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The Regional Municipality of Durham

MINUTES

ACCESSIBILITY ADVISORY COMMITTEE

Tuesday, November 27, 2018

A meeting of the Accessibility Advisory Committee was held on Tuesday, November 27, 2018 in Meeting Room 1-A, Regional Headquarters Building, 605 Rossland Road East, Whitby at 1:08 PM.

Present: C. Boose, Ajax
D. Campbell, Whitby
Councillor J. Drumm
K. Galloway, Oshawa
D. Hume-McKenna, DMHS
S. Sones, Whitby, Vice-Chair

Absent: R. Atkinson, Whitby
S. Barrie, Clarington
M. Roche, Oshawa
M. Sutherland, Oshawa, Chair

Staff

Present: S. Austin, Director of Corporate Policy and Strategic Initiatives
J. Traer, Accessibility Coordinator, Office of the Chief Administrative Officer
N. Prasad, Committee Clerk, Corporate Services – Legislative Services

In the absence of the Chair, S.Sones, Vice-Chair, chaired the meeting.

S. Sones, Vice-Chair, introduced S. Austin, Director of Corporate Policy and Strategic Initiatives. S. Austin provided the Committee with a brief overview of her work experience.

1. Declarations of Interest

Councillor Drumm made a declaration of interest under the *Municipal Conflict of Interest Act* with respect to any items pertaining to Durham Region Transit. He indicated that his son is employed by Durham Region Transit.

2. Adoption of Minutes

D. Hume-McKenna requested that her name as listed in the attendance portion of the September 24, 2018 and October 23, 2018 minutes be amended to read, "D. Hume-McKenna".

Moved by Councillor Drumm, Seconded by D. Campbell,
That the following minutes be adopted:

- Minutes of the Accessibility Advisory Committee meeting held on September 24, 2018, as amended;
- Minutes of the Joint Forum of the Accessibility Advisory Committee held on September 24, 2018; and
- Minutes of the Accessibility Advisory Committee meeting held on October 23, 2018, as amended.

CARRIED

3. Presentations

A) Christopher Norris, Manager of Customer Service, Durham Region Transit re: Transit Advisory Committee (TAC) Membership

C. Norris was unable to present to the Committee however, he provided J. Traer with a billboard entitled, "Transit Advisory Committee Volunteers Needed". J. Traer advised that the Durham Region Transit (DRT) Commission is seeking ten members of the community to serve on the TAC. She stated that two of those members are members of the Durham AAC and requested that members advise whether they are interested in volunteering. She advised that M. Sutherland and M. Roche were the past representatives. M. Sutherland has advised that she can no longer volunteer to sit on the committee.

J. Traer advised that the TAC meetings follow a bi-monthly meeting schedule with a break for summer recess. She advised that the scope of the activities is as follows:

- Provide input to the Transit Executive Committee and DRT staff on:
 - Issues and concerns of public transit users;
 - Urban and rural conventional and specialized transit policies;
 - Implementation of legislation, policies and guidelines;
 - Identification and implementation of programs regarding the benefits of public transit; and
 - Provide a forum for transit stakeholders to identify issues affecting delivery of transit services.

She stated that the membership criteria is as follows:

- Eight public members nominated by the area municipalities who represent a diversity of transit users and community stakeholders;
- Two members at large appointed by TEC and who use conventional, community bus or specialized public transit service;
- Must be a resident of The Region of Durham;
- Four-year membership corresponding with the term of Regional Council; and

- Relevance of applicant's personal experience with transit and interests to the mandate of the TAC.

Discussion ensued with regards to whether other municipal Accessibility Advisory Committees are able to volunteer; whether there is engagement between Metrolinx and Durham Region Transit; and the possibility of having Durham Region Transit attend AAC meetings.

4. Correspondence

There were no items of correspondence to consider.

5. Information Items

A) Education Sub-Committee Update

J. Traer advised that she will be scheduling an education sub-committee meeting in early 2019 to discuss ideas, suggestions and potential presentations to the Committee for 2019.

Discussion ensued with regards to having a representative from The Abilities Centre provide a presentation with regards to the services and programs offered.

B) Update on the Transit Advisory Committee (TAC)

J. Traer advised that there was no TAC update to be provided.

C) Update from the Accessibility Coordinator

- J. Traer advised the Committee that on September 12, 2018, Regional Council passed By-law #44-2018 to govern the proceedings of Council and its Committees. She reviewed Section 27 of the By-law which includes provisions for Advisory Committees and specifically drew their attention to Sections 27.3 and 27.4 regarding quorum and cancellation of meetings.
- J. Traer requested that Committee Members provide confirmation to her with regards to whether or not they wish to serve another term on the Committee.
- J. Traer advised that the video featuring M. Sutherland, C. Boose and D. Campbell on Accessibility was shown at the Council Orientation Session held on November 20, 2018 and was well received. J. Traer advised that a copy of the video will be forwarded to committee members for them to view.

- J. Traer advised that as of December 2018, the Region will revert to a Standing Committee structure consisting of four standing committees as follows:
 - Finance and Administration
 - Health and Social Services
 - Planning and Economic Development
 - Works

S. Austin provided an overview with regards to the different standing committees and the reporting structure.

6. Discussion Items

- A) Roundtable Discussion regarding Travelling Experiences in and around Durham Region

This item was not discussed due to time constraints.

- B) Draft 2019 Accessibility Advisory Committee Workplan

A copy of the draft 2019 Accessibility Advisory Committee Workplan was provided as Attachment #4 to the Agenda.

Moved by Councillor Drumm, Seconded by D. Campbell,
That we recommend to the Finance and Administration Committee
for subsequent recommendation to Regional Council:

That the 2019 Accessibility Advisory Committee Workplan, as approved by
the Accessibility Advisory Committee be adopted.

CARRIED

7. Reports

There were no Reports to consider.

8. Other Business

- A) Note of Thanks from Councillor Drumm

Councillor Drumm advised that his term of serving as a Regional Councillor will end on November 30, 2018. He thanked the Committee for their hard work and dedication and advised that it has been a pleasure to sit on the Accessibility Advisory Committee.

9. Date of Next Meeting

The next regularly scheduled meeting of the Accessibility Advisory Committee will be held on Tuesday, January 22, 2019 in Meeting Room 1-A, Regional Headquarters Building, 605 Rossland Road East, Whitby, at 1:00 PM.

10. Adjournment

Moved by D. Hume-McKenna, Seconded by K. Galloway,
That the meeting be adjourned.
CARRIED

The meeting adjourned at 2:01 PM

S. Sones, Vice-Chair
Accessibility Advisory Committee

N. Prasad, Committee Clerk