

Accessibility Advisory Committee Minutes
February 2, 2021 - 7:00 PM
Virtual Meeting

Present: Jeffrey Beaton, Chair
Naji Hassan
Liam Lacy
James Lawrie
Dave MacKinnon, Vice-Chair
Paul Scott
Ayse Yuksel

Also Present: Regional Councillor Yamada, Mayor's Designate
John Romano, Commissioner, Community Services
Michele Cotton, Staff Liaison, Accessibility Coordinator
Heather Oerlemans, Council and Committee Coordinator
(Recording Secretary)

Regrets: Denise Laframboise

Call to Order

1. Disclosures of Interest

1.1 There were no disclosures of interest.

2. Approval of Previous Minutes

2.1 Minutes - January 5, 2021

Recommendation:

Moved By James Lawrie

That the Accessibility Advisory Committee minutes of January 5, 2021
be approved.

Carried

3. Presentations

3.1 Chris Potvin, Supervisor, Active Transportation, Town of Whitby
Re: Final Draft - Active Transportation Plan

Chris Potvin provided a PowerPoint presentation regarding the Active Transportation Plan (ATP). Highlights of the presentation included:

- the vision and goal of the ATP;
- changes to the ATP as a result of public and stakeholder feedback;
- overcoming barriers to active transportation;
- partnering with other organizations such as the Whitby Public Library and cycling groups;
- a need for transportation equity and an inclusive network; and,
- embracing complete streets and universal design principles to create non-auto transportation systems.

Discussion ensued regarding:

- consultations with user groups on trail etiquette; and,
- posting trail etiquette information along trails.

A brief question and answer period ensued regarding whether there would be an interactive map on the Town's webpage for users.

3.2 Heather Oerlemans, Council and Committee Coordinator, Town of Whitby
Re: Advisory Committee Orientation Refresh

Heather Oerlemans, Council and Committee Coordinator, presented a PowerPoint presentation regarding Advisory Committees' Orientation. Highlights of the presentation included:

- the responsibilities of staff, Mayor's Designate, Chair, Vice-Chair and Members of advisory committees;
- meeting etiquette, decorum and rules of debate;
- procedures for motions; and,
- rules related to presentations and delegations.

4. Delegations

4.1 There were no delegations.

5. General Business and Reports

5.1 Community Survey: Review and Discussion

Michele Cotton requested feedback from the Committee regarding the Community Survey. Ms. Cotton advised that the next steps included a

review of the survey by the Whitby Diversity and Inclusion Advisory Committee before submitting it to the Corporate Communications Division.

Paul Scott provided an overview of the Community Survey. Mr. Scott advised that promoting the survey would be an important factor for public engagement. He suggested using alternative channels such as the Abilities Centre and Whitby Public Library, to promote the Survey.

Discussion ensued regarding:

- sending the draft Community Survey to the Whitby Diversity and Inclusion Advisory Committee for feedback;
- reaching out to the Corporate Communications Division to determine when the Community Survey would be open to the public; and,
- concerns regarding the length of the Community Survey.

5.2 Diversity and Inclusion: Unconscious Bias Webinar and Survey

Michele Cotton requested feedback from the Committee regarding the Whitby Diversity and Inclusion Advisory Committee's Unconscious Bias Webinar.

Discussion ensued regarding:

- the amount of information that was shared through the virtual format;
- how well the Webinar managed a challenging topic; and,
- how well the Webinar discussed the scope and challenges of unconscious bias.

Michele Cotton requested feedback regarding the Survey and how many Members completed it. Ms. Cotton further requested the Members to share the Survey.

5.3 Staff Presentations: Discussion of Priorities

Michele Cotton requested feedback from the Committee regarding whether the Committee would like to initiate staff presentations in 2021 and which departments they would like to invite to future meetings.

Discussion ensued regarding:

- the Whitby Public Library's interest in presenting to the Committee;
- inviting the Corporate Communications Division to provide a presentation to the Committee as well as work on the Community

Survey with the Customer Service and Communications Subcommittee;

- requesting information from the Corporate Communications Division regarding opportunities for the Accessibility Advisory Committee to engage the public through social media and branding;
- inviting the Whitby Public Library;
- a presentation from Special Events to discuss events that the Accessibility Advisory Committee can participate in as well as ensuring Town events were accessible;
- a presentation from Metrolinx; and,
- a presentation from the Financial Services Department.

5.4 Subcommittee Updates

Customer Service and Communications Subcommittee

Michele Cotton provided an update regarding the Customer Service and Communications Subcommittee. Ms. Cotton advised that the Subcommittee was focused on completing the draft Community Survey. She further advised that the Subcommittee had discussed developing a Mental Health Webinar and submitted information to the Corporate Communications Division for Bell Let's Talk day.

Site Plans and Built Environment Subcommittee

Jeffrey Beaton provided an update regarding the Site Plans and Built Environment Subcommittee. Mr. Beaton advised that the Subcommittee held a meeting in January and February, 2021. He stated that two parks had been discussed at the January meeting and that clarification had been requested regarding the concept plans for Lynde Creek Park.

Mr. Beaton advised that five locations were discussed at the February, 2021 Subcommittee meeting which included:

- the Cedar City subdivision consisting of low density residential housing;
- 917 Dundas Street West rezoning of land to permit semi-detached dwellings with two accessory apartments;
- 20 Taunton Road, a second submission of a four-storey storage building;
- resident and visitor parking for 812-908 Rossland Road East, two six-storey commercial/residential buildings; and,
- 12 blocks of three-storey townhouses at Roybrook Avenue and Chelmsford Drive provided no options for accessible housing.

6. Correspondence

6.1 There was no correspondence.

7. Council Update

7.1 Councillor Yamada provided updates regarding:

- a budget target of .55 percent on the overall tax bill had been set, but that the budget had not been finalized;
- the status of the Whitby Hospice Residence;
- the Region's plan for developing more affordable housing in the area to meet demand for such housing;
- the naming of a new park in West Whitby; and,
- an update on the Whitby Master Fire Plan.

A question and answer period ensued regarding:

- where the Whitby Hospice Residence would be located; and,
- what amenities would be offered at the new park in West Whitby.

8. Other Business

8.1 Uber and Lyft Project Report Update

Michele Cotton advised that she was finalizing the Uber and Lyft Project Report and that the Report may be ready for the March Committee of the Whole meeting.

8.2 Accessibility Advisory Committee Document Repository

Paul Scott requested information regarding the ability to create an Accessibility Advisory Committee document repository for Members of the Committee to review past documents.

Michele Cotton advised that this matter would be further investigated.

9. Next Meeting

9.1 Tuesday, March 2, 2021 - 7:00 p.m.
Virtual Meeting

10. Adjournment

10.1 Motion to Adjourn

Recommendation:

Moved By Paul Scott

That the meeting adjourn.

Carried

The meeting adjourned at 8:36 p.m.

Note: These minutes were approved by the Accessibility Advisory Committee on March 2, 2021.