



**PUBLIC AGENDA  
SASKATOON ACCESSIBILITY  
ADVISORY COMMITTEE**

**Friday, January 13, 2017, 12:00 p.m.  
Committee Room E, Ground Floor, City Hall  
Committee Members:**

**Ms. M. Baxter  
Ms. J. Dawson  
Councillor H. Gough  
Director of Recreation and Community Development L. Lacroix  
Director of Facilities & Fleet Management T. LeFreniere  
Mr. J.D. McNabb  
Ms. G. Kozlow  
Ms. O. Nicholson  
Ms. C. Warlow**

**Pages**

**1. CALL TO ORDER**

**1.1 Call to Order**

**1.2 Appointment of Chair and Vice-Chair**

**2. 2017 MEMBERSHIP [File No. CK. 225-70]**

The Committee welcomes Ms. Collette Warlow, Mr. Troy LeFreniere - Director of Facilities & Fleet Management, Councillor Hilary Gough, and Councillor Zach Jeffries.

The following is the membership of the Committee for 2017:

- Councillor H. Gough
- Councillor Z. Jeffries
- Ms. Muriel Baxter
- Ms. Janice Dawson
- Mr. Troy LaFreniere, Director of Facilities and Fleet Management
- Ms. Gladys Kozlow
- Ms. Lynne Lacroix, Director of Recreation and Community Development
- Mr. J-D McNabb
- Ms. Odette Nicholson
- Ms. Collette Warlow

**3. CONFIRMATION OF AGENDA**

**Recommendation**

That the agenda be confirmed as presented.

**4. ADOPTION OF MINUTES**

**Recommendation**

That the minutes of the Regular Meeting of the Saskatoon Accessibility Advisory Committee held on September 9, 2016, be adopted.

**5. TERMS OF REFERENCE - ROLES AND RESPONSIBILITIES**

4 - 5

*Verbal Presentation - L. Lacroix, Director of Recreation and Community Development.*

**Recommendation**

That the information be received.

**6. UNFINISHED BUSINESS**

**7. COMMUNICATIONS**

**7.1 Letter - Accessibility - Persphone Theatre (CK. 100-17 x 620-5)**

6 - 6

Attached for the Committee's information is a letter received from Brenda Kuffner, dated October 31, 2016, regarding accessibility at the Persphone Theatre.

**Recommendation**

That the information be received.

**8. REPORTS FROM ADMINISTRATION**

**8.1 Report of the Access Transit Manager (CK. 225-70)**

*Verbal Update - B. Howe, Access Transit Manager*

**Recommendation**

That the information be received.

**9. 2016 ANNUAL REPORT - Saskatoon Accessibility Advisory Committee**

This matter is on the agenda to determine the writers for the 2016 Annual Report.

**Recommendation**

That the direction of Committee issue.

**10. MATTERS FOR FOLLOW UP (CK. 225-70)**

7 - 13

Attached is a copy of the Committee's follow-up list for review.

**Recommendation**

That the information be received.

**11. COMMITTEE MEETING SCHEDULE (CK. 175-9)**

The Saskatoon Accessibility Advisory Committee meets on the second Friday of each month at 12:00 (noon), with the exception of July, August, and December. The following dates are being proposed for 2017:

- January 13
- February 10
- March 10
- April 21
- May 12
- June 9
- September 8
- October 13
- November 10

**Recommendation**

That the meeting dates for the Saskatoon Accessibility Advisory Committee for 2017 be approved.

**12. STATEMENT OF EXPENDITURES (CK. 1704-5)**

14 - 14

Attached is the year-end Statement of Expenditures. The 2017 approved budget is \$ 3,000.

**Recommendation**

That the information be received.

