



*c/o Wheel-Trans, 580 Commissioners Street, Toronto, Ontario M4M 1A7*

January 6, 2016

TTC Board Members  
Toronto Transit Commission  
1900 Yonge Street  
Toronto, Ontario  
M4S 1Z2

Dear Board Members:

The Advisory Committee on Accessible Transit (ACAT) is forwarding the approved minutes of its October 29, 2015 and November 26, 2015 General Monthly meetings to the January 21, 2016 Board Meeting for information (attached).

Thank you.

Sincerely,

Mazin Aribi  
2015 ACAT Chair

Attachments

**TORONTO TRANSIT COMMISSION**

**COMMITTEE MINUTES**

**Minutes of Meeting:** Advisory Committee on Accessible Transit  
Meeting No. 296

**Meeting Date:** Thursday, October 29, 2015

**Location:** 7<sup>th</sup> Floor Boardroom  
1900 Yonge Street

**Present:** Mazin Aribi, Chair  
Angela Rebeiro, Co-Vice Chair  
Tim Rose, Co-Vice Chair  
Judy Berger  
Marian McDonell  
Karma Burkhar  
Bobbi Moore  
Craig Nicol  
Sam Savona  
Valdo Tammark  
Margaret Hageman  
Raymond Dell'Aera  
Jaspreet Dhaliwal  
Howard Wax

**Pool Member:** James Bartlett

**Regrets:** Joan Jordan

**TTC Representatives:** Matt Hagg  
Dean Milton  
Ian Dickson  
Eve Wiggins

**Copies:** Andy Byford  
Richard Leary  
Chris Upfold  
Kirsten Watson  
Susan Reed Tanaka  
Vince Rodo  
Brad Ross  
Gary Shortt  
Mitch Stambler  
TTC Board Members

Items Discussed:

1. Call to Order / Attendance
2. Declaration of Conflict of Interest
3. Approval of Agenda
4. Review and Approval of September 24, 2015 Minutes
5. Business Arising Out of Minutes/Outstanding Items
6. Deputation: Shaun Cleaver and Milan Gokhale of TTCriders
7. Subcommittee Reports and Updates
8. Report on TTC Board Meeting and Accessibility Matters
9. Report on Customer Liaison Panel
10. Report on Transit Fare Equity Committee
11. Request to Consolidate Signage Issues at the Communications Subcommittee
12. Review of Correspondence - Nil
13. ACAT Terms of Reference Discussion
14. Other/New Business
15. Next Meeting – November 26, 2015
16. Adjournment

1. Call to Order / Attendance

The meeting was called to order at 1:04 p.m. and attendance was taken.

2. Declaration of Conflict of Interest

Nil.

3. Approval of Agenda

On a motion by Tim Rose and seconded by Howard Wax, the agenda was approved with an amendment that Item No. 11 be heard just prior to the Deputation.

4. Review and Approval of September 24, 2015 Minutes

On motion by Sam Savona and seconded by Bobbi Moore, the Minutes of September 24, 2015 were approved with amendments.

- Karma Burkhar was in attendance. Her name should be added to the cover page. As well, pool members are not listed. James Bartlett should be listed as a pool member.
- Page 3, last sentence of Robert Muzzy's deputation should read "new accessible streetcars." Also, "cancellation" should read "same day cancellation."
- Page 4: Greg Contaxis' deputation, second paragraph, should read, "The concern raised concerning the 'new accessible streetcars'."
- Page 6: Rather than "shield door", it should read "driver compartment door on buses." Fifth paragraph, first line should read "subway doors opening on the left or right side."
- Page 7, second paragraph, the new style guide has been reviewed by the Communications Subcommittee, not Service Planning.
- Page 7, fifth paragraph, first sentence: Rather than simply "elevator", it should read "Eglinton subway platform elevator."
- Page 9, second paragraph, should read, "A concern was expressed regarding the length of time it has taken to affect a change with respect to the TR subway map legends."

5. Business Arising Out of Minutes/Outstanding Items

- Item: PRESTO Accessibility Features - has an update to be provided in the DRS Report. Also, an update for the status of the rollout has been requested by Matt Hagg and will be provided in November or December.
- Item: Accessibility Flash Cards - Marian McDonnell suggested that the Blue Flash Cards and the Travel Assistance Cards, for people with invisible disabilities who require Operator assistance, be separated on the list as they are two separate items and ACAT Chair Mazin Aribi agreed. A mock-up of the new travel assistance card will be brought to the

Communications Subcommittee for its input in November.

