

AGENDA

ACCESSIBILITY AND INCLUSION ADVISORY COMMITTEE

February 15, 2019 - 12:00 p.m. – Glenyre Room 1, Paul Reynold’s Center

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA & MINUTES

- a. Minutes of November 5, 2018

3. BUSINESS ARISING

- a. Review Terms of Reference
- b. Paratransit Working Group Update
- c. Decision Note – Key 2 Access
- d. APS Location - Discussion
- e. Christmas Parade - Discussion
- f. Mile One Attendant Pass - Discussion
- g. Snow Clearing Operations – Verbal Update
- h. Supporting Community Partners – Verbal Update

4. NEW BUSINESS

5. OTHER BUSINESS

6. ADJOURNMENT

MINUTES

ACCESSIBILITY & INCLUSION COMMITTEE

November 5, 2018 – 1:00 p.m. – Glenyre Room 1, Paul Reynold's Centre

Present: Taylor Stocks, Chair
Councillor Hope Jamieson (retired at 1:46 pm)
Natalie Godden, Manager of Family & Leisure Services
Sherry Mercer, Program Coordinator, Inclusive Services
Kimberly Yetman Dawson, Empower
Margaret Tibbo, (Muggs), Citizen Representative
Lori Mercer, CNIB
Nancy Reid, CODNL
Kathy Driscoll, Legislative Assistant
Dave Saunders – Citizen Rep (arrived at 1:16 pm)

CALL TO ORDER AND ADOPTION OF AGENDA

Moved – Kimberly Yetman Dawson; Seconded – Muggs Tibbo

The agenda be adopted as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Moved –Kimberly Yetman Dawson; Seconded – Muggs Tibbo

The minutes of October 3, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

BUSINESS ARISING

Welcome to Committee Members and Review of Role of Committee Members

Sherry Mercer advised a Decision Note would be going forth to Council on November 5, 2018 for ratification for the following members:

- Sarah White
- Kim Pratt-Baker
- Megan McGie
- Heidi Dixon
- Debbie Ryan
- Autism Society of NL
- Canadian Hard of Hearing Association NL
- NL Association for the Deaf
- St. John's Native Friendship Centre
- CNIB

Presentation by Taylor Stocks on LGBBTQ Community

The Chair presented a Powerpoint overview relating to the LGBGTQ Community. The question was raised of how to establish correct pronoun use. The Chair advised to begin a conversation with introduction of pronouns to ensure the correct form was being used. They further advised the group more information could be sent out via email.

The Committee thanked the Chair for an informative presentation. Kimberly Yetman-Dawson will present about Empower at the December meeting.

Verbal Update - Bowring Park Accessibility

Natalie Godden spoke to the above noted indicating a Decision Note to Council would be forthcoming. Ms. Godden suggested the process was being phased in with some focus on where accessible parking would be located. She noted a review had been done via various City departments as well as working with CODNL and the CNIB to provide improved levels of accessibility.

Decision Note – Outdoor Event Inclusion and Accessibility Checklist

Natalie Godden spoke to the following Decision Note.

Moved – Kimberly Yetman Dawson; Seconded – Muggs Tibbo

That the City of St. John’s:

- **Continue to use the Outdoor Event Inclusion and Accessibility Checklist to ensure all City of St. John’s events are inclusive and welcoming to all.**
- **Continue to encourage the use of the checklist by outside organizations.**
- **Ensure the Outdoor Event Inclusion and Accessibility Checklist is prominently featured next to the Special Event Application on the City’s Web site.**

CARRIED UNANIMOUSLY

Decision Note – Clear Print Guidelines

Sherry Mercer spoke to the above cited. To ensure that clear print guidelines are used throughout the organization

Moved – Kimberly Yetman Dawson; Seconded - Muggs Tibbo

That the City of St. John’s ensures all City of St. John’s correspondence, forms, website and digital text follow the clear print guidelines.

