

## City Agenda Report


Report To: CITY COUNCIL

Report Date: July 3, 2001

Meeting Date: August 14, 2001

**Subject: Policy Paper  
Transportation for Persons with Physical Disabilities**

**Department Review:**



Caroline Hallsworth  
General Manager  
Citizen and Leisure Services

**Recommended for Agenda:**



J.L. (Jim) Rule  
Chief Administrative Officer

**Report Authored by: Robert Johnston, Director of Transportation Services**

**Recommendation:**

**THAT the Transportation for Persons with Physical Disabilities Policy dated July 3, 2001, be approved;**

**AND FURTHER that service harmonization be achieved using the implementation model Option \_\_\_\_\_ in accordance with the report of the General Manager of Citizen and Leisure Services dated July 3, 2001.**



## **Executive Summary:**

In regard to the many important and complex challenges facing the transportation system for people with physical disabilities (referred to as the Handi-Transit system), the Transition Board elected to defer final recommendations on the harmonization of this service to staff of the City of Greater Sudbury for further review.

### Introduction

Contained in this report is a policy document emanating from staff's review, together with recommendations on the time lines, priorities and process to be followed to achieve service harmonization. This Report and recommendations have been reviewed by the Finance Division, and the funding sources have been identified.

During the period leading up to the creation of the City of Greater Sudbury on January 1, 2001, the Transition Board established various Task Forces to assist the Board with its mandate of addressing all of the services that the new City should be delivering to its citizens. The Public Transportation Task Force, which included Handi-Transit service, was one of twenty-five broad service areas identified for analysis. In addition, the Area Rating Working Group addressed the application of area rating to this service.

Both groups recognized that there were enormous challenges and complex issues that needed to be addressed prior to defining the transportation service levels for people with physical disabilities. The recommendations emanating from this work included area rating the service, harmonizing the service and fares consistent with conventional transit, delivering the service with contractors using an RFP process to obtain competitive prices, and appointing an Advisory Committee to deal effectively with citizen service issues. Although these broad recommendations provided an excellent starting point and a framework with which to define a service model for the new City, including a detailed costing of various service options, further work and a public consultation process were required to transform plans into policy.

The Transition Board elected to maintain the current service levels that existed within the individual municipalities prior to restructuring to provide sufficient time during 2001 to undertake a more comprehensive review of the Handi-Transit service. This additional time also provided an opportunity to involve all of the stakeholders throughout the process, including persons with physical disabilities, the community at large, the Advisory Panel, community organizations such as the Victorian Order of Nurses and Canadian National Institute for the Blind, Councillors and staff.

It is extremely important that a new policy be approved by Council as soon as possible. In order to achieve service harmonization, all of the contractors must be fully staffed, equipped operationally, and capable of working through a common dispatcher to co-ordinate passenger movements across the City of Greater Sudbury service area.

Council may recall that all of the existing contracts have expired and that the service providers are working under an extension agreement. Once Council has approved the new policy, staff intends to issue Requests for Proposals and to enter into new contracts with the various service providers. In order to provide the successful bidders sufficient lead time to order new vehicles and to ready themselves to undertake the service, a tendering date of late September/early October has been targeted. The date the new contracts will take effect is slated for July 1, 2002.

### **Background:**

Public transportation is one of many municipal services that has a direct positive impact on the quality of lives of citizens within our community. In addition to the environmental benefits, public transportation contributes greatly to the social health of the community by removing barriers to employment and social opportunities.

City staff are currently working on developing a Full Transportation Accessibility Plan (TAP) for the City of Greater Sudbury. This broad-reaching strategy will encompass not only the direct service provided by Handi-Transit, but as well will give consideration to the entire network and all of the components that make up a comprehensive system. Considerations to bus stop signage and locations, curb cuts that improve accessibility by wheel chairs, and the integration of the low floor buses within conventional transit are a few of many initiatives that will ensure the transportation system as a whole works in the best interests of the entire community, serving all those with special access needs, including those with physical disabilities.

The creation of a policy document on Transportation for Persons with Physical Disabilities is a major component of an overall Transportation Accessibility Plan within the City of Greater Sudbury. The policy document attached to this report defines the service levels of the Handi-Transit system recommended for implementation.

Three public meetings were held at convenient locations within the City to obtain direct input from the public:

Valley East	June 13, 2001	Chaired by Councillor Dupuis
Tom Davies Square	June 18, 2001	Chaired by Elizabeth Lounsbury, Advisory Panel member
Azilda	June 19, 2001	Chaired by Councillor Petryna

In addition to the public meetings, staff met individually with the various resource agencies that have extensive experience serving the disabled community, including the Ontario March of Dimes, Victorian Order of Nurses, Canadian National Institute for the Blind, Jarrett Value Centre, Alzheimer Society, Colleges/Universities and the Handi-Transit contractors.

Finally, staff has been working collaboratively with the Advisory Panel over the past few months to establish a new policy which achieves service harmonization. All comments and information received from the public and the various community organizations have been reviewed in detail and been given careful consideration with respect to its value and pertinence to the policy. The Advisory Panel consists of eight members, Councillor Mike Petryna (Chair), Councillor Ron Dupuis, and six public members appointed by Council. The public members have diverse backgrounds and represent a very balanced committee with respect to gender, experience and knowledge. All are users of the system or work with organizations that serve persons with physical disabilities.

### Service Issues

Many municipalities in Ontario are faced with the same challenges as the City of Greater Sudbury with respect to providing transportation for persons with physical disabilities. A general aging population has placed greater demand and cost on a system that is already, by its very nature, expensive to operate. Although the need and the importance of the Handi-Transit service has never been questioned, the ability of municipalities to finance their operations is a dilemma faced by all communities. Specialized vehicles, relatively low passenger counts per revenue kilometre in comparison to conventional transit, door to door service, and expanding service areas have placed additional financial strain on municipalities.