- Item: Service Dogs on Contracted Taxi Services - has been completed and will be removed from the list for the next meeting.

## 6. Deputations

Shaun Cleaver and Milan Gokhale of TTCriders' organization attended to inform the TTC Board of their request for the Province of Ontario and the City of Toronto to allocate the necessary \$240-million in funds immediately in order to make conventional TTC services accessible. They feel that the funding should be independent of the TTC operating subsidy. As a group, they recognize the importance of accessibility for all and are seeking ACAT's feedback.

ACAT thanked the deputants and acknowledged their efforts.

## 7. Subcommittee Reports and Updates

### Design Review Subcommittee (DRS) – Craig Nicol, Chair

In October, DRS had one meeting and one field trip.

- October 7, 2015 Meeting

#### Chester Subway Station Easier Access 3 (EA3) Upgrade

This station has been advanced in the EA3 process to combine work with the installation of a second exit. There will be two forward motion elevators direct from platform to street, an easier access fare gate and power sliding doors. DRS recommended that the elevator alcoves have the corner angled whenever possible.

#### Update of DRS Outstanding List

- PRESTO payment device on Orion 7 buses meeting to be held.
- Express Bus stop announcement upgrade, the provision of an "arriving at" message will proceed slowly due to the amount of reprogramming required.

#### Other Items / New Business

DRS members related concern about the difficulty paying a fare on new streetcars without the use of a PRESTO card when the streetcar is crowded. Staff stated that additional Single Ride Vending (SRVM) machines on platforms and greater uptake of PRESTO cards should reduce this difficulty. DRS suggested decals at the second and third doors indicating the location of the PRESTO SRVM.

- October 21, 2015 Meeting / Field Trip

ACAT and DRS members attended at the Wilson Yard to review the location for PRESTO payment devices on Orion 7 buses. This meeting was required to address PRESTO device

placement difficulties highlighted in an earlier DRS review of this bus.

The next DRS meeting is scheduled for November 13, 2015.

Wheel-Trans Operations Subcommittee (WTOS) – Sam Savona, Chair

The last WTOS meeting was held on October 5, 2015.

This was a special meeting to focus on the eligibility for Wheel-Trans service and to review the preliminary recommendations from the consultants, WSP Parsons Brinckerhoff (WSPPB). There was considerable discussion around the potential model for eligibility for Wheel-Trans that needs to be in place by January 1, 2017. The new model will encompass all persons with disabilities, not just those with physical disabilities, and will determine whether a person is eligible for unconditional, conditional or temporary eligibility.

WSPPB recommended a self-screening process followed by the completion of an application; and then, if appropriate, a functional assessment would be conducted by a qualified medical professional. The primary goal of the assessment is to determine the eligibility of a rider to use conventional accessible transit.

The consultants also suggested that the introduction of a cognitive assessment be immediately addressed. Mandated travel training was also discussed. It was agreed that the WSPPB consultants return to flesh out more details with respect to the self-screening process as well as the functional assessments based on the industry standard, which is known as FACTS.

Two sets of previous minutes were approved.

The new scheduling/customer management software will be implemented to determine the best routes and accessibility needs of riders in the future. More spontaneous rides could be achieved by this software.

Service Planning Subcommittee (SPS) – Valdo Tammark, Chair

SPS held a meeting on October 15, 2015.

Emily Assunção, Manager of Closures and Diversions, attended the meeting. Raymond Dell'Aera and Mazin Aribi described shortcomings of the last subway closure. Ms. Assunção reported that all the materials and staff have been set up for closures. She will report back to the Station Managers and go over the shortcomings with them. She appreciated the testing of the system and hoped that continued cooperation would improve for impending closures.

Mary Leo-Oliver, TTC Customer Communications, and Jacqueline Darwood, TTC Service Planning, attended and provided a debriefing of the TTC Public Forum. The new venue received a vote of best ever.

Many people arrived around 5:00 p.m. and expected a snack bar to be available. In the future, this will not happen because future advertising will highlight that no food will be available. Chairs will be provided to the marketplace so that staff can sit down and converse comfortably with someone using a mobility device. This will ensure more eye-to-eye contact.

There were some complaints about the facilitator not going in sequence around the room and jumping back and forth. A discussion with the facilitator is necessary to prevent the situation from reoccurring in upcoming forums.

There will be a waiting area with chairs for early arrivals so that they do not block the technical people and set-up personnel. Wheel-Trans felt that, upon exit, there was some confusion and things did not go as smoothly as hoped. Plans to improve departure are underway by providing barriers, better signage, and colour queues.

