

Accessibility Advisory Committee Minutes
March 5, 2019 - 7:00 PM
Committee Room One
Whitby Town Hall

Present: Jeffrey Beaton
Alexander German
Liam Lacy
James Lawrie
Dave MacKinnon
Andres Partridge-Rios
Ayse Yuksel

Also Present: Regional Councillor Yamada, Mayor's Designate
John Romano, Manager of Facilities - Operations
Michele Cotton, Staff Liaison, Accessibility Coordinator
Heather Oerlemans, Council and Committee Coordinator
(Recording Secretary)

Regrets: Naji Hassan
Denise Laframboise

1. Appointment of Chair and Vice-Chair

1.1 Appointments

Recommendation:

Moved By Jeffrey Beaton

That the election of Chair and Vice-Chair be deferred to the April 2, 2019 meeting.

Carried

2. Disclosures of Interest

2.1 There were no disclosures of interest.

3. Approval of Previous Minutes

3.1 Minutes - June 5, 2018

Recommendation:

Moved By Jeffrey Beaton

That the Accessibility Advisory Committee minutes of June 5, 2018 be approved.

Carried

4. Presentations

4.1 There were no presentations.

5. Delegations

5.1 There were no delegations.

6. General Business and Reports

6.1 Introduction to the Accessibility Advisory Committee and the Committee's Terms of Reference

Michele Cotton advised that the appointment terms for the Accessibility Advisory Committee were composed of staggered terms and reviewed the considerations for recommendations regarding term length.

6.2 Provincial Accessibility Training - ["Provincial Guide: How to serve on a municipal accessibility advisory committee"](#)

Michele Cotton advised that the Accessibility Advisory Committee was a legislated committee and provided information regarding:

- defining accessibility as 'providing each person an opportunity to participate equally';
- the Committee's role to provide unbiased advice to municipal government to make public facilities and services accessible;
- the expectation for Members to arrive on time, be prepared to discuss agenda items, speak in order, and be respectful of each other; and,
- accessibility Legislation and Laws.

6.3 Accessibility Plan Training - ["How to Create an Accessibility Plan and Policy"](#)

Michele Cotton advised of ways on how to develop an accessibility plan including:

- understanding the processes and scope of the ability to affect change;
- identifying standards of accessibility;
- providing advice based on removing barriers that prevent individuals from participating fully in society such as physical, architectural, attitudinal, and information barriers; and,
- setting realistic goals that would be achievable and would take public feedback into consideration.

6.4 Draft Accessibility Plan 2019-2022

Michele Cotton provided an overview of the Draft Accessibility Plan 2019-2022 and advised that proposed action plan items would span over a number of years and would include the following standards:

- customer service standards such as inclusion, education programs, and public engagement;
- general requirement standards including mandatory provincial compliance reports and assessment of policies and procedures;
- information and communications standards such as accessible online municipal forms, access to library collections, and guidelines to ensure public websites and content are accessible;
- the review of employment standards by the Committee upon receipt of an update from Human Resources;
- transportation standards including regular consultation (every four years) regarding the number of available accessible taxicabs;
- design of public spaces standards and built environment that encompasses everything outside facilities (parks, trails); and,
- preventative and emergency maintenance of the accessible elements that would focus on a holistic approach when updating equipment to meet accessibility standards.

The Committee agreed that the regular consultation for transportation standards should take place every two years.

6.5 Introduction to the Accessibility Advisory Committee Work Plan

Michele Cotton advised the Committee to reflect on the Work Plan and bring their ideas forward at the next meeting scheduled to take place on April 2, 2019.

6.6 Sub-committee Selections and Schedule

Michele Cotton advised that there were two Sub-committees and requested feedback from each Member regarding their preference.

Customer Service and Communication

The following Members selected the Customer Service and Communications Sub-committee as their preference:

- Liam Lacy;
- James Lawrie; and,
- Ayse Yuksel.

Site Plan and Built Environment Sub-Committee

The following Members selected the Site Plan and Built Environment Sub-committee as their preference:

- Jeffrey Beaton;
- Alexander German;
- Dave MacKinnon; and
- Andres Partridge-Rios.

Michele Cotton advised that the Customer Service and Communications Sub-committee would meet at 7:00 p.m. on the Tuesday two weeks following the regularly scheduled Accessibility Advisory Committee meeting and that the Site Plan and Built Environment Sub-committee would meet at 6:00 p.m. prior to the regularly scheduled Accessibility Advisory Committee meeting.

7. Correspondence

7.1 Office of the Town Clerk Re: Election Report

Michele Cotton requested feedback regarding the Election Report. The Committee requested further information with respect to the polling station locations that were not in compliance with the Accessibility for Ontarians with Disabilities Act and the effectiveness of advertisement for the 'vote anywhere' option.

7.2 Resident Correspondence Re: Closed Captioning for Live Streamed Committee and Council Meetings

The Committee reviewed the correspondence and response regarding closed captioning for live streamed Committee and Council meetings. Michele Cotton advised the Committee that the Town's contact information provided on the Town's Website was tested with no issues

and that the Town used text telephones (TTY) for the hearing impaired.

7.3 Durham Deaf Accessibility Committee
Re: Accessibility for the Deaf Community

The Committee reviewed the correspondence from the Durham Deaf Accessibility Committee and had no questions or comments.

8. Council Update

8.1 Regional Councillor Yamada provided an update regarding:

- the Rebranding of the Town logo;
- concerns raised by the community regarding the height of the proposed development at Carnwith Street and Thicksen Road and the direction to Staff to report back on a planning policy or approach to support matching of height between proposed and abutting existing residential uses; and,
- the Provincial Government's Regional Government Review of eight regional municipalities to ensure that the municipalities are working effectively and efficiently.

9. Other Business

9.1 International Autism Awareness Day

Liam Lacy provided an update regarding International Autism Awareness Day and requested information about how the Town of Whitby commemorated such events. Michele Cotton advised that the request for proclaiming Autism Awareness Day was endorsed by Council and that a flag raising ceremony was scheduled to take place at Whitby Town Hall at 11:00 a.m. on April 2, 2019 in recognition of International Autism Awareness day.

10. Next Meeting

10.1 Tuesday, April 2, 2019 - 7:00 p.m.
Committee Room One, Whitby Town Hall
575 Rossland Road East

11. Adjournment

11.1 Motion to Adjourn

Recommendation:

Moved By Dave MacKinnon

That the meeting adjourn.

Carried

The meeting adjourned at 9:09 p.m.

H. Oerlemans, Council and
Committee Coordinator

Michele Cotton, Staff Liaison