



**City of Kingston  
Municipal Accessibility Advisory Committee  
Meeting Number 03-2022  
Minutes**

**Thursday, June 2, 2022 at 1:00 p.m.  
In a virtual, electronic format**

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**Committee Members Present**

Andrew Ashby, Chair  
Caitlin Bruce  
Chantaille Buczynski  
Aimee Burtch  
Kate Deacon  
Glenn Griffiths  
Penny LeClair (Arrived to meeting at 1:08 p.m.)  
William McMillan  
Corey Scott (Arrived to meeting at 1:06 p.m.)  
Janice Wilby  
David Williams

**Regrets**

Councillor Neill  
Maxine Bridges  
Dinah Cotter  
Susan Mockler  
Nikolas Tolgyesi

**Staff Members Present**

Jennifer Campbell, Director, Heritage Services

Janet Jaynes, Deputy City Clerk

Derek Ochej, Acting Deputy City Clerk

Iain Sullivan, Committee Clerk

Colin Wiginton, Director, Arts & Culture Services

**Meeting to Order**

The Chair called the meeting to order at 1:03 p.m.

**Approval of the Agenda**

Moved by Ms. Wilby

Seconded by Ms. Deacon

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

**Carried**

**Confirmation of Minutes**

Moved by Mr. Griffiths

Seconded by Mr. McMillan

**That** the Minutes of the Municipal Accessibility Advisory Committee Meeting Number 02-2022 held Thursday, March 3, 2022 be approved.

**Carried**

**Disclosure of Pecuniary Interest**

There was none.

**Delegations**

There were none.

## **Briefings**

- a) Jennifer Campbell, Director, Heritage Services and Colin Wiginton, Director, Arts & Cultural Services were present and spoke to the Committee regarding Annual Accessibility Update – Arts & Culture Services, Heritage Services

Ms. Campbell and Mr. Wiginton conducted a PowerPoint presentation regarding Annual Accessibility Update – Arts & Culture Services, Heritage Services Report, a copy of which may be obtained by contacting the City Clerk's Department.

Ms. Buczynski commented that she was appreciative of the work that both City departments had done.

The Committee had no further questions.

## **Business**

### **a) 2021 Accessibility Plan Update**

Mr. Ochej introduced the report and highlighted two major points in the report, being the establishment of the Equity, Diversity and Inclusion Committee and the hiring of the Equity, Diversity and Inclusion Manager. He concluded with the impacts of COVID-19 on services and the adjustments staff needed to make.

The Committee had no questions.

Moved by Ms. Burtch

Seconded by Mr. Williams

**That** the Municipal Accessibility Advisory Committee recommends to Council:

**That** the 2021 Accessibility Plan Update Report, attached as Exhibit A to Report Number MAAC-22-005, be received

**Carried**

### **b) Accessibility Office Report – Q1 2022**

Mr. Ochej provided an overview of the report.

Ms. Wilby asked about the Rick Hansen Accessibility Audits at the Rideau East Community Centre and inquired if the City was advertising the scores to the public. Mr. Ochej responded that the City does not advertise the scores on its own website. He

stated that it is a good idea and that staff will look into it. Ms. Jaynes added to the point and stated that the information is publicly available on the Foundation's website.

The Committee had no further questions.

**c) Annual Accessibility Update – Arts & Culture Services, Heritage Services**

This report was considered concurrently with Briefing 6 a).

**d) Municipal Election Accessibility Report**

Ms. Jaynes provided an overview of the report.

Mr. Scott commented on the online voting aspect of the coming election. He stated that it is a good step forward for those that require accessibility supports. Mr. Ashby concurred.

Ms. Deacon asked for an explanation of what resources were available for those who wished to vote electronically but were not technologically savvy. Ms. Jaynes responded by explaining the various ways that staff will help. This included the creation of an internet voting help desk, extended hours of help, and staff training. She added that iPads and other devices will not be provided at the polling stations as there are concerns using or accessing private emails on public internet.

The Committee had no further questions.

**e) Working Group Reports**

**i) Awareness & Education Working Group**

Mr. Ochej provided an overview of the report.

Ms. Buczynski commented that she was supportive of the mapping tool outlined in the report.

The Committee had no further questions.

**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. LeClair  
Seconded by Ms. Buczynski

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

**Carried**

**f) Appointments to Project Teams**

Moved by Mr. Glenn  
Seconded by Ms. Wilby

**That** the following members of MAAC be appointed to the respective project teams.

- Cricket Field Baseball Renovation: William McMillan and Janice Wilby;
- 2022 Municipal Election Accessibility: Aimee Burtch and Penny LeClair;
- Compton Park, Garrigan Park and Rodden Park Playground Replacement: Chantaille Buczynski and Janice Wilby;
- Development of Cataraqui West Community Park and Masterplan for New Trails: Corey Scott and Aimee Burtch; and
- Terra Verde Park: Kate Deacon

**Carried**

**Motions**

There were none.

**Notices of Motion**

There were none.

**Other Business**

There was none.

**Correspondence**

There was none.

**Date and time of Next Meeting**

The next meeting of the Municipal Accessibility Advisory Committee is Thursday, September 1, 2022 at 1:00 p.m.

**Adjournment**

Moved by Ms. Burtch

Seconded by Ms. Buczynski

**That** the meeting of the Municipal Accessibility Advisory Committee adjourn at 2:12 p.m.

**Carried**