What was often considered to be a moral obligation of municipalities to provide specialized transportation for the physically disabled, has in recent years been heightened to more of a legal obligation under the Human Rights Code. Publications written on this subject matter and challenges under the Code have found that municipalities have an obligation to provide transportation to the physically disabled which is equitable to conventional transit systems. In this regard, the underlying theme of the service levels recommended and developed for implementation within the City of

Greater Sudbury is premised on establishing relative equity between the Handi-Transit and the conventional transit systems.

Handi-Transit harmonization issues were reviewed by staff in conjunction with the Advisory Panel in a similar light to the exercise carried out by the Transportation Task Force on the conventional transit system. Seven core issues were identified as being critical to achieving harmonization, namely; Service Structure, Service Hours, Service Area, Eligibility Criteria, Trip Priority, Fare Structure and Budget Allocation. Each of these areas were vetted in public and with the Advisory Panel, and as well, analyzed by staff. In essence, these critical components define the Handi-Transit service and have formed the basis of the policy document attached to this report.

### Service Structure

It is recommended that the Handi-Transit system be defined by an "Urban" and a "Commuter" service standard similar to the structure adopted for conventional transit. The urban service area is defined by the geographical boundary of the "City of Sudbury" prior to restructuring, and the commuter service area represents the area of the previous outlying municipalities. The tax structure to support this area rating of Handi-Transit is already in place. Again, similar to conventional transit, the service will be area rated and taxes levied in accordance with the level of service received.

### Service Hours

Handi-Transit services provided to patrons of the Handi-Transit system have remained status quo until the issue of service harmonization has been addressed by Council and a new policy approved. With respect to hours of service, all of the former municipalities have different schedules. The City of Sudbury, for example, provides a very comprehensive service which is comparable to the conventional transit system, while the service hours provided in the commuter areas are sub-standard and are considered well below the required number of hours to properly service its customers. It should be noted however, that the service deficiencies are not reflective of a poor service provider, but more a matter of an under-funded system. In fact we have found all of the current service providers are very conscientious and have provided exemplary service within their budget allocation.

It is recommended that the Handi-Transit service hours within the City of Greater Sudbury be harmonized as defined below. Further, the implementation of the new service hours should be phased in gradually through a commitment of additional funding through the budget process. The section of this report entitled "Budget Considerations & Implementation Process" outlines staff's recommendations as to which service improvements should be given top priority as new funding becomes available.

Commuter Areas	7:15 a.m. to 9:30 p.m. 9:15 a.m. to 7:00 p.m.	Monday to Friday Saturdays
Urban Area (maintain current service level)	7:15 a.m. to 12:15 a.m. 8:45 a.m. to 9:45 p.m.	Monday to Saturday Sundays and Holidays

### Fare Structure & Service Area

The table below outlines the fare structure that is currently in place. It is recommended that the fare structure for Handi-Transit be harmonized at \$1.75 per ride which is again consistent with the conventional transit system. The new low fare would apply to all customers in a specifically defined "service area" of the City of Greater Sudbury, as illustrated by the map attached as Appendix A to this report. The service area covers 95% of the CGS population and is generally defined as being an area that extends in all directions approximately two kilometres beyond the conventional transit routing.

<u>Community</u>	<u>Current Fare - One-way Trip</u>
Sudbury	\$1.75
Walden/Rayside-Balfour	\$5.00
Onaping	\$7.00
Valley East/Capreol	\$6.00
Nickel Centre	\$3.00

It is also recommended that Handi-Transit service to citizens outside the service area, but within the City of Greater Sudbury, be made available using a different fare structure and contingent on the availability of vehicles and an accessible pick-up location. If the location is extremely remote and not easily accessible by the Handi-Transit vehicles, service will not be provided. It is recommended that a graduated fare system be implemented which would increase the fares on each one-way trip by \$1 for every kilometre a customer lives outside the service area.

By addressing the fare structure and the service area boundary in this manner we believe the Handi-Transit system will be able to optimize the use of its vehicles, providing more passenger trips at a more cost effective rate, thus better accommodating our citizens with special needs

It should be noted that the issue of fare structure and service area was discussed at the public meetings and we are aware of a few existing customers that may be adversely affected by the proposed recommendations. Additional costs will be imposed on customers that live in locations of the City of Greater Sudbury which are distances

substantially outside of the service area. Again, this matter was reviewed carefully and in a sensitive manner by the Advisory Panel. Consensus was reached on this very difficult issue after consideration was given to the operating methods that would achieve the best customer service in the most effective manner. Ultimately, the panel could not justify developing policy which would lead to service degradation to many customers within the service boundary for the benefit of those few requiring individualized, specialized trips which would tie up vehicles for extensive periods of time at great cost and which would see Handi-Transit vehicles operating more like a taxi service than a transportation system.

### Eligibility Criteria

It is recommended that the eligibility criteria used previously by the City of Sudbury be adopted as the model for the City of Greater Sudbury. The use of the Handi-Transit service will be limited to those individuals that suffer from a physical mobility impairment. Although cognitive disabilities were recognized by some of the outlying municipalities in the past, we feel these customers would be better served using conventional transit with an attendant, as the issue is not one of physical access but supervision. Staff is currently working on a proposal which would provide attendants free transportation on the conventional transit system when accompanying a passenger with a cognitive disability.