CARRIED UNANIMOUSLY

Verbal Update – Disabilities Mentoring Day

Sherry Mercer spoke to the above cited indicating City staff and Councillor Burton had partaken and the Disabilities Mentoring Day was quite successful. Mentors and mentees took part in an orientation session, met with the Mayor, Deputy Mayor and Councillor Jamieson before shadowing began. She noted an Information Note containing feedback from the Inclusive Organization Working Group would be forthcoming at a future meeting.

International Day of Persons with Disabilities

The Chair spoke to the above noted event coming up in December. They indicated everyone around the table who had any events should advise Sherry Mercer or email inclusion.ca. Events will be drafted into a schedule and shared with the public.

OTHER BUSINESS

- Discussion took place around the December Inclusion Advisory Committee meeting. As previously indicated, it was decided to hold the next meeting on December 12, 2018.
- Sherry Mercer directed members to continue to canvas the populations they represent to identify neighbourhoods where residents require accessible pedestrian signals so that the committee can provide Council with a prioritized list of intersections requiring APS. This list will be compiled at the December 12th meeting.
- Nancy Reid spoke to the Federal Government Quidi Vidi project and referenced the Rawlins Cross pilot project in which Inclusion had not initially been consulted or included. She requested ensuring this was part of the recommendation going to Council to include wording of “pilot projects” and “major projects” so that nothing was left unconsidered. Councillor Jamieson indicated as the recommendation going to the November 7, 2018 Committee of the Whole did not include such wording, she would make a friendly amendment to ensure it was included before being ratified at a future meeting of Council. Discussion ensued on who defines major projects and it was suggested determining who is bringing the projects forward and then articulate from there. Natalie Godden indicated there are always opportunities for the Committee to meet concerning projects of interest and/or request follow-up information as required.
- Donna Power spoke to GoBus/Metrobus review and asked for members to check the online survey which was set up to establish what the public want in bus service. The survey will be available until the end of November. She also spoke to working with Kimberly Yetman Dawson of Empower in correlation to GoBus/Metrobus travel training for consumers and confirmed the process has been quite positive.
- Kimberly Yetman Dawson spoke to an upcoming proclamation going to Council for International Day of Persons with Disabilities. She further indicated

Empower has started a new pre-employment program for low income persons with disabilities who receive income support to assist with seven weeks of training and job search.

- Muggs Tibbo encouraged members to fill out a survey for Pippy Park to advocate for service. She also spoke to St. John's hosting Bocce Ball at the Powerplex on November 16, 17, and 18, 2018 and encouraged members to attend.
- Nancy Reid spoke to CODNL indicating one of the big things coming down is a legislation consultation to be held the week of December 12, 2018.
- Sherry Mercer spoke to City purchasing a duet wheelchair bicycle. As well the City is one of the biggest supporters of the REAL Program which assists low income families. Ms. Mercer noted the REAL Program is partnered with the Autism Society and a day is set aside in December to teach Dance Schools how to become more autism friendly.
- The Chair spoke to the upcoming Trans Day on November 20, 2018.
- Dave Saunders spoke to the Legion's innovative approach of creating a digital poppy that can be printed or used on social media.

NEXT MEETING

The next meeting is scheduled for December 12, 2018 at 12:00 pm.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:00 p.m.

Taylor Stocks
Chairperson

DECISION/DIRECTION NOTE

Title: Key2Access Accessible Pedestrian Signals

Date Prepared: December 19, 2018

Report To: Inclusion Advisory Committee

Councillor and Role: Hope Jamieson, Council Champion

Ward: N/A

Decision/Direction Required: Implement a proof of concept project for 1 year at locations determined in consultation with Key2Access and CNIB totaling the City expenditures of no more than \$25,000.

Discussion – Background and Current Status:

Key2Access is wireless technology that allows people to cross roads without having to reach a button on a pole. Receivers and virtual beacons are easily installed within current infrastructure, adding a form of accessible pedestrian signal (APS) possibilities without significant additional wiring or pole realignment. Through internet of things (IoT) network services, receivers and beacons communicate with the user through a smart phone app or custom fob. This allows the City to add updates such as “road construction ahead” and allows aggregate use information to be reported. The App is free to users and with CNIB’s new Phone it Forward program, low income individuals now have increased access to mobile technology. The App uses various forms of communication to ensure it is barrier free. Individuals without a cell phone can sign out a fob from CNIB to ensure access for these individuals. Each receiver and beacon are easily moved from one pole to another, thus, if the intersection identified does not see a lot of users, it can be moved to another area of town. More information about Key2Access can be found on their website, <https://www.key2access.com/>.

