



**CITY OF KINGSTON  
MUNICIPAL ACCESSIBILITY ADVISORY COMMITTEE  
MEETING NO. 07-2012  
MINUTES  
Thursday August 9<sup>th</sup>, 2012  
1:00 P.M.  
INVISTA CENTRE, Room 'B'**

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**MEMBERS PRESENT**

Ms. Moore; Chair  
Councillor Reitzel  
Ms. Farrar  
Mr. Grightmire  
Ms. Huff  
Mr. Kennedy  
Ms. Penning  
Mr. Smith  
Ms. Watson  
Ms. Wilson

**STAFF PRESENT**

Ms. Julie Salter-Keane, Accessibility  
Compliance Project Manager  
Mr. James Thompson, Committee  
Clerk

**OTHERS PRESENT**

Two members of the public

**THIS IS NOT A VERBATIM REPORT**

**MEETING TO ORDER**

The Chair called the meeting to order at 1:03 p.m.

**CONFIRMATION OF AGENDA**

Moved by Ms. Farrar  
Seconded by Mr. Grightmire

**THAT** the agenda be approved.

**CARRIED**

**CONFIRMATION OF MINUTES**

Moved by Ms. Huff  
Seconded by Ms. Farrar

**THAT** the Minutes of Municipal Accessibility Advisory Committee Meeting No. 06-2012 held Thursday June 7<sup>th</sup>, 2012 be confirmed.

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST**

There were none.

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## **DELEGATIONS**

There were none.

## **BRIEFINGS**

There were none.

## **BUSINESS**

### **a) Accessibility Office Report**

Ms. Salter-Keane spoke to the Accessibility Office Report.

### **b) 2013-2014 Accessibility Plan Action Items**

Ms. Salter-Keane noted that the Municipal Accessibility Advisory Committee Working Groups were instructed to prepare a list of action items for inclusion in the 2013-2014 Accessibility Plan. She requested that the Workings Groups provide staff with the aforementioned action items. Ms. Penning indicated that the Communications and Employment Working Group has not met since receiving this direction. Mr. Smith stated that the Transportation Working Group included a list of action items in their report at the last Committee meeting. Ms. Watson noted that she would provide Ms. Salter-Keane with a list of action items from the Built Environment Working Group.

Ms. Salter-Keane mentioned that the Committee will have a final opportunity to review the 2013-2014 Accessibility Plan at the September Committee meeting.

### **c) Resignation of Ms. Laura Fitzgerald**

Moved by Ms. Watson  
Seconded by Mr. Kennedy

**THAT** the resignation of Ms. Laura Fitzgerald from the Municipal Accessibility Advisory Committee be accepted with regret.

**CARRIED**

### **d) Discussion regarding park related Project Teams**

Ms. Moore informed the Committee that during a discussion at the Built Environment Working Group meeting it was suggested that a group of Committee members be selected to handle all audits regarding parks. She commented that it was felt that it

would be beneficial to have Committee members with knowledge of park projects conducting the audits.

Ms. Farrar commented that once someone becomes well versed in the best practices regarding parks they should be relied upon to conduct the majority of the park audits.

Ms. Penning stated that it is up to staff to design an accessible park. She commented that the role of the Committee is to review the design.

Ms. Wilson suggested creating a park audit working group. The Committee Clerk indicated that the Committee would require approval from Council to create an additional working group.

Mr. Smith suggested that a Committee member with limited exposure to park audits should accompany a knowledgeable Committee member when they conduct an audit. Ms. Salter-Keane noted that she would organize a park audit training session.

Ms. Salter-Keane spoke to the audit process.

e) **Appointment of MAAC Members to the International Day for Persons with Disabilities Award Selection Team**

Moved by Ms. Farrar  
Seconded by Mr. Smith

**THAT** Mr. Kennedy (Built Environment Working Group), Mr. Smith (Transportation Working Group) and Ms. Wilson (Communications and Employment Working Group) be appointed to the International Day for Persons with Disabilities Award Selection Team.

**CARRIED**

Councillor Reitzel volunteered to replace Ms. Fitzgerald on the Website Redesign Focus Group.

f) **Working Group Updates**

i. **Built Environment Working Group Report**

The Built Environment Working Group did not report to the Committee.

ii. **Transportation Working Group Report**

Mr. Smith spoke to the Transportation Working Group report.

Moved by Mr. Smith  
Seconded by Ms. Huff

**THAT** the Transportation Working Group Report be received.

**CARRIED**

**iii. Communications and Employment Working Group Report**

The Communications and Employment Working Group did not report to the Committee.

**MOTIONS**

There were none.

**NOTICES OF MOTION**

There were none.

**OTHER BUSINESS**

There was none.

**CORRESPONDENCE**

There was none.

**DATE AND TIME OF NEXT MEETING**

The next meeting of the Municipal Accessibility Advisory Committee will be held on Thursday September 6<sup>th</sup>, 2012.

**ADJOURNMENT**

Moved by Ms. Penning  
Seconded by Ms. Farrar

**THAT** the Municipal Accessibility Advisory Committee do now adjourn.

**CARRIED**

The meeting adjourned at 1:48 p.m.