Passengers with visual impairments will be granted access to the Handi-Transit system during winter months only, defined as the period November 1 to April 30, so they won't have to negotiate slippery sidewalks and snow banks that impede the use of conventional transit during this period.

It is recommended that the new eligibility criteria apply to future new passengers only, and that Handi-Transit service continue to be provided to cognitive passengers previously registered with a Handi-Transit service provider.

### Trip Priority

Trip priority establishes the order of priority given to scheduling passenger trips. In the past, the City of Sudbury scheduled passengers based on a system that assigned top priority to work related trips, then education and finally medical trips. In contrast, the outlying areas assigned top priority to medical trips and lowest to the work/educational trips.

A closer review of the priority differences between previous municipalities revealed that the priorities evolved based on customer needs and the proximity of the community to

medical and educational institutions and employment opportunities. Essentially, a greater percentage of passengers with physical disabilities have chosen to live in the urban areas to gain access to an accessible transportation system in close proximity to schools and employment. On the other hand, medical related trips are becoming more evident within all areas of the CGS as the elderly population with mobility ailments require Handi-Transit for medical reasons.

In general, trip priority only becomes a factor when there are insufficient resources to accommodate all of the passenger requests. For example, the level of service previously established for the City of Sudbury Handi-Transit, and now proposed within the City of Greater Sudbury, has always provided enough vehicles to accommodate passenger bookings. The trip priority criteria is used infrequently to resolve trip scheduling conflicts. Again, this is very different than what has occurred in the outlying areas, whereby the demand on the system exceeds the capacity. In these instances medical trips are given top priority and others must look to alternative means of transportation using family, friends or accessible taxis at great expense.

#### Budget Considerations & Implementation Process

The challenge that lies ahead is to improve transportation services for persons with physical disabilities to a level that is equitable with conventional transit. To achieve this service level additional funding is required.

Understanding the pressing needs of Council and other competing priorities, we are recommending that the harmonization of transportation services for persons with physical disabilities be accomplished in a manageable manner, and therefore, two implementation options have been provided for Council's consideration. Option A represents a four-year implementation period, and Option B expedites the phase-in to two years so that it is achievable during this term of Council.

#### **Option A:**

Over a period of four years, from 2001-2005, it is proposed that an annual budget increase of 9% be approved during budget deliberations and that the increase in funding be applied on a priority basis to the most pressing and important harmonization issues. A 9% budget increase represents approximately \$100,000 of new money into the system each year, although almost half of this increase will be required to address inflation and the natural increase in demand on the system which is presented by an aging population, and the other half will be used to improve service.

The attached table, entitled "Option A" outlines the estimated time line, costs and the



implementation priorities proposed by staff to complete harmonization based on the urban and commuter service model presented in this report.

### **Option B:**

The attached table, entitled "Option B" includes the same costs as Option A , but achieves full harmonization by 2003.

Over a period of two years, from 2001-2003, an annual budget increase of approximately 20% be approved during budget deliberations and that the increase in funding be applied on a priority basis to the most pressing and important harmonization issues. A 20% budget increase represents approximately \$230,000 of new money into the system each year.

Regardless of which option is chosen, it is recommended that fare harmonization and minor improvements to the hours of operation in the commuter area be implemented this year, beginning September 1, 2001. The cost to implement these improvements this year is approximately \$40,000. Our analysis of the year-to-date 2001 Handi-Transit budget indicates an operating surplus of approximately \$45,000 which is sufficient to cover this additional expenditure.

The ability to achieve some service improvements this year provides an opportunity to once again showcase the benefits derived from the creation of the City of Greater Sudbury, and reinforces our commitment to improved customer service.

Finally, it should be noted that the implementation model used in this report allocates approximately \$50,000 annually to increases related to inflationary factors and passenger loads which are primarily influenced by the demographics in the City of Greater Sudbury. It is anticipated that the new contracts entered into with the service providers July 1, 2002, can be managed within the budget allocation. If the tenders represent substantial increases over and above the current rates, additional monies will have to be allocated.

### Other Issue

In recent years, the demand on the Handi-Transit system has increased. In addition to the natural increases related to the demographics of the community, more and more pressure has been placed on the system to expand services outside of its traditional transportation mandate.

It is important to emphasize that the Handi-Transit policy addressed in this report is premised on maintaining a transportation system, not a social or medical service. As a

result of this, some residents find themselves in an unfortunate situation whereby they are not eligible to ride Handi-Transit nor do they qualify for funding under the criteria of the School Boards, Ministry of Health or other agencies that are in the transportation business. In essence, some find themselves in between systems with nowhere to turn.

Providing transportation to persons who are medically fragile was an issue raised during the public input sessions. In a similar fashion to the service area dilemma, this topic was discussed at length with the Advisory Panel. This issue was given due consideration and understanding because of its significance.

Again, looking at the mandate of the service and the implications of enhancing the scope of the service outside of transportation, the Advisory Panel recommended that medically fragile passengers would be better served through one of the health agencies. There were a number of very good reasons for this decision. First and foremost, our prime concern is for the health and safety of the passengers. The Handi-Transit drivers are transportation people with no experience, training or ability to serve clients with medical conditions. A passenger who may require medical intervention such as suctioning, for example, would have his/her dignity compromised, and this may cause other passengers discomfort and/or distress. As well, the cost of the service would increase substantially because of special considerations to providing direct routing given the medical condition of the passengers. Other issues such as liability also enter the picture.

