

AGENDA

Accessibility & Inclusion Committee

**Monday, November 5,
2018**

1:00 PM

**Paul Reynold's Centre
Glennyre Room 1**

ST. JOHN'S

AGENDA

ACCESSIBILITY AND INCLUSION ADVISORY COMMITTEE

November 5th, 2018 – 1:00 p.m. – Gleneyre Room 1, Paul Reynolds Community Centre

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA & MINUTES

- a. Minutes of October 3rd, 2018

3. BUSINESS ARISING

- a. Welcome to New Members and Review of Role of Committee Members: [link](#)
- b. Presentation by Taylor Stocks on LGBTQ Community
- c. Verbal Update – Bowring Park Accessibility
- d. Decision Note – Outdoor Event Inclusion and Accessibility Checklist
- e. Decision Note – Clear Print Guidelines
- f. Verbal Update – Disabilities Mentoring Day
- g. International Day of Persons with Disabilities
- h. Next Meeting

4. NEW BUSINESS

5. OTHER BUSINESS

- a. Quidi Vidi Changes

6. ADJOURNMENT

MINUTES

ACCESSIBILITY & INCLUSION COMMITTEE

October 3, 2018 – 1:00 p.m. – Gleneyre Room 2, Paul Reynolds Community Centre

Present: Taylor Stocks, Chair
Councillor Hope Jamieson
Natalie Godden, Manager of Family & Leisure Services
Sherry Mercer, Inclusive Services Coordinator
Kimberly Yetman Dawson, Empower
Margaret Tibbo, (Muggs), Citizen Representative
Grant Genova, NLAA, UDN
Debbie Ryan, CNIB
Dave Saunders, Citizen Representative
Nancy Reid, COD-NL
Tilak Chawan, Association for New Canadians
Kathy Driscoll, Legislative Assistant

Others: Anna Bauditz, Transportation System Engineer
Jim Scott, Trace Consulting (retired at 2:30 pm)

CALL TO ORDER AND ADOPTION OF AGENDA

Moved – Kimberly Yetman Dawson; Seconded – Debbie Ryan

The agenda was accepted with the following changes:

- **Move Bikefest under Rawlin’s Cross Pilot Project discussion**
- **Include City’s Bike Masterplan**
- **Include under New Business –Transphobic Stickers**

CARRIED UANANIMOUSLY

ADOPTION OF MINUTES

Moved – Debbie Ryan; Seconded – Muggs Tibbo

The minutes of June 12, 2018 were adopted with the following changes under “Rainbow Crosswalks”.

- **To state “As some people with low vision...” instead of “As some vision impaired people”**

- To state “to maintain white crosswalks with rainbow colours reflected between each white block and outlined with two white lines to make a crosswalk inclusive to everyone.”

CARRIED UNANIMOUSLY

BUSINESS ARISING

Welcome to Committee Members and Review of Role of Committee Members

Sherry Mercer advised the following new members would be joining the Committee. A Decision Note would be going forth to Council for ratification:

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

Ms. Mercer also announced that Muggs Tibbo received Volunteer of the Year Award.

Proposal to Introduce Groups and Organizations

The Chair explained at each meeting one group representative would present to the Committee allowing the ability to further develop the Committee. Sherry Mercer indicated the individual would have 5 minutes to present with 5 minutes allotted to Q&A.

Natalie Godden indicated this process tied into the Inclusion Outreach Collaborative. Members can present their positions under the City’s Advisory Committee webpage and then link to their organizations making it easier for the public to locate. Further to explore the possibility of working with the City’s Communication Division to provide a small video to make people aware of who sits around this Committee’s table as well as all the working groups that report into it.

Natalie Godden indicated videos could be applied in collaboration with the City’s Communication Department. She indicated the information could be stored in one location.

Moved – Grant Genova; Seconded – Kimberly Yetman Dawson

Put forward internal learning opportunities lead by Committee members paired with external engagement efforts inclusive of videos on City’s website.

CARRIED UNANIMOUSLY

Verbal Update on Inclusion - Bikefest

Anna Bauditz updated the Committee on the success of Bikefest. Natalie Godden advised accessible toilets were placed on site and vendors provided bike information that appealed to a cross-section of individuals.

