

# THE CORPORATION OF THE MUNICIPALITY OF KINCARDINE

## Accessibility Advisory Committee Minutes

Thursday, May 30, 2024

Members Present      Sharon Woods, Chair  
                                Deputy Mayor Andrea Clarke  
                                Josh Easton  
                                Bruce Edwards (arrived at 4:20 p.m.)  
                                Miranda Graham  
                                Lillian Watterworth

Members Absent      Craig Roumey

Staff Present          Tracey Guy, Staff Resource

### 1. **Call to Order**

The Accessibility Advisory Committee meeting of The Corporation of the Municipality of Kincardine was called to Order at 4:00 pm on May 30, 2024.

#### 1.1 **Land Acknowledgment Statement**

The Chair opened the meeting with the Land Acknowledgment Statement.

### 2. **Additions/Deletions/Amendments to the Agenda**

None.

### 3. **Disclosure of Pecuniary Interest**

None declared.

### 4. **Delegations**

#### 4.1 **Jayne Jagelewski**

Ms. Jagelewski, Director of Community Services indicated that Council passed a resolution at budget time, to include \$100,000 from a Reserve Fund on a one time basis, to be used to complete accessibility projects included in the Catalogue of Issues.

After careful review of the facilities and the Catalogue of Issues in 2015, and talking with Staff, it was determined that the main office at the Davidson Centre (DC) is not accessible. In addition to the office space, other deficiencies were highlighted in Julie Sawchuk's facility audit of the DC, such as the front service counter and signage. She proposes to utilize the funds to complete some of the work in 2024, and use the remainder funds to have plans drawn up for future work, to plan for the future.

Bruce Edwards arrived at 4:20 p.m.

It was felt that the \$100,000 was intended to be used towards many facilities, to bring Kincardine closer to be accessible. The Committee requested a Special Meeting to brainstorm ideas, to determine the AAC's priorities for the funds, and make a recommendation to Council. The Special Meeting was set up for Monday June 17th at the Davidson Centre, at 4:00 p.m.

## **5. Adoption of Minutes**

### **5.1 April 25, 2024 and May 16, 2024**

#### **Resolution # 05/30/24 AAC - 01**

**Moved by:** Andrea Clarke

**Seconded by:** Josh Easton

That the minutes of the Accessibility Advisory Committee Meeting held on April 25, 2024 and May 16, 2024 be adopted as circulated.

Carried.

## **6. Outstanding Business**

### **6.1 Updated Terms of Reference**

Andrea Clarke informed the Committee that Council amended the Municipality's Procedural By-law, to allow Statutory Committees to be able to appoint their Chair and Vice Chair annual, by the Committee. The spokesperson for the Committees will be the Council Representative. It was felt that lived experience and subject matter experts is important for Statutory Committee Chairs, and the Committee agreed.

Tracey will add the appointment of the Chair and Vice Chair to a future meeting.

**6.2 Multi Year Accessibility Plan and Catalogue of Issues**

Tracey advised that the 2023 Multi Year Accessibility Plan is overdue to present to Council. She updated to include the inspections of the Tiverton facilities, and the Underwood Community Centre, and also Julie Sawchuk's Audit. We will continue inspections, and make updates to the 2024 version of the document.

**7. New Business**

None.

**8. Correspondence**

**8.1 SMART Board Information**

SMART documents provided for information.

**9. Schedule of Meetings**

**9.1 June 17, 2024 - Special Meeting**

**9.2 June 27, 2024**

**9.3 July 25, 2024**

**10. Adjournment**

**Resolution # 05/30/24 AAC - 02**

**Moved by:** Andrea Clarke

**Seconded by:** Lillian Watterworth

That the Accessibility Advisory Committee Meeting adjourns at 5:03 p.m.

Carried.

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Chair

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Secretary