**13. ADJOURNMENT**

## **SASKATOON ACCESSIBILITY ADVISORY COMMITTEE**

AUTHORITY	Council Resolution – July 16, 2007; Council and Committee Procedure Bylaw No. 8198, as amended; and Procedures and Committees Bylaw No. 9170.				
PURPOSE	The mandate of the Committee shall be to promote universal accessibility to ensure that the City of Saskatoon’s services, facilities and infrastructure are barrier-free for citizens of all abilities. The Committee’s primary mandate will be the development, implementation, and refinement of an ongoing action plan in order to advise and assist City Council with its jurisdictional options in achieving this barrier-free goal, so that the City of Saskatoon is a leader by example.				
COMPOSITION	<table><tr><td>Total Membership</td><td>10</td></tr><tr><td>Appointed by Council</td><td>10</td></tr></table> <ul style="list-style-type: none"><li>• Two members of City Council;</li><li>• Two members of Senior Administration;</li><li>• Five persons from the public with disabilities and/or fulfilling the role of primary caregiver to a person with a disability; and</li><li>• One person representing a seniors’ organization.</li></ul>	Total Membership	10	Appointed by Council	10
Total Membership	10				
Appointed by Council	10				
MANDATE	<ol style="list-style-type: none"><li>(a) To develop an action plan to provide short and long-term goals for improving accessibility to City services, facilities and infrastructure (the “Action Plan”);</li><li>(b) To monitor and evaluate and to advise Council of progress in achieving goals stated in the Action Plan;</li><li>(c) To provide advice to Council on policies and programs for improving accessibility to City services, facilities and infrastructure;</li><li>(d) To act as a resource to the Communications Branch respecting development and implementation of a public relations campaign to promote the City’s efforts to make City services, facilities, and infrastructure accessible and barrier-free;</li><li>(e) To receive referrals from and provide advice to Council, or its committees, boards and commissions, on accessibility issues;</li></ol>				

## **SASKATOON ACCESSIBILITY ADVISORY COMMITTEE CONT'D**

- (f) Upon instructions from Council, to encourage and promote communication and co-ordination between and among City departments, local businesses, and other levels of government respecting accessibility issues;
- (g) To ensure adequate and appropriate consultation with the community of common interest for persons with disabilities and/or persons fulfilling the role of primary caregiver to a person with a disability; and
- (h) When required, to establish ad hoc task groups to undertake specific tasks within the Committee's mandate.

**REPORTING** The advisory committee shall report to the Standing Policy Committee on Finance.

**QUALIFICATIONS** Ability to commit time to attend meetings.

**QUORUM** A quorum is a majority of the members.

**TERM** Two years (a maximum of three consecutive terms will be permitted)

**MEETINGS** Monthly (no meetings in July, August and December)  
Day ----- Second Friday  
Time ----- 12:00 noon

File No. 225-70

100-17  
x 620-5.

6 Yale Cres.  
Saskatoon, Sask.  
S7H 3P7



October 31, 2016

Attention: Persephone Theatre Owners

As a citizen of Saskatoon I am delighted that we have a theatre group in our city that provides high quality performances. Sadly though, I am greatly disappointed in the lack of planning and thought that was given toward accessibility of this new facility.

For anyone experiencing mobility issues navigation of the theatre is a nightmare. Stairs throughout the theatre clearly discriminates against anyone confined to a wheel chair. I am visually impaired which is challenging enough. With the assistance of my partner I am able to enjoy theatrical performances and I must say that the lighting and seating was adequate in this regard. I recently injured my ankle and was forced to use crutches. I contacted the box office to inquire where I could best be seated. They suggested a balcony seat where there would be less people to bump into me and I could easily maneuver in and out. Piece of cake!

The night of the performance we decided to go very early to avoid any issues. Thankfully we did so because parking near the facility is also of dire circumstance. After entering the centre and managing three steps, we were kindly shown the lift to the second floor. This is not an elevator, but a lift where one must hold down the button for the second floor the whole way up. No problem, we make it to the second floor lobby and I remember thinking "we made it and all will be clear sailing now". Heavens NO! Three more stairs barricades access to the balcony.

With difficulty I did manage to maneuver to my seat. By the time I did so I found myself irritated and downright angry. We are supposed to be a forward thinking community that adapts our environments to make them accessible to all. I would understand if this was an old building that was designed long before the days of accessibility, but this is a state of the art modern facility! Looking around at the patrons of Persephone theatre, the majority in attendance are older folk. While you don't have to be older to have mobility issues the likelihood is higher. When the experience becomes an increasing chore rather than an enjoyable outing, those supporting patrons will choose to stay at home!

On behalf of myself and anyone with mobility issues I ask that changes be made to the theatre so as to make an outing to the theatre the enjoyable experience it was meant to be.

