Minutes – October 10, 2024
NORTH BAY ACCESSIBILITY ADVISORY COMMITTEE
Location: 5th Floor, Mayor's Boardroom
Time: 12:00pm

Attendance:

Barb Smith, Chair
Linda Thomas-Oulette, Vice Chair
Gary Gardiner, City Councillor
Kim Kitchen
Johanne Brousseau
Robert Irvine
Laura Johnson
Andrew Gustafson
Cory Adams

Staff: Joel Therrien, Acting Secretary Treasurer

1) Welcome & Call to Order

- The Chair called the meeting to order at 12:00 p.m.
- Group had a brief discussion on the possibility of virtual meetings or hybrid meetings (combination of in-person and virtual attendance).
    - Acting Secretary Treasurer clarified that the City's Procedural By-law (By-law No 2019-80) only permits in-person meetings and would require an amendment to the By-law to allow for virtual attendance.
        - **Action Item:** Acting Secretary Treasurer will have a discussion with the Office of the Clerk and follow-up with the group.

- As per Kim Kitchen's recommendation provided by way of email, the Chair suggested that individuals in the group introduce themselves with the following:
    - Name
    - Preferred pronouns, and
    - Skills and experience that might be relevant to the committee

  Each member of the Committee introduced themselves in that format.

2) Disclosure(s) of Pecuniary Interest

- None for this meeting.

3) Adoption of Minutes for May 9th and September 12th, 2024 meetings

- May 9th, 2024 meeting minutes

    - Minutes were read in entirety by Acting Secretary Treasurer
    - Johanne Brousseau noted that while she was noted as 'present', she was not in attendance in committee meetings until September 12th, 2024.

      Resolution: That the minutes for May 9th, 2024, be adopted as presented:

      Moved by: Andrew Gustafson
      Seconded by: Robert Irvine

- September 12th, 2024 meeting minutes

    - Minutes were read in entirety by Acting Secretary Treasurer

      Resolution: That the minutes for September 12th, 2024, be adopted as presented:

      Moved by: Johanne Brousseau
      Seconded by: Andrew Gustafson

4) Business arising from minutes

- Airport Accessibility Plan

    - Committee members agreed that it would be best to take time to review the Airport Accessibility Plan and provide comments at the next scheduled MAAC meeting. The Airport Accessibility Plan was provided to committee members by way of a PDF attachment on Monday October 7th 2024 by City Staff.

- Accessibility Awareness Week (May 26th to June 1st)

    - The group discussed that MAAC did not organize an event for this year's Accessibility Awareness Week
    - The Chair suggested that a few members of the Committee could work on organizing an event for next year's Accessibility Awareness Week (for example, a booth at the Farmer's Market to educate members of the public on MAAC).
    - Committee member asked if City has done anything related to Accessibility Awareness Week in the past
        - **Action Item:** Acting Secretary Treasurer to provide the group with a summary of social media posts, events etc. done by the City during Accessibility Awareness Week in the past.
    - Committee members discussed how certain recent public events have not been as accessible as they could have been.
    - Several committee members suggested that it would be beneficial to establish a sub-committee for the purpose of improving accessibility during public events

and to schedule a meeting with the City's Community Event Facilitator to discuss. Kim Kitchen and Johanne Brousseau volunteered to form the sub-committee.

Resolution: That a sub-committee be established with the goal of improving accessibility of public events.

All committee members voted in favour of establishing a sub-committee

Action Item: Acting Secretary Treasurer to schedule a meeting with the City's Community Event Facilitator to discuss how to best incorporate accessibility into community events.

5) New business

- Para Bus Subcommittee
    - The group briefly discussed the topic but decided that it would be best to address it in full at the next scheduled MAAC meeting.

6) Correspondence

- None for this meeting

7) Next Meeting
    - November 14, 2024
    - December 12, 2024

8) Adjournment

Moved by: Andrew Gustafson

Seconded by: Cory Adams

That the meeting of the North Bay Municipal Accessibility Advisory Committee do now adjourn at 1:01 p.m.

"Carried"