



Accessibility Advisory Committee Revised Agenda

Tuesday, May 6, 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 to clerk@whitby.ca by 8:00 a.m. on the day of the meeting.

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 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 905.430.4300 to speak with a Staff Member.

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 April 1, 2025 be approved.
 - *4. **Presentations**
 - *4.1 Gene Chartier, Vice President and Chief Development Officer, and Heather Hector, Project Manager, Associate, Paradigm Transportation Solutions Limited
Re: New Traffic Calming Policy and Guidelines
 5. **Delegations**
 6. **General Business and Reports**
 - 6.1 2024 Accessibility Plan Update
 - 6.2 Accessibility Improvement Grant Application
 - 6.3 National AccessAbility Week
 - 6.4 Subcommittee Updates

7. **Council Update**
8. **Other Business**
9. **Next Meeting**
Tuesday, June 3, 2025 - 7:00 p.m.
10. **Adjournment**
Recommendation:
That the meeting adjourn.



Accessibility Advisory Committee Minutes

April 1, 2025, 7:00 p.m.
Virtual Meeting

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

Regrets: Adam Lamplugh
Magda Madsen
Elizabeth Bryant

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 Liam Lacy

That the Accessibility Advisory Committee minutes of February 4, 2025 be approved.

Carried

4. Delegations

There were no delegations.

5. General Business and Reports

5.1 Joint Accessibility Advisory Committee and Whitby Diversity and Inclusion Advisory Committee Meeting Review

Michele Cotton provided a summary of discussions from the March 4, 2025 Joint Accessibility Advisory Committee and Whitby Diversity and Inclusion Advisory Committee meeting.

Discussion ensued regarding:

- using breakout discussions for future Joint Accessibility Advisory Committee and Whitby Diversity and Inclusion Advisory Committee meetings;
- taking a proactive approach to equity and racism issues;
- establishing Town guidelines for dealing with hate speech;
- social media and staff training on proper use of social media; and,
- actionable steps for building an inclusive and diverse community.

5.2 Sensory Room Scheduling

Michele Cotton provided an update regarding Sensory Rooms at Town camps and events and requested that Members of the Committee volunteer to assist with the sensory rooms at Town events.

5.3 Windrow and Sidewalk Snow Clearing

Liam Lacy raised concerns regarding sidewalk and windrow snow clearing near intersections.

Councillor Shahid provided information about the Town's Windrow and Sidewalk Snow Clearing program. She stated that a Staff Report summarizing costs, best practices, and lessons learned from the 2024/2025 snow clearing season would be presented at an upcoming Committee of the Whole meeting.

5.4 Accessibility Plan Update

Michele Cotton advised that updates were underway for the Accessibility Plan. Ms. Cotton stated that she would provide an update of the 2024 Accessibility Plan accomplishments at a later date.

5.5 Regional Accessibility Advisory Committee Update

Michele Cotton provided a Regional Accessibility Advisory Committee update which included:

- details about a virtual networking event; and,
- finalizing the date for the networking event.

5.6 Accessibility Consulting Project Update

Michele Cotton provided an update on the Accessibility Consulting Project (formerly the LEAD Program) which included completion of the staff training session and upcoming assessment dates.

5.7 Subcommittee Updates

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

- the Regional Accessibility Awards;
- accessibility training for Town Staff; and,
- the Durham Region Transit Sunflower Program.

Michele Cotton provided an update regarding the Site Plans and Built Environment Subcommittee which included:

- reviewing the Park Audit Form;
- reviewing inclusive playground equipment and designs; and,
- reviewing the City of Toronto's Park Playground Standards for the next meeting.

6. Council Update

Councillor Shahid provided an update regarding:

- the Durham Region Transit Sunflower Program;
- municipal responses to U.S. trade tariffs;
- parking concerns on Garden Street;
- community clean-up initiatives; and
- Staff Reports regarding Whitby Waterfront projects and the Port Whitby Marina expansion.

7. Other Business

7.1 Social Media Posts and Other Publications

Liam Lacy emphasized the importance of ensuring that companies and organizations promoted through the Town's social media and other publications align with the Town's values. Mr. Lacy highlights the need for inclusive language and the promotion of equity and inclusion in all materials published by the Town.

8. Next Meeting

Tuesday, May 6, 2025 - 7:00 p.m.

9. Adjournment

Recommendation:

Moved by Michael Richards

That the meeting adjourn.

Carried

The meeting adjourned at 8:28 p.m.