



## Accessibility Advisory Committee Agenda

Tuesday, September 5, 2023, 7:00 p.m.

Virtual Meeting

This Advisory Committee meeting will be held in a virtual meeting format. Members of the public may attend virtually by sending an email [clerk@whitby.ca](mailto:clerk@whitby.ca) by noon on the business day prior to the meeting to obtain the virtual meeting link.

Should you wish to provide comments regarding a matter being considered below, please submit written correspondence and/or a Delegation Request Form.

- **To submit written correspondence**, please email your correspondence to the Office of the Town Clerk at [clerk@whitby.ca](mailto:clerk@whitby.ca) by noon on the business day prior to the meeting. Correspondence must include your full name, address, and the item on the agenda that your correspondence is related to.
- **To speak during the Advisory Committee meeting either in-person or virtually**, please submit a Delegation Request Form online to the Office of the Town Clerk by noon on the business day prior to the date of the meeting. Should you be unable to access a computer, please call 905.430.4315 to speak with a Staff Member in the Office of the Town Clerk.

A Revised Agenda may be published on a later date. Late items added or a change to an item will appear with an asterisk beside them.

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1. **Call to Order**
2. **Declarations of Conflict of Interest**
3. **Approval of Previous Minutes**  
Recommendation:  
That the Accessibility Advisory Committee minutes of June 6, 2023 be approved.
4. **Presentations**
5. **Delegations**
6. **General Business and Reports**
  - 6.1 2022-2026 Accessibility Plan Consultation and Next Steps
  - 6.2 Work Plan Update
  - 6.3 Accessibility Award Nominee

6.4 Joint Accessibility Advisory Committee and Whitby Diversity and Inclusion Advisory Committee Meeting Planning  
Thursday, October 5, 2023 - 7:00 p.m.

6.5 Regional Joint Accessibility Advisory Committee Meeting  
Tuesday, November 7, 2023

7. **Correspondence**

8. **Council Update**

9. **Other Business**

10. **Next Meeting**

Tuesday, November 7, 2023 - 7:00 p.m.

11. **Adjournment**

Recommendation:

That the meeting adjourn.



## Accessibility Advisory Committee Minutes

June 6, 2023, 7:00 p.m.  
Virtual Meeting

Present: Colleen Haley  
Liam Lacy  
Adam Lamplugh  
Paul Scott  
Marta Swirydowicz

Regrets: Larry Brual  
Anisa Capener  
Victoria Formusa  
Denise Laframboise  
Mike Moraites  
Michael Richards

Also Present: Councillor Cardwell, Mayor's Designate  
Michele Cotton, Staff Liaison, Accessibility Coordinator  
Heather Ellis, Recording Secretary, Council and Committee  
Coordinator

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1. Call to Order
  2. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

3. Approval of Previous Minutes

Liam Lacy requested an amendment to the fifth bullet point under Item 5.2, Work Plan and Priorities. Mr. Lacy requested that the wording be changed from "addressing concerns regarding the prioritization of accessibility over intersectionality" to "addressing concerns regarding the de-prioritization of accessibility under intersectionality".

Recommendation:

Moved by Liam Lacy

That the Accessibility Advisory Committee minutes of May 2, 2023, as amended, be approved.

**Carried**

4. General Business and Reports

4.1 Work Plan Update

Michele Cotton provided a summary of the Committee's Work Plan which included:

- making Work Plan recommendations based on the community survey results;
- updating the Accessibility Improvement Grant form; and,
- updating and finalizing the park audit that would commence in the fall.

4.2 Regional Accessibility Award Nominee

Michele Cotton provided an overview of the Regional Accessibility Awards. Ms. Cotton requested that the Committee provide recommendations for nomination.

Discussion ensued regarding local businesses to nominate, including Farm Boy, Walmart, and Melly's Market + Cafe.

A question and answer period ensued regarding:

- identifying organizations that provide accommodations;
- the criteria for qualifying for the award;
- consolidating a list of nominees for the Committee to vote on at a later date; and,
- all members providing nominations to Michele Cotton prior to the September meeting.

4.3 Accessibility Working Group Update

Michele Cotton advised that the Accessibility Working Group was a Staff group that focused on developing a multi-year Accessibility Plan. She

stated that a strategic plan would provide a mission statement, goals, and actionable items rather than a 'to do' list of projects.

Discussion ensued regarding the preference for a strategic plan that incorporates action items.

#### 4.4 Subcommittee Updates

Liam Lacy provided an update regarding the Customer Service and Communications Subcommittee which included:

- analyzing data from the survey results to establish action items; and,
- promoting and updating the Accessibility Improvement Grant form.

#### 4.5 Council and Standing Committee Summer Recess

Michele Cotton advised that the Committee would recess during the summer, however, should a pressing matter come forward during the summer recess, the Committee may be asked to convene.

### 5. Council Update

Councillor Cardwell advised that the Province of Ontario must meet required accessibility standards by January 1, 2025.

### 6. Other Business

#### 6.1 Accessibility Review

Liam Lacy requested feedback from the Committee regarding the Accessibility Review.

Michele Cotton advised that Rich Donovan was appointed by the Province to complete an independent review of the accessibility legislation. Ms. Cotton stated that his approach considers the personal impact of accessibility legislation.

#### 6.2 Action Items

Paul Scott requested that action items be included in the minutes.

#### 6.3 Document Repository

Paul Scott requested an update regarding a repository for Committee documents.

Michele Cotton indicated that she would set up One Drive for the Committee by September 2023.

6.4 Accessibility Compliance Audit

Michele Cotton advised that she would provide an Accessibility Compliance Audit update at the September meeting.

6.5 National Access-ibility Week

Michele Cotton stated that the City of Oshawa was hosting a Public Meeting during National Access-ibility Week to receive input from residents regarding accessibility within the City.

7. Next Meeting

Tuesday, September 5, 2023 - 7:00 p.m.

8. Adjournment

Recommendation:

Moved by Marta Swirydowicz

That the meeting adjourn.

**Carried**

The meeting adjourned at 8:18 p.m.