July 14, 2015
6:30 p.m.

Council Committee Room
4th Floor, City Hall

Members:  Glenda Coupland (Chair) (See Item F1)
          Frank Raymond (Vice-Chair) (See Item F1)
          City Councillor Pat Fortini – Wards 7 and 8
          Harvinder Bajwa
          Harpreet Bhons
          Vicki Faulkner
          Sherri Hopkins
          Karyn Pelkie
          Raymond Shaver
          Therese Anne Sidler
          Franco Spadafora

Absent:    Mary Pettingill (regrets)

Staff:     Wendy Goss, Accessibility Coordinator, Corporate Services
          Sylvia Ingham, Accessibility, Inclusion and Diversity Clerk, Corporate Services
          Earl Evans, Deputy City Clerk, Corporate Services
          Chandra Urquhart, Legislative Coordinator, Corporate Services
The meeting was called to order at 6:30 p.m. and adjourned at 8:30 p.m.

After due consideration of the matters place before this Committee, the members beg leave to present its report as follows:

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Glenda Coupland, Chair
A. **Approval of Agenda**

Earl Evans, Deputy City Clerk, Corporate Services, called the meeting to order and provided information on the Accessibility Advisory Committee meeting procedures.

Mr. Evans welcomed new and returning Members. Members and staff then introduced themselves.

The following motion was considered.

AAC010-2015 That the agenda for the Accessibility Advisory Committee Meeting of July 14, 2015 be approved as printed and circulated.

Carried

B. **Declarations of Pecuniary Interest**

Mr. Evans explained the term Pecuniary Interest to Members. No declarations were noted.

C. **Minutes**

C 1. **Minutes of the Accessibility Advisory Committee Meeting of May 12, 2015.**

The minutes were considered by Corporate Services Committee on May 27, 2015, and the recommendations were approved by Council on June 3, 2015. The minutes were included on this agenda for information.

D. **Presentations/Delegations**

D 1. **Orientation for New and Returning Members of the Accessibility Advisory Committee** (File G25AAC).
Earl Evans, Deputy Clerk
  - Meeting Procedures
Wendy Goss, Accessibility Coordinator
  - Accessibility Policies and Procedures
  - Accessibility Technical Standards
  - Inclusive Customer Service

Orientation materials were distributed.

Earl Evans, Deputy City Clerk, Corporate Services, provided an overview of the procedural matters relating to the Accessibility Advisory Committee as follows:

- Term of the Committee
- City of Brampton Departments
- Orientation Binders
- City Bylaws
- Quorum and Meeting Attendance requirements
- Meeting schedule and procedures
- Agendas and Minutes – approval process for minutes
- Meeting Procedures
- Provincial Legislation – Municipal Conflict of Interest Act
- Role of Legislative Coordinator
- Role of Committee Members

In response to questions about agenda circulation and length of meetings, Mr. Evans advised that agendas and minutes are available on the City’s website, and meetings are typically two hours.

Wendy Goss, Accessibility Coordinator, Corporate Services, provided an overview on the following topics:

- Accessibility Policies and Procedures
- Municipal Accessibility Plan
- Accessibility Technical Standards
- Inclusive Customer Service
  - Legislated Responsibilities
  - Corporate Inclusive Customer Service Policy
  - Serving Customers with Disabilities
The following motion was considered:

AAC011-2015  That the following presentations to the Accessibility Advisory Committee Meeting of July 14, 2015, re: Orientation for New and Returning Members of the Accessibility Advisory Committee (File G25AAC) be received:

- Earl Evans, Deputy City Clerk
  - Meeting Procedures
- Wendy Goss, Accessibility Coordinator
  - Accessibility Policies and Procedures
  - Accessibility Technical Standards
  - Inclusive Customer Service

Carried

E. Municipal Accessibility Plan Priorities – nil

F. Other/New Business

F 1. Election of Chair and Vice Chair

Earl Evans, Deputy City Clerk, Corporate Services, explained the election process for nominations of Chair and Vice-Chair. Mr. Evans called for nominations for the position of Chair.

Glenda Coupland was nominated for the position of Chair.
Minutes
Accessibility Advisory Committee

No further nominations were put forward and Mr. Evans called for a motion to close the nominations.

Glenda Coupland accepted the position of Chair. She provided brief remarks about her background and stated her commitment to the Committee.

Mr. Evans then called for nominations of Vice-Chair.

Frank Raymond and Franco Spadafora were nominated for the position of Vice-Chair.

Mr. Evans outlined the process for voting where there is more than one candidate nominated for a position. He addressed concerns with respect to new Members being at a disadvantage in voting for a Chair and Vice-Chair because they are unfamiliar with the candidates. Mr. Evans noted that the option is available to conduct another election mid-term, which would allow other members the opportunity to be appointed to the position of Vice-Chair.

Mr. Spadafora’s nomination was subsequently withdrawn.

Mr. Raymond accepted the position of Vice-Chair. He provided brief remarks about his background.

The following motion was considered:

AAC012-2015 That Glenda Coupland be appointed Chair of the Accessibility Advisory Committee for the term ending November 30, 2018, or until their successors are appointed; and,

That Frank Raymond be appointed Vice-Chair of the Accessibility Advisory Committee for the term ending November 30, 2018, or until their successors are appointed.

Carried
G. **Correspondence** - nil

H. **William Osler Health Centre Accessibility Advisory Committee** - nil

I. **Information Items** - nil

J. **Future Agenda Items** - nil

K. **Construction Projects** - nil

L. **Question Period**

   L1. In response to a question from Frank Raymond regarding parking infractions, Wendy Goss, Accessibility Coordinator, advised that infractions should be reported through the City’s 311 number.

   L2. Therese Anne Sidler expressed an interest in becoming a volunteer at the Brampton Civic hospital with respect to accessibility matters. Wendy Goss, Accessibility Coordinator, advised that the hospital should be contacted directly.

M. **Public Question Period** - nil

N. **Adjournment**

   AAC013-2015 That the Accessibility Advisory Committee do now adjourn to meet on August 11, 2015 at 6:30 p.m. or at the call of the Chair.

   Carried