These situations are extremely difficult and sensitive and we can only hope that a funding source through the most appropriate agency can be identified. The long term sustainability of the Handi-Transit system has been accomplished to date because of the policy decisions that have recognized the key goal of the service as transportation. The service provided in the past by the City of Sudbury has proven itself to be exemplary, exceeding the standard of most municipalities. This report speaks to elevating the service in the commuter area to bring the entire system to a high standard that is consistent with conventional transit. Deviating from this fundamental operating philosophy will have a significant impact on the overall service and budget.

Attachments

# **Policy Paper**

## **Transportation for Persons with Physical Disabilities**

### ***Service Structure***

The transportation service structure for persons with physical disabilities shall be provided using an "Urban" standard, being the area defined to be the municipal boundary of the City of Sudbury prior to restructuring, and a "Commuter" standard defined as the area represented by the outlying municipalities prior to restructuring; namely Onaping Falls, Rayside Balfour, Walden, Valley East, Capreol and Nickel Centre.

### ***Area Rating***

The transportation service for persons with physical disabilities shall be area rated in accordance with the urban and commuter service standard.

### ***Hours of Service***

#### Urban Area

Monday to Saturday - 7:15 a.m. to 12:15 a.m.  
Sundays & Holidays - 8:45 a.m. to 9:45 p.m.

#### Commuter Area

Monday to Friday - 7:15 a.m. to 9:30 p.m.  
Saturdays - 9:15 a.m. to 7:00 p.m.

## ***Service Area***

The service area is illustrated by the map attached to this policy paper as Appendix A. The area has been determined using the following general rules:

- a) the service area is defined using the conventional transit system routes as a baseline
- b) the Handi-Transit routing extends off the conventional transit routes approximately 2 to 3 km in all directions to attain a minimum 95% population catchment area.

Service shall be provided to patrons in areas outside the designated service area conditional upon the following:

- a) service is provided using a premium rate structure as defined below under the fare structure category
- b) the location of the pick-up must be accessible by the Handi-Transit vehicles
- c) scheduling will be subject to vehicle availability and satisfying all of the eligibility criteria defined in this policy document.

## ***Fare Structure***

The fare structure shall be reasonably equitable with the conventional transit system. A cash fare shall be established at \$1.75 per one-way trip for both passengers and attendants.

Outside the service area a premium fare of an additional \$1 per kilometre per one way trip will be charged to the customer. The km charge shall be determined by measuring the distance from the closest point of the service area.

All fares will be subject to review and adjustments made as deemed necessary by City Council through the annual budget process.

## ***Eligibility Criteria***

Persons wishing to use the Handi-Transit service must make application to the City of Greater Sudbury using the application form attached to this policy document as Appendix B. Eligibility is premised on the applicant requiring Handi-Transit, in lieu of the conventional transit system, due to a physical disability.

### ***Trip Priority***

#### Urban Area

- 1) work
- 2) education
- 3) medical
- 4) other

#### Commuter Area

- 1) medical
- 2) work/education
- 3) other

### ***Authority to Maintain Service Standards***

The General Manager of Citizen and Leisure Services shall have the authority to review the merit of individual applicants and may within reason during instances of crisis or emergency approve temporary use of the system. All approvals must be contained within budget and must not negatively impact other users of the system.

Option A

Implementation	Service Improvement Priorities	Cost Components of Service Improvements	Budget Increase	Projected Budget
1) September 2001	>harmonize fares in service area to \$1.75 >harmonize service hours in commuter area from 7:15 a.m. to 5:00 p.m.	>approximately \$40,000 financed from 2001 operating surplus	\$0	\$1,142,755
2) 2002	>maintain 2001 service level	>annualized cost of fare harmonization >annualized cost of service hours harmonization >passenger increase	\$103,000	\$1,245,755
3) 2003	>add additional vehicle time during day shift 7:15 a.m. to 5:00 p.m. to accommodate customer demand in commuter area	>increase commuter hours and passenger trips >annual increase in inflation, trips	\$112,000	\$1,357,755
4) 2004	>increase service hours in commuter area to 7:15 a.m. to 9:30 p.m.	>additional commuter service hours	\$122,000	\$1,479,755
5) 2005	>increase service hours in commuter area to include Saturday service 9:15 a.m. to 7:00 p.m.	>additional commuter area passenger trips >inflation and passenger increase	\$133,000	\$1,612,755
Based on the above projects, which are subject to various internal and external variables, transportation services for persons with disabilities will achieve complete harmonization by 2005.				