Two of the Blue Night bus stops outside Warden Station have been changed to be both day and night stops so that people with mobility devices can transfer to other buses without having to go into the station. The question of whether shelters will be available at those stops remains outstanding. Matt Hagg indicated that the shelters are the responsibility of the City of Toronto as they are deemed street furniture.

The Chair requested that anyone travelling during the subway closures report back at the next monthly meeting. Any issue should first be reported to Customer Service and then to Service Planning.

#### Communications Subcommittee (CS) – Marian McDonell, Chair

The Communications Subcommittee (CS) meeting planned for October 22, 2015 was postponed. The photo shoot of September 25, 2015 went well and there will be more information forthcoming.

The next meeting is scheduled for November 19, 2015.

#### 8. Report on TTC Board Meeting and Accessibility Matters

- September 28, 2015 TTC Board Meeting

There were a few presentations, namely Toronto Transit Expansion Project status update, TO Prosperity Interim Poverty Reduction Strategy, and Fare Policy Principles.

There was a request to reinstate the Bathurst/Finch Community Bus. The TTC Board deferred this item to be brought back with the staff report being prepared on Wheel-Trans Community Bus accessibility services.

The Board received the ACAT's approved minutes of June 25, 2015 and July 30, 2015.

- October 28, 2015 TTC Board Meeting

A status update on the Smart Track Project was given. The City is undertaking planning studies on Smart Track. The TTC Chair encourages ACAT members to attend public meetings to represent people with accessibility issues. Noticeably absent from the Smart Track presentation and the Bus Fleet and Facility Plan was the word "accessible".

The TTC Board discussed the impact of the delay in delivery of the new low-floor streetcars.

The further delay in receiving the new streetcars impacts customers' accessibility to the TTC streetcar network. The TTC Board authorized the TTC General Counsel to commence a claim against Bombardier for all damages sustained.

The TTC Board received the ACAT approved minutes for August 27, 2015.

9. Report on Customer Liaison Panel (CLP) – Tim Rose, ACAT Representative

CLP met on the October 14, 2015 with a full committee of 12 members. The Customer Satisfaction Survey for Quarter 4 was discussed. A large part of the discussion was about accessibility.

The next meeting of the Customer Liaison Panel is planned for November 11, 2015.

10. Report on Transit Fare Equity Committee

There was no meeting held in October.

It was indicated that the TTCriders' representatives are part of the advisory group and information was shared.

On a motion by Tim Rose and seconded by Howard Wax, the ACAT Executive is to send a letter to the TTC Board expressing concerns with regard to a fare increase. Sam Savona abstained.

11. Request to Consolidate Signage Issues at the Communications Subcommittee

Ian Dickson, Manager - Design & Wayfinding, proposed that all Wayfinding issues be consolidated to one Subcommittee, rather than between the Communications Subcommittee and the Design Review Subcommittee. Maps, signs, some notices, and demarcation of bus bays should be under the umbrella of the Wayfinding system. It is hoped that the redundancy in two Subcommittees will be eliminated.

It was determined that the Communications Subcommittee should consult on what is written, what the message is, and the Design Review Subcommittee should be consulted for issues regarding placement in the facility. In the case where issues overlap and affect both Subcommittees, a joint meeting can be held.

12. Review of Correspondence

Nil.

13. ACAT Terms of Reference Discussion

There was a request from Valdo Tammark to amend the current Terms of Reference, which generated some interest. This topic needs to be further discussed and will be deferred until early 2016.

14. Other/New Business

There was an incident at Union Station where a person using a mobility device got stuck in the gap on the subway platform. This item will be added to DRS for the next meeting. Craig Nicol suggested it would be a good idea to have a video available for boarding and exiting subways as well as buses. Marian McDonnell agrees to add this item to the Communications Subcommittee agenda.

15. Next Meeting

The next meeting of ACAT will be held on Thursday, November 26, 2015, from 1:00 to 3:30 p.m. at 1900 Yonge Street, 7<sup>th</sup> Floor Boardroom.

16. Adjournment

The meeting was adjourned at 3:30 p.m.

