



## REVISED AGENDA ACCESSIBILITY ADVISORY COMMITTEE

September 10, 2014 at 6:00 p.m.  
River Plate Room, Town Hall  
Meeting No. 7

**Online Agenda:** Anything in **blue** denotes an attachment/link. By clicking the links on the agenda page, you can jump directly to that section of the agenda. To maneuver back to the agenda page use the **Ctrl + Home** keys simultaneously **OR** use the “Bookmark” icon on the navigation panel to the left of your screen.



**Alternative formats available upon request by contacting:**  
[sarah.moore@ajax.ca](mailto:sarah.moore@ajax.ca) or 905-619-2529 ext. 3347

### 1. Call to Order

### 2. Disclosure of Pecuniary Interest

### 3. Approval of Minutes

**3.1 June 18, 2014** ..... Page 3

### 4. Presentation/Discussion Items

**4.1 Waterfront Parking (6:00 – 6:15 p.m.)**  
Derek Hannan, Manager of By-law Services

**4.2 Syringomyelia & Chiari (6:15 – 6:45 p.m.)** [C. Fenn]

**4.3 DRAFT Alternative Formats Policy/Procedure (6:45 – 6:55 p.m.)** [S. Moore] (*circulated separately*)

**4.4 Proposed Property Review Project & Working Group (6:55 – 7:10 p.m.)**

**4.5 President’s Choice Pan Am Ball Park (7:10 – 7:20 p.m.)**

**4.6 Annual AAC Joint Forum – September 23, 2014 at 6:00 p.m. (7:20 – 7:30 p.m.)**

**4.7 Regional Accessibility Award Nomination (7:30 – 7:40 p.m.)**

### 5. Standing Items

**5.1 Work Plan (7:40 – 7:50 p.m.)** ..... Page 7

**5.2 Regional AAC Chairs Group Update** [S. Moore]

**5.3 Pan Am 2015 Local Host Committee Update** [C. Gooden/S. Moore]

**6. Correspondence**

**7. Update from Council**

**8. New/Other Business**

**9. Adjournment**

**Next Meeting Date:** *Wednesday, November 19, 2014 – River Plate Room, Town Hall*



## **MINUTES** **Accessibility Advisory Committee**

June 18, 2014

*River Plate Room, Town Hall*  
*Meeting No.6*

**Alternative formats available upon request by contacting:**

[sarah.moore@ajax.ca](mailto:sarah.moore@ajax.ca) or 905-619-2529 ext. 3347

---

Committee Members: Marcia Bowen  
Shandell Conboy  
Sepelene Deonarine  
Barb Dowds  
Carion Fenn  
Donna Mullings, Vice-Chair  
Kathreen Smith  
Ray Smith  
Michel St-Arneault

Staff: Sarah Moore, Committee Coordinator

Guests: David Forget, Manager of Quality Service & Special Projects  
Paul Mitchell, Resident

Regrets: Councillor Pat Brown, Julia Stevenson, Camille Gooden

---

### **1. Call to Order**

Chair Smith called the meeting to order at 6:05 p.m.

### **2. Disclosure of Pecuniary Interest**

None

### **3. Approval of Minutes**

Moved by: D. Mullings  
Seconded by: B. Dowds

That the Minutes of the Accessibility Advisory Committee Meeting held on May 21, 2014, be adopted.

CARRIED

### **4. Presentation/Discussion Items**

#### **4.1 2014 Customer Polling Results Summary**

David Forget, Manager, Quality Service & Special Projects, delivered a presentation highlighting some of the key findings of the customer polling conducted in April 2014. He

noted that Ajax residents are generally satisfied with their government and Town staff; however there is an increased perception of barriers to accessing programs and services. Mr. Forget confirmed that the sample group was statistically considered to be a representative sample, comprised of 600 respondents balanced throughout all four wards.

Members agreed with local employment as a top issue of concern. Increased awareness for accessibility was also noted as a positive observation. Members discussed concerns with accessibility barriers at local schools concerning “kiss & ride” areas. Mr. Forget encouraged the committee to identify ways of reaching out to persons with disabilities to learn more about the increased perception that barriers to Town programs and services exists. The complete report of results was noted to be available on the Town’s website.

*On behalf of the Committee Ms. Dowd’s presented Ms. Moore with flowers and thanked her for her support of the Committee.*

#### **4.2 Spinal Cord injury**

Ms. Millings delivered an informative presentation relative to spinal cord injury and her personal story. She provided a brief overview of the difference between spinal column and spinal cord injury and the regions of the spine. Potential causes for injury, traumatic and non-traumatic injury, and effects of injury were reviewed. Ms. Mullings identified hidden aspects of spinal cord injury and shared information on the various assistive devices she regularly uses.

Ms. Mullings noted the intent of her presentation was to encourage sharing and learning amongst Committee Members. The Committee thanked Ms. Mullings for taking the initiative to share her story and educate others. Members briefly discussed suggestions for future educational presentations. Mr. Smith expressed interest in speaking about CNIB Night Walks in September.