Sincerely,  
*Brenda Kuffner*  
Brenda Kuffner

Cc: City Hall Accessibility Advisory Committee

*bkuff@sasktel.net*  
*Ph: 306 249 6698*

### ACCESSIBILITY MATTERS FOR FOLLOW-UP

DATE	SUBJECT	ACTION	FOLLOW-UP ACTION
<b>Oct. 29/10</b>	<p><b>Snow Removal –</b> Action Plan for Accessibility And Criteria for Snow Removal on Sidewalks And Accessibility of Saskatoon Streets</p>	<p>The Committee, at its meeting held on October 29, 2010, discussed the topic of snow removal.</p> <p>It was resolved that the Administration report further regarding criteria for sidewalk snow removal; and that Administration arrange for an outdoor wheelchair experiential session for those interested.</p> <p><b>April 29/11</b> – Administration was in attendance and provided a verbal update to the Committee indicating that a written report will be submitted to the Planning and Operations Committee in June 2011 and the Committee will be provided a copy. The general matter of snow removal will also be on the Committee’s September agenda.</p> <p><b>Sept. 30/11</b> – The Committee was provided a copy of Clause 1, Report No. 9-2011 of the Planning and Operations Committee, which was adopted by City Council at its meeting held on June 27, 2011. It was resolved:</p> <p>1) that the report of the General Manager, Infrastructure Services Department dated June 6, 2011, be submitted to the Budget Committee for consideration; and</p> <p>2) that a copy of this report be submitted to</p>	<p>This matter to be followed-up on after 2012 budget deliberations in December 2011.</p> <p>Will request snow removal plan to review at September mtg as well as request attendance from representative in bylaw enforcement to indicate</p>

	<p><b>Snow Removal</b></p>	<p>the Accessibility Advisory Committee for its information.</p> <p><b>Sep 14/12</b> – Rec’d update from P. Bracken, IS</p> <p><b>Oct 10/14</b> – E. Quail (Rdway Manager, Public Works) &amp; A. Gardiner (Dir. of Transportation) gave updates on snow removal winter 2014 targets &amp; snow removal bylaw enforcement.</p>	<p>enforcement of clearing of snow on private lots.</p> <p><b>Sep/12</b> – Memo sent to GM, IS requesting short summary fact sheet on the snow removal program and bylaw enforcement related to snow removal.</p> <p><b>Nov/12</b> – IS will be asked to provide update on bylaw enforcement at a future meeting.</p> <p><b>Jan/13</b> – general updates given to Committee.</p> <p><b>Jan/13</b> – Detailed report expected before budget deliberations. (May/13 – Sidewalk Clearing Bylaw discussed at June 2013 meeting.)</p> <p><b>Oct/13</b> – Reports forthcoming – city-wide &amp; sidewalk clearing – to be distributed to Committee once public.</p> <p><b>Jan/14</b> - ongoing</p> <p><b>Mar/14</b> – requested update from Administration</p> <p><b>May/14</b> – J. Patel provided update</p> <p><b>Sept 12/14</b> – Committee Assistant to verify with the Administration if an update is to be provided for the Fall 2014. Committee Assistant will report back to the Committee on this matter.</p> <p><b>Nov 14/14</b> - No update.</p> <p><b>Jan 9/15</b> – Dir. of Transportation Gardiner and Dir. of Community Standards Hildebrandt gave an update on snow removal bylaw enforcement report.</p> <p><b>Feb 13/15</b> – Dir. of Community Standards Hildebrandt gave an update on sidewalk snow clearing enforcement report being presented to City Council at their Feb. 23/15 mtg.</p> <p><b>Mar 13/15</b> – Dir. of Community Services Lacroix informed the Committee that awareness campaigns continue to be worked on in order to help make the city more accessible for everyone. The City also understands that they have to be role models by ensuring snow is being removed from City-owned property.</p> <p><b>May 8/15</b> – Email from M. Simmonds was discussed. No further updates were provided.</p> <p><b>Jun 12/15</b> – Dir. of Community Standards Hildebrandt gave a brief update on the snow clearing bylaw similar to what was presented to the</p>
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			<p>Committee in Feb. 2015.  <b>Sept. 11/15</b> – No update.  <b>Oct. 9/15</b> – Director of Community Standards, Hildebrandt gave a brief update on the snow removal clearing bylaw. Mr. Hildebrandt stated that it was Community Standards main goal to keep the sidewalks clear and putting the responsibility on the homeowner rather than the City.  <b>Nov. 15/15</b> – No update.  <b>Feb. 12/16</b> – No update.  <b>Mar. 11/16</b> – No update.  <b>Apr. 8/16</b> – No update.  <b>Jun. 10/16</b> – No update.  <b>Sept. 9/16</b> – No update.</p>
	<b>Accessible Audible Pedestrian Signals</b>	<b>Sept. 11/15</b> – The matter has been put back on the follow-up list after Sept. 11/15 mtg to further determine course of action.	<p><b>Sept. 11/15</b> – G. Lazic and J. Magus both with COS Transportation Division presented a letter written by the Transportation &amp; Utilities Department to the AEBC, Stoon Chapter addressing this matter. Mr. Lazic will update the Committee in Oct. on the 25<sup>th</sup> St. &amp; Idylwyld Dr. intersection.  <b>Oct. 9/15</b> – Traffic Operations Engineer, Transportations Lazic gave an update on the downtown audible pedestrian signals. Mr. Lazic reported that since the last Committee meeting held on September 11, 2015 that all audible pedestrian signals have been replaced, or fixed.  <b>Nov. 13/15</b> – No update.  <b>Feb. 12/16</b> – Planning and Development, Senior Planner Lau spoke and answered questions of the Committee regarding pedestrian signals in the Downtown area.  <b>Mar. 11/16</b> – No update.  <b>Apr. 8/16</b> – No update.  <b>Jun. 10/16</b> – No update.  <b>Sept. 9/16</b> – No update.</p>
<b>Jan/12</b>	<b>Disabled Parking</b>	<b>Jan/12</b> – Phil Haughn spoke to committee about changes in downtown parking.	<p>Follow up as information available.  <b>Mar/13</b> – P. Haughn asked to provide update.  <b>May/13</b> – No update yet; projected for fall.  <b>Oct/13</b> – RFP for upgrade of parking equipment  <b>Nov 4/13</b> – RFP to Council</p>

