

#### ATTENDING

- Councillor Johanna Kwakernaak, Chair
- Elaine Furniss, Co-Chair
- Councillor Chris Goddard
- Reta Shay
- Kenisha Gordon (via Teams)
- Katie Verrette, Community Development Manager (via Teams)
- Roger Flynn, Recording Secretary / Office Administrative Coordinator

#### ABSENT WITH REGRETS

- Mike Trinacty, Mayor
- Crystal McCormack
- Councillor Adam Lutz

#### 1. Call to Order

The meeting was called to order at **6:31 p.m.**

#### 2. Approval of the Agenda

##### **Motion:**

Moved and seconded that the agenda of the Accessibility Advisory Committee meeting be approved as amended.

##### **Additions:**

- Staff Report
- Accessibility Plan Report Card Review

**Motion Carried**

#### 3. Approval of the Minutes

**Motion:**

Moved and seconded that the minutes of the Accessibility Advisory Committee meeting be accepted as circulated.

**4. Ongoing Business**

**A. KMCC Parking and Crosswalk Accessibility**

- Additional photos and grading details submitted
- Awaiting provincial guidance
- Facility General Manager open to discussion prior to Board review
- Snow removal issues affecting crosswalks and sightlines have been corrected

**Direction:**

Await provincial response and proceed administratively. No further committee action is required unless issues arise.

**5. New Business**

**A. Council Chambers Accessibility**

Discussion focused on improving accessibility without structural changes.

**Key Issues Identified:**

- Poor acoustics and audibility (in-room and virtual)
- Limited effectiveness of Owl devices for large or public meetings
- Sightline challenges for gallery and presenters
- Lack of individual microphones
- Barriers related to hearing, vision, and mobility

**Options Discussed:**

- Live closed captioning (e.g., Teams)
- Individual microphones
- Reconfigured table layout
- Modular, lockable tables

- Height-adjustable table sections
- Acoustic wall panels
- Improved screen placement

Explore phased improvements and pursue grant funding.

### **B. Public Accessibility of Meetings**

Barriers discussed included:

- Caption font size and visibility
- Use of plain-language and accessible materials
- Limited accessible parking
- Wayfinding, signage, and lighting
- Washroom accessibility limitations

### **C. Accessibility Plan Report Card**

- Reflects status as of **December 31, 2025**
- Snapshot approach confirmed for annual consistency
- Several actions ongoing; some prioritized for 2026
- ASL interpretation was discussed for large events
- Staff training and community engagement planned

## Staff Report

Updates included:

- Pan-African flag raising with local students
- Meeting with AMANS Accessibility, Equity & Anti-Racism Coordinator
- Planning underway for a multicultural outdoor event (May 16)
- Participation in provincial consultation on accessible outdoor spaces
- Ongoing grant exploration

## 6. Consultation Guidelines

Draft guidelines outlining when staff and committees should consult the AAC were reviewed.

### Feedback Included:

- Clarify "self-assessment" language
- Avoid placing liability on staff
- Better alignment with the Accessibility Plan and *Access by Design 2030*
- Maintain flexibility for time-sensitive matters

Revise and return to the March meeting.

## 7. Youth Representation

Proposal discussed exploring adding a student member to the committee. Further exploration is supported. A Terms of Reference update may be required.

## 8. Next Meeting

The next regular meeting will be held **March 23, 2026, at 6:00 p.m.**

## 9. Adjournment



Accessibility Committee Meeting  
2026-02-09 Meeting Minutes

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**Motion:** Moved and seconded that the meeting be adjourned at **7:52 p.m.**

**Motion Carried**

Approved by Committee on March 23rd, 2026

As recorded by Roger Flynn, Office Administrative Coordinator