



**City Of Kingston
Municipal Accessibility
Advisory Committee
Meeting Number 08-2017
Confirmed Minutes
Thursday, October 5, 2017 at 1:00 p.m.
Front Lounge, Portsmouth Olympic Harbour**

Committee Members Present

Drew Kennedy; Chair
Councillor Neill
Robert Baird
Aimee Burtch
Lorraine Farrar
Jana Mareckova
Donald Mitchell
Sheri Scott
David Williams

Regrets

Andrew Ashby
Enam-ul Hoque
Dinah Jansen
Samantha Knapp
Robert McKay

Staff Members Present

Mr. Derek Ochej, Committee Clerk
Ms. Julie Salter-Keane, Community Projects Manager
Mr. Damon Wells, Director, Public Works Services

Others present

Members of the public were present

Meeting to Order

The Chair called the meeting to order at 1:02 p.m.

Approval of the Agenda

Moved by Councillor Neill
Seconded by Mr. Mitchell

That the agenda be amended to defer briefing 'a' to the November Committee meeting, and as amended, be approved.

Carried

Confirmation of Minutes

Moved by Ms. Farrar
Seconded by Ms. Burtch

That the Minutes of Municipal Accessibility Advisory Committee Meeting Number 07-2017 held Thursday September 7, 2017 be approved.

Carried

Disclosure of Pecuniary Interest

There were none.

Delegations

There were none.

Briefings

- a) Ms. Janet Jaynes, Deputy City Clerk was to be present and speak to the Committee regarding accessible customer service training of volunteers and committee recruitment.

Note: This briefing was deferred to the November meeting of the Committee.

- b) Mr. Damon Wells, Director, Public Works Services, was present and spoke to the Committee regarding accessibility and public works operations.

Mr. Wells conducted a PowerPoint presentation regarding accessibility and public works operations, a copy of which may be obtained by contacting the City Clerk's Department.

Ms. Farrar sought further details regarding the delineation between trees owned by the City and trees that are on private property. Mr. Wells stated that trees in the right-of-way belong to the City, with the City staff responsible for their maintenance. He added that the size and location of the right-of-way varies throughout Kingston.

Ms. Burtch asked if City staff proactively maintains City-owned trees, or if maintenance is complaint driven. Mr. Wells responded that staff does complete some proactive maintenance work, and that the majority of work orders received by staff are resident inquiries or requests for tree maintenance.

Mr. Mitchell discussed the notification process for temporary service disruptions, as well as the sidewalk shaving program. Regarding navigation of pathways in construction zones, he inquired if staff takes into consideration accessibility with respect to ease of navigation. Mr. Wells responded that ease of navigation is not a common issue, and that staff considers accessibility in all phases of their work.

Ms. Mareckova sought further details regarding the coordination of sidewalk and street plowing. Mr. Wells responded that sidewalk and street plows operate at the same time, and that there may be instances where a sidewalk or intersection that has been plowed may be filled in with snow by a subsequent plow. He further stated that in these instances staff is re-deployed to remove snow, and that assistant supervisors monitor for these situations. Mr. Wells added that snow is removed in areas where the sidewalk is immediately adjacent to the street.

Councillor Neill inquired of the process for routine maintenance of City trees. Mr. Wells stated residents should contact the City directly through ContactUs to report maintenance concerns.

Councillor Neill inquired about accessibility requirements in Requests for Proposals for construction projects. Mr. Wells responded that this question would best be answered by the City's Engineering Department.

Mr. Baird expressed concern with the frequency of sidewalk service interruption from Utilities Kingston and private contractors. Mr. Baird reference an accessible bench pad on Medley Court that was obstructed by a garbage can. Mr. Wells responded he would have staff examine the accessible bench pad.

Mr. Kennedy sought further details regarding the sidewalk shaving program. Mr. Wells responded that until recently the technology utilized by the program was proprietary to one company.

Mr. Kennedy inquired if Public Works supervisors are union members. Mr. Wells stated that supervisors are not union members, but assistant supervisors are union members.

