



**City Of Kingston  
Municipal Accessibility  
Advisory Committee  
Meeting Number 08-2015  
Minutes  
Thursday, October 1, 2015 at 1:00 p.m.  
Portsmouth Olympic Harbour, Front Lounge**

**Committee Members Present**

Heidi Penning; Chair  
Drew Kennedy; Vice Chair  
Councillor Holland  
Robert R. Baird  
Lorraine Farrar  
Robert Goddard  
David Grightmire  
Donna Huff  
Jana Mareckova  
Donald Mitchell  
Sheri Scott  
Douglas Strong  
Marilyn E. Wilson

**Regrets**

Aimee Burtch  
Peter Fritz  
Kym Murray

**Staff Members Present**

Cheryl Hitchen, Manager, Social Policy & Strategic Communications  
Richelle Morgan, Communications Officer  
Julie Salter-Keane, Manager, Community Projects  
Heather Woodland, Committee Clerk

**Meeting to Order**

Ms. Penning, Chair, called the meeting to order at 12:59 p.m.

**Approval of the Agenda**

Moved by Ms. Huff

Seconded by Mr. Kennedy

**That** the agenda be approved.

**Carried**

**Confirmation of Minutes**

Moved by Mr. Baird

Seconded by Ms. Wilson

**That** the Minutes of Municipal Accessibility Advisory Committee Meeting Number 07-2015 held Thursday August 6, 2015 be approved.

**Carried**

**Disclosure of Pecuniary Interest**

There were none.

**Delegations**

There were none.

**Briefings**

**Business**

**a) Accessible Parking Awareness Day & Stop-Gap**

Ms. Hitchen introduced the report. She clarified that normally this report would have been presented to the Awareness and Education Working Group but it is time sensitive. She spoke to the Stop Gap program, noting that the first eleven ramps will be built starting tomorrow morning at Seniors Centre with volunteers, and that the plan is to launch them later this month. She added that a report will be going to Council on the 20<sup>th</sup> of October regarding these initiatives, and that she will keep the Committee apprised of the launch.

Ms. Wilson inquired why private businesses cannot put ramps out themselves.

Ms. Hitchen explained that businesses some businesses have built their own ramps and put them out as needed. She clarified that the value of working with Stop Gap is the consistency with standard, safety, and rules around how to use and deploy the ramps. She mentioned that there is the building of awareness with the Stop Gap logo. She stated that there will be a Stop Gap Kingston website.

Mr. Mitchell stated that one business had said that they would donate money towards the program, and many are sensitive to their doorways not being accessible.

In response to a question from Ms. Wilson about how someone can be aware that a business provides the ramp service, Ms. Hitchen responded that posters will be available in the windows telling them about the ramp, and informing them to call the number for information.

Mr. Strong asked if there were any possibilities to put include accessible restaurants and restrooms with this program. He stated that the advertising will help to encourage businesses to make the leap in the future, and that there are a number of seniors groups that will not go downtown for supper due to inaccessible doorways and washrooms.

Ms. Hitchen stated that the program is focusing on getting into the businesses first, and that they chose businesses that were accessible on the inside.

Ms. Huff inquired if the businesses will be listed on the Stop Gap Kingston's website. She noted that people with visual impairments or who are blind will not be able to see the posters in the window with the phone number.

Ms. Hitchen confirmed that the businesses will be listed on the website as well as the donors, and will ensure that the website is accessible.

Ms. Scott asked if the ramps will be easily deployed by the staff, and if one staff person can lift them and put them out.

Ms. Hitchen explained that there will be training available for lifting and deploying the ramps.

Ms. Hitchen spoke to a survey which will be conducted for the age friendly community alliance, which will reach out to older adults 45 years of age and older, asking 60 questions regarding their lives and their perception of the community with respect to criteria around an age-friendly community.

Ms. Hitchen spoke to the accessible parking and awareness campaign. She noted that a report will be provided which will outline the day, November 27th, and that it will be a

media event. She noted that the Working Group had talked about placing flyers on vehicles but decided that this was not a good idea, and it was not well received by owners of vehicles when this had been done in the past.

