



**City of Kingston
Municipal Accessibility Advisory Committee
Meeting Number 01-2022
Minutes**

**Thursday, January 20, 2022, at 1:00 p.m.
In a virtual, electronic format**

Committee Members Present

Councillor Neill (left meeting at 2:08 p.m.)

Andrew Ashby

Maxine Bridges

Caitlin Bruce

Chantaille Buczynski

Aimee Burtch

Dinah Cotter

Kate Deacon

Glenn Griffiths

Penny LeClair (arrived at 1:22 p.m.)

William McMillan

Susan Mockler

Corey Scott

Nikolas Tolgyesi

Janice Wilby

David Williams

Regrets

None

Staff Members Present

Janet Jaynes, Deputy City Clerk
Julia McCaugherty-Jansman, Committee Clerk
Derek Ochej, Committee Clerk

Election of Officers

Mr. Ochej called for Nominations for the position of Chair and Vice-Chair

Moved by Councillor Neill

Seconded by Ms. Wilby

That Andrew Ashby be elected to the position of chair of the Municipal Accessibility Advisory Committee.

Carried

Moved by Mr. Williams

Seconded by Ms. Mockler

That Aimee Burtch be elected to the position of vice-chair of the Municipal Accessibility Advisory Committee.

Carried

Meeting to Order

The Chair called the meeting to order at 1:04 p.m.

Approval of the Agenda

Moved by Ms. Buczynski

Seconded by Ms. Burtch

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

Carried

Confirmation of Minutes

Moved by Ms. Wilby

Seconded by Ms. Mockler

That the Minutes of the Municipal Accessibility Advisory Committee Meeting 06-2021 held Thursday, November 4, 2021 be approved.

Carried

Disclosure of Pecuniary Interest

There was none.

Delegations

There were none.

Briefings

There were none.

Business

a) 2022 Committee Work Plan

Ms. Jaynes provided an overview of the Report.

There were no questions or comments from members of the Committee.

Moved by Ms. Deacon

Seconded by Mr. McMillan

That the Municipal Accessibility Advisory Committee recommends to Council:

That the 2022 Municipal Accessibility Advisory Committee Work Plan, attached as Exhibit A to Report Number MAAC-22-001, be approved.

Carried

b) Accessibility Office Report – Q4 2021

Ms. Jaynes provided an overview of the Report.

Mr. Williams sought further details regarding the increase in requests regarding assistive devices from Q3 to Q4. Ms. Jaynes responded that lower numbers in the start of the year were likely a result of City facilities being closed due to the COVID-19 pandemic. She advised that this category could include requests related to assistive listening devices or ASL interpretation.

Ms. Burtch inquired if staff review trends on a year-over-year basis and how this informs the City's work in accessibility. Ms. Jaynes spoke to the process of compiling the data, adding that metrics have been skewed in recent years due to the COVID-19 pandemic. She further stated that some inquiries are of a complementary nature and can be difficult to categorize.

Ms. LeClair asked about the potential to separate negative from positives comments to better understand the nature of complaints. Ms. Jaynes responded that she would see if this separation was possible using the current tracking system.

Ms. Bruce spoke to her experiences submitting inquiries related to non-functioning audible pedestrian signals. She inquired as to which category her inquiries would be filed. Ms. Jaynes responded that these inquiries would be filed under roads and sidewalks.

Ms. Bruce asked how multiple inquiries for the same issue are counted. Ms. Jaynes responded that each separate inquiry would be logged separately in the data.

Ms. Mockler agreed with Ms. LeClair's statements, adding that a breakdown of complaints versus comments would allow the Committee to be understand what areas of accessibility require improvement.

Councillor Neill sought further information regarding the workflow process for ContactUs inquiries and how they are logged. Ms. Jaynes responded that all accessibility inquiries are included in the data, adding that they are forwarded to the appropriate staff for action and that individual complaints may not be received by the accessibility office.

Mr. Scott asked if there was any way for the Committee to see a summary of complaints in a qualitative manner. Ms. Jaynes responded that she would endeavour to present a qualitative summary of inquiries in future reports.

c) Working Group Reports

i. Awareness & Education Working Group

Mr. Ochej provided an overview of the report.

There were no questions or comments from the Committee.

ii. Built Environment Working Group

Mr. Williams provided an overview of the report.

There were no questions or comments from the Committee.

Moved by Ms. Wilby

Seconded by Councillor Neill

That the Awareness & Education Working Group and Built Environment Working Group Reports be received.

Carried

d) Project Team Appointments

Councillor Neill left the meeting at 2:08 p.m. and did not return.

Moved by Ms. Bruce

Seconded by Ms. LeClair

That the following members of MAAC be appointment to the respective project teams:

- Multi-Year Accessibility Plan: Chantaille Buczynski, Kate Deacon, Penny LeClair and Susan Mockler;
- LaSalle Park: Aimee Burtch and Susan Mockler;
- Wright Crescent: Glenn Griffiths and Janice Wilby;
- Starr Reid Playground: Caitlin Bruce and Susan Mockler;
- City Hall Fire Alarm and Fire Sprinkler System: Glenn Griffiths;
- Accessible Parking: Dinah Cotter;
- Transit Stations: Corey Scott; and
- Public Art: Chantaille Buczynski

Carried

e) Appointments to Awareness & Education Working Group

Moved by Ms. Buczynski

Seconded by Mr. Williams

That Aimee Burtch, Dinah Cotter, Kate Deacon, Penny LeClair and Corey Scott be appointed to the Awareness & Education Working Group for a term ending November 14, 2022.

f) Appointments to Built Environment Working Group

Moved by Ms. Buczynski

Seconded by Mr. Williams

That Andrew Ashby, Caitlin Bruce, Glenn Griffiths, Penny LeClair, Susan Mockler, Janice Wilby and David Williams be appointed to the Built Environment Working Group for a term ending November 14, 2022.

Motions

There were none.

Notices of Motion

There were none.

Other Business

Ms. Mocker advised the Committee of the Rick Hansen Foundation playground guidelines, adding that the document may be helpful for those working on playground improvement project teams.

Correspondence

There was none.

Date and time of Next Meeting

The next meeting of the Municipal Accessibility Advisory Committee is Thursday March 3, 2022, at 1 p.m.

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Adjournment

Moved by Ms. Wilby

Seconded by Ms. Cotter

That the meeting of the Municipal Accessibility Advisory Committee adjourn at 2:15
p.m.

Carried