Alex Walker  
Recording Secretary

**TORONTO TRANSIT COMMISSION**

**COMMITTEE MINUTES**

**Minutes of Meeting:** Advisory Committee on Accessible Transit  
Meeting No. 297

**Meeting Date:** Thursday, November 26, 2015

**Location:** 7<sup>th</sup> Floor Boardroom  
1900 Yonge Street

**Present:** Mazin Aribi, Chair  
Angela Rebeiro, Co-Vice Chair  
Tim Rose, Co-Vice Chair  
Judy Berger  
Karma Burkhar  
Raymond Dell'Aera  
Jaspreet Dhaliwal  
Margaret Hageman  
Marian McDonell  
Bobbi Moore  
Craig Nicol  
Sam Savona  
Valdo Tammark  
Howard Wax

**Pool Member:** James Bartlett

**Regrets:** Joan Jordan

**TTC Representatives:** Matt Hagg  
Dean Milton

**Copies:** Andy Byford  
Richard Leary  
Chris Upfold  
Kirsten Watson  
Susan Reed Tanaka  
Vince Rodo  
Brad Ross  
Gary Shortt  
Mitch Stambler  
TTC Board Members

Items Discussed:

1. Call to Order / Attendance
2. Declaration of Conflict of Interest
3. Approval of Agenda
4. Review and Approval of October 29, 2015 Minutes
5. Business Arising Out of Minutes/Outstanding Items
6. Deputation: Nil
7. Subcommittee Reports and Updates
8. Report on TTC Board Meeting and Accessibility Matters
9. Report on Customer Liaison Panel
10. Report on Transit Fare Equity Committee
11. Review of Correspondence – Nil
12. Report on ACAT Executive Quarterly Meeting with CEO and Chair
13. Other/New Business
14. Next Meeting – December 17, 2015
15. Adjournment

1. Call to Order / Attendance

The meeting was called to order at 1:07 p.m. and attendance was taken.

2. Declaration of Conflict of Interest

Nil.

3. Approval of Agenda

On a motion by Sam Savona and seconded by Judy Berger, the agenda was approved. The Report on ACAT Executive Quarterly Meeting with CEO and Chair was added to the agenda.

4. Review and Approval of October 29, 2015 Minutes

The ACAT Executive requested that the Committee expedite the Minute review process by inviting Members to submit amendments ahead of the monthly Meeting. The amendments should be submitted two business days prior to the meeting.

The approval of October 29, 2015 Minutes were deferred to the next meeting of December 17, 2015.

5. Business Arising Out of Minutes/Outstanding Items

- Item: PRESTO Accessibility Features - There was a suggestion to add the year "2015". Craig Nicol will provide further information during the DRS Report.
- Item: Accessibility at Bus Bays - The year "2015" should be added after "November". There will be no update today.
- Item: Accessibility at Transit Stops, Public Education - There will be an update from the Communications Subcommittee. The date "October 29, 2015" should be added under "Action Required" as the date of the last ACAT Meeting.
- Item: Gap between Subway Trains and Platforms - Under "Action Required", the date "October 29, 2015" should be added.
- Item: Legends on Maps over TR Train Doors – There will be an update from the Communication Subcommittee. The year "2015" should be added.
- Item: Tracking Reduced Fares Issues Response - There will be an update from the Transit Fare Equity (TFE). Again, the year "2015" should be added.
- Item: Accessibility Flash Cards - The title should read, "Accessibility Flash Cards (Blue International Symbol Flash Cards)." Under "Action Required", "to be reviewed in 2016," should be inserted. Under "Completion Date," place the date "March 2016."
- Item: Travel Assistance Card - There will be an update from the Communications Subcommittee.

6. Deputation: Nil

7. Subcommittee Reports and Updates

Design Review Subcommittee (DRS) – Craig Nicol, Chair

The Design Review Subcommittee met on November 13, 2015.

- Scarborough RT Retrofit:

Trains will be updated by removing seats to provide one mobility device space per car and priority seating, as well as a multi-use area for strollers, bicycles, etc. Stanchions will be reconfigured along with improved lighting and new finishes to flooring, interior, and exterior car surfaces.

DRS recommendations:

- An international symbol of access decal to be placed on the exterior to indicate the location of the mobility device parking area.
- Priority seating decals to be added.
- With the removal of draft panels at the multi purpose area, the termination of the horizontal bar may constitute a hazard.
- A lower emergency alarm strip to be added at the mobility device area.
- That in future designs the door exterior colour should contrast with train finish.
- This seems to be a fast-track program that has not previously come to the Subcommittee. DRS should review the first car retrofitted.

- PRESTO Update and New Fare Line Designs:

An update on the PRESTO system rollout was provided. The new fare gate design and fare line strategy was introduced. All crash gates, easy access gates, portals, and high gate turnstiles will be replaced by the new fare gate. For accessibility, at least one gate will be 900 mm wide; and for the majority of main entrances, two gates will be 900 mm wide.

