



## **Accessibility Advisory Committee Meeting**

### **Minutes**

**Tuesday September 24<sup>th</sup>, 2019**

**11:00 a.m, Gym Meeting Room, 1<sup>st</sup> floor Q.S.W.C.**

### **Attendance**

#### **Members present:**

Councillor Garnet Thompson  
Councillor Sean Kelly  
Councillor Kelly McCaw  
Mr. David Globe  
Mr. Don Carr  
Ms. Patricia Russel

#### **Staff Present:**

Ms. Sarah Collins, Accessibility  
Coordinator

#### **Absent:**

Mr. Bryan Cuerrier  
Ms. Karen Kitchen  
Ms. Jennifer McTavish

### **Order of Business**

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

Councillor Thompson called the meeting to order at 11:05 a.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 June 18, 2019 had been circulated.

Moved by Councillor McCaw

Seconded by Don Carr

“That the Minutes of the B.A.A.C meeting of June 18, 2019 be amended, to add Patricia Russel as present, and 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. Site Evaluation Updates**

Committee members have been meeting in small groups and using the “Check-It” tool to evaluate municipal sites and facilities for functional accessibility. Sarah is compiling feedback and results from the evaluations into a “Check-It Findings Report”. An example of a completed evaluation and report from City Hall was circulated by email. Committee was satisfied with process and report format. Evaluations will continue and goal is to have all major sites and facilities completed by the end of the year. Councillor McCaw suggested final copy of reports also be circulated to Council. Councillor Thompson agreed and suggested that, as Chair of the Committee, he can introduce the project and advise Councillors to expect the reports as they are completed. Committee expressed an interest in reviewing the Field of Ability site. Sarah provided updates and confirmed the grand opening will be Spring 2020.

### **7.2. Mobility Bus**

Sarah had spoken with Transit Manager Paul Buck regarding the Mobility Bus Service. Paul is supportive of the Committee’s interest in pursuing some public feedback on the service. Paul said that Transit is working on some changes and projects as well, so would be good to collaborate to ensure we are working together towards common goals. Paul is willing to attend a future meeting to discuss matters further. Committee requested that Paul be asked to attend October’s meeting and that the agenda be focused on Transit projects and the Mobility Bus. Committee had initial discussions about what to include in a public survey on the Mobility Bus. Sarah

will begin drafting a survey to be reviewed with the Committee and Paul at the October meeting.

### **7.3. Seasonal Patios**

Sarah presented photos of various seasonal patios located on the sidewalks in front of some businesses around the downtown area. The City has received some feedback from community members regarding accessibility concerns with the designs of the patios and lack of clear path of travel. Sarah also presented the Committee with resources from other municipalities on the subject. The Committee agreed that some form of design guidelines should be put in place to ensure this type of development is properly supported and amenities will be universally accessible. Committee is to work with City departments and the downtown business community on this. Committee asked that materials be circulated by email, and requested that this topic be the focus of the November meeting.

### **7.4. Accessibility Forum with Council**

On several occasions the Committee has mentioned interest in holding an open accessibility forum, where members of the public could have a chance to speak with members of Council about accessibility and inclusion in our community. Councillor Thompson mentioned that in previous years there has been a Council meeting arranged with additional accessibility features and extra time at the end of the meeting for questions and answers. Committee determined that preference would be to have an open forum, separate from a Council meeting, to encourage open dialog and information sharing. There is an interest in organizing a forum, and target date will be for early 2020. Committee will consider the event and topic will be discussed again at a future meeting.

## **8. New Business**

City received a request from the owners of 11 Station St. to designate on-street accessible parking spots in front of their building. The request is being reviewed by the Traffic Advisory Committee, and the Accessibility Advisory Committee has been asked to provide input to assist in their review and recommendations. Sarah presented various photos of the site for Committee review and discussion. The Committee unanimously agreed that the location is not suitable for on-street accessible parking due to functional restraints and safety concerns. A Memo with the recommendation that the City not designate on-street accessible parking in front of 11 Station St. will be passed on to the Traffic Advisory Committee.

## **9. Next meeting**

The next meeting of the Accessibility Advisory Committee has been set for Tuesday October 22<sup>nd</sup> at 11:00 a.m, at the Quinte Sports and Wellness Centre.

## **10. Adjournment**