Advisory Committee for Persons with Disabilities
MINUTES
4:00 p.m.
Tuesday, April 8, 2008
Committee Room 207
Hamilton Convention Centre
One Summer’s Lane

Present: Darlene Burkett, Fran Chesney, Sharon Derkach, Bob Helwig, Brian Lane, Aznive Mallett, Dr. Tomas Manzuk, Kim Nolan, Tim Nolan, Robert Semkow, Mary Smithson, Marlene Thomas, Elizabeth Wagner, Terri Wallis

Regrets: Sandi Bell, Pat Cameron, Roger-Wayne Cameron, Deborah Eker

Also Present: Councillor Bernie Morelli
Drina Omazic, Mayor’s Office
Jane Lee, Maxine Carter, Customer Service,
Access & Equity Division, Corporate Services
Mary-Ann Meyer, City Clerk’s Office

FOR THE INFORMATION OF COUNCIL:
The meeting was called to order at 4:10 p.m.

(a) CHANGES TO THE AGENDA (Item 1)

Supporting materials to items 4.1, 5.1 and 6.1 were distributed. A discussion item regarding Committee input for a meeting between the Advisory Committee for Persons with Disabilities Chair and the Mayor was added to the agenda as item 6.10.

On a motion (B. Lane/R. Semkow), the changes to the agenda were approved.
(b) DECLARATIONS OF INTEREST (Item 2)

There were no declarations of interest.

(c) MINUTES (Item 3)

3.1 Minutes of the Advisory Committee for Persons with Disabilities meeting held on March 11, 2008.

On a motion (B. Lane/M. Smithson), the minutes of the Advisory Committee for Persons with Disabilities were amended by changing the word “grade” in Item 5.4 to “texture”. Item 6.1(a) was amended by adding the following before the first sentence: “B. Lane introduced the issue of accessibility in conservation areas due to the Hamilton Conservation Authority’s proposal to make the Bruce Duncan Gardens accessible.” Item 6.1(c) was amended by adding the following before the first sentence: “B. Lane introduced the issue of attitudinal barriers due to appearance, dress, etc.”

(M. Smithson/B. Lane)
That the minutes of the Advisory Committee for Persons with Disabilities meeting held on March 19, 2008 be approved as amended.

CARRIED

(d) PRESENTATIONS (Item 4)

4.1 Presentation Respecting the Culture & Recreation Access Policy

John Kirkpatrick, from the Recreation Services Department, made a presentation respecting the Culture & Recreation Access Policy, which was recently renamed the “Bridges Program”. Mr. Kirkpatrick provided a summary of the benefits of the program, the supporting principles, the procedural outline, eligibility criteria, and participant entitlement. The program provides subsidies so that individuals in need of financial assistance can participate in recreational programs.

A question and answer session followed, including the following:

- How much is spent on the program annually?
  - A little over $250,000 is spent each year. The money comes from direct subsidies.
- Is there any analysis of youth versus adults in terms of demographics in usage?
  - Detailed records are kept.
- How does the public become aware of the program?
The Recreation Department works closely with agencies and service clubs who refer individuals.

- How many activities are related to people with disabilities?
  - There are not very many, but the Recreation Department recently worked with McMaster Children’s Hospital to provide swimming lessons for children with special needs. There is also a special needs day camp program.

- Is it possible to create more activities that target adults with disabilities?
  - Staff identifies a focus group when developing activities. They have worked with the Arthritis Society, for example, to provide gentle stretch water exercises.

- If an individual requires a caregiver, is he or she allowed to bring a companion and, if so, is there a cost and is there an age cutoff?
  - If an individual requires a caregiver, whether that caregiver is a therapist, parent, grandparent, etc., the caregiver does not have to pay for the activity. There is no age cutoff.

- When a person wants to qualify by documentation of income, what do they bring?
  - They just need to bring one document, such as proof of pension.

- If a person with a disability wants to play volleyball or dance, does the City have a responsibility to accommodate that person and provide programs?
  - Programs are developed based on need. If there is a need and people come forward, a program will be developed.

The presentation was received, and the Committee thanked Mr. Kirkpatrick for his time. The Committee then made the following motion:

(B. Lane/A. Mallett)
The Advisory Committee for Persons with Disabilities respectfully requests that the Recreation Division undertake a needs assessment to identify the recreational needs of persons with disabilities.

CARRIED

(e) SUBCOMMITTEE UPDATES (Item 5)

(i) Transportation Sub-Committee (Item 5.1)

The Transportation Sub-Committee provided an update of their meeting on March 25, 2008. Terri Wallis outlined the highlights of the minutes.
(ii) Customer Service Sub-Committee (Item 5.2)

Staff provided an update on the Customer Service Sub-Committee. At Council’s request, a revised budget has been submitted and was approved at the Council meeting held on March 27, 2008. The meetings of the sub-committee will start mid-way through the year. The policies and standards are being drafted over the next year and a half.

(iii) Built Environment Sub-Committee (Item 5.3)

Darlene Burkett, from the Built Environment Sub-Committee, provided an update on the Committee’s activities. The Committee has gathered relevant information, policies, and procedures and is organizing them into a binder for members.

Brian Lane went to look at the Town Hall in Dundas to see if it was a suitable meeting place for the Built Environment Sub-Committee. It contains was a small enough room with plenty of seating and an elevator for access. Terri Wallis brought up the need to look into bus routes and travel time to ensure that members can attend the meetings.