DRS recommendations and concerns:

- An operational example of the new gate design to be reviewed by DRS. The variable bi-directional feature may be problematic for persons with vision impairment and a mitigating strategy needs to be developed.
- The protruding portion of the gate paddles may catch on mobility devices or unduly restrict perception of the width of the access aisle.

- Other Items/New Business:

TR train announcements right/left side have been implemented for line stations but do not function for terminal stations. Announcements are recordings triggered by a tag on the track. It was suggested that two tags and two versions of the terminal station announcement be used to resolve this deficiency.

Craig Nicol reported on a review of the Single Ride Vending Machine (SRVM) for implementation of contactless financial card payments. Several accessibility deficiencies were detected, particularly with the contactless reader and with some audio scripting. It was recommended that the machine not be introduced until the deficiencies are corrected.

The next meeting of the DRS is scheduled for December 2, 2015.

Wheel-Trans Operations Subcommittee (WTOS) – Sam Savona, Chair

No meetings were held since the last ACAT meeting.

Service Planning Subcommittee (SPS) – Valdo Tammark, Chair

No meetings were held since the last ACAT meeting.

Communications Subcommittee (CS) – Marian McDonell, Chair

The Communications Subcommittee (CS) meeting was held on November 19, 2015.

The Minutes from the September 11, 2015 meeting were approved. Many issues were discussed and updated.

- Safety Campaign:

Raymond Dell-Aera and Jaspreet Dhaliwal were photo models for the Safety Campaign. The motto of the campaign is Stay Focused Stay Safe. The posters depict situations where riders should be paying attention. The posters will be distributed in January 2016. Jaspreet Dhaliwal wrote a blog post about her experience. The blog post will be provided in the upcoming Wheel-Trans newsletter.

Questions and Comments from the Committee:

ACAT members raised a concern about the proper wording of “with a mobility device” versus “using a mobility device” as indicated in the style guide. Marian McDonell will inquire whether it is too late to change the wording to be consistent with the style guide.

- Wheel-Trans Winter Newsletter:

A sample of the Wheel-Trans newsletter was provided. Alicia Fowlie detailed the type of information that will be included: Messages from Eve Wiggins and Mazin Aribi, e-ticket options, updates for Easier Access, a section on customer satisfaction, Jaspreet Dhaliwal’s blog post, and a preview of the Stay Focused Stay Safe campaign.

The newsletter has been reviewed and approved by appropriate TTC staff as well as Subcommittee members via email. The newsletter is being produced this week.

- Streetcar/Bus Accessibility Features Video Update:

The new streetcar education program has been postponed pending delivery of new streetcars.

Mazin Aribi and Marian McDonell participated in a video shoot on November 18, 2015, focusing on the ramp. The intent is to produce a YouTube video which will depict the do's and don'ts for all TTC customers on the use of the ramp on accessible buses. Also, a series of shots were taken for Operator Training purposes. The next steps are to edit and do a voiceover.

- Subway Maps Update:

Ian Dickson attended to provide a subway maps update for Line 1. The goal was to make the panel with route information on the side of the map easier to understand. The panel will now focus on the route the train is travelling on. The side panels can be changed out, but the center panel is fixed as it is anchored with the LED lights to indicate stations. The layout and font has been changed so that the information graphic is easier to understand. Accessibility, washroom locations, and available parking are shown. The panel showed how the design can carry more content such as transit partners and interconnection of stations, i.e., YRT, Viva, and GO.

Questions and Comments from the Committee:

ACAT members expressed a concern about the colour of the washroom locations on the map, which are indicated as blue. Mazin Aribi suggested that the washrooms could be depicted in white as in earlier versions and that blue should be used exclusively as the symbol for accessibility for consistency.

- Gap Solution at Eglinton Subway Station:

Symbols on the platform floor directly adjacent to the elevator indicating safe passage will be at two access points.

- Accessibility Flash Card/Travel Assistance Card Update:

Mostafa Omran attended to provide an update of the Accessibility Flash Cards. Mr. Omran sought input from CS regarding the concept and language prior to presentation to ACAT for ultimate approval. The concept is simple. The summary indicates: The origin of the concept, purpose, appearance, features, target customers, highlighted do's and don'ts, and expected benefits.

The card is downloadable. A mock-up card was presented. The targeted customers for this card will be people with language or information barriers or people who find TTC travel difficult. The primary focus of the card is to empower customers. The card enables customers to communicate their needs to TTC staff, and the goal is to provide a safe, seamless, and comfortable trip.

