College Avenue West Eastbound” would be renamed “Edinburgh at College eastbound”. The change would be reflected in all communications material, including phone and web-based messaging. We anticipate that passengers will find the new naming system simplified and easier to understand.

- If errors are noticed in naming convention - follow up with Transit or Leanne

4:30 to 5:00 Item 12

Committee Business - Looking Forward to 2017 – For Discussion – Leanne Warren and All

Future topics:

Bicycle lanes from Joanne. Members with specific interest: Cathy, joanne and sarah.

Timing for pedestrians crossings at intersections.

Accessible parking at the West End Community Centre and the West Parkade.

Accessible playground including sensory activities for adults similar to parks in the United States from Jason.

AODA Engagement:

Trail Master Plan

Site Plan Reviews

On-Street Parking Consultation

Outdoor play spaces

Recreation trails

Meeting adjourned

Next Meeting:

April 18, 2017 from 3 – 5 p.m. City Hall 112