**b) Appointment of Project Teams**

Moved by Mr. Baird

Seconded by Mr. Mitchell

**That** Ms. Mareckova, Ms. Huff and Ms. Burtch be appointed to the International Day for Persons with Disabilities Access Awards Selection Committee; and

**That** Mr. Kennedy and Mr. Strong be appointed to the Highway 15 Class Environment Assessment project team.

**Carried**

Ms. Wilson inquired about the layout and timeline of the Highway 15 Class Environment Assessment project team. Mr. Baird provided additional details and an overview of a timeline for this type of project.

Councillor Holland provided additional information for the work that was approved at Council for this project.

**Motions**

There were none.

**Notices Of Motion**

**Other Business**

Ms. Mareckova provided information regarding an event happening in March with respect to the employment standard in the AODA. She explained that this event was organized in partnership with the City, March of Dimes, and KEYS Job Centre. She stated that the content will be presenting a tool kit, and also talking about good practices in workplaces.

Ms. Salter-Keane noted that she will have more information regarding this event and will provide it to the Committee.

Ms. Penning commented that the emergency planning with large private sectors coming into compliance involves paid staff and not volunteers. She identified that this could be problematic.

Ms. Wilson suggested working with the volunteer coordinator from the public health unit.

Ms. Woodland informed the Committee of the fall 2015 Committee recruitment, and explained that there are changes to the process to ensure that the City is recruiting diverse populations. She mentioned that there will be a Voluntary Diversity Identification Form included in the application process, and explained the format of the form. She identified that staff have participated in public engagement events and intend to contact various external groups and stakeholders for recruitment and engagement purposes.

Ms. Penning commented that there needs to be outside-of-the box thinking about maintaining confidentiality and making positive steps toward inclusivity. She noted that these were small steps and understood that this is setting a baseline, but those views are important and need to be brought forward. She stated that skills and diversity are not mutually exclusive.

Mr. Mitchell commented that there are not serious stakeholders at Committee meetings and many people who are not at the table or lending their voice. He suggested that these people need to be reached. He noted that the Arts Advisory Committee is not reaching out to the wider community, and that there is a need to have people at the table. He suggested shaking up Committees for members who are interested in the process and move people around to different Committees.

Mr. Strong suggested that many people are quite willing to describe their diversity and anxious to describe their differences, and that it is important to find out what information we need to know about diversity and how to ask for this information.

Councillor Holland commented that she does not have the same views as other Council members. She stated that Council members represent people not just by region. She suggested that change needs to happen at the top, particularly long term change, and that there is a need to look at the representation of elected officials.

Ms. Mareckova provided information on an event on November 25<sup>th</sup> called Diversity Works, which involves recruiting diverse talent.

### **Correspondence**

There were none.

### **Date and time of Next Meeting**

The next meeting of the Municipal Accessibility Advisory Committee is scheduled for Thursday, November 5, 2015.

**Adjournment**

Moved by Councillor Holland  
Seconded by Ms. Huff

**That** the meeting of the Municipal Accessibility Advisory Committee adjourn at 2:01  
p.m.

**Carried**

**Schedule B-8 - Advisory Committees**

**Committee Name:** Municipal Accessibility Advisory Committee

**Reporting To:** Council – established under provisions of Ontarians with Disabilities Act

**Composition (As Appointed By Council):**

One (1) member of Council;  
Fifteen (15) members of the public, including individuals with disabilities.

**Term Of Appointment:** staggered one and two-year appointments;

**Mandate/Terms of Reference:**

As outlined in the Ontarians with Disabilities Act:

- Advise Council in each year about the preparation, implementation and effectiveness of its Accessibility Plan; the first version of the plan which is to be developed by staff by September 30, 2003;
- Review in a timely manner the site plans and drawings described in Section 41 of the Planning Act that the Committee selects and provide advice to the Manager of Planning;
- Provide advice to Council on the accessibility for persons with disabilities to a building, structure or premise, or part of a building, structure or premise that council purchases, constructs or significantly renovates; or for which Council enters into a new lease; or that a person provides as municipal capital facilities under an agreement entered into by the Council, in accordance with Section 210.1 of the Municipal Act;
- Provide advice to Council regarding the City's purchase of goods or services through the City's procurement process for the use of the City, its employees or the public in order to assist Council to meet its obligation to have regard to the accessibility for persons with disabilities to the goods and services;
- Consult with and advise staff and Council regarding accessibility issues as requested;
- Perform all other functions that may be specified in the Regulations.

(By-law Number 2010-205)