#### **4.3 National Access Awareness Week Recognition Re-cap**

The Committee de-briefed its 2014 accessibility awareness night at the Ajax Public Library and film screening events. Suggestions to host the event again in a larger space were shared. Overall the events were noted to be successful and well attended. Members expressed interest in setting up information booths at other events/times throughout the year outside of National Access Awareness Week.

#### **4.4 Recreation Training Check-in**

Those Members participating in delivery of the Summer Recreation & Culture staff training on Monday June 23, 2014 noted they would be running through the presentation following the meeting for anyone interested in providing feedback.

#### **4.5 People in Motion Visit Re-cap**

Ms. Dowd’s, Ms. Mullings and Chair Smith provided an overview of their attendance at the 2014 People in Motion Show in Toronto. Numerous resources were shared and circulated. Some of which were proposed to be added to the website resource listing. Chair Smith noted that she had contacted GO Transit to commend the customer service ambassador providing assistance on their train for his exceptional customer service.

#### **4.6 Previous Business Update**

Ms. Moore provided several updates relative to outstanding items and inquiries such as parking concerns, property complaints and the in case of emergency pocket discussion.

#### **4.7 Tentative Next Meeting Dates**

The Committee decided the remaining meeting dates for the term to be September 10, 2014 and November 19, 2014.

### **5. Standing Items**

#### **5.1 Work Plan – New Term Vision**

Members discussed interest in carrying over the education and awareness initiatives started this term. Interest was expressed in summer projects for members to conduct site audits of plazas and facilities to provide accessibility suggestions for consideration.

Additionally, Members expressed interest in reviewing property concerns and providing feedback to property owners relative to accessibility complaints received by the Town.

#### **5.2 Regional AAC Chairs Group Update**

No update was available.

#### **5.3 Pan Am 2015 Local Host Committee Update**

In Ms. Gooden's absence, Ms. Moore updated the committee in respect to the recently launched [Pan Am Ajax website](#), song competition winner and one-year countdown event.

### **6. Correspondence**

#### **6.1 Durham Deaf Accessibility Committee – captioning for Televised and Town Council Meetings: May 21, 2014**

Ms. Moore advised that she was unable to discuss the matter currently as a complaint had been filed to the Ontario Human Rights Committees against the Town. However the Town is currently looking at its options.

### **7. Update from Council**

None.

### **8. New Business**

### **8.1 Committee Recognition**

On behalf of staff and Council, Ms. Moore presented Members with a certificate and token of appreciation for their contribution and dedication throughout the term.

### **9. Adjournment**

Moved by: D. Mullings  
Seconded by: S. Deonarine

That the June 18, 2014 meeting of the Accessibility Advisory Committee be adjourned (8:25 p.m.).

CARRIED

## 2014 Accessibility Advisory Committee Work Plan

Page | 1

| Item |  | Objective   | Timeline  | Status  |
|------|--|---|---|---------|
| 1.   | <b><u>AODA Integrated Accessibility Standard Update</u></b><br><i>Participation in consultation and review of Town of Ajax compliance with Integrated Accessibility Standards Requirements</i> <ul style="list-style-type: none"> <li>Alternative Formats Policy</li> </ul>                                      | <ul style="list-style-type: none"> <li>Policy &amp; Procedure</li> <li>Service Delivery</li> <li>Information &amp; Communications</li> </ul>  | Annual review<br>May/June 2014                                    | ongoing |
| 2.   | <b><u>End-of-term Committee Update Delegation to Council</u></b><br><i>Review of recent committee achievements and future projects. Presented by Committee Chair and Members</i>   | <ul style="list-style-type: none"> <li>Service Delivery</li> <li>Community Partnerships</li> <li>Information &amp; Communication</li> </ul>   | May/June 2014   |         |
| 3.   | <b><u>Regional AAC Chairs Meeting</u></b><br><i>Attendance at quarterly Regional AAC meetings with Committee Chairs and staff liaisons. Communication and participation in annual Regional Joint AAC Meeting</i>   | <ul style="list-style-type: none"> <li>Community Partnership</li> <li>Information &amp; Communications</li> </ul>   | Quarterly:<br>Feb. 12/14<br>May 14/14<br>Aug. 20/14<br>Nov. 12/14 |         |
| 4.   | <b><u>National Access Awareness Week</u></b><br><i>Discussion/brainstorming for 2014 event(s), Council proclamation &amp; delegation</i>   | <ul style="list-style-type: none"> <li>Community Partnership</li> <li>Information &amp; Communications</li> </ul>   | Planning:<br>March/April 2014                                     |         |
| 5.   | <b><u>Multi-year Accessibility Plan (2014-2018)</u></b><br><i>Review and comment on development and implementation of the accessibility plan document</i> <ul style="list-style-type: none"> <li>Departmental &amp; AAC consultation</li> <li>Public Meeting</li> <li>Annual status report to Council</li> </ul> | <ul style="list-style-type: none"> <li>Policy &amp; Procedure</li> <li>Service Delivery</li> <li>Information &amp; Communications</li> <li>Facilities &amp; Infrastructure</li> </ul> | Annual Status Reporting:<br><br>Fall 2014                         |         |
| 6.   | <b><u>Taxi By-law Review</u></b><br><i>Review and provide comment on Town's taxi by-law with attention to accessible taxi cabs</i>   | <ul style="list-style-type: none"> <li>Service Delivery</li> <li>Policy &amp; Procedure</li> </ul>  | Dec/13 - Spring 2014  | ongoing |

