



Accessibility Advisory Committee Agenda

Tuesday, January 7, 2025, 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 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 the Office of the Town Clerk at clerk@whitby.ca by noon on the day of 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**, please submit a Delegation Request Form online to the Office of the Town Clerk by 8:00 a.m. on the day 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.

1. **Call to Order**
2. **Appointment of Chair and Vice-Chair**
3. **Declarations of Conflict of Interest**
4. **Approval of Previous Minutes**
Recommendation:
That the Accessibility Advisory Committee minutes of November 5, 2024 be approved.
5. **General Business and Reports**
 - 5.1 New Member Introductions
 - 5.2 Accessibility Advisory Committee Member Training
 - 5.3 2024 Work Plan Review and Update
 - 5.4 2025 Work Plan and Priorities
 - 5.5 Regional Accessibility Advisory Committee Update
 - 5.6 Subcommittee Updates

6. Council Update

7. Other Business

8. Next Meeting

Tuesday, February 4, 2025 - 7:00 p.m.

9. Adjournment

Recommendation:

That the meeting adjourn.



Accessibility Advisory Committee Minutes

November 5, 2024, 7:00 p.m.
Virtual Meeting

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

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

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

There were no declarations of conflict of interest.

3. Approval of Previous Minutes

Recommendation:

Moved by Michael Richards

That the Accessibility Advisory Committee minutes of September 3, 2024 be approved.

Carried

4. Delegations

There were no delegations.

5. General Business and Reports

5.1 Region of Durham's Accessible Taxi Survey

Michele Cotton provided an update regarding the Region of Durham's Accessible Taxi Survey which included:

- the deadline for paper submissions;
- the purpose of the survey; and,
- a summary of the preliminary results of the survey.

5.2 Accessibility Advisory Committee's 2024 Work Plan Update

Michele Cotton provided an update regarding the Accessibility Advisory Committee's 2024 Work Plan which included:

- an overview of the Committee's accomplishments in 2024;
- the Committee's attendance at the Harvest Festival and Christmas in the Village; and,
- developing and implementing the Playground Audit tool.

5.3 2025 Committee Priorities

Michele Cotton requested that Members provide their suggestions for 2025 Committee priorities at the January 7, 2025 Accessibility Advisory Committee meeting. Ms. Cotton recommended that the Committee continue to focus on one or two projects to maximize success.

Discussion ensued regarding revisiting the 2022 Community Survey results and continuing to work collaboratively.

5.4 Subcommittee Updates

Site Plans and Built Environment Subcommittee

Michele Cotton provided an update regarding the Site Plans and Built Environment Subcommittee. Ms. Cotton stated that the Subcommittee completed a playground audit for Pringle Creek Park using the Playground Audit tool. Ms. Cotton stated that the next steps included reviewing the park audit results with design and maintenance staff to discuss elements of an accessible playground, and the required playground equipment and amenities to create an accessible, barrier-free park for all users.

Communication and Customer Service Subcommittee

Liam Lacy provided an update regarding the Communication and Customer Service Subcommittee. Mr. Lacy advised that the Subcommittee discussed the Committee's 2022 Community Survey, the

recruitment process for Committee vacancies, and the Christmas in the Village event.

6. Council Update

Councillor Shahid provided an update regarding:

- approval of planning development applications and improvements to public transit within the Town;
- partnering with the Downtown Whitby BIA on the Operation Cozy Toes campaign to collect new pairs of socks for those in need; and,
- the Whitby Scouts Remembrance Day ceremony.

7. Other Business

7.1 Accessibility Awareness and Promoting the Accessibility Grant

Adam Lamplugh requested that the Committee consider ways to promote accessibility awareness for new businesses.

Discussion ensued regarding:

- advertising the Accessibility Improvement Grant;
- partnering with the Whitby Chamber of Commerce to promote the Accessibility Improvement Grant to businesses; and,
- creating a flyer to promote the Accessibility Improvement Grant.

7.2 Leading Equitable and Accessible Delivery (LEAD) Process Update

Marta Swirydowicz provided an update regarding the LEAD Process and advised that the Town of Whitby would be participating in the LEAD Process.

7.3 Reporting Safety and Accessibility Concerns

Larry Brual expressed concerns regarding pedestrian safety on Ferguson Avenue. Mr. Brual stated that there were no sidewalks or street lighting. Mr. Brual requested information regarding reporting safety concerns to the Town and how to receive updates about Ferguson Avenue.

Paul Scott recommended that the Committee prioritize developing an online accessibility reporting form known as the Report a Barrier program.

8. Next Meeting

Tuesday, January 7, 2025 - 7:00 p.m.

9. Adjournment

Recommendation:

Moved by Liam Lacy

That the meeting adjourn.

Carried

The meeting adjourned at 8:15 p.m.