

**Accessibility Advisory Committee  
City of Peterborough  
November 2, 2016**



**Minutes of a Meeting of the Accessibility Advisory Committee held on  
November 2, 2016 in the Doris Room.**

The meeting of the Accessibility Advisory Committee was called to order at 4:00 p.m. by Councillor Riel, Chair in the Doris Room, City Hall.

**Present:**

Andrea Walsh  
Andrea Dodsworth  
Councillor Riel, Chair  
Don Parnell  
Erica Richmond  
Janet Ali  
Peter Michielsen  
Amanda Motyer  
Warren Northcott (4:12 p.m.)

**Staff:**

Mark Buffone, Accessibility Compliance Coordinator  
Trish Reed, Accessibility and Communication Specialist  
Kendra Sedgwick, Committee Coordinator

**Minutes – October 5, 2016**

Moved by Janet Ali

**That the minutes of the Accessibility Advisory Committee held on October 5, 2016 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

There were no disclosures of Pecuniary Interest.

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**Consent Agenda**

Moved by Peter Michielsen

**That item 9, 10 and 11 be approved as part of the Consent Agenda.**

“CARRIED”

**Accessibility and Communication Specialist**

**Report AAC16-058**

**Draft Built Environment Sub-Committee Terms of Reference**

Moved by Peter Michielsen

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-058 dated November 2, 2016, of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-058 with respect to the Draft Built Environment Sub-Committee Terms of Reference be received for information;**
- b) That the AAC approve the Draft Built Environment Sub-Committee Terms of Reference; and**
- c) That the AAC approve the proposed transition to stagger the terms of current Sub-Committee members.**

“CARRIED”

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**Accessibility and Communication Specialist**

**Accessibility Compliance Coordinator**

**Report AAC16-051**

**Accessibility Office Report**

Moved by Peter Michielsen

**That the Accessibility Advisory Committee approve the recommendation outlined in Report AAC16-051 dated November 2, 2016, of the Accessibility and Communication Specialist and the Accessibility Compliance Coordinator as follows:**

**That Report AAC16-051 with respect to the current work of the Accessibility Office be received for information.**

**“CARRIED”**

**Accessibility and Communication Specialist**

**Report AAC16-057**

**Proposed 2017 Meeting Dates**

Moved by Peter Michielsen

**That the Accessibility Advisory Committee (AAC) approve the recommendation outlined in Report AAC16-057 dated November 2, 2016 of the Accessibility and Communication Specialist as follows:**

**That Report AAC16-057 with respect to the proposed 2017 meeting dates be approved.**

**“CARRIED”**

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**Accessibility and Communication Specialist**  
**Report AAC16-054**  
**Access Fund Request 004-16**

Moved by Andrea Dodsworth

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-054 dated November 2, 2016, of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-054 of the Accessibility and Communication Specialist be received for information;**
- b) That the AAC approve Access Fund Request 004-16 submitted by the Supervisor of the Peterborough Day Care Centre and Municipal School Age Programs, relating to the installation of power door operators at the Peterborough Daycare main entrance.**

“CARRIED”

**Accessibility and Communication Specialist**  
**Report AAC16-055**  
**Access Fund Request 005-16**

Moved by Janet Ali

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-055 dated November 2, 2016, of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-055 of the Accessibility and Communication Specialist be received for information;**
- b) That the AAC approve Access Fund Request 005-16 submitted by the Return to Work Wellness Coordinator relating to a training opportunity on Mental Health First Aid.**

“CARRIED”

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**Accessibility and Communication Specialist**  
**Report AAC16-052**  
**Transportation Sub-Committee Report**

Moved by Janet Ali

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-052, dated November 2, 2016 of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-052 with respect to the meeting of the Transportation Sub-Committee be received for information;**
- b) That the verbal update by the Chair of the Transportation Sub-Committee be received for information.**

**“CARRIED”**

**Accessibility and Communication Specialist**  
**Report AAC16-053**  
**Built Environment Sub-Committee Report**

Moved by Andrea Dodsworth

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-053 dated November 2, 2016 of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-053 with respect to the meeting of the Built Environment Sub-Committee be received for information;**
- b) That the verbal update by the Chair of the Built Environment Sub-Committee be received for information.**

**“CARRIED”**

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**Accessibility and Communication Specialist**

**Report AAC16-059**

**Consulting with Canadians on Accessibility Legislation Questionnaire**

Moved by Don Parnell

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-059 dated November 2, 2016 of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-059 of the Accessibility and Communication Specialist be received for information;**
- b) That the AAC establish a sub-committee to complete the Consulting with Canadians on accessibility legislation questionnaire;**
- c) That Andrea Walsh, Andrea Dodsworth, Don Parnell, Councillor Riel and Warren Northcott volunteer to sit on the new sub-committee; and**
- d) That the new sub-committee report back to the AAC in January 2017.**

“CARRIED”

**Accessibility and Communication Specialist**

**Report AAC16-056**

**International Day of Persons with Disabilities Celebration 2016**

Moved by Erica Richmond

**That the Accessibility Advisory Committee (AAC) approve the recommendations outlined in Report AAC16-056 dated November 2, 2016, of the Accessibility and Communication Specialist as follows:**

- a) That Report AAC16-056 with respect to participation in the International Day of Persons with Disabilities Celebration 2016 be received for information;**
- b) That Andrea Dodsworth and Amanda Motyer volunteer to participate in the International Day of Persons with Disabilities Celebration 2016.**

“CARRIED”

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**Other Business**

Councillor Riel thanked outgoing members, Janet Ali and Peter Michielsen for their dedication to the AAC during their terms.

**Next Meeting**

The Chair indicated that the next Committee meeting will be held on January 4, 2017.

**Adjournment**

Moved by Janet Ali

**That this meeting of the Accessibility Advisory Committee adjourn at 4:33 p.m.**

"CARRIED"

Kendra Sedgwick  
Committee Coordinator

Councillor Riel  
Chair