



## Accessibility Advisory Committee Minutes

January 2, 2024, 7:00 p.m.  
Virtual Meeting

Present: Larry Brual  
Liam Lacy, Vice-Chair  
Adam Lamplugh  
Michael Richards  
Paul Scott, Chair  
Marta Swirydowicz

Regrets: Anisa Capener  
Victoria Formusa  
Colleen Haley  
Denise Laframboise  
Mike Moraites

Also Present: Michele Cotton, Staff Liaison, Accessibility Coordinator  
Heather Ellis, Recording Secretary, Council and Committee  
Coordinator

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1. Call to Order
2. Appointment of Chair and Vice-Chair

The Committee was advised that the appointment for Chair and Vice Chair of the Accessibility Advisory Committee for the January 1, 2024 to December 31, 2024 term would take place at this time.

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

Liam Lacy nominated Paul Scott for the position of Chair of the Accessibility Advisory Committee.

Paul Scott accepted the nomination.

There were no further nominations and the nominations were closed.

Paul Scott called for nominations for the position of Vice-Chair of the Accessibility Advisory Committee.

Michael Richards nominated Liam Lacy for the position of Vice-Chair of the Accessibility Advisory Committee.

Liam Lacy accepted the nomination.

There were no further nominations and the nominations were closed.

Recommendation:

Moved by Liam Lacy

That Paul Scott be appointed Chair of the Accessibility Advisory Committee for a term ending December 31, 2024.

**Carried**

Recommendation:

Moved by Michael Richards

That Liam Lacy be appointed Vice-Chair of the Accessibility Advisory Committee for a term ending December 31, 2024.

**Carried**

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4. Approval of Previous Minutes

Recommendation:

Moved by Liam Lacy

That the Accessibility Advisory Committee minutes of September 5, 2023 be approved.

**Carried**

5. Presentations

There were no presentations.

6. Delegations

There were no delegations.

## 7. General Business and Reports

### 7.1 2023 Review and Update

Michele Cotton provided an overview of the Committee's achievements in 2023. Ms. Cotton stated that the Committee nominated Melly's Café for the Accessibility Award. She further stated that 2023 was a compliance year for the municipality and an Accessibility Compliance Report was filed by the Town of Whitby in December.

### 7.2 Multi-Year Accessibility Plan

Michele Cotton advised that the February Accessibility Advisory Committee meeting would focus on reviewing the Committee's 2019-2023 Multi-Year Accessibility Plan. Ms. Cotton stated that the Committee would discuss the plan moving forward as well as the achievements of the previous plan.

### 7.3 2024 Work Plan and Priorities

Michele Cotton requested feedback from the Committee regarding priorities for 2024.

Discussion ensued regarding:

- reviewing the data collected from the 2022 Community Survey;
- attending Town events to assess accessibility barriers;
- collaborating with the Whitby Diversity and Inclusion Advisory Committee;
- updating the Accessibility Improvement Grant form and communication strategy;
- the Report a Barrier program;
- playground audits; and,
- reviewing site plans.

### 7.4 Joint Accessibility Advisory and Diversity and Inclusion Advisory Committee Planning and Update

Michele Cotton requested feedback from the Committee regarding joint activities between the Accessibility Advisory Committee and Whitby Diversity and Inclusion Advisory Committee.

Discussion ensued regarding:

- a Joint Accessibility, Diversity and Inclusion Community Survey;
- planning and attending Town events;
- reviewing accessibility for Town events; and,
- analyzing the data from each Committees' Community Surveys to determine future projects and whether a Joint Community Survey is required.

#### 7.5 Joint Regional Accessibility Advisory Committee Meeting Update

Paul Scott requested feedback from the Committee regarding the Joint Regional Accessibility Advisory Committee Meeting.

Discussion ensued regarding:

- booking the performer from the Joint Regional Accessibility Advisory Committee meeting for an event in December for International Day of Persons with Disabilities; and,
- appreciation expressed by businesses that received awards.

#### 8. Correspondence

There was no correspondence.

#### 9. Council Update

There was no council update.

Paul Scott advised that Regional Councillor Shahid was the 2024 Mayor's Designate for the Accessibility Advisory Committee.

#### 10. Other Business

##### 10.1 Leading Equitable and Accessible Delivery (LEAD) Process

Paul Scott advised that the recommendation put forward by the Accessibility Advisory Committee regarding the Leading Equitable and Accessible Delivery (LEAD) Process would be brought to Council at the January 15, 2024 Committee of the Whole meeting. Mr. Scott stated that Marta Swirydowicz would be appearing as a delegate with a presentation.

#### 11. Next Meeting

Tuesday, February 6, 2024 - 7:00 p.m.

12. Adjournment

Recommendation:

Moved by Liam Lacy

That the meeting adjourn.

**Carried**

The meeting adjourned at 8:15 p.m.

**Note: These minutes were approved by the Accessibility Advisory Committee on February 6 2024.**