



The Regional Municipality of Durham

Accessibility Advisory Committee Agenda

Tuesday, September 26, 2023

1:00 PM

Meeting Room 1-A
Regional Headquarters Building
605 Rossland Road East, Whitby

Please note: The Region of Durham continues to hold electronic meetings for Advisory Committees with limited in-person attendance at this time. Members of the public may [view the Committee meeting](#) via live streaming. If you wish to register as a delegate regarding an agenda item, you may register in advance of the meeting by noon on the day prior to the meeting by emailing delegations@durham.ca and will be provided with the details to delegate electronically.

- 1. Roll Call**
- 2. Declarations of Interest**
- 3. Adoption of Minutes**
 - A) Minutes of the Accessibility Advisory Committee meeting held on June 27, 2023 (Attachment #1)
- 4. Presentations**
 - A) Jacek Sochacki, Program Manager, Facilities Engineering, re: The Durham Standard
 - B) Brittany Brunt, Supervisor of Administration, Administrative Services, re: Mobile Self-Service Front Counters

5. Discussion Items

- A) Terms of Reference Review
- B) Canadian National Institute for the Blind (CNIB) Accessible Transit Campaign in Durham Region

6. Correspondence

There are no items of correspondence

7. Information Items

- A) Education Sub-Committee Update
- B) Update on the Transit Advisory Committee (TAC)
- C) Accessibility Coordinator Update

8. Reports for Information

There are no reports to consider

9. Other Business

10. Date of Next Meeting

The next regularly scheduled meeting of the Accessibility Advisory Committee will be held on Tuesday, November 28, 2023 at 1:00 PM

11. Adjournment

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The Regional Municipality of Durham

MINUTES

ACCESSIBILITY ADVISORY COMMITTEE

Tuesday, June 27, 2023

A meeting of the Accessibility Advisory Committee was held on Tuesday, June 27, 2023 at Regional Headquarters Building, 605 Rossland Road East, Whitby at 1:00 PM. Electronic participation was offered for this meeting.

R. Purnwasie, Chair, read the following land acknowledgement:

We are currently located on land which has long served as a site of meeting and exchange among the Mississauga Peoples and is the traditional and treaty territory of the Mississauga of Scugog Island First Nation. We honour, recognize and respect this nation and Indigenous Peoples as the traditional stewards of the lands and waters on which we meet today.

1. Roll Call

Present: A. Beach*
D. Campbell*, Vice Chair
W. Henshall*
Councillor McDougall*
J. McEwen*
R. Purnwasie*, Chair
*** denotes members of the Committee participating electronically**

Absent: A. Blum
L. Houston, Community Care Durham
S. Sones

Staff

Present: M. Barta, Systems Support Specialist, Corporate Services – IT
A. Hector-Alexander, Director, Diversity, Equity and Inclusion
P. Hines, Manager, Diversity, Equity and Inclusion
K. Wall, Accessibility Coordinator, Office of the Chief Administrative Officer
K. Smith, Committee Clerk, Corporate Services – Legislative Services

2. Declarations of Interest

There were no declarations of interest.

3. Adoption of Minutes

Moved by J. McEwen, Seconded by D. Campbell,
That the minutes of the Accessibility Advisory Committee meeting held on
Tuesday, March 28, 2023, be adopted.

CARRIED

Moved by J. McEwen, Seconded by Councillor McDougall,
That the minutes of the Accessibility Advisory Committee meeting held on
Tuesday, May 23, 2023, be adopted.

CARRIED

4. Presentations

A) Patricia Hines, Manager of Diversity, Equity and Inclusion, re: Region of Durham Census

Patricia Hines, Manager of Diversity, Equity and Inclusion, provided a PowerPoint presentation with regards to Region of Durham staff Census.

Highlights of the presentation included:

- Objectives of the Workforce Census
- How the Survey was administered
- Response Rate (Regular Full-Time and Part-Time)
- Age
- Disability
- Indigeneity & Racial Identity
- Years of Service
- Gender Identity
- Sexual Orientation
- Religion / Faith
- Next Steps

P. Hines responded to questions with regards to the response rate for Durham Region employees in relation to other municipalities; Indigeneity and racial identity findings in relation to Regional demographics; the action plan following the census; how the employee years of service influences the recommendations; and how the aging demographic of employees will affect hiring practices for the future.

B) Allison Hector-Alexander, Director of Diversity, Equity and Inclusion, re: LEAD
(Leading, Equitable and Accessible Delivery)

Allison Hector-Alexander, Director of Diversity, Equity and Inclusion, provided a PowerPoint presentation with regards to LEAD (Leading, Equitable and Accessible Delivery).