## 2014 Accessibility Advisory Committee Work Plan

Page | 2

| Item |   | Objective  | Timeline       | Status  |
|------|---|--|----------------|---------|
| 7.   | <b><u>2014 DREN Accessibility Award Nomination</u></b><br><i>Nomination preparation and submission for annual Regional Accessibility Awards</i>   | <ul style="list-style-type: none"> <li>• Community Partnership</li> <li>• Information &amp; Communications</li> </ul>                              | June 2014      |         |
| 8.   | <b><u>Volunteer Recognition Awards</u></b><br><i>Nomination preparation and submission for annual Town of Ajax Volunteer Recognition Awards; participation in Award Selection Review Committee</i>  | <ul style="list-style-type: none"> <li>• Community Partnership</li> <li>• Information &amp; Communications</li> </ul>                              | March 11, 2014 |         |
| 9.   | <b><u>Accessible Ajax Web Content</u></b><br><i>Review existing content and provide feedback for additional elements to include</i>   | <ul style="list-style-type: none"> <li>• Information &amp; Communication</li> </ul>  |                |         |
| 10.  | <b><u>Regional Accessibility Advisory Committee Newsletter</u></b><br><i>Contribution of article/content submissions</i>  | <ul style="list-style-type: none"> <li>• Community Partnerships</li> <li>• Information &amp; Communication</li> </ul>                              |                | ongoing |
| 11.  | <b><u>Durham Transit Specialized Services</u></b><br><i>Annual presentation and discussion of accessibility improvements to DRT services &amp; specialized services, including compliance plans for the Integrated Accessibility Standards, OR 191/11 Transportation requirements</i> | <ul style="list-style-type: none"> <li>• Policy &amp; Procedure</li> <li>• Service Delivery</li> <li>• Community Partnerships</li> </ul>           | Annual Update  |         |
| 12.  | <b><u>2014 Building Approvals/Site Plan Review</u></b><br><i>Participate in review of major community and Town development proposals to provide feedback on accessibility elements.</i>   | <ul style="list-style-type: none"> <li>• Facilities &amp; Infrastructure</li> </ul>  | Spring 2014    | ongoing |
| 13.  | <b><u>Accessibility for Business Initiatives</u></b><br><i>Review and revise Town of Ajax Accessibility Brochure to include information on importance of accessibility for local businesses.</i>  | <ul style="list-style-type: none"> <li>• Information &amp; Communications</li> <li>• Community Partnerships</li> <li>• Service Delivery</li> </ul> |                | ongoing |



## 2014 Accessibility Advisory Committee Work Plan

Page | 3

| Item  | Objective  | Timeline                              | Status |
|---|--|---------------------------------------|--------|
| <b>14. <u>Accessibility Resource Development</u></b><br><i>Development of clear guidelines for staff and external clubs/organizations on the following topics:</i> <ul style="list-style-type: none"> <li>• Accessible Ajax</li> <li>• Accessible event planning</li> <li>• Hosting an accessible meeting</li> <li>• Accessibility Opens Doors</li> </ul> | <ul style="list-style-type: none"> <li>• Information &amp; Communications</li> <li>• Community Partnerships</li> <li>• Service Delivery</li> </ul> |                                       |        |
| <b>15. <u>Strengthening Community Partnerships &amp; Awareness</u></b><br><i>Invitation of local accessibility related organizations to present educational information to the Committee; investigate and participate in Community events/presentations to build awareness/education</i>  | <ul style="list-style-type: none"> <li>• Information &amp; Communications</li> <li>• Community Partnerships</li> <li>• Service Delivery</li> </ul> | Wind Reach Farm<br>March 2014         |        |
| <b>16. <u>Pan Am 2015</u></b><br><i>Participation in Local Host Committee; review of site plan; potential community accessibility audit for visitors.</i>   | <ul style="list-style-type: none"> <li>• Information &amp; Communications</li> <li>• Community Partnerships</li> <li>• Service Delivery</li> </ul> | Monthly Local Host Committee Meetings |        |
| <b>17. <u>2014 Municipal Election</u></b><br><i>Participation in voting place locations site visits; review of the voting methods and election accessibility plan</i>   | <ul style="list-style-type: none"> <li>• Policy &amp; Procedure</li> <li>• Service Delivery</li> <li>• Information &amp; Communications</li> </ul> |                                       |        |
| <b>18. <u>Advisory Committee Review</u></b><br><i>Participation in review of committee structure, mandate, terms of reference, appointment process, etc.</i>  | <ul style="list-style-type: none"> <li>• Policy &amp; Procedure</li> </ul>   | March 2014                            |        |