



**City Of Kingston
Municipal Accessibility
Advisory Committee
Meeting Number 03-2015
Minutes
Thursday, March 5, 2015 at 1:00 p.m.
Press Lounge, Portsmouth Olympic Harbour**

Committee Members Present

Ms. Heidi Penning; Chair
Councillor Holland (withdrew 2:11 p.m.)
Mr. Robert R. Baird
Ms. Lorraine Farrar
Mr. Robert Goddard
Ms. Donna Huff
Ms. Robin Kisbee
Ms. Jana Mareckova
Mr. Donald Mitchell
Ms. Marilyn E. Wilson

Regrets

Dr. Raji Al-Amo
Mr. David Grightmire
Mr. Drew Kennedy
Ms. Kym Murray

Staff Members Present

Mr. Follwell, Director, Recreation & Leisure Services,
Ms. Hitchcock, Assistant Supervisor, Recreation Programs
Ms. Hitchen, Manager, Social Policy & Strategic Communications
Ms. Livingston Assistant Supervisor, Recreation Programs
Ms. Miller, Communications Officer
Mr. Thompson, Committee Clerk

Meeting to Order

The Chair called the meeting to order at 1:14 p.m.

Approval of the Agenda

Moved by Councillor Holland

Seconded by Ms. Kisbee

That the agenda be amended to include the addendum, and as amended, be approved.
Carried

Confirmation of Minutes

Moved by Mr. Baird

Seconded by Ms. Wilson

That the Minutes of Municipal Accessibility Advisory Committee Meeting Number 02-2015 held Thursday February 5, 2015 be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

- a) Mr. Follwell, Director, Recreation & Leisure Services, Ms. Hitchcock, Assistant Supervisor, Recreation Programs and Ms. Livingston, Assistant Supervisor, Recreation Programs were present to provide the Committee with an update on Recreation and Leisure Department's completed and planned activities relating to accessibility.

Representatives from Recreation & Leisure Services conducted a PowerPoint presentation regarding Recreation & Leisure Services: Accessibility. A copy of the PowerPoint presentation is attached to the original set of minutes located in the City Clerk's Department.

Ms. Wilson noted that she is supportive of mobile food vendors being required to provide large menus and accessible serving areas. She commented that it is important for a business to realize that they must be accessible if they intend to conduct business with the City of Kingston. Mr. Follwell informed the Committee that the Park Refreshment Vehicle Policy will take effect on January 1, 2016. He clarified that the PowerPoint presentation referenced an expression of interest for food vendors which

includes terms and conditions that require vendors to have large print menus and accessible service areas. He indicated that a roster of appropriate vendors will be created by staff.

Mr. Mitchell questioned if mechanisms are in place to ensure programs are held in an appropriate facility. Mr. Follwell responded that City of Kingston facilities are first considered to host programs, as many building such as Artillery Park and the Invista Centre are fully accessible. He clarified that the City of Kingston does not have the ability to make recommendations regarding programming offered by groups operating in private facilities.

Mr. Mitchell asked staff if summer programs are required to be accessible. Mr. Follwell responded that new programs will be conducted in an accessible fashion. He commented that previously existing programs have not been revisited. Ms. Livingston added that staff conduct a quality insurance review after a program is offered. She stated that an attempt is made to take an integrated approach to ensure that everyone can participate.

Ms. Hitchen informed the Committee that outdoor programs pose a challenge as new accessibility standards for outdoor spaces including the Outdoor Event Guidelines have not been completely implemented. She stated that the standards will be met which will result in improvements as changes are made over time.

Business

a) 2014 Recreation Program and Special Event Accessibility Report

Ms. Farrar commented that she is impressed with the number of accessible programs being offered by the City of Kingston.

b) Appointment of Terms (Staggered 1 and 2 Year Appointments)

Moved by Councillor Holland

Seconded by Ms. Wilson

That Ms. Mareckova be appointed to a two year term, ending on November 30, 2016;
and

That Ms. Kisbee be appointed to a one year term, ending on November 30, 2015.

Carried

c) Appointment to Project Teams

Moved by Ms. Farrar

Seconded by Mr. Mitchell

That the composition of MAAC project teams be revised as follows:

- i. Bus Shelters and Transit Routes**
Dissolved
- ii. City Operational Centre**
Mr. Kennedy
- iii. Collins Bay Wharf**
Mr. Baird
- iv. Confederation Basin Washroom Renovation**
Ms. Wilson
- v. Friendship Park, Riverview Park**
Mr. Kennedy and Mr. Goddard
- vi. Macdonald Memorial Park**
Mr. Kennedy and Mr. Goddard
- vii. Greenwood Park West and Halifax Drive Park**
Ms. Murray and Ms. Kisbee
- viii. Invista Centre Track and Field**
Mr. Grightmire
- ix. Invista Throwing Field**
Ms. Murray and Mr. Baird
- x. J.K. Tett Centre Project**
Mr. Grightmire and Mr. Baird
- xi. John Machin Park**
Mr. Mitchell
- xii. Memorial Centre Cricket Pitch and Ball Diamond Relocation**
Councillor Holland
- xiii. Park Signage**
Ms. Mareckova and Mr. Baird

