

Accessibility Advisory Committee Minutes  
April 2, 2019 - 7:00 PM  
Committee Room One  
Whitby Town Hall

**Present:** Jeffrey Beaton, Vice-Chair  
Alexander German  
Naji Hassan  
Liam Lacy  
Denise Laframboise  
James Lawrie, Chair  
Dave MacKinnon  
Andres Partridge-Rios  
Ayse Yuksel

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

**Regrets:** None noted

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1. Appointment of Chair and Vice-Chair

- 1.1** The Committee was advised that the appointment for Chair and Vice-Chair of the Accessibility Advisory Committee for the January 1, 2019 to December 31, 2019 term would take place at this time.

Michele Cotton called for nominations for the position of Chair of the Accessibility Advisory Committee.

Jeffrey Beaton nominated James Lawrie for the position of Chair of the Accessibility Advisory Committee.

James Lawrie accepted the nomination.

There were no further nominations and the nominations were closed.

Michele Cotton called for nominations for the position of Vice-Chair of the Accessibility Advisory Committee.

Denise Laframboise nominated Jeffrey Beaton for the position of Vice-Chair of the Accessibility Advisory Committee.

Jeffrey Beaton accepted the nomination.

There were no further nominations and the nominations were closed.

Recommendation:

Moved By Jeffrey Beaton

That James Lawrie be appointed Chair of the Accessibility Advisory Committee for a term ending on December 31, 2019.

**Carried**

Recommendation:

Moved By Denise Laframboise

That Jeffrey Beaton be appointed Vice-Chair of the Accessibility Advisory Committee for a term ending on December 31, 2019.

**Carried**

James Lawrie assumed the Chair.

2. Disclosures of Interest

**2.1** There were no disclosures of interest.

3. Approval of Previous Minutes

**3.1** Minutes - March 5, 2019

Recommendation:

Moved By Dave MacKinnon

That the Accessibility Advisory Committee minutes of March 5, 2019 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** Accessibility Plan 2019-2022 - Follow Up Consultation

Michele Cotton provided details regarding the employment standard and transportation standard sections of the 2019-2022 Accessibility Plan which included:

- implementing an attendance support program;
- developing job descriptions that would assist in ensuring appropriate accommodations due to physical and/or mental health restrictions;
- ensuring all taxicabs were equipped with tariff cards that provide contact information for Legal and By-law Services; and,
- promoting public feedback regarding taxicab services and service concerns.

Michele Cotton advised that commencing in 2020, Legal and By-law Services would be providing an annual report regarding taxi inspections and customer complaints to the Accessibility Advisory Committee.

**6.2** Elections Report - Follow Up

Michele Cotton advised that a representative from the Office of the Town Clerk would be invited to attend the Accessibility Advisory Committee meeting scheduled to take place on May 7, 2019 to review the Elections Report with the Committee.

**6.3** Whitby Accessible Training Manual

Re: Accessible Whitby: Accessibility Standards Training Manual - Casual Staff and Volunteers

Michele Cotton requested that the Committee review the Whitby Accessibility Training Manual regarding the Town's standards pertaining to accessibility for information purposes.

**6.4** Listening to Ontarians with Disabilities

Re: Report of the Third Review of The Accessibility for Ontarians with Disabilities Act

Michele Cotton provided an overview of David Onley's report which included:

- ensuring that public money would not be used to create accessibility barriers;
- establishing 'Sense Accessibility' policies (fragrance-free policies);
- creating new standards for retrofitting buildings and designing public spaces;
- providing tax incentives for accessibility retrofits and new residential housing;
- issuing clear guidelines for accessibility;
- expanding employment opportunities for people with disabilities; and,
- solving everyday problems that offend the dignity of people with disabilities such as key lifts.

#### **6.5 Transportation Network Companies Fund Terms of Reference**

Michele Cotton advised that the Committee was requested to draft terms of reference to establish the criteria for using funds related to the Transportation Network Companies Fund (Uber/Lyft) provided to the Town of Whitby. She further advised that the Committee would receive \$10,000 per year to spend on accessibility projects.