Highlights of the presentation included:

- Region of Durham LEAD Improvement Plan
- LEAD Objectives
- LEAD Themes

Action Plans for each of the following ten themes:

- Leadership
- Governance & Structure
- Strategy
- Financial
- Supplier & Partnerships
- People Resources
 - Workforce Development
 - Training
 - Accommodations & Recognition
- Programs & Services
- Communication & Marketing
- Facility Support
- Digital Technology

A. Hector-Alexander responded to questions with regards to the rating scale for each category; and whether the vendor list is approved or created through procurement. Members requested that all presentations PowerPoint decks would be provided in accessible formats prior to the meetings in accordance with accessibility best practices.

A. Hector-Alexander advised she would share the PowerPoint presentation with Committee members. She stated that Committee members can provide guidance with the LEAD improvement plan by collaborating with individuals and promoting the plan.

It was the consensus of the Committee to recess at this time. The Committee recessed at 2:25 PM and reconvened at 2:33 PM.

Following the recess, the Committee Clerk conducted a roll call, and all members of the Committee were present with the exception of A. Blum, L. Houston, and S. Sones.

5. Discussion Items

A) National Volunteer Week

Councillor McDougall thanked Committee members for volunteering to be part of the Accessibility Advisory Committee and their role in the community.

B) Terms of Reference Review

The Durham Region Accessibility Advisory Committee Terms of Reference was provided as Attachment #3 to the Agenda and received.

K. Wall advised that there are currently two vacancies for the Accessibility Advisory Committee and asked whether Committee members wanted to defer consideration of the Terms of Reference to the September meeting, as the vacancies may be filled at that time.

It was the consensus of the Committee to defer consideration of the Terms of Reference to the September 26, 2023 meeting.

C) Metrolinx GO Update

J. McEwen advised that Metrolinx held a virtual Public Information Centre on the EA Addendum and that the next step is to allow for the public to review the document and provide comments to the Minister.

D) Accessibility for Ontarians with Disabilities Act (AODA) Compliance and Future Progress Timeline in Ontario

K. Wall advised that the AODA compliance and future progress timeline in Ontario must be considered when preparing the 2022 Durham Region Accessibility Report to highlight where the Region currently is with respect to accessibility and future steps to meet the 2025 deadline for compliance.

Further discussion on this item will take place at the July 14, 2023 Education Sub-Committee meeting.

E) Accessibility Advisory Committee Meeting Schedule

Discussion ensued with regards to the current Accessibility Advisory Committee meeting schedule; changing the time block for calendar invites; potentially moving the date of the meetings; and whether the meetings should be held in-person, virtually or in a hybrid format.

It was the consensus of the Committee to further discuss the meeting schedule at the September 26, 2023 meeting.

6. Correspondence

There were no items of correspondence to consider.

7. Information Items

A) Education Sub-Committee Update

K. Wall advised that the next Education Sub-Committee meeting will take place on July 14, 2023.

B) Update on the Transit Advisory Committee (TAC)

J. McEwen advised that he attended his first meeting on May 16, 2023 and that there were no updates to provide from the meeting.

C) Accessibility Coordinator Update

K. Wall provided the following update:

- A sign located at the entrance of the lower-level south doors at Regional Headquarters has been posted to assist guests in finding areas upon entry to the building. The feedback from the AAC was incorporated into the design of the sign.
- The Durham Standard – A Standard for Regional Municipality of Durham Facility Construction and Renovation Projects was adopted by Regional Council at the April 26, 2023 meeting and Jacek Sochacki, Project Manager, Asset Management, Planning and Sustainability will be providing an overview of the design guideline at the September 26, 2023 meeting.
- She was contacted by a community member regarding the “Hidden Disabilities Sunflower Scheme” to propose the use of a disability sunflower lanyard, pin, or ribbon by people with invisible disabilities when using public transit, in order to help Durham Region Transit drivers and other riders know they have a disability. Will provide more information to the members via email for their feedback.

8. Reports for Information

There were no reports to consider.

9. Other Business

A) Bill C-22: Canada Disability Benefit

J. McEwen advised that Bill C-22: Canada Disability Benefit was passed by Parliament on June 20, 2023 and will take approximately one-year to come into full force and effect.

10. Date of Next Meeting

The next regularly scheduled Accessibility Advisory Committee meeting will be held on Tuesday, September 26, 2023 at 1:00 PM.

11. Adjournment

Moved by J. McEwen, Seconded by A. Beach,
That the meeting be adjourned.
CARRIED

The meeting adjourned at 3:07 PM

Respectfully submitted,

R. Purnwasie, Chair, Accessibility Advisory Committee

K. Smith, Committee Clerk