		<p><b>Oct 10/14</b> – P. Haughn gave update on permit parking (Apr 2015 smart cards to be issued). Medical parking spots issued based on user demand. Additional spots looking to be allocated.</p>	<p><b>Jan/14</b> – RFP for parking meters closing soon  <b>Mar/14</b> – request for update from Administration  <b>Apr/14</b> – RFP not yet closed  <b>June/14</b> – Request to Admin to update in fall 2014  <b>Sept 13/14</b> - Secretary to confirm that Administration (Phil Haughn) will provide an update in fall 2014. Secretary will report back to the Committee on this matter.  <b>Sept 12/14</b> – Committee Assistant to request Administration provide information on allocation of disabled parking spots for medical offices. Phil Haughn will report to the Committee on this matter at the Oct 2014 meeting.  <b>Nov 14/14</b> – Request to Admin to update on new parking policy in 2015.  <b>Jan 9/15</b> – Parking issues/concerns are to be addressed to Community Standards Division. Parking policies are being reviewed through the 2015 Parking Study.  <b>Feb 13/15</b> – No update.  <b>Mar 13/15</b> – There are a few glitches with the new system that are being rectified. Max. time currently allowed to park is 90 mins., meters work by inputting the vehicle license, payment at the meters can be cash, credit card or PayPal, parking ambassadors are patrolling the streets to assist the public with the operation of the new meters.  <b>May 8/15</b> – G. Kozlow circulated a Star Phoenix article on the shortage of downtown disabled parking. It was suggested to invite parking services administration for an update.  <b>Jun 12/15</b> – Dir. of Community Standards Hildebrandt provided an update on the intent of future to accessibility spots and their size, loading zones, and a review of the permit parking policy. Administration welcomes feedback from the public on any parking services project.  <b>Sept. 11/15</b> – It was determined to invite Dir. of Community Standards Hildebrandt to the Oct. mtg. to provide an update.  <b>Oct. 9/15</b> – Director of Community Standards, Hildebrandt provided an update on the intent of future work to more accessible parking spots and their size; loading zones; and asked the Committee their views on the</p>
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			<p>permit parking policy and what they believe is needed. The Committee agreed that the City should continue to use both the stickers and vehicles tags, as well as, moving to more defined impaired parking spots.</p> <p><b>Nov. 13/15</b> – The Committee discussed the availability of Handicapped Parking Stalls in front of businesses in Saskatoon. The Committee suggested that the Director of Community Standards Hildebrandt attend the January 8, 2016 meeting.</p> <p><b>Feb. 12/16</b> – Community Standards, Director Hildebrandt spoke and answered questions of the Committee regarding the disability placards and stickers for parking.</p> <p><b>Mar. 11/16</b> – No update.</p> <p><b>Apr. 8/16</b> – No update.</p> <p><b>Jun. 10/16</b> – No update.</p> <p><b>Sept. 9/16</b> – Y. Li, Transportation &amp; Utilities, reviewed the submitted report regarding proposed loading zones policy &amp; disabled parking zones policy. The Committee resolved that the Admin look into options for placing a term-limit on residential loading zones and look into options for follow-up regarding tracking the removal of these signs &amp; update the Committee at a later date. L. Saar, Community Services updated the Committee regarding loading zone placards and loading zone sticker issuance along with the installation of loading zones.</p>
	<p><b>Accessible Calling Out Bus Stops</b></p>		<p>Follow up as appropriate.</p> <p><b>Mar/13</b> – Pilot of 30 buses complete, entire fleet to be equipped. J. Robinson to report further re implementation plan.</p> <p><b>May/13</b> – Operators were not consistently calling out stops, further education was provided; situation improving.</p> <p><b>Sep/13</b> – Letter of Agreement Signed between City of Saskatoon Transit and Saskatchewan Human Rights Commission</p> <p><b>Oct/13</b> – not all operators calling out stops</p> <p><b>Jan/14</b> – all buses to be equipped with Intelligent Transportation System by May 2014</p> <p><b>May/14</b> – most buses outfitted with new equipment</p> <p><b>June/14</b> – equipment installed, smart phone app ready by fall</p>