Option B

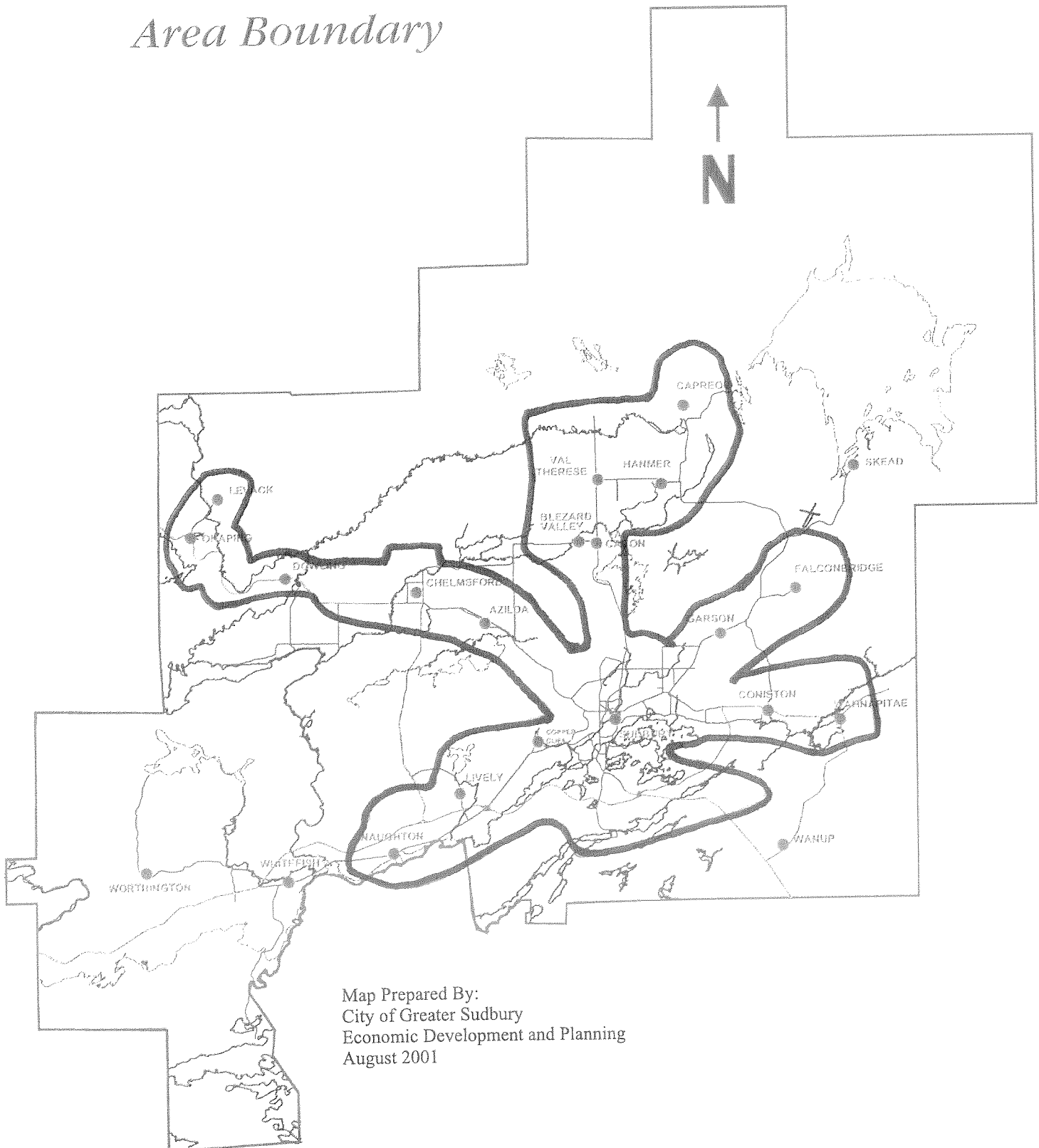
Implementation	Service Improvement Priorities	Cost Components of Service Improvements	Budget Increase	Projected Budget
1) Sept. 2001	<ul style="list-style-type: none"> <li>&gt; harmonize fares in service area to \$1.75</li> <li>&gt; harmonize service hours in commuter area from 7:15 a.m. to 5:00 p.m.</li> </ul>	> approximately \$40,000 financed from 2001 operating surplus	\$0	\$1,142,755
2) 2002	<ul style="list-style-type: none"> <li>&gt; add additional vehicle time during day shift 7:15 a.m. to 5:00 p.m. to accommodate customer demand in commuter area</li> </ul>	<ul style="list-style-type: none"> <li>&gt; annualized cost of fare harmonization</li> <li>&gt; annualized cost of service hours harmonization</li> <li>&gt; increase commuter hours and passenger trips</li> <li>&gt; annual increase in inflation, trips</li> </ul>	\$215,000	\$1,357,755
3) 2003	<ul style="list-style-type: none"> <li>&gt; increase service hours in commuter area to 7:15 a.m. to 9:30 p.m.</li> <li>&gt; increase service hours in commuter area to include Saturday service 9:15 a.m. to 7:00 p.m.</li> </ul>	<ul style="list-style-type: none"> <li>&gt; additional commuter service hours</li> <li>&gt; additional commuter area passenger trips</li> <li>&gt; inflation and passenger increase</li> </ul>	\$255,000	\$1,612,755
Based on the above projects, which are subject to various internal and external variables, transportation services for persons with disabilities will achieve complete harmonization by 2003.				

# APPENDIX “A”





## *Handi-Transit Service Area Boundary*



Map Prepared By:  
City of Greater Sudbury  
Economic Development and Planning  
August 2001

## APPENDIX “B”



application for use of transportation  
for persons with physical disabilities  
(handi-transit)

*\* This service operates within the City of Sudbury limits only.*

**When completing this application form, please...**

- Fill out all parts of the form that apply to you.
- Be sure to sign your application form, or have someone sign on your behalf.
- Ensure that your physician specifies the exact nature of your disability, the severity of your disability and why you are physically unable to use public transit (see reverse side of this form).

- Return this form by mail or in person to:

**Kerry Scott,**  
Transportation Services  
City of Greater Sudbury  
200 Brady St, 4th Floor  
PO Box 5000 Stn 'A'  
Sudbury ON P3A 5P3

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

\_\_\_\_\_ Date of Birth: \_\_\_\_\_

Describe Your Condition And Mobility Difficulties: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do You Use: ☐ Wheelchair

☐ Cane

☐ Walker

☐ Crutches

☐ Portable Oxygen Supply

☐ Other (specify) \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

I HEREBY CERTIFY THAT I AM DISABLED IN SUCH A WAY THAT MY MOBILITY IS SERIOUSLY RESTRICTED.

I HEREBY AUTHORIZE MY PHYSICIAN TO RELEASE ANY INFORMATION WITH REGARD TO MY MOBILITY WHICH MAY BE REQUIRED TO ESTABLISH MY ELIGIBILITY FOR HANDI-TRANSIT.

