



City of Kingston
Report to Municipal Accessibility Advisory Committee
Report Number MAAC-25-001

To: Chair and Members of the Municipal Accessibility Advisory Committee

From: Janet Jaynes, City Clerk

Resource Staff: Derek Ochej, Deputy City Clerk

Date of Meeting: January 30, 2025

Subject: 2025 Municipal Accessibility Advisory Committee Work Plan

Council Strategic Plan Alignment:

Theme: Corporate business

Goal: See above

Executive Summary:

The purpose of this report is to provide an overview of the work plan for the Municipal Accessibility Advisory Committee (MAAC) for 2025. Pursuant to Section 29.(1) of the *Accessibility for Ontarians with Disabilities Act* (the AODA), the City of Kingston is required to establish an accessibility advisory committee, of whom the majority of members shall be persons with disabilities. The purpose of MAAC is to provide advice to Council and staff on a variety of areas of accessibility with respect to municipal services. Further details on this consultation can be found within the report and work plan.

Recommendation:

That the Municipal Accessibility Advisory Committee recommend to Council:

That Council approve the 2025 Municipal Accessibility Advisory Committee Work Plan, attached as Exhibit A to Report Number MAAC-25-001.

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Authorizing Signatures:

ORIGINAL SIGNED BY CITY CLERK

Janet Jaynes, City Clerk

ORIGINAL SIGNED BY CHIEF ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Paige Agnew, Commissioner, Growth & Development Services	Not Required
Jennifer Campbell, Commissioner, Community Services	<input checked="" type="checkbox"/>
Neil Carbone, Commissioner, Corporate Services	<input checked="" type="checkbox"/>
David Fell, President & CEO, Utilities Kingston	Not required
Brad Joyce, Commissioner, Infrastructure, Transportation & Emergency Services	<input checked="" type="checkbox"/>
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required

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Options/Discussion:**Background**

The Municipal Accessibility Advisory Committee (MAAC) is legislated, among other duties, to provide advice to Council on such topics as the preparation, implementation, and effectiveness of the City of Kingston 2023 – 2025 Multi-Year Accessibility Plan. City staff are also required to consult with MAAC on a variety of topics detailed in the AODA and Ontario Regulation 191/11, Integrated Accessibility Standards regulations (IASR).

Analysis

To assist MAAC in its work, Accessibility Office staff prepare a work plan at the start of each year recommending activities that MAAC undertake. The work plan is developed in consultation with departmental service areas in advance of presentation to MAAC. The following items are proposed by staff for inclusion in the 2025 work plan:

- Annual updates from select City departments. Many of these departments have obligations to consult with MAAC annually under the AODA and IASR as well as the City of Kingston Accessible Consultation Process Policy. Consultation with MAAC by the Kingston and Area Taxi Commission on the use of and required number of accessible taxi cabs is also required by the AODA.
- A special meeting in April is proposed for the Committee to receive information on the upcoming review of playground accessibility. Identified as a priority in Kingston's Strategic Plan 2023 – 2026, staff will be undertaking work to evaluate the accessibility of Kingston's playgrounds throughout 2025.
- New for 2025, Kingston Access Bus is being invited to present to MAAC. Kingston Access Bus provides specialized transportation services, as defined by the AODA, to persons with a disability that prevent that person from using conventional fixed-route transit services offered by the City of Kingston through Kingston Transit.
- Quarterly reports from the City of Kingston Accessibility Office. These reports provide statistics and analysis regarding accessibility-related inquiries to the City and updates on the activities of Accessibility Office staff, led by the Deputy City Clerk.
- Creation of a public education campaign for National AccessAbility Week, which takes place May 25 to 31, 2025. Staff will work with members of the awareness and education project team to develop the campaign.
- Organization of the 2025 Celebrating Accessibility Awards. The [Accessibility Awards](#) recognize Kingston residents, businesses and community organizations that go above and beyond legislated requirements to make Kingston a more accessible community. Staff work with the awareness and education project team to select award recipients and

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organize an awards ceremony, held in late November/early December to coincide with the International Day of Persons with Disabilities on December 3.

