



## **Accessibility Advisory Committee Meeting**

### **Minutes**

**Tuesday April 23 2019**

**12:00 p.m Pro Shop meeting Room, 1<sup>st</sup> floor Q.S.W.C.**

### **Attendance**

#### **Members present:**

Councillor Garnet Thompson  
Councillor Kelly McCaw  
Councillor Sean Kelly  
Mr. Bryan Cuerrier  
Mr. David Globe  
Mr. Don Carr  
Ms. Karen Kitchen

#### **Staff Present:**

Ms. Sarah Collins, Accessibility  
Coordinator

#### **Absent:**

Ms. Jennifer McTavish  
Ms. Patricia Russell  
Ms. Jennifer Stitt, Recording  
Secretary

### **Order of Business**

#### **1. Call to order**

Councillor Thompson called the meeting to order at 12:00 p.m.

#### **2. Attendance**

Above

#### **3. Disclosures of pecuniary interests and the general nature thereof**

None

#### **4. Approval of meeting minutes**

Minutes of the B.A.A.C meeting held on March 19<sup>th</sup> 2019 had been circulated.

Moved by Councillor McCaw

Seconded by Karen Kitchen

“That the Minutes of the B.A.A.C meeting of March 19<sup>th</sup> 2019 be approved.”

- Carried -

## **5. Correspondence**

There was no correspondence at this meeting.

## **6. Deputations**

There were no deputations at this meeting.

## **7. Items for discussion**

### 7.1. Questions or concerns about training

Training material not covered during the first B.A.A.C meeting and orientation was left for Committee members to review on their own and bring back any questions or concerns. There were no further questions from members in attendance. It was discussed that training may need to be reviewed as needed depending on tasks and projects that the Committee undertakes.

### 7.2. Parking By-Law and snow removal from accessible parking spots

The Committee heard feedback from member D. Carr regarding concerns with snow removal from accessible parking spots and access points to store fronts on private property. Mr. Carr is concerned regarding lack of specific language in By-Laws to support snow removal from accessible parking spots and access points to businesses. Additionally Mr. Carr sited concerns about snow being stored or piled in accessible parking spots. The Committee discussed applicable By-Laws and possible limitations with enforcement. A point was raised about who would be held accountable. The Committee requested that staff S. Collins gather information regarding applicable By-Laws and present to Committee for review and further discussion at the next meeting.

### 7.3. Municipal sites and facilities using “Check It”

Committee reviewed “Check It”, the functional accessibility site evaluation tool that was developed by the previous term B.A.A.C. Goal is to use the tool to evaluate

municipal sites and facilities, as detailed in the Multiyear Accessibility Plan. The purpose of the tool was reviewed, as well as how to use it. The Committee discussed coordinating and scheduling site reviews. It was decided that the Accessibility Coordinator will select a few properties each month to prioritize, and schedules dates for a review. Committee members will sign up for dates based on their availability. Groups of two to four are ideal so review can be effective and time efficient.

#### 7.4. Continuation of service animal project

The purpose and status of the service animal project that was initiated by the previous term B.A.A.C was reviewed with current Committee members. The topic of service animals is broad and there is much “grey area” in provincial legislation. The Committee is working on developing an approach towards a consistent and dignified way to identify a service animal, and ensure we uphold the rights of service animal users. It was discussed that there will be a legal component on which the Committee will need to seek advice. Resources related to the project were shared and discussed. Committee members were asked to review resources and current draft project documents for further discussion at future meetings.

#### **8. New business**

None

#### **9. Next meeting**

Next meeting of the B.A.A.C will take place on Tuesday May 21<sup>st</sup> 2019 at 11:00 a.m. at the Quinte Sports and Wellness Center

#### **10. Adjournment**