- xiv. **Victoria Park**
Mr. Mitchell
- xv. **Westbrook Meadows Park**
TBD
- xvi. **West End Splash Pad**
Ms. Murray and Mr. Goddard
- xvii. **Accessible Pedestrian Infrastructure Proposals**
Ms. Farrar
- xviii. **Barriefield Heritage District Plan Update**
Mr. Baird and TBD
- xix. **Cultural Resource Heritage Management Plan for City Hall**
Mr. Mitchell and Ms. Wilson
- xx. **Cultural Services - removal of barriers to municipally supported arts and culture in Kingston**
TBD
- xxi. **District Plan for a new Heritage Conservation District in Old Sydenham Ward**
Mr. Mitchell
- xxii. **Parking Review**
Mr. Grightmire
- xxiii. **Waterfront Master Plan Working Group**
Ms. Farrar
- xxiv. **Employment Land Review – (Formerly Industrial Lands Strategy Review)**
Mr. Baird
- xxv. **Commercial Land Review**
Mr. Baird
- xxvi. **Design Guidelines for Communities and Design Guidelines for Residential Lots**
Mr. Baird
- liv. **Pan Am/Parapan Am Games**

Mr. Goddard

Carried

Ms. Hitchen informed the Committee that she would update the project team tracking chart to reflect the revised compositions as well as the status of the projects.

Councillor Holland withdrew from the meeting at 2:11 p.m.

Ms. Hitchen provided the Committee with background information regarding the role of project teams. She spoke to the documentation and legislation associated with the project teams. She noted that Ms. Woodland would provide Committee members with a package containing the necessary documents.

Ms. Hitchen spoke to the working groups and their associated mandates. She mentioned that mandate of the Communications and Employment Working Group will be revised moving forward. She indicated Ms. Miller, Communications Officer will be involved with the Communications and Employment Working Group in the future and commented that the revised mandate will likely include public relations.

Ms. Hitchen mentioned that the Transportation Working Group will likely be dissolved.

Ms. Hitchen noted that a report regarding the revised mandates of the Working Groups will be brought before the Committee.

Mr. Baird noted that the Transportation Working Group is also involved with rights-of-way and active transportation. Ms. Hitchen responded that this matter can be discussed further at the next meeting.

Motions

There were none.

Notices Of Motion

There were none.

Other Business

There was none.

Correspondence

- a) Correspondence received from Ms. Cheryl Hitchen, Manager, Social Policy and Strategic Communications, providing an update of the feedback collected

regarding the Removal of Barriers to Municipally Sponsored and Supported Arts and Culture chart.

Ms. Hitchen provided the Committee with a summary of the document.

Ms. Hitchen mentioned that there may be a need for a Pump House Steam Museum project team moving forward.

Mr. Mitchell sought further information regarding timelines and questioned the practicality in raising the issue of timelines if timelines cannot be enforced by the Committee. Ms. Hitchen responded that the Committee provides feedback which is included in a report to Council. She explained that Council will have an opportunity to consider the information. She noted that the report will indicate that MAAC was of the opinion that the timelines were too lengthy.

Ms. Penning questioned if the Committee could request that the rationale regarding Systemic Barriers be adjusted. Ms. Hitchen responded that staff will adjust the rationale. She stated that the current rationale is unacceptable as it does not respect the right to volunteer.

Ms. Penning stated that a greater effort should be made to help people retain an ASL interpreter for third party events at the Grand Theatre. Ms. Hitchen commented that information regarding this matter should be better outlined on the Grand Theatre website.

Ms. Wilson sought further information regarding the requirements for third party events to provide an ASL interpreter at the Grand Theatre. Ms. Hitchen responded that the obligations are different for events hosted by the City of Kingston and third party events. She stated that third party events will be encouraged to provide interpreters when requested.

Ms. Hitchen indicated that she would follow up regarding the performance of the City of Kingston's TTY system. Mr. Baird noted that the Grand Theatre operates a separate TTY system.

Date and time of Next Meeting

The next meeting of the Municipal Accessibility Advisory Committee is scheduled for Thursday, April 2, 2015.

Adjournment

Moved by Ms. Huff

Seconded by Ms. Mareckova

That the meeting of the Municipal Accessibility Advisory Committee adjourn at 3:16p.m.

Carried