- The City is required by the IASR to develop, implement and maintain policies governing how the City achieves or will achieve the accessibility requirements of the IASR. In 2025 staff will work with an outside consultant and members of MAAC to review the Facility Accessibility Design Standards (FADS) document. FADS addresses accessibility requirements for the design and construction of new facilities, as well as the retrofit, alteration or addition to existing facilities owned, leased or operated by the City of Kingston.
- Review the 2023 – 2025 Multi-Year Accessibility Plan. Municipalities are required by the IASR to establish, implement, maintain and document a multi-year accessibility plan which outlines the municipality's strategy to prevent and remove barriers and meet its requirements under the Regulation. Additionally, the municipality is required to review and update the plan at least one every five years. As the 2023 – 2025 Multi-Year Accessibility Plan is coming to an end, Accessibility Office staff will be working with City staff, members of MAAC and the Kingston community to review the current plan and make updates. It is important to note that several reviews have been conducted of the AODA and its standards, with potential implementation of significant legislative changes occurring within the next two-to-three years.
- Receive and approve the 2024 update to the 2023 – 2025 Multi-Year Accessibility Plan. The IASR also requires municipalities to prepare an annual status report on the progress of multi-year accessibility plans. This update will be provided to the Committee in March 2025.

MAAC typically meets on the first Thursday of every second month at 1 p.m., with no meetings held in July or August. Proposed meeting dates for MAAC are January 30, March 6, May 1, June 5, September 4 and November 6. The January meeting date has been moved to later in the month to accommodate winter holidays. A separate orientation meeting for new members of MAAC will be held in advance of the first full Committee meeting in 2025.

Indigenization, Inclusion, Diversity, Equity & Accessibility (IIDEA) Considerations

The City demonstrates its commitment to accessibility and inclusion through the creation of a work plan for MAAC. The work plan ensures that all legislated requirements for consultation are met, and that appropriate notice is provided to MAAC members so that they may participate fully in their duties as committee members. Beyond legislated requirements, staff work to identify opportunities for feedback and advice regarding City services, programs and facilities to work towards a higher level of inclusion, to the benefit of all Kingston residents and visitors.

Existing Policy/By-Law

[Accessibility for Ontarians with Disabilities Act, 2005](#)

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[Ontario Regulation 191/11, Integrated Accessibility Standards](#)

[City of Kingston 2023 – 2025 Multi-Year Accessibility Plan](#)

Financial Considerations

None

Contacts:

Derek Ochej, Deputy City Clerk, 613-546-4291 extension 1252

Other City of Kingston Staff Consulted:

Amy Elgersma, Director, Recreation & Leisure Services

Luke Follwell, Director, Engineering Services

Speros Kanellos, Director, Facilities Management & Construction Services

Danika Lochhead, Director, Arts & Culture Services

Ian Semple, Director, Transportation & Transit Services

Neal Unsworth, Manager, Parks & Shoreline

Exhibits Attached:

Exhibit A – 2025 Municipal Accessibility Advisory Committee Work Plan

Municipal Accessibility Advisory Committee (MAAC) Work Plan 2025

January 30, 2025

- Accessibility Office Report – Q4 2023 City Clerk’s Department
- 2024 MAAC Work Plan City Clerk’s Department

March 6, 2025

- Emergency Management & Preparedness
- Multi-Year Accessibility Plan – 2024 Update & 2023 - 2025 Plan Review City Clerk’s Department

April 3, 2025

- Playground Accessibility Review Engineering Services

May 1, 2025

- Accessibility Office Report – Q1 2025 City Clerk’s Department
- Recreation & Leisure Services
- Arts & Culture Services / Special Events Update

May 25 – 31, 2025

- National AccessAbility Week Campaign City Clerk’s Department

June 5, 2025

- Facilities Management and Construction Services Update
- Accessible Taxi Consultation
- Accessible Transit

Kingston Area Taxi Commission

Kingston Access Services

September 4, 2025

- Update to Multi-Year Accessibility Plan 2023 – 2025
- Accessibility Office Report – Q3 2024

City Clerk's Department

City Clerk's Department

October 2025

- Disabilities Mentoring Day

City Clerk's Department

November 6, 2025

- Facility Accessibility Design Standards Update
- Engineering Services Update
- Transit & Transportation Services Update
- Accessibility Office Report – Q3 2024

City Clerk's Department

City Clerk's Department

December 2025

- Celebrating Accessibility Awards

City Clerk's Department