Sherry Mercer advised the City was in the process of purchasing an accessible bike which will be loaned for free as part of the City's Adaptive Equipment Lending Program. There will be 3 options of bikes considered and an email vote will be taken by members of this Committee to determine ultimately which bike will be selected and purchased. Nancy Reid spoke to a lending program in Grand Falls-Windsor and Sherry Mercer advised she would have staff investigate.

Discussion further took place on tandem bikes which practice sessions were run this summer on Pearlgate trail ways. Sherry Mercer spoke to the Hippocampe, all terrain wheel chair which can be propelled or pushed by an individual. This piece of equipment is currently available as part of the City's free equipment lending program and other organizations and municipalities and organizations have recently purchased them.

Grant Genova questioned the costs and timeline for the Bikefest project. Anna Bauditz advised they were under budget partially due to great partnership with other divisions who volunteered their time. She noted that planning the event took approximately 4 months from start to finish and that making the event an annual one would require commitment from Council and funding allocation.

Anna Bauditz introduced Jim Scott from Trace Consulting who is working on completing the City's updated Cycling Master Plan. Mr. Scott spoke to biking being a lifestyle plan with everybody everywhere beginning at their front door to expand biking to their neighbourhood.

He spoke to an engagement session held with Grade 6 students at Mary Queen of Peace Elementary. The children spoke to biking in their neighbourhood but the inability to bike on trails. The children also dealt with traffic safety concerns. Mr. Scott advised the idea was to include more human power transportation and expand it to the street network over time. He spoke to Toronto currently holding 50/50 ratio with car and bikes. He advised that the City will be advertising upcoming sessions and encouraged members of the Committee to participate.

Anna Bauditz advised she would follow-up with Ms. Mercer and Ms. Godden regarding the information. She further continued that both herself and Mr. Scott were open to feedback.

Dave Saunders advised he grew up in Mt. Pearl and never considered using trails to access St. John's.

Mr. Scott noted the children were a great source of information. Nancy Reid questioned whether any of the school children had mobility issues or was it just a

select group. She was advised the while students in this class had no obvious mobility issues, they recognized that friends/family who may have mobility challenges may have trouble with some of the trail surfaces. Ms. Bauditz acknowledged further consultation be made available and accessible to more people. Ms. Reid reiterated her concerns that follow-up be done prior to having discussions.

Grant Genova expressed the importance of talking about the design process being inclusive to everyone. Mr. Scott acknowledged the importance of inclusion and advised he would hold another session with this Committee.

Information Note – Accessible Pedestrian Signal Update

Sherry Mercer spoke to the following noting that through discussions with CNIB and members of the public, the City and other municipalities there may be an ability to use key to access for APS via an App that can be used by smart phone to signal to cross or a fob as per Debbie Ryan. This new process makes it truly accessible to everyone as it services all persons with disabilities not just one group. Debbie Ryan noted on October 4, 2018 the Inclusion Team, Transportation Engineering, Councillor Hope Jamieson, Councillor Debbie Hanlon and herself representing CNIB will be attending a conference call with Sophie Aladas to explore the Key to Access technology. Ms. Aladas would also come to St. John’s in November and provide one-on-one demonstration if required it.

Sherry Mercer added it was important for committee members to consult with persons using these services and advise the City regarding areas where user need is high so they can be added to the list for future installation.

Natalie Godden advised this Committee would make recommendations regarding the priority for installation of intersections on the list. Sherry Mercer indicated this was an **action item for members** to take away and be brought forth at the December meeting.

The following table indicates location and status of the ADP’s:

- During the March 20th, 2018, Council unanimously approved the transfer of \$50,000 from 2017 to 2018 for the installation of the below noted Audible Pedestrian Signals

#	Location	Status
1	Topsail Rd at Columbus Drive	Underground work is pending. New signal controller to be activated and APS buttons to be installed with same
2	Prince Phillip Dr at Westerland	Underground work is pending.

