



**City Of Kingston  
Municipal Accessibility  
Advisory Committee  
Meeting Number 06-2018  
Agenda  
Thursday, June 7, 2018 at 1:00 p.m.  
Stationview Room, City Hall**

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Please provide regrets to Mr. Derek Ochej, Committee Clerk at 613-546-4291, extension 1219 or [dochej@cityofkingston.ca](mailto:dochej@cityofkingston.ca)

**Committee Composition**

Donald Mitchell; Chair  
Councillor Neill  
Andrew Ashby  
Caitlin Bruce  
Aimee Burtch  
David Grightmire  
Enam-ul Hoque  
Jana Mareckova  
Alexandra Ortiz Carlsson  
Leah Riddell  
Sheri Scott  
Emily Su  
Nancy Watters  
Shawn Watters  
David Williams

- 1. Meeting to Order**
- 2. Approval of the Agenda**
- 3. Confirmation of Minutes**

**That** the Minutes of Municipal Accessibility Advisory Committee Meeting Number 05-2018 held Thursday, May 3, 2018 be approved.

Distributed June 1, 2018

- 4. Disclosure of Pecuniary Interest**
- 5. Delegations**

**6. Briefings**

- a) Neal Unsworth, Manager, Parks Development and Adam McCluskey, Manager, Recreation Facilities, will be present and speak to the Committee regarding Accessibility, Parks Development and Recreation Facilities.
- b) Dave Mignault, Manager, Organizational Development, will be present and speak to the Committee regarding Recruitment Outreach Strategy.
- c) Julie Salter-Keane, Community Projects Manager, will be present and speak to the Committee regarding Accessibility Office Report.

**7. Business**

**a) Accessibility, Parks Development and Recreation Facilities**

The Report of the Commissioner of Community Services (MAAC-18-009) is attached.

Schedule Pages 1 – 16

Recommendation:

This report is for information purposes only.

**b) Recruitment Outreach Strategy**

The Report of the Commissioner of Corporate & Emergency Services (MAAC-18-012) is attached.

Schedule Pages 17 – 21

Recommendation:

This report is for information purposes only.

**c) Accessibility Office Report**

The Report of the Commissioner of Community Services (MAAC-18-011) is attached.

Schedule Pages 22 – 29

Recommendation:

This report is for information purposes only.

**d) Appointment to Project Teams**

**Note:** Updated project team charts are included as Schedule Pages 30 – 37

- i. Customer Relationship Management Phase One – Citizen Portal (2 Representatives)

Schedule Page 38

- ii. Say Hello Campaign (Confirm appointment of Leah Riddell and Alexandra Ortiz Carlsson)

Schedule Page 39

- iii. Parks and Recreation Master Plan (2 Representatives)

Schedule Pages 40 – 41

- iv. My Neighbourhood (2 Representatives)

Schedule Page 42

**e) Committee Work Plan and discussion regarding upcoming briefing groups**

Schedule Pages 7 – 8

**8. Motions**

**9. Notices Of Motion**

**10. Other Business**

**11. Correspondence**

**12. Date and time of Next Meeting**

The next meeting of the Municipal Accessibility Advisory Committee is scheduled for Thursday, August 2, 2018 at 1:00 p.m., Press Lounge, Portsmouth Olympic Harbour.

**13. Adjournment**

**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)