			<p><b>Sept 12/14</b> – No update.</p> <p><b>Oct 10/14</b> – No update.</p> <p><b>Nov 14/14</b> – No update.</p> <p><b>Jan 9/15</b> – No update.</p> <p><b>Feb 13/15</b> – No update.</p> <p><b>Mar 13/15</b> – All buses are now part of the new tracking system implemented due to the new City website. Some staff continues to not call out bus stops.</p> <p><b>May 8/15</b> – Access Transit Manager Howe was updated on staff inconsistencies with calling out bus stops.</p> <p><b>Jun 12/15</b> – No update.</p> <p><b>Sept. 11/15</b> – Committee members shared experiences from Aug. 26/15 regarding their participation with Saskatoon Transit Voice Announcement System (ITS). On-going issues remain with bus drivers not calling out bus stops.</p> <p><b>Oct. 9/15</b> – Access Transit Manager, Bob Howe was in attendance and provided an update to the Committee on the Access Transit Annual Report. Mr. Howe updated the Committee on the following:</p> <ul style="list-style-type: none"> <li>• Seeking information from the public regarding their personal limitations with Transit and Access Transit buses.</li> <li>• The future idea is to have all buses be more accessible for those with mobility issues, including turning radius, announcements over the speakers, and digital destination boards.</li> </ul> <p>Operations Managers, Michael Moellenbeck and Harold Matthies spoke and answered questions of the Committee on Transit updates. Mr. Matthies and Mr. Moellenbeck updated the Committee on the following:</p> <ul style="list-style-type: none"> <li>• Transit is looking at developing a mobile app based system for the public to use regarding public transit.</li> <li>• Training bus drivers to become more of a 'tour guide bus driver' to aid those impaired when taking the bus to aid the public that take</li> </ul>
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			<p>the bus.</p> <p><b>Nov. 13/15</b> – No update.  <b>Feb. 12/16</b> – No update.  <b>Mar. 11/16</b> – No update.  <b>Apr. 8/16</b> – No update.  <b>Jun. 10/16</b> – No update.  <b>Sept. 9/16</b> – No update.</p>
<b>Feb. 12/16</b>	<b>Sidewalks / Access Ramps – Action Plan for Accessibility And Safety Sidewalks and Access Ramps Accessibility of Saskatoon</b>		<p><b>Feb. 12/16</b> – Major Projects, Traffic Management Engineer Frank spoke on the city-wide sidewalk assessment study that took place and answered questions for the Committee and answered questions of the Committee regarding the city-wide sidewalk assessment study. Discussion ensued regarding sidewalk safety and access ramps in the Downtown area. The Committee shared their appreciation toward the improvements made so far on the sidewalks.</p> <p>Planning and Development, Senior Planner Lau spoke and answered questions of the Committee regarding plans for 2016 sidewalk improvements. Mr. Lau shared Urban Design's upgrade to the tree grates on the sidewalks and the improvements they have made to them and future plans pertaining to tree grates.</p> <p>Transportation, Traffic Management Engineer Matt spoke and answered questions of the Committee regarding access ramps throughout the city. Discussion ensued regarding the condition of access ramps and funding for improvements.</p> <p><b>Mar. 11/16</b> – No update.  <b>Apr. 8/16</b> – No update.  <b>Jun. 10/16</b> – No update.  <b>Sept. 9/16</b> – No update.</p>

Updated June 2016

**01-5576-103 - ACCESSIBILITY ADVISORY COMMITTEE - 2016 BUDGET - \$3,000**

DATE	NUMBER	DESCRIPTION	DEBIT	CREDIT	BALANCE	GL	TOTAL SPENT	BUDGET REMAINING
		Beginning Balance			0			\$3,000
		<b>Ending Balance, December 31, 2016</b>						<b>\$3,000</b>