



**City of Kingston  
Municipal Accessibility Advisory Committee  
Meeting Number 02-2024  
Minutes**

**Thursday, March 7, 2024 at 1:00 p.m.  
In a virtual, electronic format**

---

**Committee Members Present**

Aimee Burtch, Chair  
Councillor Tozzo  
Amanda Amesse  
Penny Bennett  
Dorothyanne Brown  
Regan Bucciol  
Chantaille Buczynski  
Dinah Cotter  
Andrea Fitzgerald  
Rene Hart  
Susan Mockler  
Andrea Palmer Nash  
Megan Quin

**Regrets**

Mercedes Augustyn  
Aldo Ramirez

**Staff Members Present**

Harry Blackwell, Co-op Student, Equity, Diversity & Inclusion  
Vanessa Mensah, Equity, Diversity and Inclusion Manager  
Christine O'Connor, Committee Clerk  
Derek Ochej, Deputy City Clerk

**This is not a verbatim report.**

### **Meeting to Order**

The Chair called the meeting to order at 1:00 p.m.

### **Approval of the Agenda**

Moved by Ms. Cotter

Seconded by Ms. Buczynski

**That** the agenda be amended to include the addendum and to allow Business Item c), the Municipal Accessibility Work Plan – Equity, Diversity and Inclusion Office Update to be heard first under Business, and as amended, be approved.

**Carried**

### **Confirmation of Minutes**

Moved by Ms. Bucciol

Seconded by Ms. Amesse

**That** the minutes of Municipal Accessibility Advisory Committee Meeting Number 01-2024 held Thursday, January 25, 2024, be approved.

**Carried**

### **Disclosure of Pecuniary Interest**

There were none.

### **Delegations**

There were none.

### **Briefings**

There were none.

## **Business**

### **a) Municipal Accessibility Work Plan – Equity, Diversity and Inclusion Office Update**

Ms. Mensah introduced the report.

Ms. Brown asked for an explanation of the One Word at a Time initiative. Ms. Mensah explained that this was an internal initiative to provide education and awareness on words that are problematic. She added that this initiative was paused so that further training on foundational knowledge surrounding Indigenization, Inclusion, Diversity, Equity and Accessibility could be completed first.

Ms. Quin asked if the integration of equity, diversity and inclusion considerations into the Facility Accessibility Design Standards was incorporated into this plan. Ms. Mensah confirmed that another report would come to the Committee in the future speaking to this topic, in collaboration with the City Clerk's Department.

### **b) 2023 Accessibility Plan Status Update**

Mr. Ochej introduced the report.

Ms. Quin asked if sidewalk maintenance will be done with new sidewalks only, or if old sidewalks that are in disrepair will be prioritized. Mr. Ochej confirmed that sidewalk maintenance will occur in areas of greatest need first.

Ms. Bennett asked where emergency planning related to accessibility fit in. Mr. Ochej explained that a report would be coming in the early fall to provide an update on the emergency planning and the new work that is occurring.

Ms. Brown noted that multi-use passes for Kingston Transit do not indicate how many rides remain on the card. She asked if this would be considered in the evaluation. Mr. Ochej stated that he did not know whether that would be considered and added that he would follow up with Kingston Transit.

Ms. Palmer Nash asked where the City obtains information about the condition of sidewalks. Mr. Ochej explained that the City has a scanning method to assess the condition of the sidewalks proactively. He noted that members of the public can submit complaints through MyKingston on the City's website.

Ms. Cotter asked whether Kingston Transit has a policy for courtesy seating. Mr. Ochej confirmed that there is a courtesy seating policy that outlines who is given priority in the accessible seating area. He added that there is some difficulty in enforcing this policy,

but that it is the responsibility of Kingston Transit operators who are provided training for enforcement.

Ms. Amesse reiterated Ms. Cotter's concerns regarding priority seating and added that there are issues with wheelchair users being provided the opportunity to board transit first as well. She asked whether signs could be made bigger or information packages could be provided at Queen's to highlight the courtesy seating policy. She noted that she takes transit every day, and that she is left behind at a bus stop or asked to move multiple times each month. Mr. Ochej expressed appreciation for Ms. Amesse's comments and stated that they would be provided to Kingston Transit.

Ms. Buczynski added that in her experience using transit, that the bus operator makes the difference in managing people on the bus to ensure policy is followed. She added that additional training may be required. Mr. Ochej thanked Ms. Buczynski for her comments and noted that they would be passed along to the appropriate department.

Moved by Councillor Tozzo

Seconded by Ms. Buccioli

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

**That** the 2023 Accessibility Plan Status Update, attached as Exhibit A to Report Number MAAC-24-004, be received and made available to the public via the City of Kingston website.

**Carried**

**c) Accessibility Office Update – Q4 2023**

Mr. Ochej introduced the report.

Councillor Tozzo asked when the parking review would come to City Council. Mr. Ochej stated that he does not have an estimated time, just the general knowledge that it will come in 2024. He added that he will follow up on the timeline after the meeting.

**d) Appointments Project Teams**

Moved by Councillor Tozzo

Seconded by Ms. Amesse

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

- i. Public Art Program (1 appointment)
  1. Penny Bennett
- ii. Accessible Parking Spaces (2 appointments)
  1. Megan Quin
  2. Amanda Amesse
- iii. Transit Stations (1 appointment)
  1. Megan Quin
- iv. City Hall Exterior Signage (1 appointment)
  1. Mercedes Augustyn
- v. Kirkpatrick Fountain Restoration (1 appointment)
  1. Dorothyanne Brown
- vi. City Hall Railings (1 appointment)
  1. Penny Bennett
- vii. Ronald Lavallee Memorial Kiwanis Park Renovation (2 appointments)
  1. Regan Bucciol
  2. Andrea Palmer-Nash
- viii. Grenadier Courts Redevelopment (1 appointment)
  1. Chantaille Buczynski
- ix. Victoria Street & Collingwood Street, Combined Sewer Separation (2 appointments)
  1. Dorothyanne Brown
  2. Regan Bucciol
- x. Intersection Improvements at Montreal Street at John Counter (2 appointments)

1. Megan Quin
2. Dinah Cotter
- xi. Kingston East Community Centre (1 appointment)
  1. Rene Hart
- xii. Aberdeen Street Reconstruction (2 appointments)
  1. Rene Hart
  2. Regan Bucciol

**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 scheduled for May 2, 2024 at 1:00 p.m.

### **Adjournment**

Moved by Ms. Cotter  
Seconded by Ms. Buczynski

**That** the meeting of the Municipal Accessibility Advisory Committee adjourn at 1:33 p.m.

**Carried**