**NOTE**

- PLEASE HAVE YOUR PHYSICIAN COMPLETE THE REVERSE SIDE OF THIS FORM.
- Once all the required information is received and your application is certified by your physician as meeting the eligibility criteria, you will be informed by mail if your application has been accepted.
- Eligibility for Handi-Transit may be questioned if your condition changes. You may be required to attend for mobility testing before or after this application is approved.

## TO BE COMPLETED BY FAMILY PHYSICIAN OR SPECIALIST

**TO THE PHYSICIAN:** Handi-Transit is a service provided to persons who have physical disabilities that result in their inability to use public transit. This refers to persons who are physically unable to either:

- 1) Climb or descend the three (3) steps of a Sudbury Transit bus.                      or;                      2) Walk a distance of 175 metres.

Please note that the above criteria are based on the applicant's ability to physically perform these tasks. **If the applicant is physically able to perform the above functions, he/she is not eligible for Handi-Transit** (even though he/she may have medical problems such as heart and lung conditions, cognitive disabilities, frailty or old age).

Disabling conditions(s) which affects this applicant's mobility (diagnosis, if possible): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Can the applicant climb or descend the three (3) steps of a Sudbury Transit bus?

☐ Yes    ☐ No

Can the applicant walk a distance of 175 metres?

☐ Yes    ☐ No

Will the applicant require the Handi-Transit service:

☐ Temporarily    ☐ Permanently

### Physician's Name and Address (please PRINT clearly)

Name: \_\_\_\_\_ Telephone No. \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Physician's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

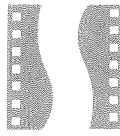
## INCOMPLETE APPLICATIONS WILL BE RETURNED

### Freedom of Information

Personal information on this form is collected under the authority of the Public Transportation and Highway Improvement Act, and is used to determine eligibility for the use of Handi-Transit. For further information, please contact the Freedom of Information Co-ordinator, c/o The Corporation of the City of Greater Sudbury, 200 Brady Street, PO Box 5000 Station "A" Sudbury ON P3A 5P3 (705) 671-2489.

## FOR OFFICE USE ONLY

<b>Application:</b>	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
<b>If Temporary, Approved Until:</b>	_____
<b>Authorized By:</b>	_____
<b>Date:</b>	_____



**Cinéfest Sudbury**  
International Film Festival / Festival international du film

July 27, 2001

Mr. Thom Mowry  
Clerk  
City of Greater Sudbury  
200 Brady Street  
Sudbury, ON P3E 5K3

Dear Mr. Mowry:

Please accept this letter as a request by Cinefest Sudbury International Film Festival to attend the City of Greater Sudbury Council meeting on Tuesday, August 14<sup>th</sup>. We wish to make a brief 10 minute presentation to review plans for the 2001 Festival and to request support for additional Cinefest Sudbury initiatives.

Your assistance with this matter is greatly appreciated. I look forward to your response. In the interim, should you have any questions, please contact me at 688-1234 or [tfrick@vianet.ca](mailto:tfrick@vianet.ca).

Kindest regards,

Tammy Frick  
Executive Director



Report To: CITY COUNCIL

Report Date: August 3, 2001

Meeting Date: August 14, 2001

## Subject

Cinefest

<b>Report Prepared By:</b>  for Doug Nadorozny General Manager Economic Development and Planning Services	<b>Recommended for Agenda:</b>  J.L. (Jim) Rule Chief Administrative Officer
<b>Authored By:</b> Shawn Poland, Project Manager, GAPP	

## Recommendation:

**THAT** \$20,000 be allocated from the Capital Financing Reserve Fund - General and provided to Cinefest Sudbury to support film industry development initiatives for the year 2001, including the 2001 Canadian Film Circuit Conference and preliminary development of an industry centre.

**AND THAT** the Greater Sudbury Community Development Corporation be requested to review the results of the film industry initiatives at Cinefest 2001 and work with Cinefest to develop a strategy to continue this initiative in future years.

## Executive Summary:

Cinefest, the fourth largest film festival in Canada after Toronto, Vancouver and Montreal, is poised to move to the next level and expand its industry influence and economic impact. In addition to screening films for audiences, Cinefest is attracting more interest from the film industry; there are strong indications that film distribution companies are interested in using Cinefest to launch new productions, resulting in increased media attention, industry support staff, and could see future festivals serve as a key industry centre for buyers and distributors. This support can be leveraged into the development of a legitimate Industry Centre in Sudbury each year.

Key to Cinefest, Music and Film in Motion, and the City of Greater Sudbury building a core business in the Canadian film community is facilitating a gathering of the industry's critical mass. Projected for Cinefest 2002, the Cinefest Industry Centre will generate a critical mass of film industry expertise and decision-makers in Sudbury each year. Networking opportunities (between directors, producers, distributors, sales agents and talent), mentor meetings, discussion panels, Canadian Film Circuit programming and interactive media conferences are the projected cornerstones of Cinefest Sudbury's Industry Centre.

The development of an industry centre—and coinciding film premieres—will attract greater media attention, industry support staff, and additional buyers and distributors to future festivals. The result would be larger economic spin-offs and the opportunity to showcase Sudbury as a location to industry professionals and filmmakers—key stakeholders who will continue to produce future film product.

The additional support requested from the City of Greater Sudbury will allow festival organizers to properly market the festival and Sudbury community to film industry executives this year, showcasing Sudbury's readiness to serve as the ideal platform for film production, releases, publicity and negotiations, and establish the foundation for the Cinefest 2002 Industry Centre.