The Chair requested that the Built Environment Sub-Committee provide a report at the next meeting regarding the suitability of the venue.

On a motion (B. Lane/S. Derkach), the Sub-Committee updates were received.

(e) DISCUSSION ITEMS (Item 6)

(i) Priorities List from the 2007 Accessibility Plan (Item 6.1)

Deferred to the Advisory Committee for Persons with Disabilities meeting on May 13, 2008.

(ii) Strategy Working Group Report (Item 6.2)

The Committee agreed to keep the Strategy Working Group Report in mind when planning other items.

(iii) Planning for the May Strategic Planning Session (Item 6.3)

Jane Lee provided a draft outline of the May Strategic Planning Session. The Committee discussed the logistics and agreed on the following:
• That the planning session should occur on a separate day than the May monthly meeting.
• That the planning session should be three hours long, rather than a full day in length.
• That a facilitator be present to lead the session.
• That Committee uses the planning session to draft a set of vision statements.

Councillor Morelli affirmed that the vision statement would be a crucial document for Council.

Staff were directed to send a communication out to Committee members detailing possible dates and times for the meeting based on the facilitator’s availability.

(iv) DARTS Contract – Selection of Spokesperson for Delegation (Item 6.4)

On a motion (T. Manzuk/B. Lane), the Committee chose Tim Nolan and Aznive Mallett to represent the Advisory Committee for Persons with Disabilities at the May 5th Public Works Meeting.

Tim Nolan provided some background on the issue, including the recommendations that the Advisory Committee for Persons made in 2003, namely that service be brought fully in house. At that time, Council decided on a hybrid model in which all reservations were the responsibility of ATS, but dispatch and service remained with DARTS.

Tim Nolan encouraged the Committee to deal with the issue on a philosophical level and determine whether to deal with who provides the service, what the service should look like, or a combination of the two.

Committee agreed that they should focus on the details of DARTS service rather than who provides the service. The Transportation Subcommittee had discussed service-related policies such as snow days, hours of service, late pick-ups, etc. at their meeting.

The Committee expressed the desire to be more involved in the decision-making process and expressed concern over whether or not there was sufficient time to prepare an adequate response to the report:

(D. Burkett/T. Manzuk)
The Advisory Committee for Persons with Disabilities respectfully requests that the ATS Services Review be deferred until the Advisory Committee for Persons with Disabilities has been able to review the Report with reasonable time for comment.
Motion Withdrawn.

The motion was withdrawn and Committee decided instead to put together a foundation paper to present at the May 5th Public Works meeting with a comment that they may require more time to provide thorough input, and that they would specifically note the amount of time they feel is adequate.

Committee decided that a small working group should be formed to put together a framework based on the report. Committee members will send their comments to staff. The working group will put together a presentation based on the comments and circulate it to the group for further comment.

Committee agreed that the working group will consist of the following individuals:
- Aznive Mallett
- Kim Nolan
- Terri Wallis
- Darlene Burkett
- Tom Manzuk
- Tim Nolan

(v) DARTS Vehicle Procurement (Item 6.5)

Deferred to the Advisory Committee for Persons with Disabilities meeting on May 13, 2008.

(vi) ATS Performance Report – December 2007 (Item 6.6)

Deferred to the Advisory Committee for Persons with Disabilities meeting on May 13, 2008.

(vii) DARTS Eligibility Criteria (Item 6.7)

Deferred to the Advisory Committee for Persons with Disabilities meeting on May 13, 2008.

(viii) Hamilton Convention Centre Fire Procedures (Item 6.8)

On a motion (B. Lane/A. Mallett), this item was referred to the Built Environment Sub-Committee to meet with Convention Centre staff to go over the procedures.
(ix) **Snow Removal Communications Plan Working Group (follow-up to February Meeting) (Item 6.9)**

Staff advised that they would set up a meeting with the Communications staff and Public Works staff respecting a communications plan.

Committee discussed a newspaper article and the appearance of Tim Nolan on a radio show regarding the Snow Removal Report.

On a motion *(B. Lane/K. Nolan)*, a Snow Removal Communications Plan Working Group was formed comprising the following members:

- Terri Wallis
- Robert Semkow
- Tom Manzuk
- Mary Smithson
- Darlene Burkett

(x) **Issues to be addressed at the meeting between the Chair and the Mayor (Item 6.10)**

Tim Nolan asked the Committee if there were any concerns that Committee would like him to address when he meets with the Mayor. The following subjects were among those raised:

- Communication issues
- The need for more microphones in the meeting room
- Accessibility to Room 207 and fire safety plan
- Inclusionary policies such as those in Kitchener
- The potential of Committee involvement in the City Hall renovation plans

(e) **NEW BUSINESS (Item 7)**

(i) **New Business for Future Agendas (Item 7.1)**

(aa) **Correspondence from the Town of Newmarket (Item 7.1.1)**

Committee members were asked to review the letter and provide feedback to staff, per Council’s direction at the meeting held on March 26, 2008.
(f) **ADJOURNMENT (Item 8)**

The Advisory Committee for Persons with Disabilities adjourned at 6:05 p.m.

Respectfully submitted,

Tim Nolan, Chair  
Advisory Committee for Persons with Disabilities

Mary-Ann Meyer  
Legislative Assistant  
April 8, 2008