

**Present:** Mayor Perkins  
Councillor Coe  
Councillor Drumm  
Councillor Emm  
Councillor Gleed  
Councillor Mitchell  
Councillor Montague  
Councillor Roy (arrived at 3:02 p.m.)

**Also Present:** R. Petrie, Chief Administrative Officer  
S. Beale, Commissioner of Public Works  
D. Wilcox, Town Clerk  
S. Cassel, Acting Deputy Clerk  
S. Dave, Acting Legislative Coordinator

**Regrets:** None noted

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In accordance with the provisions of the Municipal Act and Procedural By-law 6794-13, a Special Meeting of Council was called for the purpose of an education and training session related to the Integrated Accessibility Standard and the Ontario Human Rights Code.

1. Declarations of Pecuniary Interest

1.1 There were no declarations of pecuniary interest noted.

2. Presentations

2.1 Education and Training Session of Council  
Re: Integrated Accessibility Standard and Ontario Human Rights  
Training

Michele Cotton, Accessibility Coordinator, Town of Whitby, and Andrew Zabrovsky, Hicks Morley LLP, appeared before Council and provided a PowerPoint presentation regarding the Integrated Accessibility Standard, the Employment Standard and the Ontario Human Rights Code. Ms. Cotton outlined strategies that the Town of Whitby is putting

in place to implement the requirements of the Integrated Accessibility Standards Regulation, Ontario Regulation 191/11, including the multi-year Accessibility Plan, strategies to procure goods, services or facilities that are compliant with Accessibility policies, and developing an Information and Communication standard. Ms. Cotton advised Members of Council that Town Staff had received training on how to create Accessible Documents, and were moving towards having all Town documents available in an accessible format. In addition, Ms. Cotton further advised Members of Council on the Town's Level AA conformance to Web Content Accessibility Guidelines as prescribed by the World Wide Web Consortium.

Andrew Zabrovsky, advised Members of Council on the AODA Employment Standard as well and the Ontario Human Rights Code, providing several case studies to demonstrate the types of issues that may arise in a municipality the size of Whitby.

A detailed question and answer period ensued focusing on accessibility training, partnering with other stakeholders on AODA compliance, and ensuring compliance with the employment standard.

3. Adjournment

**3.1** The meeting adjourned at 5:39 p.m.

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Debi A. Wilcox, Town Clerk

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Patricia Perkins, Mayor