The cards will be downloadable and printed as a fold. TTC Customer Service will also carry cards for pick up.

Some of the feedback provided was that the title of the card was too similar to the Support Assistance Card. A concern was also raised regarding the use of the word "help" on the card, as "help" is open to interpretation. A PDF file or booklet provided with the download will detail

the best uses for the proposed card.

The card will be presented to ACAT prior to release.

- New Business

CS discussed the incident at Union Subway Station where a rider's mobility device got stuck in the gap of the subway platform. It was suggested that a video on the proper boarding and exiting of subways might be helpful. A tip sheet was discussed, although potential issues are outlined in the Handbook for Accessible Travel.

Review the Interchange Station Announcements of Toronto Rocket subway trains is ongoing to see if the announcements can be added to Lines 2, 3, and 4.

The Subway Station Website item is ongoing.

#### 8. Report on TTC Board Meeting and Accessibility Matters

Angela Rebeiro attended the TTC Board meeting of November 23, 2015. Mazin Aribi was unable to attend. There were several deputations. Topics included the operating budget and fare equity. There will be an increased fare for cash and tokens.

Raymond Dell'Aera reported that there was one notable change to the capital budget this year as he read on the TTC website. Under the section indicated "unfunded", "Easier Access" has moved from "unfunded" to "funded" status and \$160-million in additional funds have now been allocated.

The TTC Board received ACAT approved Minutes of September 24, 2015.

The next meeting is planned for December 16, 2015.

#### 9. Report on Customer Liaison Panel (CLP) – Tim Rose, ACAT CLP Representative

The Customer Liaison Panel met on the November 11, 2015. The meeting was dominated by two issues. The first issue was a review of the 2016 Customer Charter, which will be coming out in early 2016. Language was discussed and suggestions were made. Accessibility has been addressed in the new Customer Charter.

There was discussion of a PowerPoint presentation regarding fare payment policies on PRESTO with regard to how fares are taken off the card and travelling across boundary. Feedback was sought pertaining to language.

Tim Rose suggested that the matter be further discussed at the monthly ACAT meeting. He also suggested that the draft Customer Charter be reviewed by ACAT.

The next meeting of the Customer Liaison Panel is planned for December 9, 2015.

10. Report on Transit Fare Equity (TFE) Project Committee

On November 16, 2015, TFE Committee had a meeting. Ricardo Tranjan introduced himself as the new City Staff Coordinator for this project. He has consolidated all the information and discussions the group had so far. The group discussed what would be realistic to ask for in the current political climate. They then set out a more realistic timeline to complete their work. The end product will be completed spring 2016.

Consultation will focus on targeted population such as people who need fare equity, i.e., low income neighbourhoods. These consultations will invite individuals to share the benefits from having a reduced fare. It remains agreed to have a separate consultation session with more focus on people with disabilities to allow adequate time for those who may require assistance to present their views. Due to budget restraint, there will not be massive marketing for these consultations.

There was a one-page rationale that outlines a tentative transit equity definition. ACAT members made suggestions to refine it. It now focuses on the social implications of transit equity in a positive way.

A request will be presented that the TTC Fare Report ensures that the TTC report created independent of the TFE Committee also includes ACAT feedback before submission to the Board.

Sam Savona agreed to continue as one of the ACAT representatives to the TFE Committee in 2016.

The next meeting is scheduled for December 18, 2015.

11. Review of Correspondence

Nil.

12. Report on ACAT Executive Quarterly Meeting with CEO and Chair

On November 19, 2015, the ACAT Executive Quarterly Meeting with the TTC CEO Andy Byford and TTC Chair Josh Colle was held.

One of the items discussed was that ACAT take a proactive approach to having Members of the TTC Executive attend monthly meetings. It was suggested that former TTC Vice Chair Maureen Adamson could be contacted.

ACAT members suggested that, in future civic appointments to the TTC Board, an individual representing people with disabilities should be chosen as a representative. It was suggested that ACAT make recommendations for potential appointment and that the Mayor be copied in the correspondence. Josh Colle will add disability to his criterion list for new appointments.

13. Other/New Business

Nil.

14. Next Meeting

The next meeting of ACAT will be held on Thursday, December 17, 2015, from 1:00 to 3:30 p.m. at 1900 Yonge Street, 7<sup>th</sup> Floor Boardroom.

15. Adjournment

The meeting was adjourned at 3:04 p.m.

Alex Walker  
Recording Secretary