



Town of Aurora  
Accessibility Advisory Committee  
Meeting Minutes

**Date:** Wednesday, April 4, 2018

**Time and Location:** 4 p.m., Holland Room, Aurora Town Hall

**Committee Members:** Tyler Barker (Chair), John Lenchak (Vice Chair), Gordon Barnes, James Hoyes, Jo-anne Spitzer, and Councillor John Abel

**Member(s) Absent:** None

**Other Attendees:** Matt Zawada, Ivy Henriksen, Acting Accessibility Advisor, and Nicole Trudeau, Council/Committee Secretary

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The Chair called the meeting to order at 4:08 p.m.

## 1. Approval of the Agenda

**Moved by John Lenchak**  
**Seconded by Jo-anne Spitzer**

That the agenda as circulated by Legislative Services be approved.

**Carried**

## 2. Declarations of Pecuniary Interest and General Nature Thereof

There were no declarations of pecuniary interest under the *Municipal Conflict of Interest Act*.

### **3. Receipt of the Minutes**

#### **Accessibility Advisory Committee Meeting Minutes of March 7, 2018**

**Moved by Gordon Barnes**

**Seconded by James Hoyes**

That the Accessibility Advisory Committee meeting minutes of March 7, 2018, be received for information.

**Carried**

### **4. Delegations**

None

### **5. Matters for Consideration**

None

### **6. Informational Items**

#### **1. Verbal Update from Acting Accessibility Advisor**

##### **Re: Introduction of New Accessibility Advisor**

Staff introduced Mr. Matt Zawada who will be joining the Corporate Services department in the role of Accessibility Advisor, effective April 9, 2018, noting that Matt will be supporting the Accessibility Advisory Committee, and working on National Access Awareness Week and the 2018 Municipal Election.

**Moved by John Lenchak**

**Seconded by Gordon Barnes**

1. That the verbal update regarding Introduction of New Accessibility Advisor be received for information.

**Carried**

**2. Verbal Update from Acting Accessibility Advisor  
Re: National Access Awareness Week Project Plan**

Staff provided an update on the draft plan for National Access Awareness Week 2018 including an Information Fair, Accessibility Advisory Committee Public Open House, and historical display at Town Hall with the Aurora Museum & Archives.

**Moved by Councillor Abel  
Seconded by Jo-anne Spitzer**

1. That the verbal update regarding National Access Awareness Week Project Plan be received for information.

**Carried**

**3. Extract from Council Meeting of February 27, 2018  
Re: Accessibility Advisory Committee Meeting Minutes of January 10, 2018**

**Moved by John Lenchak  
Seconded by Gordon Barnes**

1. That the Extract from Council Meeting of February 27, 2018, regarding the Accessibility Advisory Committee meeting minutes of January 10, 2018, be received for information.

**Carried**

**4. Extract from Council Meeting of March 27, 2018  
Re: Summary of Committee Recommendations Report No, 2018-03**

**Moved by John Lenchak  
Seconded by Councillor Abel**

1. That the Extract from Council Meeting of March 27, 2018, regarding the Summary of Committee Recommendations Report No. 2018-03, be received for information.

**Carried**

## **7. New Business**

The Committee discussed requirements for accessibility standards for customer service under the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11*, as amended (the "Act"), including a document made available at Maunder's Food Shop that outlines policies and procedures governing the provision of its goods or services to persons with disabilities.

Staff reminded Committee members that the Town is accepting nominations for the 2018 Community Recognition Awards until Friday, April 6, 2018, and the awards will be presented at a ceremony on Monday, May 28, 2018. The Nomination Form was provided to the Committee.

The Committee discussed the need to include more inclusive pictures of people with disabilities in marketing communications from the Town. Staff agreed to contact the Manager of Corporate Communications on the Committee's feedback.

To make the electoral process more accessible for all voters, the Chair requested that the Committee have an opportunity to test online voting and to review the accessibility plan for the 2018 Municipal Election.

The Committee agreed to reschedule the Accessibility Advisory Committee meeting of June 6, 2018, to June 20, 2018.

## **8. Adjournment**

**Moved by James Hoyes**

**Seconded by Councillor Abel**

That the meeting be adjourned at 5:28 p.m.

**Carried**

Committee recommendations are not binding on the Town unless adopted by Council.