Mr. Kennedy sought clarity on the cost of the contracting out of snow plowing in east Kingston. Mr. Wells stated that costs are comparable to the snow plowing service provided by City staff and that the contractor is held to the same service standards as City staff.

Business

a) Working Group Updates

i. Awareness and Education Working Group

Ms. Salter-Keane provided the Committee with an update regarding the Celebrating Accessibility Awards and distributed posters to the Committee members.

Mr. Mitchell sought further details regarding the communications plan for the Celebrating Accessibility Awards. Ms. Salter-Keane responded that advertising for the call for nominations would be done through social media, website updates, posters, radio, and e-mail contact with stakeholder groups.

Mr. Kennedy inquired if the Downtown Kingston Business Improvement Area (DBIA) had been contacted regarding the Celebrating Accessibility Awards. Ms. Salter-Keane confirmed the DBIA had been contacted regarding the Celebrating Accessibility Awards.

ii. Built Environment Working Group

Mr. Baird provided the Committee with an overview of the recent working group meeting, including discussions surrounding the Facility and Design Standards (FADS) update.

Mr. Kennedy provided the Committee with an overview of the history of FADS.

b) Appointment of Project Teams

i. Ridley Drive Lighting (Two Representatives)

No Committee members volunteered to serve on the project team.

ii. Improvements to Richardson Beach – Macdonald Park (Two Representatives)

The Committee consented to Councillor Neill and Ms. Burtch being appointed to the Improvements to Richardson Beach – Macdonald Park project team.

iii. Way Finding, Celebration and Promotion of Kingston's Waterfront (Two Representatives)

The Committee consented to Councillor Neill and Mr. Williams being appointed to Way Finding, Celebration and Promotion of Kingston's Waterfront project team.

iv. Accessibility Awards selection team (One Representative)

The Committee consented to Councillor Neill being appointed to Accessibility Awards selection team project team.

c) Discussion and Questions regarding upcoming briefing groups

Ms. Salter-Keane provided the Committee with an overview of upcoming briefings from Cultural Services, Transportation Services, and the Office of the City Clerk. She encouraged Committee members to send questions, in advance of the briefings, to the Committee Clerk.

Mr. Mitchell inquired if Utilities Kingston staff had ever been invited to provide a briefing to the Committee. Ms. Salter-Keane stated Utilities Kingston could be added to the work plan for a future briefing.

d) Update from The Forward Movement project team

Mr. Williams provided the Committee with an overview of the project team report.

Mr. Kennedy discussed the procedure for moving forward with the recommendations contained in the project team report. He suggested that the recommendations be further examined by the Awareness and Education Working Group.

Mr. Baird expressed concern with the impact that a potential recommendation for adoption of the dynamic symbol of access would have on City policies. Mr. Williams

stated that he was aware of the impact that the adoption of the dynamic symbol would have on City policies, and that the topic deserves further examination.

Mr. Baird expressed concern with Queen's University utilizing the dynamic symbol of access for accessible parking spaces.

Ms. Farrar stated her opposition to the dynamic symbol of access as it is not fully inclusive of all disabilities. Mr. Williams discussed the shortcomings of the dynamic symbol of access, and questioned if multiple symbols of access could be utilized to create greater inclusivity.

The Committee consented to having the Awareness and Education Working Group further examine the recommendations contained in the report.

e) Appointment of MAAC representative to North King's Town Secondary Plan Community Working Group

Ms. Salter-Keane confirmed that Mr. Mitchell was appointed as the alternate representative for the Committee to the Working Group and that he could now serve as the primary representative due to the resignation of Annmarie Blaney-Clarke from the Committee.

Motions

There were none.

Notices Of Motion

There were none.

Other Business

Mr. Ochej advised Committee members with terms of appointment expiring November 30, 2017 that the application process for the Committee was open, with the deadline for applications being Monday October 16 at 4:30 p.m.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Municipal Accessibility Advisory Committee is scheduled for Thursday, November 2, 2017 at 1:00 p.m., Front Lounge, Portsmouth Olympic Harbour.

Adjournment

Moved by Councillor Neill
Seconded by Ms. Farrar

That the meeting of the Municipal Accessibility Advisory Committee adjourn at 2:28
p.m.

Carried