



**TOWN OF COLLINGWOOD**  
**Accessibility Advisory**  
**Committee Minutes**  
**Thursday, June 20, 2024**

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An Accessibility Advisory Committee meeting was held Thursday, June 20, 2024, in the Collingwood Public Library, 55 Ste. Marie Street, Collingwood and by Videoconference at 2:15 PM for the specific reasons provided below.

**Present:**

- Leslie Bolt, Chair
- Heather Grasman, Vice Chair
- Gina Northcott, Member
- Lana Roman, Member
- Casey Morrison, Member
- Jennifer Parker, Coordinator, Community Well-Being & Inclusion
- Elaine Kelly, Coordinator, Community Engagement & Learning Services
- Jenny Haines, Administrative Coordinator, Clerk Services

**Regrets:**

- Kathryn Bloomfield, Member
- Hannah Keenie, Member

**1. CALL TO ORDER**

Chair Bolt called the Accessibility Advisory Committee to order at 2:17 p.m.

**2. ADOPTION OF AGENDA**

**ACC-006-2024**

Moved by Heather Grasman  
Seconded by Lana Roman

**THAT** the content of the Accessibility Advisory Committee agenda for June 20, 2024, be adopted as presented.

**CARRIED.**

**3. DECLARATIONS OF PECUNIARY INTEREST**

None.

**4. BUSINESS ARISING FROM THE PREVIOUS MEETING**

4.1. **THAT** the minutes of the regular meeting of the Accessibility Advisory Committee held

on March 21, 2024 and April 18, 2024 be adopted as presented and forwarded to Council for receipt at its next regular meeting.

**ACC-007-2024**

Moved by Casey Morrison

Seconded by Heather Grasman

**THAT** the minutes of the regular meeting of the Accessibility Advisory Committee held on March 21, 2024 and April 18, 2024 be adopted as presented and forwarded to Council for receipt at its next regular meeting.

**CARRIED.**

**5. DEPUTATIONS**

5.1. Deputation to Council by Paul Ireland - *Casey Morrison*

Member Morrison briefed the Committee on a deputation presented to Council by Paul Ireland on June 17 on behalf of the Citizens Advocacy Group and noted he would like to have Paul Ireland and Shane MacLaughlan attend an upcoming Committee meeting. Staff confirmed they would follow-up with Paul Ireland and Shane MacLaughlan to confirm the next meeting date and extend an invitation for them and Staff to attend. Committee discussed the role of the Transit Coordinator and Staff confirmed that no one has been hired for that position to date.

**6. REPORTS**

6.1. Accessibility Feedback Forms Submitted

Acting Manager Parker briefed the Committee on Accessibility Feedback Forms which have been submitted, noting the importance of ensuring the Committee is aware of barriers people face, how the Committee can assist to alleviate those barriers and advise Council if needed.

Acting Manager Parker noted concerns brought forward regarding the Shipyards Amphitheater, Eddie Bush Arena and Centennial Pool.

Acting Manager Parker noted concern was raised with the electric vehicle charging stations in the municipal parking lot adjacent to the Eddie Bush Arena and whether the location and number of spaces for accessible parking is sufficient.

**ACC-008-2024**

Moved by Leslie Bolt

Seconded by Heather Grasman

**THAT** Council direct Staff to inventory the accessible parking spaces in the Municipal Parking Lot adjacent to the Eddie Bush Arena;

**AND THAT** Staff determine the appropriate number of accessible parking spaces and required locations.

**CARRIED.**

**7. OTHER BUSINESS**

7.1. Multi-year Strategic Plan Areas of Focus

**Public Spaces**

Acting Manager Parker provided Committee with an overview of the park being constructed in the Summit View subdivision noting various interactive features including a new communication board. Member Roman noted a contact in Wasaga Beach who has done work previously to determine what language is beneficial to have posted on a communication board and confirmed she would connect her with Acting Manager Parker. Acting Manager Parker confirmed that construction is planned to be done this summer and she will discuss an update to the communication board with Staff.

**Communication**

Acting Manager Parker noted on-going Staff training to ensure the Town's accessible website.

**Transportation**

Chair Bolt and Member Morrison met with Staff to discuss, review and train Staff on the proper way to strap mobility devices in transit vehicles.

7.2. Community Engagement/Awareness

Acting Manager Parker provided an overview of recent initiatives undertaken to support community awareness building including; AccessAbility Week (May 26 to June 1), Flag Raising & Clock Tower (May 24), Red Shirt Day (May 29), Council & Staff Lunch & Learn (June 5), Collingwood Farmer's Market (June 15)

Acting Manager Parker noted that all Town Staff are required to participate in a Legislated Training & Policies Overview session covering topics such as the *Accessibility for Ontarians with Disabilities Act*.

7.3. Human Library Initiative

Skye Robinson, Equitable Library Services Assistant briefed the Committee on the upcoming Human Library event noting that the Human Library is a way for people to reach out and connect with individuals in their community that they might not normally engage with and learn from members of the community in a safe environment.

Committee discussed the use of the Collingwood Public Library for events. Member Roman noted that members of the public might find the Library as an intimidating place to bring a child who cannot control their vocalization. Coordinator Kelly confirmed that the Library does not operate like a traditional Library and welcomes everyone, striving to be a safe space for all. Member Roman discussed various adaptive learning methods and noted she could connect with Library Services in consideration of the Children's Library programs.

#### 7.4. Summer Meeting Schedule

The Committee discussed meeting in July and August, noting various schedule conflicts between Staff and members during the summer month. Coordinator Haines noted she would circulate a survey with meeting date options for July and consideration for an August meeting. Acting Manager Parker confirmed that if a summer meeting is unable to be held, the Committee will regroup on September 19.

### 8. CORRESPONDENCE

#### 8.1. University of Guelph Pilot

Acting Manager Parker confirmed correspondence was received from Hussein A. Abdullah, Ph.D., P.Eng. Professor, School of Engineering at the University of Guelph noting that his team has advanced the OpenWay application to be available on iOS, Android and Windows platforms. Acting Manager Parker confirmed that users need to scan the trial QR code and download the app.

#### 8.2. AAC Letter – Inclusive Community Grant

Acting Manager Parker noted that the Town has submitted a grant application to support the installation of accessible washrooms at Legion Park. Acting Manager Parker confirmed that she has not heard back on the outcome of the application, noting that the letter sent on behalf of the Accessibility Advisory Committee will help support the ask.

### 9. NEXT MEETING

The next meeting of the Accessibility Advisory Committee is to be confirmed as per Agenda Item 7.4

### 10. ADJOURNMENT

Moved by: Member Grasman

**THAT** the Accessibility Advisory Committee Meeting meeting be hereby adjourned at 3:30 p.m., **CARRIED**

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Chair