



## **Accessibility Advisory Committee Minutes**

**Wednesday, May 14, 2014  
5:00 p.m.  
City Hall Council Chambers**

- 
- PRESENT:** Denise Miault, Chair  
Ruth Bowiec  
Bayley Kurtz-Ostenfeldt  
Diane Pelletier  
Barb Penner  
Deanne Sutton  
Sharon Smith, Councillor  
Heather Kasprick, Deputy Clerk  
Kerri Holder, Administrative Assistant
- GUEST:** Jackie McAllister, Handi Transit Chair
- REGRETS:** Marion McKay  
Ken Puckall  
Rod McKay, Councillor

**Denise Miault called the meeting to order at 4:59 p.m.**

### **A. Introductions & Welcome**

Denise welcomed everyone to the meeting and introduced Jackie McAllister, Chair of the Handi Transit board, to the group. Committee members introduced themselves.

### **B. Declaration of Pecuniary Interest & the General Nature Thereof:**

#### **1) On Today's Agenda**

#### **2) From a Meeting at which a Member was not in Attendance**

There were none declared.

### **C. Confirmation of Minutes:**

#### **Moved by R. Bowiec, Seconded by S. Smith & Carried:-**

That the Minutes of the last meeting of the Accessibility Advisory Committee April 16, 2014 be confirmed as written and filed.

**D. Items:**

**1. Presentations/Deputations**

None

Denise spoke about the reasons to invite Jackie to this meeting as discussed on April 16<sup>th</sup>, specifically the Committee's interest in having a Handi Transit board representative on this Committee and the concerns about hand transit drivers being aware of the medical conditions of the passengers. Jackie explained the process taken when passengers apply for Handi Transit and reviewed the escort policy. It was asked if there was a charge for the escort and Jackie confirmed that the regular fare applies. There was discussion about other agency's escort policies, including situations when an escort is required temporarily. There was a suggestion made that a member of this Committee could sit on the Handi Transit board, as an alternative to having a board member on this Committee.

**2. Business Arising**

a) Completed Work Plan Items and Next Steps

The work plan was reviewed and completed tasks were noted. Denise continues to work on coordination of a meeting with Charlotte Caron, Property and Planning manager, regarding the accessible designs standards. Councillor Smith suggested a comparison be done of the City of Kenora policy with the City of London document. City has an accessibility plan, policy and by-law and Heather Kasprick will send these documents the Committee for reference.

**H. Kasprick**

Denise has been in contact with the high school about being involved with the Stop Gap project and is waiting for further discussion about possibly taking on the project in the fall. It was mentioned that a local carpenter could build the ramp needed for the National Accessibility Week promotion. A business on Second Street has been secured to implement a ramp.

There were concerns raised about snow ploughing and City by-laws that may come in to play when placing the ramps on the sidewalks. There was mention of the liability associated with the ramp, would it be the business or the City's responsibility. Heather advised that this involves encroaching on to City property and requires further investigation.

The plans for the downtown revitalization project (DTR III) for Second Street and the changes that may come in terms of accessibility were discussed. Heather explained there are various grade levels on Second Street that are being addressed in the project and may address some accessibility issues at the same time. Councillor Smith suggested to send the Stop Gap video to the City's engineering department to consider with DTR III. It was noted that accessibility should be considered during this project. Heather mentioned that she is attending the Harbourtown BIZ meeting tomorrow to present information about the DTR III and will address accessibility if time allows.

**D. Miault**

Denise is preparing a news release to bring awareness of accessibility for National Accessibility Week. Heather asked for further direction on the communication pieces for National Accessibility Week in addition to the newspaper column. It was mentioned that the Committee had wanted to focus on raising awareness about accessibility and the Committee. This would bring people to think about accessibility and to think of beyond minimum standards.

**H. Kasprick**

The plan was to have a news item each day of the week. There was a suggestion made to contact the accessibility committee at the hospital as they may have pieces to contribute during that week also. Heather suggested that a Proclamation for National Accessibility Week be submitted to Council. All supported this addition to the communication plan.

An event for each day of the week was tentatively set. Day 1 (Monday) could include the introduction Stop Gap program and recognition of the business placing a ramp at its entrance. Day 2 (Tuesday) could include highlighting the newly placed dock handles, as well as Councillor Smith could appear on Good Morning Kenora. Day 3 (Wednesday) could include the newspaper column and possibly promotion of Handi Transit services. Day 4 (Thursday) could highlight an accessible business. There was discussion about recognizing the Kenora Library's new accessibility plan on day 5 (Friday) with the "Congratulations" token. It was suggested that a plaque or window cling be given acknowledging the "beyond minimum" standards with a seal of approval from the Committee. Further research will be done to find a window cling. A temporary certificate could be made if a suitable window cling or plaque is not found before June.

All were invited to attend the public events planned during this week.

There was a question about whether the local carpenter could receive a donation receipt for the time taken to make the ramp. It was mentioned that the business receiving the ramp would have to consider providing that receipt.

### **3. Old Business**

#### **a) Paterson Medical Centre Update**

An e-mail had been sent to Warren Spencer with the Committee's concerns and a request for Denise to attend a Kenora Health Centre Corporation (KHCC) board meeting. Mr. Spencer responded saying that the next board meeting could be up to three months away and so included updates on the on-going issues. The progress report included the following:

- 1) Parking By-law 122-2013 has been passed by the City of Kenora to regulate parking or leaving vehicles on the property, specifically the front entrance, with set fines established also. Warren noted that the City of Kenora is now responsible for the enforcement of the by-law.
- 2) There are plans to add designated handicap parking spaces in the south parking lot this spring.
- 3) Conceptual drawings for realignment of the main entrance will be considered at a meeting with the City and Warren later in May.
- 4) Automatic door openers for the main entrance are being considered at the next board meeting.
- 5) New traffic regulation signage has been approved and will be installed this summer.

There was discussion about the City's responsibility now that a by-law has been passed. Heather Kasprick indicated that the City has been working in partnership with the Centre in addressing the parking issues and have provided warning notices to be placed on windshields of offending vehicles. It was unclear if the warning notices were being used to deter parking near the

entrance. Councilor Smith inquired about how many charges under By-law 122-2013 had been laid to date. Heather will investigate and report back.

It was suggested once again that a Committee member attend the next KHCC meeting and a further suggestion was made that Denise contact Councillor McMillan, Council representative on the KHCC board, about with a proposal to bring the Committee's issues forward.

b) Spring Contracts

There was no update on this subject.

There was discussion about setting up communication strategy with the roads department and Denise before next winter. Denise receives many calls as the Chair of this committee and forwards those concerns on to the roads department.

c) Terms of Reference By-law

Heather explained that the draft Terms of Reference agreed on by the Committee in November 2013 has been presented to Council and it is expected that a by-law will be passed by Council. This by-law establishes the Terms of References for this Committee as a separate by-law to the Accessibility Plan dated 2003/2004. It was indicated that the Accessibility Plan will be updated next.

**4. Updates and Information**

None

**5. New Business**

None

**6. Next Meeting Date**

- Wednesday, June 11, 2014

Meeting adjourned at 6:14 p.m.

**H. Kasprick**