## **Background:**

Since its inaugural 1989 festival, Cinefest Sudbury has found a permanent home in Sudbury, attracting thousands of movie-goers to Sudbury's downtown each year. One of Canada's most accessible and audience-friendly film fests, Cinefest has become the North's window to cutting-edge film culture and a valuable fixture on the area's culturescape. The festival has grown from a three-day weekend event to a full week of movie activity, including full-length Canadian and international works, documentaries, shorts, children's films, and Northern Ontario's premiere Videomakers Competition. The festival is also the current home of CINE +, Sudbury's only film alternative, which screens films twice-weekly during 10 months of the year.

Cinefest Sudbury is a product of private sector support. The majority of the festival's \$675,000 annual budget is leveraged through ticket sales and corporate partnerships. Public sector investment has also been integral to the festival's success, with the City of Sudbury having been a key partner since Cinefest's inception (5 year funding history attached). For 2001 Cinefest has again submitted applications to the Sudbury Arts Commission and cultural grants program and the decisions on these are expected in the fall. The Economic Development & Planning Services Department has allocated \$5,000 from the event support budget. This request for \$20,000 is separate from these.

In 1998, Council invested \$25,000 towards Cinefest Sudbury's 10<sup>th</sup> anniversary event. The festival, attended by a diverse cross-section of film industry representatives, served as a platform from which to determine the viability of a Sudbury-based film commission or resource group. Clearly, industry support for Sudbury's unique setting and growth potential was strong. In fact, the following summer Sudbury hosted Cinefest veteran and Montreal-based director Arto Paragamian. Mr. Paragamian selected Sudbury as the location for opening and closing scenes of **Two Thousand and None**, starring John Turturro.

Having served as the catalyst for the development of a northern film industry and played a leading role in the development of Sudbury's Music and Film in Motion (MFM), Cinefest has maintained a partner relationship with MFM. Mandated to foster and promote the development of the film and music industries in Sudbury and Northern Ontario, MFM is working to attract outside productions to the area. The initiative's major achievement to date has been the shooting of **Men With Brooms** in the Copper Cliff area from May 31<sup>st</sup> to June 3<sup>rd</sup>. The production brought 60 people—cast and crew—to Sudbury for the shoot and utilized a variety of local resources, including:

- 60 hotel rooms
- rental of 7 mini vans, 2 trailers and a 15 seat passenger van
- 'prop' creation and installation
- catering services
- drivers/security

Cinefest and MFM are currently working with Toronto-based consultants—the St. Clements Group—on a multi-faceted study examining:

- MFM's long-term operations
- the establishment of a creative arts business incubator
- construction of a sound recording studio and sound stage
- establishment of a multi-purpose arts facility.

## Conclusion:

Sudbury is poised to play a significant role in film production in future. Cinefest, Sudbury's International Film Festival, has already established itself as a regular destination on Canada's growing festival circuit. The natural partnership between Cinefest and Music and Film In Motion increases Sudbury's viability as a unique film centre. Moreover, the partnership has already proven successful. An investment in the preliminary development of an Industry Centre will enable Cinefest to solidify and grow its influence on the Canadian filmscape for years to come. Further details have been provided by Cinefest in the attached document.



## Cinefest Sudbury - City of Sudbury Financial Support 1996-2000

Year	Sudbury Arts Commission	Cultural Grant (Venue Rentals)	Convention & Visitors Bureau	CINE + Start-up (one time allocation)	Film Commission Concept - 10th Anniversary	Annual Total	Accumulative Total
2000	\$7,500.00	\$8,000.00	\$5,000.00	\$25,000.00		\$45,500.00	
1999	\$7,000.00	\$8,000.00	\$5,000.00			\$20,000.00	
1998	\$6,000.00	\$8,000.00	\$5,000.00		\$25,000.00	\$44,000.00	
1997	\$4,000.00	\$8,000.00	\$3,500.00			\$15,500.00	
1996	\$4,000.00	\$8,000.00				\$12,000.00	\$137,000.00



**Cinéfest Sudbury**  
International Film Festival / Festival international du film

RECEIVED

AUG 03 2001

**G.S.D.C.**

August 3, 2001

Mayor Jim Gordon and Members of City Council  
City of Greater Sudbury  
200 Brady Street,  
Sudbury, ON P3A 5P3

His Worship and Councilors:

Please find enclosed a request for support submitted by Cinefest Sudbury International Film Festival.

Your continued interest is greatly appreciated. I welcome the opportunity discuss this further with you on August 14<sup>th</sup>, 2001. In the interim, should you have any questions please contact me at 688-1234 or at [tfrick@vianet.ca](mailto:tfrick@vianet.ca).

Kindest regards,

Tammy Frick  
Executive Director  
Cinefest Sudbury

**PRESENTATION TO CITY OF GREATER SUDBURY  
BY CINEFEST SUDBURY INTERNATIONAL FILM FESTIVAL**

**FESTIVAL HISTORY**

An annual tradition for Sudbury residents, Cinéfest Sudbury has become the most popular and most anticipated cultural entertainment event in Northern Ontario. Recognized as one of the country's premiere film festivals, Cinéfest is a major contributor to the cultural, artistic and economic profile of the Northern Ontario community.

Established in 1989, Cinéfest Sudbury has progressed effectively and efficiently since its inaugural festival. Despite initial scepticism, Sudburians proved that a mining-oriented community could be receptive to repertory film culture as approximately 9,000 film enthusiasts crowded theatres during the inaugural three day event. Each year the festival continued to mature and by 1993 Cinéfest evolved into a full-service film organization, with the Festival expanding its film schedule to over 100 films.