Council currently allocates an annual \$50,000 budget to install APS systems. It is estimated that this would cover two intersections per year. The following tables outline the intersections where APS installation is complete, under construction, and the one intersection that is designed with APS installation in mind such that it can be installed when needed in the future.

Installed

Water Street @ Adelaide Street
Water Street @ Queen Street
Kings Bridge Road @ New Cove Road

Ropewalk Lane @ Mundy Pond Road
Portugal Cove Road @ Macdonald Drive
Kenmount Road @ Polina Road

ST. JOHN'S

Underway

Kelsey Drive @ Messenger Drive
Prince Philip Drive @ Westerland Road
O'Leary Avenue @ Avalon Mall

Topsail Road @ Columbus Drive
Kelsey Drive @ Kiwanis Street

Prepared for future

Kenmount Road @ Brant Dr / H3

Appendix A depicts the proposed proof of concept project and relevant expenses. Currently, the federal government is funding 50% for projects such as this as indicated in the quote, resulting in a cost to the City of \$11,137.75.

In addition to the quote, the City would be responsible for installation. The conditions present at each intersection would dictate the cost of this but a basic installation would likely be on the order of \$2,500 to install at each of the four intersections.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - a. Currently, \$50,000 per year is allocated to APS installation
 - b. Equipment cost of \$11,137.75 and installation at X intersections running $X * \$2,500$. If council were to endorse this proof of concept project, then funds from the existing APS budget could be allocated if needed, however this would reduce the capacity of the current APS program.
 - c. Monthly \$5 subscription per each of nine (9) sites to IoT network as indicated in the quote (included in quote above for first 12 months only).
2. Partners or Other Stakeholders
 - a. Key2Access
 - b. CNIB
 - c. Inclusion Advisory Committee
3. Alignment with Strategic Directions/Adopted Plans

In addition to aligning with the city's vision and values, installation of the APS directly aligns with the following strategic directions:

- a. Neighborhoods Build our City
 - i. Promote a safe and secure city
 - ii. Improve neighborhood services
- b. A Culture of Cooperation
 - i. Create effective City-Community collaboration
- c. A City for All Seasons

ST. JOHN'S

- i. Support year-round active transportation
 - ii. Promote active and healthy living
 - d. Responsive and Progressive
 - i. Become a welcoming and inclusive city
 - ii. Identify and deliver on projects, strategies and programs
- 4. Legal or Policy Implications
 - None at this time.
- 5. Engagement and Communications Considerations
 - a. A communications plan should be established to update residents on the proof of concept project, notifying them of the App and where to get a phone or fob
 - b. Targeted promotion through CNIB locally would also be done to help reach those in our community impacted by blindness.
- 6. Human Resource Implications
 - a. Field implementation to be assigned to Transportation Engineering
 - b. Ongoing maintenance of user messages and information.
- 7. Procurement Implications
 - a. Sole source award as Key2Access is the only supplier
- 8. Information Technology Implications
 - None at this time.
- 9. Other Implications
 - N/A

Recommendation:

It is recommended that the City of St. John's partake in this proof of concept project, installing Key2Access technology at locations determined in consultation with Key2Access and CNIB totaling the City expenditures of no more than \$25,000. Should the proof of concept project prove sustainable, additional intersections should be considered. Those intersections with current APS equipment should remain, thus increasing accessible intersections in the City and ensuring fiscal responsibility.

Prepared by/Signature: Sherry Mercer, Inclusive Services Coordinator

Approved by/Date/Signature:

Garrett Donaher – Manager, Transportation
Natalie Godden – Manager, Family & Leisure Services

Attachments:

Appendix A: Key2Access Quote

