



**MINUTES**  
**West Grey Local Accessibility Advisory Committee**  
**Sept 29, 2021, 7:00pm**  
**Online (Zoom)**

**Present:** Cheryl Lindsay (co-chair), Todd Stoddard (co-chair), Pam Michels, Jennifer Lang, Councillor Geoffrey Shea (secretary)

**Regrets:** n/a

**Guest:** n/a

**Call to Order:** Cheryl called the meeting to order at 7:16pm.

**Approval of Agenda (amended to reflect the Minutes presented are from July 28, 2021)** Moved: Jen, Second: Todd, passed.

**Approval of July 28, 2021 Minutes:** Moved: Todd, Second: Cheryl, passed.

**Business Arising from the Previous Meeting**

**Resolution: Could we get an update on the plans to upgrade the accessibility of the Durham Town Hall?** Moved: Cheryl, Second: Todd, passed.

**Resolution: That the Revised Draft Terms of Reference (attached) for this committee be adopted by Council.** Moved: Cheryl, Second: Todd, passed.

**New Business – N/A**

**Resolution: Whereas we need to review and discuss a lengthy priority and planning document, we request the option to have fully vaccinated members meet in person in the Durham Community Centre.** Moved: Todd, Second: Pam, passed.

**Resolution: We request confirmation that the plans for the Heritage Bridge Walkway and Park and other public areas being renovated have been reviewed by the Grey County Joint Accessibility Committee.** Moved: Todd, Second: Jen, passed.

We would like to request that the CBO attend a future committee meeting to discuss the accessibility considerations for the new police station.

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Cheryl and Todd will ask Genevieve for an opportunity to present an annual report before Council.

Geoffrey and Cheryl will coordinate dates for visiting local businesses to discuss accessibility.

Geoffrey obtained copies of the provincial publication: "Making Accessibility Happen: Your guide to serving on a Municipal Accessibility Advisory Committee," and will distribute them to the members.

**Correspondence - NA**

**Next Meeting Date:** Wednesday, Oct 27, 2021, 7:00pm.

**Adjournment at 7:55:** Moved: Todd, Second: Cheryl, passed.

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Co-Chair

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Secretary

West Grey Local Accessibility Advisory Committee  
Terms of Reference  
DRAFT (Revised Sept. 29, 2021)

## **Purpose**

The West Grey Local Accessibility Advisory Committee (LAAC) will provide recommendations, advice and information to the municipality in an effort to reduce or eliminate barriers that affect members of the public, including those with disabilities. Barriers can be physical, architectural, informational or communication, attitudinal, technological, policy or a practice.

While many of the goals of the Ontarians with Disabilities Act (ODA) and the Accessibility for Ontarians with Disabilities Act (AODA) are shared by this committee, primary responsibility for compliance with those Acts rests with another committee: the Grey County Joint Accessibility Advisory Committee.

## **Membership**

The members of the LAAC shall be appointed by Council in accordance with the General Terms of Reference. The committee will be comprised of:

- a minimum of three members of the public, with a majority identifying as a person with a disability;  
(Members will not be required to specify their disability, but it could include physical, cognitive, perceptual or an issue of mental health.)
- one non-voting member of Council;
- the Mayor, as a non-voting member;
- one non-voting staff member appointed by the CAO, who will act as Recording Secretary.

## **Responsibilities**

The LAAC will:

- advise the municipality on issues, concerns and barriers faced by persons with disabilities and the means by which we can work to eliminate the barriers;
- participate in the annual development and/or refinement of West Grey accessibility plans;
- provide input into the municipality's accessibility compliance reports;

(4)

- review and advise the municipality on universal transportation issues such as taxi service, bus service, sidewalk design, audible traffic signals, accessible parking;
- provide information to the public regarding issues faced by persons with disabilities;
- be an ongoing resource to the municipality, individuals, agencies and the business community through education and building community awareness about measures (such as employment accommodations, business accessibility, etc.) for improving the quality of life for persons with disabilities.

Staff and Council can engage with the LAAC in all other circumstances where it appears appropriate to seek its advice on how to remove barriers for people with disabilities.

### **Reporting**

The LAAC will make recommendations to the staff, through the CAO or to Council, through the Clerk, as needed. The LAAC shall make an annual report to Council.