Currently screening both 16mm and 35mm full-length features, shorts, documentaries and animations over seven days, Cinéfest provides movie-lovers with an eclectic selection of first-class film each September. Furthermore, having assumed an integral role in film education and development, the Festival also features an amateur Videomakers Competition, offering amateur film enthusiasts an opportunity to showcase their talent in a festival setting. This year, Cinéfest Sudbury will continue to fulfil its original mandate of organizing and promoting an annual festival of highly acclaimed Canadian and world films, as well as encourage film culture, education, and production in Northern Ontario. Cinéfest Sudbury will expand its efforts as a major cultural tourism vehicle, by launching an aggressive marketing campaign to attract out-of-town visitors to the City of Greater Sudbury.

**2001 FESTIVAL HIGHLIGHTS & NEW INITIATIVES**

Cinéfest Sudbury 2001 will be held from September 17 to 23, 2001. This year's Festival will include screenings of approximately 100 films to include both 16mm and 35mm. Canadian and international full-length features, shorts, documentaries and animations will be presented over a seven day period.

**TRIBUTE CANADIANA:**

To celebrate the 2001 Festival, a new program 'Tribute Canadiana' will be introduced. The program will include a retrospective of four to five of a high-profile Canadian celebrity's films, a public Q&A forum and the presentation of the inaugural "Frame of Fame" award. A five year plan is in development to establish a permanent monument in Sudbury to recognize the recipients of the Cinefest Sudbury "Frame of Fame" award. (Similar to the City of Toronto's "Walk of Fame")

**FILM CIRCUIT CONFERENCE:**

The Film Circuit, a division of the Toronto International Film Festival Group, exhibits Canadian and international films in conjunction with 67 communities across Canada and is responsible for 1500 screenings annually, accounting for 140,000 attendees. Cinefest Sudbury works with the Film Circuit to coordinate the activities of 7 participating communities in Northern Ontario. The mandate of the Film Circuit is to provide filmgoers in under-serviced communities with access to significant Canadian and international films that would otherwise screen only in larger urban centers.

As part of the Festival, the Film Circuit Conference will allow visiting groups the opportunity to compare notes, exchange success stories, and raise any concerns they may have, while enjoying the festivities surrounding the festival. The conference will also provide groups with the opportunity to consider films screening at Cinefest for presentation in their own communities at a later date. We expect approximately 100 delegates.

## **INDUSTRY SCREENINGS:**

Since its inception in 1989, Cinéfest Sudbury has developed its image and established its credibility within national and international film industries, quickly becoming the 4th largest film festival in Canada. Recognized as an audience-friendly event, it is a favourite destination for many industry guests on the film festival circuit.

Cinefest Sudbury 2001 will play host to an impressive guest list that includes the who's who of the Canadian Film Industry. With its proximity to the Toronto International Film Festival (TIFF) – TIFF runs the week prior to Cinefest – Canadian distributors are taking a serious look at the Sudbury Festival as a market in which to launch alternative and niche film product. For the first time in its 13 year history, Cinefest Sudbury will host industry screenings. These 3 screenings will provide Canadian distributors an opportunity to view the films and discuss potential sales.

## **VISION: CINEFEST SUDBURY INDUSTRY CENTRE 2002**

Since its inception, Cinefest has offered a rich variety of creative and compelling films. It's not surprising that the Festival has garnered a reputation as a pre-eminent showcase for the very best in film today. As the cultural media industries represent one of the fastest-growing sectors in Canada, Ontario remains one of the largest film and television production centres in North America. In order to meet the growing demands of an expanding industry, Cinefest Sudbury is ideally poised to establish itself as a focal point for film-makers, film buyers and programmers. By providing a unique opportunity for key industry players to meet with new and established talent, the development of an Industry Centre would allow Cinefest Sudbury to facilitate the growing needs and interests of the industry. The film, television, sound and other media industries continue to contribute significantly to enhancing economic development.

## **PROJECT DESCRIPTION:**

The Cinefest Sudbury Industry Centre 2002 would be a place to connect and do business at the Festival. Whether the interest is buying, selling, signing a distribution contract, or making contacts the Industry Centre will become the nucleus for all industry attending the Festival. Activities will include workshops (film-related and funding sources), keynote addresses, media and industry screenings, mentor-meetings and mailboxes and other services.

The Industry Centre would also accommodate live, webcast media conferences, in which film and industry guests would be available to participate in Q&A's.

## **BENEFITS:**

- Economic benefits: significant increase in out-of-town guests, longer overnight stays
- Valuable networking opportunity for Music and Film In Motion
- Stronger film industry presence in Sudbury and Northern Ontario
- National media coverage; internationally prestigious event
- Cultural vibrancy
- Providing Northern Ontario filmmakers and producers with access to industry decision makers
- Encourage careers in the film, television, media-related industries
- Film education through seminars, workshops and Key note speakers

## **REQUEST**

While enjoying a heightened interest from the industry, Cinefest Sudbury is determined to present the most prestigious Festival to date. Faced with the challenge of expanding to new exhibition venues, playing host to the Film Circuit Conference and accommodating inaugural industry screenings, Cinefest Sudbury 2001 is turning to the City of Greater Sudbury for support. As such, it is our hope that the City of Greater Sudbury will provide Cinefest Sudbury with an investment of \$20,000 to assist with this year's initiatives. Following Cinefest Sudbury 2001, we would welcome the opportunity to work with the City to develop the logistics and details of the 2002 Industry Centre.

Should we be successful this year in showcasing Cinefest Sudbury's capacity to host a new business destination on the festival circuit, the 2002 Industry Centre will be a destination of choice for film makers, producers and distributors to gather in Sudbury.