#	Location	Status
3	Kenmount Rd at Brant Dr/ H3 Development	Intersection being constructed as APS ready. However due to the nature of the area, there are few if any pedestrians. This installation to be deferred until need arises
4	Kelsey Drive at Messenger Drive	APS buttons will be installed upon arrival of required equipment
5	O'Leary Ave at Avalon Mall	Traffic signals to be installed at the new parking garage and current exit by mall food court, APS buttons will be installed in conjunction with new intersection, should be completed in 2018
6	Kenmount Rd at Polina/ Avalon mall	APS will be installed during signal installation, should be in 2018
7	Kelsey Dr at Kiwanis	Developer installing fourth leg on intersection, will install APS at the same time, should be in 2018
8	Mundy Pond at Ropewalk Lane	This location added September 2018. No current schedule.

Anna Bauditz advised the Committee this list is continually being worked on by the Transportation Department.

Verbal Update on Rawlins Cross Pilot Project

Anna Bauditz provided an update to the above noted. She advised it is still a pilot project noting she is open to feedback. Ms. Bauditz advised data is still be collected and will be compiled as part of a report to Council. She also indicated Council will ultimately determine whether the reconfiguration will become permanent.

The Committee questioned what triggered the implementation of the pilot project. Ms. Bauditz advised numerous concerned constituents were in contact with Council members regarding safety at the intersection and that historical collision records supported the need for improvement. She continued that the reconfiguration is intended to decreased speeds in the area. She continues to follow-up with residents and stakeholders, including Metrobus, who are providing feedback on the project. The Committee put forth the following concerns:

- Members reiterated concerns of not being consulted prior to implementing the changes which further could result in expensive retrofits.
- There are still concerns for visually impaired persons approaching the intersection as there is nothing in place to indicate the individual is approaching

a crosswalk. Ms. Bauditz advised that further improvements will be reviewed and considered for implementation.

- The question was raised as to how many pedestrian accidents had occurred in the area prior to pilot project. Ms. Bauditz advised 4 pedestrians and one bicycle accident occurred in the area since 2012.
- The question was raised as to whether cabs were being monitored in the area and the Committee were advised that the RNC was aware of the changes and had increased monitoring of all traffic in the area.
- Concerns raised with grade on Prescott Street in the winter. Ms. Bauditz advised that Prescott Street enters the intersection at about a 6% grade, like other intersections in the City.
- Concerns raised with snow-clearing equipment maneuvering in the round-about. Ms. Bauditz advised that City staff was committed to clearing and maintaining the area.

Decision Note – Inclusion Outreach Collaborative

Natalie Godden spoke to the above cited. She advised the purpose was to outline the workplan of the City of St. John's Inclusion Outreach Collaborative and expectations for implementation.

Moved - Debbie Ryan; Seconded – Muggs Tibbo

It is recommended that the City continue to implement its current inclusion activities and develop an Inclusion Outreach Collaborative that highlights these resources and partnerships and ensures all City departments adhere to specific inclusion requirements as outlined in the Decision Note. It is recommended that the City delay the development of a comprehensive Inclusion Policy until the federal and provincial regulations have been updated and can be considered/incorporated into the policy development process.

CARRIED UNANIMOUSLY

Paratransit Working Group Update

Deferred to next meeting.

Information Note – Ropewalk Lane Accessibility Concern

Deferred to next meeting.

Information Note – Paul Reynolds Community Centre Playground

Deferred to next meeting.

Verbal Update – Bowring Park Accessibility

Deferred to next meeting.

2019-2021 Budget Process Verbal Update

Deferred to next meeting.

OTHER BUSINESS

- Both Ms. Godden and Ms. Mercer encouraged members to provide feedback, opinions etc. on the budget to either themselves, Council or the Engage page.
- The Chair asked members to advise of washrooms in the City that have transgender stickers placed on them that encourage old school binary notions.

NEXT MEETING

The next meeting is scheduled for November 5, 2018 at 1:00 pm.

ADJOURNMENT

There being no further business, the meeting adjourned at 2:37 p.m.

