

**CITY OF BELLEVILLE
ACCESSIBILITY ADVISORY COMMITTEE
MINUTES OF May 23rd 2018 MEETING**

A meeting of the Accessibility Advisory Committee was held on
Wednesday, May 23rd, 2018
1:00 p.m.
Minor Sports Meeting Room - QSWC

ATTENDANCE

Councillor Garnet Thompson, Chair	Ms. Deanna Dulmage
Councillor Jack Miller	Ms. Carol Goodall
Councillor Kelly McCaw	Ms. Mr. Dwain Hilts
	Ms. Karen Kitchen

ABSENT

Mr. Jeremy Davis
Ms. Jennifer McTavish

STAFF PRESENT

Ms. Sarah Collins, Accessibility Coordinator
Ms. Jennifer Stitt, Council Services Assistant/Recording Secretary

1. CALL TO ORDER

Councillor Thompson called the meeting to order at 1:05 p.m.
Councillor Thompson introduced and welcomed Phil Spry a local Developer to the meeting.

2. ATTENDANCE

See Above.

3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL THEREOF

There were no disclosures made at this meeting.

4. APPROVAL OF MINUTES

Minutes of the Accessibility Advisory Committee Meeting held on March 28th, 2018 had been circulated.

Moved by Councillor Miller
Seconded by Ms. Carol Goodall

THAT the Minutes of the Accessibility Advisory Committee Meeting of March 28th 2018 be approved.

- CARRIED -

5. CORRESPONDENCE

There was no correspondence at today's meeting.

6. DEPUTATION

There were no deputations at today's meeting.

7. ITEMS FOR DISCUSSION**7.1 FASET Review (Functional Accessibility Site Evaluation)**

Sarah came up with a generic name for the FASET, and is referring to it as "Check It". Sarah opened up the floor to committee members to think on different names if they'd like. Sarah explained that she had made slight revisions based on Committee feedback, and took out a couple of sections that were deemed unnecessary. A discussion ensued about whether or not the tool would be made available to the public to use as a guideline, and it was felt that it was best to use for city facilities and building so that any glitches could be worked out, and once it was in its best form it could be made publically available. It was also suggested that it could be given to a few hand-picked agencies for trials, and could also be subject to feedback from those with expertise in the area. In the meantime, the City will begin using it on its own buildings and properties. Sarah and Deanna did a rough tour of the Library, which took 1.5 hours but was not a thorough look to try out the FASET. It was determined that duplicate copies of certain sections will be needed when doing buildings that have more than 1 washroom etc. It was discussed that providing a written summary of facilities and buildings including highlights of best routes, bathroom etc. for people to use. Sarah commented that this was her initial idea to provide a resource that would help those with accessibility needs navigate municipal buildings and facilities. Mr. Spry felt that this was a great idea, and he would definitely appreciate and use a guide like this when designing and building. Mr. Spry commented that although not all of his buildings could be done exactly as he would like, he was on board to do whatever changes he could that were fiscally realistic, to make things easier and better for individuals with accessibility needs. Councillor McCaw mentioned BAAC getting involved with the Homebuilders Association, and perhaps getting invited to one of their meetings.

7.2 Accessibility Co-coordinator Updates

Sarah showed a draft for a brochure of general accessibility recommendations for new builds and renovation projects that can be available or given out to those starting the application for site plan approvals process. Sarah encouraged members to look through brochure and give feedback of what they like or what they would like to see different. Sarah asked if this was something that needs to go through city council for approval. Deanna mentioned that a larger version would be better, but the concept is fabulous. Carol stated it

was a great idea, and agreed that it should be a larger size. A discussion took place about using BAAC budget to produce the brochures. It was suggested Sarah speak with Matt MacDonald, City Clerk about attaching to website and about budget and council approval. Councillor Miller questioned if the brochure could be printed in house to save money, and Sarah will look into this option.

7.3 New/Other Business/Summer BAAC Meetings

Councillor Thompson mentioned that Nancy Lewis had contacted him asking about running an Accessibility Workshop in the fall. It was discussed that the election will be taking up most of the time and resources of Corporate Services Department, so City staff will not be available to help with the Workshop, however, BAAC members could potentially be available to help. It was noted that a few members may also be busy with the election, and timing of a fall workshop isn't ideal. Councillor Thompson will get back to Ms. Lewis and inform her of situation.

It was discussed that Jennifer McTavish was unable to meet on Wednesdays going forward; the committee took a poll and decided that after the June meeting members would be happy to meet on Tuesdays. Jennifer Stitt, Recording Secretary, will advise Jennifer McTavish about the change and see if she will then be able to continue on in her role on the BAAC until the end of her appointment.

Councillor Miller took an opportunity to extend an invitation to Committee about the kick off of the "Field of Ability" baseball diamond at Parkdale being held Saturday June 3rd, 2018. Councillor Miller praised the efforts of the organizers of the Field of Ability as hard working in their quest to make this a reality in our community.

Dwain Hilts brought up a concern about the city buses not having enough room for those with walkers and chairs to ride the bus, and that the announcements are still hard to hear. Sarah added that she had ridden the bus last week and agreed the pre-boarding and on board announcements are not working as they should and needs to be addressed sooner than later. Councillor Miller agreed needs to be addressed right away and will meet with Sarah, committee members Dwain and Karen, and Paul and Trish from Transit Services. Sarah will arrange meeting.

8. NEXT MEETING

The next meeting of the Accessibility Advisory Committee will be held on Wednesday, June 27, 2018 at 1pm in the Fireplace Meeting Room 1st floor at The Quinte Sports and Wellness Center.

9. ADJOURNMENT