Discussion ensued regarding:

- how unused funds would be saved;
- creating a matching grant for accessibility projects;
- showcasing accessibility initiatives within the Town; and,
- providing accessible washrooms at every Town event.

#### **6.6 Ministry Training Webinar**

Michele Cotton requested input from the Committee regarding the Ministry Training Webinar. Feedback from the Committee included:

- technical difficulties resulted in delays during the Webinar;
- difficulty hearing the Webinar; and,
- the information presented did not provide new information.

#### **6.7 Accessibility Advisory Committee Work Plan**

Michele Cotton requested feedback from the Committee regarding the draft Work Plan. Discussion ensued regarding:

- developing 'report checklists' for Town Staff to use when preparing reports to Committee of the Whole or Council to ensure

- compliance with accessibility standards;
- including outstanding items from 2018 in the new Work Plan;
- working with Corporate Communications to develop positive awareness campaigns regarding disabilities;
- online voting methods for the next election;
- liaising with Durham Region Transit regarding transit concerns; and,
- including accessibility and fire safety as an initiative.

## 6.8 Subcommittee Updates

### Site Plan and Built Environment Subcommittee Update

Jeffrey Beaton advised that the subcommittee met twice (March 14, and April 2, 2019) and provided an in depth review of several public and private developments in Whitby which included:

- Willow Park Challenger Baseball Field construction;
- Willowbrook Park, Deverell Park and Central Park redevelopment;
- Pringle Creek baseball lighting replacement with LED lighting and accessible washrooms;
- Corbett Creek erosion stabilization within Longwood Park;
- Huron Park pathway reconstruction;
- the baseball diamonds at Iroquois Park and Portage Park;
- Fallingbrook Park;
- Norista Park and Portage Park splashpad resurfacing;
- the site plan for Hampton Inn and Suites hotel (Victoria St. W. / Montecorte St.);
- the proposed residential developments at the former Fire Hall site (201, 209, 211 Brock St. S. & 208 Green St.) and at 300 Carnwith Drive;
- Brooklin Canada Post expansion (2 Price St.);
- the replacement of the elementary Catholic school (250 Michael Blvd.); and,
- Fieldgate Homes sales trailer (Gordon St. & Scadding Ave.).

### Customer Service and Communication Subcommittee Update

James Lawrie provided an update regarding the subcommittee meeting which included:

- formalizing how and where to utilize the 2018/2019 funding stemming from the Transportation Network Companies Fund;
- setting aside \$1,500 for public education and awareness;
- organizing a joint activity with the Seniors' Centre for National Accessibility Awareness Week and Seniors' Awareness Month;

- communicating the Town's accessibility initiatives to residents;
- preparing a survey to solicit feedback from residents regarding accessibility issues; and,
- creating an accessible hiring form for the Town's online portal.

7. Correspondence

**7.1** There was no correspondence.

8. Council Update

**8.1** Regional Councillor Yamada provided updates from the April 1, 2019 Committee of the Whole meeting regarding:

- public concerns regarding traffic congestion resulting from the proposed Zoning By-law Amendment for 143 Garrard Road;
- public concerns regarding the proposed municipal road connection associated with the proposed development at 850 Taunton Road East; and,
- the conclusion of the Emerald Ash Borer mitigation program.

Regional Councillor Yamada requested that the Committee review the Special Events Policy Volunteer Manual and provide input regarding accessibility.

9. Other Business

**9.1** There was no other business.

10. Next Meeting

**10.1** May 7, 2019 - 7:00 p.m.  
Committee Room One, Whitby Town Hall

11. Adjournment

**11.1** Motion to Adjourn

Recommendation:

Moved By Liam Lacy

That the meeting adjourn.

**Carried**

The meeting adjourned at 9:02 p.m.

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H. Oerlemans, Council and  
Committee Coordinator

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J. Lawrie, Committee Chair