Taylor Stocks,
Chairperson

DECISION/DIRECTION NOTE

Title: City of St. John's Outdoor Event Inclusion & Accessibility Checklist

Date Prepared: October 17, 2018

Report To: Inclusion Advisory Committee

Councillor and Role: Hope Jamieson, Council Champion

Ward: N/A

Decision/Direction Required: To ensure all City of St. John's event's use the Outdoor Event Inclusion and Accessibility Checklist

Discussion – Background and Current Status:

As noted in the previous Decision Note – Inclusion Outreach Collaborative, the City of St. John's outlined the resources and collaboratives that the City has in place to support inclusion and diversity, which included the Outdoor Event Inclusion and Accessibility Checklist (Appendix A). Since 2016 the City of St. John's has been using the Outdoor Event Inclusion and Accessibility Checklist as a guide to ensure all events organized by the City are welcoming and inclusive of all citizens and promotes the checklist as a useful tool to outside organizations.

Key Considerations/Implications:

1. Budget/Financial Implications:
N/A
2. Partners or Other Stakeholders
N/A
3. Alignment with Strategic Directions/Adopted Plans
 - a. A Culture of Cooperation
 - i. Create effective community relations
 - b. A City for all Seasons
 - i. Providing accessible and inclusive options for year-round active community living
 - c. Responsive and Progressive
 - i. Create a culture of engagement
 - ii. Become a welcoming and inclusive city
 - d. Effective Organization
 - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
 - ii. Develop a knowledgeable and engaged workforce
 - iii. Support corporate-wide information and knowledge sharing



ST. JOHN'S

- iv. Support a learning culture
- 4. Legal or Policy Implications
N/A
- 5. Engagement and Communications Considerations
Ensure the Outdoor Event Inclusion and Accessibility Checklist is prominently featured next to the Special Event Application on the City's Web site.
- 6. Human Resource Implications
N/A
- 7. Procurement Implications
N/A
- 8. Information Technology Implications
N/A
- 9. Other Implications
N/A

Recommendation:

It is recommended 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.

Prepared by/Signature: Sherry Mercer, Inclusive Services Coordinator

Approved by/Date/Signature:

Natalie Godden – Manager, Family & Leisure Services

Beverly Skinner – Manager, Programs & Service Delivery

Attachments: Appendix A - Outdoor Event Inclusion and Accessibility Checklist



DECISION/DIRECTION NOTE

Title: Clear Print Guidelines

Date Prepared: October 17, 2018

Report To: Inclusion Advisory Committee

Councillor and Role: Hope Jamieson, Council Champion

Ward: N/A

Decision/Direction Required: To ensure all City of St. John's correspondence, forms, website and digital text follow clear print guidelines (Appendix A).

Discussion – Background and Current Status:

As noted in the previous Decision Note – Inclusion Outreach Collaborative, the City of St. John's outlined the resources and collaboratives that the City has in place to support Inclusion and Diversity, which included the use of clear print guidelines. The City of St. John's commits to using clear print guidelines in all text, written and digital.

Key Considerations/Implications:

1. Budget/Financial Implications:
N/A
2. Partners or Other Stakeholders
N/A
3. Alignment with Strategic Directions/Adopted Plans
 - a. A Culture of Cooperation
 - i. Create effective community relations
 - b. A City for all Seasons
 - i. Providing accessible and inclusive options for year-round active community living
 - c. Responsive and Progressive
 - i. Create a culture of engagement
 - ii. Become a welcoming and inclusive city
 - d. Effective Organization
 - i. Cultivate a safe, healthy and respectful environment that is accessible and inclusive
 - ii. Develop a knowledgeable and engaged workforce
 - iii. Support corporate-wide information and knowledge sharing
 - iv. Support a learning culture
4. Legal or Policy Implications

ST. JOHN'S

N/A

5. Engagement and Communications Considerations

Ensure the website, brochures and forms are following clear print guideline standards.

6. Human Resource Implications

N/A

7. Procurement Implications

N/A

8. Information Technology Implications

Ensure the website follows clear print guideline standards.

9. Other Implications

N/A

Recommendation:

It is recommended that the City of St. John's ensures all City of St. John's correspondence, forms, website and digital text follow the attached clear print guidelines.

Prepared by/Signature: Sherry Mercer, Inclusive Services Coordinator

Approved by/Date/Signature:

Natalie Godden – Manager, Family & Leisure Services

Attachments: Appendix A – Clear Print Guidelines

ST. JOHN'S